



Indiana Society
Sons of the American Revolution

July 2021 House of Delegates Packet

July 31, 2021

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Indiana Society of the Sons of the American Revolution

Agenda: July House of Delegates Meeting

31 July 2021 Lafayette, IN

9:30 am – Registration

William Henry Harrison

10:00 am - Call to Order

Jeff Jones, President

Opening Ceremonies

Invocation

Posting of the Colors

Pledge to the U.S. Flag

Pledge to the SAR

Doug McGriff, Chaplain

Indiana SAR Color Guard

Jacob Vink, Vice-President

William Behnke, Secretary

We, descendants of the heroes of the American Revolution, who, by their sacrifices, established the United States of American, reaffirm our faith in the principles of liberty and our constitutional Republic and solemnly pledge ourselves to defend them against every foe.

Introduction of Guests and Bringing of Greetings

Indiana DAR

Ladies Auxiliary

Recognition of Dignitaries

INSDAR Regent

Kathy Parkison

Jeff Jones, President

10:30 am: SAR Awards and Recognition

Jacob Vink, Vice-President

11:00 am: Report on National Congress

Kevin Waldroup, Trustee

11:30 pm: Lunch

Ladies Excused

12:30 pm Business Preliminaries

Appointment of Parliamentarian

Consent Agenda (In Delegate Packets)

Chapter Roll Call and Certification of Delegates

Jeff Jones, President

William Behnke, Secretary

- Alexis Coquillard
- Anthony Halberstadt
- Duneland
- Clarence A. Cook
- Continental
- John Martin
- William Henry Harrison
- Clifty Creek
- Daniel Guthrie
- David Benton
- John Hay
- General Thomas Posey
- George Rogers Clark

- Ohio Valley

Governance

Approval of Agenda

Corrections to the Minutes

Actions from EXCOM (10/22 June)

- Updates to proposed Constitution & Bylaw Changes
- State Districting Proposal
- State Fees & Dues Recommendation
- Liability Insurance Recommendations
- State Policy Recommendations

Treasurer's Report (Consent Agenda)

Audit Annual Report

Finance Committee Guidelines

Committee and Special Appointments

- State Color Guard Commander
- Americanism Committee
- State District Roles
- Chapter Governance
- DAR Liaison
- Public Safety and Heroism

Jeff Jones, President

William Behnke, Secretary

Jeff, Jones, President

Wayne Eells, Treasurer

Bill Sharp, Audit Chair

Pat Cave, Finance Chair

Jeff Jones, President

Jacob Vink

Frank Cullen

Mark Kreps

Pat Cave Jr.

T. Rex Legler

Luke Jackson

Committee and Officer Reports (Selected)

Committee Charters

Historian (Annual Update – see Consent Agenda)

Ladies Auxiliary

Membership & Chapters

Patriot Graves

Veterans

Website

Jacob Vink, Vice President

Mark Kreps, Historian

Kathy Parkison, Chair

Pat Cave, Chair

Allen Manning, Chair

Jim Arnold, Chair

Steve Oberlin, Chair

Unfinished Business

1. Reading of Bylaw Change: Registrar & Genealogist Duties
2. Reading of Bylaw and Constitution: Meetings by Alternative Means
3. Reading of Bylaw Change: Fees & Dues

New Business

2. Standing Rule #2 Change: Expansion of 4 Districts to 5 Districts: Mark Kreps (Committee Chair)
3. Nomination and Election of Additional District Vice Presidents: Jeff Jones (State President)
4. Indiana State SAR Fees & Dues: Wayne Eells (State Treasurer)
5. State Liability Insurance Updates: Wayne Eells (State Treasurer)
 - Renewal Of State Liability
 - State Treasurer Bonding and Reading of Bylaw Change: Treasurer Bonding
 - State Directors and Officers Liability and Reading of Bylaw Change: Indemnification
6. Indiana State SAR Policies: Wayne Eells (State Treasurer)
 - State Policy 5.001 – Chart of Accounts
 - State Policy 5.002 – Internal Financial Controls
 - State Policy 5.003 – Expense Reimbursement
7. Membership Increase and Retention Proposal: Pat Cave (Membership Committee)
8. 250th Anniversary of the American Revolution Recognition Program: Jeff Jones (State President)

For the Good of the Order

Future Indiana SAR Events

- TBD Aug 2021: Indiana SAR Executive Committee
- TBD Sep 2021: Indiana SAR Executive Committee
- 02 Oct 2021: Indiana SAR Fall Meeting (Vincennes, IN – George Rogers Clark)
- 23 Oct 2021: DAR State Fall Forum
- 06 Nov 2021: Augustin de La Balme Commemoration (Columbia City, IN)

Future Central District SAR Events

- 24 Jul: Fort Laurens (Ohio)
- 21 Aug: Battle of Blue Licks (Kentucky)
- 09 Oct: Point Pleasant (West Virginia)
- TBD May 2022: Annual Meeting

Future National SAR Events

- 17-23 Sep 2021: Constitution Week
- 23-25 Sep 2021: Fall Leadership Conference
- 19 Oct 2021: Yorktown Day

Ladies Return

Closing

SAR Recessional

Jacob Vink, Vice President

Until we meet again, let us remember our obligations to our forefathers, who gave us our Constitution, the Bill of Rights, an Independent Supreme Court, and a Nation of Free Men.

Retiring of Colors

Indiana SAR Color Guard

Benediction

Doug McGriff, Chaplain

Adjournment

Jeff Jones, President

National Trustee Report

July 2021 Renton, WA

National SAR Trustee Meeting: Sunday 11 July 2021

- Alternate Trustee Kevin Waldroup participated as the voting member in the meeting in place of Robert Pfaff
- Approval Funding for creation of a separate SAR Educational Website
 - Funding not to exceed \$5,000 was approved by the Trustees for the creation, hosting, and multimedia web plugin licensing of a site separate from the current SAR website.
 - The current educational content developed had been previewed by the Executive Committee, but not the Trustees. A motion to postpone action until the Trustees could be given a presentation at Fall Leadership had support of many Trustees, but ultimately failed causing the vote to be taken at the current meeting.
 - This site will be the location where educational materials currently distributed on CD or flash drive is ultimately housed and distributed reducing those cost and increasing access. Additionally, this is where educators, youth, and the public at large will be able to access lesson plans, multimedia educational content of both the SAR Education Center and Museum as well as partnership educational institutions and partner organizations.

National SAR Meeting: Monday 12 July 2021 to Wednesday 14 July 2021

- Voting delegates from the Indiana Society included Jeff Jones, T. Rex Legler, Bill Sharp, and Kevin Waldroup.
- The delegates approved the increase of national application fees with no change to membership dues. Similar to our state findings it was costing more to process and mail application and approved materials than was being charged. The changes have been distributed to Chapters of the Indiana Society as it becomes effective with applications signed after 15 July 2021.
- The Delegates approved revising NSSAR Bylaw 21 to rename the “Facilities Committee” to the “Headquarters and Maintenance Committee”.
- SAR Foundation Bylaws Revisions
 - The SAR Foundation Bylaws had technical revisions that were approved by the Delegates as necessary to comply with items such as correcting “State of Kentucky” to Commonwealth of Kentucky”, providing updated street address, etc.
 - The Delegates approved a SAR Foundation Bylaws revision to state that the Independent Audit Committee of the Foundation shall be the Audit Committee of the NSSAR and also removed the section stating the requirements of when and where they shall meet.
 - The Delegates did NOT approve a SAR Foundation Bylaws revision to add require a Foundation Board Member to be a non-SAR member.
 - The Delegates did NOT approve a SAR Foundation Bylaws revision to remove the requirement of 2 Past President Generals serve as Board members.
 - The remaining proposals to change the Foundation Bylaws were withdrawn.
- There was only one contested General Officer position. Balloting was conducted for the office of Registrar General with the winner being Tony Vets. The full list of elected and appointed positions can be found on the national website.
- Jesse Moore from Kentucky was elected as the Central District VPG. Kevin Waldroup was elected as National Trustee with Jeff Jones as Alternate National Trustee from Indiana.
- A motion to form a Diversity and Inclusion Committee failed but did provide a lively discussion of the SAR current policy of continuing to welcome any person who meets the membership requirements and that there are local chapters and societies doing well at recruiting descendants of minority ancestors that likely have lessons that can be shared especially leading up to the 250th celebration of our nation. The group was reminded that our organization is a 501c3 and is to remain politically neutral while carrying out our purpose and mission to include educating the public.

- Our PG Dinner keynote speaker Former Secretary of Defense, General James Mattis, USMC (ret.) gave a passionate speech about our organization and our nation from formation until today. He was awarded the SAR Gold Good Citizenship Medal and as a surprise to him a patriot ancestor was found, and application approved for him to be inducted as a new SAR member after his speech.

National SAR Trustee Meeting: Wednesday 14 July 2021

- Trustee Kevin Waldroup participated as the voting member in the meeting with Alternate Trustee Jeff Jones also in attendance
- New and continuing Trustees were briefed to read the duties of their office contained within the SAR Handbook available online
- The Trustees voted to allow the newly elected national officers to sign financial documents required by change of office

General Observations:

A common thread I personally observed from the Youth Orations Finals to our Keynote Speaker Gen. James Mattis, USMC (ret.), to the speeches of our SAR Officers is that between the pandemic, national protest and movements, educational opportunities, etc. and our upcoming 250th anniversary of becoming a nation our members, our youth, and the public at large is hungry for what our organization espouses to provide. We have the perfect opportunity to be a positive example through our actions, our partnerships, and our outreach to show you can be passionate in your disagreement in ideas, but still be united as a country in our actions. We need to tell the stories of the founding of our nation by individuals of differing viewpoints and backgrounds and how we ended up with a system of government and a nation, that while not perfect and still evolving, became a model and inspiration to many around the globe from that time until today. I would ask that you think about how those thoughts and our organizations mission guide us as a whole to remain relevant, allow us to grow, and allow us to positively impact others as we approach and surpass our 250th anniversary.

Kevin L. Waldroup, PE, PMP
National Trustee (IN) 2021-2023

AUDIT REPORT



April 2020 – March 2021 Financial Audit Report
Indiana Society Sons of the American Revolution (INSSAR)
Central District Sons of the American Revolution

Background

On 6/29/21 select members of the INSSAR assigned Audit Committee (Committee) met in Kokomo IN to perform this audit. The select members included members at large Charles McGriff, Pat Cave and James Hamilton. Also, present was current INSSAR Treasurer Wayne Eells who took this position effective 4/17/2021. The agenda for the day was to review the following.

- 1.) Previous audit report.
- 2.) Financial policies and procedures or any board of director's directives
- 3.) Accounts payable records and history
- 4.) Revenue/deposit history
- 5.) Comparative of bank to financial statements
- 6.) Budget considerations
- 7.) Review Central District financial information

It should be noted that the audit was going to be conducted in two phases. The initial phase, as indicated above, would be phase one, with the investments review being performed as phase two.

The following is a compilation of the phase one audit findings.

General Observation – Accounting Methodology

At the time of the audit the accounting methodology used by the INSSAR was a cash basis of accounting. With that said, the financial statement preparation should be compiled based on checks cashed and not checks written. This recommendation is based on no need for financial statement corrections based on checks not being cashed.

It was indicated by the treasurer that a Chart of Accounts was being developed. This should be pursued for purposes of budgeting as well delineation of INSSAR and Central District financial information. As well this affords a good base of accountability and accountancy.

Another very important issue is the financial reporting and management of the INSSAR and the Central District. Currently the accountancy is comingled between the two entities. Suggestions to improve this situation will be provided later in this report.

It was suggested by the Treasurer that a movement be made to accrual accounting methodology. The impact of this change needs to be discussed by the ExCom so that the change in future financial reporting will be understood.

Previous Audit Report

There was no previous audit report for the committee to review. It was verbally indicated that nothing of substance was found in the previous report.

Financial Policies and Procedures

There was no financial policies or procedures that were currently in place, however, as indicated by the current treasurer, policy considerations were being made by the Executive Committee (EXCOM) with potential approval by the July 31, 2021 House of Delegates.

It was felt by the Committee that such policies needed to be in place. The management of the financial resources by the INSSAR would be best served to have said policies. This should be the fiduciary responsibility of the SAR leadership as well would meet IRS compliance for the organization.

One of the policies that was currently being formulated dealt with the disbursement of funds for meetings. It is critical that such policies be created so that money is being disbursed according to prevailing IRS rules. There needs to be documentation of reimbursement that calls for accountability. This would include prudent use of money for travel, i.e., first class versus coach travel, alcohol use, in room services, rates for mileage paid, etc.

It is understood that investment policies are in place which was not under the purview of this portion of the audit committee.

The above example is just a sample of policies and procedures that should be considered for the organization. The Executive Committee should consider a wider scope of other policies and procedures. Suggestions would include the following. This listing is not a complete list of possible consideration as well portions of this listing are being considered for current policy development and approval.

1. Assignment of authority for necessary and regular financial actions and decisions, which may include delegation of some authority to staff leaders
2. Policy statement on conflicts of interest or insider transactions
3. Clear authority to spend funds, including approval, level of expense approval check signing, and any potential payroll
4. Clear assignment of authority to enter into contracts
5. Clear responsibility for maintaining accurate financial records
6. Management of gifts and donations as well as any assets
7. Funds flow between reserve or restricted investments to operating cash flow.

Accounts Payable – Records and History

A thorough review was made into checks being disbursed including each month's disbursements. These were the findings of this review.

Substantially, all checks were accounted for. It was identified that some checks had not yet been cashed. Some of this was due to timing of the audit. There was a small number of disbursements that did not have check numbers that could be easily aligned with the bank statement and check register. A couple of these checks were made out to National. However, after review of the checks, these issues were substantially resolved to the satisfaction of the Committee.

It should also be noted that no check was disbursed that could not be accounted for the direct business of the INSSAR or Central District. This was tightly managed and documented.

Revenue and Deposit History

What was believed to be the easiest tracking for audit purposes turned in to a task that could not be fully completed on the day of the audit. There was no easy cross walk of deposits to the actual documentation. This also made bank statement reconciliation difficult, particularly since the financial statements were only prepared on a quarterly basis. It would be the suggestion of the Committee that monthly financial statements be prepared. This would assist future audits regarding reconciliation of each month's activity.

To assist in resolving this dilemma, the Committee asked the treasurer to compile a report that would reconcile the overall deposits for the FY 2020. This reconciliation was performed by the treasurer. Through this reconciliation it was found that \$ 40,504.25 of deposits were recorded by 5/3 Bank with the deposit request slips totaling \$ 39,354.25 or a positive variance of \$ 1,150. This appeared to be a matter of sufficiently tracking the deposit requests.

It was indicated by the current treasurer that the use of a new form for the purposes of deposits was a current work in progress. By discussing this new form and process, this should definitely assist with future audits and the tie between financial statement reporting and bank reconciliation.

Comparative of Bank to Financial Statements

Given the above issues of deposits it was difficult to complete the audit tie between the bank statement and cash to the financial statement reporting. This portion of the audit was not completed so that an appropriate opinion could be expressed by the Committee.

It was the opinion of the Committee that if this process could have been adequately completed that the Audit would have been found to be in substantial order and satisfactory.

Budget Considerations

No budget performance was reviewed. It was the feeling of the Committee, that budget performance should be the prerogative of the ExCom and leadership. Budgets can be performed in different ways as well accounted accordingly. Variances in budget performance should be the determination of management. However, this role should be taken seriously with a sense of strong accountability to manage the cash assets of INSSAR and Central District. It should be recognized that this opinion could change for future audits.

Review of Central District Financial Information

As the audit process occurred, it was recognized the intertwining of the INSSAR financial information was fully integrated with the financial information from the Central District. As described each state within the Central District will at some point in time hold responsibility for the accountancy/sponsorship of the Central District financial information. It depends on the representation of the state of membership of the Vice President General.

Through this integrated intermingling of financial information, this does not afford the best level of financial accountability for either entity. The Committee discussed this with it being concluded that the financial reporting of the Central District should stand on its own as an entity of the INSSAR. This would provide several benefits. The largest benefit would be the transfer of financial records to the next state that would hold financial responsibility for the Central District. This would provide good accountability of longitudinal records over time. The treasurer indicated that this was on the docket of changes for the financial reporting of both organizations with implementation by April 1, 2021. This change could afford a consolidated financial statement. However, for financial operational purposes it would be most beneficial to have individual entity financial reporting.

Final Audit Recommendations

The following is a list of recommendations for the financial reporting of the INSSAR and Central District.

- 1.) The need for expanded financial policies and procedures should be considered by the ExCom. Any such policies and procedures should fall in line with IRS as well the General Accepted Accounting Principles (GAAP).
- 2.) The formal improvement in the development of a Chart of Accounts should continue to be pursued. This would help in the financial operations of the organization including budget preparation.
- 3.) The current method of check disbursements was found to be adequate. However, this process could be improved through a cleaner format of check requests and disbursements. It was understood that changes were underway in regards to the management of this process.
- 4.) It was recognized that a traceable process of tying deposits to the bank statements was not as clean as desired. This made this portion of the audit incomplete. The Committee and treasurer discussed remedies to this situation. A satisfactory method was agreed upon on how this should be done. The treasurer did go back to see if the past years deposits and bank statement reconciliation could be made. It was found that there was not a dollar for dollar tie to the documentation, however the variance was favorable to the INSSAR.
- 5.) It was felt by the Committee that budgetary performance should be the prerogative of the ExCom and management. This does not place this process outside of a future audit review. However, this can be determined at a future time if such review is warranted.

