

**BY-LAWS  
DUTCH COLONIAL SOCIETY**

**Adopted 14 April 2010  
(as revised 10 April 2013)  
(as revised 9 April 2014)  
(as revised 15 April 2015  
(as revised 12 April 2017)**

**ARTICLE I: Name**

The name of this organization shall be the Dutch Colonial Society. It is the continuation of the Dutch Colonial Society of Delaware founded in 1962 by Mrs. Harry Clark Boden IV. Hereinafter it shall be referred to as the "Society."

**ARTICLE II: Purpose and Objectives**

The purpose and objectives of the Society shall be:

To perform research and education about those hardy and enterprising early ancestors from the Netherlands who concentrated their efforts, labor and skills in building the enduring greatness of the United States of America.

To educate, preserve and increase the knowledge of the history of Dutch settlement of the United States of America by the preservation of documents and the recording of family histories, lineages, and traditions.

To be involved in charitable and educational efforts and to support patriotic, genealogical, literary, historical and social activities that further the purposes and objectives of this Society within our country.

**ARTICLE III: Membership**

**Section 1. Eligibility**

Membership is extended to men and women 18 years of age or older who are lineal descendants of an ancestor who satisfies the criteria below and who became a resident in the territory within the present boundaries of the United States of America.

**Section 2: Invitation and Status**

A. Membership is by invitation and shall be extended by the President. Membership inquiries are welcome.

B. Eligibility categories for members who have attained the age of 18 or above:

**COLONIAL MEMBER:** Proven direct descent from a Dutch settler (i.e. born in the Netherlands) in any settlement (Dutch or non-Dutch) in the United States no later than 19 April 1775.

Also eligible are descendants of selected non-Dutch ancestors who resided in New Netherlands prior to the Treaty of Westminster, 1674, or settled in what is now the continental United States no later

than 19 April 1775, and have proven significant service in the Netherlands and/or the United States to Dutch heritage in business, cultural, military or political affairs furthering Dutch heritage.

**NON-COLONIAL MEMBER:** Proven direct descent from any native of the Netherlands who settled in the United States of America after 19 April 1775.

**HONORARY ASSOCIATE MEMBERS:** Those persons who have made a significant contribution to the study and genealogy of early Dutch ancestry or Dutch history, or who have been a significant benefactor of the Society, on rare occasions, may be elected by the general membership. Lineal descent is not a requirement. Honorary Associate members may attend all social functions of the Society, but may neither vote nor hold office..

C. Both Colonial and Non-Colonial members have the right to vote and hold office.

D. Any member may resign from membership at any time by submitting a letter of intent to the Genealogist. The Life Membership fee shall be wholly retained by the Society.

### **Section 3. Application**

An applicant shall submit an official lineage application form complete with fully documented sources for each name, date, and event location per generation. Documentation is required of the ancestor's residency within the present boundaries of the United States of America.

### **Section 4. Membership Fees**

A. There shall be two categories of membership fees:

i. The Life Membership fee shall be a one time fee, set by the Executive Council, and shall include a certificate of membership. The fee shall be submitted with the application.

ii. The Annual Membership fee shall be a fee payable at the time of joining the Society with an annual payment thereafter. Annual Members have the option of purchasing a certificate of membership.

B. Should application papers fail to prove an acceptable lineal descent, the Life Membership fee or the Annual Membership fee shall be returned in full to the applicant.

C. The fee for supplemental applications for descent from additional ancestors shall be set by the Executive Council and is a non-refundable fee. Certificates honoring supplemental ancestors shall be available for purchase.

### **Section 5. Fiscal Year**

A. The fiscal year of the Society shall run 1 January to 31 December.

B. For members paying the Annual Membership fee, any Annual Members being approved after 30 September but before 31 December in a given year shall not be charged dues for the following year.

## **ARTICLE IV: Officers and Duties**

### **Section 1. Officers**

The officers of the Society shall consist of the following, in this designated order:

President, Vice President, Secretary, Treasurer, Genealogist, Historian, Dominie. There also shall be up to six additional officers designated as PATROONS. Upon the recommendation of the Executive Council to the membership, other offices may be created to carry out the business of the Society and the Bylaws as set forth in Article IX. The President may appoint a Parliamentarian and shall be responsible for appointing all committee members and committee chairmen. Neither the Parliamentarian nor committee members nor chairmen shall be considered officers.

