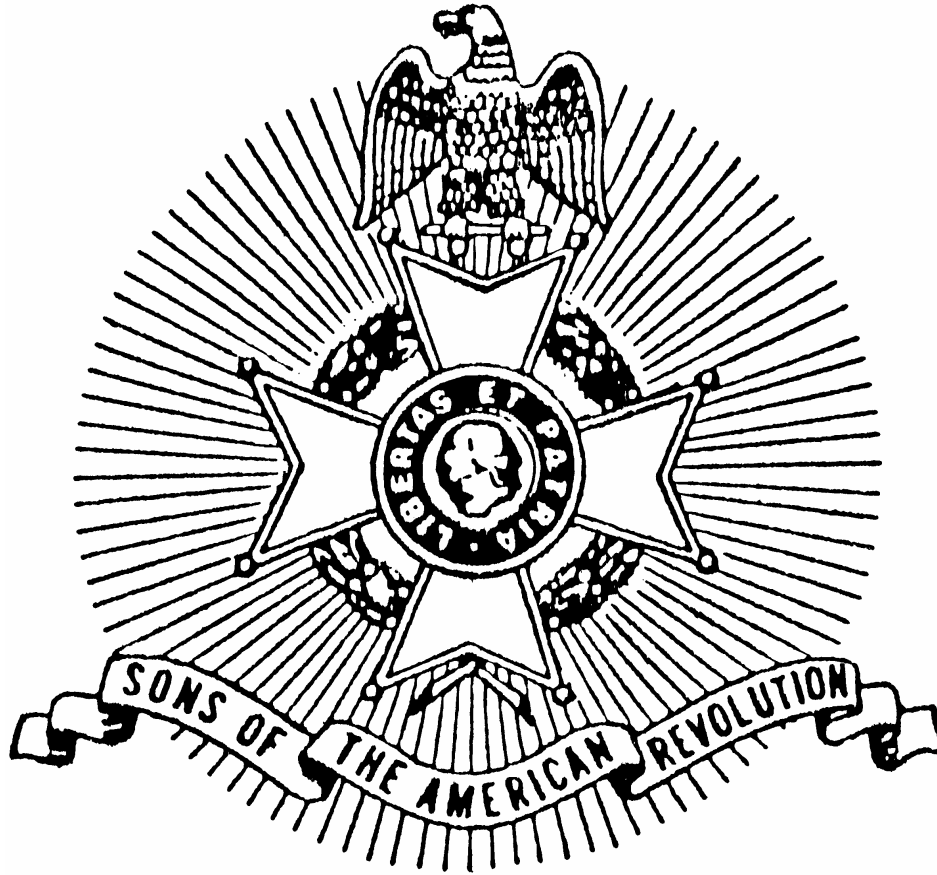


Florida Society

Sons of the American Revolution



Committee Charters

October 2009

Sons of the American Revolution Mission

The objects of this Society are declared to be patriotic, historical and educational; to unite and promote fellowship among the descendants of those who sacrificed to achieve the independence of the American people, to inspire them and the community-at-large with a more profound reverence for the principles of the government founded by our forefathers; to foster true patriotism; to maintain and extend the institutions of American freedom.

Introduction

The document includes the charters for all active FLSSAR committees as of May 2006. A charter, as outlined in the Society By-Laws "...states the name, duties, structure, powers, method of appointment, and term of office of its members". Committees fall into one of three categories: Statutory, Standing, and Special.

Statutory committees are permanent, prescribed and delineated in the By-Laws, and provide the fundamental functions of executive decision, finances and audit, the nomination of officers, and presentation of medals and awards, including the Patriot Medal.

Standing committees are the most numerous and provide for all outreach to youth, our patriotic and nationalism awards programs, liaison with other Societies, and internal functions. They are of proven worth and may be changed or eliminated only by the Board of Management which may also create new Standing Committees.

Special, or *ad hoc*, committees may be created by Presidential fiat or by the Board of Management. Some Special Committees may be short lived, existing only to complete a specific and well defined objective. These may have a charter or other written description. Others may be ongoing with charters and if proven successful, may be empowered by the Board of Management and transformed into Standing Committees.

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Statutory Committees

As established by the By-Laws, there are six statutory committees.

- Audit
- Executive
- Finance
- Medals and Awards
- Nominating
- Patriot Medal

Characteristics (By-Laws Article V. Section 6. a.)

1. It is established by, and its charter set forth in the By-Laws.
2. It performs functions and has powers as stated in the By-Laws.
3. It remains in existence permanently, from year to year.
4. The terms of office of its members are co-terminal with that of the appointing officer unless otherwise stated in the By-Laws.

Changes to Statutory Committees are made by amending the By-Laws. (Art. VIII. Sec.3.)

By-Laws may be amended by the following process:

1. Proposed amendment(s) must first be submitted to the Charter and By-Laws Committee at the Fall Board of Management.
2. The Charter and By-Laws Committee shall make its recommendations to the Winter Board of Management.
3. Proposed amendment(s) must be published, or extracted, in the issue of the *Florida Patriot* published just prior to the Annual Meeting at which the proposed amendment(s) will be presented for a vote by the membership.
4. The change is voted upon at the Annual Meeting. A two thirds majority is required for passage.
5. If the change is approved the amended By-Laws should be published in the *Florida Patriot* published next after the Annual Meeting.

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Audit**
Status: Statutory

Purpose: To conduct, or cause to be conducted, annually, an audit of the financial books and records of the FLSSAR for the preceding fiscal year.

Authority: Florida Society By-Laws, Article V, Section 2

Members: The President, Florida Society, shall appoint not less than three nor more than five Members, one of whom shall be named Chairman and whose terms shall be concurrent with that of the appointing officer.

Functions:

By-Laws. Article V, Section 2.

The President shall appoint an Audit Committee of not less than three nor more than five Members of the FLSSAR, which committee shall conduct, or cause to be conducted, annually, an audit of the financial books and records of the FLSSAR for the preceding fiscal year. The report of such audit shall be presented to the Board of Management for the approval at its meeting which is to be held on the day before the date fixed for the opening of the Annual Meeting of the FLSSAR.¹

¹ This is the Spring Board of Management Meeting, By-Laws, Article Section 3. d.