- 6.) It is the recommendation that the financial sponsorship of the Central District have clearer delineation. This provides a better snapshot of funds available for both organizations so that inappropriate decisions are not made. It was indicated by the treasurer that the accounting of fiscal sponsorship was being put in place.
- 7.) It is being recommended that a spot audit occur within six months so that all of the changes being implemented can be seen as to progress and improvements. The changes are very favorable for the organization and need to be supported as to completeness.

The Audit Committee would like to thank everyone for the opportunity to be involved with this process. It was rewarding as well educational in terms of the financial operations of the INSSAR and Central District. It should be recognized that the above report is advisement to the INSSAR Executive Committee. Final determination of the implementation or improvements as recommended by the Audit Committee is the prerogative of the Executive Committee and management.

FINANCE COMMITTEE GUIDELINES

I had a conversation with our representative with the **West Point Financial Group** (Florence Brown) in reference to our annual meeting; and have agreed to the following:

Place: West Point Financial Group
Location: 900 East 96th Street, Suite 300, Indianapolis IN 46240
Time: August (annually). 10:30 am EST

The meeting will have Zoom provided for anyone that cannot attend in person. There is a need for certain individuals to attend in person; they are inquiring if (E-signature) would be accepted.

Since this is our normal meeting every August, we will have a better understanding on what we need to learn, plus we can check into how the NSSAR handles their investments.

Thus, at the fall HOD in October we will better prepared to give input on how to use the monies we have earned.

Patrick Cave Jr.

Patrick Cave
Finance Committee Chair

UNFINISHED BUSINESS – Bylaw Change (Register & Genealogist Duties)

Bylaw 10 Registrar and Bylaw 12 Genealogist

Purpose:

The proposed changes are to better align our bylaws with those of the Bylaws of the National SAR and to clarify their roles and responsibilities.

Note: Although not required, the change from the use of “Shall” to “Must” aligns with the Plain Writing Act of 2010 to provide simple and clear communication. There remains to this day significant confusion between the use of the words “Shall” and “Should.”

Proposed Changes:

~~Strikethrough~~ = remove

Underline = add

Bylaw 10 - Registrar

Section 1. The Registrar ~~shall~~ must receive all membership and supplemental applications with fees and dues attached. He ~~shall~~ must process the applications, confirm all signatures have been obtained, and, when approved, transmit them together with the fees and dues to the Secretary.

Section 2. ~~The Registrar shall maintain a current listing of all members and reconcile such membership status with each chapter and with national. He shall initiate the dues collection process.~~ The Registrar must be the custodian of all the membership records and data, including past records, of the State Society. He must maintain a complete roster of the names, National numbers, State numbers, addresses, dates of birth, dates of admission to the National and State Societies, resignations, discontinuance as an active member due to non-payment of dues as well as deaths (including the dates of death). The Registrar must also maintain the years of service for the officers and chairmen of the Indiana SAR.

Section 3. The Registrar ~~shall~~ must have care and custody of the file of approved applications for members of the State Society.

Section 4. The Registrar must make a detailed report on the Society’s membership to the House of Delegates at the spring, summer, and fall meetings of the Society.

Bylaw 12 - Genealogist

Section 1. The Genealogist ~~shall~~ must examine all applications for membership in the Society and must approve those applications found to be in accordance with the policies, criteria and procedures established by the National SAR. Applications that are incomplete or require changes to be approved by the National SAR must be communicated back to the applicant and their sponsor, and a corrected application submitted. The Genealogist must not make changes to applications. He ~~shall~~ must work with the Registrar, Secretary, and the Chapters to assure complete and accurate membership applications.

Section 2. The Genealogist ~~shall~~ must provide assistance as required by applicants in preparation of new member applications and supplemental applications.

Section 3. Inquiries for membership and new applications must be directed to the closest local chapter for application assistance and membership. The Local Chapter is responsible for assisting and completing applications for new members and for supplemental applications.

Section 4. The Genealogist must report to the House of Delegates at their meetings a status and of applications at the National Office for approval, recently approved, and any application under review at the state level.

UNFINISHED BUSINESS – Bylaw and Constitution Change (Meetings by Alternative Means)

Constitution Article V, Section 7 Bylaws 16, Section 6 Meetings By Alternative Means

Purpose:

The COVID Pandemic left the Indiana SAR with no ability to meet or conduct the business of the organization. The House of Delegates when in session is the governing body for the Indiana SAR. During those sessions it sets membership fees, determines the annual budget, conducts the election of officers and other business as outlined in the Constitution and Bylaws. The Indiana SAR must revise its documents to allow for alternative meetings to be authorized so the organization can conduct business.

The proposed changes (additions) use the language of the National SAR with a modification to allow the House of Delegates to meet electronically.

Proposed Changes:

~~Strikethrough~~ = remove

Underline = add

Constitution Article V, Section 7

The Officers, House of Delegates, and all Committees of the Indiana Society may participate in Special meeting, or conduct a meeting through use of any means of communication by which all individuals participating may simultaneously hear each other during the meeting. This provision Shall allow for the use of the internet, a conference telephone, video conference or other communications method so long as all individuals participating in the meeting can communicate with each other at the same time. A participant in a meeting by this means is deemed to be present at the meeting. Voting on all matters shall be permitted, with votes cast by individualized voice vote of the participants or by an electronic vote tabulation means by which the Chairman (President) of the meeting shall be able to confirm the submission of a vote by a individual member. Proxy voting shall not be permitted. This provision shall be interpreted to permit any electronic means that combines voice and/or video communication with capability of document sharing either in advance of or during the meeting.

Bylaw 16, Section 6

In accordance with Constitution Article V, Section 7, the Officers, House of Delegates, and all Committees of the Indiana Society may participate in Special meeting, or conduct a meeting through use of any means of communication by which all individuals participating may simultaneously hear each other during the meeting. This provision Shall allow for the use of the internet, a conference telephone, video conference or other communications method so long as all individuals participating in the meeting can communicate with each other at the same time. A participant in a meeting by this means is deemed to be present at the meeting. Voting on all matters shall be permitted, with votes cast by individualized voice vote of the participants or by an electronic vote tabulation means by which the Chairman (President) of the meeting shall be able to confirm the submission of a vote by a individual member. Proxy voting shall not be permitted. This provision shall be interpreted to permit any electronic means that combines voice and/or video communication with capability of document sharing either in advance of or during the meeting.

UNFINISHED BUSINESS – Bylaw Change (Fees & Dues)

Proposed Bylaws Change

Bylaws 24, Section 4

Fees & Dues

National Society of the Sons of the American Revolution Organized April 30, 1889, Official Handbook
Volume I: Governing Documents. Effective: July 9, 2019.

Bylaw 22 Fees & Dues

Section 6: A new member shall pay National Society dues for the calendar year in which his application is approved except as follows. Each State Society shall determine when the dues of its members are to be collected; provided, however, that the National Society dues accompanying any application registered on or after September 1st shall be credited to the following year. (At no time shall the National Society hold or delay approval of applications in order to cause membership dues to be credited to the following year).

Section 10: Any member, whose membership has been terminated for any cause, except terminations under the provision of Bylaw No. 33, Section 7, may be reinstated by any State Society, in which even such State Society shall immediately report such reinstatement to the National Society, and shall at the same time pay to the National Society the annual dues for such member for the then current year, and he shall thereupon be entered on the records of the Registrar General. Reinstatements recorded by the Registrar General in accordance with the provisions hereof on or after September 1 shall be credited to the following year.

Indiana Society of the Sons of the American Revolution.

Constitution and Bylaws. Effective: July 2019.

Bylaw 24 Fees & Dues.

Section 4: (The annual dues of members of the Indiana Society shall be equal to the sum of (1) National Society dues as duly established by the National Society; (2) Indiana Society dues as duly established by the House of Delegates; and (3) Chapter dues as duly established by each Chapter.) For reinstatements approved by the National Society in November and December of a calendar year, the National and State dues shall cover National and State membership through the following calendar year. Chapters may follow the same policy. For new member applications approved by the National Society after September 1 of the current year, the State dues shall cover State membership through the following calendar year. Chapters may follow the same policy.
Proposal for Revisions to INSSAR Constitution

Bylaw 24: For new applications and/or reinstatements, dues will align with the National Society's bylaws section 6. Along with National Society's bylaw section 10. At no time shall the State Society hold or delay approval of applications in order to cause membership dues to be credited to the following year.

NEW BUSINESS – Expansion of 4 Districts to 5 Districts

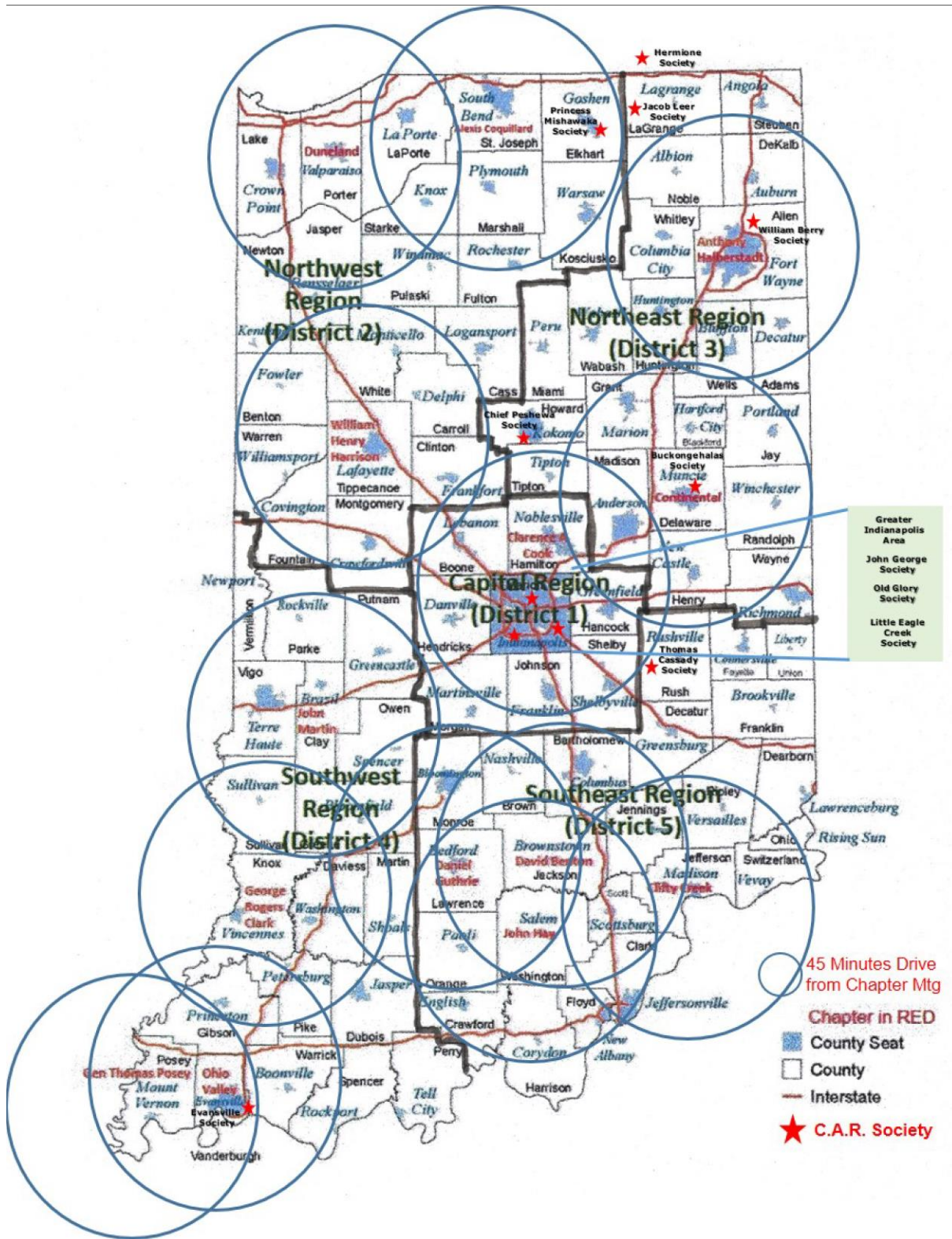
REDISTRICTING PROPOSAL

During the July 2019 House of Delegates meeting in Knightstown, Indiana, Compatriot Cliff Blanchard brought forward his concerns for Chapter Areas of Responsibility for Patriot Graves as outlined in the 2001 Map (Annex 1). He was tasked with getting together with the chapters and District VP's and bring back a proposal. Cliff began his journey, then the world health situation happened and unfortunately, took him from us. During the April 2021 Annual House of Delegates meeting, Compatriot Mark Kreps reengaged Cliff's idea, President Jones appointed him to lead a team to review the issue and bring a proposal(s) to the House of Delegates.

The team met three times via Zoom to discuss issues, concerns, and ideas. After some lengthy discussion, it was decided that dividing territory by Patriot Graves was a non-issue for a variety of reasons, especially since the vast majority are south of I-70. The discussion began to focus on Youth Awards, C.A.R. Societies, Color Guard Commands, District VP duties and updating the twenty-year old Map to a more fluid yet succinct one with District VP's being more responsible to and responsive to chapters within their purview.

A map concept was presented to reflect adding another district after crunching numbers (Annex 2) and overlaying 45 minute estimated drive time from the chapter meeting locations and C.A.R. Societies (Annex 3). This potential redistricting also includes Color Guard Commands and Youth Awards to be divided into five districts (Annex 4) with five District VPs and five Color Guard Commanders.

This proposal was presented to the Executive Committee via Zoom and voted to move forward to the House of Delegates and, hence, here we are today.



NEW BUSINESS – Nomination and Election of Additional District Vice Presidents

(1) Nomination: Steve Oberlin as District 1 Vice President

(2) Nomination: XXX as District 3 Vice President

District	VP	Area CGC
I	Steve Oberlin	Jeffrey Stratton
II	Pat Cave	
III		Mark Kreps
IV	Randy Helderman	Randy Helderman
V	Allen Manning	Ed Hitchcock

Proposal: Change **SR 2 – Districts**

Section 1. There shall be ~~four (4)~~ **five (5)** Districts within the Indiana Society ~~with numbering starting in the North side of the state and progressing South.~~ Chapters shall be assigned to Districts by the Executive Committee.

Proposal SR 6 - Duties of Officers (Adopted 19 April 2014) Section 1. The District Vice-President shall assist Compatriots in the formation of new Chapters and the enrollment of new members.

Proposal Bylaw 9 - District Vice Presidents Section 1. The District Vice President shall serve in a liaison capacity between the Indiana Society and the Chapters, seeking in every manner to promote the interests and activities of the National and Indiana Societies. He shall meet annually at least once with each Chapter in his district. He shall encourage the formation of new Chapters and the enrollment of new members.

Section 1.

There shall be one (1) District Vice-President elected from each of the following Districts of the Indiana Society:

(a) District 1 (Central Region) is comprised of the following eight counties: Boone, Hancock, Hamilton, Hendricks, Johnson, Marion, Morgan, and Shelby

(b) District 2 (Northwest Region) is composed of the following twenty-one counties: Benton, Carroll, Cass, Clinton, Elkhart, Fountain, Fulton, Jasper, Kosciusko, Lake, Laporte, Marshall, Montgomery, Newton, Porter, Pulaski, St Joseph, Starke, Tippecanoe, Warren and White;

(c) District 3 (Northeast Region) is composed of the following twenty-one counties: Adams, Allen; Blackford, DeKalb, Delaware, Grant, Henry, Howard, Huntington, Jay, LaGrange, Miami, Madison, Noble, Randolph, Steuben, Tipton, Wabash, Wayne, Wells and Whitley;

(d) District 4 (Southwest Region) is composed of the following nineteen counties: Clay, Daviess, Dubois, Knox, Gibson, Greene, Martin, Owen, Parke, Perry, Pike, Posey, Putnam, Spencer, Sullivan, Vanderburgh, Vermillion, Vigo, and Warrick;

(e) District 5 (Southeast Region) is composed of the following twenty-two counties: Bartholomew, Brown, Clark, Crawford, Dearborn, Decatur, Floyd, Fayette, Franklin, Harrison, Jackson, Jefferson, Jennings, Lawrence, Monroe, Ohio, Orange, Ripley, Rush, Switzerland, Union and Washington.

Section 2. It shall be the responsibility of each District Vice-President to promote the interest and activities that further the objectives of the Indiana Society among the chapters in his District. In addition, the District Vice-President shall visit each of the Chapters in his District at least once annually. He shall encourage the formation of new chapters and encourage the enrollment of new members as well as perform such additional duties within his District as may be assigned to him by the Society President or the Executive Committee. He shall dispense information from the National and State societies in a timely manner, advocate for and present medals commensurate with the action(s) of the nominee(s), assist in inducting new chapter officers, and assist the chapter in promoting effective programs within the chapter's capability. The District Vice-President shall report on the activities of his District at each House of Delegates meeting in writing.

Proposal: Constitution

Article V - Meetings

Section 6. There may be one District Meeting each year between **the months of November and March** held at times and sites determined by the District Vice President. It is required that thirty days' notice be given specifying the date, time and place of the meeting. Each District shall coordinate their Meetings with each other and with the State President so that he may be able to attend them. The District Meeting is for the purpose of the District Chapters to discuss ideas of benefit to the Chapters, for social fellowship, and for portions of the meeting devoted to patriotic and educational presentations, historical information relating to the Revolutionary War, visits to historic sites, and other activities, which promote patriotism, historical knowledge, and fellowship among members and their families.



Indiana SAR

Wayne C. Eells, Jr.

