

**TEXAS SOCIETY  
ORDER OF CONFEDERATE ROSE, INCORPORATED**

**STANDING RULES**

**ARTICLE I  
PURPOSE**

The purpose of adoption of Standing Rules by TSOOCR is to provide guidance for procedures. Standing Rules may be changed at any meeting.

**ARTICLE II  
MEMBERSHIP**

1. The Chapter President/Representative or representative of the individual chapter will forward all membership forms and checks for TSOOCR dues to the TSOOCR Treasurer.
2. The Chapter President/Representative or representative of the individual chapter will issue membership cards provided by the TSOOCR.
3. The Chapter President/Representative or representative will be responsible for submitting dues to the TSOOCR Treasurer with a list of paid members no later than May 1<sup>st</sup> of each year.
4. The TSOOCR Treasurer will transmit the application forms to the TSOOCR Secretary.
5. The TSOOCR Secretary will prepare and mail the welcome letter, membership certificate and pin to the Chapter President/Representative.
6. A total membership list will be given to TSOOCR Officers and Chapter President/Representatives twice a year.
7. The TSOOCR Treasurer will be responsible for providing the Dispatcher with e-mail addresses for new members. (Chapter President/Representative will be responsible for providing the changes for current members.)
8. No Texas membership pins will be sold to persons from other states unless they become a TSOOCR member.
9. The Chapter President/Representative shall furnish all changes in member personal information, ie., changes in name, address, telephone and/or email address to the TSOOCR Treasurer. The Treasurer will then notify the Director, Secretary and other officers, as needed.

**ARTICLE III  
LIFE MEMBERSHIPS**

1. The same procedure will be followed as a regular membership application.
2. The cost of a Life Membership shall be the amount stated in the bylaws.
3. The TSOOCR will retain one hundred dollars (\$100.00) and the chapter will retain twenty dollars (\$20.00).

4. The funds from all Life Membership dues shall be invested, as soon as feasible. The interest from the Life Membership will be designated for the Scholarship Fund.
5. Life Memberships shall be recognized by the presentation of a Life Membership plaque and pin, provided by TSOOCR, at the Annual State Meeting. If the Life Member is not present at the Annual State Meeting, the plaque will be given to the Chapter President/Representative or mailed to the individual.

#### **ARTICLE IV ASSOCIATE MEMBERS**

1. Associate Members are persons who wish to work with two TSOOCR chapters. The TSOOCR membership dues will be paid to only one chapter. They shall be listed as Associate Members on the other chapter roll. Associate Membership is not reported to the TSOOCR Treasurer.
2. A chapter who has Associate Members determines dues paid, if any, and if voting rights are permitted.

#### **ARTICLE V LEGACY MEMBERSHIPS**

1. The same procedure will be followed as a regular membership application.
2. The one-time dues of ten dollars (\$10.00) will be invested, as soon as feasible.
3. The interest from Legacy memberships will be designated for the Scholarship Fund.
4. Each Legacy member will receive a copy of the *TEXAS CONFEDERATE HERITAGE TRAIL BOOKLET*, a certificate and a pendant.

#### **ARTICLE VI ORGANIZATION OF NEW CHAPTERS**

1. All chapters must have the support of a local TDSCV camp or the Texas Division. Only one chapter is recommended per town unless two local SCV camps exist.
2. Persons wanting to begin a new TSOOCR chapter must contact the TSOOCR Director or Treasurer to begin the process.

#### **ARTICLE VII DISTRIBUTION OF PACKET MATERIAL AT EXECUTIVE COMMITTEE MEETINGS AND ANNUAL MEETING**

1. All reports and information to be included in the packets must be given to the TSOOCR Director two weeks in advance of the meeting.
2. When any material is not received by the deadline, the individual making the report will be required to make the needed number of copies.
3. The number of copies printed for each Executive Committee Meeting will be only for the TSOOCR officers, appointed committee chairpersons and one (1) for each TSOOCR chapter.

4. It will be the responsibility of each Chapter President/Representative to supply additional copies of the material for their chapter members. Extra copies will not be made and mailed for members.
5. Any Chapter President/Representative not represented at the meeting will be mailed a copy of the material presented at the meeting.
6. All members attending the Annual Meeting will be given a packet of material.

