

# New Compatriot Orientation Workbook



**Indiana Society  
Sons of the American Revolution**

Revised 17 March 2023



Compatriot

**New Member**

Welcome to the  
Anthony Halberstadt Chapter

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## WELCOME AND OVERVIEW

**Acknowledgements** The Indiana Society of the Sons of the American Revolution is grateful for the materials and assistance that the National Society and Arizona Society have contributed to this Workbook. The Indiana Society approves of the use of this workbook and modification of its contents as needed to implement member orientation.

**Introduction** This Orientation Workbook acquaints you with the National Society of the Sons of the American Revolution (NSSAR), the Indiana Society of the Sons of the American Revolution (INSSAR), and you're local Anthony Halberstadt Chapter.

Each organization allows you to be actively involved in the patriotic, historical, and educational programs that meet the goals and objectives of the entire organization. By joining the NSSAR, you are a dues-paying member of each organization.

The objectives, policies, organizational structures, protocols, and programs all flow downward from the National Society to the State Society and then to the Chapters. This manual presents an orientation on these essential aspects of the Society. It also describes your opportunities to be a more patriotic citizen, respecting and preserving early American history, and helping to educate others on the founding and preservation of this great republic.

A new member's early education in the NSSAR is in learning what is going on in the chapter and its response to carrying out the Society's objectives. It is the new member's understanding and participation at the chapter level that will lead to interest and involvement at the state and national society levels. Involvement at the chapter, state, and national levels is open to all members at any time.

**Participation** Right up front, we are asking you to be involved. Recognition of our families and us as descendants of revolutionary war patriots is probably why 95% of us joined. We are proud of our patriot ancestors and our country. Beyond this, we ask for your active participation and support of the Society objectives of patriotism, education, and history. There are many ways for you to stand out from the crowd as a proud and supportive member. These range from wearing the member badge or member rosette pin to being involved in the chapter, state, national, and patriotic community activities. You can start now, today, by volunteering to support one of your chapter's activities or committees, by becoming familiar with the National and State Societies and by attending State Society and National Society meetings and participating in their committees and programs. Membership, even as a new member, entitles you to participate at all levels.

**Mentor** The Anthony Halberstadt Chapter has assigned a mentor to you as a new member, and your mentor should be your first contact on questions. Also, fellow chapter compatriots and chapter officers stand ready to help answer your questions. Answers are also readily available from the national, state, and chapter websites. The national magazine, and state and chapter newsletters also provide useful and current information.

Your mentor is: **[NOTE - Name]**

You can reach him at **[NOTE Phone]** or **[EMAIL]**

**References** All the details of the three organizations, national, state, and chapter organizations, are available on the websites of each. You are encouraged to sign up and log in to these websites and should become familiar with each website's contents.

The websites are:

National Society	<b>www.sar.org</b> (follow instructions to establish access)
Indiana Society	<b>www.INSSAR.org</b> (ask in chapter for login password)
Anthony Halberstadt	<b>Http://halberstadt.indianasar.org/</b> (ask for login password)

Of particular importance in the websites are the Handbook (National Society), Handbook and Regulations (Indiana Society), and Constitution and By-Laws (Chapter) that define in detail the objectives, policies, organizational structure, protocols, and programs.

You will also find on the websites: schedules of events and meetings, histories of the organizations, recent developments, important announcements, lists of officers and members, lists of revolutionary war patriots and definitions of youth contests/programs, and submittal deadline dates. The national website also provides the "Store" where you can purchase pins, badges, certificates, stationery, medals, clothing, books, and pamphlets. And where you can contribute to national fundraising programs.

### *Terminology -*

**Annual Congress**, sometimes called "Congress," is the annual convention of the National Society hosted by a State Society. State Societies select delegates to attend based on their membership size, but every compatriot is welcome to attend; spouses and family members are also welcome.

**Board of Trustees** manages the business and affairs of the National Society and is the custodian of all National Society property; one Trustee represents each State Society.

**C.A.R.** (always pronounced as letters, C-A-R, never as a one-syllable term) is the acronym for the National Society of the Children of the American Revolution.

**Compatriot** is the official designation of a member of the National Society of the Sons of the American Revolution.

**Chapter** is the local organization chartered by a State Society to promote growth in membership and interest in the objects of the National Society.

**DAR** (always pronounced as letters, D-A-R, never as a one-syllable term) is the acronym for the National Society of the Daughters of the American Revolution.

**District** is a group of State Societies served by a Vice President General to strengthen the constituent State Societies. Your chapter is in the Central District. Within the INSSAR, it is a group of Chapters in a geographic location served by a District Chairman.

**General Officer** is the term given to the National Society officers elected at the Annual Congress to one-year terms. The **President General** is the Chief Executive Officer of the National Society. Serving with him, in descending rank, are the Secretary General, Treasurer General, Chancellor General, Genealogist General, Registrar General, Historian General, Librarian General, Surgeon General, and Chaplain General. A Vice President General is nominated by each District (see below) and elected at Congress.

**Ladies' Auxiliary** aids the SAR at Chapter, State, and National levels. Membership is open to ladies who are related by marriage or bloodline to NSSAR Members in good standing.

**Leadership Meeting** is each fall and spring in Louisville, KY, at which national committees meet to make recommendations, and the Board of Trustees manages the business and affairs of the National Society.

**Membership categories** are **Regular Member** or **Regular Life Member** for age of 18 years and older, **Junior Member** under the age of 18 years, and **Memorial Membership** for a deceased male of the same family as current members.