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Executive Committee**

Status: Statutory

Purpose: To act on any matter between regular meetings of the Board of Management The Chairman deems of such importance and urgency that action must be Taken before the next regular Board of Management meeting. To act on matters provided in the By-Laws. To advise the president.

Authority: Florida Society By-Laws, Article V, Section 1

Members: Chairman: FLSSAR President

Vice Chairman: FLSSAR Senior Vice President

Secretary: FLSSAR Secretary

Members:

Immediate FLSSAR Past President

Treasurer (Financial Advisor)

Member-at-Large Compatriot

Functions:

The Executive Committee shall have the power to conduct business by mail or telephone (or other electronic means) in lieu of convening in formal session; provided, however, that each member of the Committee shall confirm by letter to the Secretary, each vote he has given by telephone (or other electronic means). Three members shall constitute a quorum. A report shall be made by the Chairman at each meeting of the Board of Management detailing all actions taken by the Executive Committee since its last report to the Board. During intervals between meetings of the Board of Management, the members of the Committee shall have the duty to meet on call of the Chairman and to act on any matter of such urgency and importance that action must be taken before the next regularly scheduled meeting of the Board of Management. The Committee shall also serve as a council to advise the President on planning and operational matters about which he deems the counsel of the Committee to be needed or helpful.

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Finance**
Status: Statutory

Purpose: To exercise management over all FLSSAR finances except the Endowment Trust Fund and Operating Budget Trust Fund.

Authority: Florida Society By-Laws, Article V, Section 5.

Members: A Chairman who shall be the Treasurer of the Florida Society and two other Members, who shall be appointed by the President, Florida Society for terms concurrent with that of the appointing officer.

Functions:

To exercise management supervision over all FLSSAR finances except those of the Endowment Trust Fund and those of the Operating Budget Trust Fund.

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Medals and Awards**

Status: Statutory

Purpose: Implement, administer and keep records for the Medals and Awards program (except Patriot Medal)

Authority: Florida Society By-Laws, Article V, Section 4.

Members: A Chairman and five Members who shall be appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To designate the person(s), groups, or organizations to whom medals (other than the Patriot Medal), plaques, prizes, decorations, trophies, certificates, gifts, honoraria, or other awards, except as provided for in these By-Laws, are to be given by and in the name of the Florida Society.
2. To arrange for medals, plaques, and the like to be suitably engraved; for certificates and the like to be suitably inscribed, signed and framed for hanging; and for the items which are to be awarded to be on hand at or before the scheduled time of the presentation ceremony.
3. To designate the person who will present the medal or award to the recipient.
4. To furnish the Secretary, at the time of the Annual Meeting, a list of all medals and awards that have been given out by this committee during the year of its tenure, so that the names of all holders thereof may be permanently recorded in the annals of the Florida Society.
5. To provide advice and guidance to the chapters regarding medals and awards proposed to be given by the chapters. Nominations of persons to be considered by this Committee for awards may be made to the Committee by any member of the FLSSAR; such a nomination should include a statement detailing the qualifications of the nominee for such consideration, and should be sent to the Chairman of the Committee.

See Appendix A

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Nominating**
Status: Statutory

Purpose: To nominate at least one candidate, qualified and willing to serve, for each office that is to be filled by election by the FLSSAR at its next Annual Meeting.

Authority: Florida Society By-Laws, Article HI, Section 2. (a) (1)

Members: Five members who shall not have served on a Nominating Committee during the preceding two years shall be elected by the Board of Management at its regular Summer Meeting from a slate of nominees who shall have been nominated by the President and/or the Board of Management. The five elected shall serve until the adjournment of the next Annual Meeting and shall elect from their number a Chairman, (Article III, Section 2 a. (1) (a)).

Functions:

To solicit candidates who are qualified and are willing to serve, at least one candidate for each office, to be filled by election at the next Annual Meeting. The Chairman, or other member, shall announce at the Winter Meeting of the Board of Management the nominees of the Committee for the respective offices and shall deliver a copy of the Committee Report to the Secretary of the FLSSAR who shall publish it in such manner and at such time to assure that every member of the FLSSALR is given at least thirty (30) days notice as to the names of the nominees. At the next Annual Meeting the Chairman, or other Committee member, will place in nomination the names of the nominees for the offices to be filled by election for the following year, and deliver a copy of the Committee Report to the Recording Secretary. (Article III Section 2 a. (1) (b))

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Patriot Medal**

Status: Statutory

Purpose: To designate members of the FLSSAR to whom the Patriot Medal will be awarded. To present the Patriot Medal at the final session of the Annual Meeting by the Chairman of the Committee or his designee.

Authority: Florida Society By-Laws, Article III, Section 3.

Members: The President of the FLSSAR shall appoint, and name the Chairman of, the Patriot Medal Committee, to consist of five members of the FLSSAR, each of whom has previously been awarded the Patriot Medal by the FLSSAR. The terms of the Chairman and Members shall be concurrent with that of the appointing Officer.

Functions:

1. Consideration of Nominations: Nominations of persons to be considered by the Committee for the Patriot Medal may be made by any member of the FLSSAR. Such nomination should include a statement detailing the qualifications of the nominee, and must be sent to the Chairman of the Committee at, or before, the closing of the Winter Board of Management Meeting.
2. Presentation of the Patriot Medal: The Committee shall assure that the Patriot Medal, properly engraved, and a framed Certificate attesting to the Award, are on hand at the scheduled time of the Presentation Ceremony. The Chairman of the Committee, or his designee, shall present the Award at the Final Session of the Annual Meeting of the Florida Society, and, he shall furnish annually to the Secretary of the Florida Society a list of persons to whom the Patriot Medal has been awarded so that the annals of the Society may record the names of all holders of the Patriot Medal as being life Members of the Board of Management (By-Laws Article II. Section 1. a.).

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

Standing Committees

Characteristics: (By-Laws Article V. Section. 6. b.)

1. It is established, chartered and empowered by action of the Board of Management.
2. Its charter may be amended or revoked by action of the Board of Management.
3. It performs continuing functions, and remains in existence as long as its charter remains in force.
4. Its charter designates the class of business over which it has cognizance, and its power to conduct such business.
5. It provides staffing and other services over matters of the designated class, either upon its own volition or upon assignment by the Board of Management or by the President.
6. The structure of the committee, how and by whom its numbers are to be appointed, and duration of their term of office are stated in its charter.

