



Membership Guide
for
The Saint Andrews Society
of
Jacksonville, Florida
As amended January 2017

Saint Andrew's Society of Jacksonville
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Saint Andrew's Society
of
Jacksonville, Florida
Organized 1977



Past Presidents

1977-1978	Cdr John R Sutherland, USN Ret
1979-1980	Lt Col J Kinloch McCollum, USMC Ret
1981	MSgt Chase D Sheddan, USA Ret
1982*	Rev. Peter M. Norman
1982	ATCS George J. Werner, USN Ret
1983	William R. Blackard, Jr
1984	James Cameron
1985	Cdr. Neil Craig, USN Ret
1986	George Osborne
1987	Cdr. Neil Craig, USN Ret
1988-1989	Ross T. Gregg, Jr.
1990	George Osborne
1991	Virginia Gregg
1992	Mary L. Sheddan
1993-1994	Rev. George A. Burns
1994-1996	Dr. Hunter Smith
1997-1998	LtC. Larry Nichols, USA Ret
1999	J. Kinloch McCollum, Jr.
2000	Bruce Gervin
2001	Mark Douglas
2002	Ann Reilly
2003-2007	Janet Gervin
2008	EJ Taylor
2009*	JoAnne Anderson
2010	Mairi Dilmuth
2011 - 2012	Janet Gervin
2013 - 2015	Kevin Burke
2016-present	Janet Gervin

*Did not complete term of office

THE HISTORY OF THE SAINT ANDREW'S SOCIETY OF JACKSONVILLE

In early 1977 approximately 150 Scots and Scottish Americans gathered to discuss the formal organization of individuals in the Jacksonville area who were interested in their Scottish heritage.

These early gatherings, supervised by a Steering Committee under the leadership of Darlene Tye, were spent in search of a name. In March 1977, two names were put to a vote – The Scottish Society and The St. Andrew's Society.

A unanimous vote was rendered in favor of The St. Andrew's Society and a committee was formed under the chairmanship of J. Kinloch McCollum to develop and present a charter and by-laws.

By July, the by-laws and articles of incorporation had been approved nominations began for the Society's first slate of officers. By August, votes had been counted and the Society was formally chartered August 18, 1977.

On September 10, 1977 the first meeting under the new charter was held at Valle's Restaurant in order to properly celebrate the Inaugural Installation Banquet for the 241 charter members, officers, and managers of the St. Andrew's Society of Jacksonville.

SAINT ANDREW

Very little is really known about Saint Andrew himself. He was thought to have been a fisherman in Galilee (now part of Israel), along with his elder brother Simon Peter (Saint Peter). Both became apostles of Jesus Christ, founder of the Christian religion. Saint Andrew is said to have been responsible for spreading the tenets of the Christian religion through Asia Minor and Greece. Tradition suggests that Saint Andrew was put to death by the Romans in Patras, Southern Greece by being pinned to a cross (crucified). The diagonal shape of this cross is said to be the basis for the Cross of Saint Andrew, which appears on the Scottish flag.

Early Scots claimed to possess relics of the apostle, including an arm bone, signifying his readiness to protect them. This was explained by a fable relating that Saint Regulus had removed relics of Andrew from Constantinople and brought them to what is now Saint Andrews in Fife, Scotland.

Another tale tells of Angus, King of the Picts (730-761 AD) battling against the Scots of Dalriada, the Angles of Northumbria, and the Britons of Strathclyde. Legend holds that in one of his campaigns, Angus had a vision of the cross of Saint Andrew in the sky. He may well have been the founder of the monastery at Saint Andrews.

The Saltire, or cross of Saint Andrew, became the Scottish national emblem in 750 AD and, much later, was adopted as the foundation for the Union Jack.