Treasurer, Indiana SAR

July 2021 House of Delegates Report – Dues and Fees

- **Dues**

- The 2020-2021 year is being reallocated to the correct account per the chart of accounts to better represent our revenues, expenses, and restricted funds (liabilities). Once that is completed, the same process for 2019-2020 will be completed to help build a strong historical record for the IN SAR financials.
- It is believed that the current dues structure can cover our organization.
 - Some new budget items that may impact the budget
 - Increase of officer travel from \$1,000 to \$3,500
 - Possible additional \$795 in Directors & Officers Expenses
 - Possible additional event insurance coverage (amount unknown).
- A dues increase should not take place unless the IN SAR expenses show need and/or unless the IN SAR increases its programs/services which requires additional revenue to support them.
- **Recommendation:** Because there is no increase in expenses, programs, and services, it is recommended and supported by the IN SAR ExCom that there is no dues increase for the 2021-2022 year.

- **Application Fees**

- US Postage is expected to increase between 15-25% in January 2022.
- FedEx, UPS and other delivery services are expected to follow the US Post Office and increase their rates.
- The expenses to mail packets for applications and new members once approved was only a few hundred dollars less than the fees collected.
- Other new member packet items were not included in the expenses in 2020-2021 like the new member handbook.
- The Treasurer is not sure ALL mailing expenses around membership applications were submitted.
- **Recommendation:** Because there is a significant postage increase expected in 2022, and the related expenses are directly connected to the application process, it is recommended and supported by the IN SAR ExCom that all Application Fees are increased \$5 effective 01 Sept 2021.



Indiana SAR

Wayne C. Eells, Jr.
Treasurer, Indiana SAR

July 2021 House of Delegates Report - Insurance

- **Treasurer Bonding**

- The Insurance Agent for the Indiana SAR has suggested that we change from the treasurer getting bonded each year as an individual that the Indiana SAR secure a dishonesty bond for its treasurer. That ensures there is never a gap for the treasurer (each time we get a new treasurer they need to go the application process) and can save the Indiana SAR funds (2 different treasurers in a year would mean two different bonds that the Indiana SAR would have to reimburse in the same year).
- This change was supported by the Indiana SAR Executive Committee (see June ExCom Reports)
- Policy Options
 - \$25,000 Dishonesty with a \$1,000 deductible costs \$250 (This is a minimum premium cost)
 - \$150,000 with a \$1,000 deductible costs \$250 (This is a minimum premium cost)
- **Recommendation:** Obtain the \$150,000 with a \$1,000 deductible costs \$250 as it would also cover the Morning Star Fund

- **Directors & Officers Insurance**

- The Indiana SAR does NOT have Directors & Officers Insurance which means there is no funds for the defense of the organization and its leaders. This is made more difficult for the leaders as there currently is not an indemnification statement in the Bylaws. If there was a lawsuit, your elected (volunteer) officers and volunteer chairmen would need to use their resources to defend themselves.
- **Recommendation:** Obtain the \$1,000,000 with \$1,000 deductible policy at a cost of \$795 annually.

- **Liability Insurance**

- **Black Powder:** Still is still being looked into. The policy does not exclude it, but it also does not have language confirming it has coverage.
 - Some members are looking into the type of coverage used by the American Legion and VFW.
- **Parades/Grave Markings:** If the event is NOT sponsored by the Indiana SAR, then we are covered as we are “Participants.” If it IS sponsored by the Indiana SAR, we may need to add in event insurance. The Insurance Agent is looking into this deeper for us.
- **Parades:** There remains questions related to if there is insurance coverage via the Indiana SAR Liability policy for floats and/or other vehicles used in the parade. This is still being examined.

- Ladies Auxiliary: The Agent is still looking into this. The underwriter has additional questions, especially since the National SAR bylaws says they are separate from the SAR.
- **Recommendations:**
 - Continue looking into the Black Powder, Ladies Auxiliary, IN SAR Sponsored events further. This may result in an additional “Events” policy. Many VFW and American Legion groups have this to protect their organization.
 - Create a participation waiver for each event that the members of the Indiana SAR participate in. This will help minimize exposure risk to the Indiana SAR, and outline what members can / cannot do at events (let public touch weapon, etc.)
 - Remind Chapters that if they want insurance coverage for their events (Color Guard), that they need to get approved as an Indiana SAR Color Guard event and not a chapter event. If it is a Chapter event, then they need to secure their own insurance.
- Cyber Insurance: There is an option to add Cyber Insurance (think along the lines of a data breach) of \$ 50,000 Cyber coverage (various sub limits and deductibles apply) at a cost of \$373.
 - **Recommendation:** Because if Indiana SAR does go online for dues collection and it will be a 3rd party and not us having any data about persons and their bank cards, that the Indiana SAR does NOT take out a cyber insurance policy.

RECOMMENDATION

Proposed Bylaws Change

Bylaw 8, Section 5 Treasurer Bonding

Purpose:

The Indiana SAR Insurance Agent recommends that the Indiana SAR change from the Treasurer getting bonded and being reimbursed each time a new treasurer, which can cost more for the IN SAR, to the getting employee dishonesty coverage. That way, there is always unbroken coverage no matter who the IN SAR Treasurer is.

Proposed Changes:

~~Strikethrough~~ = remove

Underline = add

Bylaw 8

Section 5. The Treasurer shall be required to be bonded by the Indiana Society of the Sons of the American Revolution ~~post a bond~~ by a dishonesty bond in such an amount ~~and with such a financial or insurance agency~~ as shall be determined by the House of Delegates or its designee. ~~The cost of providing such a bond on a continuing basis shall be paid by the Indiana Society of the Sons of the American Revolution upon receipt of a billing statement in proper form. The Treasurer shall not be the sole person to select the bond issuer.~~

Indiana SAR

Finance & Investments

Indiana Sons of the American Revolution

Policy: Chart of Accounts

Number: 05.001

Approved: 15 June 2021

Effective: 15 June 2021

NOTE: These accounts and their numbers may change, as the new Treasurer is setting up the system and aligning it with the business transactions for the Indiana SAR.

Purpose

The purpose of this policy is to standardize the accounts of the Indiana SAR and bring them generally into alignment with Not-For-Profit best practices.

Chart of Accounts

Assets

1010 Cash

1011 Checking Account

1020 Saving Account

Liabilities

2010 Accounts Payable

2310 Deferred Revenue

Net Assets

3100 Unrestricted Assets

3200 Restricted Assets

3201 Historical Marker

3202 CAR Cyrill Johnson Scholarship

3203 Indiana War Memorial

3300 Organizational Designated Restricted Assets

3301 Color Guard Fund

Revenue

4010 Direct Public Support

4011 Unrestricted Donations

4020 Restricted Donations

4021 Youth Programs

4022 Color Guard Programs

5110 Membership Fees
5111 IN SAR Membership Fees
5112 National SAR Membership Fees
5113 Application Fees – New
5114 Applications Fees – Supplemental
5200 Fiscal Sponsorship
5210 Central District
5211 Central District Membership Fees
5212 Central District Annual Meeting
5213 Central District Public Support – Restricted
5214 Central District Public Support – Unrestricted
5215 Central District President Discretion Fund

Expenses

7400 Program Expenses
7410 Youth Programs
7411 Orations
7412 Essay
7413 Eagle Scout
7414 ROTC Enhanced
7415 ROCT Medals
7416 Poster
7417 Brochure
7418 Boys State
7419 National History Day
7420 CAR Scholarship
7421 Youth travel to Congress
7422 Color Guard
7430 Historical Markers
7450 Awards

7700 Administrative
7710 Admin and Supplies
7711 President
7712 Secretary
7713 Treasurer
7713.2 Asst Treasurer
7714 Registrar
7720 Postage
7721 General Postage
7722 Membership Packet Mailing
7730 Membership Retention
7731 New Member Handbook
7740 Hoosier Patriot

7742 History & Handbook

7750 Software

7751 Website

7760 Printing & Copies

8010 Meetings

8011 Facility Rent

8012 HOD Packets

8020 Publications

8310 Travel

8311 National Congress

8312 National Trustees

8320 Conferences/HOD Meetings

8530 Membership Fees

8531 National SAR

8532 Central District SAR

8600 Fiscal Sponsorship

8610 Central District Meeting Meals

8611 Central District Meeting Facilities Expense

8612 Central District Meeting Other Expenses

8613 Central District Administrative Expenses

8614 Central District President Discretion Fund

8710 Insurance

8711 Treasurer Bond

Still needing Assignment:

- Morning Star
 - Endowment Fund
 - CAR Scholarship
- Restricted Funds
 - Youth Travel
 - Youth Awards
 - Color Guard
 - Historical Markers
 - Etc

Indiana SAR

Financial Policies

Indiana Sons of the American Revolution

Policy: Internal Finance Controls

Number: 5.002

Approved: 22 June 2021 (IN ExCom)

Effective: 22 June 2021

Accounting Procedures

The accounting procedures used by the Indiana Sons of the American Revolution (IN SAR) conform to Generally Accepted Accounting Principles (GAAP). This Fiscal Management Policy includes a system of controls, which minimizes the likelihood of misappropriation of assets or misstatement of the accounts and maximizes the likelihood of detection should this occur. This in turn provides the Executive Committee and the membership the assurance that the financial reports for the IN SAR are presented fairly to the corporation, the general public and regulatory agencies. It is the responsibility of the Executive Committee to formulate financial policies and to review operations and activities.

1. The Purpose of these Financial Policies and Procedures.

The purpose of these Financial Policies and Procedures is to provide formal documentation relative to the financial operations of the IN SAR to ensure that financial transactions are properly authorized, appropriated, executed, and recorded. This manual will support the policies of the Executive Committee by establishing a format for fiscal controls under the direction of the Treasurer.

2. Lines of Authority and General Responsibilities

IN SAR's financial duties are distributed around multiple people to help ensure protection from fraud and error. These lines of authority and segregation of duties aims for maximum protection of the organization's assets, while also considering efficiency of operations. No person other than the IN SAR President may legally financially obligate IN SAR in any way.

- a. **Executive Committee:** The Executive Committee is primarily responsible for the maintenance of the accounting records with the Treasurer and Assistant Treasurer. Responsibilities include:
 - a. Approving Financial Policies and reviewing them annually.
 - b. Reviewing financial activities and operations.
 - c. Approving financial reports, and audits.
- b. **Financial Committee:** The Finance Committee shall propose policy concerning all permanent funds of this Society to be known as the "Endowment Trust Fund of the Indiana Society."

- a. The Committee shall consist of three members appointed by the President, plus the current Treasurer. When first established the members will be appointed, respectively, for one-year, two-year, and three-year terms. The President shall designate a Chairman. Thereafter, one member shall be appointed each year for a three-year term. The Treasurer shall be a voting member of this committee. A finance background would be desirable for all members of the Committee.
 - b. The Committee shall oversee the investment of all the funds to maximize earnings and at the same time provide security for the funds. Annual audits of the funds shall be made and reported by the Audit Committee at the first October meeting of the House of Delegates following the Annual Meeting. Minutes of this Committee shall be recorded and distributed to the Officers of the Society as defined in Article IV, Section 1, of the Constitution, within thirty days after each meeting.
 - c. The Committee shall make available the earnings from the Cyril L. Johnson Scholarship Fund each year to award one or more scholarships to the Indiana Society, Children of the American Revolution which will name a recipient from among its members and present the award on behalf of the Indiana Society.
 - d. The income from the Endowment Trust Fund shall be distributed by the Committee each year as follows:
 - i. Not exceeding one-half to the Operating Fund of the Society, if needed.
 - ii. The remainder, after distribution of (1) above, will remain in the Fund.
 - e. Principal of any Named or Endowment Trust Fund can be expended on a Society Project only upon a two-thirds favorable vote of authorized voters at a meeting of the House of Delegates. Notice of at least thirty days shall be sent to all Chapters and Indiana Society Officers before a vote is taken. However, the fund must maintain a minimum balance of \$25,000.00 at all times.
 - f. The Finance Committee will prepare guidelines, including investment procedures, control of funds, and operating procedures. These shall be reviewed on an annual basis by the Finance Committee and then be submitted for action by the House of Delegates.
- c. **Budget Committee:** . The Budget Committee, with the Treasurer as Chairman, shall submit a proposed budget of income and expenses for the coming fiscal year at the October meeting of the House of Delegates for review before it is submitted for action at the Annual Meeting the following April. An updated report of the budget shall be submitted at each meeting of the Executive Committee and of the House of Delegates.
 - d. **Audit Committee:** The Audit committee shall consist of at least three (3) members, one of whom shall be chairman, preferably with financial and /or accounting

experience. They shall perform an audit of all accounts of the Society at least once each year and submit a report to the House of Delegates at the July meeting.

- e. **Treasurer:** The Treasurer reports to the Executive Committee and acts as the primary agent of all fiscal policies and procedures. In the absence of an Treasurer, these responsibilities fall onto the Assistant Treasurer. Responsibilities include:
 - a. Approving expenditures; to include budgeted expenditures and purchases up to \$3,000. Amounts over \$3,000 require Assistant Treasurer co-signing approval.
 - b. Approving check payments as an authorized check signer.
 - c. Approving the purchase of fixed assets
 - d. Approving grant claims, requests, and invoices
 - e. Approving credit card/bank card transactions and related statements.
 - f. Receiving deposits and marking them for deposit only
 - g. Reviewing and approving standard journal entries for reasonableness and posting to the general ledger. Completing annual reviews with the Finance Committee of the adequacy of the insurance coverage for the organization
 - h. Posting, recording and processing approved expenses, deposits, journal entries, and payroll activities into QuickBooks general ledger package. The
 - i. Recording monthly all fees, donations and additional items
 - j. Preparing monthly financials, monthly budget reports, monthly team statements and management financial reports to the Executive Committee covering at a minimum, receipts, disbursements, receivables, and payables.
 - k. Preparing grant claims, requests, and invoices.
 - l. Reviewing daily deposits
 - m. Reconciling monthly bank statements

- f. **Assistant Treasurer:** The Treasurer supports the Treasurer and his responsibilities as needed. The Assistant Treasurer also:
 - a. Approves/Signs expense reports
 - b. Approves/co-signs expenditures over \$3,000.

3. Fiscal Year and Basis of Accounting

The fiscal year of the IN SAR is April 1 through March 31. The IN SAR shall maintain its records on the accrual basis of accounting in accordance with Generally Accepted Accounting Principles (GAAP). The accrual basis of accounting records income and expenses when incurred rather than when cash is received or paid

4. Independence Examination of Financial Statements

IN SAR will have a review/compilation/audit of its financial statements annually. The review/compilation/audit may be completed any time after the end of the fiscal year so long as a final draft is available to the Organization's Annual Meeting in April. It shall be completed in

accordance to the Constitution and Bylaws of the IN SAR. The Treasurer will be the liaison for to the Audit process.

The Treasurer and Assistant Treasurer shall provide the Executive Committee recommendations for correcting any noted deficiency.

5. Financial Reports

Monthly Financial Reports shall be distributed to the Executive Committee. Additional information shall be provided as requested.

6. Banking Relationships

The Treasurer and the Assistant Treasurer shall act as liaisons for the various banking relationships of the IN SAR and the signature holder for those banks. The Treasurer and the Secretary of the IN SAR shall be the liaison and signature holder for the investment accounts.

The Treasurer and the Assistant Treasurer will be required to co-sign all checks written for more than \$3,000.

7. Separation of Duties

Bank statements are reviewed by the Treasurer for reasonableness of transactions and vendors, and once approved they are reconcile the accounts to the general ledger.

Deposit documentation is prepared by the Treasurer, and copies are to be included in the transaction posting in QuickBooks.

8. Invoice Preparation

Invoices will be prepared within five business days of the close of the prior month to ensure regular healthy cash flow.

9. Cash Receipts

a. Purpose

As a regular course of business, the IN SAR receives payments (ie account receivables) and donations from various sources. The IN SAR shall report all income received in an accurate and timely manner in accordance with GAAP. Contributions are recorded as pledged or received in accordance with FSB 116, and must be credited to the appropriate revenue lines as presented in the annual budget.

- Membership and/or program fees are recognized in the month in which they were received and are classified according to the corresponding account.
 - Grant revenue is recognized when earned in the case of reimbursable grants, or when granted for all other grants and is properly classified as restricted or nonrestricted per grantor's stipulations.
 - Contributions are recognized as of the date of the check or when received if cash or in-kind and are properly classified as restricted or nonrestricted per the donor's stipulations.
- b. In office Receipt Procedures
- i. All mail is opened and sorted by the Treasurer, unless absent, with the contents reviewed for donations. If the transmittal included a payment by check, all checks are restrictively endorsed, and promptly deposited. Copies of all checks and deposit slips shall be made with account coding to be included in the QuickBooks transaction records for reference and reconciliation.
 - ii. All checks are stamped with the IN SAR "for deposit only" stamp immediately upon receipt. Cash receipts should note the date received, payer and the amount of cash received.
 - iii. The Treasurer reconciles the bank account.
- c. IN SAR Bank Card Procedures - THIS SECTION IS IN PREPARATION FOR POSSIBLE BANK CARD PAYMENT SYSTEM
- i. All bank card payments and donations are processed through the XXX account on the IN SAR website.
 - ii. XXX provides detail on each daily deposit for IN SAR Treasurer to properly record payments to each member and reconcile payments to the bank statement
 - iii. Any information provided to XXX is noted in its transaction report.
 - iv. The IN SAR Treasurer uses XXX to record all player payments, credits and refunds.
 - v. The Treasurer reconciles all the credit card deposit transactions to daily deposits shown on bank statements.
 - vi. Donor reports are provided to the Executive Committee
 - vii. XXX has a variable processing fee of generally 10%-3% depending on the balance.
- d. Special Events
- i. Funds received at special events are immediately locked in a cash box.
 - ii. Upon completion of special events, the Treasurer and the special event coordinator will count the funds together and sign off on agreeing amounts

- iii. Any checks will be stamped for deposit only.
 - iv. Cash and checks will be deposited the next business day.
 - v. The special event coordinator prepares a brief report for the Treasurer. The Treasurer compares report to general ledger activity.
 - vi. Any outright donations received at event are added to donor report.
- e. Donor reports
- i. Donor reports are prepared by Treasurer and used by the President to prepare thank you notes to donors.
 - ii. The monthly donor reports are given to President and Executive Committee for review.

