FLORIDA STATE SOCIETY
DAUGHTERS OF THE AMERICAN REVOLUTION

2017-2019
STATE INFORMATION PACKET

DAWN LEMONGELLO
STATE REGENT

DEBBIE DUAY
STATE SECOND VICE REGENT AND EDITOR

GROWING BRIGHTER FUTURES
# 2017-2019 State Information Packet (SIP)

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2018
August  Chapter Treasurers receive an invoice from NSDAR for national dues.

Aug 1  Unless 2018 dues accompany a transfer request, no action will be taken until Dec.

Aug 4  Coast Guard Birthday

Sept 1  JAC Materials delivered to the schools.

Sept 2  V-J Day – Japan signs formal surrender (1945)

Sept 3  Labor Day

Sept 5  If Chapter Treasurers have not received access to their dues invoice for national dues, notify Membership Services Department. Email: membershipservices@dar.org or phone: 202-879-3224

Sept 6  Founders Medals nominations postmark deadline. Mail to Founders Medals Trustees, Office of the Reporter General, 1776 D Street, Washington DC 20006-5303

Sept 11  Patriots Day – 17th Anniversary of the 9/11 attacks

Sept 15  Helen Pouch Memorial Fund (HPMF) Special Project Grant proposal due to Chair, Kris VanNederynen, 1009 Windmill Grove Cir., Orlando, FL 32828

Sept 17  Constitution Day – Ring the Bells of Freedom at 4:00 PM

Sept 17-23 Constitution Week

Sept 18  Air Force Birthday

Sept 21  POW/MIA Recognition Day

Sept 21  Fall Forum Library Day

Sept 21-23  FSSDAR Fall Forum, Florida Hotel & Conference Center, Orlando, FL

Sept 25  227th Anniversary of the Bill of Rights

Oct 1  DAR Magazine advertisements and chapter donations due to Chairman Laura Marriott, 4040 Mallard Point Ct., Orlando, FL 32810 Laura.marriott.dar@gmail.com

Oct 1  Contact office of the Organizing Secretary General if you cannot access Dues Invoice Report

Oct 6  NSDAR Board of Management

Oct 8  Columbus Day (Observed)

Oct 11  HAPPY 128th BIRTHDAY, NSDAR / National Day of Service

Oct 10-11  KDS DAR School Dedication Days

Oct 8-9  Tamassee DAR School Founders Days
Oct 13 Navy Birthday

Oct 14 NSDAR National Day of Prayer

Oct 15 NSDAR Outstanding Teacher of American History Award Contest application postmark deadline. Mail to State Historian Cindy Addison, 2300 Crooked Pine Ln., Fleming Island, FL 32003

Oct 15 Articles due to the Junior Sunshine Gazette, email Nyssa Masters, nmasters@mail.usf.edu

Oct 31 Outstanding Junior Contest applications postmark deadline, to arrive within four days (i.e., FedEx, UPS, Priority Mail) to Chair, Kris VanNederynen, 1009 Windmill Grove Cir., Orlando, FL 32828

Nov Chapter Registrars must report all resignations to Membership Services before Nov 30: membershipservices@dar.org

Nov Native American Indian Heritage Recognition Month

Nov National Family Literacy Day

Nov Proposed Bylaws amendments to Chair Barbara Albright, 2205 South Brook Dr., Fleming Island, FL 32003-8611

Nov 4 Daylight Saving Time Ends

Nov 6 Election Day

Nov 10 Marine Corps Birthday

Nov 11 Veterans Day

Nov 11 100th Anniversary of the end of WWI

Nov 17 Genealogical Records Committee award deadline. Mail to Chair Rosa Seymour, 3915 Croydon Rd., Pensacola, FL 32514

Nov. 22 Thanksgiving

Nov 23 American Indian Heritage Day

Nov. 27 Giving Tuesday

Dec 1 National dues must be postmarked on or before this date and mailed to the Office of the Organizing Secretary General, 1776 D Street NW, Washington, DC 20006-5303

Dec 1 Florida State dues must be postmarked on or before this date and mailed to State Treasurer Karen Bruning, PO Box 1333, Geneva, FL 32732

Dec 1 Chapter Remittance Form deadline to receive current year’s credit on Chapter Achievement and FSSDAR Honor Roll. Mail to State Treasurer Karen Bruning, PO Box 1333, Geneva, FL 32732

Dec 1 Women’s Issues Contest entries due. Submit electronically to Chair B.B. Gould, punster52@bellsouth.net

Dec 3 Hanukkah Begins at sundown

Dec 4 Fiber Arts postmark deadline to American Heritage Chair Tammy Sandberg, 2983 Saint Helens Way, Melbourne, FL 32935-3611
Dec 7  Pearl Harbor Remembrance Day, 77th Anniversary of the attack on Pearl Harbor

Dec 8  NSDAR Board of Management

Dec 10  Chapter nominations for DAR Service for Outstanding Veteran Volunteer, Outstanding Youth Volunteer and Outstanding DAR Service for Veterans Awards due to Chair Susan Langston, 1840 72nd Ave NE, Saint Petersburg, FL 33702

Dec 13  National Guard Birthday

Dec 15  Chapter DAR Good Citizen Contest winners due to Chair Wilma Scofield, 4910 N. Monroe St., Apt. E105, Tallahassee, FL 32303-7047

Dec 15  Oct 15  Articles due to the Junior Sunshine Gazette, email Nyssa Masters, nmasters@mail.usf.edu

Dec 15  Bill of Rights Day

Dec 15  Wreaths Across America

Dec 21  Winter Begins

Dec 25  Christmas Day

Dec 31  Grant proposals must be postmarked and mailed to National Chair DAR Special Projects Grants Jeanne Steele Preston 344 Sliders Knob Avenue, Franklin, TN 37067–2643

Dec 31  Community Service Award application deadline to receive current year’s credit on Florida Honor Roll. Mail to Chair: Stacy Gerardo, 1035 Jackson St., No., Saint Petersburg, FL 33705-1173

2019  Happy New Year

2019  100th Anniversary of Women’s Suffrage

Jan 1  New Year’s Day

Jan 1  JAC entries are due to Chair Juliana Meek, 382 12th Ave., So., Naples, FL 34102-7005

Jan 1  Courtesy Resolutions due to Chair Anita Pinder, 5412 Sands Blvd, Cape Coral, FL 33914-6-6060

Jan 1  Ann Wood FSSDAR American Indian Scholarship applications due to chapter American Indians Chair

Jan 2  Founders Medals nominations postmark deadline, and mailed to Founders Medals Trustees, Office of the Reporter General, 1776 D Street, Washington DC 20006-5303

Jan 2- Feb 15  American Heritage Contest entries (except Fiber Arts) only to be received during these dates:

  Art & Sculpture due to National Vice Chair Darla Duvall DeSautels 2517 Cove Creek Court, Highlands Ranch, CO 80129–6463

  Crafts due to National Vice Chair Patrice Birner, 2760 Johnson Creek Road, Middleport, NY 14105

  Literature and Drama due to National Vice Chair Gretchen A. McGee 38 Rannoch Drive, Bella Vista, AR 72715

  Music due to National Vice Chair Suellen M. Palya, 202 49th Avenue South, Grand Forks, ND 58201–8004

Jan 5  American History Essay Contest winners and Christopher Columbus Essay Contest winners postmark deadline. Mail to Chair Annelle Blanchett, 5034 Flagstone Ct., Tallahassee, FL 32303-6839

**Jan 15  Articles due to the Junior Sunshine Gazette, email Nyssa Masters,

Jan 18  Florida Arbor Day
Jan 20  Literacy Promotion Outstanding Service Award nominations due to Chair Roberta Abraben, 1811 SE 38th Ct, Ocala, FL  34471-5643

Jan 21  Martin Luther King, Jr. Day (Observed)

Jan 30  FSSDAR Honor Roll Award deadline. Mail with a copy of your Chapter Remittance to Chair, Karen Kovarik, 158 Rushton Lane, Tavernier, FL 33070

End of Jan  List of members with delinquent dues available to enable chapters to contact them before the end of Feb

Feb 1  **Chapter Master Report (CMR) must be completed online** on or before this date. Do not mail anything to the State Regent or Chair. This is to be completed online.

Feb 1  Ann Wood FSSDAR American Indian Scholarship application due to Chair Maryann Esenwein, 4349 Lorraine Ct, Breeze, FL  32563-8113

Feb 1  Junior Membership Golden Kangaroo Award applications postmark deadline. Mail to Chair Kris VanNederynen, 1009 Windmill Grove Cir., Orlando, FL  32828

Feb 1  Chapter Outstanding Junior Award Biography due to Chair Kris VanNederynen, 1009 Windmill Grove Cir., Orlando, FL  32828

Feb 1  Historic Preservation Project Contest applications are due to Chair Cynthia Wilson, PO Box 609, Destin, FL 32540-0609

Feb 1  Programs submitted for state contest due to Chair Carole Ann Peskin, 1397 Chateau Way, The Villages, FL  32162-2041

Feb 2  NSDAR Board of Management

Feb 4  USO Birthday

Feb 10  All DAR Scholarship applications are due. Please see National Website for individual instructions since they vary.

Feb 13  FSSDAR Survey deadline. Mail to Chair Karen Kovarik, 158 Rushton Lane, Tavernier, FL 33070

Feb 14  Valentine’s Day

Feb 15  Submissions for Medal of Honor and Americanism Medal due to Americanism Chair Jo Solley-Hansen, 435 Riverview Ln, Melbourne Beach, FL 32951-2716

Feb 15  American Indian Scholarship applications and grant due to National Vice Chair Zadeea J. Harris, 609 Kokopelli Drive, Aztec, New Mexico 87410-2088

Feb 15  Oct 15  Articles due to the Junior Sunshine Gazette, email Nyssa Masters, nmasters@mail.usf.edu

Feb 18  Presidents Day

Feb 20  State Credential forms must be postmarked on or before this date and mailed to:
(1) Chair Christine Bevc, 436 Alston Dr, Orlando, FL  32835-6024
(2) State Treasurer Karen Bruning, PO Box 1333, Geneva, FL  32732-1333
(3) State Regent Dawn C. Lemongello, 11860 Sanbourn Ct, West Palm Beach, FL  33412-1600

Feb 22  Washington’s Birthday

End of Feb  National Credentials packets are mailed from the Membership Services Department, NSDAR.
March

**Mar 1** DAR Museum Correspondent Docent annual reports due to Vice Chair Correspondent Docent Jane Philips Collins, 1433 Philips Manor Road, Fernandina Beach, FL 32034

**Mar 1** Outstanding Public Relations and Media Award nominations due to Chair Gladys Van Otteren, 160 Elwa Pl, West Palm Beach, FL 33405-4108

**Mar 1** VIS Volunteer of the Year Award submissions due to Chair Veva Scott via email at visteam@fssdar.com

**Mar 1** National Media Award nominations due to National Vice Chair Media Awards Catherine Ort-Mabry, 2520 N George Mason Dr, Arlington, VA 22207-1759

**Mar 1** SAR SR programs or newsletters due to Chair Anne McGuire, 1417 SW 52nd Ter, Cape Coral, FL 33914-7416

**Mar 1** Commenorative Events report due to Chair Wendy Kirby, 22219 SW 99th Ct, Cutler Bay, FL 33190-1562

**Mar 10** Daylight Saving Time Begins

**Mar 15** Community Wildlife Habitat Chapter Project (Conservation) entries due to National Chair Tiffany Ireland, 7001 SW 46th Ave, Gainesville, FL 32608-6409

**Mar 20** Spring Begins

**Mar 21** State Conference Library Day

**Mar 21-24** FSSDAR State Conference, Florida Hotel & Conference Center, Orlando, FL

**Apr 1** Women in American History reports due to State Vice Chair Pat Bevis, 8533 SW 93rd PL, Unit G, Ocala, FL 34481-8587

**Apr 13** NSDAR Board of Management

**Apr 15** National Credential forms must be postmarked on or before this date and mailed to Membership Services Dept., NSDAR, 1776 D Street NW, Washington DC 20006-5303

**Apr 15** HPMF Classroom Grants due to Chair, Kris VanNederynen, 1009 Windmill Grove Cir., Orlando, FL 32828

**Apr 15** Articles due to the Junior Sunshine Gazette, email Nyssa Masters, nmasters@mail.usf.edu

**Apr 16** Battle of Lexington and Concord (Patriots Day)

**Apr 19** Good Friday

**Apr 20** Passover Begins at sundown

**Apr 21** Easter

**April 22** Earth Day

**April 26** National Arbor Day

**May 1** REMINDER: Email State Regent Dawn Lemongello a list of your chapter members attending Continental Congress: DawnDAR@hotmail.com

**May 1** Annual Reports due to State Corresponding Secretary Mary Anne Price, 1528 Parchment CV, Tallahassee, FL 32308-5737 or Email: gmaprice12@comcast.net
- State Officers and State Chairmen – 300 words
- Chapter Regents – 250 words

**May 2** National Day of Prayer

**May 8** Chapter Officers Report Form postmark deadline. Mail to Chapter Services Dept., NSDAR, 1776 D Street NW, Washington, DC 20006-5303

**May 8** Chapter Officers Report Form postmark deadline. Mail to:
(1) State Corresponding Secretary Mary Anne Price, 1528 Parchment CV, Tallahassee, FL 32308-5737 or Email: gmaprice12@comcast.net
(2) State Regent Dawn Lemongello, 11860 Sanbourn Ct, West Palm Beach, FL 33412-1600, DawnDAR@hotmail.com

**May 8** V-E Day – Victory in Europe (1945)

**May 15** Deadline for FSSDAR Scholarship applications, postmarked to Chair, Edna Broyles 3310 Westmoreland Dr., Tampa, FL 33618-2156

**May 18** Armed Forces Day

**May 24** Founders Medals nominations postmark deadline, and mailed to Founders Medals Trustees, Office of the Reporter General, 1776 D Street, Washington DC 20006-5303

**May 27** Memorial Day

**June 6** 75th Anniversary of D-Day

**June 14** Flag Day

**June 14** Army Birthday

**Jun 24** NSDAR Board of Management

**Jun 26-30** 127th Continental Congress

**June 28** 100th Anniversary of Treaty of Versailles

**June 30** NSDAR Memorial Service
  Installation of Executive Officers, State Regents and Confirmation of State Vice Regents
  NSDAR Board of Management

**July 1** DAR Magazine advertisements and chapter commitment due to the FSSDAR Magazine Chair

**July 4** Independence Day

**July 15** Articles due to the Junior Sunshine Gazette

**July 31** Deadline for name/address changes, deaths, and resignations to be made on eMembership for the August 1st snapshot
Welcome Florida Daughters to the 2018-2019 State Information Packet (SIP), compiled by State Second Vice Regent, Debbie Duay. Your State Officers and Chairs have spent the summer reviewing the National Information Packet (NIP) and putting together their pages so that you would have a guide for this upcoming year for chapter meetings, CMR filing and activities. State Vice Regent, Kay Yarbrough, has updated the Calendar of Events. Make sure you keep a copy of it handy as dates have a way of sneaking up on us!

The focus of this administration is membership retention. As I’ve met with the various teams, we have tried to think of ways we can engage more members in state activities as well as create ways for chapter activity that may enhance membership. Through the National Defense, DAR Service to Veterans and the Project Patriot Chairs, you will find vice chairs that offer the opportunities for chapter involvement. With the expansion of the Program Chair to Programs and Adventures, there are ideas on events that chapters can do together outside of chapter meetings, building relationships and forging stronger bonds of friendship. And through our Chapter Development and Revitalization Committee, the Chairs involved are focusing on assisting chapters with potential problems in finding solutions to promote membership and growth.

The new Chair for Founders Medals was developed to highlight an often overlooked award opportunity that falls under the Office of the Reporter General. Giving an award is not only a wonderful honor to bestow upon someone in your community, but it is a feel good event within your chapter. If you read through the SIP, you will find a plethora of opportunities to reward citizens in your area. Conservation, Americanism, and the new Founders Medal committee are to name just a few. Give one or give many, but read through the SIP and find which ones your chapter might love to promote.

Communication is key for any successful organization. The SIP communicates expectations, award opportunities and dates. We cannot be everything to everyone. Go through the SIP, have your membership read through it, talk it over and see what might interest them. One of the many wonderful things about DAR is we have something for everyone from American Heritage for the creative to Insignia for those who love bling and to Historic Preservation for those that… love projects that preserve history. I challenge all of you to find your DAR passion!

Together we are… Growing Brighter Futures

Dawn Crumly Lemongello
STATE VICE REGENT


FSSDAR Bylaws: Refer to p. 3

Objective: To assist the Florida State Regent and the Florida Daughters, as requested. The Florida State Bylaws outline four duties of this office: a. assume the duties and responsibilities of the regent in her absence or inability to serve; b. fill the unexpired term if a vacancy occurs in the office of state regent; c. sign checks in the absence or inability of the treasurer; d. shall perform such other duties as may be directed by the state regent or state board of management.

As stated above, the duties of the Chapter Vice Regent follow those of the State Vice Regent. Of most importance, the chapter Vice Regent performs the duties and responsibilities of the Chapter Regent in her absence or inability to serve. This includes representation at state board of management meetings and voting privileges if the State Regent has been notified in advance. For representation at Continental Congress, if the Chapter Regent is unable to attend the Chapter t Vice Regent automatically votes in her stead. In case of a vacancy in the office of Regent, the Vice Regent automatically becomes Regent, unless the chapter bylaws expressly provide otherwise. Additional duties may be specified as the chapter requires, refer to your chapter bylaws. The Chapter Regent should keep the Vice Regent apprised of all duties and activities to ensure a smooth transition upon the election as the Chapter Regent.

This Vice Regent serves on the bylaws, finance and executive committees and as the Florida representative on the Tamassee DAR School Advisory Board. If held, this officer serves as chairman for the Florida Tea at Continental Congress. As a member of the State Speaker’s Staff I am available to visit chapters and give programs when requested.

I look forward to serving the Florida State Society as we work together to “Grow Brighter Futures.”

Dates and/or Events to Remember: Fall Forum, State Conference and Continental Congress

Resources:
DAR Handbook and National Bylaws, 2017
Florida State Bylaws and Standing Rules, 2017
Florida State Information Packet 2017-2019 | Dawn Lemongello, State Regent

Debbie Duay, Ph.D., State Second Vice Regent
11901 Tara Drive, Plantation, FL 33325-3525
Phone: (954) 473-2754 · Email: debduay@yahoo.com

STATE SECOND VICE REGENT

FSSDAR Bylaws: Refer to p. 3

Objective: The main duties of the Florida State Second Vice Regent are to compile the State Information Packet (SIP) and to organize the Sunday morning session of Fall Forum.

State Information Packet (SIP): The SIP serves as a supplement to the National Information Packet (NIP), and it contains important information about our state’s focus for each of DAR’s committees including Florida’s specific objectives, contests, projects, and deadlines. The SIP also contains links to websites, videos, and resources that will help chapters learn more about how their members can participate in areas that interest them. The SIP is online on the Florida Members’ website.

Fall Forum: The Sunday morning session at Fall Forum is an exciting and interactive extension of the SIP. State officers and chairmen are available to answer questions at dozens of tables with decorative displays throughout the large conference area. It is a fun and informative way for Florida Daughters to learn how they can contribute to DAR’s initiatives of historic preservation, education, and patriotism.

Dates to Remember: Fall Forum, September 21-23, 2018 at the Florida Hotel & Conference Center

National Committee Webpages: http://www.dar.org/members/committees

National Committee Videos: http://www.dar.org/members/national-committee-video-presentations


Chapter Achievement Awards: http://www.dar.org/members/forms-publication-category/caa
STATE CHAPLAIN


National Information Packet (NIP):  Refer to Part I, p. 2

FSSDAR Bylaws: Refer to p. 3

NSDAR Ritual and Missal Booklets:  http://www.dar.org/members/forms-publication-category/Rit_and_Miss

Objective: The Chaplain opens all meetings with scripture and prayer. She shall conduct all memorial services and religious services as required. At State Conference, the Chapter Chaplain or Chapter Regent are encouraged to participate in the Memorial Services (wear white). All chapters are responsible for reporting deaths through e-Membership. Check the spelling of the name (first, maiden or middle, and last). Write dates with month, date, and year (e.g., Sept. 4 2017). If in doubt please refer to guidelines set by the Chaplain General. Deaths must be received by State Chaplain by February 20th to be included in the Memorial Service Booklet.

Birthday Greetings: Birthday cards may be requested for 90 years old and 100 years and above. The form is located on the above mentioned site. Requests must be received on the 10th of the month prior to the month of the birthday. Please read the instruction and follow as directed. When signing for Birthday greeting, please sign name and chapter name as well.

Dates and/or Events to Remember: National Day of Prayer (May), NSDAR Day of Prayer (October), Constitutions Week (September), Independence Day (July 4th), Thanksgiving (Nov.), Flag Day (June 14th), Memorial Day (May), Christmas (Dec. 25th), Chanukah and other days of significance.
STATE RECORDING SECRETARY

Recording Secretary General’s Webpage:
http://www.dar.org/members/executive-offices-nbm/recording-secretary-general

National Information Packet (NIP):  Refer to Part I, p. 3

FSSDAR Bylaws:  Refer to p. 3

Objective:  The chapter Recording Secretary’s primary responsibility is to keep the historical record of the chapter by carefully recording the minutes. The approved minutes are the legal record of the chapter and are passed on to her successor. The minutes are a record of what was done at the meeting. The minutes are not what was said by its members and must not be a reflection of the recording secretary’s opinions. A copy of all minutes should be retained by the Regent and by her successor. Robert’s Rules of Order Newly Revised is the authority for the form of the minutes.

A suggested outline for the minutes follows:
- The first paragraph should include the type of meeting - regular, special, executive, adjourned regular or adjourned special; the chapter name, date and time the meeting was called to order and place, if it is not always the same. State that the regent and recording secretary were present; or if absent name the substitutes. Status of the previous meeting’s minutes (approved as read, or corrected).
- The body of the minutes should have a separate paragraph for each subject.
- Motions must be recorded exactly as they were presented for the vote and provide the name of the maker of the motion.
- The last paragraph should record the time the meeting was adjourned.
- Finally, type your name and “Recording Secretary”.
- Once the minutes have been approved, write the word “Approved” along with your initials and date approved.

Resources/Helpful Hints:
- Have a copy of the regent’s agenda/script to use as a guide, making notes throughout the meeting.
- The minutes should be produced as soon as possible following the adjournment of the meeting to provide the most accurate record. A copy should be sent to the regent upon completion.
- The minutes should have the word “Draft” in the title until they have been approved and filed.
- Distribute the draft minutes 7-10 days prior to the next meeting so the members can review before the meeting.
- Items needed for each meeting: Meeting agenda, Minutes book, Yearbook listing officers and chairmen, Bylaws (national, state, and chapter)
- DAR Handbook and National Bylaws, online version available on the DAR Members’ Website. DAR Handbook and National Bylaws (DHB-1000), Chapter IX, page 215-online
- Robert’s Rules of Order Newly Revised (you can purchase online for around $7.00)
- The National Association of Parliamentarians has a course online about recording minutes through their E-learning System. The cost is $25.00 and is available to you online for 30 days from date of enrollment. Here is the link: https://napeducation.inquisir4.com/
Mary Anne Price, State Corresponding Secretary
1528 Parchment CV, Tallahassee, FL 32308-5737
Phone: (850) 545-8751 (Cell) · Email: gmaprice12@comcast.net

STATE CORRESPONDING SECRETARY

Corresponding Secretary General’s Webpage:
http://www.dar.org/members/executive-offices-nbm/corresponding-secretary-general


National Information Packet (NIP): Refer to Part I, p. 4

FSSDAR Bylaws: Refer to p. 3

Objectives:
(1) To maintain and update the State database of State Officers, State Chairmen, and Chapter Regents, that will be used to prepare the State Directory and the Biennial Proceedings;

(2) To create, print, and distribute the State Directory each year at Fall Forum, the State Conference Program, each year, and the Biennial FSSDAR Proceedings;

(3) To create, print and distribute award certificates at Fall Forum, and

(4) To send notices of the society and the state board of management, and be in contact with State Officers, State Chairmen, and Chapter Regents with important messages from the State Regent, as requested.