BYLAWS
Of
SAINT ANDREW'S SOCIETY OF JACKSONVILLE, FLORIDA
August 1977

As amended January 2017

ARTICLE 1: Objectives

Section 1

The objectives of this corporation shall be: To dispense charitable and educational assistance to Scots, lineal descendants of Scots, and to their spouses and children; to study and perpetuate Scottish traditions and culture, including its history, heraldry, pageantry, music, literature, language and crafts, and to have and exercise all the powers conferred by the Laws of the State of Florida upon said corporation within the meaning of *Section 501(c)(3) of the Internal Revenue code of 1986* (or the corresponding provision of any future United States Internal Revenue law).

ARTICLE II: Membership

Section 1

The Membership of this corporation shall constitute all persons, regardless of age, sex, national origin, or religious belief, who have expressed and possessed, to the satisfaction of the membership committee, a genuine interest in the purposes and objectives of the corporation, and who have been approved for membership by the Board of Managers.

Section 2

Members may be in the following categories: Active, Family, Honorary, and Nonresident.

(a) Active (Voting) Members. An Active (Voting) Member shall be any individual over the age of eighteen who remains on the current rolls through payment of annual dues. Active membership is available in two categories:

1. Single membership
3. Family (and children under 18 years of age)

(b) Honorary Members. The Board of Managers may, from time to time, award Honorary Membership to any individual who has made an outstanding and significant contribution to the Society or Scotland.

(c) Non-resident (Non-voting) Members. Any applicant, or member, who resides more than 50 miles from Jacksonville, upon written request, may be designated a Non-Resident Member by the Board of Managers. The annual dues for a Non-Resident Member shall be one-half the amount of the annual dues of an Active Member.

Section 3

Voting rights and privileges to hold elective office shall be limited to Active members.

ARTICLE III: Fees and Dues

Section 1

There shall be no entrance fee.

Section 2

Every successful applicant for membership may become a member of the Society by the payment of the annual dues.

Section 3

Annual dues shall be payable in advance as of the first day of January each year. Annual dues for the first year of Membership will be assessed on a semi-annual basis. Upon written request by a Member serving duty in the armed forces of the United States of America in time of war or national emergency, the Board of Managers may suspend his/her liability for dues during the absence from the Jacksonville area.

Section 4

Honorary Members shall not be required to pay dues.

ARTICLE IV: Termination of Membership

Section 1

Members may terminate their membership at any time. Any Member who requests termination should do so in writing to the Board of Managers at least two months prior to the termination date requested. Requested termination by a Member does not include any refund of dues paid to the Society.

Section 2

Members in arrears after the beginning of each Society year, January first, shall by written notice, be given an opportunity to continue their Membership by paying, within ninety days, their current dues. Members whose dues are not paid prior to April first shall be placed on the inactive rolls of Membership.

Section 3

When it shall appear to the Board of Managers that the continued membership of any member is contrary to the best interests of the Society, the Board of managers shall have the authority to drop such members from the rolls. No such action shall be taken except for good cause shown and upon notice and opportunity for the member concerned to submit such comments, as the member desires. In the case of a revoked membership, no dues shall be prorated or refunded.

ARTICLE V: Duties of Officers

Section 1

The affairs of the Society shall be managed by a Board of Managers consisting of the four Executive Officers of the Society: President, Vice President, Treasurer, Secretary, each of whom shall be elected annually to serve for a term of one year or until a successor shall have been chosen and is qualified. Qualifications for executive positions shall normally involve progression through other elective offices within the Society. In addition, there shall be three other Managers. Each of the other three managers shall be elected to serve for a term for three years. The final two members of the board of managers are the Quartermaster and Membership Secretary who will be elected annually to serve for a term of one year or until a successor shall have been chosen and is qualified. Each Member of the Board shall have one vote, and a majority of the Board present shall constitute a quorum.

Section 2

The Board of Managers, at such times as they deem necessary, may adopt such rules and regulations for the conduct of their meetings and the management of the affairs of the Society as they deem proper and which are not inconsistent with these Bylaws. One Board Member shall be elected each year to serve for three years. This shall allow for a staggered election of Board Members to preserve continuity.

