

# Bylaws of the Cameo Society

Of the Colorado State Society, NSDAR

## ARTICLE I – NAME

The name of this society shall be the Cameo Society of the Colorado State Society, National Society Daughters of the American Revolution, hereby known as the Cameo Society.

## ARTICLE II – OBJECT

The object of the Cameo Society shall be to promote understanding and fellowship between generations; to encourage the passage of genealogical information, family histories, and patriotism to subsequent generations; and to promote membership in the National Society Daughters of the American Revolution.

## ARTICLE III – MEMBERSHIP

SECTION 1. Any woman is eligible for membership in the Colorado Cameo Society who is an active member of the National Society Daughters of the American Revolution and is related in any combination to a living or deceased: grandmother, mother, daughter, granddaughter, sister, niece, aunt, or 1st cousin or 2nd cousin who is or was a member of the National Society Daughters of the American Revolution.

SECTION 2. An applicant who accurately fulfills the requirements stated in Sec. 1 above shall submit a completed application to the membership chairman before admission.

SECTION 3. Fees and Dues.

- (a) The application fee shall be five dollars.
- (b) The annual dues shall be two dollars, payable on or before the date of the Colorado State Conference each year.
- (c) Life Membership shall be an available option for \$50.00, monies to be held in the Colorado Cameo Society Life Membership Fund that will pay the member's dues during her lifetime. Upon the death of the Life Member, the remaining dues of that deceased Life Member will be transferred to the Cameo Scholarship Fund.
- (d) Only those members whose dues are current are entitled to voting privileges.
- (e) If a Life Member becomes an inactive NSDAR Member for a period of three (3) years, the remaining dues in her Life Member account will be transferred to the Cameo Scholarship Fund. If the Life Member reinstates her National membership, Life Membership in the Cameo Society will also be reinstated with transfer of monies back to the Life Member account.

## ARTICLE IV – ELECTED OFFICERS

The elected officers of the Cameo Society shall be a President, a First Vice President, a Second Vice President, a Chaplain, a Secretary, a Treasurer, and an Historian.

## ARTICLE V – DUTIES OF OFFICERS

SECTION 1. The officers shall perform the duties prescribed by these bylaws, by the Bylaws of the National Society, by the Colorado State Society, and any such other duties as shall be ordered by the society.

SECTION 2. The President shall:

- (a) Preside at all meetings of the society and of the Executive Board;
- (b) Appoint all committees except the Executive Board and the nominating committee;
- (c) Appoint a parliamentarian and,
- (d) Be ex-officio a member of all committees except the nominating committee.

SECTION 3. The First Vice President shall:

- (a) In the absence or inability of the President, perform the duties pertaining to that office.
- (b) Coordinate activities and events outside of the annual meeting.

SECTION 4. The Second Vice President shall:

- (a) Receive prospective members' applications and verify eligibility.

### Revisions:

March 1997 | 26 March 2001 | 29 April 2007 | 11 April 2010 | 22 April 2012 | 17 April 2016 | 23 April 2017 | 6 May 2018 | 28 April 2019 | 30 April 2023

SECTION 5. The Chaplain shall:

- (a) Conduct such religious services as required.

SECTION 6. The Secretary shall:

- (a) Record the proceedings of the meetings of the society and executive board.
- (b) Conduct such correspondence as requested by the President or as required by action of the society or the Executive Board.

SECTION 7. The Treasurer shall:

- (a) Receive all funds of the society and submit to the State Treasurer immediately.
- (b) The funds will be handled according to the guidelines as established by the State Society.
- (c) Present the annual financial report as prepared by the State Treasurer at the annual meeting of the Cameo Society.

SECTION 8. The Historian shall:

- (a) Direct such historical work as may be requested by the society;
- (b) Be custodian of historical and biographical papers which the society may acquire.