Changes to Standing Committees may be made in the following manner:

1. Suggested changes are submitted to the subject committee for recommendations and a position on the change(s).
2. These recommendations and the subject committee's position shall be transmitted to the Charter and By-Laws Committee.
3. The Charter and By-Laws Committee shall review the proposed change(s) to ensure the change(s) are within the scope and purview of the subject committee and that there is no conflict inherent in the change(s) with any other committee or the By-Laws.
4. The Charter and By-Laws Committee shall submit the proposed change(s), with its recommendation, either concurring with the change(s) or opposing it/them, with its reasons, to the next Board of Management where the change(s) shall be subject to a decision by a simple majority vote.
5. The subject committee charter will be changed, if appropriate, or, if necessary, a new charter will be written for dissemination to the membership in the next issue of the Florida Patriot.

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Archives**
Status: Standing

Purpose: To establish and maintain the Society's Archives, a repository of historical, official, and other documents and artifacts of significance to the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members who shall be appointed by the President, Florida Society and whose terms shall be concurrent with the appointing officer.

Functions:

1. To gather, sort, collate, and index official and other significant documents and artifacts of the Florida Society, and similar materials from individual chapters, compatriots, and related organizations, of significance to the Society.
2. To establish and maintain a secure and accessible repository of these documents and artifacts. To publicize to the members of the Society the existence of the Archives as necessary.
3. To store, catalogue and preserve these materials; to maintain a master catalogue and index.
4. To keep its index, catalogue and the materials in its custody available for reference and study.

Action by the Board of Management
Proposed
Approved May 5, 2000

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name : **Chapter Challenge**
Status: Standing

Purpose: To administer the Chapter Challenge Contest for the Chapters of the Society, to add to, revise and improve the events of the Contest, to establish the "Flights" and to make the Awards.

Authority: Florida Society By-Laws, Article V, Section 6. b. Board of Management

Members: There shall be a Chairman and at least two other Members appointed by the President whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To design the Chapter Challenge form, determine what events shall be included and their value (number of points) for each event, limit the number of certain events, devise and issue directions for each event.
2. To divide the chapters into three "Flights", determine by chapter membership numbers as follows:

Flight	Membership
Red	Up to 40 members
White	41 to 70
Blue	71 plus
3. To verify and calculate the number of pointed earned by each chapter, including the discretionary points.
4. To determine the winner of each Flight for each year.
5. To present the Chapter Challenge Awards to the winners at the next Annual meeting of the year following the contest year.

The Chapter Challenge operates on a calendar, January to December. The membership of each chapter is based on the State Secretary's Membership Roster as of January 1 of the particular contest year.

Action by the Board of Management

Proposed

Amended

Adopted May 5, 2000

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Charter and By-Laws**
Status: Standing

Purpose: To update and maintain the Charter and By-Laws of the Florida Society and to establish and maintain Committee Charters of the Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman, usually the Senior Vice President, and additional Members, normally four, as the President, Florida Society may appoint and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To maintain a current Master Copy of the Articles of Incorporation and the By-Laws of the Florida Society.
2. Receive, review and make recommendations for proposed amendments to the Articles in accordance with Article IX of the Articles.
3. To receive, review and make recommendations for proposed amendments to the By-Laws of the FLSSAR in accordance with Article VIII. Section 3. of the By-Laws.
4. To promulgate approved changes to the Articles of Incorporation and the By-Laws, as approved by the Florida Society at an Annual Meeting, in coordination with the State Recording Secretary and State Secretary through errata sheets, page changes and articles in the *Florida Patriot*.
5. To print revised editions of the Articles of Incorporation and the By-Laws, as required, in coordination with the State Secretary.
6. To make limited distribution of revised edition of the Articles of Incorporation and the By-Laws to appropriate State Officers and Charter and By-Laws Committee Members; to assign the bulk of the printing to the State Secretary for distribution to all State Officers, Committee Chairmen, Chapters and sale to all general membership.
7. To develop Charters for Statutory, Standing and Special committees as directed by appropriate authority and to maintain a current master copy of all State Committee Charters.
8. To ensure that there is no conflict in authority or power between or among Florida Society Committees. If the Committee is unable to resolve any conflict to place the issue before the authority which established the committees involved with Committee recommendations.

Action by the Board of Management

Proposed

Amended

Approved August 1, 1992

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Children of the American Revolution (CAR) Liaison**
Status: Standing

Purpose: To administer and coordinate the Florida Society support for Children of the American Revolution (CAR).

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and such additional Members, normally four, as may be appointed by the Florida Society President, and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To establish and maintain liaison between the FLSSAR and the FSCAR; coordinate joint functions and activities.
2. To promote liaison between FLSSAR chapters and adjacent FSCAR Societies.
3. To assist the establishment of the new FSCAR Societies as requested. Sponsor new FSCAR Societies as appropriate.
4. To support the FSCAR with an annual grant from the FLSSAR Endowment Trust Fund. Current (1993) authorized grant is five hundred dollars.
5. To encourage male Children of the American Revolution to become members of the Sons when they attain eligible age.
6. To publish annually a current list of all FSCAR Societies with the names, addresses and telephone numbers, and e-mail of each Society's President, Senior President and State President and State Senior President and other appropriate officers.

Action by the Board of Management

Proposed

Amended

Approved July 10, 1993

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Commemorative Historic Sites**
Status: Standing

Purpose: To elevate Revolutionary War sites in Florida to the level of Commemorative Sites

Authority: Florida Society By-Laws, Article V, Section 6. c.

Members: A Chairman, usually the State Historian and such other Members as may be necessary, to be appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To discover and define Revolutionary War sites in Florida that may be of sufficient significance that can be considered for status of Commemorative Site.
2. To develop the history and background of such sites as may be proposed especially its importance to the Revolutionary War, local significance, extent of the "battle", numbers of combatants, personalities involved and general interest of the site.
3. To document the site, reference to authorities, bibliography and other evidence.
4. To prepare the documentation to be presented to the determining body at the National Level.

Action by the Board of Management

Proposed

Approved: July 31, 1993

Amended: October 27, 2006

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Credentials - National Congress**

Status: Standing

Purpose: To prepare Credentials for Delegates of the Florida Society to the National Congress

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and, normally, two Members, one of whom is the FLSSAR Secretary, appointed by the Florida Society President and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To publicize the need for and to recruit Society members to serve as delegates to the National Congress sufficient to fill the Florida Society quota.
2. To prepare the individual delegate credentials and mail to the delegate the credentials several weeks prior to the National Congress.
3. To complete the master delegate list of the FLSSAR, sending one copy to the National Headquarters and another to the head of the FLSSAR delegation.
4. To complete other forms as required by the National Office.