Section 3

The Chairman of the Board of Managers shall preside at all meetings of the Board: shall appoint such additional officers and committees and make such delegations as may be necessary to administer the activities and affairs of the Society; shall perform such other duties as he/she may be directed to perform by the Board of Managers or the President. In the temporary absence of the Chairman, the Managers present at the meeting shall elect a Chairman pro-tem.

Section 4

The President shall preside at all meetings of the Society, except meetings of the Board of Managers and shall represent the Society at all public functions. He/she shall sign and execute, in the name of the Society, all legal instruments and papers proper or necessary for the transaction of the Society's affairs.

Section 5

The Vice President shall act as the Chairman of the Board of Managers. The duties of the President shall, in his/her absence, devolve on the Vice President.

Section 6

The Treasurer shall have custody of the money belonging to the Society and shall deposit the same, in the name of the Society, in one or more federally insured financial institutions as designated by the Board of Managers.

- (a) All payments of money shall be made and all checks must be signed by the Treasurer or the President or, in the temporary absence or incapacity of either, by the Secretary, the Chairman of the Board of Managers, or by one of the other Managers so authorized by resolution of the Board of Managers.
- (b) The Treasurer shall keep such books of account as the Board of Managers or the Society may direct and shall submit a written report at every meeting of the Society, showing current balances in each of the funds of the Society. A complete statement of assets and liabilities shall be made by the Treasurer to the Board of Managers or to the Society, whenever directed by the Board, and, after an independent audit, as of the end of the fiscal year at the annual meeting.
- (c) He/she shall deliver all Society property in his/her possession to a succeeding Treasurer upon notice of the due election of such successor.
- (d) The Board shall vote on reimbursements and expenses incurred by the Saint Andrew's Society Board or membership so that the treasurer is not held solely responsible for these expenses.

Section 7

The Secretary shall keep in a proper book, fair and correct, minutes of all proceedings of the Board of Managers and of the Society. He/she shall give notice of all meetings of the Society at least ten days before each meeting through the Society's newsletter or by mailing a notice thereof to the post office address of each member as it appears in the records of the Society. The Secretary shall keep such other records and have such other duties as may be directed by the Board of Managers.

Section 8

The Managers of the Society shall be three in number. Managers shall be elected each year from the Members in good standing to serve for terms of three years or until his/her successor shall have been chosen. *Each* manager shall assume responsibility for and authority over specific functions as delegated to him/her for supervision, and shall report directly to the Chairman of the Board of Managers or to such other officers of the Society as he/she may be designated to assist. The Managers shall have the power to transact all business and generally to exercise all rights of management and ownership, including the power to sell, with respect to all or any securities or investments or other real or personal property held by the Society.

ARTICLE VI: Nomination and Election of Officers

Section 1

A Nominating Committee shall be selected no later than June 30 and shall consist of three members in good standing. Upon the selection of a Nomination Committee, the President shall designate one of the nominees to be Chairman of the Committee. The Nominating Committee shall transmit a list of nominees for the offices of President, Vice President, Treasurer, Secretary, and Manager, not later than September 30. Additional nominations for any office may be made to the Nominating Committee by any member and endorsed by four additional members within the 90-day nominating period. These names shall be presented for

election by mail to the Membership, to be voted upon, returned, tallied, and reported at the December meeting, whereupon the newly elected Officers shall be installed and will assume their duties. All nominations shall note the consent of the nominee, and no Member *may* accept nomination to more than one elective office.

Section 2

In case a vacancy by death, resignation, or otherwise occurs in the Board of Managers between the annual elections, the remaining Managers shall fill the vacancy or vacancies from the Active Members of the Society, who shall hold office until the next business meeting of the Society when an election shall be held to fill such vacancies as then exist. At such meeting, nominations may be received from the floor, and voting shall thereupon be conducted. Each person so chosen to serve the residue of the un-expired term for which he/she is elected.

Section 3

No Officer or Member shall receive any emolument whatever from the Society.