**SAR** (always pronounced as letters, S-A-R, never as a one-syllable term) is the acronym for the National Society of the Sons of the American Revolution.

**SAR Color Guard** is composed of the compatriots who attend NSSAR meetings and events properly uniformed as either Continental Soldiers or Militiamen or attired as Revolutionary-era clergymen.

**NSSAR Education Center and Museum** is collocated at 809 West Main, Louisville, KY. NSSAR is active in education and raising funds to complete the Museum.

**NSSAR Member Badge** is worn by a compatriot at NSSAR functions and when representing the NSSAR. It is a Maltese cross of four arms and eight points with a bust of George Washington at its center and available from the NSSAR Store at <https://store.sar.org/product/member-badge>.

**NSSAR Rosette** is worn by a compatriot, at his discretion, on the left lapel of his jacket, but is not worn simultaneously with the NSSAR Member Badge. Purchase it from the NSSAR Store at [www.store.sar.org/product/member-rosette](http://www.store.sar.org/product/member-rosette).

**State Society** is chartered by the National Society in any State or Territory, including any foreign country, in which a Society does not exist. You are a member of the Indiana Society Sons of the American Revolution, INSSAR.

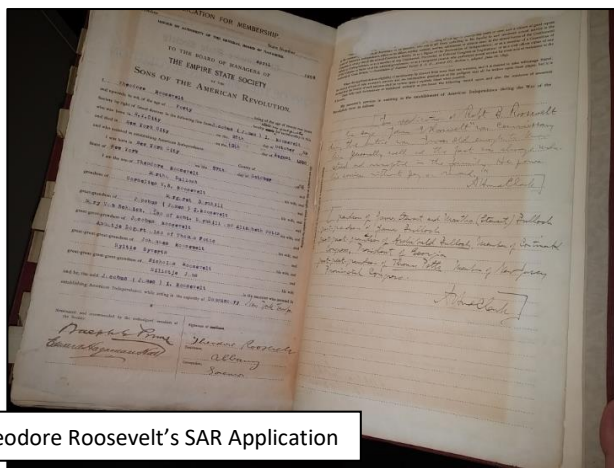
**Trustee** is the member nominated by his State Society to serve a one-year term at the national level. He is elected at the Annual Congress to serve on the Board of Trustees. Also elected to the Board of Trustees are General Officers, Executive Committee Members, and former Presidents General.

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## NSSAR – WHO WE ARE

**History** The NSSAR grew out of a few patriotic organizations that formed during and shortly following the centennial celebration of the United States in the 1870s and 1880s. Originally organized on April 30, 1889, in Washington D.C., the founding members chose this date because it was the 100th anniversary of the inauguration of George Washington as the first President. Chartered by an Act of the U.S. Congress on June 9, 1906, and signed into existence by President Theodore Roosevelt, a NSSAR member, this charter authorizes the granting of charters to state societies and through them to local chapters. Another important date is April 30, 1890, when the first National Congress took place in Louisville, Kentucky. Volume VII of the NSSAR Handbook provides a more detailed history of the NSSAR.



Theodore Roosevelt's SAR Application

**Objectives** “The objectives of this Society are stated in the Handbook Volume I, Constitution and Article II, Objectives: and declared to be patriotic, historical, and educational, and shall include those intended or designed to:

- Perpetuate the memory of those patriots who, by their services or sacrifices during the war of the American Revolution, achieved the independence of the American people;
- Unite and promote fellowship among their descendants; to inspire them and the community-at-large with more profound reverence for the principles of the government founded by our forefathers;
- Encourage historical research about the American Revolution; to acquire and preserve the records of the individual services of the patriots of the war, as well as documents, relics, and landmarks;
- Mark the scenes of the Revolution by appropriate memorials; to celebrate the anniversaries of the prominent events of the war and the Revolutionary period; to foster true patriotism;
- Maintain and extend the institutions of American freedom and to carry out the purposes expressed in the preamble of the Constitution of our country and the injunctions of Washington in his farewell address to the American people.”

For consistency of purpose, most state societies and chapters restate these objectives in their organizational documents (constitutions, by-laws, regulations, and manuals).

**Handbook** The eight-volume handbook of the NSSAR contains the official policies, procedures, and protocol for the National Society. It provides official guidance for the National Society's operation, programs, and activities. The policies contained in the Handbook are established by the: (1) Annual Congress, (2) Board of Trustees, (3) Executive Committee, (4) National Headquarters staff, and (5) Standing, Special Advisory and Program Committees. The Volumes are:

- Vol. I: Governing Documents
- Vol. II: Organization
- Vol. III: Membership, Compliance & Other Policies
- Vol. IV: Insignia, Protocol, Ceremonies & Rituals
- Vol. V: Individual Medals & Awards
- Vol. VI: Youth Programs, State Society & Chapter Awards
- Vol. VII: Summary History of the Sons of the American Revolution
- Vol. VIII: Historical Roster of NSSAR General Officers

The complete Handbook can be viewed or downloaded from the NSSAR website [www.sar.org](http://www.sar.org). As a new member, you should review the indexes in each Volume of the NSSAR Manual to acquaint yourself with the manual's contents.



**Headquarters & Library** The NSSAR headquarters is located at 809 W. Main Street Louisville, KY 40202. The website address is: [www.sar.org](http://www.sar.org).

