**NATIONAL SOJOURNERS, INC.**

**7942-R Cluny Court**

**Springfield, VA 22153**

**24 JUNE 2018**

**NATIONAL CIRCULAR 12.8.1**

**Subject: National Sojourners Clubs—Clarification/Explanation/Expansion of NR 12.8 C2 Dated 16 June 2007**

Reference: (a) National Regulation 12.8 National Sojourners Club

 (b) National By-Laws, ARTICLE 5, Paragraph 5.5, National Directives System

 (c) National Regulation 12.7, Formation, Dissolution and In Memorialization of Chapters and Chapter Mergers

 (d) National Circular 12.7.1 dated 24 June 2018

 (e) National Regulation 8.2.1, Americanism Committee

 (f) National Regulation 8.2.2, Bridge of Light Committee

 (g)   National Regulation 8.2.3, Education and Training Committee

 (h)   National Regulation 8.2.7, Membership Committee

 (i) Official Manual, Heroes of ‘76

1. **PURPOSE: [Reference (a) Paragraph 1]**
	1. To provide guidance and information for forming a National Sojourners Club for subsequent expansion into a Chapter, not currently provided in the current regulation (Reference (a)) and as authorized by reference (b).
	2. To encourage eligible members to meet together under the auspices of National Sojourners, even though their location may not be within normal commuting distance from an existing National Sojourners Chapter.
	3. To prescribe the procedure for identifying a Chapter to sponsor a Club with the understanding that the Club members will eventually move forward to form their own Chapter.
	4. To identify the procedures and processes for a struggling National Sojourners Chapter to revert to Club status while continuing to share fellowship and hold informal meetings for appropriate National Sojourners activities with the goal of eventually returning to Chapter status.
	5. Additional amplification not contained in Reference (a), Paragraph 1: To identify the respective duties and responsibilities of the sponsoring Chapter and the subordinate Club to each other and to the Headquarters, National Sojourners.
2. **BACKGROUND: [Reference (a), paragraph 2]**
3. **Reference (a) paragraph 2.a:** Chapter formation, particularly in somewhat isolated areas, has been difficult and slow. The requirement to have not less than eighteen (18) members prior to petitioning for a Chapter Charter, per reference (c), sometimes inhibits formal organizing efforts to establish a National Sojourners presence in a given location.
4. **Reference (a), paragraph 2.b:** National Sojourners history cites numerous examples of existing Chapters helping to organize National Sojourner activities in other localities. The sponsoring Chapter would initiate new members, reinstate others, and when the new membership was sufficient, the Club members would petition for a Charter and begin functioning as an independent Chapter from the sponsoring Chapter.
5. **Reference (a), paragraph 2.c.** National Sojourners history also reveals numerous cases where dissolved Chapters were reactivated when the local situation changed. Club status, vice dissolution or In-Memorialization, keeps a National Sojourners presence in the area and individual National Sojourners on the rolls and able to actively participate in efforts to charter a new Chapter and to assist in reactivation when possible.
6. **FORMATION: [Reference (a), paragraph 3:]**
	1. **Reference (a), paragraph 3.a.** National Headquarters may authorize National Sojourner Clubs under differing circumstances. First, an existing Chapter interested in forming and sponsoring a Club may submit a written request to National Headquarters. Second, four (4) or more “organizers” may submit a written request. In both cases an existing Chapter MUST be willing to sponsor the new Club. The National Secretary will ensure the Area and Regional Representatives and the Chapter Revitalization and Chartering Committee (CR&CC) Chairman are aware. They will evaluate the viability of the request and advise the National Secretary, who will forward all recommendations to the National President for his decision.
	2. **Reference (a) paragraph 3.b:** Addressed in paragraph 2c above.
	3. **Reference (a) paragraph 3.c and 3.d.** are addressed as follows: Following the National President’s approval, the National Secretary will send the Club organizers and the sponsoring Chapter written authorization to form a Club. The National Secretary will request that Club members choose a name. The Club will not receive a number until it is chartered as a Chapter. If the Club is in a location of a former Chapter, that Chapter number may be assigned once the Club re-charters as a Chapter, if so desired.
7. **REVERSION OF A CHAPTER TO CLUB STATUS:** (New information: Amplification/elaboration in Reference (a) due to lack of relevant information in the current National Regulation,)
	1. A Chapter considering reverting to Club status, in order to continue its operations with the eventual goal of becoming a Chapter again, will follow the procedures for voluntary surrender of their Charter as outlined in reference (c) and reference (d), paragraph 3 – CHAPTER SUSPENSION AND CHARTER REVOCATION.
	2. After coordination among with the Area and Regional Representatives, the National Secretary, and the CR&CC Chairman, the National President will approve formation of the Club with former Chapter’s its name, but not restore the number until the Club petitions for the return of its charter. The National Secretary, upon approval by the National President, will send the appropriate documentation to establish the Club. (NOTE: Surrendering the Chapter Charter upon reversion at Club status is a formal process and may take longer to complete than the authorization of Club status.)