Contact Information: Please submit all contact information changes for State Officers, State Chairmen, and Chapter Regents to the State Corresponding Secretary as soon as possible.

Election of Chapter Officers Report: Form OSG 1001
Email or send copies to the Organizing Secretary General, the Florida State Regent and Florida State Corresponding Secretary – deadline May 1 each year.

Two Year Written Report: State Officers, State Chairmen, and Chapter Regents are to submit a report of their activities for the two year period of 2017-2019, the Lemongello Administration, for inclusion in the biennial FSSDAR report. If there are two Chapter Regents during this time, please prepare one report. Type and email or send report to the State Corresponding Secretary – deadline May 1, 2019.

Florida Bylaws: Standing Rules, 11. Reports.

a. All reports for publication in the proceedings of the State Conference shall be typewritten; double spaced, mailed or sent electronically by the State Corresponding Secretary by May 1, 2019.

b. The length of reports shall be limited to:
   (1) 300 words for state officers;
   (2) 300 words for state chairmen, and
   (3) 250 words for chapter regents.

For the DAR Store Order Form go to:
STATE ORGANIZING SECRETARY

Organizing Secretary General’s Webpage:

National Information Packet (NIP):  Refer to Part I, p. 5

FSSDAR Bylaws:  Refer to p. 3

Objectives:  (1) To supervise the organization of new chapters and to assist with chapter mergers; (2) To work to strengthen existing chapters and assist with improving member retention.

Resources:
Step-by-Step Instructions for Organizing a Chapter:

Step-by-Step Instructions for Merging Chapters:
Florida State Information Packet 2017-2019 | Dawn Lemongello, State Regent

Karen Bruning, State Treasurer
PO Box 1333, Geneva, FL 32732-1333
Phone: (407) 349-9564 · Email: kgbdar@aol.com

STATE TREASURER


NSDAR Financial Information: https://www.dar.org/members/state-chapter-finances

National Information Packet (NIP): Refer to Part I, p. 6

Chapter Treasurer’s Reference Guide:

FSSDAR Bylaws & Standing Rules:

Objective: Florida Chapter Treasurers, thank you for serving in this vital office. The treasurer must account for the incoming and outgoing funds of the chapter, report regularly to the members, and maintain up-to-date tax reporting. Listed below are deadlines you must meet to make sure that your chapter continues to receive tax exempt status, credit for state honor roll and national chapter achievement, as well as voter representation at State Conference and Continental Congress. The forms to accompany your contributions and dues are included in this SIP. Please send all appropriate remittances to the address above by regular US mail. Reports not requiring payment may be sent by e-mail to kgbdar@aol.com.

Dates to Remember:
Annually, not later than the 15th day of the 5th month following the end of your chapter’s fiscal year: IRS Form 990-N, an online report, if gross revenues are less than $50,000. If gross revenues are greater than $50,000, then the chapter must file on IRS Form 990 or Form 990EZ. A copy of the 990 filing should be sent to this officer electronically. This is of utmost importance to ensure that your chapter continues to receive tax exempt status. The IRS website for more information is: https://www.irs.gov/charities-non-profits

Following the end of your fiscal year: E-mail this officer a copy of your Statement of Activities, a signed copy of the chapter Audit Committee Letter, and a copy of your next year’s budget.

October 1: Contact the Office of the Organizing Secretary General if you cannot access your Dues Invoice Reports. Treasurers should have access to the NSDAR Dues invoice in early August.

December 1: DUES: Annual NSDAR dues of $40 per member and FSSDAR dues of $10.00 per member must be postmarked on or before December 1. Late dues status will result in the loss of voter representation for your chapter at Continental Congress and State Conference. For Annual State Dues, send a copy of the Annual National Dues invoice along with your payment. Be sure to include state dues for NSDAR Life Members.

December 1: Contributions to state and national projects are due by December 1st to receive credit on the Chapter Achievement Award and the FSSDAR Honor Roll. Use the Chapter Remittance Form.

National Forms:
Chapter Achievement Award (CAA) Form: Contained in the Chapter Master Report (CMR)
For planning go to: https://www.dar.org/members/committees/national-committees/chapter-achievement-awards/chapter-achievement-measure-health

Dues Remittance Form for reinstatements and individual dues to National: (OSG-1003):

DAR 2018 Donations and Contributions Form: (DEV-1003) for donations of the stated minimum and above:

State Forms:
All State Forms are located on the State Website: http://fssdar.org/forms-publications/
Here you will find the: Honor Roll Award Form; Chapter Remittance Form; Chapter Optional Donations Form; & State Dues Remittance Form.
Constance (Connie) Church Lizak, State Registrar
18311 Mossy Glen Ct, Fort Myers, FL 33908-4769
Phone: (239) 267-5945 · Email: conniekellylizak@hotmail.com

STATE REGISTRAR


National Information Packet (NIP): Refer to Part I, p. 8

Objective: The State Registrar communicates, educates, and supports the efforts of chapter Registrars and the Florida Society’s Genealogy community and is a member of the Chapter Development and Revitalization Commission (CDRC).

As per the duties of the State Registrar in the Bylaws of the Florida State Society of the Daughters of the American Revolution, Section 9, the Registrar shall:

a. maintain a record of all chapters including chapter names, dates of organization, names of all members and addresses, with their national number, date of acceptance, ancestral lines, dates of birth, death, marriages, divorces, change of name, transfer and resignation or dropped from membership;
b. maintain a record of all members-at-large living in the State of Florida;
c. maintain a record of all state officers, past and present, and national officers from Florida;
d. maintain a list of deceased members.

Florida State Society’s Registrar Website: http://fssdar.org/registrar/

This website provides one place for tools needed by a FSSDAR Chapter Registrar to do her job. It is also valuable to Volunteer Genealogists and Lineage Research Teams supporting Chapter Registrars and members working on Supplemental applications. Password is the same as the FSSDAR Members Only website.

- **Role:** responsibilities of the chapter Registrar.
- **Genealogy Guidelines:** includes a one page “Cheat Sheet” on application abbreviations and formats.
- **Training:** resources for new Registrars, Genealogy Education Program (GEP) classes, NSDAR webinars and Library lecture series, FSSDAR webinars (links to recordings, slides, handouts).
- **Support Resources:** National Information Packet (NIP) and State Information Packet (SIP); FSSDAR Volunteer Genealogists and Lineage Research Co Chairs; Registrar General Resources; America 250! Membership Task Force; Lineage Look-up Board; DAR Facebook groups.
- **Research Links:** links to important research resources.
- **Newsletters:** copies of FSSDAR Registrar’s Update.
- **Workshops:** State Conference and Fall Forum Registrar’s Forums.
- **Forms:** Registrar General forms, Organizing Secretary Membership Change form, Application form, 4-Generation Worksheet, DAR Library Photo Copy Request and Documentation request form.
STATE HISTORIAN


National Information Packet (NIP):  Refer to Part I, p. 9  

FSSDAR Bylaws:  Refer to p. 4

Objective:  The role of this office is to pursue our Society’s first objective, Historic Preservation, by inspiring interest in American History, and honoring those who do, by marking historic sites by the State Society and the Chapters and the graves of deceased Florida Daughters.  We obtain historic imprints and artifacts for the Americana Collection, the NSDAR Archives, the Special Collection Pertaining to the History of the NSDAR, and the DAR Historical Research Library.  There are two programs for Chapters to use to honor outstanding citizens who have contributed to the study and promotion of American history:  the Outstanding Teacher of American History Contest and the DAR History Award Medal.  Instructions for both may be found on the Historian General’s website, noted above.

The Florida Ten Year History Book will be published during this administration.  All Chapters should be responding to their Area Vice Chairman with any additional information required.

Area Vice Chairmen:  Area 1 – Sherrill Russ;  Area 2 – Dorothy Hope;  Area 3 – Lynne Cason;  Area 4 – Karen Carbonneau;  Area 5 – Christine Woods;  Area 6 – Ellen Gordon;  Area 7 – Leslie Arnold;  Area 8 – Nyssa Masters;  Area 9 – Susie Wuest;  Area 10 – Shirley Hoerle;  Area 11 – Eileen Brauer.

Dates and/or Events to Remember:

Contest:  NSDAR Outstanding Teacher of American History.

The instructions and forms for the Contest may be found at:  

Note:  Photos are NOT permitted.

Additional Florida Instructions:  The original packet and four photocopies of the complete packet (for a total of five) must be mailed to the State Historian.  Please secure each packet with a paper clip.

Award:  A certificate of award for the Chapter recipient will be mailed to the Chapters upon receipt of the completed packets.  A panel of three judges will select the FSSDAR winner who will be entered in the national contest and presented with a $500 award and a certificate at State Conference.

Deadline:  Submissions to State Historian must be postmarked by October 25, 2018.

Send Entries to:  The State Historian at the address above.  Please do NOT send via certified mail.

Resources:  All resources can be found at the Historian General’s website noted above.  Any additional questions can be directed to the State Historian at the address above.
STATE LIBRARIAN


National Information Packet (NIP):  Refer to Part I, p. 9

FSSDAR Bylaws:  Refer to p. 4

Objective:  To support our National and State libraries through solicitation of materials and funds to continue “Moving Forward in Service to America”

Forms:
Library Gift Approval & Donation Form--National
http://www.dar.org/sites/default/files/members/darnet/forms/LG1002.PDF

Florida DAR Library Wish List:
http://fssdar.com/001Librarian/wish/fssdar-orlando-library-wish-list/

Florida DAR Library Donate Form:
http://fssdar.com/001Librarian/

Reporting:
Chapter Master Report (CMR)
Florida Honor Roll

Awards and Medals:  DAR Handbook, p. 261

Dates and/or Events to Remember:  Fall Forum Library Day, September 21, 2018; Spring Conference Library Research Day, March 21, 2019

Library Locations:
NSDAR Library  1776 D Street NW, Washington, DC  20006-5303
West Oaks Branch Library and Genealogy Center  1821 E. Silver Star Road, Ocoee, FL  34761
    Phone #:  407-835-7323

Chapter Challenge:  To donate at least one Wish List book to our National and/or State libraries per year and/or complete the form to donate genealogical records not on a wish list (must be preapproved by National or Orlando Library).  Monetary donations are also accepted.
Objective: To promote our National Museum by sharing with DAR chapters and the community thru PowerPoint presentations about what the museum must offer without going to Washington D.C. The State Curator serves as a liaison with the National museum which houses over 30,000 plus objects of historical value from the colonial period to the industrial revolution. Our DAR Museum holds the prestigious accreditation from the American Association of Museums. The State Curator also serves as the Museum Outreach chairman to provide information to the chapters on the museum’s collections, exhibits, volunteer programs and chapter programs.

Financial support is crucial for maintaining “Our “Museum. This can be done by contributions to the Friends of the Museum, Adopt -an Object, Wish List, Museum Keeper fund, Give – a Book, Gift shop, School and summer programs and the Museum Exhibition fund. Donations of pre--1840 items can be donated to the museum by acceptance in the honor or memory of a loved one. The Correspondent Docent volunteer program is a wonderful way to inform the community of our historic museum. Our support, helps to preserve “Our Smithsonian” for future generations.

Committee Theme: “Growing Brighter Futures thru Preserving Our Past”

Forms:  http://www.dar.org/members/committees/national-committees/dar-museum-outreach/forms

Awards: Outstanding Correspondent Docent of the Year

Dates: March 1 deadline for Correspondent Docent reports

Resources:  FSSDAR member website – DAR Museum
Nancy H. Watkins, State Parliamentarian  
1903 Bayshore Blvd, Tampa, FL 33606-3107  
Phone: (813) 254-3369 · Email: nwatkins@robertwatkins.com

STATE PARLIAMENTARIAN

National Parliamentarian’s Webpage:  

DAR Handbook: Refer to p. 247 to 259 for Parliamentary Procedures:  

FSSDAR Bylaws: Refer to the Bylaws Committee page on the FSSDAR website for the current version.  
http://fssdar.org/bylaws/

Objectives: The State Parliamentarian serves as an advisor to the State Regent and other executive officers, state committee chairmen, and Chapter Regents on matters of parliamentary procedure.

The State Parliamentarian is available to answer questions and provide parliamentary tips. Chapters should send questions to the State Parliamentarian first, then to the National Parliamentarian if requested to do so by the State Parliamentarian.

Resources:
Chapter Regent’s Manual and Parliamentary Procedure Guide  

Model for Chapter Bylaws available in MSWord format for editing  
http://www.dar.org/sites/default/files/members/darnet/forms/OSG-3000.docx

DAR Handbook and National Bylaws  

Robert’s Rules of Order Newly Revised (11th ed.) The parliamentary authority of NSDAR and FSSDAR  
http://www.dar.org/dar-shopping/dar-online-store/product-detail/179

Robert’s Rules of Order Newly Revised in Brief (2nd ed.) An easy-to-read guide for basics  
http://www.dar.org/dar-shopping/dar-online-store/product-detail/178

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All Florida chapters are required by state bylaws to send a current copy of the chapter bylaws to the State Parliamentarian for her records. Electronic copies are preferred and may be sent via email to: nwatkins@robertwatkins.com.

Printed copies may be delivered at state meetings or mailed to the address above. Please remember to send an updated copy of chapter bylaws when amended.
AMERICAN HERITAGE

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/american-heritage/committee-objectives

National Committee Video (under Historic Preservation):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 13

Objective:
The American Heritage Committee was established to preserve our rich American heritage in the fields of art and sculpture, crafts, drama and literature, fiber arts, and music.

Committee Theme:
Historic Costume Era: 1773–1783

Dates and/or Events to Remember:
Fiber Arts Deadline: Must be postmarked by December 4th, 2018, and mailed directly to the State Chairman Tammy Sandberg (address above).
Deadlines for the following categories:
Art and Sculpture, Crafts, Literature and Drama, Music: Send entries between January 2, 2019 and February 15, 2019 directly to the appropriate national vice chair of (found on the American Heritage Contest Entry form) with a copy of the contest entry form sent to Tammy Sandberg at the address shown above.

Women in the Arts Recognition Award:
The purpose of the Women in the Arts Recognition Award is to recognize and honor a woman (DAR or Non-member) who has made significant achievements at the community level in her artistic field. No deadline. They may be submitted anytime.

Awards and Medals:
• State Certificates are given for 1st place. Fiber Arts are forwarded to the National competition.
• 1st, 2nd, 3rd place recognition at Continental Congress if awarded
• 1st place National is displayed in DAR museum for week of Continental Congress
Objective: The American History Committee promotes American History throughout the year by honoring significant historical people, places, dates and events. Chapters will find opportunities for Moving Forward in Service to America as they promote the American History Essay Contest, the Christopher Columbus Essay Contest, Outstanding Work in American History Awards, and the Women in American History Awards.

Chapters are encouraged to conduct the American History Essay Contest. All grade 5, 6, 7, and 8 students in public, private, or parochial schools, or those who are home schooled are eligible. Deadline for submittal of Chapter winners to the State Chairman will be January 5, 2019.

Committee Themes 2018-2019:
The American History Essay Contest for grades 5-8: Title: “The Women’s Suffrage Campaign”
The topic is: The 19th Amendment to the U.S. Constitution was passed by the United States Congress on June 4, 1919, and was ratified on August 18, 1920. This amendment granted all American women the right to vote and hold elective office. Many Americans at the time viewed this as a radical change to the U.S. Constitution. Imagine you are living in 1919 while the women’s suffrage campaigns were having impact on Americans politically and socially. Discuss the pros and cons of this new amendment the U.S. Congress has passed.

Christopher Columbus Essay Contest:
Title: “Comparing Ship Technology: The Ships Columbus Used Versus Ships of Today.” The topic is: “The three-ship fleet of Christopher Columbus included two ships known as caravels, Nina and Pinta, and one larger ship which served as Columbus’ flag ship, Santa Maria. Discuss the advantages and disadvantage of these late fifteenth-century ships compared to the modern ships of today and how they would have been prepared for his voyage. Keep in mind these essays are judged and awarded from the National Italian American Foundation, Chapter Chairs should encourage those participating in this essay contest to write essays from a positive standpoint. Essays received at the national level may be disqualified if not written from a positive standpoint.

Dates and/or Events to Remember: All Chapters must forward Chapter winning Essays for both Essay Contests to the State Chairman to be received on or before January 5, 2019. Chapters should submit an original and three copies of each winning essay along with Chapter judges’ score sheets. The Women in American History can be given throughout the year. Chapters are asked to prepare a 100 word report about her, on the revised Chapter Report form for Women in American History on the NSDAR American History site link with a photo, if available. Please forward throughout the year to the State Vice Chairman, but the final deadline is April 1, 2019.
Awards and Medals: The *American History Essay Contest and the Christopher Columbus Essay Contest* both award certificates for all students who participate. In addition there are certificates at the chapter, state and National for essay winners. The Women in American History Awards at the chapter level also recognize the recipient with a medal and certificate. All medals and certificates are available at the DAR store.

**WOMEN IN AMERICAN HISTORY AWARD**

March is officially Women’s History Month, so chapters may wish to use this occasion to acknowledge the outstanding contributions of the woman of their choice. Please take into consideration individuals who have made a contribution or a difference in their communities. Refer to [www.womenshistorymonth.gov](http://www.womenshistorymonth.gov) for the current theme and ideas. Seek those women who are, or who have been, intellectual, educational, social, religious, political, scientific, or cultural innovators. Recognition may be an invitation to speak at a chapter meeting, presentation of a medal and certificate, writing a letter to the editor of a local newspaper, or publishing an article about the woman. Keep in mind the President General’s theme of *Moving Forward in Service to America* when recognizing notable women from your state or community. These women serve as an example and inspiration to all of us.
AMERICAN INDIANS

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/american-indians/about-committee

National Committee Video (under Education):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 21

Objective: As the indigenous people of our country, it is only fitting that NSDAR respect and value the American Indian. These first Americans are worthy of our understanding and appreciation. The DAR American Indians Committee is entrusted to the continuing education of the history and culture of this community as well as the support of the educational and cultural pursuits of its citizens.

DAR chapter members can further those objectives by educating ourselves and the general public, promoting cultural activities, and providing financial and material assistance to the DAR supported schools, American Indian Youth Summer Camps, and through the DAR Office of Development. Grants to qualifying Native American projects will be considered if sufficient funds are available.

Committee Theme: As FSSDAR “Grows Brighter Futures,” this committee dedicates itself and all DAR members to honor and serve the original inhabitants of this land.

NSDAR: American Indian Scholarship, Frances Crawford Marvin American Indian Scholarship, and the Anne Trevarthen Memorial Scholarship (College of William and Mary students only) (NEW THIS YEAR: All NSDAR Scholarship applications must be submitted online!), and the American Indian Committee Grant

Forms: The NSDAR Scholarship Applications, Native American Heritage Month Proclamation, 2018-2019 American Indian Minutes can all be found at http://www.dar.org/members/committees/national-committees/american-indians/forms

Dates and/or Events to Remember:
November 2018 American Indian Heritage Month
January 1, 2019 Ann Wood FSSDAR American Indian Scholarship application due to Chapter Chairman
February 1, 2019 Ann Wood FSSDAR American Indian Scholarship application due to the State Chairman
February 1, 2019 NSDAR Scholarship(s) applications due to the State Chairman
February 15, 2019 NSDAR Scholarship(s) applications due to the National Chairman
February 15, 2019 NSDAR Grant application due to the National Chairman
AMERICANISM

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/americanism/committee-overview

National Committee Video (under Patriotism):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 22

Objective: To oversee the approval process for DAR Medal of Honor and Americanism Medal recipients. Encourage members to be involved in the naturalization process and naturalization ceremonies. Encourage members to participate in holiday parades and attend school and holiday ceremonies.

Committee Theme: More than just RED, WHITE, and BLUE!

Forms:

DAR Medal of Honor
DAR Medal of Honor Instructions and Guidelines for Completing Recommendation (ADMFC-1000):

Recommendation for Award of DAR Medal of Honor (ADMFC-1001):

DAR Medal of Honor Rating Sheet (ADMFC-1002):

DAR Americanism Medal
Americanism Medal Instructions and Guidelines for Completing Recommendation (ADMFC-2000):

Recommendation for Award of Americanism Medal (ADMFC-2001):

Americanism Medal Rating Sheet (ADMFC-2002):

Dates and/or Events to Remember: There is no deadline for submission. Submissions may be made year-round. Forward your submission (two copies) to this chairman with a chapter check payable to Hamilton Jewelers for the current price of the medal. Please allow enough time for signatures, receipt of medal and presentation (8-10 weeks).
CHAPTER ACHIEVEMENT AWARDS (CAA)

National Committee Webpage: Now is the time to review the changes/updates to the Chapter Achievement Awards (CAA). [https://www.dar.org/members/committees/national-committees/chapter-achievement-awards/chapter-achievement-measure-health]

National Committee Video (under Membership): [https://www.dar.org/members/continental-congress/national-committee-video-presentations]


Objective: The CAA is a measure of the health of our chapters. It is the time for chapters to look at what they have achieved. Chapter leaders can and should update the form throughout the activity year - January 1, 2018 through December 31, 2018.

Committee Theme: All chapters should have goals – goals that are aligned with the historical, educational, and patriotic objectives of the National Society. How each chapter meets those goals and to what degree this is done, is objectively measured by the point system of the Chapter Achievement Awards program.

Forms: The CAA reflects all chapter contributions made prior to December 31, 2018 and participation in activities from January 1 through December 31. The CAA is part of the Chapter Master Report (CMR). The deadline for the entire CMR (including the CAA portion) is February 1, 2019. Chapter leaders with e-Membership access log onto the e-Membership website, and verify and enter their chapter’s responses. There are NO paper copies: the CMR/CAA must be completed online.

Awards: The total number of points scored by each chapter (if greater than the suggested minimum of 125 points) will result in attaining a Level One, Level Two, or Level Three award. The more a chapter strives to accomplish the goals of the National Society, the more points are earned. National award certificates are received by the State Regent at Continental Congress and distributed to the Chapters at Fall Forum.

Dates to Remember: February 1, 2019 is the deadline for completing the CAA electronically within the (CMR). The CAA can be accessed by chapter leaders to reflect donations/activities. Several sections are AUTO-FILLED based on data gathered by the National Society. If these AUTO-FILLED areas are not correct based on chapter knowledge, contact the National Society department found at [https://www.dar.org/members/committees/national-committees/chapter-achievement-awards/completing-chapter-achievement] All data must be entered by February 1, 2019.


Contact the State Chairman with questions, for assistance entering data or filing electronically on e-Membership. Florida is striving for 100% participation by all chapters again this year!
CHAPTER DEVELOPMENT AND REVITALIZATION COMMISSION


Objective: The mission of the Chapter Development and Revitalization Commission (CDRC) is to coordinate the combined efforts of the State Organizing Secretary (Janet Messer), State Registrar (Connie Lizak) and the state chairs of the Membership (Sandy Hux), Lineage Research (Sarah O’Connor, Lead), and Volunteer Genealogists (Janet Messer, Lead) Committees. State Vice Regent Kay Yarbrough and State Second Vice Regent Debbie Duay advise and support the commission.

National Committee Theme: A*I*M to Attract, Inspire and Mentor! The goal of A*I*M is to assist chapters to attract new member growth, inspire all members to participate more fully in DAR activities, and mentor members to strengthen their skills and knowledge of DAR.

FSSDAR is committed to fully supporting the success of our chapters. Each chapter has assigned Area Membership and Lineage Research Committee chairmen. Upon request, a Volunteer Genealogist Committee member may be formally assigned. If your chapter needs assistance with increasing participation or processing prospective member applications, please contact one of the commission members – we are here to serve you.


Volunteer Genie Program - This program assigns a trained Florida Daughter to assist a chapter with processing new member applications and mentoring the chapter registrar. For more information, visit this web page: [http://www.learnwebskills.com/lineage/genie.htm](http://www.learnwebskills.com/lineage/genie.htm).