Action by the Board of Management

Proposed

Amended

Approved July 31, 1993

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Daughters of the American Revolution (DAR) Liaison**

Status: Standing

Purpose: To establish and maintain Liaison with Florida Society Daughters of the American Revolution and to further the objectives of both Societies.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and such Members, normally four, as may be appointed by the President of the Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To promote a close relationship between the Florida Society SAR, (FLSSAR) and the Florida Society, DAR (FLSDAR).
2. To maintain a harmonious working relationship between the FLSSAR and FLSDAR.
3. To coordinate FLSSAR requests for FLSDAR assistance or cooperation. To direct authorized liaison between FLSSAR Regional Vice Presidents and FLSDAR Regents.
4. To report the status of FLSDAR/FLSSAR relationships written and oral, to the Board of Management Meetings.
5. To provide the Regional Vice Presidents with the names and addresses of the FLSDAR Regents in their Regions.
6. To provide the FLSDAR Regional Presidents with the names and addresses of the FLSSAR Regional Vice Presidents in their areas.

Action by the Board of Management

Proposed

Amended

Approved October 24, 1992

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Eagle Scout**
Status: Standing

Purpose : To administer the Eagle Scout Scholarship Program for the Florida Society.

Authority : Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and at least five other Members to be appointed by the President, Florida Society, and terms shall be concurrent with that of the appointing officer.

Functions:

1. To publicize the NSSAR Eagle Scout Scholarship and Awards Program, to request assistance and cooperation from the Scout Executives of the Florida BSA Councils, to assist Chapter Eagle Scout Committee Chairmen understand the Program and to tell them how to obtain the necessary forms and names of eligible Eagle Scouts.
2. To request that Chapters inform the State Eagle Scout Committee Chairman of their Chapter winner by January 2 annually and to select the FLSSAR Eagle Scout Scholarship nominee by February 1 annually.
3. To forward the papers of the FLSSAR winner to the NSSAR Eagle Scout Chairman by February 22 annually.
4. To arrange for the FLSSAR winner to attend the Annual/Spring BOM, expenses paid, to receive his awards.

Action by the Board of Management

Proposed

Approved July 31, 1993

Amended May 5, 2000

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Endowment Trust Fund Disbursement**
Status: Standing

Purpose: To disburse funds for authorized projects and activities from the Endowment Trust Fund (ETF).

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and six Members, each of whom is to represent one of the seven Vice Presidential Regions, appointed by the President Florida Society, and whose terms are concurrent with that of the appointing officer.

Functions:

- a) To receive requests for grants from the Endowment Trust Fund from Chapters, Officers and Committee Chairmen.
- b) To evaluate each request and by majority vote, approve, approve with conditions, or disapprove, each request, following the guidelines for ETF applications. See Appendix B
- c) To forward copies of approved requests for grants to the Endowment Trust Fund Treasurer authorizing the issuance of checks.
- d) To require a "completion of project" report for each grant when the project is completed. Funds not expended are to be returned to the Committee for return to the Endowment Trust Fund.
- e) To disburse funds to further the objectives of the Society; Patriotic, Historic and Educational.
- f) To disburse funds when directly ordered by the Board of Management.
- g) To ensure that funds are not disbursed to benefit an SAR Member nor to pay for normal and ordinary expenses of any chapter.
- h) To ensure that disbursement of funds in a calendar year does not exceed that amount set by the Trustees of the Endowment Trust Fund.

Action by the Board of Management

Proposed

Amended

Approved By-Laws, April 10, 1995

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Genealogy**
Status: Standing

Purpose: To serve as a genealogical resource for the Compatriots, Chapters, and the Society and to initiate measures pertaining to Genealogy and lineage of importance to the Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members appointed by the President, Florida Society, whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To encourage, support and advise chapters with genealogical problems regarding new and prospective members and supplements.
2. To assist the Florida Society Registrar and the Genealogist with lineage problems pertaining to new and supplemental applications arising from evaluation of applications at the national level.
3. To establish a network for obtaining appropriate documents.
4. To help develop positions and strategy relating to questions of applied genealogy, or lineage, which may result from policies or actions of the National Society.
5. To implement the genealogical policies of the National Society.
6. To promote and assist chapter and Society Genealogy workshops for the purpose of membership recruitment; to cooperate with the Daughters of the American Revolution and other genealogy/lineage societies.

Action by the Board of Management
Proposed January 21, 2000
Approved May 5, 2000

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **George S. and Stella M. Knight Essay Contest**
Status: Standing

Purpose: To administer the Knight Essay Contest for the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members as shall be appointed by the President, and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. Each year, to devise what the committee deems to be the best way to administer the Knight Essay Contest for the Florida Society
2. To write rules for the Florida Contest and, if not identical to the National rules, provide for a method whereby an essay from Florida can be entered into the National contest.
3. To publicize and promote the Knight Essay Contest.
4. To establish some method whereby local chapters may conduct local contests if they choose.
5. To receive and judge entries in the state Society competition.
6. To forward the Florida Society winning Knight Essay Contest to the National Committee to compete in the National competition.
7. To announce the contest results at the Spring BOM Meeting; to invite the first place winner to the BOM Meeting to receive the award; to distribute second and third place awards.
8. To report quarterly to the Board of Management on the status of the Knight Essay Contest; to provide a timely budget, and budget requests to Treasurer of the Florida Society.

Action by the Board of Management

Proposed May 8, 1993

(formerly NSSAR Calvin Collidge Essay Contest)

Approved

Amended May 5, 2000; April 28, 2007

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Good Citizenship Certificate**

Status: Standing

Purpose: To administer the Good Citizenship Certificate Committee Program in secondary schools for the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members as shall be appointed by the President, Florida Society, whose terms of office shall be concurrent with that of the appointing officer.

