

The following recommendations for amendments to the CSSDAR Bylaws proposed by the Finance and Budget Committee were submitted by the State Regent and the board of directors to the Bylaws Committee. Five (5) proposed amendments to two (2) articles and the rationale for each were reviewed.

The Bylaws Committee referred to “Robert’s Rules of Order Newly Revised, 12th Edition,” and “DAR Handbook and Bylaws” to ascertain compliance and authority. The Bylaws Committee reviewed the purpose and rationale for each proposed amendment and submitted its recommendations to the Board of Directors. The Board of Directors recommends the adoption of the proposed amendments to CSSDAR Bylaws.

Articles recommended to be amended are:

Article IV – Fees and Dues, Section 1. Annual Dues

Article IV – Fees and Dues, Section 3. State Conference Fee

Article XVI – Fiscal Policies, Section 1. Fiscal Year

Article XVI – Fiscal Policies, Section 2. Accounting and Audit

Article XVI – Fiscal Policies, Section 4. Deposits and Investments.

PROPOSED AMENDMENT TO ARTICLE IV – Fees and Dues, Section 1. Annual Dues

Amend Article IV, Section 1. Annual Dues by striking the figure \$16 and adding the figure \$18.00.

Section 1. Annual Dues. The annual state dues for each chapter shall be ~~\$16~~ **\$18.00** per member which shall be sent by the Chapter Treasurer and shall be postmarked no later than December 1st. A chapter whose dues have not been paid by December 1st shall be notified by the State Treasurer that the chapter delegates shall not be entitled to represent the chapter at the State Conference. Annual state dues for a member admitted, reinstated, or a member-at-large transferring to a chapter on or after July 5th, shall be credited for the upcoming dues year, which begins December 1st.

Rationale: Article IV, Section 5. State Dues Adjustment, states that following the NSDAR vote at Continental Congress on adjustment of annual national dues, the State Conference shall vote on the question of adjustment of annual state dues by the amount of the cumulative change in the Consumer Price Index (CPI) over the prior three years, in accordance with NSDAR Bylaws, Article IV, Section 2. This bylaw allows state dues to increase by at least \$2.

If the amendment is adopted Article IV Section 1 will read:

Section 1. Annual Dues. The annual state dues for each chapter shall be \$18.00 per member which shall be sent by the Chapter Treasurer and shall be postmarked no later than December 1st. A chapter whose dues have not been paid by December 1st shall be notified by the State Treasurer that the chapter delegates shall not be entitled to represent the chapter at the State Conference. Annual state dues for a member admitted, reinstated, or a member-at-large transferring to a chapter on or after July 5th,

shall be credited for the upcoming dues year, which begins December 1st.

PROPOSED AMENDMENT TO ARTICLE IV – Fees and Dues, Section 3. State Conference Fee.

Amend Article IV, Section 3, State Conference Fee, by striking the figure \$10.00 for Chapters of 12 to 59 members and adding the figure \$20.00; striking the figure \$15.00 for chapters of 60 to 99 members and adding the figure \$35.00; and striking the figure \$20.00 for chapters of 100 or more members and adding the figure \$50.00.

Section 3. State Conference Fee. Each chapter shall forward to the State Treasurer by December 1st a State Conference fee in proportion to its membership: chapters of 12 to 59 members, ~~\$10.00~~ **\$20.00**; chapters of 60 to 99 members, ~~\$15.00~~ **\$35.00**; chapters of 100 or more members, ~~\$20.00~~ **\$50.00**.

Rationale: The cost of holding the annual conference continues to increase; therefore, raising the Conference Fee will help offset increasing costs. State conference fees have not been raised in over 20 years, so the larger amounts are necessary to keep up with increased costs.

If the amendment is adopted Article IV Section 3 will read:

Section 3. State Conference Fee. Each chapter shall forward to the State Treasurer by December 1st a State Conference fee in proportion to its membership: chapters of 12 to 59 members, \$20.00; chapters of 60 to 99 members, \$35.00; chapters of 100 or more members, \$50.00.

PROPOSED AMENDMENT TO ARTICLE XVI – Fiscal Policies, Section 1. Fiscal Year.

Amend Article XVI, Section 1, Fiscal Year to strike the date April 1st and add the date January 1st; strike the date March 31st and add the date December 31st.

Section 1. Fiscal Year. The fiscal year shall be ~~April 1st~~ **January 1st** through ~~March 31st~~ **December 31st**.

Rationale: This will align the CSSDAR fiscal year with the NSDAR year and make reporting easier.