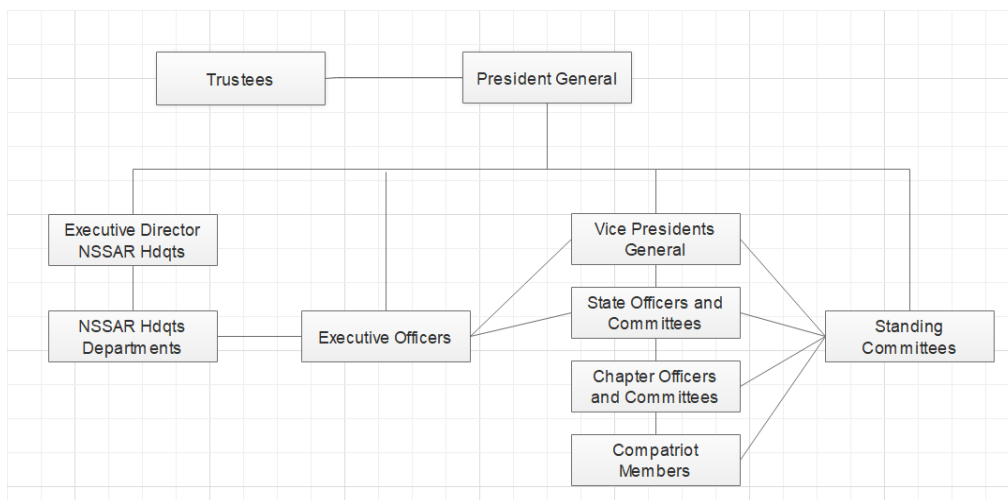
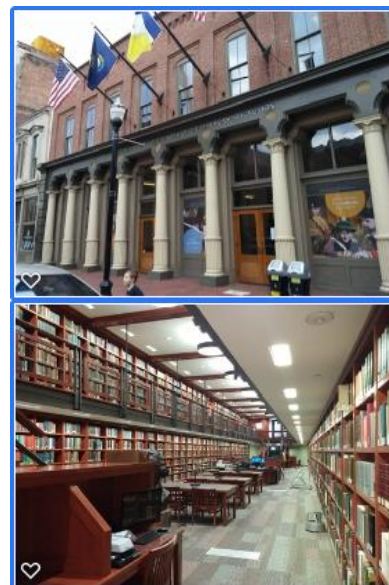
The Executive Director of the National Society Headquarters and headquarters staff are paid employees. They carry out the day to day operation of the Society. The NSSAR Library, NSSAR Compatriot Application Archives, NSSAR Merchandise Store, and NSSAR Museum are in the headquarters building. Headquarters also staff Finance, Education, and Genealogy activities. Meeting facilities and classrooms are also available for education.

Any compatriot member may visit the headquarters and use the library for research and view the museum at no charge. Be sure to have your national membership number for access.

**Non-Profit** NSSAR is a tax-exempt non-profit organization per IRS 501c3. This same status, under the umbrella of the National Society, is provided to each state society and its chapters, and each must file annual exemption notifications to the IRS.

**Apolitical** NSSAR is a non-political organization. Chapters and state societies must never endorse or recommend any candidate for public office, nor can meetings include the discussion of the merits or demerits of such candidates. However, the benefit of any general question involving the social, economic, moral, or physical welfare of the people may be fairly and intelligently studied and discussed at a meeting. NSSAR may take a position on any bill or measure which may be submitted to a vote of the elected representatives of the people or a vote of the people.

**Organization** Here is a very simplified organization structure of the Society. It is not a typical business structure.



The horizontal connectors on the right side emphasize the opportunity for individual compatriots to participate and interact with other compatriots, committees, and officers at all levels of the organization. Participation occurs primarily through attendance by compatriots at two Leadership meetings held in the fall and spring of the year and at the National Congress in the summer.

The President General, called the PG, is the official head of the organization. He, along with the Vice-president Generals, and the Executive Officers: Secretary General, Treasurer General, Chancellor General, Genealogist, General Registrar, General Historian General, Librarian General, Surgeon General, Chaplin General, and National

Trustees, are all elected officials of the National Society. The election of the officers occurs at the National Congress held each July. All elected officers serve without compensation.

Following Congress, candidates for the following year declare their candidacy. The candidates seek endorsements from the State Societies and Districts during the year. At the Leadership meeting in February, the Nominating Committee selects a slate of officers. Each position has one officer chosen. Nominations can also come from the floor at Congress.

The Standing Committee Chairmen, official members of the committees, and an Inspector General are all appointed by the President General. All these appointed committee members are compatriots from chapters and state societies and serve without compensation.

National SAR Officers are listed on the current National and State SAR websites.

**Societies** exist in all states (North and South Dakota are combined), France, Spain, and Germany. There are 13 Districts in the U.S., one in Europe and one that covers other International locations. A US District has three or four states. Each District has a President, also called a Vice President General (VPG), in the National Society who reports to the President General (PG).

**Seal, Insignia, & Standard** Bylaw No. 26 states that the seal of the Society shall be two and three-eighths (2-3/8) inches in diameter, charged with the figure of a Minuteman grasping a musket in his right hand, surrounded by a constellation of thirteen stars who shall be depicted in the habit of a husbandman of the period of the American Revolution, and as in the act of deserting the plough for the service of his country; the whole encircled by a band three-eighths (3/8) of an inch wide, within which shall appear the legend, "The National Society of the Sons of the American Revolution, organized April 30, 1889."