Functions:

1. To publicize the Good Citizenship Certificate Program and to encourage all chapters to participate at all sixth grade elementary and middle schools in their area.
2. To encourage chapters to establish and to maintain good working relationships with the local school authorities to ensure that the Good Citizenship Certificate Awards remain a viable part of the school program.
3. To ensure that at least one student in each class section in each school is selected for a Good Citizenship Certificate for his/her demonstrated outstanding leadership, honor, service, patriotism and courage. Selection may be made by his/her peers or the school authorities.
4. To ensure that the Good Citizenship Certificate(s) are presented to the students selected at an awards ceremony set by the school.
5. To ensure that the FLSSAR Secretary has sufficient Good Citizenship Certificates in stock to support the program.
6. To make an annual report at the Spring Board of Management of:
 - a) number of chapters participating in the program,
 - b) number of schools participating,
 - c) number of Good Citizenship Certificates presented.

Action by the Board of Management
Proposed
Approved July 31, 1993

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **History Fairs**

Status: Standing

Purpose: To further the educational and historical objectives of the NSSAR through participation of the FLSSAR in the annual National History Day and Florida History Fair contests.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and three additional members to be appointed by the President, Florida Society, whose terms of office shall be concurrent with that of the appointing officer. The Sr. Vice President, FLSSAR, shall serve *ex officio*.

Functions:

1. To continue FLSSAR sponsorship of the Colonial Heritage Award to be given at the annual Florida History Fair contest by obtaining the necessary funds from the FLSSAR treasurer and confirming the sponsorship with the state coordinator of the Florida History Fair.*
2. To provide an appropriate FLSSAR award to the winner(s) of the Colonial Heritage Award to supplement the Florida History Fair award.**
3. To provide each chapter with the booklet entitled Florida History Fair, an Opportunity for Participation – the FLSSAR primer for involvement in history fair activities.
4. To involve FLSSAR regional vice-presidents in promoting and reporting on chapter history fair initiatives.
5. To encourage chapters to participate in local and county history fair contests by providing judges and making chapter award(s).
6. To inform chapters that expenses for History Fairs are eligible for reimbursement under the current guidelines of the FLSSAR Endowment Trust Fund Disbursement Committee.
7. To submit, in writing, a quarterly report on the activities of the committee to the secretary of the Florida Society.
8. To submit, in writing, an annual report on the activities of the Florida Society to the Patriotic Activities Committee of the NSSAR.

* Details on Florida History Fair officials, including names, addresses, telephone numbers, email, and website information are included in the FLSSAR primer.

** The award may be given to an individual or group project. Up to five awards may be necessary in a given year. A plaque with a generic inscription such as, "Florida History Fair / Colonial Heritage Award / presented by / The Florida Society / Sons of the American Revolution" This would allow for multi-year usage.

Action by the Board of Management
Proposed
Approved 2004

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Joseph S. Rumbaugh Oration Contest**
Status Standing

Purpose: To administer the Rumbaugh Oration Contest for the Florida Society.
Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members, appointed by the President, Florida Society, whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To administer the Rumbaugh Oration Contest for the Florida Society in accordance with the National Society guidelines.
2. To provide chapters with current guidance to conduct local Rumbaugh Oration Contest.
3. To encourage chapters to conduct Rumbaugh Oration Contest; to select contestants for the State Rumbaugh Oration Contest.
4. To maintain close relations with chapter Rumbaugh Oration Contest Chairmen; provide all assistance possible.
5. To ensure adequate space is reserved at the Winter Meeting to conduct the Rumbaugh Oration Contest; that judges and timekeepers are designated and briefed, and that prize money and Awards are on hand.
6. To ensure the Florida Society Rumbaugh Oration Contest winner attends the National Congress to represent the Florida Society.
7. To make all logistical arrangement, i.e. transportation, hotel, meals, per diem, etc. for the Florida Rumbaugh Oration Contest winner and escort, to attend the National Congress.
8. To maintain an account of all costs for the State and National Rumbaugh Oration Contest for presentation to the Board of Management at its next Meeting.

Action by the Board of Management

Proposed

Amended

Adopted May 8, 1993

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **FLSSAR Ladies Auxiliary Committee Liaison**
Status: Standing

Purpose To establish and maintain liaison with the Florida Society Sons of the American Revolution Ladies Auxiliary and to further the objectives of both organizations.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and such members, normally two, as may be appointed by the President, Florida Society, whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To promote a close and harmonious working relationship between the Florida Society SAR and the Florida Society Ladies Auxiliary Committee.
2. To coordinate FLSSAR requests for the assistance of FLSSAR Ladies Auxiliary in promoting goals and projects in accordance with enacted By-Laws and objectives.
3. To coordinate requests by and provide assistance to the Ladies Auxiliary in securing meeting rooms and display tables at regular meetings of the FLSSAR Board of Management, and to encourage support for fundraising projects undertaken by the Ladies Auxiliary.
4. To deliver a written and/or verbal report on the status of FLSSAR Ladies Auxiliary activities at each Board of Management meeting.
5. To assist the FLSSAR President in providing for the installation of Ladies Auxiliary officers as part of the FLSSAR Annual Meeting.

Action by the Board of Management

Proposed

Amended

Approved

Revoke

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Last Naval Battle of the American Revolution**
Status: Standing

Purpose: To insure that on the 2nd Saturday in March the FLSSAR will conduct appropriate ceremonies commemorating The Last Naval Battle of the American Revolution at Cape Canaveral, Florida.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and up to five other members, all to be appointed by the President and whose terms shall be concurrent with that of the appointing officer. One member will be the Senior Vice President of the FLSSAR.

Functions:

1. To bring before the Spring BOM an appropriate date for the succeeding year's event for approval.
2. To submit all necessary permits and forms to local governments and/or authorities that may be needed to hold such an event.
3. To submit proper press releases to The Florida Patriot and National SAR magazines to insure proper notification to all SAR members.
4. To invite National SAR officers to attend and see to their needs during the event.
5. To insure that rooms are available at a local hotel at the lowest possible price for SAR, DAR, and CAR members who might need them and to arrange for any receptions and/or dinners that may be involved.
6. To submit proper press releases to local newspapers in Brevard County to insure notification to the public
7. To notify and solicit as many color guard units and various local dignitaries as possible to attend the event.
8. To insure that a program be printed, and to create any medals, ribbons, or other memorabilia or awards that the BOM authorizes.
9. To make arrangements for all aspects of the ceremonies that might be needed in a given year including chairs, a PA system, clean-up, and light refreshments if possible.