10. Accounts Payable / Policies on Disbursement

a. Purpose

The accounts payable function is created to fairly and accurately represent the expenses and liabilities of the IN SAR. Most programs/services and functions of the INSAR create liabilities. The Treasurer shall rely on the accurate and timely receipt of invoices to facilitate the payment process.

b. Invoices

On a weekly basis the Treasurer receives and opens all mail. Invoices are reviewed for accuracy and marked with the appropriate account information and approval. Once approved the Treasurer processes the payable, enters it into Quickbooks, and prepares the check for printing. At the end of the week, the Treasurer cuts/prints, signs (along with the Assistant Treasurer when required), and mails the check.

Checks over \$3,000 require written authorization (e-mail is acceptable) by the Treasurer and Assistant Treasurer. The Assistant Treasurer must co-sign any checks over \$3,000.

c. Bank Statements

The Treasurer reviews the bank statements on a monthly basis and then reconciles the bank statements to QuickBooks on a monthly basis.

d. Credit and ATM Cards

Credit Cards are not authorized for use.

Bank ATM Card is only for the Treasurer to access the Online Banking system.

11. Expense Reports

Expense reports are subject to IN SAR Policy 05.003 Expense Reimbursements.

12. Payroll and Personnel

Currently the IN SAR has no employees, so there is no payroll and personnel needs.

13. Monthly Close

Monthly closing activities are performed by either the Treasurer or in his absence the Assistant Treasurer and are intended to promote timely and accurate financial reports as well as prevent transactions from inadvertently being posted into prior closed out months. The financial statements are prepared for Executive Committee for the previous month in the week prior to the meetings. The most recent three months' financial information are presented to the Executive Committee for comparison purposes as well as to provide any changes to the prior two months; once the month drops off the board scorecard, it is finally closed out and locked in QuickBooks.

- Prior to preparing financial statements and performing closing duties, the Treasurer will post or record any remaining daily transactions.
- Bank Reconciliation will be completed.
- Treasurer will perform a reconciliation of Balance Sheet items to locate and correct any missing or incorrect entries.
- Treasurer and Assistant Treasurer will review Revenue and Expense Accounts looking for reasonableness of amounts and accounts.
- The Treasurer will review the balances and accounts receivable reports to assure any delinquencies or overpayments are being addressed.
- Treasurer will prepare financial statements and present them to the Executive Committee. Reports will be provided before any regular meetings of the IN SAR Membership.
- The Executive Committee will approve financial statements subject to year-end review/compilation/audit.

14. Record Keeping

IN SAR uses QuickBooks online Software for tracking and processing financial data. The data is backed up automatically in the cloud.

Hard copies of invoices, check stubs, statements, deposits, etc. are scanned into an electronic copy and saved as an attachment to their corresponding transaction in QuickBooks, and the hard copies are filed with the Treasurer during the current year; past year's hard copies are filed in a locked storage room. Records are archived and retained in accordance with our record retention policy.

15. Budget

The annual budget for the fiscal year shall be presented for action to the House of Delegates by the Budget Committee at the Annual Meeting of the Society. When officially adopted by the House of Delegates, expenditures for the fiscal year shall be limited to the total amount thereof, except that with distribution of notice of the proposed change at least thirty days' notice prior to the House of Delegates meeting at which action is to be taken, the House of Delegates may act to approve modification of the budget.

16. Physical Security

IN SAR maintains physical security of its assets to ensure that only people who are authorized have physical or indirect access to money, securities, real estate, and other valuable property.

- a. Cash Receipts
 - i. Cash and checks, as received in person or via mail, are immediately stamped for deposit only and placed in a locked box.
 - ii. Cash and checks received totaling \$500 or more will be deposited by next business day. Cash and checks unable to be deposited will be recorded and locked in a secure area until next business day.
- b. Blank Checks
 - i. Blank checks are numbered and kept in a locked area
 - ii. Checks are used in sequential order; any missing or incorrectly numbered checks are reported immediately to the Treasurer and Assistant Treasurer for further investigation.
 - iii. Voided checks are kept on file with the word "void" written on the face of the check.
- c. Accounting and Server Access
 - i. The accounting software and data is Quickbooks online.
 - ii. The data is backed up regularly through the Quickbooks online cloud system.
 - iii. Data is accessible through the QuickBooks application of which there is Two users with a unique username and password.
 - Treasurer
 - Assistant Treasurer

17. Tax Compliance

IN SAR's annual Federal Form 990 and NP-20 is prepared by the Treasurer. The 990, along with the NP-20 state return, is completed prior to the end of the following fiscal year.

18. Asset Management

The IN SAR has one bank account at the 5/3rd Bank. This account is used for all primary checking, deposits, and transactions.

Capitalization & Depreciation

Any items over \$500 and with a useful life longer than one-year will be capitalized.

- Attached to every purchase record over \$500 will be the capitalization worksheet; this worksheet will be used to identify whether or not the transaction will be expensed or capitalized, the useful life, and to which cost center the expense or depreciation should be allocated.
- The Treasurer and Assistant will work to determine the useful life using IRS guidelines.
- All capitalized assets are depreciated using the straight-line depreciation method.
- All capitalized assets will be recorded at historical value on the Depreciation worksheet, this worksheet is used to track assets and depreciation.
- The Assistant Treasurer will notify the Treasurer in writing when the asset is retired, and the Treasurer will record the proper journal entries and will update the depreciation worksheet accordingly.
- The Treasurer and the Assistant Treasurer will review the asset/depreciation worksheet annually to ensure all recorded assets are still in service and are being properly depreciated. Any donated assets are recorded at Fair Market Value as of the date of contribution.

The IN SAR has one investment account with Morningstar. This account is used for all the investment accounts for the IN SAR.

19. Accounting Policies

The Indiana SAR will follow established Generally Accepted Accounting Principles (GAAP), Financial Accounting Standards Board (FASB) Guidelines, and IRS Guidelines.

20. FDIC Limits

In order to protect the IN SAR funds kept in banks, the IN SAR must not keep funds in any bank that would exceed the FDIC Limits. If the IN SAR has funds in excess of FDIC, they must diversify among different banks.

21. Restricted Funds

The IN SAR must keep all restricted funds in a separate bank account to ensure those funds are not mixed with their regular funds (unrestricted). This adds an additional layer of protection for the restricted funds.

Annual Review

This policy will be reviewed every two years by the Executive Committee.

Changes To Policy

This policy can be changed/modified at any time by recommendation of the Independent Accountants, Finance Committee, Executive Committee, and the membership of the House of Delegates. Changes must be approved by the IN SAR Executive Committee.

Indiana SAR

Finance & Investments

Indiana Sons of the American Revolution

Policy: Expense Reimbursements

Number: 05.003

Approved: 22 June 2021 (IN SAR ExCom)

Effective: 22 June 2021

Purpose

The purpose of this policy is to provide specific guidelines for employee expense reimbursements. This policy follows accountable plan rules as defined by the IRS Treasury Reg. 1.62-2. As such, expense reimbursements must meet the following three rules:

- Expenses must be related to activities of the Organization
- The expenses must be substantiated with original documentation within a reasonable amount of time
- Advances or excess reimbursements must be returned to the Organization within a reasonable amount of time.

As long as these rules are met, expense reimbursements will not be included in a members' taxable income.

Members of the Indiana Sons of the American Revolution (IN SAR) shall be reimbursed for any ordinary and necessary business and professional expenses incurred on behalf of the IN SAR only if the expenses are in the budget and are adequately accounted for as outlined in this policy.

Scope

This policy applies to employees, members, and volunteers who use personal funds to pay for IN SAR related expenses and wish to be reimbursed. Anyone who does not properly account to the IN SAR for his or her expenses, the individual will not be reimbursed. Specific policies, grants or other funding sources may impose additional restrictions but cannot supersede those required in this policy.

What is a business expense?

In order to be reimbursed tax-free, a business expense must be the type of expense that would be deductible in the eyes of the IRS on one's income tax return. The base rule is that the business expense must be both "ordinary" and "necessary" and be directly connected with or related to your profession. The expense cannot be regarded as lavish or extravagant.

The term "ordinary" refers to an expense connected to a common and accepted practice in your profession. The term "necessary" refers to an expense that is appropriate and helpful in developing or maintaining your profession. The IRS does not consider all business expenses to be ordinary and necessary.

Please note that if non-deductible business expenses are reimbursed on an occasional basis, such items must be included as taxable income on your W-2.

Responsibility

Employees, members, and volunteers should familiarize themselves with the types of expenses that are/are not eligible for reimbursement prior to incurring such expenses. Employees, members, and volunteers may not authorize reimbursement of their own expenses or expenses of supervisors, department heads, etc.

Authorized signers must confirm that expenses and reimbursement requests meet the following criteria:

- The expense meets the IRS guidelines of a business expense
- The travel expense was incurred while conducting IN SAR activities
- The information contained on the Expense Reimbursement Form and the documentation attached is accurate and in accordance with IN SAR policy
- Original receipts are submitted in accordance with this policy

Documentation

A properly completed, and signed Expense Reimbursement Form must be submitted to the Assistant Treasurer within 60 days after the expense has been incurred.

Expenditures or requests for reimbursement must be accompanied by original documentation to support the expenditure. This may consist of an invoice, original receipt, or other notification, such as an e-ticket or e-mail receipt. Additional information such as a brochure, a flyer or an email can be helpful in explaining the nature of the expenditure.

Multiple original receipts must be attached to an 8.5 x 11 paper, in the order listed on the Expense Reimbursement Form.

Each receipt must be individually listed on the reimbursement request.

Notations should be made on receipts and other documentation to substantiate the expense and indicate the business purpose.

All Expense Reimbursement Forms must be signed by the individual making the request and approved by the Assistant Treasurer.

It is strongly encouraged that you input the information electronically into the excel form of the Expense Reimbursement Form.

Reimbursable Business Expenses

- Business Meals
- Selected Goods and Services that are not associated with meals or travel
- Travel, including:
 - (a) Travel considered to be Away from Home Overnight (as defined by IRS Guidelines);
 - (b) Day trips/ Local Travel

If you are unsure if an expense is reimbursable, please check with Treasurer.

How do I substantiate my reimbursable expenses and what approvals are needed?

You will need to provide written evidence that explains the nature of the business expense and proves that you paid it. The nature of the expense is explained by answering the questions Who? What? Where? When? Why? Substantiating how you paid the expense (proof of payment) is explained under the supporting documentation directly below.

Whether your reimbursement is for travel or other items, you must complete an Expense Reimbursement Form and attach the appropriate supporting documentation as described in this policy, have the form approved by the Executive Director within 60 days of incurring the expense.

Please also note that the reimbursement must be charged to the proper fiscal year. As an example, expenses incurred by you on or prior to December 31st must be charged to that fiscal year. Expenses cannot be held for the next fiscal year, even if your budget or other account is overspent in the current year.

What supporting documentation is necessary for reimbursement?

For all items you will need an original hard-copy receipt that includes information about the purchase and also provides proof of payment.

In all cases, the receipt needs to be sufficiently detailed (amount, date, place, type of expense – Who, What, Where, When, Why). A hotel bill should segregate valid reimbursable charges for lodging, meals, related taxes and tips, etc. from personal charges (personal phone calls, movies, health club, dry cleaning etc.) All itemized restaurant receipts must accompany a credit card receipt. When the restaurant only accepts cash, a detailed receipt from the restaurant will be required – the tear-off guest check typically issued by restaurants is not an acceptable receipt.

Purchases made electronically (via the internet) must be substantiated with a hard copy receipt.

If your receipt does not indicate how you paid the expense, you must also provide additional documentation to show proof of payment (such as canceled check, copy of your credit card statement, cash receipt from vendor). If you are submitting your credit card statement as proof of purchase then please block out your account number and, if you wish, any charges/credits that do not apply. Do not block out your name.

If you did not pay for the expense then you will not be reimbursed for it. Incentives such as frequent flyer miles, vouchers, coupons, gift cards and other non-cash payments do not constitute and will not be accepted as proof of payment because these are not “out of pocket” for the expense. Items such as gift cards or gift certificates will not be accepted as proof of payment even if you purchased the gift card or certificate from personal funds.

Which specific business expenses qualify?

1. Travel -- Away from Home Overnight

Overnight travel business expenses are limited to the IN SAR Trustee and/or the IN SAR President for the attendance of the National SAR Congress and National SAR Trustee Meetings, winners’ of the IN SA Youth Contests (and one chaperone) needing to appear at the National SAR Congress, and is limited to the amount identified in that year’s budget.

You are away from home overnight if

- (1) your duties require you be away from the general area of your home substantially longer than a normal workday and
- 2) you need to get sleep or rest to meet the demands of your work while away from home.

All travel must be pre-approved. Any travel not approved in advance means the expenses risk not being approved for reimbursement.

Reimbursable Away from Home Overnight travel expenses include:

- **Lodging** – both en route to/from and at your destination. An original hotel bill with detailed charges and proof of payment is required even if you booked a room through an internet site. Express check-out receipts are acceptable if the receipt shows the complete itemized detail of charges and the method of payment.
- **Meals** – (including all beverages with meals) are reimbursable up to \$80 per day. This is not a per diem amount and must be substantiated. No single meal will be reimbursed for more than \$50.

All restaurant receipts must be included. It is not enough to just include the credit card portion – the detailed receipt of items ordered must also be attached. Where the itemized receipt is not available an explanation must be provided and this expense specifically acknowledged by the authorized approval signature.

- **Transportation** – This includes costs to get to/from your destination and local travel costs while at your destination.

Air travel

Air travel is reimbursed for coach travel, or lowest possible available airfare only. .

Air travel reimbursement will not include additional fees for priority check-in or Economy Plus seating.

Travelers may retain frequent flyer miles earned while traveling on Organization business. However, travelers must book airfare based on the most cost effective rate whenever possible, irrespective of any frequent flyer mile benefit. Excess costs resulting from the use of a traveler’s preferred airline will not be reimbursed. IRS regulations require that the Organization reimburse only actual costs to the traveler; therefore the use of frequent flyer miles for Organization purposes is not eligible for reimbursement.

Fees for changing airline tickets will not be reimbursed unless such a change results in an employee arriving home sooner and expenses equal to at least the additional amount charged by the airline being saved, or is due to changing business needs.

The Organization will reimburse excess baggage fees for the first two pieces of luggage only.

Reimbursement for airline travel will be made only after the trip is completed. All airline charges must be supported with original documentation. A copy of the “ticketless confirmation” must be attached to the expense report if that method was used by the employee.

Car rental

All car rentals must be supported by a rental agreement. Reimbursement will be made for compact and mid-size automobiles only, unless specials are available at a lower price. For business use in the continental USA all optional coverage must be rejected, that means that Organization will not reimburse for any additional insurance coverage offered by the car rental agency.

Express check-out receipts are acceptable if the receipt shows the complete itemized detail of charges and the method of payment.

The Organization will not reimburse for coverage of personal possessions and you are advised not to leave any items in the rental car (see insurance requirements outlined below).

Every attempt should be made to fill the rental car with gasoline prior to turning it back in to the rental agency.

Personal Vehicle

If driving your personal vehicle, you may be reimbursed for either 1) mileage driven, at the maximum IRS prevailing rate; or 2) your actual gasoline cost, but only for the miles driven. Tolls and parking are also reimbursable. Please see notes above under air travel regarding deducting base travel from the total miles driven that are eligible for reimbursement.

Should an employee or member decide to drive, the mileage reimbursement cannot exceed the cost of the least expensive means of alternate transportation.

Under no circumstances will reimbursement be made for items such as oil changes, repairs, insurance, towing, motor club, parking tickets or other expenses relating to operating your personal vehicle (see insurance requirements outlined below).

The mileage calculation must be included on the expense report with a MapQuest or other electronic verification of miles driven.

Phone and Fax Charges - Business related phone and fax charges incurred while doing business away from home overnight are reimbursable as long as they are reasonable and not excessive.

2. Family Member's Travel

Expenses (i.e. airfare, lodging, meals, etc.) incurred by family members who accompany Organization employees, volunteers, or members on out-of-town travel will not be reimbursed.

3. Local /Instate Travel

There are no reimbursements for local or instate travel.

4. Business Meals

There are no reimbursements for business meals.

5. Mobile Phones

There are no reimbursements for mobile phones.

6. Other Expenses

- Tips for baggage handling, bellman service, etc. are required to be individually recorded on the expense report. Reasonable amounts for tips are reimbursable. If tips are paid in cash and no receipt is available, in this instance only, you do not have to fill out a Missing Receipt Declaration form.
- Clothes cleaning charges are reimbursable if a business trip exceeds six consecutive days and five nights.
- Charges for movie channels, airline headsets, personal toiletry items and hotel spa/health club charges will not be reimbursed.
- Replacement costs for lost personal items and other similar charges will not be reimbursed.
- Charges for flight life and travel interruption insurance will not be reimbursed.
- Membership in airline/travel clubs will not be reimbursed.

7. Advances

The Indiana SAR does not provide advances.

NEW BUSINESS – Membership Increase and Retention Proposal

Chapter Membership Increase Rebate

Reason: To support the initiative of the Indiana Sons of the American Revolution (SAR) President, the Membership Committee proposes the dual approach to both retain and add new members to increase the membership volume. Chapters that retain as many of their members, during the renewal season (see below for timeframe) combined with adding new members will increase the potential amount of each chapter's rebate.