## **Section 2. Executive Council**

A. Executive Council shall consist of all Officers, including Patroons, and shall be referred to hereinafter as the "Council."

B. The Council shall meet upon the call of the President or upon written request of three (3) Council members. Three (3) Council members shall constitute a quorum at all Council meetings.

C. The Council shall conduct the business and oversee the interests of the Society between Annual Meetings and shall have the power to deal with all issues pertaining to the Society, including, but not limited to, adoption of an approved standard IRS Conflict of Interest Policy and/or changes thereto, as it sees fit, with the exception of any alterations to the Bylaws. Therefore, the Council is empowered to make decisions by means of a vote. In such a manner, the Council shall endeavor to document that vote in an appropriate manner in its next face-to-face meeting so that decisions can be documented in the minutes of the Executive Council.

## **Section 3. Officers' Duties**

A. The PRESIDENT shall be the Chief Executive Officer of the Society, shall represent the Society officially upon all occasions, shall fill by appointment all vacant offices, and shall appoint all committees and shall be ex-officio voting member of all committees except the nominating committee. It shall be the duty of the President to set the date for all meetings, define the style of the meeting, preside at all meeting, and extend all invitations to membership. The certificates of members shall be signed by the President. If necessary, the President shall make a recommendation to the Executive Council for dissolution of the Society which will take effect only if supported by two-thirds (2/3) of the members of the Executive Council.

B. The VICE PRESIDENT shall assist and support the President and shall be familiar with the duties and business of the office of President. The Vice President shall be in charge of the Society insignia. This officer shall chair all committees regarding insignia and present any committee recommendations to the Executive Council for a determination. Insignia inquiries shall be sent to the Vice President who shall provide a Society form and information to the members and promote the sale of the Society's insignia. All orders shall go to this office for authorization and be submitted by this officer to the Society's official jeweler.

C. The SECRETARY shall assist and support the President and shall record, maintain, and report an accurate record of all Society proceedings at all official meeting, thereafter filing one (1) copy of each report with this office and submitting one (1) copy to the President within an agreed upon time-frame. In an election year, the Secretary shall send a signed copy of the minutes reflecting the change of officers to the Treasurer as well. The Secretary shall handle all correspondence and mailings of the Society as directed and maintain at all times a current mailing list.

D. The TREASURER shall assist and support the President and shall be charged with the responsibility of maintaining all legal and proper financial records of the Society. This officer shall receive all funds, make all deposits of the Society's revenues, and acknowledge the receipt of same in a written format. No disbursement of the Society's funds shall be made in excess of \$100.00 except on the order of the President. All bills sent to the Treasurer for reimbursement by an Officer or Committee Chairman must be accompanied by a receipt and/or explanation for the requested reimbursement. The Treasurer shall prepare and submit photocopies of an annual itemized report for

each member present at the annual meeting and shall do the same at the discretion of the President when additional reports are deemed necessary. The Treasurer shall prepare and file, within the time-frame stated by law, all required forms and income tax returns for the organization when applicable.

E. The GENEALOGIST shall assist and support the President and shall be a qualified genealogist by avocation or profession. The Genealogist shall be responsible for assisting prospective or active members when called upon, for providing an application and detailed instructions, for sending requested supplemental forms and necessary information, for verifying all submitted application/supplemental papers in an efficient and timely manner and for maintaining and archiving proper files of all approved lineage papers and correspondence. One (1) original application and two (2) photocopies of the application are to be submitted with one (1) set of pertinent documentation to the Genealogist. All applications papers (original and photocopies) shall contain original signatures and dates, and be printed on acid-free paper. A check made payable to the Dutch Colonial Society for the Life Membership fee or the Annual fee and/or supplemental fee must accompany the paperwork. The Genealogist shall send the check(s) to the Treasurer. The Genealogist also shall inform other officers of changes in membership and shall provide a membership report annually to each officer and prepare a report for presentation at the Annual Meeting. The Genealogist shall provide to the Historian a duplicate copy of the Society's application and supplemental papers for safekeeping in the Society's archives. The Genealogist shall be responsible for preparing membership certificates.