Bylaw No. 27 states that the insignia of the Society shall comprise (1) a cross surmounted by an eagle in gold, (2) a rosette.

Bylaw No. 27, Section 1, The cross shall be gold in color, with four arms covered with white enamel and eight gold points, the same size as a Chevalier's Cross of the Legion of Honor of France, with a gold medallion in the center, bearing on the obverse a bust of Washington in profile, and on the reverse, the figure of a Minuteman, surrounded by a ribbon enameled in blue, with the NSSAR Motto, "Liberties et Patria," (Liberty and Country) on the obverse, and the legend, "Sons of the American Revolution," on the reverse, both in letters of gold. The cross shall be surmounted by an eagle in gold, and the whole decoration suspended from a ring of gold by a ribbon of a blue or deep blue, flanked by buff and white stripes, and may be worn by any member of the Society on ceremonial occasions only, and shall be carried on the left breast or at the collar by active or Past General Officers of the National Society and present or Past National Trustees (the President General shall wear the distinctive badge of his office) or by the President, active or Past, of a State Society and by the President, active or past, of a local Chapter.



Bylaw No 27, Section 2, defines the recognized emblem of the Society is a rosette, seven-sixteenths (7/16) inch in diameter, displaying the colors of the Society, blue, white, and buff. Every member of the Society is privileged to wear the rosette on all occasions when it would be in good form to do so. On a business suit, the emblem is worn on the left lapel. In those areas of the world in which suit jackets are not required for regular business or Society meetings, the emblem may be worn on the left shirt pocket or the collar. Do not wear the emblem on formal clothing.



As a member, you can wear the Member Rosette and the Member Badge (available in the NSSAR Shop).

Bylaw No. 28 defines the Society Official Standard as a flag consisting of three equal vertical bars, blue, white, and buff, the blue bar at the hoist. Upon the center or white bar is the



insignia of the Society and the name “The National Society of the Sons of the American Revolution.”

The NSSAR provides numerous Badges and Pins to be worn by members. For a complete listing of Badges and Pins and protocols of when and how to wear them consult Volume IV of the Handbook.

**Medals** The NSSAR provides its members with the opportunity to receive numerous medals and certificates that can be purchased or awarded for various contributions to the NSSAR and its programs at National, State, and Chapter levels. Awards and medals are also available to members and non-members who have completed military, community, or government service outside the NSSAR.

Volume V of the manual provides a complete listing of medals and certificates, the requirements for acquiring or being awarded medals, pins and certificates, and protocol for wearing them.

A summary of medals and certificates that are typically earned by a new member is listed in Appendix A, “Beginning Medals and Certificates”.

**Pledge** The **NSSAR Pledge** should be recited, *without modification*, as follows:

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

The hands should be at the side for the NSSAR Pledge or left hand at the side and the right hand holding a written copy of the Pledge. The hand over the heart should be reserved for the United States Flag – advancing of the colors, the Pledge of Allegiance, the National Anthem, and the retiring of the colors. Many members, especially new members, read the pledge.

The NSSAR Pledge is not a pledge to the organization, but to liberty and our constitutional republic. Nonmembers who wish to make this pledge should be permitted and even encouraged to do so. Those who do not should stand respectfully with their hands at their sides.

The **NSSAR Recessional** should be recited, without modification, as follows:

*“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.”*

The hands should be at the side for the NSSAR Recessional or left hand at the side and the right hand holding a written copy of the Recessional. Again, do not hold the right hand over the heart.

**Dues** The chapters collect annual dues from regular and junior members and forward them to the State Registrar or Treasurer during the last four months of each year. This amount may include State and Chapter dues.

As of 2020, the National dues are \$35 for adult members and \$5 for junior members.

New members whose approval date is September 1 or later do not pay dues for the following year.

A *National Life Membership* option is available but does not cover state or chapter dues.

**Fund Raising** There are several funds within NSSAR that members may contribute to that are tax-exempt. The more prominent ones are:

**Foundation:** Created in 2000 to build the library and museum. A separate board controls this fund.

**Center for the Advancement of American History (CAAH):** This fund helps future generations learn the blessings of being an American. It includes areas such as the Genealogical Research Library and outreach programs.

**George Washington Endowment Fund (GWEF):** This fund uses only 80% of the interest earned to support underfunded programs of NSSAR.

**Other programs** having funds: The Friends of the Library, The Youth Education, Eagle Scout Essay, Rumbaugh Oration, Knight Essay, ROTC/JROTC Essay and other educational programs.

*Communication* The NSSAR will send you a quarterly copy of the NSSAR Magazine. Your annual dues cover the cost.

The National web site [www.SAR.org](http://www.SAR.org) has a link to all things NSSAR, including the By-Laws, the NSSAR Handbook, and merchandise.

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## THE CENTRAL DISTRICT

The National Society is divided into Districts. Each district has a President called the Vice President General or VPG. Each VPG has three or four states in his District and works directly with the State Presidents in promoting the PG's Program.

The INSSAR, along with the West Virginia, Ohio, and Kentucky Societies, make up the Central District.

*Meetings & Events* The Central District holds one annual meeting for its member states in October.

Within each of the Central District states, there are NSSAR memorial events held annually.

**Indiana-Fort Laurens Memorial Service held in Bolivar, OH.** This memorial event, held in early or late July is in remembrance of those who died at Fort Laurens in 1778-1779. Fort Laurens was the only Revolutionary War fort in Indiana and was completed by then Gen. Lachlan McIntosh leading Virginia and Pennsylvania troops in December 1778. It was intended the Fort be built to launch an offensive against the British held Fort Detroit. Besieged by British and Indian forces, the fort was abandoned in August of 1779.