Action by the Board of Management

Proposed

Amended

Approved: July 27, 2007

Revoke

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Legislative Affairs**
Formerly: Education

Status: Standing

Purpose: To Focus on Legislative Activities, linked to the goals of the NSSAR, which are Patriotic, Historical and Educational. The Primary focus will be on legislation related to the teaching of Early American History and Civics Learning. The Civics learning should include material on the Declaration of Independence, the U.S. Constitution, the Bill of Rights and the structure of the U.S. Government, as defined by our Founding Fathers.

Scope: Attention will be placed on the Florida and the United States Congress and the legislation they propose. Also there will be an effort to monitor similar activities by private and educational organizations.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and up to six members who shall be appointed by the President, Florida Society, and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. Research and review current session Florida legislation and identify that which supports the objectives of the Florida Society and NSSAR.
2. Likewise, attempt to research and review current U.S. Congressional legislation with the same objectives.
3. Work with the Florida Social Studies Supervisors (FSSS) and other organizations to define strategies to communicate our views to legislators in both houses of the Florida Legislature. The strategies may include personal visits with representatives in Tallahassee and/or at their local offices.
4. Likewise, attempt to develop strategies for addressing U.S. Congressional legislation.
5. When appropriate coordinate strategies with the NSSAR Legislative Affairs Committee.
6. Inform the FLSSAR Board of Management and other members about pending legislation and encourage their support by communicating to their local and state representatives.

Action by the Board of Management

Proposed

Amended Oct. 23, 2009

Approved Oct. 18, 2002

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Liberty Tree**
Status: Standing

Purpose: To establish and administer for the Society, the Liberty Tree Project, for the planting in each Chapter Area and the Society, Liberty trees, to promote local municipalities, Chambers of Commerce, Homeowners Association and other such organizations to become directly involved in this project. The local Chapter should be the promoter of this activity and should participate actively in the dedication ceremony.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and at least two other members, all to be appointed by the President and whose terms shall be concurrent with that of the appointing officer.

Functions:

To establish the liberty Tree Project for the Society, to prepare guidelines for the implementation of the "Project", setting forth the criteria each Chapter shall follow for the promotion of the planting of Liberty trees, including site selection, type of tree, appropriate timing, appropriate ceremonies, and also providing for cooperation between chapters and the Society for appropriate ceremonies to accompany each planting and providing for Society officers and local non-SAR dignitaries.

Action by the Board of Management

Proposed

Amended

Approved Oct. 18, 2002

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Meeting Arrangements - BOM**
Status: Standing

Purpose: To plan, establish and administer the Meeting Arrangements for the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman, the FLSSAR Sergeant-at-arms, and at least three other Members, appointed by the President, Florida Society, whose terms shall be concurrent with that of the appointing officer

Functions:

1. To select a facility
2. To negotiate room rates and meal prices.
3. To select a menu for meals
 - a) Set time schedule for serving meals
 - b) Set Head Table requirements.
 - c) Arrange for podium and sound system if needed at meals.
 - d) Assure that facility restaurant will serve breakfast at suitable time. Starting not later than 7:00 am.
4. To arrange for meeting rooms.
 - a) Preferably not the same room as that used for dining.
 - b) Arrange podium with sound system, microphone. Extra floor microphone is desirable,
 - c) Several pitchers of ice water at strategic locations
 - d) Room setup, "classroom" style, rectangular tables.
 - e) Assure adequate lighting.
 - f) Assure Head Table of adequate size, to avoid crowding.
 - g) Arrange Friday evening meeting, approximately 8:00 to 10:00 pm.
 - h) Arrange Saturday morning meeting, approximately 8:00 am to 12:30 pm.
5. To arrange for a comfortable Hospitality Room
6. To plan for additional requirements for specific meetings.
 - a) Obtain "goody bags" and contents for attendees. (Annual meeting)
 - b) Arrange meeting room for Rumbaugh Oration Contest, set theatre style. Preferably not the same meeting room used for BOM meetings, do not reset. Coordinate with Rumbaugh Oration Contest Chairman. (Winter meeting)
 - c) Arrange Registration Table in Lobby for attendees. (All meetings)
 - d) Arrange for floral or other decoration for Head Table. (As appropriate)
 - e) Arrange for decoration centerpiece for all tables. (As appropriate)
 - f) Ensure place cards are available for all reserved tables including Head Table. (All meetings)

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Meeting Arrangements, continued

7. To give hotel/eating and other information to the Editor of the Florida Patriot in time to ensure dissemination of meeting information to the Membership of the FLSSAR in good time.
 - a) Provide road directions and map to meeting site.
 - b) List menu choices and prices.
 - c) Note any extra deposits required, e.g. keys, phone.

Action by the Board of Management

Proposed

Approved By-Laws, April 10, 1995

Amended: January 19, 2007

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Membership Promotion and Retention**
Status: Standing

Purpose : To recruit and retain Members for the Florida Society.

Authority : Florida Society By-Laws, Article V, Section 6. b.

Members: The Chairman shall be the Senior Vice President. The Members shall be the seven Regional Vice Presidents, and other members as may be appointed by the President FLSSAR. The terms of all shall be concurrent with that of the appointing officer.

Functions:

1. To provide guidance through the Regional Vice Presidents to chapters for the recruitment of new members.
2. To encourage chapters to participate in local activities to publicize the Society, and attract new members.
3. To encourage chapters to maintain close relations with DAR Chapters and CAR Societies to *inter alia* help recruitment.
4. To maintain relations with local genealogical societies to discover new, individuals eligible to join the SAR.
5. To encourage each chapter which had a member dropped for nonpayment of dues to seek his reinstatement.
6. To obtain State Society assistance in urging reinstatement.

Action by the Board of Management

Proposed

Amended

Approved July 31, 1993

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **National Officer Development**
Status: Standing

Purpose: To identify, develop, and promote members of the Florida Society for office in the National Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members who shall be appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To identify members of the Florida Society who have the potential to assume office in the National Society.
2. To ensure that candidates for national office have adequate financial resources to be active and to carry out the responsibilities of the office to which they aspire.
3. To ensure that candidates have adequate experience at the chapters and state levels in the office to which they aspire.
4. To encourage candidates to attend National Congresses, Board of Management meetings and to serve on National committees to become known as one who can provide service to the Society.
5. To recommend to the Florida Society and the National Trustee those candidates ready to assume the duties of National Committee Members/Chairmen or for National Office.
6. To promote FLSSAR candidates for National office, or on National Committees, at Trustee Meetings, National Congresses, and with other state Societies.