ARTICLE VII: Meetings

Section 1

The full membership of the Society shall meet for:

- (a) at least three stated meetings each year on such dates and at such times and places as shall be designated by the President. The annual meeting shall be held in January.
- (b) special meetings of the Society, which may be called at any time by the President, by the Board of Managers, or by petition of any five Members in good standing, submitted in writing to the Secretary. The business of a Special Meeting shall be confined to the purpose or subject as stated in the published announcements of the meeting.

Section 2

The Board of Managers shall meet at least quarterly, at such time and place as the Chairman may designate. Questions or proposals requiring a decision of the Board shall be determined by a majority vote of the Managers present. In the event of a tie vote, the Presiding Officer shall ask the President to cast the deciding vote.

Section 3

At meetings of the Society, all questions or proposals requiring a decision of the Membership shall be determined by a majority vote of the Members present. In the event of a tie vote, the Presiding Officer of the meeting shall cast the deciding vote. Except as otherwise provided in these Bylaws, all voting shall be done by voice. The Presiding Officer shall appoint two or more tellers who shall count the show of hands, or the ayes or the nays, and report the outcome to the Presiding Officer.

Section 4

At all meetings of the Society, insofar as is consistent with the purpose of the meeting, the following order of business shall be observed:

- Reading of Minutes
- Report of Officers
- Report of Board of Managers
- Other reports
- Correspondence
- Elections
- Unfinished Business
- New Business

Procedures at all meetings, unless specifically provided in these Bylaws may be guided by *Roberts Rules of Order*, latest revised edition.

Section 5

All Annual Reports of the Society shall be prepared on a fiscal-year basis, beginning the first of January, and published and distributed without regard to the term of office of any individual.

ARTICLE VIII: Funds

Section 1

Each Fund of the Society may consist of Invested Assets and Disbursable Assets.

- (a) Except as otherwise specifically provided in these Bylaws, or by a donor, the Board of Managers may allocate the monies of the Society to the Invested Assets or Disbursable Assets. Discretionary allocations to the Invested Assets of any fund shall be made by resolution of the Board, recorded in the minutes thereof, and once so allocated, such assets and the other current receipts of any fund shall be considered a part of the Disbursable Assets, unless otherwise specifically allocated by these Bylaws or by the Board of Managers.
- (b) It shall be the duty of the Managers to invest and reinvest, through the treasurer, the corpus or Invested Assets of the funds of the Society, by depositing the same in such savings accounts or shares, or by purchasing such securities and investments, including, but not limited to, bonds, notes, debentures, mortgages, public funds, real estate, common and preferred stocks authorized by the laws of the State of Florida, to be purchased by fiduciaries, as they in their discretion shall deem appropriate.

Section 2

The *General Fund* shall consist of all receipts not otherwise specifically allocated by these Bylaws or by the Board of Managers, and all expenditures for the general purpose of the Society shall be made from this fund.

Section 3

The *Scots Charity and Education Fund* shall consist of a permanent trust administered by the Saint Andrew's Society of Jacksonville, Florida, or its successor or successors, solely for the purpose of providing charitable and educational assistance to Scots, lineal descendants of Scots, and to their widows/widowers.

- (a) The Treasurer shall periodically allocate to this fund any sums so designated by action of the Board of Managers or by the Society. All income arising out of the invested Assets of the fund shall be disbursed at most annually, solely for the charitable and educational purposes of the fund.
- (b) All donations, bequests, and devises to the Society, unless otherwise directed by the donor, shall become a part of the corpus of this fund, and, under the direction of the Board of Managers, shall be invested in such property, real or personal, tangible or intangible, including preferred and common stocks authorized by the laws of the State of Florida to be purchased by fiduciaries, as in the opinion of the Board of Managers are proper investments for, or applications of, the fund.
- (c) Contributions to other organizations and funds may be made only by authorization of the Membership of this Society and a determination by the Board of Managers that the purposes of such organization or fund are consistent with the purposes of this Society or any successor organization not organized and operated exclusively for charitable or educational purposes. Separate books and accounts shall be kept for this fund.