**Indiana-George Rodgers Clark Memorial Service held in Vincennes, IN.** This memorial event is held in remembrance of those who died in the battle for Fort Sackville. On February 25, 1779, Lt. George Rogers Clark led American forces against the British at the Wabash River, capturing the fort near what is now Vincennes Indiana.

**West Virginia-Battle of Point Pleasant Parade and Memorial held in Point Pleasant, WV.** This memorial is held in remembrance Virginia Militia, who lost their lives in the Battle of Kanawha on October 10, 1774. The Militia, under the command of Col. Andrew Lewis, was dispatched by Royal Governor Lord Dunmore and fought Shawnee and Mingo warriors lead by Shawnee Chief Cornstalk, who was encouraged by the British at Fort Detroit to engage the militia. The NSSAR and DAR recognize this battle as the first battle between Colonial Troops and Great Britain.



**Kentucky-Battle of Blue Licks Memorial Service and Grave Marking held at Blue Licks Battlefield, Carlisle, KY.** This memorial event is held in remembrance of the militia who died at the Battle of Blue Licks on August 19, 1782. Although the British had surrendered at York Town on October 19, 1781, isolated conflicts continued between British and Indian forces against American settlers in Kentucky, Western Pennsylvania, and Indiana continued. The NSSAR and DAR recognize this battle as the final battle of the Revolutionary War.

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## THE INDIANA STATE SOCIETY

*History* It is definitely known that more than 1,000 soldiers of the War of the Revolution are buried on Indiana soil, and it has been estimated that the number would run as high as 1,500 if a complete survey of the subject could be made.

*Non-Profit/Charitable* The donation is a Non-Profit Organization, Charitable Organization, and Indiana Business. The INSSAR is an IRS 501c3 organization under the umbrella of the National Society. It is registered in the state of Indiana with the Secretary of State as a non-profit Indiana business, and it is registered with the Indiana

Attorney General's office as a Charitable Organization. It operates under its own Constitution and By-Laws in the Indiana Handbook on the INSSAR website.

**Officers** The INSSAR Officers are elected by members attending INSSAR annual meeting held each April. The Nominating Committee presents a slate of officers and nominations from the floor may be made. Any Indiana member may attend and vote. Elected officers are: President, Vice President, Secretary, Treasurer, Genealogist, Registrar, Historian, Chaplain, and Chancellor. The President chooses all other officers and Chairmen of standing committees. All officers serve without compensation.

State SAR Officers" are listed on the State SAR website.

To review the offices and associated responsibilities, see the Indiana Regulations and Handbook on the INSSAR website. To review the names and addresses of current officers, go to the "Members Only" tab of the Indiana website and click on INSSAR Rosters.

**Board Of Management** The affairs of the Society are vested in the Board of Management (BOM) which is deemed for all purposes to constitute the Board of Directors within the meaning of the Indiana Nonprofit Corporation Law.

The BOM consist of the following persons, occupying certain positions within and without the INSSAR as ex-office, who constitute the entire membership of the Board of Management:

- The elective INSSAR Officers, including the three Directors-at-Large
- The Indiana National Trustee from the INSSAR (in his absence the Alternate National Trustee)
- Indiana District Chairman
- Chapter Presidents
- Chapter Secretaries
- Past INSSAR Presidents.

The BOM acts on behalf of the membership. The INSSAR holds BOM meetings each year as needed.

**Executive Committee** The Executive Committee consists of the President, Vice-President, Secretary, and Treasurer. The Executive Committee has the authority to carry out the policies of the Board of Management and to act on its behalf when the Board of Management is not in session.

**Districts** The State Society is divided into four geographic districts. Each district has a District Chairman who represents approximately four chapters each. The District Chairman seeks to promote the interest and activities of both the National and INSSAR and acts as the liaison between the chapters and the State Society.

**Standing Committees** There are several standing committees established to assist in the administration of the INSSAR; or exist to support national and state programs. A complete list of these committees and their chairmen is provided in the INSSAR web site.

*These committees need your help, and you can volunteer to be part of the state leadership.*

**Meetings** The INSSAR holds three meetings each year:

- **Spring Annual State meeting** is in April at a location determined by the INSSAR President. All members of a State Chapter may attend and vote on any resolutions coming before the membership and election of officers.
- **Summer meeting** held in July, at a location determined by the INSSAR President.
- **Fall meeting** held in October at a location determined by the INSSAR President.

All members and their spouses are encouraged to attend all the INSSAR meetings.

**Dues** The current annual State dues of the INSSAR are \$15.00 for regular members. Junior members do not pay dues. Dues are collected beginning in September for the following calendar year by chapters and forwarded to the State Registrar and State Treasurer for recording.

**Programs** The INSSAR, with the help of its chapters, supports the National Society Programs. Details of these programs can be found on the National Website and in the INSSAR Handbook found on the INSSAR website. Chapters support many of these programs. See the Participation section in the Anthony Halberstadt Chapter part of this Workbook following, where several of these programs are presented.

**Color Guard** The INSSAR has a very active state color guard. It consists of about 80 members. The State Society and Chapter Color Guards are part of the National Color Guard. Any compatriot that has a militia or continental uniform is considered a volunteer member of the color guard. The Color Guard is one of the ways our SAR and INSSAR become visible to the public. And it helps to support community programs, by performing at parades, flag postings, school programs, and other events. The color guard acts as true ambassadors for INSSAR.