F. The HISTORIAN shall assist and support the President and shall be responsible for recording and preserving in the Society archives all historical and commemorative records compiled by, or in honor of, the Society. The Historian shall be the custodian of the Society's duplicate application and supplemental papers. The Historian also shall make recommendations to the President and the Executive Council as to Dutch-American history-related organizations and endeavors for the support and financial contributions by the Society.

G. The DOMINIE shall assist and support the President and shall prepare and deliver blessing, invocation, benediction, etc., at all Annual and Council meetings and Society events as so directed by the President. The Dominie shall acknowledge members in times of illness and special occasions and shall make every attempt to do the same to the families of deceased members. The Dominie shall maintain a record of the date of death of all members who have died and prepare a necrology report and deliver a memorial service at the Annual Meeting for the same.

H. Each PATROON shall act as an advisor to the Society and serve on committees as requested by the President.

#### **Section 4. Officers' Election and Nominating Committee**

A. Every two (2) years, beginning in an even-number year, the term of office shall change. Election shall be majority vote of the members present, having established a quorum. The election shall be held at the Annual Meeting and the new President shall assume his/her position at the close of that meeting.

B. Any member in good standing shall be eligible for election with the stipulation that the office of the President must be filled by an individual who has previously served on the Council. An officer who has been appointed to fill a vacancy on the Council is eligible to hold any elected office in the following term except for that of the President.

C. An officer may serve a second term of office in the same position or be elected to another position within the Council for no more than three (3) consecutive terms, with the exception of the Treasurer and the Genealogist who may service until their successors are elected.

D. A Nominating Committee of no fewer than three (3) members shall be appointed by the President to present a slate of officers for election every two (2) years in the even-numbered years. The membership shall be notified of the proposed slate of officers in the annual meeting notice.

### **Section 5. Patroons Election and Nominating Committee**

A. Every year, the term of three (3) Patroons shall change. Election shall be majority vote of the members present, having established a quorum. The election shall be held at the Annual Meeting and the three (3) new Patroons shall assume his/her position at the close of that meeting.

B. Any member in good standing shall be eligible for election with the stipulation that a Patroon may not be an officer while serving as a Patroon.

C. Patroon may serve no more than three (3) consecutive three (3) three year terms.

D. A Nominating Committee of no fewer than three (3) members shall be appointed by the President to present a slate of Patroons for election to three (3) year terms. The membership shall be notified of the proposed slate of Patroons in the annual meeting notice.

### **Section 6. Vacancies in Office**

The President shall fill any vacancy in any office that may occur after an election and the appointee shall serve for the balance of the unexpired term. A vacancy in the office of the President shall be filled by the Vice President. If that is not possible, the office shall be filled for the remainder of the term of office by an appointment from within the Council determined by a majority vote of the Council.

## **ARTICLE V: Annual Meeting**

### **Section 1. Annual Meeting Date & Location**

The Society shall hold an Annual Meeting, at the call of the President, and in a location determined to be conducive to the promotion of this Society, unless otherwise determined by the President or directed by a majority vote of the Council.

### **Section 2. Annual Meeting Purpose and Quorum**

The purpose of the Annual Meeting shall be for the appointment of a new Executive Council in even-numbered years, recording and receiving reports from officers and/or committees, and any business that may be considered essential to the agenda by the President. Four (4) members of the Society shall constitute a quorum of the Annual Meeting. There shall be no voting by proxy.

## **ARTICLE VI: Seal and Insignia**

### **Section 1. Official Seal**

The official Seal of the Society shall consist of two swans facing each other with a representation of a Dutch ship in between them and above the ship a shield with a rampant lion. Below this composition appear the words Zwaanendael 1631. Zwaanendael or Swaanendael was a Dutch settlement in Delaware founded in 1631 and was Delaware's first European Settlement. The

name is an archaic Dutch spelling for “valley of the swans.” The site of the settlement later became the historic town of Lewes, Delaware.

## **Section 2. Insignia Description**

The insignia of the Society shall be that of a medallion containing the seal design. The medallion shall be suspended from an orange ribbon, signifying the Dutch Royal House of Orange-Nassau. It was William I of Orange who organized the Dutch revolt against Spanish rule in the Netherlands.