## **ARTICLE VIII CERTIFICATES OF APPRECIATION**

1. Certificates of Appreciation may be presented with approval from the local OCR chapter or TSOOCR to individuals who publicly support the preservation and protections of Confederate history, heritage and flags.
2. Certificates of Appreciation may be presented to members for outstanding service to the TSOOCR.
3. If TSOOCR is to make the presentation, a recipient must be recommended to the TSOOCR Executive Council or by an OCR member.
4. For a local person or group to be honored, the certificate may be presented by the local OCR chapter at an appropriate time and place.
5. Certificates of Appreciation Forms will be provided by the TSOOCR to the local chapter upon request from the TSOOCR Director.

## **ARTICLE IX MEMORIALS**

1. Upon the death of a TSOOCR chapter member, the Chapter President/Representative will obtain all pertinent information and forward to the TSOOCR Chaplain. The Chaplain will notify the TSOOCR Director, Secretary and Treasurer.
2. Upon the death of a TSOOCR Member-at-Large, the family members shall notify the TSOOCR.
3. Deceased member's names will be listed in the next newsletter.
4. The deceased members will be honored at the SCV Memorial Service held annually by the TDSCV and TSOOCR Chaplains.
5. A casket drape with the TSOOCR logo will be provided to the family, if the deceased has served as a state officer.
6. At the time of any TSOOCR member's death, the family will be offered a "Black Rose" graveside service.
7. Bronze TSOOCR grave markers may be purchased from the TSOOCR. The TSOOCR will charge only the purchase cost plus postage.
8. Individuals may purchase a "screen print logo" to make a casket drape.
9. Memorials will be sponsored by the local chapter for their members, and by the TSOOCR, if the member has been a state officer or an At-Large Member. The following are suggested memorials:
  - A. A donation to a project sponsored by the local camp.
  - B. A donation of a southern history book to a public or school library.
  - C. A donation to a heritage or scholarship fund.

**ARTICLE X**  
**MEMORIALIZATION FOR AN OCR PRESIDENT, PAST OR PRESENT (TEXAS OR**  
**ANOTHER STATE); TDSCV OFFICER, PAST OR PRESENT;**  
**TDSCV OFFICER OR TSOOCR OFFICERS' FAMILY MEMBER; OR**  
**SCV COMMANDER, PRESENT OR PAST**

In lieu of flowers, a memorial donation not to exceed seventy-five dollar (\$75.00) will be sent to the scholarship fund or a Southern heritage project.

**ARTICLE XI**  
**GIFT TO THE OUT-GOING TSOOCR DIRECTOR**

1. The Assistant Director shall purchase a gift, not to exceed seventy-five dollars (\$75.00).
2. The gift shall be presented at the last meeting in which the Director is presiding or at the next meeting in which the Past Director will be in attendance.

**ARTICLE XII**  
**RETURNED CHECKS RECEIVED BY THE TREASURER**

1. The Treasurer will contact the signer of the insufficient returned check by phone or e-mail. A six-dollar (\$6.00) charge will be added to the amount due to additional expenses incurred by TSOOCR.
2. If there is no response to the first contact, a certified letter will be sent with a return card to show the information was received. A copy of the Standing Rules will be included in the letter and a fifteen-dollar (\$15.00) charge will be added to that amount due to additional expenses incurred by the TSOOCR.
3. If there is still no response, a copy of the certified letter will be taken to the District Attorney, and a forty-dollar (\$40.00) charge will be added due to the additional expenses incurred by the TSOOCR.

**ARTICLE XIII**  
**MONETARY DONATIONS**

1. All donations made by TSOOCR must meet the criteria being used for defending southern heritage, historical preservation, or educational or benevolent purposes. All donations must meet with, and be in compliance with, the non-profit status of the TSOOCR.
2. The request must be approved by majority vote of eligible voting members at an Executive Committee Meeting or an Annual Meeting.
3. All funds to be donated by the TSOOCR must have a written request, containing a proposal with cost and completion date. Requests for disbursements from the silent auction must be submitted no later than March 15<sup>th</sup> before the SCV State Reunion. The request form will be provided on the TSOOCR Website. The Executive Committee must approve all requests.
4. The TSOOCR Scholarship Fund will be designated as twenty percent (20%) of the funds raised from product sales.

**ARTICLE XIV  
USE OF THE TSOOCR CREDIT CARD**

1. A TSOOCR credit card will be held by the Director and Treasurer. The Treasurer will alert the Director when the account is almost to the limit of the card.
2. The limit of the card is one thousand dollars (\$1,000.00).
3. The TSOOCR credit card is limited for use of the following:
  - A. Orders by phone, U.S. Mail or e-mail for sale items.
  - B. TSOOCR pins, awards, purchase of supplies, i.e. stationary, certificates, printing and postage.