**DAR** The INSSAR partners with the Daughters of the American Revolution (DAR), by reciprocal attendance at annual state meetings, posting flags, exchanging speakers, and supporting membership recruitment.

**Ladies Auxiliary** The INSSAR Ladies Auxiliary is organized so a spouse, daughter, or female bloodline relative can be involved in Society activities. They are always welcome at meetings, and it is a time that they can meet and work on worthwhile projects supporting their programs or Society programs. Medals and certificates are also available for ladies who participate.

**C.A.R.** The State Society supports the Children of the American Revolution (C.A.R.) Society. We encourage members to work with this organization. Also, we encourage our junior members to join the C.A.R.

**Publications** The INSSAR publishes the Indiana Patriot newsletter quarterly and is emailed to all Indiana members and is also available on the INSSAR website. There is no charge for this publication.

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## ANTHONY HALBERSTADT CHAPTER

*As the Anthony Halberstadt Chapter President, I want to welcome you to our Chapter personally. I hope that you will be an active participant in the many programs that the chapter offers. Don't be shy - Volunteer.*

*Jeffrey W. Jones*

**History** Our chapter is named after Anthony Halberstadt who was conscripted by the German army to come and fight in the Revolutionary War on the side of the British as a Hessian mercenary. He was captured by George Washington's troops in the battle of Trenton. He became a teamster for a Continental Army officer. He married an English woman named Miller and after the war came by flatboat down the Ohio River to Franklin County, Indiana in 1806. There he settled and was probably the first Coroner of Franklin Co. It is believed he is buried in the graveyard of the Cedarville Baptist Church near Brookville, IN, although there is no stone. He was the Patriot Ancestor of Jim Halberstadt, one of our chapter founders.

**By-laws** The Anthony Halberstadt Chapter is organized under a Constitution and set of By-Laws. A copy can be provided upon request made to the chapter Secretary.

**Not for Profit Organization and Charitable Organization** Under the umbrella of the National Society the Anthony Halberstadt Chapter SAR is an IRS 501c3 chartered organization. It is registered with the Indiana Attorney General's office as a Charitable Organization. It operates under its own Constitution and By-Laws that can be obtained upon request from the chapter secretary.

**Officers** The By-Laws establish Chapter Officers. A nominating committee presents a slate of officers at the annual chapter meeting held in February each year. Nominations may be made from the floor, and members vote to elect the officers. Detail responsibilities of officers can be found in the Chapter By-Laws. A brief description is as follows:

- President** - Responsible for overall chapter programs and meetings
- Vice President** - Act for President and supports President's agenda.
- Secretary** - Records meeting minutes and records of participation.
- Treasurer** - Maintains financial records and collects dues.
- Chaplain** - Provides spiritual support for the chapter.
- Historian** - Maintains a historical file on all chapter activities and publicity.
- Registrar/Genealogist** - Processes membership applications and reinstatements.
- Sergeant-At-Arms** - Maintains Chapter Colors and property.

See Chapter Website for a list of current officers.

**Meetings** Chapter meetings and events are scheduled at the beginning of the year. See the Chapter website for this year's schedule of events.

**Dues and Donations** Dues notifications are sent out beginning in September of each year. They are payable to the Chapter and sent to the Chapter Treasurer.

Currently, chapter dues are \$15 for Regular and Life members. Juniors pay no Chapter dues. Memorial Members (Regular and Junior) pay chapter dues upon application and none after that.

Donations may be made directly to the Chapter to support the costs of any of its programs. The chapter has no endowment funds.

**Participation** Chapter Committees are appointed by the President to support national and chapter programs. See the programs presented below to see how you can help with chapter programs.



*Opportunities to Participate in the Chapter* The Anthony Halberstadt Chapter participates in many of the National Society programs. The programs are in support of the National patriotic, historical, and educational objectives. The listing below will acquaint you with many of the programs that contribute to the chapter achieving the Americanism Award.

As you read through these programs, decide which of them you might be interested in supporting and record your choice in the questions that follow each description. The last question in each program section should be re-recorded on the summary sheet found on the last page of this workbook. Giving this Summary page to your Mentor will help the chapter officers get you involved.

### **Americanism Award**

Each year the Anthony Halberstadt Chapter participates in the National Americanism Award. The award is based on chapter and member participation in events or programs established by the National Society and meeting the stated objectives of patriotic, historical, and educational. Members turn in their involvement in these events or programs to the chapter chairman (Secretary) who maintains spreadsheets on the participation in various categories can be recorded. Awards are presented to chapters in four-chapter member sizes at the National Congress each July for the previous calendar year. Each chapter can compare its results against other chapters or their previous scores to determine how they are performing in meeting the Society objectives.

- Do you have computer spreadsheet skills? Yes    No
- Are you interested in helping the chapter by maintaining a spreadsheet or other administrative work? Yes    Not now

*Please record the answers on the summary sheet at the end of the Workbook.*

### **Youth Awards**

The Anthony Halberstadt Chapter supports the Youth Awards Program. This program solicits children in elementary, middle, and high schools, scouts, and Jr. ROTC to participate in various patriotic, educational, historical contests. Cash and certificate awards are made at the Chapter, State, and National levels.