## **Section 3. The Wearing of Insignia**

All members are entitled to purchase and wear the official insignia. The Society insignia is worn on the left shoulder or with the seal suspended over the heart. No other lineage insignia may be worn in conjunction with the Society’s insignia unless a member chooses to wear miniature insignia en masse, with the exception of the Gavel Society pin, if applicable. If miniatures are worn en masse, all insignia should be assembled in chronological order of the founding of each Society.

## **Section 4. President’s Insignia**

The President will be entrusted with the protection and care of the Society’s official President’s insignia and shall wear it at all functions and occasions when deemed appropriate. The insignia of the President shall be worn suspended from a neckband of the official society ribbon, or suspended from a bow of official Society ribbon, and shall be the only hereditary society insignia worn, with the exception of the Gavel Society pin, if applicable. The President may wear a four inch wide white sash embellished with official society ribbon. The insignia, neck band, and sash shall be passed to the incoming President at the installation of officers and remains the property of the Society. The President upon leaving office may continue to wear the Presidential insignia in an honorary capacity suspended from a neckband of official society ribbon, or suspended from a bow and worn with the past President’s sash of four inch wide white ribbon embellished with two narrow strips of official society ribbon on outer edges. The Presidential Insignia in the small scale shall be awarded to the outgoing President by the society.

## **Section 5. Officers’ Insignia**

All other officers of the Society shall be entitled to wear their insignia suspended from a neckband of the official society ribbon, or pinned on the left shoulder and worn with a sash: Officers – a three inch wide white sash embellished with official society ribbon in the center; Patroons - a two inch wide sash of official society ribbon. When worn in such a manner shall be the only hereditary society insignia worn, with the exception of the Gavel Society pin, if applicable. This applies to officers only while they are in office whereas the President upon leaving office may continue to wear the Presidential insignia in an honorary capacity if he/she has purchased his/her own Presidential insignia or been awarded Presidential insignia by the Society.

## **ARTICLE VII: Removal of an Officer and/or Member**

After notice and hearing before a majority of the Executive Council, the Council by a two-thirds (2/3) vote may revoke the privilege of holding an office and/or membership in the Society from an officer or member whose conduct or actions are found to be prejudicial to the Society, including but not limited to the following: conduct or action in opposition to, or in conflict with, the articles and objects of the Society; conduct or action which brings embarrassment, ridicule or disgrace to the Society, its members or the memory of our Dutch ancestors or misuse of the name, insignia, logo, or official

records of the Society. Prior to the hearing, the Secretary shall send a copy of the said notice, by U.S. Mail (non-certified and without return receipt requested) to the last known address of said officer and/or member. Refusal to participate in the procedure set out in this article by the party in question shall not preclude the Council from reaching a conclusion to this matter.

### **ARTICLE VIII: Parliamentary Authority**

Robert's Rules of Order Newly Revised, as amended or supplemented from time to time, shall govern the Society in all cases to which they are applicable and in all cases in which they are not in conflict with these Bylaws and/or any special rules of order adopted by the Society.

### **ARTICLE IX: Amendments**

These Bylaws may be amended at any Annual Meeting on recommendation of the Council provided notice of any proposed amendments shall be presented to the Council at least ninety (90) days prior to the Annual Meeting. A two-thirds (2/3) vote of the members present shall be necessary to amend these Bylaws.

### **ARTICLE X: Nonprofit Status**

No part of the net earnings of the Society shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Society shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II above. No substantial part of the activities of the Society shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Society shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Society shall not carry on any other activities not permitted to be carried on (a) by an entity exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future Federal tax code, or (b) by an entity, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code. Notwithstanding any other provision of these Bylaws, this Society shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Society.

### **ARTICLE XI: Dissolution**

Upon the dissolution of the Society, the Council shall, after paying or making provision for the payment of all liabilities of the Society, distribute all of its assets, for one or more exempt purposes, to such designated organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future U.S. Internal Revenue law) as the Council shall determine. Any such assets not so disposed of shall be disposed of by the court of competent jurisdiction where the principal office of the Society is then located exclusively for such purposes or to such organization or organizations as such court shall determine, which are organized and operated exclusively for such purposes.