Section 4

The General Scholarship Fund shall consist of a fund administered by the St. Andrew's Society of Jacksonville, Florida, or its successors, to:

- (a) Provide charitable and educational assistance.

- (b) Foster the study of and perpetuate Scottish traditions and culture, including history, heraldry, pageantry, music, literature and crafts.
- (c) In accordance with Article VIII, Section 3(a) of the By-Laws, all donations to the Society must be deposited to the Scot's Charity and Education Fund, unless the donor directs that they be deposited to the General Scholarship Fund.
- (d) The operations of the fund will be governed by Article VIII, Section 4 (Special funds), of the By-laws.
- (e) The Board of Managers must approve expenditures from this fund.
- (f) Any interest or dividends generated by this fund shall be returned to the General Fund of the society.
- (g) A separate account does not need to be established for this fund; however, the Treasurer must maintain separate records for the fund. If this fund ever does become so large that a separate account can be established, without generating any kind of fee, the Board of Managers can authorize the Treasurer to establish such an account.
- (h) The Treasurer should be prepared to report on the state of this fund at each meeting of The Board of Managers.
 - (1) Amount of money in the fund.
 - (2) Where did the money come from, to include amounts advanced from any other Society Fund.
 - (3) What money has been spent, and on what.
- (i) The Board of Managers must approve the allocation of money into this fund; the Board is authorized to place the following types of moneys into the fund:
 - (1) Profits from the sale of Society items.
 - (2) Lump sums can be transferred from the General Fund into this fund.
- (j) Amounts may be advanced from other Society Funds, but the Treasurer must maintain cognizance of the exact amounts and be prepared to return them to the original fund.
 - (1) Advanced funds must be returned to the original fund within 364 days.
 - (2) If the General Scholarship fund is closed or abolished, any advanced funds must be returned to the original fund within 30 days.
- (k) The Board of Managers approved this Policy and Procedure on April 7, 1999.

Section 4.1 Scholarship Criteria as reviewed and approved May 6, 2009

- (a) Recipients of scholarships shall be an active member of the St. Andrew's Society or part of the member's family. They shall be encouraged to participate in the events of the Society to showcase their training/education.
- (b) Individual scholarships may be awarded annually with the amount to be determined by the Board and dependent on available funds in the General Scholarship Fund.
- (c) At the discretion of the Board of Managers
 - a. scholarships may be awarded to more than one applicant per year
 - b. individuals may apply for and receive scholarship funds for more than one year
 - c. upon application, applicants may receive a scholarship of greater than the standard amount
- (d) Recipients of scholarship funds will be asked to submit a thank you letter with a photograph for inclusion in the Scot's Speak,
- (e) Applications shall be submitted in writing and contain the following information:
 - a. full name
 - b. date of birth
 - c. address
 - d. phone number

- e. email address
- f. intended course of study
- g. a brief biography with study plans, previous training
- h. a letter of recommendation from an instructor or another Society member

(f) Exceptions to the aforementioned criteria are subject to approval of the Board of Managers and may require additional criteria and/or information

(g) Application is included as the last page of these Bylaws.

Section 5

The Board of Managers shall have power to create such special funds, in addition to those established by these Bylaws, as are required for any particular purpose or event, and which are not prohibited by law. The Treasurer shall keep a separate account thereof, but need not necessarily segregate the actual funds from the General funds. Upon termination or dissolution of any special fund by the Board of Managers, or by the Society, any amounts which shall have been advanced from other funds shall be returned thereto, and any surplus remaining in the account shall be transferred by the Treasurer to such fund as may be directed by resolution of the Board of Managers.

ARTICLE XI: Amendments

Section 1

These Bylaws may be amended by affirmative vote of two-thirds of the Members present at a business meeting of the Society. A notice of proposal to alter or amend the Bylaws in whole or in part, setting forth the proposed amendments, shall be given by the Secretary to each Member prior to the votes upon said amendments.