Source of Rebate Funds

1. Combination of the new Indiana SAR dues, in conjunction with the use of the membership retention budget line that was created in January 2009 by the Executive Committee which totals \$800.
2. There was an existing \$250 annual rebate to the chapter who had submitted their completed dues on time. This money was approved at the summer House of Delegates July 2017 meeting which has not been used to this point.
3. Result:
 - a. The combination of both, gives the rebate fund \$1,050 that would not increase the budget.
 - b. The committee evaluates the program for the possibility of extending as indicated.

Proposal

1. This project proposes that each chapter in INSSAR who increases their paid/active members over the previous year's count on ___ to ___ as determined by the Indiana State Registrar by 10% through recruitment, retention, or reinstatement shall earn a rebate of \$5.00 per member. This will be credited only after approval by the National Register.
2. Refunds earned by chapters will be left up to the discretion of each chapter of how that money will be utilized.
3. Payment of the refund will be dispersed at the conclusion of the project.

NEW BUSINESS – 250th Anniversary of the American Revolution Recognition Program



250th Anniversary of the American Revolution Recognition Program National Society, Sons of the American Revolution



The recognition program is designed to encourage and recognize those compatriots, chapters and societies that participate in local, state, national and international events which publically educate, and recognize, honor, and celebrate the events and heroes of the period surrounding the American Revolution. Participation involves the planning and execution of these events, as well as attendance. The medal covers the celebration of any event's 250th anniversary where said event related directly to acts of resistance to British attempts to coerce the residents in America: from the first Parliamentary Acts protested after the conclusion of the French and Indian Wars, through the armed struggle of the American War for Independence, to the ratification of the Treaty of Paris by the Continental Congress. This therefore will cover any public celebrations in the period from 2014 to 2033. Form may be submitted to cover multiple years and following the first submission be submitted in multiple years, only covering activities since the previous submission. Scorekeeping is the responsibility of each compatriot and awarding authority. You will receive an email authorizing the purchase from merchandising. The guidelines and points are describe below:

PLEASE SUBMIT TO: 250AnniversaryRecognition@sar.org.

➤ **Awards are based on activity and the awarding of points for each type of activity:**

- a. Directing, chairing or co-chairing an event or sub-committee for the duration of the event. (20 points)
- b. Participation in the planning, financing, promotion or conduct of an event other than directing, chairing, or co-chairing an event. Those that do direct, chair or co-chair and event and also serve as a regular member of a committee or sub-committee in a non-leadership role, may also earn points. (10 points)
- c. Attending an Event (3 points)
- d. Attending an event in Colonial Attire (5 points)

➤ **SAR Members may be awarded the Medals for achieving the following levels:**

- a. Bronze Medal: 25 promotion points as certified by his chapter, state, district or national society.
- b. Silver Medal: Compatriots who earn 60 promotion points as certified by his chapter, state, district or national society.
- c. Gold Medal: Compatriots who earn 150 promotion points as certified by his chapter, state, district or national society.

➤ **Non-SAR members may also be awarded these medals:**

- a. The chapter may present bronze awards to its Partners in Patriotism, and may recommend its Partners to the state or national society for higher recognition.
- b. The state and district may present silver awards to its Partners in Patriotism, and may recommend its Partners to the national society for higher recognition.
- c. The district or national society may present gold awards to its Partners in Patriotism.

➤ **Coin Award.** May be awarded to SAR and Non-SAR individuals participating in programs but taking no actual leadership role.

➤ **Streamer.** Awarded to SAR and non-SAR organizations. The certificate will describe the program for which the award is being made. Streamers come in three levels based on maximum participation in any one event during the year. Stars will be awarded if re-earned in subsequent years. The Bronze Streamer for an average of 10% participation, the Silver Streamer for an average of 25% participation, or a Gold Streamer for an average of 50% participation.

Consent Agenda

Previous Meeting Minutes

William Behnke, Secretary

Treasurer's Report

Wayne Eells

Trustee Report

Rob Pfaff

District Vice Presidents

District #1 (North):
District #2 (Central):
District #3 (Southeast)
District #4 (Southwest)

Pat Cave, VP
George Frantz, VP
Allen Manning, VP
Randy Helderman, VP

Officers

Registrar
Genealogist
Historian

Greg McConaughey
Ernest Davis
Mark Kreps

State Programs

Audit
Budget
Chapter Governance
Finance
Membership & Chapters
Medals & Awards
Nominating
Public Safety & Heroism
State District Roles

William Sharp
Wayne Eells
Pat Cave
Pat Cave
Pat Cave
Jacob Vink
Kevin Waldroup
TBD
Mark Kreps

Outreach & Patriotism

Americanism
Color Guard
Educational Outreach
Flag Recognition
Patriot Graves
Veterans Programs

Frank Cullen
Jacob Vink
Mark Kreps
Frank Cullen
Allen Manning
Jim Arnold

Youth Programs

Americanism Poster
Boys State
Eagle Scout
Knight Essay
Middle School Brochure
ROTC/JROTC

Ray King
Jim Arnold
Kevin Waldroup
Jim Hamilton
Ray King
Gary Steinhardt

Appointments

CAR Liaison

DAR Liaison

Ladies Auxiliary

George Washington Fund

Patriot Newsletter Editor

Webmaster

Jeff Voris

T. Rex Legler

Kathy Parkison

Roger Barnhart

Jeff Hornung

Steve Oberlin

PREVIOUS MEETING MINUTES



Sons of the American Revolution

The Indiana Society
Meeting Minutes
Saturday, April 17th, 2021
Carmel IN.

Meeting Minutes

The meeting was called to order at 10 am
The Invocation was offered by Doug Mc Griff
Presentation of Colors by the Color Guard
Pledge to the National Flag by VP Jeffrey Jones
Pledge to the SAR Flag by Sect. Wm. Behnke

Introduction of Guests and Greetings

Kathy Parkison President Ladies Auxiliary
Jennie Hornung on behalf of State DAR Regent Charlotte Blair
SAR Ladies Auxiliary donated \$600 to Indiana SAR

Youth Contest Awards

Rumbaugh Orations Winner Knox Boyd from Lafayette IN.

Eagle Scout Award: Sam Ottway Troop 350 from Evansville, IN

Knight Essay Award: Ms Estelle Ryhal from Bloomington, IN

NJROTC Awards Sasebo Japan
 Osan Korea
 Washington High School
 Bloomfield High School
AFJROTC Award Owen Valley High School

Silver ROTC Medals and Certificates

Army ROTC Indiana University

Air Force ROTC Indiana University

Brochure Contest Winner: Summer Wolf Fishers, IN

SAR Awards and Recognition

Certificates presented by VP Jeffrey Jones to State Committees and Chapters on behalf of the NSSAR.

Patriot Grave Marking Medal: Robert Pfaff

Meritorious Service Medal

- o Jacob Vink
- o Randy Helderman
- o Gary Steinhardt

State Distinguished Service Medal: George Frantz

Daughters of Liberty Medal: Janet Kreps

Martha Washington Medal: Janeen Peters

Lydia Darragh Medal: Sarah Waldroup

Roger Sherman Medal

- o Jeff Voris
- o William Behnke
- o Charles McGriff
- o Ernest Davis
- o Greg McConaughey

LUNCH

Ladies Excused

Business Meeting Started at 1:00 PM

Parliamentarian selection Wayne Eells

Agenda: The House of Delegates approved the Agenda

Roll Call - Quorum Attained

30 Members and 4 Districts Represented

Chapter	Name
Anthony Halberstadt D1	Jones, Jeffrey Hamilton, James King, Ray
Duneland D1	McGriff, Charles Cave, Patrick
Clarence A Cook D2	Waldroup, Kevin Vink, Jacob

	Hornung, Jeff McConaughey, Greg McConaughey, Glen Eells, Wayne Gallant, Douglas Stratten, Jeff
Continental D2	Kreps, Mark Whiteman, Thomas Shoptaw, James
John Martin D2	Decker, Wilbur Behnke, William Salitros, Kent
William H Harrison D2	Frantz, George Pfaff, Robert Steinhardt, Gary Lamson, Keith
Clifty Creek D3	Manning, Allen
Daniel Guthrie D3	Arnold, James Hitchcock, Edward Legler II, T. Rex Hill, Richard
David Benton D3	
John Hay D3	
General Thomas Posey	Hall, Ron (Virtual)
George Rogers Clark D4 Ohio Valley D4	Helderman, Randy McDowell, Gerald
Virtual attendees	Cunningham, Robert Vasher, Jason Sharp, William
Reading and approval of minutes	
Treasurer's Report	Jason Vasher Virtual
Consent Agenda: (information in delegate packet)	
Historian Report	Mark Kreps
District Vice President	
District 1 (North)	Patrick Cave, Jr. VP
District 2 (Central)	George Frantz, VP
District 3 (Southeast)	Allen G Manning, VP

NSSAR Color Guard Representative

Jeff Stratton Central

Mark Kreps North

Ed Hitchcock South

Three members attended Black Powder Training by National Park Service Vincennes, IN William Behnke Sr, Wilbur Decker, and Richard Hill.

Audit

William Sharp

Budget

Jason Vasher

State Color Guard

OPEN

George Washington Fund

Roger Barnhart

Medals and Awards

Jeffrey Jones, VP

Membership & Chapter Development

Wayne Ells

State Website

Steve Oberlin

Americanism & Flag Recognition

George Frantz

Children of the American Revolution

Jeff Voris

Boys State

Jim Arnold

Hoosier Patriot

Jeff Hornung

Eagle Scout

Kevin Waldroup

Knight Essay Contest

T. Rex Legler II

ROTC/JROTC

Gary Steinhart

Rumbaugh Orations Contest

Luke Jacobus

Americanism Poster Contest

OPEN

Middle School Brochure Contest

OPEN

Ladies Auxiliary

Kathy Parkinson

Revolutionary War Graves &

Allen Manning

Patriot Grave Registry

Jim Arnold

Veterans' Programs/American Legion & VFW

Unfinished Business

1. Committee Openings Safety Officer, Color Guard Commander and Audit Committee. Jim Hamilton volunteered for Audit Committee.
2. Indiana War Memorial Closed out Page 6 Assets/ Liabilities.

New Business (items for discussion)

1. Chapter Redistricting. Mark Kreps and Jacob Vink will work on this task. The State President will appoint a new committee led by Compatriot Kreps.
2. Discussion & Approval of 2021 - 2022 Budget. Budget approved. Motion to increase travel allowance for Trustee to National Conference from \$500. To \$3,500. Motion by R. Pfaff, 2nd by W. Behnke.
3. Nomination Committee Report of 2021 - 2023 officers

4. Bylaw Proposal - Virtual Meetings, Tabled until October meeting.
5. Bylaw change - Registrar and Genealogist positions. Will present at next House of Delegates meeting.
6. Adjust Constitution and Bylaws. To bring in line with National and State. Pat Cave, Wayne Eells, & W. Behnke to work on.
7. Membership Committee Proposal- Tabled
8. Knight Essay - State rules are different then National Website has been corrected to show grades 9 through 12.

For the good of the order.

Future National SAR Events

20 May 2021 : George Rogers Clark Wreath Ceremony. Canceled
31 July 2021: Indiana SAR Summer Meeting (Lafayette, IN).

Future Central District SAR Events

01 May 2021 Annual Meeting (Zoom)

Future National SAR Events

20 May 2021: George Rogers Clark Wreath Ceremony. Canceled
10-15 June 2021: National Congress (Seattle)
24 July 2021: Fort Laurens Battle Commemoration (Fort Laurens Ohio).
14 August 2021: Blue Licks Battle Commemoration (Blue Licks, KY)

- 15 May 2021 DAR Annual Conference Indianapolis, IN

Ladies Return

Memorial Service:

Recognized 42 Deceased members

Sar Recessional

Until we meet again, let us remember our obligations to our forefathers, who gave us our Constitution, the Bill of Rights, an Independent Supreme Court and a Nation of Free Men.

Retiring of Colors - Retired in Place

Benediction by Charles McGriff

Nominating Committee Report

Presented by the Nominations Committee, 6 November 2020 Office Nominee

President Jeffery W Jones

Vice President Jacob Vink

Secretary William E Behnke

Assistant Secretary Wilbur L Decker

Treasurer Wayne Eells *

Assistant Treasurer Patrick M Cave, Jr

Registrar Gregory L McConaughey

Historian/Archivist Mark R Kreps

Genealogist Ernest R Davis

Chancellor

Chaplain Charles D McGriff

District 1 Vice President Patrick M Cave, Jr

District 2 Vice President George W Frantz

District 3 Vice President Allen G Manning

District 4 Vice President Randy K Helderman

National Trustee nomination Kevin L Waldroup

Alternate National Trustee nomination Jeffery W Jones

* Compatriot Eells has agreed to serve one year as Treasurer and during that time, a new Treasurer needs to be recruited and Mr. Eells will mentor that person into the position.

Management Report

Indiana SAR

For the period ended June 30, 2021



Prepared on
July 7, 2021

For management use only

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Statement of Activity

April - June, 2021

	Total
REVENUE	
4010 Direct Public Support	
4020 Restricted Donations	
4021 Youth Programs	600.00
Total 4020 Restricted Donations	600.00
Total 4010 Direct Public Support	600.00
5110 Revenue Membership Fees	
5111 IN SAR Membership Fees	300.00
5112 National SAR Membeship Fees	85.00
5113 Application Fees – New	440.00
Total 5110 Revenue Membership Fees	825.00
5210 Central District - Fiscal Sponsorship	
5211 Central District Dues	139.50
5212 Central District Annual Meeting	-494.00
5214 Central District Public Support - Restricted	494.00
Total 5210 Central District - Fiscal Sponsorship	139.50
Uncategorized Income	110.00
Total Revenue	1,674.50
GROSS PROFIT	1,674.50
EXPENDITURES	
7400 Programs	
7411 Orations	1,061.50
7412 Essay Contest	1,000.00
7413 Eagle Scout	1,000.00
7415 ROTC Medals	1,370.05
7417 Youth Brochure Contest	300.00
7420 CAR Scholarship	350.00
7450 Awards	184.00
Total 7400 Programs	5,265.55
7700 Administrative Expenes	
7712 Secretary	35.30
7720 Postage & Mailing	
7721 General Postage	29.08
7722 Membership Packet Mailing	224.35
Total 7720 Postage & Mailing	253.43
Total 7700 Administrative Expenes	288.73
8010 Meetings	
8012 HOD Packets	61.75
Total 8010 Meetings	61.75
8530 Membership Fees	
8531 National SAR Fees/Due	105.00
Total 8530 Membership Fees	105.00
Total Expenditures	5,721.03
NET OPERATING REVENUE	-4,046.53
NET REVENUE	\$ -4,046.53

Indiana SAR

3/12

Statement of Financial Position

As of June 30, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
1011 5/3rd Bank Checking	53,964.29
Total Bank Accounts	53,964.29
Accounts Receivable	
Accounts Receivable (A/R)	-141.50
Total Accounts Receivable	-141.50
Total Current Assets	53,822.79
TOTAL ASSETS	\$53,822.79
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	35.00
Total Accounts Payable	35.00
Other Current Liabilities	
2310 Deferred Revenue - IN SAR Membership Fees	690.00
Total Other Current Liabilities	690.00
Total Current Liabilities	725.00
Total Liabilities	725.00
Equity	
Retained Earnings	57,144.32
Net Revenue	-4,046.53
Total Equity	53,097.79
TOTAL LIABILITIES AND EQUITY	\$53,822.79