**ARTICLE XV  
THE NEWSLETTER**

1. A newsletter to the membership and other Confederate States Directors will be published four (4) times a year. Those with e-mail will receive an electronic copy with color. All others will receive a black and white copy by the U.S. Mail.
2. A schedule will be published in June after the Annual Meeting. All articles will be given to the editor two (2) weeks before publication.
3. "Dixie Bell" donations will be a minimum of ten dollars (\$10.00) to help with the cost of publishing the newsletter. Donations will be accepted throughout the year.

**ARTICLE XVI  
HISTORIAN**

1. Chapter Presidents/Representatives or their designees shall be responsible for sending information and pictures for their chapters to the Historian.
2. The Historian shall maintain an accurate history of the TSOOCR.

**ARTICLE XVII  
SCHOLARSHIP COMMITTEE**

1. At the beginning of each term, the TSOOCR Director shall appoint a Scholarship Committee chairperson who will serve for two (2) years.
2. The chairperson will be responsible for appointing three (3) committee members to judge the scholarships submitted. As long as a numbering system is in place for selection of the winner, the committee members may be from any area from which a scholarship has been submitted.
3. The chairperson will notify the TSOOCR Director of the selection of the committee by May 1st.
4. The chairperson will notify the TSOOCR Director by May 15<sup>th</sup> of the winner of the scholarship.
5. The chairperson will notify the scholarship recipient and request their attendance at the Annual Meeting.

6. The Scholarship Committee chairperson shall be responsible for choosing an essay topic and shall submit said topic to the TSOOCR Director no later than the winter (December-February) Executive Committee Meeting.
7. The Scholarship Committee chairperson shall distribute the TSOOCR scholarship packet of applications, instructions and essay topic to all TSOOCR Chapter Presidents/Representatives and TDSCV Camp Commanders no later than March 1<sup>st</sup>.

**ARTICLE XVIII  
TSOOCR E-MAIL DISPATCHER AND CHAPLAIN**

1. TSOOCR e-mail data is provided exclusively for the purpose of communication with TSOOCR constituents listed below:
  - A. Texas Society Order of Confederate Rose.
  - B. Legacy of the Texas Society Order of Confederate Rose.
  - C. Sons of Confederate Veterans.
  - D. Military Order of the Stars and Bars.
  - E. United Daughters of the Confederacy.
  - F. Children of the Confederacy.
  - G. Order of Confederate Rose Confederation of States
2. TSOOCR Chaplain will use the e-mail data for prayer requests, such as:
  - A. Illness and hospitalizations.
  - B. Death.
  - C. Notice of Memorial Services.
  - D. Military notices.
3. TSOOCR Dispatcher will use the e-mail data for:
  - A. Posting notices of ALL meetings and minutes of previous meetings.
  - B. Posting notices from TSOOCR officers and appointed chairpersons.
  - C. Posting notices and events sponsored by the organizational leaders listed above, as requested.
  - D. Posting items for sale, contests or scholarships sponsored by any of the organizations listed above.
  - E. Contacting members to verify e-mail addresses.
  - F. Emailing the packets material composed of officer reports, etc. to each TSOOCR Officer and/or each Chapter's President/Representative before each Executive Committee, Board of Directors' or special called meeting as directed by the TSOOCR Director.
4. TSOOCR e-mail list shall not be used by any organization not listed above. Anyone abusing the TSOOCR e-mail will have email privileges and access suspended and may be subject to legal action.

**ARTICLE XIX  
THE TSOOCR WEBMASTER**  
<http://www.texasocr.org>

1. The Webmaster, Director and Treasurer will be given the password and I.D. for the account.
2. All materials to be posted on the website **MUST BE TRANSMITTED TO THE WEBMASTER** and in the correct format requested by the Webmaster.

3. Information submitted must be appropriate for the pages on the website.
4. The Webmaster is the ONLY person permitted TO POST INFORMATION ON THE WEBSITE.
5. Any additional pages for the Website must be approved by the Executive Committee.

**ARTICLE XX  
ADMENDMENTS TO THE STANDING RULES**

Standing Rules may be amended during the year, on immediate need, by majority vote of members in good standing at an Executive Committee, Executive Board, Special Called or Annual Meeting.

Amended March 20, 2010.