#### **ARTICLE VI – NOMINATIONS AND ELECTIONS**

SECTION 1. In the year before an election, a nominating committee of five members shall be elected at the annual meeting during State Conference. It shall be the duty of this committee to nominate a candidate, whose consent to serve has been obtained, for each office to be filled. Additional nominations may be made from the floor, provided the consent of the nominee shall first have been obtained.

SECTION 2. Officers shall be elected by ballot for a term of two years to coincide with the term of the State Officers or until their successors are elected. A majority vote shall elect. If there is only one nominee for any office, the election for that office may be by voice vote. The election shall be at the annual meeting during Colorado State Conference. The term shall begin at the close of the annual meeting. No member shall hold more than one elected office at any one time. A member who has served more than half a term in any office shall be considered to have served a full term.

SECTION 3. A vacancy in any office will be filled by the Executive Board.

#### **ARTICLE VII – MEETINGS**

SECTION 1. The Cameo Society shall meet once a year during the period of the State Society's State Conference. This shall be the annual meeting. Fifteen members of the Cameo Society shall constitute a quorum.

SECTION 2. Electronic Meetings. Meetings of the Society, executive board, and all committees may meet fully or partially by electronic means so long as all members present have the opportunity to simultaneously hear each other, subject to any limitations established in the standing rules adopted to govern such participation, and at reasonable expense to the Society. All members present in person or electronically shall have full rights to make motions, debate, and vote. Electronic mail (email) should not be used to conduct meetings.

#### **ARTICLE VIII – EXECUTIVE BOARD**

SECTION 1. The Executive Board shall consist of the president, first vice president, second vice president, chaplain, secretary, treasurer, and historian.

SECTION 2. The Executive Board has the authority to act on affairs of the Cameo Society between its meetings and shall report to the Cameo Society at the annual meeting. The Board is subject to the orders of the Cameo Society, and none of its acts shall conflict with action taken by the Colorado State Society.

SECTION 3. The Executive Board shall have fiscal responsibility of the Society to include reviewing the dues and fees structure at least once an administration, approve expenses of the Society and authorize the Treasurer to submit requests for payments to the State Treasurer for payment.

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SECTION 4. Meetings of the Executive Board shall be at the call of the President, or upon written request of four members of the Executive Board.

SECTION 5. Four members of the Executive Board shall constitute a quorum.

#### **ARTICLE IX – CAMEO SOCIETY SCHOLARSHIP**

SECTION 1. An Endowment Fund is established for use of future scholarships, special projects determined by the Executive Board and voting members.

SECTION 2. Cameo Society Scholarship

- (a) The annual Cameo Society Scholarship, a minimum of \$500.00, will be funded by the interest from the Cameo Society Endowment Fund Certificate of Deposit and such donations as may be received. It is paid directly to the college of the winner's choice upon proof of registration to the State Treasurer.
- (b) The Scholarship shall be awarded to a member or her son, daughter, grandson, granddaughter, niece, nephew, sister, brother, 1<sup>st</sup> cousin, 2<sup>nd</sup> cousin, or spouse of a member in good standing of the Cameo Society with preference to continuing education students, individuals whose education has been previously interrupted for at least one year.
- (c) The applicant must be a Colorado resident, a United States citizen and attend an accredited college or university in the United States.
- (d) If no candidate applies who fulfills the requirements stated in sections 2-B. and 2-C., the scholarship will be deferred to the next year.
- (e) No applicant shall receive this award more than once.

#### **ARTICLE X – COMMITTEES**

SECTION 1 The Rules and Bylaws Committee shall receive, investigate, and consider all suggestions and proposals for amendments to the bylaws, at least once an administration, which affect the Cameo Society's bylaws, and report same to the Executive Board.

SECTION 2 A Scholarship Committee shall:

- (a) Consist of the Scholarship Chairman, as chair, and four cameo members;
- (b) Shall receive the required documents and application;
- (c) Shall make a determination of a winner of the scholarship, report the winner to the Executive Board, and
- (d) Shall present the winner of the scholarship to the membership.