Action by the Board of Management

Proposed

Amended

Approved October 22, 1994

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **National Society Library**

Status: Standing

Purpose: To administer the Florida Society Program to support the National Society Library.

Authority: Florida Society By-Laws, Article V. Section 6. b.

Members: A Chairman and four additional Members appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To inform the Members of the Florida Society of the existence of the National Society Library; the purposes and objectives of the "Friends of the Library" program through the *Florida Patriot* and at the Board of Management Meetings. Encourage chapters to disseminate this information through newsletters and meetings.
2. To familiarize all Florida Society members, and other potential supporters, with the history of the National Society Library.
3. To foster the increase of the financial resources of the National Society Library by encouraging individual and chapter participation in the various gift and memorial programs sponsored by the Library, especially membership in the "Friends" Program.
4. To provide periodically current and projected future status of the Library; to encourage the direct giving of books, microforms, etc. within the guidelines of the Library Collection Development Plan.

Action by the Board of Management

Proposed

Amended

Approved July 31, 1993

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Newsletters and Periodicals**
Status: Standing

Purpose : To increase and improve the quantity and quality of chapter print publications.

Authority : Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and Members appointed by the President FLSSAR whose terms shall be concurrent with that of the appointing President.

Functions:

1. To encourage chapters to publish newsletters and other publications, e.g. meeting notices, to be distributed as appropriate.
2. To improve chapter newsletters and periodicals by conducting a statewide competition.
3. To encourage chapters to send their Newsletters and Periodicals to the Society webmaster for inclusion in the website, to the State Historian, and to the Archives Committee.
4. To encourage chapters to send their Newsletters to the National Newsletters and Periodicals Committee to be considered for the Carl F. Bessent Award; to recommend for such submission, particular and appropriate newsletters.

Action by the Board of Management

Proposed January 21, 2000

Adopted May 5, 2000

Amended

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Patriotic Activities**
Status: Standing

Purpose: To foster Americanism; the observance of Allegiance Sunday; the duties, rights and privileges of Citizenship; to disseminate the tenets of Patriotic Education; and administer the Flag of the United States program for the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. Through the chapters, to encourage Americanism which is devotion and loyalty to the United States, its traditions, its customs and its institutions.
2. To encourage chapter participation in Allegiance Sunday programs which are held on the Sunday of the 4th of July, or the Sunday immediately prior to the 4th at which allegiance to the United States is reaffirmed.
3. To encourage participation by chapters at the naturalization of new citizens and develop programs which delineate the duties, rights and privileges of all citizens.
4. To develop programs of Patriotic Educational Significance for presentation before school, citizen, fraternal, and civic groups. Programs may be of historical documents, or biographical sketches of individuals or groups who had impact on the establishment and development of the United States.
5. To administer the Flag Program for the Florida Society to include competition for the rear Admiral William R. Furlong Award to the State Society with the best Flag Program, award and present the NSSAR Flag Certificate to individuals and activities in the name of the FLSSAR, encourage FLSSAR chapters to participate in Flag Day, June 14, ceremonies, and promote respect and honor to the Flag of the United States.

Action by the Board of Management

Proposed

Approved July 31, 1993

Amended May 5, 2000

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Patriotic Education**
Status: Standing

Purpose: To create and implement media programming that will bring the ideals of the Sons of the American Revolution before the public, both at the State and National Level

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and up to four additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer. One member will be the Senior Vice President of the Florida Society.

Functions:

1. To create and implement media programming that can be passed on to the local chapters and the National Society for distribution.
2. To create projects similar to the "Keyhole to History" Public Service Announcements for print and TV media that will be passed on to local chapters and the National Society for distribution.
3. To periodically up-date this material.
4. To assist other committees and local chapters with the creation of press releases and/or any other related publicity matters.
5. To work closely with the Publicity Committee to insure the duties of these committees do not overlap or conflict.
6. To work closely with the Education Committee and other like committees to insure that this committee's resources and programs are used to supplement and enhance their goals and objectives.

Action by the Board of Management

Proposed

Amended

Approved July 27, 2007

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Procedures Manual**

Status: Standing

Purpose: To

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

Action by the Board of Management

Proposed

Approved January 19, 2007

Amended

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Public Service and Heroism**

Status: Standing

Purpose : To oversee the Public Service and Heroism Award Program of the chapters, and to also make Program Awards in the name of the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and additional Members as may be appointed by the President, Florida Society, whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To publicize the Program to the chapters and to encourage participation and the presentation of the appropriate Commendation Medals to qualified persons as defined in the NSSAR Handbook.
2. To request each chapter to name a program Chairman who shall administer the program for the chapter and shall report all Awards made to the State Committee Chairman who shall report all Awards to the Board of Management and to the National Chairman.
3. To present Awards in the name of the Florida Society and to report such Awards to the Board of Management and the National Committee.

Action by the Board of Management

Proposed January 21, 2000

Approved May 5, 2000

Amended

Revoke

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Publicity**
Status: Standing

Purpose : To encourage, foster, and coordinate the Publicity efforts of the Florida Society.

Authority : Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To promote Florida Society and chapter publicity by submitting items of interest on SAR activities to local media outlets, i.e. newspapers, magazines, radio, television, for publication or airing.
2. To encourage members to participate in public events, i.e. parades, ceremonies, fairs etc, to project the image of the SAR and to generate favorable publicity.
3. To establish the criteria for the administration and award of the Earl Marlin Publicity Award. Criteria includes the grading of publicity material submitted by chapters, and the selection of three awards to chapters based on chapter membership numbers.
4. To establish and maintain an annual Pressbook by entering articles submitted by chapters, including records of television and radio coverage.
5. To foster and promote new initiatives, ideas, and opportunities for obtaining and furthering favorable Publicity for individuals, chapters, States, and the National Society, and the Programs of the Sons of the American Revolution.