Budget vs. Actuals IN SAR Budget 2021-2022

April - June, 2021

	Apr - Jun, 2021				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
REVENUE								
4010 Direct Public Support					0.00	0.00	0.00	0.00%
4020 Restricted Donations					0.00	0.00	0.00	0.00%
4021 Youth Programs	600.00	600.00	0.00	100.00 %	600.00	600.00	0.00	100.00 %
Total 4020 Restricted Donations	600.00	600.00	0.00	100.00 %	600.00	600.00	0.00	100.00 %
Total 4010 Direct Public Support	600.00	600.00	0.00	100.00 %	600.00	600.00	0.00	100.00 %
5110 Revenue Membership Fees					0.00	0.00	0.00	0.00%
5111 IN SAR Membership Fees	300.00	0.00	300.00		300.00	0.00	300.00	0.00%
5112 National SAR Membership Fees	85.00	0.00	85.00		85.00	0.00	85.00	0.00%
5113 Application Fees - New	440.00	570.00	-130.00	77.19 %	440.00	570.00	-130.00	77.19 %
Total 5110 Revenue Membership Fees	825.00	570.00	255.00	144.74 %	825.00	570.00	255.00	144.74 %
5210 Central District - Fiscal Sponsorship					0.00	0.00	0.00	0.00%
5211 Central District Dues	139.50		139.50		139.50	0.00	139.50	0.00%
5212 Central District Annual Meeting	-494.00		-494.00		-494.00	0.00	-494.00	0.00%
5214 Central District Public Support - Restricted	494.00		494.00		494.00	0.00	494.00	0.00%
Total 5210 Central District - Fiscal Sponsorship	139.50		139.50		139.50	0.00	139.50	0.00%
Uncategorized Income	110.00		110.00		110.00	0.00	110.00	0.00%
Total Revenue	1,674.50	1,170.00	504.50	143.12 %	1,674.50	1,170.00	504.50	143.12 %
GROSS PROFIT	1,674.50	1,170.00	504.50	143.12 %	1,674.50	1,170.00	504.50	143.12 %
EXPENDITURES								
7400 Programs					0.00	0.00	0.00	0.00%
7411 Orations	1,061.50	1,000.00	61.50	106.15 %	1,061.50	1,000.00	61.50	106.15 %
7412 Essay Contest	1,000.00	1,000.00	0.00	100.00 %	1,000.00	1,000.00	0.00	100.00 %
7413 Eagle Scout	1,000.00	1,000.00	0.00	100.00 %	1,000.00	1,000.00	0.00	100.00 %
7414 ROTC - Enhanced		1,000.00	-1,000.00		0.00	1,000.00	-1,000.00	0.00%
7415 ROTC Medals	1,370.05	1,270.00	100.05	107.88 %	1,370.05	1,270.00	100.05	107.88 %
7416 Poster		200.00	-200.00		0.00	200.00	-200.00	0.00%
7417 Youth Brochure Contest	300.00	300.00	0.00	100.00 %	300.00	300.00	0.00	100.00 %
7420 CAR Scholarship	350.00	350.00	0.00	100.00 %	350.00	350.00	0.00	100.00 %
7450 Awards	184.00	1,000.00	-816.00	18.40 %	184.00	1,000.00	-816.00	18.40 %
Total 7400 Programs	5,265.55	7,120.00	-1,854.45	73.95 %	5,265.55	7,120.00	-1,854.45	73.95 %
7700 Administrative Expenses		649.98	-649.98		0.00	649.98	-649.98	0.00%
7712 Secretary	35.30		35.30		35.30	0.00	35.30	0.00%
7720 Postage & Mailing					0.00	0.00	0.00	0.00%
7721 General Postage	29.08		29.08		29.08	0.00	29.08	0.00%
7722 Membership Packet Mailing	224.35		224.35		224.35	0.00	224.35	0.00%
Total 7720 Postage & Mailing	253.43		253.43		253.43	0.00	253.43	0.00%
7751 Website		100.00	-100.00		0.00	100.00	-100.00	0.00%
Total 7700 Administrative Expenses	288.73	749.98	-461.25	38.50 %	288.73	749.98	-461.25	38.50 %
8010 Meetings					0.00	0.00	0.00	0.00%
8012 HOD Packets	61.75		61.75		61.75	0.00	61.75	0.00%
Total 8010 Meetings	61.75		61.75		61.75	0.00	61.75	0.00%
8530 Membership Fees					0.00	0.00	0.00	0.00%
8531 National SAR Fees/Due	105.00	0.00	105.00		105.00	0.00	105.00	0.00%
Apr - Jun, 2021								
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Total 8530 Membership Fees	105.00	0.00	105.00		105.00	0.00	105.00	0.00%
Total Expenditures	5,721.03	7,869.98	-2,148.95	72.69 %	5,721.03	7,869.98	-2,148.95	72.69 %
NET OPERATING REVENUE	-4,046.53	-6,699.98	2,653.45	60.40 %	-4,046.53	-6,699.98	2,653.45	60.40 %
NET REVENUE	\$ -4,046.53	\$ -6,699.98	\$2,653.45	60.40 %	\$ -4,046.53	\$ -6,699.98	\$2,653.45	60.40 %

Statement of Activity Detail - Central District

July 2019 - June 2021

Date	Transaction Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
Ordinary Revenue/Expenditures								
Revenue								
5210 Central District - Fiscal Sponsorship								
5211 Central District Dues								
07-21-2019	Pledge	1035	Ohio SAR		Central District Funds Transfer In	Accounts Receivable (A/R)	3,316.89	3,316.89
07-23-2019	Pledge	1037	Kentucky SAR		Central District Dues - 1,275 Members	Accounts Receivable (A/R)	318.75	3,635.64
07-24-2019	Pledge	1036	Ohio SAR		Central District Dues - 1,887 Members	Accounts Receivable (A/R)	471.75	4,107.39
07-31-2019	Pledge	1038	West Virginia SAR		Central District Dues - 618 Members	Accounts Receivable (A/R)	154.50	4,261.89
10-31-2019	Journal Entry	3			Establishment of District President Discretionary Fund	-Split-	-500.00	3,761.89
08-14-2020	Pledge	1047	IN Central District		Central District Dues - 734 members	Accounts Receivable (A/R)	183.50	3,945.39
12-14-2020	Pledge	1044	Indiana SAR		Central District Dues - 796 Members	Accounts Receivable (A/R)	199.00	4,144.39
03-22-2021	Pledge	1042	Ohio SAR		Central District Dues - 1,949 Members	Accounts Receivable (A/R)	487.25	4,631.64
03-22-2021	Pledge	1043	Kentucky SAR		Central District Dues - 1,140 Members	Accounts Receivable (A/R)	283.00	4,914.64

Date	Transaction Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
05-26-2021	Deposit				Central District Dues - West Virginia 558 members	1011 5/3rd Bank Checking	139.50	5,054.14
Total for 5211 Central District Dues							\$5,054.14	

5212 Central District Annual Meeting								
09-27-2019	Pledge	1039	IN Central District		Central District Meeting	Accounts Receivable (A/R)	2,823.00	2,823.00
10-20-2019	Pledge	1040	IN Central District		Central District Meeting	Accounts Receivable (A/R)	2,886.00	5,709.00
11-20-2020	Pledge	1046	IN Central District		Central District Meeting	Accounts Receivable (A/R)	39.00	5,748.00
06-29-2021	Journal Entry	2				-Split-	-494.00	5,254.00
Total for 5212 Central District Annual Meeting							\$5,254.00	

5214 Central District Public Support - Restricted								
10-20-2019	Pledge	1040	IN Central District		Central District Donation - Restricted Grave Marking	Accounts Receivable (A/R)	60.00	60.00
02-21-2020	Pledge	1045	Sharp Technologies		Central District Donation - Restricted Meeting Expenses	Accounts Receivable (A/R)	730.00	790.00
11-20-2020	Pledge	1046	IN Central District		Central District Donation - Restricted Grave Marking	Accounts Receivable (A/R)	80.00	870.00
06-29-2021	Journal Entry	2			Central District Restricted - Grave Marking	-Split-	494.00	1,364.00

Date	Transaction Type	Num	Name	Class	Memo/Description	Split	Amount	Balance
Total for 5214 Central District Public Support - Restricted							\$1,364.00	
5215 Central District President Discretion Fund								
10-31-2019	Journal Entry	3			Establishment of District President Discretionary Fund	-Split-	500.00	500.00
Total for 5215 Central District President Discretion Fund							\$500.00	
Total for 5210 Central District - Fiscal Sponsorship							\$12,172.14	
Total for Revenue							\$12,172.14	
Expenditures								
8600 Central District Expenses - Fiscal Sponsorship								
8611 Central District Meeting Facilities Expense								
11-03-2019	Check	1165	Hollywood Casino		Central District Meeting	1011 5/3rd Bank Checking	7,183.11	7,183.11
Total for 8611 Central District Meeting Facilities Expense							\$7,183.11	
8612 Central District Meeting Other Expenses								
11-03-2019	Check	1166	Allen Manning		Central District, Grave Marking, Lochry Site	1011 5/3rd Bank Checking	493.00	493.00
02-21-2020	Check	1173	Chris Cunningham		Meeting Auction Expense	1011 5/3rd Bank Checking	27.94	520.94
Total for 8612 Central District Meeting Other Expenses							\$520.94	
8613 Central District Administrative Expenses								
12-11-2020	Check	1207	Lance Beebe		Central District Website, 3 years	1011 5/3rd Bank Checking	384.30	384.30
Total for 8613 Central District Administrative Expenses							\$384.30	
8614 Central District Donation								
11-03-2019	Check	1168	SAR Foundation		Central District Donation - SAR Foundation George Washington Fund	1011 5/3rd Bank Checking	500.00	500.00
11-03-2019	Check	1167	SAR Foundation		Central District Donation - SAR Foundation 1776 Campaign	1011 5/3rd Bank Checking	500.00	1,000.00
Total for 8614 Central District Donation							\$1,000.00	
Total for 8600 Central District Expenses - Fiscal Sponsorship							\$9,088.35	
Total for Expenditures							\$9,088.35	
Net Revenue							\$3,083.79	

The IN SAR Treasurer is still:

- Reallocating the accounts to match the chart of accounts and closing out the 2020-2021 year.
- Researching the Restricted Funds and Liabilities. This may still take a couple months.

MORNING STAR REPORT

MML Investors Services, LLC

Florence Brown
900 East 96th Street
Suite 300
Indianapolis, IN 46240

Morningstar® Managed PortfoliosSM BNY Mellon Investment Servicing Trust Company Quarterly Statement

April 01–June 30, 2021

A copy of this statement was sent to:
Sons of the American Revolution

Sons of the American Revolution
103 E Bloomfield Lane
Westfield IN 46074

Financial Advisor Florence Brown (317) 469-9999
Portfolio Income + Growth
Account Number 101092094
Account Registration Sons of the American Revolution
Wayne J Eells and William E Behnke
Cost Basis Method Average Cost

Snapshot

Inception Date 06-03-2014
Net Investment Since Inception \$50,000.00
Current Value \$70,952.97

Performance Net of Fees

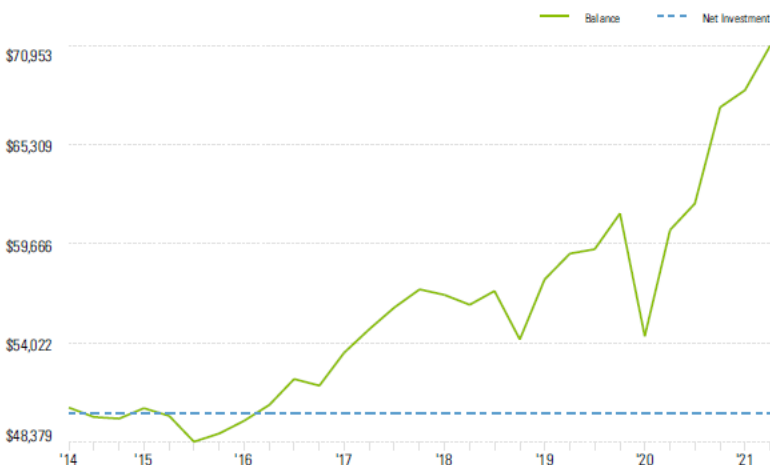
	Current Quarter %	YTD %	1 Year %	3 Year Annualized %	Since Inception Annualized %
Portfolio Return*	3.68	5.20	17.35	8.09	5.07

Portfolio Composition



Asset Class	%
US Stock	23.06
Intl Stock	18.76
Taxable Bond	50.20
Alternative	5.99
Short Term Rsvs	1.99
Total	100%

Portfolio Value History



Portfolio Summary			Dividends and Capital Gains		
	Current Quarter	This Year	Fund Distribution	Current Quarter	This Year
Inception Date: 06-03-2014			Income-Dividends	\$143.70	\$241.65
Beginning Portfolio Value	\$68,435.60	\$67,446.21	Short-Term Capital Gains	0.00	0.00
Additions	0.00	0.00	Long-Term Capital Gains	0.00	0.00
Withdrawals*	0.00	0.00	Total	\$143.70	\$241.65
Change in Market Value	2,693.88	3,854.12			
Program Fee	-176.51	-347.36			
Ending Portfolio Value	\$70,952.97	\$70,952.97			

Realized Gains and Losses Summary

	Current Quarter \$	This Year \$
Short-Term Gains	3.75	3.75
Long-Term Gains	763.30	763.30
Short-Term Losses	0.00	0.00
Long-Term Losses	0.00	0.00

* Withdrawals may include short-term trader fees imposed by the mutual funds

Quarterly Program Fee

Based on your average daily market value of \$70,203.29 and the annual fee schedule provided during the account opening process, a program fee of \$183.78 for this quarter will be deducted from your account in July 2021, and will be reflected on your next quarterly statement.

Portfolio Holdings

Asset Class	Fund/Ticker	%	Shares	Price \$	Value \$	Cost Basis \$	Unrealized Gain/Loss \$
US Stock	Morningstar U.S Equity Fund MSTQX	23.06	1,158,519	14.12	16,358.29	11,792.48	4,565.81
Intl Stock	Morningstar International Equity Fund MSTFX	14.79	803,764	13.06	10,497.16	8,433.23	2,063.93
	Morningstar Global Income Fund MSTGX	1.99	120,245	11.75	1,412.88	1,324.20	88.68
	Morningstar Unconstrained Allocation FD MSTSX	1.98	113,679	12.37	1,406.21	901.73	504.48
Taxable Bond	Morningstar Defensive Bond Fund MSTBX	9.98	691,004	10.25	7,082.79	7,017.57	65.22
	Morningstar Multisector Bond Fund MSTMX	4.99	334,147	10.59	3,538.62	3,393.02	145.60
	Morningstar Total Return Bond Fund MSTRX	35.23	2,314,274	10.80	24,994.16	25,274.58	-280.42
Alternative	Morningstar Alternatives Fund MSTVX	5.99	393,800	10.79	4,249.10	4,147.71	101.39
Short Term Rsvs	Western Asset Inst Government Reserves INGXX	1.99	1,413,760	1.00	1,413.76	—	—
Total		100%			\$70,952.97	\$62,284.52	\$7,254.69

Realized Gains and Losses April 01–June 30, 2021

Sell Date	Ticker	Shares	Purchase Date	Proceeds \$	Cost Basis \$	Cost Per Share \$	Short-Term Gain/Loss \$	Long-Term Gain/Loss \$
06/01/21	MSTFX	58.640	11/21/19	780.50	615.26 a	10.49	0.00	165.24
06/01/21	MSTGX	4.102	12/14/20	48.90	45.15 a	11.01	3.75	0.00
06/01/21	MSTQX	146.251	11/21/19	2,060.68	1,488.68 a	10.18	0.00	572.00
06/01/21	MSTSX	5.691	03/19/20	71.20	45.14 a	7.93	0.00	26.06

† = Position acquired prior to Jan. 1, 2011, * = multiple acquisition dates, average cost per share cannot be displayed.

a = Average Cost, f = FIFO (First In, First Out), s = Specific Lot

Transaction Activity April 01–June 30, 2021

Trade Date	Settle Date	Investment	Transaction	Shares	Price/Share \$	Trans. Value \$
04-01-21	04-05-21	Western Asset Inst Government Reserves	Advisory Fee	-176.510	1.00	-176.51
04-30-21	04-30-21	Morningstar Defensive Bond Fund	Dividend Reinvest	0.941	10.24	9.64
04-30-21	04-30-21	Morningstar Global Income Fund	Dividend Reinvest	0.420	11.62	4.88
04-30-21	04-30-21	Morningstar Total Return Bond Fund	Dividend Reinvest	2.871	10.69	30.69
05-28-21	05-28-21	Morningstar Defensive Bond Fund	Dividend Reinvest	0.805	10.25	8.25
05-28-21	05-28-21	Morningstar Global Income Fund	Dividend Reinvest	0.297	11.86	3.52
05-28-21	05-28-21	Morningstar Multisector Bond Fund	Dividend Reinvest	0.747	10.59	7.91
05-28-21	05-28-21	Morningstar Total Return Bond Fund	Dividend Reinvest	2.265	10.70	24.24
06-01-21	06-02-21	Western Asset Inst Government Reserves	Reallocation Purchase	426.270	1.00	426.27
06-01-21	06-02-21	Morningstar Defensive Bond Fund	Reallocation Purchase	33.232	10.25	340.63
06-01-21	06-02-21	Morningstar International Equity Fund	Reallocation Redemption	-58.640	13.31	-780.50
06-01-21	06-02-21	Morningstar Global Income Fund	Reallocation Redemption	-4.102	11.92	-48.90
06-01-21	06-02-21	Morningstar Multisector Bond Fund	Reallocation Purchase	17.734	10.62	188.33
06-01-21	06-02-21	Morningstar U.S Equity Fund	Reallocation Redemption	-146.251	14.09	-2,060.68
06-01-21	06-02-21	Morningstar Total Return Bond Fund	Reallocation Purchase	178.853	10.71	1,915.52
06-01-21	06-02-21	Morningstar Unconstrained Allocation FD	Reallocation Redemption	-5.691	12.51	-71.20
06-01-21	06-02-21	Morningstar Alternatives Fund	Reallocation Purchase	8.398	10.78	90.53
06-30-21	06-30-21	Morningstar Defensive Bond Fund	Dividend Reinvest	1.363	10.25	13.97
06-30-21	06-30-21	Morningstar Global Income Fund	Dividend Reinvest	1.020	11.75	11.99
06-30-21	06-30-21	Morningstar Multisector Bond Fund	Dividend Reinvest	0.447	10.59	4.73
06-30-21	06-30-21	Morningstar Total Return Bond Fund	Dividend Reinvest	2.211	10.80	23.88

Trustee Report

Rob Pfaff

The 2nd quarter saw little activity for the Trustees. My activities revolved around the Council of State Presidents and the Indiana Executive Committee.

1. I attended the Council of State Presidents meeting on 10 April, which was a continuation of the meeting of 27 March.
2. I attended the House of Delegates Zoom on 17 April and the Central District meeting of 1 May.
3. I attended the Indiana SAR Executive Committee meetings on 10 June and 22 June.

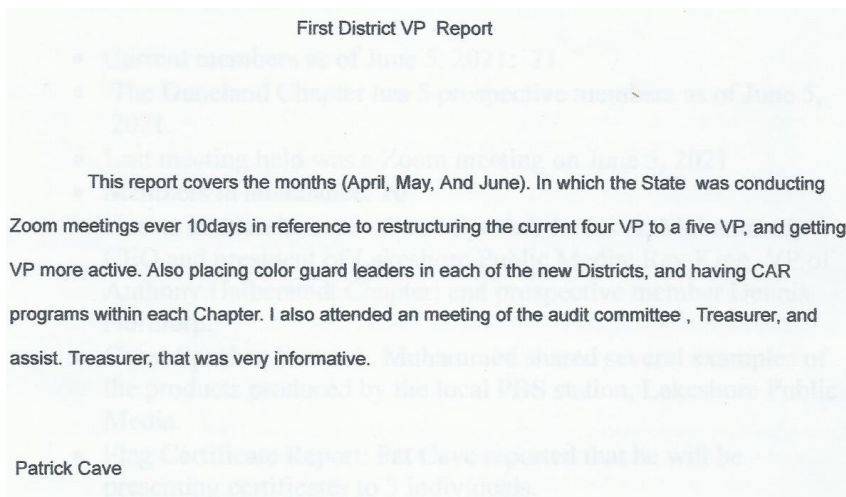
I wish my successor as Trustee, Kevin Waldroup, the best of luck during his term!