Debbie’s Lineage Research Corner located at [http://www.learnwebskills.com/lineage](http://www.learnwebskills.com/lineage) contains several pages with helpful information for revitalizing membership and processing applications.

- The Three P’s page discusses three critical areas concerning chapter health, and it offers ideas on revitalizing chapters in each area. [http://www.learnwebskills.com/lineage/chapterhealth.htm](http://www.learnwebskills.com/lineage/chapterhealth.htm)
- The Application Tips page provides important information on properly completing DAR applications. [http://www.learnwebskills.com/lineage/application.htm](http://www.learnwebskills.com/lineage/application.htm)
- The Chapter Registrars page offers tips on 1) working with prospective members, 2) avoiding AIRs (formerly known as "Have Written" letters), and 3) requesting lookups from applications, supporting documentation, and GRC items. [http://www.learnwebskills.com/lineage/registrars.htm](http://www.learnwebskills.com/lineage/registrars.htm)
- The Hidden Gems page provides links to over 4,000 vital records, probate records, land records, and other resources for documenting lineages [http://www.learnwebskills.com/lineage/hidden.htm](http://www.learnwebskills.com/lineage/hidden.htm)
CHILDREN OF THE AMERICAN REVOLUTION

“We're members of the C.A.R.; A great and mighty band; We pledge our might for the cause of right; For home and native land!” The C.A.R. Song


Objective: The purpose of the Children of the American Revolution Committee is to encourage DAR chapters and members to become actively involved or continue active involvement with C.A.R. societies on the local, state, and national levels. Committee goals are as follows:

• Form or reorganize a local Society in your area. “I think you will agree with me that the hope of this county is with her youth…” Harriett Mulford Lothrop
• Take an active roll in recruiting new members. Ask your children, grandchildren, relatives and friends to be a part of the oldest and largest patriotic organization for youth in our country.
• Contribute monetary donations on the Local, State & National levels. Help train good citizens, develop leaders and promote love of the United States of America by supporting the educational goals of the C.A.R. by keeping enthusiasm up for membership by fun field trips and events.
• Support the State & National President’s Programs, organize field trips, contests and buy pins.
• Invite a local C.A.R. Society to your meeting or service project. Get them involved!
• Encourage C.A.R. girls ages 15 and up to serve as pages at the FSSDAR State Conferences and Fall Forums.

C.A.R. and DAR Move Forward in Service to America while Growing Brighter Futures.

For more information on how to assist children in joining C.A.R., contact:

Virginia “Ginger” Poffenberger, Florida State Society C.A.R. Senior State President
2705 E. Gonzalez St., Pensacola, FL 32503
Home 850-4354755
Cell 214-289-3194
Email vpoffe1776@gmail.com
COMMEMORATIVE EVENTS

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/commemorative-events/commemorative-events


National Information Packet (NIP): Refer to Part I, p. 26

Objective: Identify opportunities for commemorative events and promote participation in celebrations that support the historical, educational, and patriotic objectives of the Society.

Dates and/or Events to Remember:
November 11, 2018 - 100th Anniversary of the end of World War I
2019 – 100th Anniversary of Women’s Suffrage
June 6, 2019 - 75th Anniversary of D-Day
June 28, 2019 - 100th Anniversary of the Treaty of Versailles
We continue to commemorate Independence Day each year and the 50th Anniversary of the Vietnam War (May 28, 2012 – November 11, 2025).

Awards and Medals: Outstanding Chapter/State Report Contest: To submit a chapter entry your narrative must be accompanied by the approved national form:

All submissions for the Outstanding Chapter Report Contest are due March 1 of each year.
COMMUNITY CLASSROOM


National Committee Video (under Education):
[http://www.dar.org/members/national-committee-video-presentations](http://www.dar.org/members/national-committee-video-presentations)


Objective:
The Community Classroom Committee seeks to encourage Daughters to volunteer to provide additional support to teachers and children in classrooms and schools in their own communities throughout the nation, as well as overseas. Education makes the difference for all children. DAR women can provide a positive force for children who have difficult circumstances at home. Students at risk of school failure at all levels, preschool through high school, need extra assistance to develop skills and confidence to become responsible and productive citizens.

Suggestions for volunteers at all grade levels:
- Provide teacher with an example of the DAR Manual for Citizenship in order to distribute to parents who may want to become citizens. [https://www.dar.org/national-society/education/dar-manual-citizenship](https://www.dar.org/national-society/education/dar-manual-citizenship)
- Introduce the teacher to the NSDAR Educational Resources Committee to provide grade-appropriate electronic lesson plans focusing on America, its history, government, heritage, genealogy, as well as related language and/or math topics. [https://www.dar.org/members/committees/goals-committee](https://www.dar.org/members/committees/goals-committee)

Suggestions for volunteers for preschool through third grade:
- Assist the teacher with putting up bulletin boards and preparing supplies.
- Provide basic supplies for children who do not have pencils, pens, erasers, marking pens, clay, etc.
- Provide backpacks, flags, and flag codes.
- Assist a child with learning the ABCs, numbers, colors, Pledge of Allegiance, listen to the child read, or assist the child with a speaking, writing, art, history, or a science project.
- Assist students with activities such as jump rope, throwing and catching a ball, skipping, jumping, hula hoop, etc.
- Assist a child with learning technology. You may want to share the benefits of your phone, iPad, laptop, etc.
- Assist in the school library, computer lab, science lab, office, nurse’s station, homework club, and after-school activities.

Suggestions for volunteers for fourth through eighth grade:
- Assist the teacher in preparing learning material.
- Provide an extra hand in classroom projects.
- Become an art docent.
- Assist with history day, poetry day, school plays, play the piano for the choir, author day, career days, etc.
- Read with students, practice speaking English, write with students, assist with Student Council activities, assist with lunch-time activities, school dances, and after-school activities.
- Assist with math, science, or history lessons by letting students explain their projects to you.
- Be a judge for a school or classroom project.
- Provide a lesson during Presidents’ Week, Black History Month, or Woman’s History Month. Wear your period clothing to present the lesson.

**Suggestions for volunteers for high school:**
- A chapter may serve at the snack bar for athletic activities, along with parents and students.
- Act as a judge for school contests.
- Act as a mentor for college applications.
- Chapters may want to provide scholarships for low income students.
- Participate in Career Fairs, History Days, Science Olympiads, Mathletes, Mock Trials, etc.
- Volunteer in the library, computer labs, science labs, office, cafeteria, or nurse’s station.
- Join the Parent Teacher Association or Parent Club to support school activities and become acquainted with parents who may be learning English.
- Work with local businesses to provide financial support for the school through providing uniforms for band, choir, and athletics.

**Forms:** Community Classroom Success Story
https://www.dar.org/members/committees/special-committees/community-classroom/forms

**Success Stories:** Each chapter may submit one Success Story picture and article of no more than 130 words to their Community Classroom State Chair for approval on the NSDAR Community Classroom Committee page. This picture and article must depict the volunteer(s) providing a service to a classroom or school. The picture must be a digital 72dpi .jpg file. The file should not be over 1mb in size. When sending pictures with school children, be sure to check with the teacher or principal to see if the parent has given permission to allow their child’s picture to be taken. Please include the following:
- Chapter name and address.
- Regent’s name, address, phone number, and email address.
- Chapter Community Classroom Chair’s name, address, phone number and email address.

**Resources:** Tips for classroom and school volunteers
https://www.dar.org/members/committees/special-committees/community-classroom/tips-volunteers
COMMUNITY SERVICE AWARDS


Objective: Every Florida chapter present a Community Service Award during the Lemongello Administration.

Committee Theme: *Moving Forward in Service to America by recognizing the volunteers who shine bright in our communities.*


Awards and Medals: Certificate and pin to be presented to approved nominee.

Dates and/or Events to Remember: Two awards can be presented per chapter each calendar year.

Community Service Awards provide an excellent opportunity to recognize worthy individuals and organizations for unpaid voluntary achievements in cultural, educational, humanitarian, patriotic, historical, citizenship, or environmental conservation endeavors. The individual and/or organization must have contributed to the community in an outstanding manner through voluntary heroic, civic, or benevolent service by organizing or participating in community activities. The achievement must have taken place within the past five (5) years. Members of NSDAR are eligible for this award if the service is unrelated to their DAR activities.

The award may not be presented to a recipient more than one time and may not be initiated or approved posthumously. Awards that have been approved may be presented posthumously. A nominee may not receive more than one NSDAR award for the same accomplishments. Community Service Awards are chapter or state awards of recognition. They are not contests. There is no competitive judging on any level.

For each recommendation, include in the nomination packet a check payable to Treasurer General, NSDAR, for an amount appropriate to the number of certificates and pins ordered and one stamped envelope for mailing the approved form to NSDAR. The State Chair will review the nomination for approval. If approved, she will send the approved form to The DAR Store. Upon receipt of the form, The DAR Store will mail the chapter or state the certificate(s) and pin(s). Allow six to eight weeks for processing. All instructions are located on the nomination form.

Do not hesitate to contact the chair for any questions you may have about the nomination form or supporting documentation.
CONFERENCE ARRANGEMENTS

FSSDAR Bylaws and Standing Rules: Refer to page 7.

Objective: The Conference Arrangements Committee is responsible for handling all the details of Fall Forum and State Conference. Fall Forum, held in September each year, is the “learning” conference and State Conference, held in the spring (usually March,) is the annual business meeting of FSSDAR. The committee works with the hotel(s) to set up room blocks, luncheons, banquets, and audio/visual needs. The committee also works with the hostess committee, clubs, pages, tours and travel chairman, dignitaries chairman, hospitality committee, protocol committee and various state chairmen in charge of events (DAR Schools, National Defense, Junior Chairman, etc.) Decorations for luncheons and banquets and registration are handled by the hostess committee under direction of the Conference Committee. Clubs provide their own decor. The hostess committee is assigned by Area; Areas are rotated.

There are nine members of the committee: three are appointed by the State Regent, three by the State Vice Regent and three by the State 2nd Vice Regent. This allows sharing of information and continuity between administrations, as each member continues on the committee until the officer appointing the member finishes her term as State Regent. Content of the conferences is determined by the State Regent and historical formats, as well as ideas and suggestions from the committee. Constructive feedback and ideas are always welcome. Our goal is to make the Florida State Conferences a positive, enjoyable and memorable experience for all Florida Daughters and guests.

Committee Theme: Building Better Conferences

Forms: Registration Forms are available 2-3 months prior to each conference and should be returned to the Conference Treasurer no later than 10 days prior to the conference. On-line registration and PayPal are also available; on-line registration is strongly encouraged. The Fall Forum Flare and The Call to Conference are the newsletters that will detail the events taking place at Fall Forum and State Conference respectively and will contain the registration forms. Hotel Reservations should be made directly with the hotel.

Dates and/or Events to Remember:
Fall Forum 2018 – September 21-23, 2018 – Florida Hotel & Conference Center, Orlando
State Conference 2019 – March 21-24, 2019 – Florida Hotel & Conference Center, Orlando
Fall Forum 2019 – September 20-22, 2019 – Renaissance Orlando at Sea World (Marriott)
CONSERVATION

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/conservation/committee-overview

Florida State Committee Webpage:  http://fssdar.org/conservation/

DAR Handbook: Refer to pp. 124 & 270

National Information Packet (NIP): Refer to Part I, p. 28

Objective: Established in 1909, this committee supports our natural resources through sound legislation, school conservation programs and personal responsibility. Chapter regents and committee chairs should educate members and others using the Conservation Minutes found on the Conservation Committee Webpage and in the DAR Handbook and National Bylaws.

Forms:
Instructions for NSDAR Conservation Medal Award: NIP, CON-1000

Recommendation Form for NSDAR Conservation Medal Award: NIP, CON-1001

Awards and Medals:
Information about the NSDAR Conservation Medal and the Community Wildlife Habitat Chapter Project Contest.

Conservation Medal: The NSDAR Conservation Medal can be awarded to an adult with a distinguished volunteer record in conservation activities. Instructions can be found on the NSDAR Conservation Webpage:
https://www.dar.org/members/committees/national-committees/conservation/nsdar-conservation-medal

Community Wildlife Habitat Chapter Project Contest: also known as the Chapter Conservation Contest The committee conducts an annual contest to recognize chapters and state societies for their efforts to promote Conservation Committee initiatives. The current focus for this contest is on the importance of pollinator gardens and native plants. Instructions can be found on the NSDAR Conservation Webpage:
https://www.dar.org/members/committees/national-committees/conservation/chapter-conservation-contest

Dates and/or Events to Remember:
Reporting must be done through the Chapter Master Report BEFORE January 31, 2019
Community Wildlife Habitat Chapter Project Contest Friday, March 15, 2019
EARTH DAY Monday, April 22, 2019
ARBOR DAY NATIONAL Friday, April 26, 2019
ARBOR DAY FLORIDA Friday, January 18, 2019

Resources: Conservation Committee Resource Link:
https://www.dar.org/members/committees/national-committees/conservation/resources
CONSTITUTION WEEK

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/constitution-week/constitution-week-committee

National Committee Video (under Education):
https://www.dar.org/members/continental-congress/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 29

Objective: To emphasize and educate our need to uphold the Constitution of the United States as designed by our Founding Fathers.

Committee Theme: The U.S. Constitution – The Design for Our Nation

Awards and Medals: Outstanding Chapter Report, Chapter with the Largest Group that Rang Bells, Chapter Donating the Most Florida Constitution Project Booklets for Fifth Graders, Chapter with the Most Constitution Events, Chapter with the Most Print Coverage. DEADLINE for receipt of information for FSSDAR Awards & Recognition is on or before January 15, 2019, and should be addressed to the State Constitution Week Chair.

Dates and/or Events to Remember: Constitution Week, September 17-23, 2018; Constitution Day, observed on September 17, 2018; Bells Across America, September 17, 2018 – 4:00 p.m. EST. Constitution Week is scheduled for September 17-23, 2018, and Chapters can focus their events and educational efforts around this time in honor of the 231st Anniversary of the Constitution. We would like to encourage Chapters to celebrate the Constitution of the United States throughout the year. We take pride in the DAR’s role in Congress observing Constitution Week 63 years ago. As a foundational document for democracy, there are many interesting and creative ways to educate members and your community about its significance to our heritage and our way of life. Please note that Constitution Day will be observed on Tuesday, September 17, 2018.

The National Committee Webpage for Constitution Week and the NIP are valuable resources in your Chapter’s planning and award process. Please regularly check the webpage for updated information.

Chapter Constitution Week Committees can support year-long activities. They can provide copies of the Preamble to the Americanism Committee for naturalization ceremonies, work with American History Chairs to donate Constitution Week displays, posters, and “kits” to area schools, supply The Constitution Booklet to National Defense Chairs to present along with ROTC medals, provide the Florida Constitution Project Booklet to all fifth grade students, and coordinate a joint presentation to other groups with your Chapter’s Chair on the Flag of the United States of America. Chairman are encouraged to obtain proclamations from mayors and city councils. A statewide Proclamation from the Office of the Governor of the State of Florida will be requested. Once the Proclamation is received, it will be posted to the FSSDAR website.
DAR GENEALOGY PRESERVATION

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/dar-genealogy-preservation/committee-purpose

National Committee Video (under Genealogy):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 30

Objective:
The goal of the DAR Genealogy Preservation Committee is to index DAR genealogical and membership information into searchable databases. This will ensure that the records are preserved for posterity and greatly assist with the DAR application and approval process.

Current Project:
The current project is the Supporting Documentation Project. Documentation provided with the application is scanned and digitized by National. DAR member volunteers will review these digitized records and categorize the different types of documentation, e.g., vital records, probate records, military records, etc. This will make it much simple to know what kinds of documents have been used as proof for a given application. Chapter chairmen are asked to encourage participation in this project and report to the chapter regent the progress being made by chapter volunteers. http://www.dar.org/members/committees/special-committees/dar-genealogy-preservation/supporting-documentation-project

Committee Theme: PAY IT FORWARD – BUILD ON THE WORK OF PREVIOUS DAR VOLUNTEERS

Forms:
Forms to be used by volunteers can be found at this link:
http://www.dar.org/members/committees/special-committees/dar-genealogy-preservation/forms
It will no longer be necessary for volunteers to keep a log of their work. E-membership will automatically keep count of the number of pages which have been categorized, and when the next application’s pages are downloaded, the current total will appear.

Awards and Medals:
The DAR Genealogy Preservation pin may be earned by logging 12,000 documents. An additional bar may be earned each time an additional 60,000 documents is categorized. Although the set of documents related to a given application may range from one to over one hundred, a typical set will contain 20-30 documents and, once a volunteer has become familiar with recognizing the categories, will take about 30 minutes to complete.
http://www.dar.org/members/committees/special-committees/dar-genealogy-preservation/committee-pin
The three Florida chapters logging the most documents during the calendar year will be recognized by name as 1st, 2nd, and 3rd during the State Conference each Spring. The data comes to the State Chairman from the totals amassed by each participating volunteer as recorded by the National Chair. These are then aggregated by chapter by the State Chairman. Individual certificates of merit will also be awarded to any participating volunteer logging more than 10,000 documents during the calendar year.
Objective: The DAR Good Citizens program encourages and rewards the qualities of good citizenship among high school seniors: dependability, service, leadership, and patriotism.

Forms:
https://www.dar.org/members/forms-publication-category/csg-dgc

https://www.dar.org/members/committees/national-committees/dar-good-citizens/forms

Three pages are for Chapter use, which include instructions: DGC-1004 (Chapter Chairman Instructions), DGC1005 (Chapter Chair’s Order Form/Sample Letter for School), DGC-1006 (Judge’s Evaluation Form)

Five pages are given to the schools: DGC-1000 (Program and Scholarship Contest Program Overview), DGC-1001 (Student Essay Contest Cover Sheet), DGC-1002 (Scholarship Contest Instructions), DGC-1003 (Scholarship Essay Instructions). DGC-2000 (Significance of the DAR Good Citizen Pin Poster.)

Awards and Medals: DAR Good Citizens Certificate, pin, wallet ID card and cash award (if applicable).

Dates and/or Events to Remember: All Regents should order their certificates from the State Good Citizens Chairman using the Chapter Chair’s Order form at least three weeks prior to Fall Forum. All pre-paid kits and certificates will be delivered to chapters at Fall Forum.

Make checks payable to FSSDAR.

Original submissions for State competition must be mailed to the State Chairman no later than December 15.
Objective: To encourage chapters to promote the American Spirit magazine to their members. It is a wonderful magazine featuring quality articles of interest to a wide variety of readers and would also make a great gift. The Daughters Newsletter allows you the opportunity to gather information from chapters nationwide, as well as share your own chapter’s special projects or achievements on a national level. Florida sponsors the January/February issue.

Committee Theme: State Regent Dawn Lemongello has chosen a sun for her symbol, so we will be highlighting her theme of growing brighter futures.

Awards and Medals:
- Your chapter can attain Chapter Achievement Award status by acquiring magazine subscriptions totaling a minimum of 30% of your chapter’s membership. Educational [http://www.dar.org/darnet/forms/CAA-1000.PDF](http://www.dar.org/darnet/forms/CAA-1000.PDF)
- There are other contests you can enter, as well. Please visit the national committee website for more information, [http://www.dar.org/members/committees/national-committees/dar-magazine/american-spirit-daughters-newsletter](http://www.dar.org/members/committees/national-committees/dar-magazine/american-spirit-daughters-newsletter).

Dates and/or Events to Remember:
- Reservations for Ad space is July 1.
- Chapter or Regents’ Council ads must be submitted for approval by October 1.
- A check made payable to FSSDAR should be mailed to the above address by September 1.
- Ads must be designed in MS Word, InDesign, or Photoshop only. Please do not use a tinted background or a watermark. Send your proposed ad, attached to an email, to the address in the header; featured photos must be separate JPG attachments to your email, along with fonts.
- Regents’ Council ads should include a list of the chapters and the location of your council.

Resources:
- A great way to remind your members to renew their subscription is to add it to your dues statement and promote it in your chapter’s newsletter.
- Chapters may contribute to the “With the Chapters” section of the Daughters newsletter once per year, free of charge. Send your submission to newsletter@dar.org. Submission guidelines are available in the newsletter and online; or you can contact me for assistance.
STATE CURATOR

DAR MUSEUM OUTREACH


FSSDAR Bylaws:  Refer to p. 4

National Committee Webpage (DAR Museum Outreach):  
http://www.dar.org/members/committees/national-committees/dar-museum-outreach/dar-museum-outreach

National Committee Video (DAR Museum Outreach under Historic Preservation):  
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP):  Refer to Part I, Curator General, p. 11; DAR Museum Outreach, p. 31  

Objective:  To promote our National Museum by sharing with DAR chapters and the community thru PowerPoint presentations about what the museum must offer without going to Washington D.C. The State Curator serves as a liaison with the National museum which houses over 30,000 plus objects of historical value from the colonial period to the industrial revolution. Our DAR Museum holds the prestigious accreditation from the American Association of Museums. The State Curator also serves as the Museum Outreach chairman to provide information to the chapters on the museum’s collections, exhibits, volunteer programs and chapter programs. Financial support is crucial for maintaining “Our “Museum. This can be done by contributions to the Friends of the Museum, Adopt -an Object, Wish List, Museum Keeper fund, Give – a Book, Gift shop, School and summer programs and the Museum Exhibition fund. Donations of pre--1840 items can be donated to the museum by acceptance in the honor or memory of a loved one. The Correspondent Docent volunteer program is a wonderful way to inform the community of our historic museum. Our support, helps to preserve “Our Smithsonian” for future generations.

Committee Theme:  “Growing Brighter Futures thru Preserving Our Past”

Forms:  http://www.dar.org/members/committees/national-committees/dar-museum-outreach/forms

Awards:  Outstanding Correspondent Docent of the Year

Dates:  March 1 deadline for Correspondent Docent reports

Resources:  FSSDAR member website – DAR Museum
DAR MUSEUM CORRESPONDENT DOCENT PROGRAM

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/dar-museum-outreach/opportunities-serve

National Committee Video (DAR Museum Outreach under Historic Preservation):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 31

Being a Correspondent Docent is a great way for members to serve the National Society. This program is a very important link between the DAR Museum and the public to further the DAR Museum’s visibility nationwide through prepared programs and lectures. The programs are designed for presentation to DAR chapters, community organizations, seniors and school groups. Visit the National Committee Webpage linked above for details of the program requirements. Contact this state Correspondent Docent Vice Chairman if you are interested in becoming a Correspondent Docent.

Annual Report Deadline: Correspondent Docents, your Annual Report is due to this State Vice Chairman on March 1 each year. DAR Museum Committee forms are at:
http://www.dar.org/members/forms-publication-keyword/Museum

Regents and Program Chairmen: Please support our DAR Museum Outreach Committee by asking a Correspondent Docent to present a program at a meeting. A program can also be set up quickly if you have a speaker cancel. In order to further the public’s knowledge and possibly attract prospective members, remember that Correspondent Docent programs on the DAR Museum can also be given to community groups, such as schools, library groups and garden clubs. The following members are active Correspondent Docs. Contact them directly to schedule a program. If there isn’t one in your area, many are willing to travel. Feel free to contact this state Correspondent Docent Vice Chairman for help in finding the best fit for your needs.