	3. **Reference (a) paragraph 4.c.** When the membership of the Club, within a driving distance of 50 miles from its normal meeting location, reaches eighteen (18), the Club is expected to petition for restoration of its Charter by request to National Headquarters.
8. **DETACHMENTS: [Reference (a) Paragraph 5].** To bedeleted due to lack of use and lowering Clubs from six (6) to four (4) members.
9. **CLUB STATUS: [Reference (a) Paragraph 4.].** Amplification/elaboration of CLUB DUTIES AND RESPONSIBILITIES: Since a National Sojourners Club may either be a new Club beginning where none previously existed or from a struggling Chapter desiring to retain Club status and a presence in the Area, National Sojourners Club responsibilities are the same and a Club will:
	1. Routinely report its activities and status to the sponsoring Chapter.
	2. Seek advice and assistance from the sponsoring Chapter as the Club grows and expands its responsibilities to National Sojourners.
	3. Submit petitions for new members to the sponsoring Chapter for its review and approval. New members of the Club are initiated into the sponsoring Chapter and remain members there until the Club becomes a Chapter of National Sojourners, at which time their membership will be transferred to the new Chapter without cost to the Chapter or the individual members for the transfer.
	4. Exert maximum effort to expand into a Chapter as soon as possible – NORMALLY within two (2) years. This is NOT a requirement, but indefinite existence as a Club is not desirable or approved.
	5. Identify a Club President, Vice-President(s), and Secretary-Treasurer.
	6. As soon as possible and practical, organize Americanism, Bridge of Light, Education and Training, and Membership programs using references (e) through (h), respectively.
	7. A Heroes Camp is NOT AUTHORIZED for a Club. Per references (a) and (i), a Chapter reverting to a Club will surrender its Heroes Camp Charter and close the Camp. Newly formed Clubs are not eligible to host a Heroes Camp until the Club becomes a chartered Chapter. However, since Club members are also members of the sponsoring Chapter, eligible and qualified Club members may receive Recruit Orders from the Camp associated with its sponsoring Chapter.
	8. Open and close Club meetings with an appropriate ceremony, evolving to the standard National Sojourners ceremonies as growth dictates and permits. Until Club becomes a Chapter, the proper opening is the same as the Chapter ceremony, with the verbiage: “I now open this National Sojourners Club....”
	9. Account for all monies received from initiations, annual dues submissions, and other sources and send all funds to the sponsoring Chapter for dispersal and accounting.
	10. When the membership of the Club, within driving distance of 50 miles from its normal meeting location, reaches eighteen (18), the Club is expected to petition for an initial Charter or restoration of its Charter by request to National Headquarters.
10. **SPONSORING CHAPTER DUTIES AND RESPONSIBILITIES**: (New information: Amplification, elaboration to Reference (a), due to lack of relevant information in the current National Regulation.)
	1. Provide guidance and advice to the Club Officers regarding routine reports and activities that are expected to support the Chapter’s reporting responsibilities to National Headquarters.
	2. Report Club activities to National Headquarters with an annual report in the Club’s name along with the Chapter’s report, specifically identifying the Club members and activities. Include Area and Regional Representatives as courtesy addressees on routine reports.
	3. Review and approve petitions for membership submitted by the Club and initiate new members into the sponsoring Chapter until the Club has sufficient members to petition for a Chapter Charter.
	4. Appropriately train, authorize, and assist the Club President in initiating new members.
	5. Receive all monies from initiations, annual dues payments, and MIP dividends for the Club and provide modest funds to the Club to conduct their activities.
	6. Provide a written Memorandum of Understanding from the Chapter to the Club outlining expected duties, responsibilities, and prerogatives.
	7. When the Club receives its Charter as a Chapter, the sponsoring Chapter will transfer escrowed funds received from the Club to the new Chapter.
11. **NATIONAL HEADQUARTERS RESPONSIBILITY:** New information: The below subparagraphs provide amplification/clarification of the responsibilities of National Headquarters to the Sponsor Chapter and the Club.
	1. National Headquarters will assign the nearest Chapter with the wherewithal and willingness to sponsor and mentor a Club.
	2. Upon approval by the National President, provide the Club and Chapter with a letter authorizing the formation of the Club.
	3. Process new Club members as members of the sponsoring Chapter for accounting purposes.
	4. When the Club petitions for a Chapter Charter, identify members of the Club (MIP or annual dues paying) on the sponsoring Chapter’s Alpha Report and automatically transfer them to the new Chapter without cost to the new Chapter. Unless otherwise provided in the Memorandum of Understanding between the Club and the Chapter, the Club is responsible for paying the new Charter fees in effect at that time.
12. **CANCELLATION:** This National Circular will expire on 9 June 2019, unless continued by the next National President.

ATTEST:

WILLIAM R. SANNER Edward W. Nolte

National Secretary-Treasurer