Respectfully submitted,

Rob Pfaff

District VP #1 (North):

Pat Cave, VP



Number of Chapter meetings attended:

1. Duneland June 5, 2021

Report & Recommendations:

- Current members as of June 5, 2021: 71
- The Duneland Chapter has 5 prospective members as of June 5, 2021.
- Last meeting held was a Zoom meeting on June 5, 2021
- Members in attendance: 10
- Guests in attendance: 3- Guest Speaker James A. Muhammed, CEO and president of Lakeshore Public Media; Ray King, VP of Anthony Halberstadt Chapter; and prospective member Dennis Northorp.
- Guest Speaker James A. Muhammed shared several examples of the products produced by the local PBS station, Lakeshore Public Media.
- Flag Certificate Report: Pat Cave reported that he will be presenting certificates to 3 individuals.
- Old Business: Summer HOD meeting, 2021, will be held on July 31, 2021.
- New Business: Pat Cave spoke on the mentoring program, and guest, Ray King, discussed the Brochure/Poster Contest sponsored by the SAR.

Quarterly Report of the Anthony Halberstadt Chapter

First District

March 2021 – June 2021

Meetings Held: 2

The Anthony Halberstadt Chapter held its regular quarterly meeting on Saturday March 20, 2021 and Saturday June 19, 2021. The first meeting was held as an on-line meeting using the Zoom meeting app. The second meeting was held in-person at Zianos in Fort Wayne. 14 compatriots participated respectively at each meeting. The chapter's active membership remains at 75. Several Chapter By-Law changes were made and approved at the March meeting. The June meeting was very busy with many awards presented and 4 new members inducted. A Constitution Change was made to include past Presidents in the Executive board at the June meeting. Also at the June meeting an ongoing initiative to fund a Revolutionary marker at the Veterans National Memorial and Museum was discussed. 4 individuals were recognized and presented awards for EMS and Law Enforcement Commendation, Knight Essay and Martha Washington State awards at the June meeting.

Community Event Participation: 2

Compatriot Ron Kohart initiated a service project where members donated nonperishable items to the Fort Wayne VA Food Pantry. Three Chapter members participated in a Grave Marking service for Patriot William Richardson at Fought Cemetery in Paulding County, Ohio June 12th.

Chapter Publicity:

The chapter presented several awards in person during the Spring to JROTC cadets and a Flag Certificate awardee. Compatriot and State Senator Dennis Kruse was mentioned in the Journal Gazette after his formal induction into the SAR at the June meeting.

Upcoming Chapter Activities:

- Executive Committee: August 21, 2021 (Zoom: 10 am)
- Chapter Meeting: Sept 18th, 2021 in Fort Wayne, IN. (TBA)

Report Submitted by:

Jason Vasher

Secretary, Anthony Halberstadt Chapter

Sons of the American Revolution jvasher78@gmail.com

District VP #2 (Central):

George Frantz, VP

DISTRICT 2 VP REPORT - 2nd Q 2021

VP: George Frantz

NUMBER OF MEETINGS ATTENDED: One (1) – Cook Chapter

CONTINENTAL

The chapter is reporting 64 active members and pursuing 5 new members.

12 June - A chapter meeting was held with 16 members in attendance and 4 guests. Chapter VP, Jon Russell, presented a program, “Homes of Our Ancestors.”

15 May – Members participated with the DAR at Rushville, IN in memorializing a replica of the Tomb of the Unknown Soldier. Mark and Janet Kreps, Jim Shoptaw, Tom Whiteman, Dennis Babbitt participated with a presentation of flags and a musket salute in conjunction with the American Legion.

Their newsletter, “The Continental Line” was distributed via email.

JOHN MARTIN

The chapter is pursuing 4 new memberships and 3 reinstatements. Three (3) applications are nearing completion.

15 May - The chapter met on May 15th at MCL Cafeteria in Terre Haute, Indiana. New officers were elected to the following offices:

President - William E Behnke Sr.

Vice President - Philip Kent Salitous

Secretary - Wilbur L Decker.

Treasurer - George Brattain will remain as Treasurer until a replacement is elected.

Chaplain - Donald Smock.

Genealogist - Wilbur Decker

Two members were reinstated at the meeting, Brandon Halleck and Brent Denny. Edward Kesler sent his renewal in by mail.

May 8 - The chapter entered the Loyalty Day Parade in Brazil Indiana. The chapter entered a float and won the 2nd place award. Chapter members William Behnke, Kent Salitous, Wilbur Decker attended. Other SAR members attending were Duneland Chapter President Doug Mc Griff, Cook Chapter members Ron Darrah and Dave Shaul.

Quarter: 1 April to 17 July 2021

Filing Date: 4 July 2021

DISTRICT: 3

VP NAME: Allen Manning

DISTRICT MEETINGS DATES & LOCATIONS: None

NUMBER OF CHAPTER MEETINGS ATTENDED BY VP: **FIVE (5)**

REPORT & RECOMENDATIONS:

CHAPTER REPORTS:

CLIFTY CREEK:

- o Meeting Held 6 April 2021
 - o 17 Members, 3 IN DAR Members and 1 Guest
 - o Compatriot Moore discussed the presentation of the George S and Stella M Knight Essay Contest Award to Aidan Singleton at Our Lady of Providence High School, in Clarksville, IN
 - o Compatriot Manning congratulated members on participation and receiving the National Small Chapter USS Stark Award for 2020 – More to follow at the August Meeting
 - o Compatriot Manning discussed Patriot Grave Marking for Patriots Jethro New and John Story in Vernon on 13 June 2021 and asked for volunteers
 - o John Paul Chapter, NSDAR Regent Marilyn Hutchinson requested assistance to present the colors at their John Paul meeting in April at the History Center
- o Meeting Held 1 June 2021
 - o 16 Members, 5 IN DAR Members and 1 Guest
 - o President Moore presented Ms Linda Roaks, John Paul Chapter IN DAR, the Martha Washington Medal for her support / assistance to the chapter's membership and supplemental application efforts
 - o Presented 5-year Certificates to Lynn Lamb, Gary Ashby, and Ken Cull
 - o Compatriot Perkins draped the SAR flag in memory of Compatriot's, Bill Ford and Clyde James
 - o Discussed Flag Certificate and Wreaths Across America programs for 2021
- o SAR Community Events with Chapter Participation this Quarter
 - o 10 April 2021 – Kentucky Society Color Guard Training – Manning
 - o 17 April 2021 – Indiana Society Spring House of Delegates Meeting – Manning
 - o 16 May 2021 – Patriot Grave Marking, Cave Hill Cemetery, Louisville KY – Manning
 - o 18 May 2021 – Daniel Guthrie Chapter Meeting, Bedford, IN – Manning
 - o 13 June 2021 – Grave Marking, Vernon, IN – Manning, Konkle, Hutchinson, Moore, Kellar, Perkins, Ed Cozart, Eddie Cozart, Lamb, Carmichael, Waddle, Schultz, Gilles, Malone, Cull
 - o 19 June 2021 – Two Patriot Grave Markings for Four Patriots, Gahanna, OH - Manning
 - o 08 July 2021 – David Benton Chapter Meeting, Brownstown, IN – Manning
 - o 26 June 2021 – John Hay Chapter Meeting, Salem, IN – Manning
 - o 03 July 2021 – Shoals Catfish Parade, Salem, IN – Manning
 - o 04 July 2021 – Cincinnati OHSSAR Patriot Grave Marking and Memorial - Manning

DANIEL GUTHRIE:

- Meeting Held 18 May 2021
 - 12 Members, 2 Non-Chapter members, 1 IN DAR Member and 2 Guests
 - 2021 Officer were sworn in by IN SAR Secretary William Behnke
 - Induction of New Member
 - Presented Supplemental Stars to Luke Jacobus
 - Presented Partners in Patriotism to the Chapter
 - Presented Oak Leaf Cluster to the Patriot Grave Marking Medal to Compatriot Robert Cunningham
 - Discussed presentation of Youth Awards for 2021
 - Set 2022 meeting schedule

- SAR Community Events with Chapter Participation this Quarter
 - 17 April 2021 – Participated in the Color Guard during the Spring IN SAR HOD Meeting
 - 15 May 2021 – Three members participated in the Aisle of Steel for the State DAR Conference
 - 22 May 2021 – Participated in Multi-Chapter IN SAR Color Guard leading the Harrodsburg Parade
 - 28 May 2021 – Members helped the George Rogers Clark Chapter set up for the rendezvous
 - 29 May 2021 – Members helped staff the tent at the GRC Rendezvous
 - 13 June 2021 – Participated in the double grave marking in Vernon, IN with other IN SAR Chapters
 - 25 June 2021 – Presented National Flag Certificate to Canyon Inn at McCormick's Creek State Park
 - 26 June 2021 – Participated with other chapters in the Bedford Limestone Festival Parade and had a multi-chapter Color Guard and Float
 - 26 June 2021 – Participated in the Multi-Chapter IN SAR Color Guard for the Loogootee Summer Fest Parade with GRC Chapter
 - 3 July 2021 – Participated in Multi-Chapter IN SAR Color Guard for Shoals Catfish Festival Parade

DAVID BENTON:

- Meeting Held 10 June 2021
 - 7 Chapter Members, 2 Non-Chapter members and 1 Guest
 - Compatriot Ed Hitchcock inducted three new Members
 - Compatriot Killey volunteered to step into the President's position after the death of President Jerry Brown and Compatriot Daniel Noel volunteered to serve as the Secretary in the absence of Compatriot John Sheets due to health concerns
 - Chapter received a letter from the Louisville, KY, VA for \$300 donation this past Christmas
 - Passed the hat for donations towards Veteran's initiatives - \$42

- SAR Community Events with Chapter Participation this Quarter
 - 13 June 2021 – Participated in the double grave marking in Vernon, IN with other IN SAR Chapters
 - 26 June 2021 – Participated with other chapters in the Bedford Limestone Festival Parade.
 - 3 July 2021 – Participated in Multi-Chapter IN SAR Color Guard for Shoals Catfish Festival Parade

JOHN HAY:

- Meeting Held 26 June 2021
 - 7 Chapter Members, 1 Non-Chapter member and 2 Guests
 - Presented amended bylaws from IN SAR, approved and adopted
 - Set meeting schedule for remainder of 2021
 - Discussed 50-year member recognition options
 - Program: Betsy Ross Flag – Myth or Fact by President Goller

RECOMMENDATION(S): NONE

I have attended the May 8 GRC meeting and June 19 OVC SAR/CAR meetings with plans to attend the July 21 GTP chapter meeting at 7:00 PM eastern. The spring GTP meeting was canceled

Ohio Valley Chapter INSSAR
Meeting Minutes – May 22, 2021
Trinity Anglican Church– 620 Kimber Ln, Evansville, IN

President Gerald McDowell called the meeting to order at 10:05 AM. He thanked David Straw for hosting the OVC meeting and welcomed and thanked all for coming. 18 were in attendance. Invocation was given by Chaplain Bob Hall. Pledge of Allegiance was led by Vice President Danny Risinger. Genealogist David Straw led the SAR Pledge.

President McDowell attended the INSSAR House of Delegates meeting and reported two things the state would like to see done: 1. SAR verbiage for by-laws concerning electronics for meetings; and 2. Redistrict the state of Indiana for grave markings, scholarships, and the like. He reported the U.S.A. 250th Anniversary is coming and the need to work on a plan to celebrate. The SAR has a new logo. To get it go to the National SAR site, find logo, send email for the password so you can download it. President McDowell would like to see our Chapter working with other area chapters.

At the HOD meeting the OVC was given an award certificate for “Wreaths Across America.”

The Program: “Some European Visitors Arrive to Study America” was presented by Bob Hall.

Minutes of the last meeting were emailed by Secretary Ernie Payne. There were no corrections and stood approved as emailed.

Treasurer's Report: None due to absence of Treasurer Cliff Holm.

New Member: Jack Minick was installed and his wife, Judy, was presented the WOSAR pin.

Registrar John Young reported the chapter has 64 members. There are 3 dual members, 3 applications at National, and 1 ready to mail.

Senior President Vannetta McDowell of the Evansville Society of the Children of the American Revolution (C.A.R.) invited the OVC to join them for a meeting and tour at the Dubois County Museum, June 19, at 1:00 pm Eastern Time. Together the chapters plan to honor Compatriot William Lindsay with Indiana Society Military Service Battalion, Military Service Veterans Corps Certificates. The Evansville C.A.R. Now has over 40 members and is an active group of young people.

Six OVC members helped to clean an overgrown cemetery in Howell. There will be a ceremony there for a Civil War Soldier Louis Reglan. Compatriot William Grannan said there will be more cemetery ceremonies at Oak Hill Cemetery.

There was discussion about telescoping flag poles for the Color Guard. Danny Risinger made a motion to do research about them. John West seconded he motion. No vote taken.
The OVC Color Guard will be in the West Side Nut Club Fall Festival parade.

David Straw moved to adjourn the meeting. He had doughnuts and coffee for refreshments.
After the meeting, 11 went to lunch at the Friendship Cafe.

Submitted: Ernie Payne, Secretary

Ohio Valley Chapter INSSAR / CAR
Meeting Minutes – June 19, 2021
Dubois County Museum Inc 2704 N Newton St, Jasper, IN 47546

The meeting was called to order at 1:10 PM EST
The invocation was given by Bob Hall
The Pledge of Allegiance was led by Malcom McDowell.
The National Anthem was led by Amelia Wessell
The CAR Creed was led by Zachary Switzer

Abbreviated minutes were read by Recording Secretary Jackson Joyal.

Registrar Lydia McDowell Swore in new member Isabella Roberts.

President Parker introduced our speaker, Ohio Valley SAR member Bob Hall. Mr. Hall shared his program on the Patriot Preacher: The Black Robe Regiment.

Following Mr. Hall. Indiana C.A.R. President Zachary Switzer gave greetings and spoke about his State Presidents Project the Ronald McDonald House. President Parker Joyal gave him a gift from the chapter, a \$100 donation to his project and a t-shirt of the LST in Evansville. While Zach spoke we also passed around a hat to collect additional donations for his project. \$172 was donated from those in attendance.

Ohio Valley SAR President, Jerry McDowell was then given the meeting to present certificates to Mr. Lindsey for his service during the Korean Vietnam War and 2 other state Awards. President Parker thanked Mr. Lindsey for his service and gave him a Vietnam 50 year Commemorative packet from our chapter.

After thanking and recognizing Mr. Lindsey for his service. President Parker concluded the meeting and the Benediction was read by all. The meeting was adjourned at 1:53.

After the meeting we enjoyed cookies and drinks provided by the Dubois County DAR chapter. Members also enjoyed a scavenger hunt through the Dubois County Museum.

Minutes of the George Rogers Clark Chapter, INSSAR

The George Rogers Clark Chapter held a hybrid meeting on Saturday, May 8, 2021 at the Blue Jeans Center, 1242 Main Street, Monroe City, IN 47557.

Minutes of the George Rogers Clark Chapter, INSSAR

The meeting can be viewed at: https://youtu.be/epAP_Dh3za8

The Chapter presented a Flag Certificate to the Blue Jeans Center in Monroe City, IN. Jerry Coonrod accepted the certificate.

Number of members: 9 **Number of guests:** 15

Welcome: Chapter President Randy K. Helderman

Invocation: Chapter President Randy K. Helderman

Pledge of Allegiance: Chapter Registrar/Genealogist Compatriot Edward E. Hitchcock

SAR Pledge: Chapter Vice President John R. Fish

Introduction of SAR Officers/Prospective Members/Guests Chapter President Randy K. Helderman

Previous Meeting Minutes: Chapter President Randy K. Helderman in the absence of Chapter Secretary Robert P. Cunningham. Minutes of the February 20, 2021 meeting were emailed to members. A motion was made by Compatriot Edward Hitchcock to accept the minutes as written. Compatriot John Fish seconded the motion. Motion passed.

Treasurer's Report Chapter President Randy K. Helderman in the absence of Chapter Treasurer Robert P. Cunningham said a report would be given at the next meeting.

Registrar/Genealogist Report: Chapter Registrar/Genealogist Compatriot Edward E. Hitchcock reported two applications in progress.

- 1 Larry McCoy, Monroe City, IN
- 2 Jerry Coonrod

Color Guard and Upcoming Events: Chapter President Randy K. Helderman listed the following events which were printed on the agenda.