DAR Museum Correspondent Docs Available for Presentations:

<table>
<thead>
<tr>
<th>Docent</th>
<th>Chapter, City</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atkins, Dianne</td>
<td>Winding Waters, Hudson</td>
<td><a href="mailto:sniktasmaj@aol.com">sniktasmaj@aol.com</a></td>
<td>727-379-3869</td>
</tr>
<tr>
<td>Cole, M. Carol</td>
<td>Abigail Wright Chamberlin, Melbourne</td>
<td><a href="mailto:mcarolcole@aol.com">mcarolcole@aol.com</a></td>
<td>321-259-9363</td>
</tr>
<tr>
<td>Collins, Jane</td>
<td>Amelia Island, Fernandina Beach</td>
<td><a href="mailto:JusJane1@mac.com">JusJane1@mac.com</a></td>
<td>904-753-2211</td>
</tr>
<tr>
<td>Comerford, Dr. L. Sue</td>
<td>Seminole, West Palm Beach</td>
<td><a href="mailto:comerfordDRLS@yahoo.com">comerfordDRLS@yahoo.com</a></td>
<td>561-585-9756</td>
</tr>
<tr>
<td>Esenwein, Maryann</td>
<td>Pensacola, Gulf Breeze</td>
<td><a href="mailto:maryann.esenwein@gmail.com">maryann.esenwein@gmail.com</a></td>
<td>352-978-3447</td>
</tr>
<tr>
<td>Gentry, Beverly</td>
<td>Fort Cooper, Inverness</td>
<td><a href="mailto:beverlygentry19@gmail.com">beverlygentry19@gmail.com</a></td>
<td>352-212-2363</td>
</tr>
<tr>
<td>Lantz, Dianna</td>
<td>Pensacola, Pensacola</td>
<td><a href="mailto:DiannaFrog@cox.net">DiannaFrog@cox.net</a></td>
<td>850-857-1599</td>
</tr>
<tr>
<td>Martinsen, Emily</td>
<td>Ocala Chapter, Ocala</td>
<td><a href="mailto:martinsenemily@hotmail.com">martinsenemily@hotmail.com</a></td>
<td>352-615-7111</td>
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<tr>
<td>Poffenberger, Ginger</td>
<td>Pensacola, Pensacola</td>
<td><a href="mailto:Vpoffe1776@gmail.com">Vpoffe1776@gmail.com</a></td>
<td>850-435-4755</td>
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<tr>
<td>Poffenberger, Ginny</td>
<td>Pensacola, Pensacola</td>
<td><a href="mailto:Gpoffe24@yahoo.com">Gpoffe24@yahoo.com</a></td>
<td>850-435-4755</td>
</tr>
<tr>
<td>Pond, Laura</td>
<td>Fort San Luis, Tallahassee</td>
<td><a href="mailto:LPond@comcast.net">LPond@comcast.net</a></td>
<td>850-878-8171</td>
</tr>
<tr>
<td>Seymour, Rosa Lee</td>
<td>Three Rivers, Pensacola</td>
<td><a href="mailto:rosasey@bellsouth.net">rosasey@bellsouth.net</a></td>
<td>850-477-2019</td>
</tr>
</tbody>
</table>
DAR PROJECT PATRIOT

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/dar-project-patriot/committee-overview


National Information Packet (NIP): Refer to Part I, p. 33

Objective: DAR Project Patriot is the official DAR committee that supports America’s active military personnel.
Committee Theme: “Helping Those Who Serve and Protect”
Committee Alliance: The DAR Project Patriot Committee joins the Americanism, DAR Service for Veterans, and National Defense committees to collaborate and promote patriotism.

At the national level, DAR support is focused on two groups: women serving in the military and wounded military personnel at three locations:

- The Chaplain’s Closet at Landstuhl Regional Medical Center in Landstuhl, Germany
- The Warrior Transition Brigade at Walter Reed National Military Medical Center Bethesda, Maryland
- The Warrior and Family Support Center in San Antonio, Texas

In addition, we provide support to deploying and returning service members and their families.

Individual members and chapters are encouraged to support the men and women serving in uniform in any way appropriate. Activities could range from sending care packages to relatives of chapter members or supporting local Reserve/National Guard units and their families. Please consider donating items to local USO centers. Chapters are encouraged to record donations and special projects on the Chapter Master Report.

Dates to Remember: 2018 - September 18 – Air Force Birthday; October 13 – Navy Birthday; November 10 – Marine Corps Birthday; December 13 – National Guard Birthday. 2019 – February 4 – USO Birthday; June 14 – Army Birthday; August 4 – Coast Guard Birthday
Month of April - April is designated as the Month of the Military Child; a time to honor the sacrifices made by military families worldwide, with an emphasis on the experience of the dependent children of military members serving at home and overseas.
Month of May – May is Military Appreciation Month; Spouse Appreciation Day – May 10; Armed Forces Day – May 18. May has many days marked to note our military's achievements and sacrifices, including Loyalty Day, Victory in Europe (VE) Day, Children of Fallen Patriots Day, as well as Memorial Day.

Pin: The DAR Project Patriot pin is available for purchase from Hamilton Jewelers, after a donation of $100 to DAR Project Patriot. The pin should be worn on the official ribbon.

Resources: The DAR Project Patriot Committee has a Facebook group. Please consider joining to share ideas and learn more about how you can help https://www.facebook.com/groups/394827713980697

Florida Daughters are growing brighter futures by honoring those who serve and protect our freedom.
DAR SCHOLARSHIP AND FLORIDA SCHOLARSHIPS

National Committee Webpage:  
http://www.dar.org/members/committees/national-committees/dar-scholarship/scholarship-fact-sheet

DAR Handbook:  Refer to p. 133  

National Information Packet (NIP):  Refer to Part I, p. 34  

Objective:  The purpose of this committee is to provide ways and means to aid worthy students to attain a higher education. The Florida State Society awards scholarships through the DAR Scholarship Committee.

Committee Theme:  "Growing Brighter Futures" with the help of FSSDAR Scholarships

Awards:  Monetary

Dates and/or Events to Remember:  FSSDAR scholarship applications must be postmarked by May 15th and mailed to this chairman.
Robertta “Bobbie” Schofield, Chairman  
PO Box 10561, Tampa, FL 33679-0561  
Phone: (813) 837-3473 · Email: rs.artist@verizon.net

Kay Yarbrough, Representative – Tamassee  
1703 E DeSoto St, Pensacola, FL 32501-3444  
Phone: (850) 450-5302 · Email: yarbroughkay@yahoo.com

Debbie Duay, Ph.D., Representative - KDS  
11901 Tara Drive, Plantation, FL 33325-3525  
Phone: (954) 473-2754 · Email: debduay@yahoo.com

Rebecca Elam, Vice Chairman – Hindman  
1557 Woodwind Ct., Fort Myers FL 33919-2028  
Phone: (239) 229-3019 · Email: stitchrje@aol.com

Shirley Jaffe, Vice Chairman – Crossnore  
93 Delannoy Ave. PH 3, Cocoa, FL 32922-7987  
Phone: (321) 633-4709 · Email: Whimz4me@gmail.com

Suzanne Landry, Vice Chairman – KDS  
405 Waterford Ln, Gulf Breeze, FL 32561-4872  
Phone: (850) 516-0894 · Email: suzlandry@mchsi.com

Carolyne James-Rudd, Vice Chairman – Tamassee  
1448 Philips Manor Rd., Fernandina Beach, FL 32034-5334  
Phone: (904) 491-4699 · Email: c james1331@hotmail.com

DAR SCHOOL

National Committee Webpage:  
https://www.dar.org/members/committees/national-committees/dar-school/committee-overview

National Committee Video:  
https://www.youtube.com/watch?v=Uw-QdD8m0sc&feature=youtu.be

DAR Handbook: Refer to pp. 135-138  

National Information Packet (NIP): Refer to Part I, p. 35  

Objective: To inform Florida Daughters about all the DAR Schools and DAR Approved Schools and ways they can assist the support and education of the students.

Theme 2016-2019: “Targeting Education; Planting the seeds of tomorrow!”

DAR Schools: Tamassee DAR School, South Carolina; Kate Duncan Smith DAR School, Alabama

DAR Approved Schools: Berry College, Inc., Georgia; The Crossnore School and Children’s Home, North Carolina; Hillside School, Inc., Massachusetts; Hindman Settlement School, Inc., Kentucky

Please note: The Indian Schools are not served by this committee but are served by the American Indians Committee

Education is one of the three founding objectives of the National Society. The mission of the schools served by this committee is to provide traditional values and educational skills to their students. Each school has a different focus and serve various special needs programs including adult literacy, ADHD, dyslexia, and children in family crisis. The DAR Schools serve thousands of students from pre-school through college. Chapters can learn about the schools by having a program at a chapter meeting or having a minute presentation each meeting on a different school. Members and chapter chairmen may visit the schools, go to the school websites to learn about each school, and contact the schools to be added to their mailing lists. Chapters can support the schools by collecting requested items to participating schools as listed on the National DAR School Committee webpage in the “Box Tops and More” menu item; by sending financial donations through their chapter treasurer for the DAR Schools for any amount; or by donating for a pin on form DEV-1003 to the Friends of the Schools (minimum donation of $200.00 with the form.) Purchasing the Apple and Arrow pin also provides support for DAR Educational efforts and shows others that members value education. Pins may be ordered at https://www.dar.org/dar-shopping/dar-online-store/product-detail/2515. Additional fundraising and book drives may be conducted by the school vice chairmen. Other ways to support the schools are listed in the committee video linked above as well as in the committee page on the national members website, also linked above.

Forms: Florida’s Honor Roll; Florida State Society’s Optional Donations; National’s DEV-1003 Donations and Contributions; Chapter Achievement Awards Sections 5, 7, and 8.
Susan Langston, Chairman
1840 72nd Ave NE, Saint Petersburg, FL 33702-4714
Phone: (727) 528-9596 · Email: susanlangston.dar@gmail.com

Sarah O’Connor, Vice Chair – Wreaths Across America
62 Snake Hill Rd. Cold Spring Harbor, NY 11724
Phone: (917) 328-6438 · Email: seashley02@gmail.com

Vanessa Talbott, Vice Chair – Honor Flight
14108 Kensington Oak Pl, Largo, FL 33774-2030
Phone: (727) 455-6163 · Email: vanessatalbott.dar@gmail.com

Elizabeth Pauley, Vice Chair – Women Veterans
4207 93rd Ter N, Pinellas Park, FL 33782-5621
Phone: (727) 439-3740 · Email: pauley02@me.com

DAR SERVICE FOR VETERANS

National Committee Webpage
http://www.dar.org/members/committees/national-committees/dar-service-veterans/committee-purpose

National Committee Video (under Patriotism):
http://www.dar.org/members/national-committee-video-presentations

DAR Handbook: Refer to p. 137-140

National Information Packet (NIP): Refer to Part I, p. 36

Objective: Awareness of veteran community connections regarding veteran needs, concerns and interests

Committee Theme: Serving Those Who Served Us, Whose Patriotism Has Given our Country a Brighter Future

Awards and Medals: There are three awards for outstanding Service for Veterans
  - Outstanding Veteran Volunteer
  - Outstanding Youth Volunteer
  - DAR Service for Veterans Volunteer

Forms: http://www.dar.org/members/committees/national-committees/dar-service-veterans/forms
  - DAR Service for Veterans General Instructions
  - Award Information for Chapter Chairs
  - Nomination Form
  - Publicity Release Form
  - Judges Form
  - Verification Form

Award entries are judged at the state, division and national level. National winners in each category are required to attend Continental Congress to receive their award. Please mail entries to Susan Langston at the address above. Entries must be postmarked by December 10th, 2018

Dates and/or Events to Remember:
  - September 21, 2018 - POW/MIA Recognition Day
  - November 11, 2018 - Veterans Day
  - December 7, 2018 - Pearl Harbor Remembrance Day
  - December 15, 2018 - Wreaths Across America
  - April 15, 2019 - Battle of Lexington & Concord (Patriot’s Day)
  - May 27, 2019 - Memorial Day
  - June 14, 2019 - Flag Day

Resources:
  - http://www.dar.org/national-society/military-support-service-veterans
  - http://www.fisherhouse.org/
  - https://www.volunteer.va.gov
THE FLAG OF THE UNITED STATES OF AMERICA

National Committee Webpage: http://www.dar.org/members/committees/national-committees/flag-united-states-america/about-committee


National Information Packet (NIP): Refer to Part I, p. 38

Objective: Keep the flag flying, protect it continuously under all conditions, educate citizens on correct usage.

Committee Theme: Encourage a strong patriotic feeling and respect for the Flag of the United States of America through chapter activities and projects.

Awards and Medals: National and southeastern division chairmen award certificates for outstanding flag programs and events. State certificates for outstanding achievement is decided by the state chairman.

Dates and Events to Remember:
January 1st - New Year's Day
3rd Monday in January - Martin Luther King Jr. Birthday
January 20th - Inauguration Day

Easter Sunday
April 19th - Patriots Day (Battle of Lexington)

1st Thursday in May - National Day of Prayer
2nd Sunday in May - Mother's Day
3rd Saturday in May - Armed Forces Day
Last Monday in May - Memorial Day (half-staff until noon)
May 30th – Memorial Day (half-staff until noon)

1st Monday in September - Labor Day
September 2nd – V-J Day
September 11th – Patriots Day
September 17th – Citizenship Day
September 17th – Air Force Day
September 17th – Constitution Day
September 17th through 23rd - Constitution Week
September 21st – POW/MIA Recognition Day

1st Tuesday in November – National Election Day
November 11th - Veterans Day
4th Thursday in November – Thanksgiving Day

February 12th – Lincoln’s Birthday
3rd Monday in February – Presidents’ Day
February 22nd – Washington’s Birthday

3rd Sunday in June – Father’s Day
June 14th National Flag Day
July 4th – Independence Day
July 27th – Korean War Veterans Days (half-staff)

May 30th – Memorial Day (half-staff until noon)
1st Monday in September - Labor Day
September 2nd – V-J Day
September 11th – Patriots Day
September 17th – Citizenship Day
September 17th – Air Force Day
September 17th – Constitution Day
September 17th through 23rd - Constitution Week
September 21st – POW/MIA Recognition Day

1st Tuesday in November – National Election Day
November 11th - Veterans Day
4th Thursday in November – Thanksgiving Day

December 7th – National Pearl Harbor Day (half-staff)
December 11th – MSDAR Day of Prayer
October 27th – Navy Day

Other days to fly the flag are Election Days, State and Local Holidays, and other days as may be proclaimed by the President of the United States and State Holidays.

Resources:
DAR Store: http://www.dar.org/dar-shopping/dar-online-store
GENEALOGICAL RECORDS

National Committee Webpage:  https://www.dar.org/members/committees/national-committees/genealogical-records/committee-history-and-overview

National Committee Video (under Genealogy): http://www.dar.org/members/national-committee-video-presentations


Theme: Preserving our local history ~ “Moving Forward in Service to America and Growing Brighter Futures!”

Purpose: The purpose of this committee is two-fold: to collect, preserve and increase the holdings of unpublished genealogical source materials in the DAR Library; and to make those same records available worldwide through an online, every-name index. Whether you enjoy visiting historic archives, exploring cemeteries or prefer to work in the comfort of your home, GRC has a project tailor made to fit you.

Objective: Particular emphasis continues to be on records of the 1880s and 1890s to help fill in the void left by the loss of the 1890 federal census, but older historical records, particularly Bible records and cemetery transcriptions, are always wanted

Chapter Chairs: “Instructions for Copying Source Records and Preparing Them for Library Use” (Form LG-GRC-2001) located at https://www.dar.org/sites/default/files/members/darnet/forms/LG-GRC-2001.pdf provides complete details on how to compile, index and submit the records. Chapter chairmen should understand and promote both projects to their chapter members and are encouraged to participate in one or both projects. Chapter chairs should assist the chapter regent each year with statistical information for the Chapter Master Report.

Awards and Medals: Members who participate in the GRC indexing project may earn personal Library Bookworm Credit towards a Bookworm Pin.

To earn DAR Library Bookworm credit, a member must produce a specific number of index entries or sync a specific number of GRC pages. A minimum of 2,300 credits are required to purchase the DAR Library Bookworm pin. A gold bar that may be attached to the DAR Library Bookworm pin may be earned after the initial 2,300 entries.

Awards are presented at each Continental Congress to the top three indexers participating in the GRC National Indexing Project; to the state in each of the six membership categories submitting the most pages; to the state submitting the most pages of original source records; and to the chapter submitting the most pages.

Dates and/or Events to Remember: Deadline: Awards are based on submissions received by this chairman before November 17. Send G. R. C. submissions to: Rosa Lee Seymour, see address above.
Objective: The Historic Preservation Committee encourages chapters and state societies to actively participate in historic preservation Moving Forward in Service to America. The Historic Preservation Committee was established as a national committee on March 1, 2008, and functions at the chapter, state, division, and national levels. The primary objectives of the Historic Preservation Committee are to assist members of the National Society in the area of historic preservation, to encourage recognition of significant volunteer efforts in historic preservation at the community, state, and national levels, and to catalog historic sites and properties that are owned, maintained, or operated by DAR chapters and state societies. To help further the aims of the committee the following awards and projects are available: 1. Historic Preservation Medal 2. Historic Preservation Recognition Award 3. Historic Preservation Project Contest 4. Historic Sites and Property Preservation.

Awards and Medals:

Historic Preservation Medal: The purpose of the prestigious Historic Preservation Medal is to recognize and honor a person who has done extraordinary work over a long period of time in establishing a historic district, preserving a local landmark, restoring or preserving objects of historic cultural significance, or establishing or participating in oral history projects, youth leadership, and education as it pertains to historic preservation at the regional, state, and/or national level. This noncompetitive award is administered by the National Chair, with no time line for applications. If the application is successful, the National Chair will send a letter of approval to notify the chapter or state society it may purchase a Historic Preservation Medal directly from Hamilton Jewelers, and a certificate will be sent by the Office of the Reporter General. Instructions and application forms can be found on the DAR Members’ Website. If you have any questions or need assistance do not hesitate to contact your state chairman, Cynthia Wilson.

Historic Preservation Recognition Award: The purpose of the Historic Preservation Recognition Award is to recognize and honor an individual or group that has done remarkable work at the community level in the area of historic preservation. The award may be presented to DAR members and non-members and is designed to recognize worthy local individuals and groups for outstanding achievements in all areas of historic preservation, including buildings, landmarks, monuments, cemeteries, historic districts, statues, museum collections, manuscripts, documents, and archival materials; writing or compiling and publishing books on historic preservation projects, historical properties, genealogical and court house records, and photography collections;
compiling oral histories; and serving as historical guides, interpreters, or docents. The recipient/recipients are expected to have contributed to their community in an outstanding volunteer manner. This award may be presented by state societies or chapters and is administered by the National Vice Chair. This is a non-competitive recognition award with no time line for applications. Applicants will not be judged against other applicants. Once the applicant has been approved by the National Vice Chair, she will send a letter of approval for the purchase from The DAR Store of a pin and certificate which may be issued by the chapter or state society. Instructions and application forms can be found on the DAR Members’ Website. If you have any questions or need assistance do not hesitate to contact your state chairman, Cynthia Wilson.

**Historic Preservation Project Contest:** The purpose of this contest is to recognize and honor an NSDAR chapter or state society that has completed an outstanding project in historic preservation. Projects could involve preserving a historic site, landmark, historic district, or property, all of which may be publicly, privately or DAR-owned. The project must be sponsored by an NSDAR chapter or state society and have been completed in the last two years. The contest is administered by the National Vice Chair. After states select their winners (chapter and state), the state winners are forwarded to the division level for judging. Division-level winners receive certificates. Division winners are then forwarded to the National Vice Chair. National first, second and third place chapter and state society winners are chosen, and certificates are prepared for Continental Congress each year. Instructions and application forms can be found on the DAR Members’ Website. If you have any questions or need assistance do not hesitate to contact your state chairman, Cynthia Wilson.

**Historic Sites and Property Preservation:** The Historic Sites and Property Preservation project is charged with finding and cataloging all NSDAR sites and properties and determining the condition and tourism availability of each. These properties may include cemeteries, landmarks, forests, buildings, rooms, and so forth, which NSDAR owns and/or maintains. Location, funding, historical significance, historical designations, promotional material, and availability information are all needed for each property. The National Vice Chair evaluates and administers this information and includes it in an NSDAR database as it arrives from chapters and state societies. All state societies and chapters are asked to complete the NSDAR Historic Sites and Property Report Form, which can be found on the DAR Members’ Website. If you have any questions or need assistance do not hesitate to contact your state chairman, Cynthia Wilson.

**Dates and/or Events to Remember:**

**Historic Preservation Project Contest** – send three (3) copies of your entry to State Chairman, Cynthia Wilson, at address provided above. Entries must be received on or before February 1.

**Resources:**
- Historic Preservation Resources: [https://www.dar.org/members/committees/national-committees/historic-preservation/gathering-resources](https://www.dar.org/members/committees/national-committees/historic-preservation/gathering-resources)

Inquiries are welcomed by the State Chairman.
INSIGNIA

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/insignia/dar-official-insignia


National Information Packet (NIP): Refer to Part I, p. 40

“WEAR IT PROUDLY - GUARD IT CAREFULLY - USE IT DISCREETLY”

Objective: The official Insignia adopted, by the National Board of Management 26 May 1891 and patented 22 Sep. 1891, is the property of the National Society and may not be used for commercial purposes or as an ornament. The DAR logo is used for public relations and other corporate applications where the Insignia is prohibited.

Members wear pins to show their service to DAR. Donation and Commemorative pins may also be worn on the ribbon. The ribbon is worn on the left shoulder pinned at the shoulder seam. The highest office/position is at the top of the ribbon unless multiple rows are worn, then the highest level pin is placed at the top of the row closest to the shoulder. The Insignia pin may be worn with attire appropriate for DAR occasions. Pins, ribbons and sashes are not worn in public unless representing the DAR or attending a funeral/memorial services.

The National Committee web page has additional information including, but not limited, to FAQ, Do’s and Don’ts, pin placement, ordering pins and more.
Please contact this Chairman with questions at anytime.

Reporting: Chapter Achievement

Resources:
Placement of DAR Insignia and Pins on Official Ribbon (INS-1000):

Sample Letter for Disposal of DAR Pins for Deceased or Resigned Members (OSG-2002):

Hamilton Insignia: http://www.hamiltoninsignia.com/
Objective: The Junior American Citizens Committee (JAC) is the National Society’s second oldest youth-oriented committee, preceded only by the Children of the American Revolution. Today, through JAC clubs and contests, the Society offers direct service to every school-age child in the United States, promoting good citizenship and appreciation of American heritage and history.

Committee Theme: “The 50th Anniversary of the Lunar Landing—America’s Great Move Forward in Exploration and Technology”

Forms: https://www.dar.org/members/committees/national-committees/junior-american-citizens/forms

Awards and Medals:
- JAC Contest Certificates awarded to one state winner in each of the three categories – Art, Creative Expression, and Community Service.
- Thatcher Award pin and certificate awarded to mature JAC members and adults who have shown outstanding leadership, dedication, and service to the JAC program.

Dates and/or Events to Remember:
- By January 1: Chapter chair sends first place winning entries to the state chair. Chapter chair will retain original entries and forward a copy to the state chair.
- By January 15: State chair sends first place winning entries to the division vice chair.
- By February 1: Division vice chairs send first place winning entries to the national vice chairs.
- By February 15: National vice chair sends first, second, third, and possibly honorable mention winning entries to the national chair.
- By March 1: National chair announces winners. Certificates will be mailed in a timely manner.

Resources:
- JAC Committee Page
  o http://www.dar.org/members/committees/national-committees/junior-american-citizens/committee-home
- Please contact Juliana Meek with any questions!
Junior Membership

Objectives:

A Junior is a DAR member age 18 through 35 years of age (until her 36th birthday). She holds full membership in the National Society, state society, and chapter, and when qualified may serve as an officer and chairman at any level. She is automatically a member of the National Junior Membership Committee, may purchase a Junior pin from Hamilton Jewelers to wear on the official DAR ribbon, and may serve as a page at national and state events. The Junior Membership Committee goals are to gain new Junior members and build a well-informed Junior membership; to encourage active participation by these young women in all phases of DAR service; and to support the Junior Membership Committee’s official fundraising project, the Helen Pouch Memorial Fund.

The Helen Pouch Memorial Fund provides scholarships, medical aid, and general financial assistance to the DAR schools. Raising funds for these commitments are through a combined effort by Juniors through their fundraising projects, to include the Junior Shoppe, and by individuals who make donations directly to the Fund. The Junior Shoppe is open during Fall Forum and State Conference and you can also visit the DAR Store online to place an order.