#### **ARTICLE XI – DUTIES OF COMMITTEES**

SECTION 1. The Executive Board shall:

- (a) Vote by postal/electronic mail or teleconference, if necessary;
- (b) Report and make recommendations at the annual meeting;
- (c) Review the dues and fees structure at least once in each administration and exercise its fiscal responsibility by making recommendations as necessary to the Cameo Society, and;
- (d) Shall determine if expenses are necessary and authorize the treasurer to submit requests for payments to the State Treasurer for payment.

SECTION 2. The Rules and Bylaws Committee shall receive, investigate and consider all suggestions and proposals for amendments to the bylaws which affect the Cameo Society's bylaws, and report same to the Executive Board.

SECTION 3. A Membership Committee shall:

- (a) Consist of the Membership Chairman, as chair, and
- (b) Receive prospective members' applications and verify eligibility.

SECTION 4. A Scholarship Committee shall:

- (a) Consist of the Scholarship Chairman, as chair, and four Cameo members;
- (b) Shall receive the required documents and application;
- (c) Shall make a determination of a winner of the scholarship; and,
- (d) Shall present the winner of the scholarship to the membership.

#### **ARTICLE XII– PARLIAMENTARY AUTHORITY**

#### **Revisions:**

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The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Cameo Society in all cases to which they are applicable, and in which they are not inconsistent with the Bylaws and any special rules or order of the National Society Daughters of the American Revolution, or of the Colorado State Society, or of the Cameo Society.

### **ARTICLE XIII – AMENDMENT TO BYLAWS**

SECTION 1. These bylaws may be amended at any meeting of the Cameo Society by a two-thirds vote, provided the proposed amendment has been submitted in writing to the membership at least thirty days prior to the meeting. Unless otherwise provided prior to its adoption or in the motion to adopt, an amendment shall take effect immediately upon adoption.

SECTION 2. Any amendment adopted by the National Society, or by the Colorado State Society affecting the work of this Cameo Society shall become the law of the Cameo Society without further action or notice.

### **ARTICLE XIV – DISSOLUTION**

When and if it becomes necessary for the society to disband:

SECTION 1. The Cameo Society will comply with the procedures in the Bylaws of the National Society.

SECTION 2. All debts of the Cameo Society shall be paid.

SECTION 3. Any property which has been loaned to the Cameo Society shall be returned.

SECTION 4. A resolution shall be adopted designating that any remaining historical documents, artifacts or any monies remaining in the Cameo Society treasury shall be given to the state organization, the National Society, or a DAR project.

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# Standing Rules of the Cameo Society

Of the Colorado State Society, NSDAR

- A. Only those who hold active paid membership in the Colorado State Cameo Society may attend the annual meeting except those who the President of the Society may invite.
- B. A monetary gift may be given to each State Regent during her term of office for her project, paid from the Cameo Society Dues account, as the amount that is determined in the annual budget.
- C. A monetary gift may be given to each President General during her official visit, paid from the Cameo Society Dues account, as the amount that is determined in the annual budget.
- D. The outgoing Officers and Chairmen of all committees shall turn over to their successors all materials pertaining to their office. This is to be accomplished following the installation of the new Officers and appointments of Chairmen.
- E. No record of membership shall be removed or deleted from the permanent file. Any member who is deceased shall be coded "deceased with date" and moved to a separate worksheet within the permanent file. Any member whose dues are delinquent shall be coded "inactive" and moved to a separate worksheet within the permanent file. If an inactive member pays her current dues, she shall be recorded as "active" with her original Cameo Membership Number.
- F. The rules and bylaws committee shall be authorized to correct punctuation and spelling and to make such other technical and conforming changes as may be necessary to reflect the intent of the Society in connection with the Colorado State Society NSDAR bylaws and standing rules without presentation to and approval from the Executive Board or the general membership.
- G. Motions must be submitted in writing. A member intending to make a main motion, to offer an amendment, or to propose instructions to a committee, shall, before or after being recognized, submit the motion in writing. Motion forms will be provided at each meeting.

## Revisions:

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