Contests are as follows:

- Grades 3-5..... Poster Contest
- Grades 6-8..... Brochure Contest
- Grades 9-12..... Oration Contest
- Grades 9-12..... Essay Contest
- C.A.R. Award..... Outstanding Support of C.A.R. goals
- Eagle Scout Award..... Exemplary participation in Scouting, Genealogy Chart, 500 Word Essay
- American History Teacher Award..... Exceptional teaching on Revolutionary War period subjects

- Do you have school-age children, grandchildren, nieces, nephews? Yes    No
- Were you a teacher, or do you know a secondary education teacher? Yes    No
- Were you a Boy Scout, or are you interested in the scouting program? Yes    No
- Are you willing to help with the administration of a Youth Program? Yes    Not now

*Please record the answers on the summary sheet at the end of the Workbook.*

### *Flag Award*

The Anthony Halberstadt Chapter supports the National Society's annual program to honor individuals and/or local companies/organizations that fly our country's flag for patriotic purposes, not for commercial purposes and/or advertising or if required by law. Participation involves finding appropriate candidates, documenting the recipient, printing a Flag certificate and presenting the certificate in a brief ceremony.

- Do you know individuals or companies who fly the country's flag? Yes No
- Are you willing to find an individual, family, or company who does? Yes Not now
- Are you willing to attend the award ceremony at the recipient's location? Yes Not now
- Are you willing to help by reading a flag poem or leading pledge? Yes Not now
- Are you willing to help by participating in the Flag Program? Yes Not now

*Please record the answers on the summary sheet at the end of the Workbook.*

### *Color Guard*

The Indiana State SAR has a Color Guard. Perhaps one of the most visible actions the society can do express its patriotism and the historical attention to the Revolutionary Period are to march in parades with colors held high. The Color Guard does that. The Color Guard also participates in Grave Marking ceremonies; presents and retires the Flags at Community, Historical or DAR events; participates in memorial services; or stands guard during a viewing of a deceased member or at a national historic site. Color Guard duties can be the chapter, state, or national level. Participation earns medals to acknowledge support for the events. You can get started without a uniform by carrying the Anthony Halberstadt Chapter banner in parades. For about \$150, you can purchase a militia frock and tricorne hat. Other hats and homemade frocks may be appropriate, as long as they meet period requirements.

- Are you interested in wearing a period uniform or militia clothing? Yes Not now
- Do you get a sense of pride when marching in a parade? Yes Not now
- Would you like to become a member of your chapter Color Guard? Yes Not now

### *Grave Markings*

The Anthony Halberstadt Chapter supports the National Societies Patriot Grave Marking program. The grave marking committee seeks out gravesites, restoring or replacing stones and marking the stones. The marking concludes with a ceremony recognizing the patriot and his family if present. Participation in the program will lead to receiving a medal for every 15 graves marked.

- Do you appreciate walking through a cemetery searching for a grave? Yes Not now
- Do you enjoy researching biographical information? Yes No
- Do you enjoy writing stories and biographies? Yes No
- Would you like to support the chapters Grave Marking program? Yes Not now

### *Veteran Service and Support*

The Anthony Halberstadt Chapter supports the National Societies Veteran Service Awards program. This program provides certificates and medals to members who served in our nation's military. There is a Veteran War Service

award for those who were in a war zone and Veteran Service Award for those who have served but were not in a war zone.

The Anthony Halberstadt Chapter supports the National Societies Veteran Support Awards program. This program recognizes members who have given of their time to support veterans or veteran's programs.

- Were/are you a veteran in the United State Military? Yes No
- Have you been involved in veteran's organizations and events? Yes No
- Would you like to support the chapters Veterans Program? Yes Not now

### ***Patriot Research System Support***

The National Society has undertaken a significant project to combine three previous databases into one database called the Patriot Research System, PRS. Also, databases of information on other websites like the DAR website and the Find-a-Grave website are linked to the PRS, providing the ability to research revolutionary war patriots easily. Also, patriot biographies are being written and entered into the PRS.

- Do you like using computer skills and enjoy navigating websites? Yes No
- Are you interested in entering data on patriots into a database? Yes Not now
- Are you interested in researching biographical information on patriots? Yes Not now
- Would you be willing to help build the Patriot Research Database? Yes Not now

### ***250<sup>th</sup> Anniversary of the American Revolution***

The Anthony Halberstadt is supporting the National Society in its 250th Anniversary of the American Revolution. This program intends to present to the public as much information and events as possible in support of the national anniversary. The intent includes partnering with local and state organizations in their participation in the anniversary.

- Do you have an interest in the anniversary of our country? Yes Not now
- Are you a member of other organizations that are planning events? Yes Not now
- Would you be willing to help the chapter organize and hold events like the 250th Anniversary of the American Revolution? Yes Not now

### ***Wreaths across America***

A wreath across America is a National Veterans Remembrance Event held on the second Saturday in December. Led by local community organizations, a local cemetery site is selected, and the number of wreaths is determined. The same company that provides wreaths for the graves at Arlington National Cemetery provides them locally. The organizers research and mark the graves before the event, solicit purchases of wreaths from citizens and businesses. Local groups gather on the appointed Saturday and place wreaths on the graves of the veterans. At all locations across the nation at noon EST, a memorial service begins. Both SAR and DAR organizations support this veteran recognition effort.

- Do you have an interest in honoring the Nations Veterans this way? Yes Not now
- Are you willing to contact people or businesses and sell wreaths? Yes Not now
- Are you ready to put in a few hours preparing the cemetery and placing wreaths?

