

A Non-Profit Public Benefit Corporation for Retired Men
Devoted to the Promotion of Independence and Dignity of Retirement

THE SIR MANUAL

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INSTRUCTIONS

THE SIR MANUAL is the property of Sons In Retirement, Incorporated. It is available on the SIR Website to all members of the SIR organization as the official copy. A hard copy or electronic issue is in the possession of and maintained by each Branch Secretary. All other copies at all levels of the SIR organization are considered personal copies and are maintained by the individual holders. The standards, content and procedures covering maintenance of this Manual and copies thereof are explained in the Standing Rules 1-5 and 11-11.3.

Pages in this Manual that were revised since Edition 6/3/14 are dated 8/4/14.

**Checklist for this Edition is on the SIR Website wherein changed pages are highlighted.
Revised Pages Only for this Edition are for easy printing and is on the SIR website.**

UPDATE:

**Replace the Cover Page & Pages
c,d, Branch Bylaws Pg.1,
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DIVISION 2 - BRANCH BYLAWS

Article 1 - General

Section 1. The purpose of a Branch of Sons In Retirement, Incorporated, is to operate a public benefit organization providing for the welfare of retired men from all walks of life who are pursuing a common goal, namely, the enjoyment of their later years with dignity and pride, by assisting these senior citizens to renew former friendships and associations and affording them an opportunity to make new friends through association with other retired men who also face the particular problems that confront men upon their retirement.

Article 2 - Definitions

Section 5. As used herein, the terms "Corporation" and "Corporate" refer to the State organization of Sons In Retirement, Incorporated.

Section 6. As used herein, the term "Standing Rules" means rules adopted by the State Board of Directors.

Section 7. As used herein, the term "Regulation" means an action by the Branch Executive Committee to govern the Branch.

Section 8. The operation of a Branch and its activities shall conform to the provisions of the Standing Rules.

Section 9. The Principal Office of the Branch Corporation shall be the address of the "Agent For Service Or Process" as named in the Branch articles of incorporation or subsequent biennial statements to the California Secretary of State. (New 8/4/14)

Section 10. The mailing address for the Branch shall be the address of the current Branch Secretary. (New 8/4/14)

DIVISION 2 - CORPORATE BYLAWS

Article 1 - Purpose

Section 100. The purpose of the Corporation is to provide a governing entity which, through its Board of Directors, will manage the Organization to assure uniformity of administration and operation of the Chartered Branches in furtherance of the objectives of Sons In Retirement, Incorporated: the providing for the welfare of the retired men from all walks of life who are pursuing a common goal, the enjoyment of their later years with dignity and pride by assisting these senior citizens in renewing former friendships and associations, and affording them an opportunity to make new friends through association with other retired men who also face the particular problems that confront men upon their retirement.

Article 2 - Geographical Limitations

Section 110. The activities of the Corporation in the formation of Branches, and in the acceptance of members therein, shall be confined to the northern portion of the State of California that lies within the geographical limitations; north of the southernmost boundaries of the counties of Inyo, Kern and San Luis Obispo, and including the metropolitan area of Santa Maria; and including environs of South Lake Tahoe that extend into Nevada. (Revised 8/4/14)

Section 111. The Principal Office of the Corporation shall be the address of the "Agent For Service Or Process" as named in the Articles of Incorporation or subsequent biennial statements to the California Secretary of State. (New 8/4/14)

Section 112. The Mailing address of the corporation shall be the address of the current State Secretary. (New 8/4/14)

Article 3 - Definitions

Section 120. As used herein, the term "Corporation" means the State Organization incorporated under the laws of the State of California as "Sons In Retirement, Incorporated."

Section 120.5. As used herein the term "State Officer" and the term "Corporate Officer" shall mean an officer of the Corporation. (New 8/7/95)

Section 121. As used herein, the term "State Board" means the Board of Directors of the Corporation.

Section 122. As used herein, the term "Standing Rules" means the rules governing the Corporation and the Branches adopted by the State Board.

DIVISION 2 - CORPORATE BYLAWS (Continued)

Article 6 - Meetings

General

Section 180. The President shall preside at the Annual Meeting and at all meetings of the State Board. In the absence of the President, the Vice President shall preside.

Section 181. If the President is unable, or refuses to act, the Vice President shall act in his behalf.

Section 182. A quorum for Annual Meetings shall consist of a majority of all Members of the Corporation. (Revised 8/7/00, 8/6/12)

Annual Meeting

Section 184. There shall be an Annual Meeting, at a date time and place set by the State Board for the purpose of electing corporate officers, acting upon proposed changes in the Branch and Corporate Bylaws which have been circulated to all Branches not less than 30 days prior to the meeting and such other business as is specified in the agenda for the meeting. The Annual Meeting date, time, and place for the following year shall be finalized not later than the November meeting of the State Board. (Revised 8/7/00, 8/4/14)

Section 185. The Annual Meeting shall have in attendance the Members of the Corporation, each of whom shall have one vote; provided, that in the case of a Big Sir who cannot attend the meeting, the Branch Executive Committee shall appoint an alternate from the elected officers of the Branch who shall be entitled to vote in the stead of the Big Sir.

Section 186. The minutes of the Annual Meeting may be approved at the next meeting of the State Board. (Revised 8/2/04)

Section 187. Voting for election of State Officers at Annual Meetings shall be by secret ballot, provided, that for any office with one nominee, voting may be by voice or by show of hands. For three or more nominees for an office, the candidate receiving the largest number of votes (a plurality) shall be elected. (New 8/6/12)

Regular and Special Meetings

Section 187.1 A quorum for State Board meetings shall consist of a majority of all Board members. (New 8/6/12)

Section 188. The regular meetings of the State Board shall be held on such dates as may be specified by the State Board in the Standing Rules, at which time the Board may consider and act on all such matters as may properly come before it.

Section 189. Special meetings of the State Board shall be held at the call of the President and upon written petition to the State Secretary by a majority of the members of the State Board.

Section 190. Notification for regular and special meetings of the State Board shall be mailed by the State Secretary to the members of the Board and such other individuals as may be designated by the President.

Section 191. Meetings, other than those otherwise covered in this Article, may be called at the discretion of the President.

Revised 8/2/04, 8/6/12, **8/4/14**