

## **CONTINENTAL SOCIETY DIW STANDING RULES**

1. The non-refundable application fee, which is to accompany the application for membership, shall be thirty-five dollars (\$35.00).
2. A non-refundable fee of ten dollars (\$10.00) shall be charged for processing a supplemental lineage paper of a member.
3. A fee of \$10.00 shall be charged for returning an application and supporting documentation.
4. The annual membership dues of the Continental Society are ten dollars (\$10.00).
5. Dues of Members-At-Large shall be twenty dollars (\$20.00) a year and shall be due to the Treasurer General by August 1 of each year.
6. Life Membership fees for members under aged 60, shall be a one-time fee of \$250.00; those aged 60 years and over will pay a fee of \$200.00.
7. Members whose dues are not received by July 31 of each year will be dropped at the Spring Board of Management meeting the following year.
8. A member may be reinstated upon payment of a fee of \$5.00.
9. The First Deputy Governor General shall be responsible for obtaining a check from the Treasurer General for the purpose of ordering a Past Governor General's/Honorary Governor General's insignia and sash for the outgoing Governor General to be presented to her at the end of her term.
10. The Spring Board of Management meeting will be held in Washington D.C. during the month of April, prior to or immediately following the other heritage society meetings. The time to be determined by the current Governor General.
11. The Continental Members-at-Large (MAL) Chairman shall receive inquiries from the membership chairman about prospective members where there is no state or chapter near her residence or that member-at-large status is requested. She shall review each MAL application to verify descendency documentation before transmitting it to the Registrar General for final approval.
12. Once the MAL application has been approved by the Registrar General, she shall return an approved copy to the MAL Chairman for her records.
13. The MAL Chairman shall collect all dues from Members-at-Large and remit the funds with a list of members to the Treasurer General.
14. Provided sufficient funds are available, the annual scholarship awards shall be a one-time award of \$5,000.00 to the first-place winner and a one-time award of \$2,500.00 to the second-place winner. Other scholarships may be awarded if funds are available. A scholarship may be awarded the next year if the recipient has not been found.
15. An annual travel allowance shall be allocated to the Governor General in an amount to be recommended by the Finance Committee and presented as a line item in the annual proposed Budget.

16. **Electronic Meetings.** The following rules are hereby established pursuant to the current edition of *Robert's Rules of Order, Newly Revised*, when it becomes necessary to hold meetings by electronic media:
- a. **Call-in Time.** The Governor General or Recording Secretary shall be responsible for scheduling a telephone conference call, using a free service, or URLs and login information for an online electronic meeting by Zoom, GoToMeetings, Skype, etc., to begin 15 minutes before the start of each such meeting.
  - b. **Connection Information.** The Corresponding Secretary shall send by e-mail to every member of the Executive Committee, at least ten (10) days before each meeting, the time of the meeting, phone number and access code needed to connect to the telephone conference call, or the URLs and login information for the online Zoom, Skype, GoToMeetings, etc.
  - c. **Arrival Announcements.** Members shall announce themselves at the first opportunity after joining the telephone conference call, or Internet meeting, but may not interrupt a speaker to do so.
  - d. **Departure Announcements.** Members who leave the telephone conference call or Internet meeting before adjournment shall announce their departure, but may not interrupt a speaker to do so.
  - e. **Quorum.** The presence of a quorum shall be established by roll call at the beginning of the meeting and on the demand of any member. Such a demand may be made following the departure of any member, or following the taking of any vote for which the announced totals add to less than a quorum.
  - f. **Obtaining the Floor.** To seek recognition by the chair, a member shall address the chair, at an appropriate moment, and state her name.
  - g. **Motions Submitted in Writing.** Members do not have to submit motions in writing during the meeting, but are entitled to make motions orally. Members may, however, submit motions in writing by sending them at least fifteen (15) days before the meeting to the Corresponding Secretary (or Recording Secretary), who shall send any such pre-submitted motions by e-mail to all members in advance of the meeting.
  - h. **Voting methods.** All votes shall be taken by roll call. Unless the Executive Committee orders a fully recorded roll-call vote, only the number of votes on each side and the number of members present, but not voting, shall be entered in the minutes. Business may also be conducted by unanimous consent.
  - i. **Technical Malfunctions and Requirements.** Each member is responsible for her connection to the telephone conference call; or Internet connection, and no action shall be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented participation in the meeting.
  - j. **Forced disconnections.** The chair may disconnect or mute a member's connection if it is causing undue interference with the telephone conference call or Internet meeting. The chair's decision to do so, which is subject to an undebatable appeal that can be made by any member, shall be announced during the meeting and recorded in the minutes.