Action by the Board of Management
Proposed
Approved October 23, 1992

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **ROTC**
Status: Standing

Purpose: Support the Senior and Junior ROTC programs conducted by the military services in schools in Florida.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To develop and maintain a current roster of all Senior and Junior ROTC units in Florida.
2. To encourage all chapters to participate in the National ROTC Award Program with the ROTC Units they support.
3. To inform the Board of Management, and all members of the Florida Society, on the status of the ROTC program in Florida.
4. To serve as liaison between the Florida Society and the National Society ROTC Subcommittee.
5. To establish the Program and select the sons of the American Revolution, Florida Society, Outstanding Cadet of the year, every year.
6. To develop and promote positions to support Department of Defense service requirements, *vis a vis* the ROTC Program.

Action by the Board of Management
Proposed
Adopted January 17, 1998

Amended
Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Technology Advisory Committee**

Status: Standing

Purpose: To improve the use of technology in the Florida Society

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and Members who shall be appointed by the President, Florida Society, and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To develop policies and procedures for the FLSSAR website (flssar.org),
2. To advise the current webmaster on issues related to the FLSSAR website.
3. To act as a conduit for FLSSAR member suggestions and complaints regarding the FLSSAR website.
4. To research and recommend to the BOM for implementation other uses of technology that might be used by the Society to further its objectives and programs
5. To act in an advisory role to chapter webmasters offering guidance, suggestions, and support

Action by the Board of Management

Proposed

Approved April 24, 2009

Amended

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Trust Funds Development**
Status: Standing

Purpose: To raise funds for the Endowment Trust Fund and the Operating Budget Trust Fund.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Treasurer and four additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To be responsible for the fund raising functions for the Endowment Trust Fund and the Operating Budget Trust Fund.
2. to increase the corpus of the Trust Funds through individual contributions and chapter contributions by informing the Members of the need and desirability of participating.
3. To publicize and promote the Trust Funds Development Committee's efforts through the *Florida Patriot*, direct mailings and other means as appropriate. Costs may be borne by the Trust Funds.

Action by the Board of Management

Proposed

Approved July 31, 1993

Amended

Revoked

**Florida Society
Sons of the American Revolution
COMMITTEE CHARTER**

Name: **Veterans' Affairs**
Status: Standing

Purpose: To foster, coordinate and support Veterans' Affairs programs for the Florida Society.

Authority: Florida Society By-Laws, Article V, Section 6. b.

Members: A Chairman and four additional Members, appointed by the President, Florida Society and whose terms shall be concurrent with that of the appointing officer.

Functions:

1. To encourage chapters to conduct a Veterans' Affairs program which include making visitations to veterans in VA Hospitals, nursing homes, or confined in their homes.
2. To promulgate an outline of the point system such as the National Veterans' Committee utilizes for award presentation.
3. To conduct such other Veterans' Affairs as directed by the President, Florida Society.
4. To make an annual report of its activities at the Spring Board of Management meeting. At this meeting the Committee will announce the winners of the SAR Flag streamers for the USS Stark Award.

Action by the Board of Management

Proposed

Approved January 23, 1993

Amended

Revoked

Special (*ad hoc*) Committees

Characteristics: (By-Laws Article V. Section. 6. c.)

1. It may be established, structured and empowered by Presidential fiat or by the Board of Management. It may be called an “ad hoc” committee.
2. It performs its assigned tasks.
3. It shall exist and its members continue to serve until its mission shall have been completed, its report accepted and it is discharged.

Special Committees appointed by the President or the Board of Management shall exist only during the term of the appointing authority unless their life be extended by a succeeding authority. Special Committees may have Charters, especially if their life is extended by two or more Presidents or Board of Managements. Changes may be made to Special Committee assignments by the empowering authority. Special Committees may be transformed into Standing Committees by the Board of Management.

Current list of Ad-hoc Committees:

- Advancing America’s Heritage
- Americanism Elementary Poster Contest
- Battle of Pensacola
- C.A.R. and SAR Junior Members Aide
- Middle School Outreach
- NSSAR Constitution & ByLaws Review
- New Chapter Development
- Support the Troops

**Florida Society
Sons of the American Revolution**

**Appendix A
SUMMARY TABLE OF INSIGNIA, MEDALS, AND AWARDS**

Items Presented	Approval Required	Purchased By	Presented By
Minuteman *	3, 4	5	1
National Medal of Distinguished Service	1	5	1
State Medal of Distinguished Service *	7	7	7
Patriot*	2 & 7	7	1, 7
Meritorious Service	5, 7, 8, 10	5, 7, 8, 10	1, 5, 7, 8, 10
Liberty	2, 5	1	
Florence Kendall	2, 5	1	
SAR Centennial	2	7, 8, 9	7, 8, 9
George Washington Bicentennial Medal	2	7, 8, 9	7, 8, 9
Daughters of Liberty	5, 7, 8	5, 7, 8	1, 7, 8
SAR Medal of Appreciation	5, 7, 8	5, 7, 8	1, 7, 8
Martha Washington	5, 7, 8	5, 7, 8	1, 7, 8
Gold Good Citizenship	3, 6	5, 7	1, 7
Silver Good Citizenship	7, 8	5, 7, 8	1, 5, 7, 8
Bronze Good Citizenship	7, 8	5, 7, 8	1, 5, 7, 8
War Service	7, 8	7, 8, 9	7, 8, 9
Medal for Heroism	7, 8	5, 7, 8	, 7, 8
ROTC Silver	7, 8	7, 8	7, 8
ROTC Bronze	7, 8	7, 8	7, 8
Law Enforcement	7, 8	5, 7, 8	5, 7, 8
Fire Safety Commendation	7, 8	5, 7, 8	5, 7, 8
Eagle Scout	2	5	7, 8
SAR Color Guard Medal (Gold)	1	5	1
SAR Color Guard Medal (Silver) *	5, 10	5, 10	5, 10
SAR Color Guard Medal (Bronze) *	7, 8	7, 8, 9	7, 8
Council of State President Gold	5	9	5, 7, 8
Council of State President Silver	5	9	5, 7, 8

KEY TO NUMBERS USED:

- | | |
|------------------------|------------------------------|
| 1. President General | 6. Medals & Awards Committee |
| 2. Executive Director | 7. State Society |
| 3. Executive Committee | 8. Chapter |
| 4. Minuteman Committee | 9. Individual Member |
| 5. NSSAR | 10. District |

* Special Form or Application Available - Must be sent to National Headquarters with Merchandise Order or Approval. Approval for The Silver Color Medal must be submitted through the State Color Commander and approved by the National Commander.