The Friends of the Junior Membership Committee Endowment Fund uses its interest income for Junior Membership projects at Kate Duncan Smith or Tamassee DAR Schools. In recognition of a $100 or more contribution, the donor may purchase the Friends of Junior Membership pin to wear on the official DAR ribbon.

Junior members and those supportive of Junior Membership can stay informed by reading the online newsletter, the Florida Junior Sunshine Gazette, published quarterly in February, May, August, and November. Keep in touch via Facebook by becoming a friend of FSSDAR Juniors.
National Committee Theme:  Explore Junior Membership (represented by a compass)

State Committee Theme:  Growing Junior Membership (represented by a sunflower)

Forms:  forms available on the National Junior Membership Committee website
http://www.dar.org/members/forms-publication-category/csg-jm
Golden Kangaroo Form and Chapter Outstanding Junior Biography Form available on the FSSDAR Junior Membership Committee website

Awards and Medals:  Chapter Outstanding Junior Award:  The Chapter Outstanding Junior is selected by her chapter and will be recognized at State Conference.  She may also be recognized with the Chapter Outstanding Junior pin and certificate.  To be eligible for the Outstanding Junior Contest, the Junior Member should be awarded Chapter Outstanding Junior by October 31 of the year she wishes to enter the contest.
• Each chapter winner must complete the Chapter Outstanding Junior Biography, under Forms in this SIP, and return it to State Chairman Kris VanNederynen by February 1.
Outstanding Junior Member Contest:  This is the state level Outstanding Junior Contest.  A Junior who makes a vital contribution to DAR and participates in community, historic, educational, and patriotic activities is first chosen and endorsed by her chapter.  She cannot be thirty-six years of age before the contest entry deadline of October 31 and must have a minimum of ten (10) points. The Chapter Outstanding Junior completes the current contest application form and submits it for judging at the state level. Current applications, rules, and instructions can be found on the national committee’s web page.
• Outstanding Junior Contest applications must be mailed to State Chairman Kris VanNederynen, postmarked by October 31.
FSSDAR Junior Membership Golden Kangaroo Award:  This award recognizes chapter involvement with the Junior Membership. All chapters have the opportunity to win an award when their Juniors are active and/or when the chapter is supportive of Junior Membership. Different levels of the Award can be achieved the more the chapter is active. The first level is the Certificate of Appreciation at fifteen points. The second level is the Peacock at 35 points.  The third level is the Compass at 55 points.  The fourth level is the Golden Kangaroo at 75 points. Participating chapters will receive certificates and have the results posted in FSSDAR newsletter and the Junior Sunshine Gazette. The application form is in the Forms section of this SIP.
• The application form must be mailed or emailed to State Chairman Kris VanNederynen by February 1.
For more information about Junior Membership or the above awards and contest, please contact State Chairman Kris VanNederynen.

Dates and/or Events to Remember:
September 15 – HPMF Special Projects Grant proposal form due to Chair Kris VanNederynen
October 31 - Chapter Outstanding Juniors must be endorsed by their chapter by this date.
October 31 – Contest applications for the State Outstanding Junior Contest must be postmarked
February 1 - Chapter Outstanding Junior Biography and Golden Kangaroo Award form should be mailed or emailed to State Chairman Kris VanNederynen
April 15 – HPMF Classroom Grant Applications due to Chair Kris VanNederynen
July 15, October 15, January 15, April 15 – Articles due for Junior Sunshine Gazette to Vice Chair, Nyssa Masters
Nyssa Masters, Chairman  
12714 N Oakleaf Ave, Tampa, FL 33612-3951  
Phone: (813) 335-5737 · Email: nmasters@mail.usf.edu

JUNIOR SUNSHINE GAZETTE

Objective: The newsletter will include Junior Membership Committee news, news from the Pages, news on what Juniors are doing around the state and in their communities, and the calen-DAR with important Junior Membership dates to remember and all scheduled Junior events reported to the Vice Chairman.

Deadlines for Submission: October 15, January 15, April 15, and July 15 The Gazette will be published in November, February, May, and August and will be available on the Florida Members’ only website in a manner similar to the Florida Bulletin.

Report news to the State Chairman.

Suggested News to Report:

- Junior sponsored luncheons/teas
- Fundraisers
- Community Service
- Page Events
- Chapter Outstanding Juniors
- Good News Stories about your Juniors’ lives outside of DAR: Engagements, Recognition in their job, etc.
- Juniors-at-Heart: Advice for Junior Membership, Juniors-at-Heart hosted events, etc.
- Photos, photos, and more photos!

Remember that anyone can submit ANYTHING about what Florida Juniors are doing! The Gazette is not only a great way to get everyone involved with Junior Membership, but it also provides EXCELLENT recruitment material for new Juniors! This becomes something you can hand out and say, “THIS is what our Junior members do!”
LINEAGE RESEARCH

National Committee Webpage: http://www.dar.org/members/committees/national-committees/lineage-research/lineage-research-committee-mission

National Committee Video (under Genealogy): http://www.dar.org/members/committees/national-committees/lineage-research/lineage-research-lookup-lrlb


Objective: The Lineage Research Committee’s primary objective is to help chapters prepare well-documented applications and to resolve “Additional Information Request” (“AIR,” formerly called “Have Written”) letters. If you need help with “AIR” letters, contact the lineage research state co-chair assigned to your chapter, and we will assist you.

Resources: Several resources are available to assist chapters with lineage research.

- Consult the DAR Genealogy Guidelines for complete information on preparing applications that are properly formatted, accurate and well-documented. This document can be found at: http://www.dar.org/sites/default/files/members/darnet/forms/RGG-4000.PDF

- The Lineage Research Lookup (LRL) Board can be used to request assistance with prospective member application. https://www.dar.org/members/committees/national-committees/lineage-research/lineage-research-lookup-board-lrlb Click on “Access the LRLB.”

- On Facebook, Lineage Research, NSDAR, a closed group for DAR members only, is a resource for GRS Image Access lookup requests, local repository assistance and other lineage related questions. https://www.facebook.com/groups/149402931752844/

- Florida State Society’s Registrar Website: http://fssdar.org/registrar/

- Debbie’s Lineage Research Corner was developed by our own Debbie Duay. For DAR Members only, this web site offers many helpful resources. The address is: http://www.learnwebskills.com/lineage

- Tutorial: The free online tutorial “Researching Your Revolutionary War Patriot Ancestor” provides a step-by-step process for finding and documenting Revolutionary War patriots “hidden” in your family tree. The address is: http://www.learnwebskills.com/patriot

- Genealogy Worksheet: A helpful tool for recruiting new members is the simple, one-page Genealogy Worksheet located at http://www.learnwebskills.com/lineage/sheet.doc
LITERACY PROMOTION

National Committee Webpage: http://www.dar.org/members/committees/special-committees/literacy-promotion/about-literacy-promotion-committee


National Information Packet (NIP): Refer to Part I, p. 39

Objective: Honor our Spirit of Partnership with others in your area who work to promote literacy Focus on Future Readers in an individual or chapter effort Celebrate the DAR’s Commitment to Literacy Promotion by publicizing the widespread problem of illiteracy and the importance of literacy at all ages.

Committee Theme: Reading is the means to self-respect and confidence throughout life’s journeys.

Forms:
https://www.dar.org/members/committees/special-committees/literacy-promotion/forms-guidelines

Awards and Medals: Literacy Promotion Outstanding Service Award (DAR member, Chapter and State category. Deadline to State Chairman, January 20, 2019

Dates and/or Events to Remember: National Family Literacy Day November 1

Resources: State Department of Education, Tallahassee, FL, National Information Packet
MEMBERSHIP

National Committee Webpage:
http://www.dar.org/members/committees/national-committees/membership/mission-committee

National Committee Video (under Membership):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 43

Objective: To recruit and gain members by new applications, and retention of current members

Committee Theme: Friendship--bring a friend, make a friend, be a friend

The First 30 Days: Important resources for new members
New Members and New Horizons Leadership Training—see separate committee page
https://www.dar.org/members/committees/national-committees/membership/member-training-janet-chapin-mcfarland-national

Member Retention: (Cindy Addison’s outstanding presentation from 2015 State Conference)
https://www.dar.org/sites/default/files/Focused%20on%20Florida_0.pdf

Florida State Society DAR Webinar:

Editable Sample Chapter Brochure: http://www.learnwebskills.com/lineage/brochsamp.doc

Three P’s of Chapter Health: http://www.learnwebskills.com/lineage/chapterhealth.htm

Life Membership:
DAR Handbook, Chapter III, p. 61-62
National Bylaws, Article IV, Section 3, p. 11-12

Genealogy worksheet: http://www.learnwebskills.com/lineage/sheet.doc
Hand out a genealogy worksheet to be filled in with as much information as she knows on her parents, grandparents, and great-grandparents on BOTH sides of her family. Send the completed worksheet to the chapter registrar.


Member for Member pin: https://www.dar.org/members/committees/national-committees/membership/pins

Team Awesome—Trekkers, Trailblazers, and Summit Levels—chapter membership awards:
https://www.dar.org/members/committees/national-committees/membership/dar-team-awesome

The Silver Arrow newsletters:
https://www.dar.org/members/committees/national-committees/membership/silver-arrow-newsletters

More Membership Resources:
https://www.dar.org/members/committees/national-committees/membership/resources
Member recruitment and involvement, Member involvement and retention

Dates and/or Events to Remember: Deadline for submitting annual dues is December 1
After this date, members whose dues are unpaid are in arrears, and may not: 1) resign; 2) transfer; or 3) represent the chapter as a delegate at Continental Congress or State Conference
MEMBERSHIP TRAINING


Objective: To inspire and motivate new members and future leaders to explore the opportunities and possibilities DAR has to offer.

Opportunities: Two courses are being offered, the New Members Course and the New Horizons Course. Both are state-sponsored and NSDAR-supported activities.

The New Members Course provides an opportunity for members to learn more about DAR and how they can become active participants in DAR at all levels – chapter, state, and national. The primary goal of the course is to capitalize on the wave of enthusiasm that many new members have when joining DAR and guide them in learning more about DAR and to assist them in becoming an active DAR member. At the core of the course is a self-guided curriculum structured around a series of online webinars that participants can do at their leisure, along with an independent project.

The New Horizons Course is designed to encourage, educate, and instill confidence in members interested in expanding their horizons and service to DAR through leadership. The ideal candidate for this course is someone who is an enthusiastic and dedicated member, who regularly attends chapter meetings and other DAR events, and who wants to learn more about the operation and governance of successful chapters. At the core of the course is a self-guided curriculum structured around a series of online webinars that participants can do at their leisure, along with a Capstone project to demonstrate leadership abilities.

If you are interested in either of the courses, please contact the State Chairman at the address noted on this page.
NATIONAL DEFENSE

Objective: The National Defense Committee assists members in carrying out the historical, educational and patriotic purposes of the National Society to promote an informed membership by advocating a strong American military defense and to preserve our American heritage of freedom. National Defense activities are recognized for the Chapter Achievement Award in several ways including: presenting a report using relevant materials at regular chapter meetings, presenting Gold ROTC, Bronze JROTC, and Silver Outstanding Cadet medals, scheduling a chapter program on national defense, and presenting DAR Youth Citizenship and DAR Distinguished Citizen Medals.

Committee Theme: “FSSDAR Moving Forward in Service to America Through Patriotic Pursuits”

Committee Alliance: The National Defense Committee joins the Americanism, DAR Project Patriot, and DAR Service for Veterans committees to collaborate and promote patriotism.

Forms: http://www.dar.org/members/committees/national-committees/national-defense/forms

Medals: http://www.dar.org/members/committees/national-committees/national-defense/medals

Awards and Medals Presented: Gold ROTC Medal, Bronze ROTC Medal, Silver DAR Outstanding Cadet Medal, DAR Youth Citizenship Medal and DAR Distinguished Citizen Medal.

Dates and/or Events to Remember: 2018 - September 11 – Patriot Day; September 17 – Constitution Day; September 21 – POW/MIA Recognition Day; November 11 – Veterans Day; December 7 – Pearl Harbor Day; December 15 – Wreaths Across America. 2019 - February 18 – President’s Day; May – National Military Appreciation Month; May 18 – Armed Forces Day, May 27 – Memorial Day; July 4 – Independence Day.
National Defender: The National Defender contains items of national interest for use at chapter meetings and is published on the DAR Members’ Website. Chapters are encouraged to print and use articles from the National Defender for the three-minute chapter reports at meetings. All Daughters are invited to submit articles of national interest for possible inclusion in the National Defender. The form may be found on the committee’s webpage on the DAR Members’ Website. https://www.dar.org/members/forms-publication-category/sec_natdef

**Resources:** Medals, posters, challenge coins, etc. https://www.dar.org/dar-shopping/dar-online-store
PATRIOT RECORDS PROJECT

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/patriot-records-project/patriot-records-project

National Committee Video (under Genealogy):
http://www.dar.org/members/national-committee-video-presentations

DAR Handbook: Refer to p. 159

National Information Packet (NIP): Refer to Part I, p. 45

Objective: The Patriot Records Project is for DAR member volunteers to assist indexing Patriot Revolutionary War Era documents. The records span over 75 years, starting at the very beginning of the Revolutionary War through the last petitions for remuneration. It is an excellent way for at-home members and those living out of town to actively participate in DAR.

Committee Theme: Documenting/digitizing and indexing Revolutionary War Records.

Forms: In the DAR website at http://www.dar.org/prpvolunteer

Awards and Medals: State Award Certificates are given at State Conference. Patriot Record Project pin and bar – after the volunteer indexes 10,000 last names she is eligible to purchase the pin. After indexing another 10,000 last names, she is eligible to purchase the bar for the pin. For each additional 10,000 last names she is eligible for a quill to be added to the bar – up to 5 quills. Thus the pin, bar, and 5 quills would be 70,000 last names. Volunteers will see their progress each time they log on to the project.

Dates and/or Events to Remember: Reporting in the Chapter Master Report.

Resources: Volunteers should remember to log their hours in Service for America because many of the records we are indexing are held outside DAR and will benefit not only members but the general public. Chapters can not a member(s) volunteer time under VIS.
PRESIDENT GENERAL’S PROJECT

National Committee Webpage: http://www.dar.org/members/committees/special-committees/president-generals-project/president-generals-project

National Committee Video (under Membership): http://www.dar.org/members/national-committee-video-presentations


Objective:
In support of the Dillion Administration's President General's Project, is to move the National Society forward by:

- Restoring and improving the NSDAR complex of historic buildings
- Supporting chapters through membership and community service promotions
- Advancing technological and financial accounting capabilities that serve to reinforce the Society’s promotion of history, education and patriotism
- Designing tools and techniques to increase public recognition of DAR's service and contributions to the Nation including, but not limited to, funding Special Projects Grants
- Furthering the financial stability of the Society through the promotion of established development programs and prudent investment strategies.

Committee Theme:
The Dillion Administration's President General's Project theme is "Moving Forward in Service to America", and by supporting this project we will move the National Society forward.  We will continue our work in the three mission areas to promote historic preservation, education, and patriotism, as well as, promoting membership through service to America’s communities. The NSDAR complex of buildings are among the most beautiful and historic in Washington, DC, and restoration is an ongoing commitment. As we commemorate milestones of service, we want a path that will direct us forward for more milestone anniversaries. Let us work together to honor and continue this legacy by supporting the many endeavors of this committee!

Donations:
Donations to the President General’s Project may be made for any amount, however for specific donations in the following amounts:

- $100.00 donation to the Dillon President General’s Project makes one eligible to purchase the Dillon President General’s Project Donor Pin from Hamilton Jewelers to be worn on the official ribbon or individually,
- $300.00 donation to the Dillon President General’s Project makes one eligible for the above and for an inscription on the Dillon President General’s Project Donor Wall,
$1,250.00 donation to the Dillon President General’s Project makes one eligible to receive the Dillon President General’s Project Benefactor Pin as a gift, a certificate, an inscription on the Dillon President General’s Project Donor Wall and special recognition at Continental Congress.

Your individual donations may be made:

- online with a credit card,
- by completing the Donations and Contributions for Special Committees and Funds Form DEV-1003 and paying with a credit card or by remitting a personal check payable to "Treasurer General, NSDAR",
- by calling the Development Office at (202) 879-3343,
- by emailing the Development Office (do not include your credit card number in any email).

Please contact the Development Office to make large private donations to the President General’s Project.

Please note important information about President General’s Project donations:

- Individual donations count toward Heritage Club membership levels.
- Only the donations given through the chapter and state will count toward the Chapter or State 100% Participation Program.
- Individual donations do not count toward the $7.50 per member Chapter or State 100% Participation Program donation made by chapters and states.
- Chapter and state donations do not count toward a members’ eligibility for the President General’s Project Donor or Benefactor Pins.
Objective: To inform and promote awareness about the historic preservation, education and patriotic mission and activities of the DAR to current (and prospective) members and their communities.

The mission of the Public Relations and Media Committee is to inform DAR members and their communities about the historic preservation, education, and patriotic mission and activities of the DAR. The Dillon Administration continues the commitment to increase public awareness of DAR objectives and programs. Use the information on this Committee’s portion of the website to more effectively promote the activities of our chapters and our organization to your members and to your communities. Move DAR forward as you continue to serve America!

- Reaching out to members and the public through communications, activities, and social media
- Employing a range of DAR tools and resources, including templates, fact sheets, presentations, graphics, policy statements, and other promotional items
- Promoting your chapter’s activities and upcoming events through local press, via press releases, invitations, and announcements with plenty of advance notification

Reporting: Chapter Master Report (CMR) - Educational Section, Public Relations and Media.

Awards:
Chapter Public Relations Awards. Chapters that achieve outstanding media coverage and/or produce exceptional internal communications, such as newsletters and brochures may be recognized for their accomplishments with certificates of merit from this national chair. Please report proof of your media coverage and/or internal communications on the CMR and send outstanding examples of internal communications, brochures, media coverage, publicity efforts and results (e.g. press releases, spot announcements, ads, library displays, etc.) to the State Chairman.

Local Media Award(s). This award(s) is given by the chapter to a member of the radio, TV, film, or print industry for outstanding work that promotes broader awareness of your chapter’s work and DAR’s mission of historic preservation, education, or patriotism. Awards may be presented at chapter meetings or other chapter events.

Note: There is no required approval process; however, like all DAR activities, this award should always be non-political in nature.

National Society’s Media and Entertainment Awards. This award is given to an individual or program nominated by chapters for outstanding film, radio, or television work that highlights historic preservation, education, or
patriotism on a national scale. Chapters are encouraged to send their letters of nomination to the National Vice Chair by the deadline, including details, sample of the nominated work, and contact information for the individual or program. For additional details, please refer to the NIP Part 1, p. 46.

Note: Nominations should be postmarked to the National Vice Chair, see NIP for details.

Dates and/or Events to Remember: Award nominations due March 1.

Resources: DAR Public Website (www.dar.org) contains extensive information about the work of our organization, its history, its buildings in the nation’s capital and membership opportunities.
SERVICE TO AMERICA

Objective: Our objectives are to encourage Florida Daughters to volunteer to serve their communities; to encourage Florida Daughters to log their volunteer hours; and to share with one another new and exciting ways to volunteer.

Committee Theme: Florida Daughters Serving America

Awards and Medals: Certificates

Dates and/or Events to Remember: October 11, 2018 National Day of Service to America
SPECIAL PROJECTS GRANTS

National Committee Webpage: http://www.dar.org/members/committees/special-committees/special-projects-grants/overview


National Information Packet (NIP): Refer to Part I, p. 48

Objective: The Special Projects Grants are intended to provide financial support to local public charity 501(c)(3) organizations, including museums, historic sites, literacy and tutoring programs, as well as other organizations and groups in your community who support DAR’s commitment to historic preservation, education and patriotism. Chapters are encouraged to work with their community organizations to complete the application packet (up to 8 pages) including chapter sponsorship letter, tax determination letter, grant cover page, and application narrative. All applications should be submitted directly to the national chairman.

Committee Theme: The National Society Daughters of the American Revolution Special Project Grants program provides local community grant funding to support in the areas of historic preservation, education and patriotism.

Forms: Reporting: CMR
- Chapter Achievement Awards Planning Guide Document No: CAA-1001
- 2018-2019 Special Projects Grants Application Instruction Sheet (Doc No. SPG-1000), available on the DAR public webpage

Important Points to Remember:
- Special Project Grants are typically small grants, between $1,000 and $2,000, up to $10,000.
- Chapters sponsor projects in their community, but are also eligible to submit applications for their own projects.
- Applicants must provide 1:1 matching funds that need to be secured prior to the submission of the grant application.
- Only one grant will be awarded to an entity within any three-year period.
- Be sure to follow the instructions.

Information for Project Partners:
- http://www.dar.org/grants
- Grant Application Instruction Sheet (Doc No. SPG-1000), available on the NSDAR public webpage http://www.dar.org/sites/default/files/members/darnet/forms/SPG-1000.pdf

Dates and/or Events to Remember: December 31 Grant proposals (original, plus 4 copies) must be postmarked and mailed to Jeanne Steele Preston, National Chairman, DAR Special Projects Grants, 344 Slider Knob Avenue, Franklin, TN 37067

Chapters should also review the Frequently Asked Questions (FAQ) page and the specially-designed tri-fold marketing brochure available online via the NSDAR public and members’ committee website. To support chapter applications, the state chairman is appointed to answer questions related to the grant process and help promote FSSDAR’s participations in local projects.
UNITS OVERSEAS

Objective: To support the Daughters belonging to the Units Overseas Chapters, promote Associate memberships and assist with fund raising for their projects. Chapter Regents, please make your chapter members aware of this wonderful opportunity to help our overseas Daughters. Start by adding a Units Overseas Chairman to your chapter or present a program on Units Overseas. Contact State Chairman about a program for your chapter. We are available to all Chapters throughout the state.

Committee Theme: Moving Forward in Service to the World

Forms: Associate membership forms available on the NSDAR Web site, under Committees/Units Overseas. Becoming an Associate Member of any of the 21 chapters in 12 countries and one territory has its perks! Associate Member dues range from $10 to $35. As long as one is a member in good standing, there is no limit to the number of Units Overseas chapters one can join as an associate member.

Awards and Medals: Chapter Achievement Award, Section 7, Membership/Administrative

Dates and/or Events to Remember: Units Overseas Luncheon and International Bazaar each year at Continental Congress.

Resources: Contact your State Chairman for additional information or to schedule a program for your Chapter.
VOLUNTEER GENEALOGISTS

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/volunteer-genealogists/mission-committee

National Committee Video (under Genealogy):
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 50

Objective: The Volunteer Genealogists Committee is ‘Moving Forward in Service to America’ by supporting the staff of the Office of the Registrar General in their role to verify new member and supplemental applications.

Goals of the Committee:
• To provide information regarding current standards of verification to ensure speedy approval of applications.
• To conduct workshops with registrars, lineage researchers, and members working on supplemental applications.
• To assist prospective members with research, documentation, and application completion.
• To mentor a designated chapter with regard to completion of applications and the DAR process.

