

NATIONAL SOJOURNERS, INC.
7942R Cluny Court
Springfield, VA 22153

April 28, 2017

NATIONAL CIRCULAR 12.7.1

Subject: Formation, Dissolution, In-Memorialization of Chapters, and Chapter Mergers

Reference: (a) National Regulation 12.7 Formation, Dissolution, In-Memorialization of Chapters, and Chapter Mergers
(b) National Regulation 12.8, National Sojourners Clubs
(c) National Regulation 18.3, Disciplinary Actions within National Sojourners, Inc.
(d) National Regulation 19.8, Schedule of Fees

1. PURPOSE:

- a. To provide guidance and information for the organization of new or reactivated chapters not provided in the current regulation..
- b. To provide guidelines for the dissolution of chapters by the suspension or revocation of chapter charters.
- c. To provide guidelines for the continuation of inactive chapters with MIPs on their rolls (In-Memorial Chapters).
- d. To establish procedures for the merging of two or more chapters.

2. FORMATION OF NEW OR REACTIVATED CHAPTERS:

- a. Reference Para. 2.b..In addition to the National Secretary and the appropriate Area and Regional Representative the chapter will coordinate with the Chapter Revitalization and Chartering Committee.
- b. Reference para. 2.c. Each Chapter shall select its name and draft its own constitution and bylaws that must conform to the National Bylaws and National Regulations. The preferred name and proposed constitution and bylaws shall be submitted to the National Secretary for review and approval.

3. DISSOLUTION OF CHAPTERS:

Reference: 3. CHAPTER SUSPENSION AND CHATER REVOCATION

- a. A chapter may be suspended by the National President for cause. Cause for suspension may include, but shall not be limited by, the following:
 1. Repeated failure to comply with the National By-Laws, National Regulations, or National Circulars.
 2. Repeated failure to submit the required reports to National Headquarters.

3. Failure to report the suspension or expulsion of a chapter member to National Headquarters in a timely manner (within 30 days) after notification by the Grand Lodge.
 4. Acts that may be considered detrimental to National Sojourners. Reference (c) is germane.
- b. Reference 3.c. In addition to notifying its Regional and Area Representatives in writing, any Chapter considering voluntary surrender of its Charter shall notify the Chapter Revitalization and Chartering Committee in writing. The notification will specify the reason(s) such action is being considered - and if problem areas are involved, any actions already taken to overcome the problems. The Area and Regional Representatives shall take appropriate action, including consultation/discussion with Chapter officers/members in an effort to resolve the issues involved to avoid Charter surrender. If the aforementioned actions are unsuccessful, the Area Representative shall provide the National Secretary and the Chapter Revitalization and Chartering Committee Chair with all pertinent information, including a copy of the Chapter's written notification. The National Secretary will immediately notify the National President with copies to all National Line Officers and the Chairmen of the National Membership Committee and the Chapter Revitalization and Chartering Committee. Should circumstances make it impossible for the Chapter to continue to exist after the National Officers evaluate the matter and the surrender of the charter is approved by the National President, the National Secretary will notify the Chapter of the decision and advise the Chapter that it may surrender its charter by a three-fourths affirmative vote of its membership. If three-fourths of the chapter membership is not present for the vote, then a letter of explanation must be sent to each missing member asking him to mail back a ballot indicating his response to the question. The letter must tell the member how a failure to return the ballot within 30 days will be counted on the measure and reported to the Headquarters. The next National Convention may then revoke the charter by a simple majority vote.
 - c. Reference: 5 CLUB FORMATION: A chapter considering voluntary surrender of their charter should consider whether reversion to a National Sojourners Club is an option, per reference (b). To qualify for this option, there should be at least four (4) locally active members, but not more than eighteen (18).
 - d. Active (annual dues paying) and perpetual (MIP) members of a chapter, whose charter has been revoked, will be transferred at no charge to a chapter of their choice or to National Headquarters Chapter if no choice is elected upon dissolution. The option to voluntarily transfer a MIP to another chapter must be exercised within 60 days of dissolution or the normal fee applies for subsequent MIP transfers.
4. Reference: 6. IN-MEMORIAM CHAPTERS: No change.

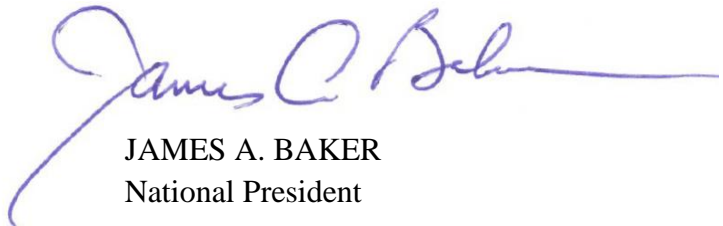
5. CHAPTER MERGERS:

- a. Reference: 4..b. A favorable vote of three-fourths of the respective chapter memberships must be recorded in all the chapter minutes and forwarded to the National Secretary. If three-fourths of the chapter memberships are not present at the separate meetings, then a letter of explanation must be sent to each individual member asking him to mail back a ballot indicating his response on the proposed merger.

The letter must tell the members how a failure to return the ballot within 30 days will be counted on the measure. The Chapter Presidents will appoint Teller's Committees to properly record the results on a membership roster furnished by each Chapter Secretary. If the votes are affirmative, then the merger may proceed.

- b. Property, records and funds: The merging chapters will consolidate all property, records, and funds, for local retention, but excess property and the unused charter must be forwarded to National Headquarters for the archives.
- c. Heroes Camp: The merging chapters must also decide which Heroes Camp they will keep active and inform the National Commander and National Adjutant accordingly. The merging camps will consolidate all property and records for local retention and use, and forward excess property and the unused charter to the National Adjutant for the archives.

5. **CANCELLATION:** This National Circular will expire on 17 June 2017 unless continued by the next National President.



JAMES A. BAKER
National President

ATTEST:
WILLIAM R. SANNER
National Secretary/Treasurer