- Yes Not now
- Would you be willing to help the chapter organize and hold this event? Yes Not now

***Attendance at State and National Meetings***

Being a part of the State and National Societies provides the opportunity to see how the organization operates and participation in decision-making committees of the SAR.

There are two National Leadership meetings held annually in September and February. All the national committees meet at these two meetings to discuss, plan, and permute the various programs run by committees. There is also a National Trustees meeting where changes to the programs are approved. These actions, combined with a casual and a formal dinner and agenda for the Ladies Auxiliary, make each leadership meeting a worthwhile event. An invitation to attend is extended to all compatriots and family members. Only Trustees or Committee Members may vote on business issues.

There are three State meetings held each year. Any compatriot may attend the meetings and participate by providing opinions on business items. Only State Delegate members may vote on business issues.

- Yes Not now
- Are you interested in defining or coordinating programs? Yes Not now
- Do you enjoy working with a group? Yes Not now
- Are you interested in meeting new compatriots from other states? Yes Not now
- Would you like to attend a Leadership Conference? Yes Not now

***CONGRATULATIONS – New Member***

***YOU ARE ON YOUR WAY!***

Now find others who may want to join. INSSAR needs your active participation to honor our Patriots, honor our Veterans, and to educate our youth. Talk to your Chapter president about opportunities for you to get involved.

Welcome to the SAR and to the Anthony Halberstadt Chapter!

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## Appendix A – Beginning Medals and Certificates

The following medals and certificates are typical awards earned within the first three years of being a compatriot. Once the requirements of the medal are approved, the compatriot, National Society, State Society or Chapter purchases the medals. The details are defined in the National Society Official Handbook Volume V, Precedence Section. The compatriot may also work toward other medals or certificates. Those given here are typical. For the complete list of medals, certificates, and their requirements, see Volume V of the Handbook.

Medals awarded by the *National Society* for service to the NSSAR

- Lafayette Volunteer Service Medal. Awarded for performing 40 hours of volunteer service on assigned NSSAR programs.
- Patriot Grave Marking Medal. For planning or participation in the marking of 15 patriot graves.

Medals awarded by a *State Society* to Compatriots for service to the SAR

- Bronze Color Guard Medal. For participation in chapter and state color guard events.

Medals awarded by a *Chapter* to Compatriots for service to the SAR

- Chapter Medal of Distinguished Service. Presented by chapter president in recognition of the Compatriot's conspicuous service to the Chapter.
- Bronze Roger Sherman Medal. Presented by the chapter in recognition of and appreciation of outstanding services rendered to a chapter.

Medals awarded by National or State Society or Chapter for Military Service and Service to Veterans

- War Service Medal. For compatriots who complete an application and provide documentation (DD214) verifying military service in a branch of the US Military (including Coast and National Guard) in a hazardous or war zone.
- Military Service Medal. For compatriots who complete an application and provide documentation (DD214) of active duty service in a branch of the US Military.
- Service to Veterans Medal. For completion of the application on providing various types of service to veterans or veterans organizations.

Certificate awards Presented for Service to the SAR

- Distinguished Service Certificate. To recognize outstanding personal service exemplifying the finest of American ideals
- Certificate of Appreciation. To acknowledge outstanding support given to the Sons of the American Revolution.
- U.S. Flag Retirement Certificate. Presented for participation in the collection and destruction of worn, soiled, or otherwise unserviceable United States Flags.

Pins awarded for Donations to National Programs

- A Friends of the Library Membership Lapel Pin can be awarded for a nominal \$25 gift to the Friends of the Library. Annual renewal of membership is appreciated. Four additional levels of contributions are available.
- George Washington Endowment Fund Fellow Lapel Pin can be obtained for a gift of \$1000 to the George Washington Endowment Fund.

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## My Part Participation - Summary Sheet

Name \_\_\_\_\_

We ask that you complete this summary sheet and turn it in at the end of the workbook presentation. It will help us involve you in our programs where you have the experience, skills, or interest. If you are not ready to help at this time, *that is okay*. You may want to take some time to get to know the chapter better. At least we will have a record of your interest and can share opportunities that you might relate to as they present themselves.

Based on the answers entered in the Orientation Workbook, please indicate your willingness to help by checking each area of interest:

- Helping with chapter administrative tasks and programs? (i.e., Americanism Award, newsletter, data entry, leadership, meeting preparation) ..... Yes Not now
- Working with one or more Youth Programs ..... Yes Not now
  - Which one/ones? \_\_\_\_\_
- Participating in the chapter Flag Program? ..... Yes Not now
- Participating in the chapter Color Guard? ..... Yes Not now
- Participating in the chapter Grave Marking program? ..... Yes Not now
- Participating in the chapter Veteran's Programs? ..... Yes Not now
  - Are you a veteran of the United State Military?                      Yes    No
- Preparing and/or presenting revolutionary-period talks? ..... Yes Not now
- Participating in the National Society's Patriot Research System? ..... Yes Not now
- Participating in the 250th Anniversary Programs? ..... Yes Not now
- Participating in Wreaths across America? ..... Yes Not now
- Donate to support the programs of the Chapter, State, or National Society? Yes Not now
- Helping organize and hold chapter events? ..... Yes Not now

THANK YOU FOR HELPING US GET YOU STARTED IN BEING AN ACTIVE INVOLVED COMPATRIOT.

*(Continued on reverse)*

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## Where I am Willing to Help - Summary Sheet

What special interests, skills, experience, or hobbies do you have that might add to the Chapter's outreach in the community?