Forms: Several forms are associated with the Volunteer Genealogists Committee, and they are listed on this page:
https://www.dar.org/members/committees/special-committees/volunteer-genealogists/forms
Volunteer Genie Program: This program assigns a trained Florida Daughter to assist a chapter with processing new member applications. Visit this link: http://www.learnwebskills.com/lineage/genie.htm

Genealogical Education Programs (GEP I, II, III): Available to all DAR members, the three GEP courses provide the most complete and up-to-date information regarding the proper documentation and application completion requirements of the DAR. Members are responsible for the cost of each course. Visit this link: https://www.dar.org/members/committees/special-committees/volunteer-genealogists/genealogy-education-programs-gep

Genealogy Guidelines: http://www.dar.org/sites/default/files/members/darnet/forms/RGG-4000.PDF

Resources: “Debbie’s Lineage Research Corner” http://www.learnwebskills.com/lineage contains several pages with helpful information:
1) Application Tips http://www.learnwebskills.com/lineage/application.htm
2) Chapter Registrars http://www.learnwebskills.com/lineage/registrars.htm
4) The Three P’s of Chapter Health http://www.learnwebskills.com/lineage/chapterhealth.htm

Pins: Volunteer Genealogists may earn pins. Please follow instructions, complete logs, and follow through with formal assignments as volunteer genies.
https://www.dar.org/members/committees/special-committees/volunteer-genealogists/pins
Veva Scott, Chairman  
2700 65th Ave S, Saint Petersburg, FL 33712-5262  
Phone: (727) 542-2520 · Email: visteam@fssdar.com

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Phone: (850) 508-9973 · Email: pacecathy@yahoo.com

VOLUNTEER INFORMATION SPECIALISTS

National Committee Webpage: http://www.dar.org/members/committees/national-committees/volunteer-information-specialists/committee-home

National Committee Video (under Membership):  
http://www.dar.org/members/national-committee-video-presentations


National Information Packet (NIP): Refer to Part I, p. 51  

Objectives:  
Provide solutions, concerns and awareness for DAR by way of:

- Using and sharing the latest computer technology
- Creation and maintenance of chapter and state websites (including backups)
- Provide skilled computer users as volunteers to assist the state society and chapters
- Provide factual, correct and news worthy information that can be retrieved from the state members only website

The VIS Committee:
- Maintains information on all chapter regents, webmasters, and membership contacts. If your chapter has a contact information changes, please notify this committees chairman
- Reviews new and existing chapter website(s) for appropriateness by directions of the National VIS Handbook, Writing Style Guide, and Website check list
- Offers chapters options, instructions and/or training on how to obtain and maintain a chapter website. Please inform the VIS Chairman of any questions, issues or suggestions.

For more information on volunteer opportunities and how to earn your VIS pin, please visit  
https://www.dar.org/members/committees/national-committees/volunteer-information-specialists/how-earn-vis-pin or contact this VIS Chairman. (Example: One website creation or 100 hours of computer related work that is not in your direct job description, earns one (1) VIS pin.)
**Please note:** Chapter and state email contacts may not have spam filters on their email accounts which require the sender to fill out an approval form. These spam filters do not work with the DAR mail system, so email sent to accounts with spam filters will never reach the chapter. Please consider using another web-based email account, such as Google, Yahoo! or similar for DAR business.

**Forms:** NSDAR Online Guidelines, Style Guide and VIS Log Sheet found under VIS Tools: https://www.dar.org/members/committees/national-committees/volunteer-information-specialists/vis-tools

**Awards and Medals:** VIS Volunteer of the Year Award

The award is based on the amount of subjects and time that a member utilized doing activities such as, but not limited to:

- Chapter: digitizing paper work to preserve the chapter history, use of the computer technology whether to create yearbooks, newsletters, networking with members for meetings via the computer.
- State: photography, scanning, power point presentations.

If you used a computer to do any of the above projects (and more), log exact hours with the VIS Log Sheet and submit it with a cover letter that summarizes what you have accomplished. Be sure to have log signed by your chapter regent or by the person that asked you do that task. If one is not local to sign sheet, a signed letter accompanying the log will be accepted.

One winner each year is qualified to purchase the VIS Volunteer of the Year PIN, without rider bar.

The VIS Log sheet can be found on the members.dar.org website under Committees, Volunteer Information Specialist and by clicking on VIS Tools: https://www.dar.org/members/committees/national-committees/volunteer-information-specialists/vis-tools.

**Dates and/or Events to Remember:** Entries due by March 1
WOMEN’S ISSUES

National Committee Webpage:
http://www.dar.org/members/committees/special-committees/womens-issues/committee-overview

National Committee Video (under Education):
Only 10 minutes in length, the Online Presentation Series video is a great overview of the Women’s Issues Committee with valuable suggestions easy to implement.
http://www.dar.org/members/national-committee-video-presentations

DAR Handbook: Refer to p. 167 and p. 280

National Information Packet (NIP): Refer to Part I, p. 51

Objective:
The primary purpose of the committee is to heighten awareness of the complexity of issues facing today’s women. Comprised of three categories – Health Issues, Career Issues, and Family Issues – this committee provides a forum to express personal and professional issues in each category by sponsoring an Essay Contest.

Committee Theme:
Living a Balanced Life

Forms:
The entry form for the Women’s Issues Contest can be found on the following website.
https://www.dar.org/sites/default/files/members/darnet/forms/WI-1000.pdf

Awards and Medals:
Women’s Issues Contest is open to any member of your chapter. Members are encouraged to participate in the Women’s Issues Contest by submitting an original essay in one of three categories: health, career or family.

Dates and/or Events to Remember:
Deadline for submission of essay to state chairman is December 1, 2018. Please submit entries to state chairman electronically. Follow all instructions for the contest.

Resources:
Like us on Facebook…Join the FSSDAR Women’s Issues and the NSDAR Women’s Issues Facebook pages.
BYLAWS


Objective: The objective of the Bylaws Committee is to receive, investigate, consider and report proposals or amendments to the bylaws or standing rules of FSSDAR to the State Board of Management.

Dates and/or Events to Remember: Submissions: The executive committee, a state committee, or a chapter may submit a proposed amendment to the FSSDAR bylaws or to the FSSDAR standing rules. The following information shall be submitted to the Bylaws Committee prior to November 1:

1. The wording of the proposed amendment.
2. The rationale for proposing the amendment.
3. The name of the committee or chapter proposing the amendment.
4. The name and address of the committee chairman or chapter regent submitting the proposed amendment.
5. The date the chapter voted to propose the amendment.

Reminders:
• Amendments to the bylaws are considered only at a state conference after 30-day prior notice to all members of the State Board of Management.

• Chapter Regents: Please be certain to inform your chapter members of all proposed amendments each year prior to state conference.

• Please remember, like amendments adopted by the National Society, any amendment adopted by the state society that affects a chapter shall become immediately effective for that chapter without notice of amendment.

Objective:

Dates to Remember: Proposed amendments must be submitted to the Bylaws Committee prior to Nov 1.

CHAPTER MASTER REPORT (CMR)


Step-by-Step Instructions: https://emembership.dar.org/DAR/CMR/Survey/Instructions.cfm

Objective: 100% chapter participation! The electronic Chapter Master Report (CMR) provides information used by State and National Chairman for committee awards and official reports for the time period of January 1 to December 31 of the same calendar year. Each chapter is to complete the CMR. There are NO paper reports; therefore, it must be completed online.

Date to Remember: February 1 is the deadline for completing the form on e-Membership, Chapter Master Report (CMR). Florida is striving for 100% participation by all chapters in completing the Chapter Master Report form which can be accessed by chapter leaders at any time prior to the February 1 deadline.

Please remember, if you have marked the survey complete and you want to reopen and add additional information, you must click on Mark Survey Complete again for the report to be completed with the new information.

Contact the State Chairman to answer any questions, for help in filing electronically on e-Membership, or to be of any assistance at all!
COURTESY RESOLUTIONS

DAR Handbook: Refer to pp. 215-216

Objective:

The main purpose of this committee is to prepare the courtesy resolution to be presented at the close of state conference and assist any chapter desiring to submit resolutions for consideration.

If your chapter wishes to prepare a resolution to be considered by our state society, follow these guidelines:

Resolutions should encompass the society’s mission and be non-partisan and non-political.

Resolutions should be written in the form used in published NSDAR resolutions and be as brief as possible.

Documents that justify claims, statistics and facts presented in each resolution must accompany the hard copy.

A signed statement, confirming where, when and by whom the resolution or resolutions were passed must accompany the hard copy.

Resolutions must be typed on letter size paper.

Two hard copies of each resolution are to be mailed to this state chairman.

One hard copy is to be mailed to the State Regent.

One hard copy is to be mailed to the State Parliamentarian.

Deadline: January 1

Mail or Email Entries To:

1. Two copies to State Chairman Anita Pinder, 5412 Sands Blvd, Cape Coral, FL 33914-6060

2. One copy to State Regent Dawn Lemongello, 11860 Sanbourn Court, West Palm Beach, FL 33412

3. One copy to State Parliamentarian Nancy Watkins, 1903 Bayshore Blvd., Tampa, FL 33606
FOUNDERS MEDALS

Reporter General’s Webpage:
http://www.dar.org/members/executive-offices-nbm/reporter-general


National Information Packet (NIP): Refer to Part I, p. 11

Objective: The Founders Medals recognize citizens who have given unselfishly to their community, state or nation. The deed, service or educational pursuit for which an individual is nominated must go far beyond his or her employment obligations or normal duties. DAR members may not be considered if the proposed award is a result of or relates to normal DAR activities.

Guidelines: No more than one recommendation a year per chapter per award. Please read and adhere to the nomination criteria closely. Nomination criteria are on the form located on the link below.

Forms:
Founders Medal Nomination Form and Checklist

Dates and/or Events to Remember: Recommendations and all attachments must be received at least 30 days preceding meetings of the National Board of Management in February, June or July, and October. There will be no exceptions to this deadline.

Awards:
Eugenia Washington Medal for Heroism
Mary Desha Medal for Youth
Ellen Hardin Walworth Medal for Patriotism
Mary Smith Lockwood Medal for Education
LONG RANGE PLANNING COMMISSION


FSSDAR Bylaws and Standing Rules: Refer to pages 6-7.

Objective: The object of the Long Range Planning Commission is to continue the assessment of the future needs of the Florida State Society, to recommend measures to be taken and to suggest methods of implementing proposed measures.

Duties: Continue assessment of the future needs of the Florida State Society to ensure its viability, recommend measures to be taken and methods of implementation, including financing. The work of the commission is by its nature confidential, thus details of discussions may not be disclosed before approval by the Executive Committee.

The Long Range Planning Commission does not affect any change. Only the Executive Committee, State Board of Management or the membership makes changes. The LRPC only recommends and only to the Executive Committee. With one exception, we only work on issues referred to us by the Executive Committee. The one exception is the Long Range Plan where we can highlight ideas without an issue referred to us by the Executive Committee. Not every idea we have is workable. Thus, it would be inappropriate to share all the “wild” ideas that will be going nowhere with the membership. We may work on issues over the course of several meetings. What we may talk about in September might not be the final recommendation sent to the Executive Committee in the Spring. Therefore, if we shared our earlier meeting discussion with the membership, it would be wrong information. A recommendation may be sent back to the committee for further research. The commission members must feel that the meetings are “safe” to ensure that you get the most thoughtful discussion possible. Many issues could have the potential to be controversial. If the room is not safe, the commission members may be unwilling to share their thoughts and ideas with the group and the membership is the loser.

AGAIN, we do not effect change ~ only the governing bodies can do that.
Clare Kiley Hasler, Chairman  
608 Brechin Dr, Winter Park, FL 32792-4609  
Phone: (407) 647-3677 · Email: fhasler@cfl.rr.com

Ellouise Hall, Vice Chairman  
1454 Broken Oak Dr, Winter Garden, FL 34787-4270  
Phone: (954) 258-3478 · Email: ellouise@bellsouth.net

Joyce Parker, Vice Chairman  
3208 Montclair Rd, Orlando, FL 32806-1724  
Phone: (407) 898-0433 · Email: Joi315@cfl.rr.com

MUSIC

Objective: The objective of the Music Committee is to enhance the experience of meetings and banquets of the Florida State Society.

How might this include a Florida Daughter?

• **FSSDAR All American Singers:** The FSSDAR All American Singers, our state chorus, performs during Opening Night and/or the State Conference Banquet, and other occasions as designated by the music chairman. We also participate in the annual Memorial Service held on Sunday morning during State Conference to honor Daughters who have passed.

• **Pianists:** Pianists are needed throughout Fall Forum and State Conference. They are requested to play during processions and recessions and to play a patriotic song at the beginning of meetings.

• **Musicians:** Musicians who can play marches and music for various sessions are also encouraged to join us. This includes instruments to accompany the piano, e.g., strings, brass or winds.

Attire: Chorus members’ attire corresponds to what Daughters are wearing for the particular event, such as formal attire for the evening meetings/banquets, and all-white for the Memorial Service.

There are no auditions. Music is provided at the first rehearsal of State Conference, which takes place in a reserved room to be determined. You can find this out when you register. We practice at least twice a day, usually 8:30 AM and 3:30 PM, in between meetings and workshops.

To qualify as a member, you must attend at least two rehearsals during State Conference. A rehearsal during Fall Forum to share plans for State Conference will also apply.

After performing at three conferences, Daughters are eligible to wear the DAR State Chorus pin, which can be purchased from Hamilton Jewelers. The music chairman will sign an approval form for you at that time. Please contact this state chairman if you would like to join us!
PAGE COMMITTEE


National Protocol Committee Webpage: http://www.dar.org/members/committees/special-committees/protocol/committee-history

Objective:
Any member of the National Society Daughters of the American Revolution, between the ages of 18 and 40, who is currently a member in good standing in a Florida chapter is eligible to page. Junior Pages are between the ages of 15 and 18 and must belong to a Florida C.A.R. Society. Pages gain knowledge of the work accomplished by the State Society through duties performed at Fall Forum and State Conference. Pages are noted for friendliness, enthusiasm, and an inexhaustible supply of energy. Service, courtesy and common sense are the essentials of good paging. Even though the duties and responsibilities are many and varied, they are interesting, rewarding and FUN!

Page Committee Email address:
Please direct all Paging email to our page committee email at fssdarpages@yahoo.com.

Committee Theme: Shine on!


Awards and Medals:
There will be a special award for the chapter that has the most pages present at each Fall Forum and State Conference.

Dates and/or Events to Remember:
Name and email address of any chapter member interested in paging should be sent to the chairmen so invitations to the following events can be sent out: Fall Forum 2017 (9/22/17– 9/24/17), State Conference 2018 (3/15/18-3/18/18), Fall Forum 2018 (9/21/18-9/23/18), State Conference 2019 (3/21/19-3/23/19).
PROGRMS AND ADVENTURES

National Program Collection:
https://www.dar.org/members/executive-offices-nbm/reporter-general/chapter-programs

Objective:
To promote more fulfilling, diversified activities for improved membership attendance, retention and growth.

Sources for Meeting Programs:
Chapters around the state have provided many interesting program suggestions, but new ideas are still needed. Please share your successes!

STATE SPEAKERS—All State Officers and Committee Chairs are available by invitation to speak at meetings. Ginny Poffenberger, State Speakers Staff Chairman, can help you with arrangements. Additional members willing to present programs are asked to notify Ginny at gpoffe24@yahoo.com / 214-395-0867 of their subject and geographic availability.

DAR MUSEUM PROGRAMS—Twelve programs can be presented by DAR Correspondent Docents. Contact Beverly Gentry, State Museum Chairman Beverlygentry19@gmail.com /352-212-2363 or Jane Collins, Vice Chairman, Correspondent Docents Jusjane1@mac.com /904-491-5727 to arrange a program like DAR Period Rooms, Women’s Fashions, Masterpiece Quilts or Needlework Treasures.

ORGANIZATIONAL REPRESENTATIVES—Charitable, civic and service groups gladly furnish speakers for DAR meetings. Or, present a community service award and ask the recipient to speak as your program. Fontenada and Allapattah Chapters have had veterans with service dogs speak and demonstrate interaction with their animals. Both chapters actively support guide and service dog training. Alafia River Chapter has invited law enforcement personnel to speak at meetings; most recently they had a representative from the Hillsborough County Sheriff’s Helicopter Division discuss helicopter uses and activities.

SPECIAL PRESENTERS & PLACES—Consider scheduling historic impersonators, drama groups or other performers to enhance meetings. Chapters can also change meeting places for variety. Impersonators Bill and Cara Elder, appearing gratis as George and Martha Washington, captivated John Bartram Chapter (See their website). Sally Harrison and Marco Island have also enjoyed historic impersonators. Puc Puggy members with a dramatic flair staged a theater-in-round for a chapter program. In the skit, a mother and grandmother explained to a young girl why her father was away at a Constitutional Convention. Treasure Coast Daughters enjoyed a performance by Masters Academy’s Fife and Drum Corps at their Christmas meeting. The chapter had garnered a DAR Special Project Grant for new uniforms for the corps. For one historical program, Captain Alexander Quarrier members were entertained with a reading by several members of Children of the American Revolution. Lighthouse Point changed its location for an effective conservation program. After the ritual and business meeting, members had a picnic lunch at one of Butterfly World’s pavilions, then visited the nature exhibitions.

HANDICRAFT PROJECTS—Create festive items for VA facilities or Fisher Houses, for example. Contact recipients in advance to determine needed quantities, delivery dates or special requirements. Feathers flew at John
Bartram’s August 2016 meeting as members produced 50 charming pine cone turkeys for Thanksgiving table decorations at Fisher House (Tampa). Similar easy projects with internet instructions are wine cork reindeer and paperback books folded into Christmas trees. Okeechobee members make patriotic-themed Quilts of Valor. These beautiful quilts have been presented at County Commission Meetings to recognize local veterans’ military service. When Puc Puggy decorates the Christmas tree in its community meeting room, members create patriot balls in honor of their ancestors by writing the soldier’s name, state and dates on glass balls with gold and silver felt pens.

GAMES AND MOVIES—Games and movies can enliven meetings. Good subjects include American history and landmarks, DAR facts, Indian tribes and national parks. John Bartram members enjoyed a team-trivia game with questions about American history. For example, naming the original 13 colonies is not as easy as might be imagined. Sally Harrison Chapter conducted a ‘Constitutional Jeopardy’ quiz with questions about the document as part of its Constitution Week Commemoration. After Fontenada’s Book Club finished reading David McCullough’s bestseller, 1776, the full-length movie based on the book was shown and discussed as a chapter program.

Ideas for Adventures:

TAKE A TRIP—Form car pools or hire a bus to visit historic sites and other locations. Check websites for location, fees, hours, dining facilities and contact information. Members of Captain Alexander Quarrier Chapter joined with other chapters in the Broward County Regents Council to tour the Sample-McDougal House in Pompano Beach after a ceremony marking the site. Fort Cooper Daughters have taken several genealogy research trips. The outings have proven so popular that they’ve gone to libraries in Orlando, Largo and Citrus Springs as a group to trace their lineage. Fort San Luis members carpooled for an overnight visit to KDS where they presented quilts made by the chapter. This chapter has also arranged day trips to The Grove Home in Tallahassee and St. Mark’s Lighthouse. The local AAA Office organizes private bus trips for John Bartram which sends an e-flyer to members who book and pay AAA directly. Daughters have visited Pinewood Estate, Heritage Village and Safford House this way.

VISIT A CEMETERY—National Cemeteries, as well as smaller local ones, offer wonderful patriotic opportunities with their many activities and ceremonies. Many chapters participate yearly in decorating graves with Christmas wreaths and American flags under the auspices of Wreaths Across America and Flags Across America. No purchases or membership fees are required. Members might groom small neglected cemeteries or photograph and record tombstones like Debbie Duay has done in Broward County.

SUPPORT COMMUNITY EVENTS—Participate in town-sponsored parades, concerts, holiday celebrations and other activities. Join other groups like SAR or neighboring DAR chapters for greater conviviality. John Bartram’s colonial ladies sell tickets for a chance to lead the band at July 4th Concerts benefiting Tampa’s Fisher House. The chapter also organizes a block of seats so its members can sit as a group and be recognized. As a group, Captain Alexander Quarrier members participated in welcoming returning Honor Flight veterans. Treasure Coast members cleaned the monuments at Veterans Memorial Island Sanctuary in Vero Beach where Daughters also serve as a color guard for patriotic ceremonies. Sponsor a DAR information booth at town festivals. Puc Puggy and John Bartram Chapters staff booths at local Colonial Day Festivals. Members in period attire discuss their activities and answer questions about DAR. Halpatiokee members march in Veteran’s Day and Memorial Day parades, usually with a SAR Honor Guard. The chapter has a horizontal chapter banner plus parade poles and holders for carrying American and DAR flags.

ORGANIZE A FUND RAISER—Many chapters need a tea, fashion show, sales event or other income-producing
activity for its scholarship awards, but these fund raisers must be tailored to the group’s size and energy. John Bartram raised thousands of dollars with a golf tournament, but the effort proved overwhelming. A subsequent fashion show was easier, attained greater member participation and produced adequate award funds. Chapters can sign up to sell wreaths for $15 as a fund raiser with Wreaths Across America which then rebates $5 for each sold. For example, Lighthouse Point sells over 600 wreaths annually to fund its treasury. Puc Puggy organized a very successful book fair with a Pearl Harbor theme at Barnes & Noble, receiving a % of sales. The store’s windows were decorated with WWII posters and veterans made presentations during the fair.

HELP VETERANS FACILITIES—Florida has many different VA facilities to be toured and helped. Fisher Houses located in Tampa, St. Petersburg, Miami, Eglin AFB and West Palm are definitely worth a visit. John Bartram members wearing hats, masks and costumes had a Halloween Party at the local VA Outpatient Clinic. Daughters distributed treats which cheered patients and staff alike. Puc Puggy promotes an annual community book drive to collect gently used books and videos for donation to VA clinics and hospitals as well as local libraries (for resale or circulation). In festive hats and antler headbands, John Bartram elves and reindeer created a Patriotic Florida Christmas Tree at the local VA Clinic. It was a large plastic palm adorned with red, blue and silver glass balls; foil stars; and flags. Tampa’s Athena House for homeless female veterans, a small residential facility, offers an interesting visit. John Bartram Chapter collected cleaning supplies (specific requested items) from members before the tour.

Summary
Try these ideas and suggestions to improve chapter participation, enhance membership retention and attract more prospects as other chapters have done. Make it fun to support historical preservation, promote education and encourage patriotism with more diverse and fulfilling chapter programs and adventures.
SAR-SR LIAISON

Objectives: To have at least fifty percent of the Florida chapters of the DAR participate in events with chapters and/or members of the National Society Sons of the American Revolution (SAR) and/or the General Society Sons of the Revolution (SR). To have Florida chapters and Regents’ Councils include the SAR and SR societies in their DAR events whenever possible.

Reporting: Please send a copy of your event Program or a summary of your joint event to this Chair via mail or email after each event has occurred. Points for chapter participation in an event(s) with the SAR and/or SR should be noted on the Florida Honor Roll Form, Section 5. Outreach.

Awards and Medals: 1. State DAR Certificates for joint participation will be included in your chapter folder at the Spring Conference. An additional certificate will be presented to the chapter with the “Most Events.” 2. The DAR/SAR Membership award: This award consists of a certificate and $500 first place prize paid to the winning DAR state society that recruits the most new members for the SAR Society. This award is presented to the winning state at the NSSAR Congress. 3. SAR chapters may present a member of the DAR in good standing awards in recognition of and in appreciation for outstanding services rendered to the SAR. The SAR/DAR Medal of Appreciation award may recognize assistance in forming new SAR chapters, obtaining a specific number of new SAR members or otherwise significantly aiding the SAR programs. Oak Leaf Clusters may be presented for subsequent services rendered. Whenever possible, this award is presented at the member’s DAR chapter meeting.

Forms: A DAR Finder Report Form, prepared by the SAR chapter Registrar, should be attached to the SAR application and includes a place for a DAR member’s national number and chapter number to ensure credit is received for SAR member recruitment. A SAR Chapter may acknowledge a DAR member if the Finder Form is submitted after an application is sent forward, but it will not count for the National Award.

Resources: Sons of the American Revolution
The SAR Center for Advancing America’s Heritage in Louisville, KY houses interactive galleries, a genealogical research library, and the Drinkard Education Center, which ensures that the stories of our patriot ancestor’s struggles and the principles upon which our country was founded are preserved. To find a local SAR chapter, please contact:
FLSSAR Website, flssar.org select “Chapter Map” tab
FLSSAR DAR Liaison Committee Chairman, Robert W. McGuire, 1417 SW 52nd Ter, Cape Coral, FL 33914, (239) 542-0068, Email: rmguire@slvx.com
FLSSAR President, COL Patrick Jay Niemann, Email: niemannpat@gmail.com

Sons of the Revolution
The SR was founded in 1876 by members of the Society of Cincinnati wishing to broaden participation in preserving the American Heritage on the eve of this country’s centennial. Their headquarters is in Colonial Williamsburg, VA with 28 societies in the United State and Europe. The SR has one Florida chapter (Palm Beach) and other members are “At Large” members of the FL Society. Contact Florida Society SR DAR Liaison and President, Jonathon Jensen, 8821 Zurigo Lane, Naples, FL 34114-2721, Email: jjofwianno@gmail.com
Objective: To completely fund the State Regent’s Projects.  