If the amendment is adopted Article XVI Section 1 will read:

Section 1. Fiscal Year. The fiscal year shall be January 1st through December 31st.

PROPOSED AMENDMENT TO ARTICLE XVI – Fiscal Policies, Section 2. Accounting and Audit

Amend the title of Article XVI Section 2 by deleting the word “Audit” and inserting the words “Financial Review”.

ARTICLE XVI – Fiscal Policies, Section 2. Accounting and ~~Audit~~ **Financial Review**.

Amend Article XVI Section 2 a) by deleting the word “practices” and inserting the word “principles; deleting the word “a” and inserting the words “an independent” before the words “certified public accountant...”

a) Accounting for the California State Society shall be in accordance with generally accepted accounting ~~practices~~ **principles** and shall be reviewed annually by ~~a~~ **an independent** certified public accountant (CPA) approved by the Board of Directors.

Amend Article XVI Section 2 b) by deleting dates, referencing an independent CPA, deleting the word “audit” and inserting the word “review” as needed, adding the words “statement of financial position or statement of activities.”

b) At the end of the fiscal year ~~on March 31st~~, the State Treasurer shall prepare the financial records to be submitted to the **independent** CPA for ~~audit~~ **review** ~~no later than June 15th~~; the ~~audit~~ **review** shall be completed and returned to the Board of Directors ~~by September 1st~~; after review ~~at~~ **by** the Board of Directors ~~meeting preceding September Councils~~, the complete Annual Financial Statement ~~as of March 31st~~ shall be posted on a secure CSSDAR website ~~no later than September 30th~~; the Annual Financial Statement shall include the balance sheet **or statement of financial position**, the income statement **or statement of activities**, and the report of the **independent CPA** ~~auditor~~, signed by the State Regent and State Treasurer; the Board of Directors may grant an exception to this schedule under extenuating circumstances.

Rationale: The auditors for CSSDAR have suggested that this change because our organization is not required to submit to an independent audit by law. A reviewed statement is generally more budget-friendly than a full-scope audit. Reviewed financial statements provide a nonprofit organization with limited assurance that no material modifications need to be made to the financial statements.

If the amendment is adopted Article XVI Section 2 will read:

Section 2. Accounting and Audit Financial Review.

a) Accounting for the California State Society shall be in accordance with generally accepted accounting principles and shall be reviewed annually by an independent certified public accountant (CPA) approved by the Board of Directors.

b) At the end of the fiscal year, the State Treasurer shall prepare the financial records to be submitted to the independent CPA for review; the review shall be completed and returned to the Board of

Directors; after review by the Board of Directors, the complete Annual Financial Statement shall be posted on a secure CSSDAR website; the Annual Financial Statement shall include the balance sheet or statement of financial position, the income statement or statement of activities, and the report of the independent CPA, signed by the State Regent and State Treasurer; the Board of Directors may grant an exception to this schedule under extenuating circumstances.

PROPOSED AMENDMENT TO ARTICLE XVI – Fiscal Policies, Section 4. Deposits and Investments.

Amend Article XVI Section 4 by deleting the current wording and adding the wording shown in red.

Section 4. Deposits and Investments. ~~All funds and securities of CSSDAR shall be deposited in banking institutions in the state of California covered by FDIC (Federal Deposit Insurance Corporation), or U.S. Treasuries backed by the full faith and credit of the U.S. government, Funds to be deposited to the credit of California State Society NSDAR. Funds of the CSSDAR Headquarters Building and Maintenance Fund shall be accounted for separately from the CSSDAR funds. The amount in any one institution shall not exceed the maximum amount of the insurance coverage.~~ **The funds of the California State Society of the National Society Daughters of the American Revolution (CSSDAR) shall be placed to the credit of CSSDAR in such institutions as the Board of Directors shall select with the recommendation of the Finance and Budget Committee for investment and operating accounts.**

Rationale: To align with NSDAR language and to bring the organization in compliance with California's UPMIFA statute as recommended by the auditors of CSSDAR. The bank and insurance companies have recently asked that our full legal name be on the accounts, so this language follows that request.

If the amendment is adopted Article XVI Section 4 will read:

Section 4. Deposits and Investments. The funds of the California State Society of the National Society Daughters of the American Revolution (CSSDAR) shall be placed to the credit of CSSDAR in such institutions as the Board of Directors shall select with the recommendation of the Finance and Budget Committee for investment and operating accounts.

Respectfully submitted,
CSSDAR State Bylaws Committee
January 5, 2023