- A.A May 15, DAR State Congress, Indiana Color Guard aisle of swords, Indianapolis, IN
- A.B May 22, Harrodsburg Heritage Days Festival Parade, Harrodsburg, IN
- A.C May 29-30, Spirit of Vincennes Rendezvous, George Rogers Clark National Historical Park, Vincennes, IN. Several SAR members will host the SAR tent in the French Commons on May 29/30.
- A.D June 13, Patriot Grave Marking for Jethro New and John Story, Vernon Cemetery, North Vernon, IN
- A.E June 26, Bedford Limestone Parade, Bedford, IN
- A.F June 26, Loogootee Summerfest Parade, Loogootee, IN
- A.G July 3, Catfish Festival Parade, Shoals, IN
- A.H July 10, Memorial Service for Compatriot Dee Doane, Daniel Guthrie Chapter, Trinity Springs, IN
- A.I July 10-15, National SAR Annual Congress, Renton, WA

- A.A July 24, Fort Laurens Battle Commemoration, Fort Laurens, Bolivar, OH
- A.B July 31, Indiana House of Delegates Summer Meeting, place to be announced, hosted by the William Henry Harrison Chapter, Lafayette, IN
- A.C August 21, Blue Licks Battle Commemoration, Carlisle, KY
- A.D September 23-25, National Fall Leadership Conference, The Brown Hotel, Louisville, KY
- A.E September 25, Persimmon Festival, Mitchell, IN
- A.F October 2, Indiana House of Delegates Fall Meeting, hosted by the George Rogers Clark Chapter, St. Francis Xavier Parish Center, Vincennes, IN

Old Business: Chapter President Randy K. Helderman

- A Compatriot Edward E. Hitchcock, Color Guard Vice Commander Southern District inducted these 2021-2022 officers who due to COVID-19 are serving an additional year after completing their 2019-2021 term.

Vice President: Compatriot John R. Fish

Historian and Chaplain Compatriot Dr. C. David Betzner will be installed at the next meeting.

- B Chapter President Randy K. Helderman gave a report on the Indiana House of Delegates Spring Meeting held on April 17, 2021 in Carmel, IN.

New Business: Chapter President Randy K. Helderman

- A Discussed plans for hosting the October 2, 2021 Indiana House of Delegates Meeting in Vincennes and possible grave marking ceremony as the program.

Installation of New Members: Chapter President Randy K. Helderman

A Compatriot Charles Edward Clements, Jr., Patriot Joseph Hinds, Sponsor Edward E. Hitchcock

B Compatriot Terry Joe Lancaster, Patriot Thomas Weakley, Sponsor Ernest R. Davis

Compatriot John Fish explained new members will receive the *SAR Magazine* quarterly and will be listed as new Indiana members in the next issue of the magazine.

Presentation of Supplemental Certificates: Chapter President Randy K. Helderman

A Compatriot Daryl Lee Hensley for Patriot Lewis Green, Jr.

Compatriot Hensley talked about his supplemental Patriot and said he is willing to help others with getting documents for supplements.

Compatriot John Fish explained what a supplement is.

Presentation of Medals and Awards Chapter President Randy K. Helderman

These awards were presented at the Indiana House of Delegates Spring Meeting on April 17, 2021 in Carmel, IN.

A Meritorious Service Certificate and Medal – Randy K. Helderman

B Partners in Patriotism Certificate – George Rogers Clark Chapter

Program: Larry McCoy, The History of Vincennes

Next Chapter Meeting: August 21, 2021, 1:30 pm, location to be announced.

SAR Recessional: Vice President John R. Fish

Benediction: Chapter President Randy K. Helderman

Respectfully submitted,

Robert P. Cunningham

Secretary/Treasurer George Rogers Clark Chapter INSSAR

Officer - Registrar

Greg McConaughey

The Registrar is pleased to report that we have accepted thirty-three new members in our State Society since the previous HOD meeting. This includes Memorial and Junior memberships. Our active State membership is 790 (including twelve dual members), as of 07/10/2021. We currently have twenty-nine potential new member applications in process at the NSSAR headquarters.

We currently have sixty-seven members still dropped for non-payment of dues this year. Regretfully, three members have been reported as deceased since the last HOD meeting in April.

Respectfully Submitted,

Greg McConaughey
Registrar, Indiana Society

Officer - Genealogist

Ernest Davis

STATE OFFICER’S REPORT

Filing Date: July 2, 2021

OFFICE; Indiana State Genealogist

QUARTER; Second quarter 2021

REPORT OF ACTIVITIES;

27 New applications received by NSSAR

2 Supplementals received by NSSAR

0 Memorial applications received by NSSAR

30 New applications approved by NSSAR

6 Supplementals approved by NSSAR

0 Memorial application approved by NSSAR

0 New applications pended by NSSAR

1 Supplemental applications pended by NSSAR

0 Memorial applications pended by NSSAR

Respectfully submitted by Ernest R. Davis

Officer - Historian

Mark Kreps

In the 2005 Indiana' Society of the Sons of the American Revolution published a “History and Handbook.” It included a background of its inception, lists of its Indiana's monuments to various American Revolutionary link, national society offices from Indiana and Vice President Generals from the Central Districts. The history also included Minuteman Award, Distinguished Service Medal, Gold Good Citizenship Awards, Florence Kendall Awards, Liberty Medal Gold Color Guard Award (Guardsmen of the Year), Council of State President's Gold Medal, George Washington fellowship, Advancing American's Heritage, a listing of the first 16 Indiana Society members, Patriot Medals

awardees, along with many other state awarded medals. This history needs to be updated. In the distant past the secretary kept the records but truly have not since the former secretary died.

Jacob Vink sent in an excel document that contained the awards given out since 2005 by the State of Indiana which number over 1,000. Believe it or not, that list is not complete and has some missing data. But we will be glad to work with what information we have. Needless to say, it is a project that will take some time to update the best we can. T. Rex Legler II has volunteered to assist. This effort will begin after the HOD July 31,2021 meeting.

April Legler has agreed to add and update the Indiana history of the Ladies Auxiliary, as she is their historian. A brief mention that "under the leadership of Martha Barnhart, an Indiana affiliate was organized in 2005," is included in the 2005 handbook. More later will be reported on this project this fall.

The 250th historical commemoration need to be planned in advance and reinforced particularly as well get closer to the year 2025 (commemorating events in 1775) There is a 250th medal that compatriots can earn when participating.

--

Patriotically,

Mark Kreps

Indiana Historian – SAR

Audit

William Sharp

Included in Meeting Agenda

Budget

Wayne Eells

Included in Treasurer's Report

Chapter Governance

Pat Cave

The following is a list of items that are required to be included in your by laws. The wording is mine and how you write it as long as you state that your Chapter is a 501 (C) (3) approved by the Internal Revenue Service, and any further items are my writings and you state the subject.

1) Name and Affiliation

- a. The name of the organization shall be known as _____ Chapter a part of the Indiana Society of the National Society of the Sons of the American Revolution.
- b. The _____ Chapter is affiliated with the Indiana Society of the Sons of the American Revolution, and The National Society of the Sons of the American Revolution, through a charter

granted by the INSSAR with the authority granted by the NSSAR.

- c. The _____ Chapter has been designated non-profit identity by the State of Indiana and is recognized as a 501 (c) (3) entity by the Internal Revenue Service.

2) Year Calendars

- a. Normal calendar runs January 1st – December 31st. This is the date that our membership run.
- b. Accounting calendar runs April 1st -March 31st. Within this time frame the following items happen new state officers start, the new budget begin, and national taxes are due.

3) Meetings by electronic means and voting guide lines

- a. You can read the Constitution and bylaws being proposed and write your bylaw in line within the limits they provide.

4) Dissolvement of a Chapter

Standing Rules

These three standing rules aimed at chapter do not have legal issues with tax fillings and doing business in the State of Indiana.

Federal taxes (990-N)

The IRS requires an annual filing of your taxes. Failure to complete regularly can result in the IRS automatically revoking your IRS 501 (C) (3) status. Once revoked it is very costly and time consuming process to get it reinstated. This simple online form IRS 990-N is completed online and should take approximately 15 minutes to file and needs to be completed before the end of APRIL.

INFORMATION YOU WILL NEED TO FILE

1. Employer identification number (EIN) also known as a taxpayer identification number (TIN)
2. Tax Year
3. Legal name and mailing address
4. Any other name the organization uses
5. Name and address of a principal officer
6. Web site address if the organization has one
7. Confirmation that the organization's annual gross receipts are \$50,000 or less
8. If applicable, a statement that the organization has terminated or is terminating

Indiana State taxes (NP-20)

This is your state of Indiana annual taxes report that is required annually. This needs to be no later than April each year. It is an online form and should take no more than 15 minute to file.

Indiana Business entity Report (INBIZ)

These reports must be filed every two years for both nonprofit and For-profit businesses. The filing are due during the anniversary month of your business's formation or the anniversary month in which you were granted authority to do business in the state. As a courtesy, the Secretary of State will send you a reminder notice the month your report is due. Filing online should take less than 15 minutes and cost less than \$30.

Finance

Pat Cave

Included in Meeting Agenda

Membership & Chapters

Pat Cave

See Chapter Governance

Medals & Awards

Jacob Vink

Included in Meeting Agenda

Nominating

Kevin Waldroup

N/A

Public Safety & Heroism

Luke Jakson

N/A

State District Roles

Mark Kreps

Included in Meeting Agenda

Americanism

Frank Cullen

No report

Color Guard

Jacob Vink

Since the April House of Delegates, the Indiana SAR Color Guard has participated in:

- Five local parades
- A memorial event with a replica of the Tomb of the Unknown Soldier
- DAR’s State Congress for two Patriots including participation from the Kentucky Society Color Guard
- Three nights at Conner Prairie for the Symphony on the Prairie with the Indianapolis Symphony Orchestra
- A centennial celebration for the Major Hugh Dinwiddie DAR Chapter

District Color Guard Commanders:

Pending approval of new district boundaries recommended by the Redistricting Committee, the Color Guard will be in need of one additional District Commander from the district composed of the Duneland, Alexis CCoquillard, and William Henry Harrison Chapters.

Randy Helderman has agreed to serve as the Color Guard Commander for the district based in the Southwest portion of the state.

Upcoming In-State Color Guard Opportunities:

For the most up to date list of Color Guard events, please visit the calendar on IndianaSAR.org

14 August - Gosport parade

05 September - Paragon parade

12 September - Patriot Grave Marking - William Henry Harrison Chapter

Educational Outreach

Mark Kreps

I was recently once again appointed as State Educational Outreach Coordinator for the State of Indiana. The NSSAR (National Society of the Sons of the American Revolution) has instituted a national educational initiative program. It was started up in 2017 but then postponed by many chapters in 2020 and early 2021 due to the COVID 19 pandemic. It would be best to ensure your vaccinations are up to date when getting out into the public once again. School systems may indeed require verification of your vaccinations so carrying your vaccination card could be beneficial.

There are some excellent DAR activities that the SAR can segway into as youth outreach continues.

Please keep me informed of your educational outreach programs to schools that you or your chapter may conduct. There is a report that the national officers would like to know about state societies educational activities.

I have attached an extensive PowerPoint presentation on the main points of the program, as well as one on Youth Protection Training YPT training. This YPT was put together by Compatriot Brooks Lyles LTC(R), US Army, Vice President General, International District, NSSAR Trustee, KS SAR Chairman, Education Committee, NSSAR.

Who needs to take the training? Anyone who has the possibility of working with children or youth in conjunction with the SAR. For example, Color guard members who may go to programs where children are. When in doubt, err on the side of caution. All youth program (poster, brochure, essay, JROTC, orations, CAR) state and chapter chairmen are requested to complete the training along with color guard commanders.

The SAR has collaborated with the BSA (Boy Scouts of America) to take their training. See attached pdf files. We appreciate the willingness of everyone who has already completed the YPT training.

Before you exit the YPF training please make sure you print out the Youth Protection Training certificate and keep a hard copy. Let me know when you complete it and send me a scanned copy as

well as to your chapter secretary who then forward that information onto me. I then in turn will complete the quarterly report with the information. If you have any questions. The secretaries of each chapter may be overwhelmed with reporting standards as it is. My email is <mrkjmkreps@gmail.com>

The objective is for any compatriot who in the execution of his regular SAR duties will have contact with young people to take the YTP training. Color Guardsmen who regularly do school presentations or youth would be the individuals who should be trained. "Not everyone is required to take it and we certainly can't direct everyone to do so" according to Brooks Lyles, National Chairman of the Educational Outreach.



Education Outreach
Program-Brief.pdf



YOUTH PROTECTION
TRAINING.pdf

Patriotically,
Mark Kreps
IN SAR Educational Outreach Coordinator

Flag Recognition

Frank Cullen

No report

Quarter: April 2021 – July 2021

Filing Date: 4 July 2021

Committee Name: **Patriot Graves Registry**

Chairman: Allen Manning

Member participation: Allen Manning, Mark Kreps and Ed Hitchcock

Report & Recommendations: The committee continues working on transferring Indiana Patriot Graves information to the National Society Patriot Research System (PRS) and, as always, seeks additional volunteers to help with data entry. About 68% of the Indiana Graves Registry data has been added to the PRS.

The following chapters conducted a Patriot Grave Marking Ceremony during this period:

13 June 2021 - Clifty Creek Chapter conducted a memorial for Patriot(s) John Story and Jethro New at Vernon Cemetery, Vernon, Jennings Co., IN

Currently Planned Patriot Grave Marking Ceremonies:

12 September 2021 – William Henry Harrison Chapter plans a memorial for Patriot Thomas Reagan at the Kirklin Cemetery, Kirklin, Clinton County, IN

02 October 2021 – George Rogers Clark Chapter plans a memorial for Five Patriots (TBD) in conjunction with the Fall IN SAR House of Delegates meeting in Vincennes, Knox County, IN

RECOMMENDATION: Please post all Patriot Grave Marking ceremonies on the Indiana Society website calendar to allow maximum participation of chapter members towards Patriot Grave Marking Medals. Facebook is an alternative, but not all members use FB. If anyone needs help posting information on the Indiana Society website calendar or Facebook, they can contact Allen Manning at algmanning@hotmail.com

The Patriot Research System is fast becoming the go to source for Patriot information. IN SAR currently has 6 volunteers entering information to some degree. New volunteers are always appreciated, especially to transfer data from the Indiana Patriot Graves Registry website into the National database. Contact Allen Manning if interested.

Partners in Patriotism

In order to qualify for a National Certificate you must do an event that includes a “Veterans Organization” of some type i.e. American Legion, VFW or AMVETS would work great.

Wreaths Across American

This event will happen in December 2021. You can kill two birds with one stone when you do a Wreaths Across American. 1. You will get credit at National for a WAA and you can use the event as a Partners in Patriotism. The easiest way is to “donate money for a wreath or wreaths”.

Veterans Military Certificates

To receive one of the certificates from Indiana SAR you must fill out the Veterans form that can be found on the National Web Site or let me know and I will send you one by e-mail. National requires you to attach a DD Form 214 (Discharge) with the form going to National. The only requirement is to be Honorably Discharged no matter if you spent 30 years or 1 day. Once I get the paperwork I will make the certificates out for our State President to sign.

My suggestion is to have someone in your chapter be responsible for coordinating the above programs and then get in touch with me so That I can help him get started.

Americanism Poster

Ray King

N/A

Boys State

Jim Arnold

No report

Chairman: Kevin L. Waldroup, PE, PMP

Member participation:

Kevin L. Waldroup is also a member of the NSSAR Eagle Scout Committee

Report & Recommendations:

So far in 2021 we have recognized 6 new Eagle Scouts. Each packet contains the SAR Eagle Scout certificate of recognition, a letter of congratulations with information on the SAR Eagle Scout Scholarship program, and a brochure with information on each of the SAR youth programs. The next deadline for Chapters to submit their winning entries to the state is January 21st, 2022 (emailed scan preferred) for the contest year running from Jan 1st – Dec. 31st, 2021. Chapter Presidents please let me know your Chapter deadline and contact person to provide to potential applicants.

I am not seeking any reimbursement for expenses that have been incurred in creating and mailing recognition packets to new Eagle Scouts throughout the year.

If any compatriot wishes to serve on the Indiana SAR Eagle Scout Committee, please reach out to me.

Knight Essay

Jim Hamilton

N/A

Middle School Brochure

Ray King

N/A

ROTC/JROTC

Gary Steinhardt

N/A

Rumbaugh Orations

Luke Jacobus

N/A

CAR Liaison

Jeff Voris

Compatriots:

Indiana C.A.R. is starting off our year (We really go from June to April).

The National Convention was in April and Zackary Schweitzer was installed as state president. This year his state project is to raise money for the Ronald McDonald house.

Jacob Shadinger, the National President, chose the national project which is working with the Oscar Mike foundation. Oscar Mike works with veterans that have physical disabilities and helping them get “On the Move”. They are working with veterans to learn adaptive sports and help them overcome their physical and mental challenges so they can lead the best lives that they can.

This is a great time to get your family members involved in your local society. Most local societies will be kicking off their activities for the year in August. The SAR website has a great resource to find the closest society to you. If there are any questions about local societies or C.A.R. in general please feel free to reach out and I will get you the answers you need to the people that you need to be in touch with.

Jeffrey Voris

Indiana Senior State President.

DAR Liaison

T. Rex Legler

No report

Ladies Auxiliary

Kathy Parkison

No report

George Washington Fund

Roger Barnhart

No report

Patriot Newsletter Editor

Jeff Hornung

Chairman: Jeff Hornung

Member participation: 1

Report & Recommendations: The spring 2021 Hoosier Patriot was published and made available on the website. A submission for the National SAR magazine was submitted. New documents were created for press releases and a photo release form. The summer HP edition will be created and distributed soon after the upcoming July HOD.

Quarter: Q2 2021

Filing Date: 10 July 2021

Committee Name: Webmaster

Chairman: Steven Oberlin

Member participation: N/A

Report & Recommendations:

Operating within budget. Software current. Websites backed up monthly.

IndianaSAR.org has been issued a Secure Sockets Layer (SSL) certificate. The website is now considered a “secure” site with a “https” address.

IndianaSAR.org email groups and lists have been converted to Google Groups:

- IndianaSAR@googlegroups.com
- Colorguard-indianasar@googlegroups.com

A member’s only community website has been established at Members.IndianaSAR.org. To date, only 23 members have registered. While most of the information is readable by the public, only registered users can post material. In the future, some material will be posted that is only available to registered Indiana SAR members.