Committee Theme: “Growing Brighter Futures.” 

State Regent Dawn Lemongello has three projects for “Growing Brighter Futures” in Florida and beyond. Two of her three goals were met by Spring 2018; Florida Daughters replaced the flooring in the NSDAR O’Byrne Gallery, and provided a monetary gift of at least $7,000 to both Hindman Settlement School and Crossnore School, individually. The remaining year of Madame Regent’s administration will be focused on scholarships for Florida women in the trades.

This remaining goal will be achieved with Florida Daughters committed to “Growing Brighter Futures.” Direct Donations may be made to Florida State Regent Dawn Lemongello’s State Regent’s Project Fund by mailing Donations Payable to FSSDAR Treasurer Karen Bruning, P.O. Box 1333, Geneva, FL 32732-1333. Please note “SRP” in the memo area of check. Gifts of any amount are gratefully acknowledged.

Sales of our Florida State Regent Project items will also fund the State Regent’s Project. These items are available for purchase at Fall Forum, State Conference and traveling in your area with the State Regent or designees.

Florida Daughters, for your pleasure, Madame Regent is introducing a limited quantity of Pamela Wright Sun Compacts at FF 2018. In addition, the Mugs have been discounted.

There are five remaining Donation Matches of $500 each to receive a Beth Reynolds signed and numbered print from the artist, “Daffodils for Hindman.” Please mail your $500 Donation Payable to FSSDAR Treasurer Karen Bruning, as noted above. Madame Regent will personally direct those Donations to Hindman Settlement School.

The following items are available at FF 2018:

The Estahakee Chapter’s D’Angelo Guitar Voices (Drawing at FF Banquet) $5 each or 5 for $20.

The beautiful Barb Struve “Sun Faces Quilt” Voices (Drawing at SC ’19 Banquet) $2 each or 3 for $5.

Sun Donor Pin ……………………….$100.00  Sun Tote ………………………………..$ 40.00

Sun Ceramic Mug ……………..$  7.00  Sun Notecards ………………………….$  8.00

Sun “Bar-To-Go” ………………. $ 30.00

Sun Poly-Twill or Chiffon Scarves with FSSDAR Chapters …………………………………………..$ 35.00

Limited Selection of Sun Tee-shirts in size S and 1 size L …………………………………………..$ 25.00

The State Regent’s Project Committee thanks our Florida Daughters for always shining brightly as we are “Growing Brighter Futures!”

Konnie Beauregard, Chair State Regent’s Project

Brandy Hibbard, Vice Chair State Regent’s Project; Laura Marriott, Vice Chair Sales State Regent’s Project,
Patti Freeburg, Vice Chair State Regent’s Project Florida Women in the Trades Scholarships. Members; Anne Elizabeth Smoak, Catherine Summers, Susan Summers, Linda Scheuplein, Lija Eldridge, Dawn Garand, Christine Bevc.
FLORIDA STATE SOCIETY SPEAKER STAFF
2017-2019

Objective: The FSSDAR Speaker Staff assists chapters with planning interesting and informative programs by using speakers located in convenient geographical areas. Each Speaker Staff member is appointed by the State Regent, based on her experience in DAR, general knowledge, and willingness to serve. The FSSDAR Speaker Staff also includes all State Officers and State Chairmen. Your FSSDAR Speaker Staff offers appealing and entertaining topics ranging from Membership Development to Taverns of the Revolution. The speaker list is available on the FSSDAR website. You are encouraged to discuss the program content with the presenter to be sure you are getting what you need. If you are asking a Speaker to travel, please consider offering them hospitality. A gasoline honorarium is always a welcomed speaker gift. Contact speakers directly.

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<tr>
<th>Area 1</th>
<th>Speaker Details</th>
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| Ginger Poffenberger NSDAR Vice President General | Early Florida – The 1700’s  
• The Flag including Braille Flags  
• DAR Schools  
• Colonial Living – The Way It Was, Quilts, Silver & Glassware  
Vpoffe1776@gmail.com  
Will travel |
| Dotty Burdick                   | Navajo Rugs and Indian Jewelry  
• Installation Ceremonies  
• Developing Leadership in a Chapter  
• New Member Orientation  
• Special Projects Grants  
djb4dar@gmail.com |
| Ginny Poffenberger              | Children of the American Revolution  
• Colonial Money  
• U.S. Presidents  
• U.S. First Ladies  
• Flag History of the United States  
• U.S. Military Insignia  
gpoffe24@yahoo.com  
Will consider travel |
| Cynthia Wilson                  | Community Service Awards  
cynthia.wilson609@gmail.com  
Will travel |

Kay Yarbrough State Vice Regent
Call Me Carrie – First person portrayal of Caroline Scott Harrison, First President General, NSDAR  
Tea with Martha – First person portrayal of Martha Washington  
A Colonial Christmas Diary – First person portrayal of a patriot’s wife on the eve of Christmas 1778  
Trees, Trends and Traditions – The History of Christmas Through the Decades  
My Dear, Your Pins are Out of Order – Insignia and Protocol  
Dazzling Daughters – Famous DAR Members  
yarbroughkay@yahoo.com  
Will travel
| Area 2 | Laura Pond | The History of Wedding Cake Toppers | slpond@embarqmail.com  
Will travel to Areas 1, 2, 3 & 4 |
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<td>American Indians</td>
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<td>What DAR Means to Me</td>
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<td>The 19th Amendment – Women Gain the Right to Vote</td>
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<td>A Tour of the DAR Period Rooms (DAR Museum)</td>
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<td>Chapter Officer Orientation</td>
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<td>Florida Originals – Pioneers, Cowboys and Cattle</td>
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<td>For the Fun of It – American Childhood from the 18th through the early 20th Century</td>
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<td>Membership and Your Chapter</td>
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<td>New Chapter Member Orientation</td>
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<td>The DAR Buildings – A History and Tour</td>
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</tbody>
</table>
| Nancy Pond | Gain, Train, Retain | pondnr@embarqmail.com  
Will travel to areas 1 & 2 |
| | History of the DAR Buildings |  
| | Is Your Insignia Correct? |  
| Area 3 | Konnie Beauregard | American History Essay Contest | copnurse1999@windstream.net  
Will travel to areas 2, 3, 4 & 5 |
| | Christopher Columbus Essay Contest |  
| | Women in American History Award |  
| | Light a Spark in Your DAR Chapter! |  
| Janet Messer | Witches in the Family | jzm@atlantic.net  
Will consider travel |
| | 1776 (by David McCarthy) |  
| Area 4 | Cindy Addison | DAR and FSSDAR Websites | addisoncindy@comcast.net  
Will travel |
| State Historian | Membership Retention |  
| | Units Overseas |  
| Barbara Albright | Insignia: What do those pins mean? | baralbr@aol.com  
Will travel |
| | DAR: The Very Beginning |  
| | Our DAR Schools |  
| Jane Collins | DAR Museum | jusjane1@mac.com |
| | My Florida Pioneer Ancestors |  
| Cheryl Field | Old Glory | cherylfssdar@att.net  
Will travel |
| |  
| Sharon Gilley | Florida National Cemeteries | mssgilley@bellsouth.net |
| Julia Saldivar | DAR 101 | Jes001@bellsouth.net  
Will travel |
| Area 5 | Robin Corbiel | Dresses. 3 Classes | rlcorbeil@cs.com  
| |  
| Area 6 | Linda Scheuplein | The History of the DAR & DAR Today | dlscheuplein@yahoo.com  
Will consider travel |
| |  
| Kristen VanNederynen | Junior Membership | khvannederynen@gmail.com  
Will travel |
### Area 7

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<tr>
<th>Beverly Gentry</th>
<th>History of Memorial Continental Hall</th>
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<td>Period State Rooms, Something Old and Something New</td>
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<td>Fashioning the New Women: Women’s Clothing 1760-1925</td>
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<td>Masterpiece Quilts and Many Others of the DAR Museum</td>
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Beverlygentry19@gmail.com
Will travel

| Holly Hamilton |  |
|----------------|  |
|                |  |

| Clare Hasler   |  |
|----------------|  |
|                |  |

| Priscilla Tyson |  |
|-----------------|  |
| DAR Schools     |  |

petyson78@gmail.com
Will travel

### Area 8

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<th>Nancy Dotson</th>
<th>Family Life (especially for women and children) during the American Revolution</th>
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<td>DAR Fundraising</td>
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dar4nrd@outlook.com
Will consider travel

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<tr>
<th>Gay Harlowe</th>
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<td>Caroline Scott Harrison, First President General</td>
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<td>Flora Adams Darling</td>
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<td>Pioneer Remedies and Beauty Secrets</td>
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<td>Great Women of the Revolution</td>
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gharlowe@tampabay.rr.com

### Area 9

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<th>Karen Bruning</th>
<th>IRS Form 990</th>
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<tr>
<td>State Treasurer</td>
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<td><a href="mailto:Ksc907@aol.com">Ksc907@aol.com</a></td>
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| Ramona Glenn  |  |
|---------------|  |
|                |  |

| Betty Jo Green |  |
|----------------|  |
| DAR Protocol   |  |
| DAR Insignia   |  |

bgreen700@aol.com

### Area 10

| Stacy Gerardo |  |
|---------------|  |
| Junior Membership |  |
| Paging         |  |
| President General’s Project |  |

sbrande3@gmail.com
Will travel

| Bernie Roback |  |
|---------------|  |
| Salem Witch Craze in 1692 |  |
| Secondary Proofs |  |
| Digitizing Records |  |

bernieroback@yahoo.com
Will travel

| Bobby Schofield |  |
|-----------------|  |
| Art and Artists of the Revolution |  |
| Washington Crossing the Delaware |  |
| Fort McHenry and the Battle for Baltimore |  |
| The Flag and What it Means |  |
| James A. Haley Veterans’ Hospital |  |
| Continental Congress |  |

rs.artist@verizon.net
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<td>My Year as a Singer with the U.S. State Department for Heads of State in 20 Countries</td>
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<td>The Battle of Baltimore</td>
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<td>Insignia, the Closest Thing to a Daughter’s Heart</td>
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<td>Units Overseas ~ Celebrating the Holidays with our Daughters Abroad</td>
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<td>Sally Alshouse</td>
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<td>Donna Cullen</td>
<td>Area 14: Serving the DAR... on the chapter, state and national level</td>
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<td>Area 14: The Guardian Trust Endowment, what is it?</td>
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<td>Area 14: The Florida Cottage at Tamassee... when, how and why</td>
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<td>Debbie Duay</td>
<td>Area 14: Kings, Queens, Pilgrims, &amp; Tavern Keepers: Who is in Your Family Tree?</td>
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<td>Area 14: Getting the Most Out of Your DAR Membership</td>
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<td>Area 14: Not Just Another Drinking Song: the Story Behind the Star-Spangled Banner</td>
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<td>Kim Zeman</td>
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<td>Dianne Atkins</td>
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<td>M. Carol Cole</td>
<td>Correspondent Docents: Abigail Wright Chamberlin, Melbourne</td>
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<tr>
<td>Jane Collins</td>
<td>Correspondent Docents: Amelia Island, Fernandina Beach</td>
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<td>Dr. L. Sue Comerford</td>
<td>Correspondent Docents: Seminole, West Palm Beach</td>
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<td>Maryann Esenwein</td>
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<td>Correspondent Docents: Fort Cooper, Inverness</td>
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<td>Emily Martinsen</td>
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<td>Laura Pond</td>
<td>Correspondent Docents: Fort San Luis, Tallahassee</td>
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<td>Rosa Seymour</td>
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TOURS AND TRAVEL

Dates to Remember: September 21 to 23, 2018 - FSSDAR Fall Forum
March 21 to 24, 2019 – FSSDAR State Conference
Hotel - Florida Hotel and Conference Center
8001 South Orange Blossom Trail, Orlando, FL 32809
Phone: 800-588-4656 Website: http://www.thefloridahotelorlando.com

June 26 to 30, 2019 - 128th Continental Congress
Hotel – The Grand Hyatt Washington,
1000 H Street NW, Washington, D.C. 20001
Phone: 202-582-1234 Website: https://washingtondc.grand.hyatt.com

Continental Congress Webpage:
http://www.dar.org/members/continental-congress

Objective:
This committee has two primary objectives:
1. Bring awareness to all Florida Daughters that each NSDAR Administration arranges tours open to Daughters, family and friends.
2. To serve as a clearinghouse for Florida Daughters who wish to attend Continental Congress in Washington, D.C. and FSSDAR’s Fall Forum and State Conference in Orlando. We maintain a waiting list for Florida daughters:
   • looking for a hotel room at the event hotel
   • who have a reserved a room but need to cancel, and
   • who are looking for a roommate (whether or not they have a room).

We urge Florida Daughters who obtain reservations at the event hotel but cannot use them to contact Linda Scheuplein before you cancel. If you just contact the hotel, the room may be taken out of the NSDAR or FSSDAR block, reducing the number of rooms available to Florida Daughters.

If you wish to be placed on the Waiting List, please email Linda Scheuplein the following information:
1. The event
2. Your name
3. Your email address
4. Your phone number
5. Dates needed (or dates of reservation you have if you are looking to cancel or for a roommate)
6. Type of room needed (one or two beds)
7. Willingness to accept a roommate
Florida State Society DAR Scholarship Application Check List
and
Re-Awards Application Check List

Applicants must be citizens of the United States and Florida residents. All pertinent papers must be included with the completed application. Do not staple! Use this checklist to ensure that you have included all necessary papers, signatures, and copies.

APPLICATION CHECK LIST

Include four (4) copies (one original and 3 photocopies) of each of the following:

1. **Application and Financial Need Form.** All dollar ($) questions must be answered. Form must be signed by parents or guardian, plus an officer or scholarship chairman of the sponsoring DAR chapter. (If necessary, the State Scholarship Chairman can assist in finding a local chapter.)
2. **Letter from applicant** to the Scholarship Committee setting forth the applicant’s career objectives.
3. **List of extra-curricular activities, honors received, scholastic achievements, and other significant accomplishments.** (No more than two (2) pages.)
4. **Two (2) letters of recommendation**; one may come from a teacher, minister, or employer. None from a relative. Letters should be no more than one (1) page each.

Please include one (1) copy of the following:

5. A copy of the applicant’s birth certificate or naturalization papers.
6. An official school transcript indicating current GPA.

Additional requirements:

- Graduate students must send proof of acceptance into graduate school.
- Students must advise this State Chairman of changes in status (e.g., change in school or address).

DEADLINE: Should be delivered or mailed to the Chapter Regent or Chapter Scholarship Chairman no later than May 1st. This will ensure there is enough time for them to write a cover letter of endorsement and mail the entire packet to the State Scholarship Committee, postmarked on or before May 15th. Winners will be notified by July 1st.

RE-AWARDS APPLICATION CHECK LIST

To be considered for a Florida State Scholarship Re-Award, students must have a GPA of 3.6 or higher.

The following should be mailed to the State Scholarship Chairman:

1. A **letter from the student** requesting a Re-Award and the name of the sponsoring DAR chapter.
2. One (1) **letter of recommendation** from a teacher, counselor, or employer.
3. One (1) copy of an official school transcript of current grades.
4. An **update of activities and achievements.**
5. **Current mailing address, phone number, email address, and social security number.**
6. The mailing address for the university or college.

DEADLINE: Must be postmarked by no later than May 15, 2019. Winners will be notified by July 1st.
Florida State Society DAR Scholarship Application and Financial Need Form

Applicant’s Name______________________________________________________________

Address________________________________________________________________________

City/State/Zip+4__________________________________________________________________

Social Security #__________________Phone_________________Email________________________

Person Responsible for Applicants’ Support__________________________________________

Signature_______________________________________________________________________

Father’s Occupation_____________________________________________Annual Income $__________

Mother’s Occupation_____________________________________________Annual Income $__________

Applicant’s Occupation______________________________________________Annual Income $__________

Spouse’s Occupation______________________________________________Annual Income $__________

Total Family Annual Income $__________

Applicant’s Annual Contribution toward Education $_______________________________

Applicant list other income i.e. loans, scholarship $_______________________________

Number and Ages of Children in Family___________________________________________

Number of Children in College Other Than Applicant________________________________

Planned Course of Study__________________________________________Graduation Year________

Estimated College Costs: Tuition $______________________Room and Board $_______________

Transportation $______________Books and Supplies $__________________TOTAL $______________

Sponsoring DAR Chapter (required)______________________________________________

Chapter Officer’s Signature (required)_____________________________________________
Florida State DAR Scholarship Application and Financial Need Form
For
Florida DAR Member Continuing Education or Child/Grandchild of Florida DAR Member

Applicant’s Name______________________________________________________________
Address_______________________________________________________________________
City/State/Zip+4______________________________________________________________
Social Security____________________ Phone__________________ Email____________________
DAR National #________________ Florida DAR Chapter___________________________
DAR Mother/Grandmother____________________ DAR National #________________
Person(s) Responsible for Applicant’s Support___________________________________________________________________________
Signature__________________________________________________________
Father’s Occupation_________________________ Annual Income $________________
Mother’s Occupation_________________________ Annual Income $________________
Spouse’s Occupation_________________________ Annual Income $________________
Total Family Income $________________
Applicant’s Annual Contribution toward Education $_____________________________
Applicant’s other income i.e. loans, scholarships $_______________________________
Number and Ages of Children in Family________________________________________
Number of Children in College Other than Applicant_____________________________
Name and Address of College_________________________________________________
____________________________________________________________________________
Planned Course of Study________________________________________ Graduation Year________
Estimated College Costs: Tuition $____________ Room and Board $____________
Transportation $____________ Books and Supplies $____________ TOTAL:$__________
Sponsoring DAR Chapter
(required)________________________________________________________________________
Chapter Officer’s Signature
(required)________________________________ Date_______________________
Ann Wood FSSDAR American Indian Endowment Fund Scholarship Check List
And Re-Awards Application Check List

Applicants must be enrolled members of a Native American tribe recognized at the federal or state level and Florida residents. All pertinent papers must be included with the completed application. Do not staple! Use this check list to ensure that you have included all necessary papers, signatures and copies.

APPLICATION CHECK LIST

Include four (4) copies (one original and 3 photocopies) of each of the following:

1. Application and Financial Need Form. All dollar ($) questions must be answered. Form must be signed by parents or guardian, plus an officer or scholarship chairman of the sponsoring DAR Chapter. (If necessary, the State American Indian Chairman can assist in finding a local chapter.)
2. Letter from applicant to the State American Indian Chairman setting forth the applicant’s career objectives.
3. List of extra-curricular activities, honors received, scholastic achievements and other significant accomplishments. (No more than two (2) pages.)
4. Two (2) letters of recommendation; one may come from a teacher, minister or employer. None from a relative. Letters should be no more than one (1) page each.

Please include one (1) copy of the following:

5. A copy of the applicant’s birth certificate.
6. A copy of proof of enrollment in a Native American tribe at the federal or state level.
7. An official school transcript indicating current GPA.

Additional requirements:
Graduate students must send proof of acceptance into graduate school.
Students must advise the State American Indian Chairman of changes of status (e.g. change in school or address).

DEADLINE: Should be delivered or mailed to the Chapter Regent or Chapter American Indian Chairman by no later than January 1, 2019. This will ensure enough time for them to write a cover letter of endorsement and mail the entire packet to the State American Indian Chairman, postmarked on or before February 1, 2019. Winners will be notified by March 1, 2019.

RE-AWARDS APPLICATION CHECK LIST

The following must be mailed to the State American Indian Chairman:

1. A letter from the student requesting a Re-Award and the name of the sponsoring DAR Chapter.
2. One (1) letter of recommendation from a teacher, counselor or employer.
3. One (1) copy of an official school transcript of current grades.
5. Current mailing address, phone number, email address and social security number.
6. The mailing address for the university or college.

DEADLINE: Must be postmarked by no later than Feb 1, 2019. Winners will be notified by March 1st.

Chapter Officer’s Signature: ___________________________ Date: ___________________________
Ann Wood FSSDAR American Indian Endowment Fund Scholarship Application
And Financial Need Form

Name ___________________________________________________________________________
Address __________________________________________________________________________
City/State/Zip+4 ______________________________________________________________________
Social Security # __________________ Phone __________________ Email _______________________

1. Person Responsible for Applicant’s Support _____________________________________________
Signature _____________________________________________________________________________

2. Father’s Occupation ___________________________________________ Annual Income $ __________
3. Mother’s Occupation ___________________________________________ Annual Income $ __________
4. Applicant’s Occupation ___________________________________________ Annual Income $ __________
5. Spouse’s Occupation ___________________________________________ Annual Income $ __________
6. Total Family Annual Income $ __________
7. Applicant’s Annual Contribution toward Education $ __________________________________________________________________________
8. Number and Ages of Children in Family _______________________________________________
9. Number of Children in College Other Than Applicant ______________
10. Name and Address of College _______________________________________________________

11. Planned Course of Study ___________________________ Graduation Year _________________
12. Estimated College Costs: Tuition $ __________ Room and Board $ __________
    Transportation $ __________ Books & Supplies $ __________ TOTAL $ ______________
13. Sponsoring DAR Chapter (required) __________________________________________________

Chapter Officer’s Signature (required) ____________________________________________ Date: __________
FSSDAR Junior Membership Golden Kangaroo Award Form

All activities must take place between January 1 and December 31.

- To attain a certificate of appreciation, your chapter must attain at least 15 points.
- To attain the level of the Peacock, your chapter must attain at least 35 points.
- To attain the level of the Compass, your chapter must attain at least 55 points.
- To attain the level of the Golden Kangaroo, your chapter must attain at least 75 points.

All participating chapters will receive a certificate and the results will be posted in the Florida e-Bulletin and the Junior Sunshine Gazette. Thank you for participating and good luck!

Postmark deadline: no later than February 1st.

Chapter: __________________________________________________________

1. Number of Chapter Juniors and Outstanding Juniors:

   Number of new or reinstated Junior members: 1pt/member _______
   Number of chapter Juniors: 1pt/member _______
   Number of active Junior members: 1pt/member _______
   Number of Chapter Outstanding Juniors: 1pt/OJ _______
   Number of State Outstanding Juniors: 2pts/OJ _______
   Number of National Finalists: 3pts/OJ _______
   Number of National Outstanding Juniors: 4pts/OJ _______

2. Leadership:

   Junior members who are chapter chairs: 2pts/member _______
   Junior members who are chapter officers: 3pts/member _______
   Junior member who serves as chapter regent: 5pts/member _______
   Junior members who are state vice chair of a state committee: 2pts/member _______
   Junior members who are state chair of a state committee: 3pts/member _______
   Junior members who are state vice chair of a national committee: 4pts/member _______
   Junior members who are state chair of a national committee: 5pts/member _______
   Junior members who are state officers: 5pts/member _______
   Junior members who are national vice chair: 5pts/member _______
   Junior members who are on the State Speaker Staff: 2pts/member _______
   Members who are on the State Speaker Staff for Junior Membership: 3pts/member _______
FSSDAR Junior Membership Golden Kangaroo Award Form, continued

3. Chapter Activities and Support:
   Did your chapter vote for a Chapter Outstanding Junior at a business meeting? 3pts _______
   Did your Chapter Outstanding Junior apply for the State Outstanding Junior? 4pts _______
   Did your chapter have a program on Junior Membership? 3pts _______
   Did your chapter have a special event for Juniors or Junior Membership? 1pt/event _______
   Did your chapter purchase items in the Junior Shoppe? 1pt/$50spent _______
   Did your chapter submit an article to the Junior Sunshine Gazette? 2pts/article _______
   Did your chapter submit an article for the National Junior Explorer? 2pt/article _______
   Did your chapter have a Junior member serve as a delegate at State Conference or Continental Congress? 1pt/member _______
   Did your chapter purchase a corsage from the Page Club for State Conference? 1pt _______
   Did your chapter have members become Friends or Best Friends of Junior Membership? 2pts/member _______
   Did your chapter donate to the Helen Pouch Memorial Fund? 3pts/$50donated _______
   Did your chapter members purchase tickets for the Junior Doll? 1pt/member _______
   Did your chapter endorse an application for the HPMF Classroom Grant? 3pts _______

4. State Junior Membership Committee:
   Number of members who participate in the State Junior Membership Committee (include chapter Junior Membership Chairman) 2pts/member _______
   Number of members who attended the Junior Luncheon at State Conference 1pt/member _______
   Number of members who participated in the Junior Luncheon at State Conference 2pts/member _______

5. Paging
   Junior members who served as Pages at Fall Forum 2pts/member _______
   Junior members who served as Pages at State Conference 3pts/member _______
   Junior members who served as Pages at Continental Congress 4pts/member _______
   Number of members who attended Page Retreat 1pt/member _______
   Number of members who attended a Page Club meeting 1pt/member/meeting _______

6. Continental Congress:
   Number of Junior members who attended Continental Congress 2pts/member _______
   Number of chapter members who attended the Junior Forum 1pt/member _______
   Number of chapter members who attended the Junior Luncheon 1pt/member _______

7. Please add a good explanation of chapter Junior Membership activities: 5pts _______

   Total points: _______
FSSDAR Junior Membership Golden Kangaroo Award Form, continued

Chapter: __________________________________________________________________________
Chapter Junior Membership Chairman: ________________________________________________
Chapter Regent: ____________________________________________________________________
Chapter Membership Total as of January 1: ___________

Mail or email this application to the State Junior Membership Chairman, postmarked no later than February 1st.

1 active meaning a Junior member who has participated in at least one chapter state, or national DAR event
2 One point per member who has been named Chapter Outstanding Junior, regardless of chapter, state or number of times the member received this honor.
3 Two points per member who has been named State Outstanding Junior, regardless of state or number of times the member received this honor.
4 Three points per member who has been named National Finalist, regardless of state or number of times the member received this honor.
5 Four points per member who has been named National Outstanding Junior, regardless of state
6 participated meaning, assisted with planning or set up of the Junior Luncheon
Chapter Outstanding Junior Biography

Congratulations on being selected as your Chapter Outstanding Junior! The Junior Membership Committee would like to know more about you. Please complete this form and return it to this state chairman. Please sign it and have it signed by your chapter regent or the secretary who is responsible for your chapter’s minutes. **Deadline: This form must be postmarked on or before February 1st.**

DAR National Number: ____________ Chapter: __________________________________________
Name: ____________________________________________________________________________
Address: __________________________________________________________________________
City / State / Zip Code: __________________________________________________________________
Phone: __________________________ Email address: ________________________________________

1. Family:

2. Education:

3. DAR Service:

4. Community Involvement:

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Chapter Outstanding Junior Signature Chapter Regent or Secretary Signature
SOCIAL CLUBS OF THE FLORIDA STATE SOCIETY

Florida Chapter Regents Club
• Eligibility: Chapter regents, past and present, of Florida chapters provided they remain members in good standing in NSDAR and FSSDAR.
• Meetings: A meeting is held annually during the state conference.
• Fees/Dues: Lifetime membership of $22.00
• President: Suzy Hackett, 6400 Taylor Rd Unit 111, Punta Gorda, FL 33950-9317
• Email: 2JoytotheWorld@comcast.net

Florida State Chairman’s Club
• Eligibility: Florida state chairmen and vice chairmen, past and present, provided they remain members in good standing in NSDAR and FSSDAR.
• Meetings: A meeting is held annually during Fall Forum.
• Fees/Dues: $1.00 initiation fee plus $2.00 annual dues, or lifetime membership of $20.00.
• President: Linda Scheuplein, 548 Divine Circle, Orlando, FL 32828
• Email: dlscheuplein@yahoo.com

Florida State Officers Club
• Eligibility: Florida state officers, past and present, provided they remain members in good standing in NSDAR. Current officers shall be invited to membership by the president.
• Meetings: A meeting is held annually during the state conference.
• Fees/Dues: $1.00 initiation fee plus $25.00 lifetime membership, no annual dues = $26.00.
• President: Cindy Weatherby, 855 20th Avenue North, St. Petersburg, FL 33704-4245
• Email: cindywxb@me.com

Florida Cameo Society
• Eligibility: Florida Daughters who can prove concurrent membership with a mother, a daughter, a grandmother or a granddaughter; who may belong to another state society or who may now be dec’d.
• Meetings: A breakfast meeting is held annually during the state conference.
• Fees/Dues: $5.00 application fee, no annual dues.
• President: Tracy Suarez, 12936 Broleman Rd, Orlando, FL 32832-6133
• Email: tracy.suarez78@yahoo.com

Florida State Page Club
• Eligibility: Florida Daughters who have paged during one state conference.
• Meetings: Meetings are held during the state conference and the summer page retreat.
• Fees/Dues: $25.00 lifetime membership, or annual dues of $5.00.
• President: Laura Marriott, 4040 Mallard Point Ct, Orlando, FL 32810-1925
• Email: Laura.marriott.dar@gmail.com

Outstanding Junior Club
• Eligibility: Florida Daughters who have been state outstanding juniors of any state society.
• Meetings: A meeting is held annually during the state conference.
• Fees/Dues: A voluntary donation to the OJ Fund.
• President: Kristen VanNederynen, 1009 Windmill Grove Cir, Orlando FL 32828-7239
• Email: khvannederynen@gmail.com

50 Year Club NSDAR
• See the SIP page on the Members’ website.
Jeanette Frey, President  
5700 Wolf Lake Road, Sebring, FL 33875  
Phone: (863) 385-5857  
Email: Lkjunaluska@embarqmail.com

50 Year Club NSDAR

The 50 Year Club NSDAR is a club of the National Society Daughters of the American Revolution. Membership is open to all Daughters who have paid dues to the National Society for 50 years.

The Florida members meet informally during our State Conference. The 50 Year Club NSDAR has an annual meeting in Washington, D.C., during Continental Congress, for the purpose of making and renewing friendships and exchanging DAR experiences over the past 50 years or more. The Club makes contributions to the President General’s Project, the DAR Schools, and various other DAR projects.

Dues are a one-time fee of $10.00 for Life Membership.

Please make your check payable to the 50 Year Club NSDAR and mail it with this application to Jeanette J Frey at the address below. Your check and application will be forwarded to the National Treasurer of the 50 Year Club NSDAR.

Regents, may we suggest that when you order a 50 Year Certificate for your member, consider a gift of membership in the 50 Year Club as a reward for her dedicated service.

We look forward to meeting, greeting and welcoming new members into the 50 Year Club.

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50 YEAR CLUB NSDAR APPLICATION FOR MEMBERSHIP

DAR National Number: ___________________ Date Admitted To DAR: ______________ _________

Name: __________________________________________________________
   First / Middle / Last

Street Address: __________________________________________________

City, State, 9 Digit Zip Code: ______________________________________

Phone: _______________ Chapter: _____________________________________

Highest Elective Office Held: _______________________________________

Highest Appointments (Chairmanships): ______________________________

Your $10.00 check should be made payable to: 50 Year Club NSDAR and mailed to:

Jeanette Frey, President
5700 Wolf Lake Road
Sebring, FL 33875
Florida Honor Roll Award Form

This reporting form is voluntary and covers the calendar year (January 1st – December 31st). Awards will be presented at the Florida State Conference. Return this form along with a copy of the chapter remittance form to the state chairman (see above), do not mail to NSDAR. Postmark or email deadline: January 30, 2019.

Name of Chapter _______________Code__________________

Regent______ ________________Email_ ______________________

1. Florida State Dues
   a. State dues postmarked on or before October 31st
      OR
   b. State dues postmarked by November 15th
      Points
      50 ______  
      25 ______

2. Monetary Contributions
   a. State Regent’s Project
      a.1 $1.00 per member (each year)
      a.2 Purchased Project Items
      b. Florida Cottage at Tamassee Maintenance Fund ($5.00 minimum to achieve points)
      c. Junior Luncheon at Congress ($5.00 minimum to achieve points)
      d. Florida C.A.R. ($5.00 minimum to achieve points)
      Points
      50 ______  
      10 ______
      25 ______
      25 ______
      25 ______

3. State Meeting Participation
   a. Was chapter represented at Fall Forum
   b. Was Chapter represented at State Conference?
   c. Was there representation at the Treasurer’s workshop?
   d. Was there representation at the Regents and Vice Regents Workshop?
   Points
   20 ______  
   25 ______
   25 ______
   25 ______

4. Lineage Research
   a. Members volunteer at local libraries to assist potential members
   b. Chapter hosted a Lineage Research workshop for the public
      (public attendance of 5 minimum to qualify for points)
   c. Members currently taking/or have completed the GEP courses
   d. PMD referrals became members this year
   Points
   50 ______  
   25 ______
   50 ______
   25 ______

5. Outreach
   a. Does a chapter member have a website or Facebook Page?
   b. Did your chapter have an information table at a community event?
   Points
   50 ______  
   25 ______

6. Chapter Retention
   a. Did your chapter have an event for members outside of a DAR meeting?
   b. Does you chapter regularly call members who cannot attend meetings?
   c. Does your chapter have a new member orientation?
   d. Does your chapter have a program to ensure new members feel welcome?
   Points
   25 ______  
   10 ______
   20 ______
   10 ______

   TOTAL
   ______

Bronze: 200-299 Points Silver: 300-399 Points Gold: 400 or more points

Approved and verified by: ________________________________
Chapter Regent/Date
FSSDAR SURVEY

Our goal is to ensure your membership in our Society is a rewarding experience. This survey may be done independently of the Florida Honor Roll and will be used for planning purposes. Please help us to serve you better!  **Postmark or email deadline: February 13, 2019.**

**Submit via email if possible.**

Name of Chapter __________________________ Chapter Code: ____________

Regent __________________________ Email __________________

What topics would you like covered during a workshop?
1. 
2. 
3. 
Comments:

What topics would you like presented by a speaker?
1. 
2. 
3. 
Comments:

List up to 3 committees your chapter is most involved in.
1. 
2. 
3. 
Comments:

List up to 3 committees your chapter is least involved in.
1. 
2. 
3. 
Comments:

What do you do best in your chapter that you would like to share with others?

In what areas do you feel your chapter needs the most help?
FSSDAR NAME BADGE ORDER FORM

Ordering method for name badges and ribbon magnets:

- **A chapter check is required**, payable to FSSDAR Treasurer.
- FSSDAR name badges are $15 each.
- Magnets for your insignia ribbon are available for $5 each.
- Orders will be mailed **ONCE** per month to **ONE** chapter member for distribution.
- List below the name you wish to be called (i.e. Ann Smith, not Ann Yolanda Jones Smith).
- You may include your DAR title (office or chairmanship), and chapter name.
- Magnetic back is standard. A pin back is available by request.
- Badges may be ordered for HODARs.

Name for badge: _____________________________________________  DAR title (optional): ________________________________

_________________________________________  ___________________________________________

_________________________________________  ___________________________________________

_________________________________________  ___________________________________________

**Chapter:** ___________________________________________ (List additional names on the reverse side.)

Member contact: ________________________________________________

Mailing Address: ________________________________________________

Phone: ______________________  Email: ______________________________

**This order is for:**

#_____ Badges @ $15 each = $ _______

#_____ Magnets @ $5 each = $ _______

Chapter check # _________  $ _______  (Payable to FSSDAR Treasurer)

Mail this order form and your chapter check to Ramona Glenn at the address above.
CHAPTER CREDENTIALS FORM INSTRUCTIONS
For the 117th Florida State Conference *21-24 March 2019*

READ THESE INSTRUCTIONS FIRST. THE COMPLETION AND RETURN OF THE CHAPTER CREDENTIALS FORM, IN ACCORDANCE WITH THESE INSTRUCTIONS VALIDATES YOUR CHAPTER’S PRIVILEGE TO VOTE.

**Important Dates:**

**9/21/2018**  
**CREDENTIALS PACKETS** are distributed to the chapters at Fall Forum. Chapter Regents who do not pick up their packets in their chapter folders will have their packets mailed to them.

**12/1/2018**  
**DUES FOR CURRENT YEAR** for elected Chapter Representatives must be postmarked no later than December 1 preceding State Conference. *[Bylaws, Article VII, Meetings, Section 4(a)]*

**12/1/2018**  
**CHAPTER REPRESENTATION** for State Conference is based on the total number of members with dues for the current year credited by the first day of December preceding the meeting. *[Bylaws, Article VII, Meetings, Section 4(a)]*

**2/1/2019**  
**DELEGATES AND ALTERNATES** must be elected on or before February 1, 2019.

**2/20/2019**  
**MAIL or EMAIL** the completed **CHAPTER CREDENTIALS FORM**. The credentials form must have a postmarked cancellation no later than February 20, 2019.

**3/7/2019**  
**DELEGATES AND ALTERNATES** should be pre-registered by the late registration deadline.

**3/21-23/2019**  
**ALL VOTERS, even early registered, must confirm their registration** before assuming their status as Delegates. They will be required to show photo identification with a signature when checking-in at credentials. Credentials will be distributed by the Credentials Committee during designated registration times and specified location.
Christine A. Bevc, Chairman  
436 Alston Drive, Orlando, FL  32835-6024  
Phone: (720) 560-3125  Email: christine.bevc@gmail.com

Chapter Credentials Form

CHAPTER CREDENTIALS INSTRUCTIONS

For the 117th Florida State Conference – 21-24 March 2019

IMPORTANT POSTMARK DEADLINES

State Dues must be postmarked on or before: 1 December 2018

Chapter Credentials Form must be postmarked on or before: 20 February 2019

ELIGIBILITY: A member must have belonged to the chapter at least one continuous year immediately preceding the State Conference, except the Chapter Regent or the First Vice Regent of a newly organized chapter. Only a chapter member in good standing, whose annual dues are current, showing a postmark or cancellation date no later than December 1 of the year preceding State Conference, shall be eligible to vote. [Bylaws, Article VII, Meetings, Section 4(b-c)]

DELEGATES: The number of Delegates (voters) from the chapter is determined by the number of members whose dues have been credited on or before December 1, 2018. [Bylaws, Article VII, Meetings, Section 4(a)]

ALTERNATES: Two (2) Alternates are elected for each voter. A chapter Alternate who is to replace a Voter (Regent or Delegate) must have a written statement signed by the Chapter Regent giving the name and voting position of the person she is replacing. This statement may be mailed (by post or electronically) or presented at the time of registration to the State Conference.

REPRESENTATION: The representation of a chapter at any meeting of the Florida State Society during the year, beginning January first, is based upon the number of members whose dues for the current year were credited upon the books of the Treasurer General and the State Treasurer on the first day of December preceding State Conference, with exception of new chapters (See NEW CHAPTERS).

The Chapter Regent or the First Vice Regent holding office at the time the representatives are elected to attend State Conference will be the voter for the chapter. Use TABLE 1 to determine your chapter representation.

TABLE 1: Determining the number of Chapter Representatives

<table>
<thead>
<tr>
<th># of Members</th>
<th>+ Delegates</th>
<th>= TOTAL VOTES</th>
<th>+ Alternates</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-19</td>
<td>1</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>20-49</td>
<td>2</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>50-99</td>
<td>4</td>
<td>5</td>
<td>10</td>
</tr>
<tr>
<td>100-149</td>
<td>6</td>
<td>7</td>
<td>14</td>
</tr>
<tr>
<td>150-199</td>
<td>8</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>200-249</td>
<td>10</td>
<td>11</td>
<td>22</td>
</tr>
<tr>
<td>250-299</td>
<td>12</td>
<td>13</td>
<td>26</td>
</tr>
<tr>
<td>300-349</td>
<td>14</td>
<td>15</td>
<td>30</td>
</tr>
</tbody>
</table>

Source: Bylaws, Article VII, Meetings, Section 4(d).

Chapters with membership exceeding 349 will have one additional delegate for each additional 50 members.
A Life Member is counted in the basis for representation of the chapter.

NOTE: The total number of chapter members with dues credited may differ from the total number of chapter members listed in e-Membership. Members accepted at the December 2018 National Board of Management are not included in the total count for the chapter.

NEW CHAPTER: A chapter organized and confirmed by the National Board of Management after the first day of February is allowed representation by the Chapter Regent only, or in her absence by the First Vice Regent. [Bylaws, Article VII. Meetings, Section 4(a)]

STATUS CHANGE: If the Chapter Regent is attending State Conference, the First Vice Regent can only be a voter if she is elected as a Delegate or an Alternate. If the Chapter Regent is unable to attend State Conference, the First Vice Regent automatically takes her place as the voter. If neither the Regent nor the First Vice Regent can attend, the first elected Alternate becomes the voting delegate.

NOTE: A non-voting attendee of State Conference cannot be changed to an Alternate in order to be a voter. All elected Alternates MUST be listed on the Chapter Credentials Form and cannot register as non-voting attendees.

COMPLETING THE CHAPTER CREDENTIALS FORM: The current Chapter Regent is responsible for the proper completion of the Chapter Credentials Form after the election on or before February 1, 2019 of Chapter Delegates and Alternates. Type or print the national numbers and names. List only the elected delegates and alternates who will attend State Conference.

The Delegates and Alternates shall be listed on the credential form in the order elected with one copy to be sent to the State Regent, one to the State Treasurer, one to the chairman of the Credentials Committee, and a copy to be retained for the chapter files.

The following three (3) chapter officers MUST sign the Chapter Credentials Form:

(1) Regent,
(2) Recording Secretary, and
(3) Treasurer.

Mailings must be postmarked showing a Federal Postal Service, or other carrier, cancellation date no later than February 20, 2019.
Chapter Credentials Form

INSTRUCTIONS

For the 117th Florida State Conference * 21-24 March 2019

POSTMARK DEADLINES:

- **State Dues** must be postmarked on or before: **1 December 2018**
- **Chapter Credentials Form** must be postmarked on or before: **20 February 2019**

**Representation:** Based upon the number of members whose dues for the current year were credited upon the books of the state treasurer on the first day of December. [*Bylaws, Article VII – Meetings, Section 4.a.*]

**Delegates and Alternates** must have belonged to the chapter at least one continuous year immediately preceding the state conference. [*Bylaws, Article VII – Meetings, Section 4.c.*]

**Determining your chapter representation:** [*Bylaws, Article VII – Meetings, Section 4.d., e., f.*]

<table>
<thead>
<tr>
<th># of Members</th>
<th>+ Delegates</th>
<th>TOTAL VOTES</th>
<th>Alternates</th>
</tr>
</thead>
<tbody>
<tr>
<td>12-19</td>
<td>Regent or 1st Vice Regent</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>20-49</td>
<td>Regent or 1st Vice Regent</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>50-99</td>
<td>Regent or 1st Vice Regent</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>100-149</td>
<td>Regent or 1st Vice Regent</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>150-199</td>
<td>Regent or 1st Vice Regent</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>200-249</td>
<td>Regent or 1st Vice Regent</td>
<td>10</td>
<td>11</td>
</tr>
<tr>
<td>250-299</td>
<td>Regent or 1st Vice Regent</td>
<td>12</td>
<td>13</td>
</tr>
</tbody>
</table>

**New Chapters** that have been confirmed by the National Society, but have not yet paid state dues, shall be represented by the Regent, or in her absence, by the Vice Regent. [*Bylaws, Article VII – Meetings, Section 4.a.*]

**Status Change:** An Alternate who is to replace a Voter (Regent or Delegate) must have a written statement signed by the Chapter Regent giving the name and voting position of the person she is replacing. A form for this is available from this State Credentials Chairman via email.

**Required Signatures:** The Credentials Form must be signed by the Regent, Recording Secretary, and Treasurer.

**Mail or Email:** Chapter Credentials Form to all three listed below. This serves as a safety/insurance function.

*Please send the ORIGINAL form* to Credentials Chairman:

1. Christine A. Bevc, Credentials Chairman: 436 Alston Drive, Orlando, FL 32835
   Email: christine.bevc@gmail.com

2. Dawn Lemongello, State Regent: 11860 Sanbourn Court, West Palm Beach, FL 33412-1600
   Email: DawnDAR@hotmail.com

3. Karen Bruning, State Treasurer: P.O. Box 1333, Geneva, FL 32732-1333
   Email: kgbdar@aol.com

**PREFERRED:** Please scan and send via email. For confirmation, include your Regent’s email address.

*Chapter Credentials Form, with writable fields, is available on Florida Members’ Only website.*

Do not send the Credentials Form in any manner that requires a signature upon delivery.
CHAPTER CREDENTIALS FORM

For the 117th Florida State Conference * 21-24 March 2019

DEADLINE: Must be postmarked on or before 20 February 2019

Please read all INSTRUCTIONS prior to completing this form.

CHAPTER NAME: ___________________________________________________________ Code: 3______ FL

Number of Chapter Members on 12/1/2018: __________

This Chapter is entitled to: Regent + _____ Delegates = _____ Voters → # of Voters x 2 = _______ Alternates.

<table>
<thead>
<tr>
<th>DAR #</th>
<th>Regent or 1st Vice Regent who is attending</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

(1) □ Mark an (X) in this box if the Vice Regent is attending for the Regent.

(2) □ Mark an (X) in this box if NEITHER Regent NOR Vice Regent is attending.

(3) List by order of election the elected delegates and alternates who will attend.

(4) Names as recorded by NSDAR (consult e-Membership for listing).

(5) #1 elected Alternate will substitute for the Regent and Vice Regent, if they both cannot attend.

[Bylaws: Article VII. Meetings, Section 4(d)] DO NOT LIST Regent/Vice Regent if recorded above

<table>
<thead>
<tr>
<th>DAR #</th>
<th>DELEGATE NAME</th>
<th>DAR #</th>
<th>DELEGATE NAME</th>
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<tbody>
<tr>
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ALTERNATES: List in order elected – see Instructions for the number to elect

<table>
<thead>
<tr>
<th>DAR #</th>
<th>Alternate Name</th>
<th>DAR #</th>
<th>Alternate Name</th>
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</table>

In addition, (do not list above) (Name) __________________________________ is a CURRENT NSDAR or State Officer or an Honorary State Regent: DAR # __________

We CERTIFY the above delegates and alternates to the 117th State Conference were elected and are in accordance with the Bylaws and Standing Rules of the FSSDAR:

(1) Elected on: ________________________ Recording Secretary: ________________________________

(2) State Dues paid on or before: 12/1/2018 _____ Treasurer: ________________________________

(3) Submitted on: ________________________ Regent: ________________________________________

MAIL or EMAIL as directed in the Instructions, to: Credentials Chairman, State Regent, and State Treasurer.
Florida State Society Daughters of the American Revolution

CHAPTER REMITTANCE FORM - 2018

<table>
<thead>
<tr>
<th>Chapter</th>
<th>Chapter Code</th>
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<tbody>
<tr>
<td>Treasurer</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>Email</td>
</tr>
<tr>
<td>Check #</td>
<td>Check amount</td>
</tr>
</tbody>
</table>

**PAYABLE TO FSSDAR**

**DEADLINE:** FOR CHAPTER CREDIT, THIS FORM MUST BE POSTMARKED ON OR BEFORE DECEMBER 1, 2018

Mail this form and check made payable to FSSDAR to:
Karen Bruning, FSSDAR Treasurer
PO Box 1333
Geneva, FL 32732

These Contributions are required for the NSDAR Historic, Educational, Patriotic, and Membership categories, with a Minimum Total of $75.00 within the section, in order to earn 135 points in Section 3 for the Chapter Achievement Award (CAA.)

| Historic Programs and Funds ($25.00 minimum) | $ 0.00 |
| Educational Programs and Funds ($25.00 minimum) | $ 0.00 |
| Patriotic Programs and Funds ($5.00 minimum) | $ 0.00 |
| Membership Programs and Administrative Funds ($20.00 minimum) | $ 0.00 |

This Contribution is required to earn 100% President General’s Project Reporting for your Chapter.

**Do one or the other**

| President General’s Project ($2.50/member) # members | $ 0.00 |
| President General’s Project ($2.50/member) flat rate to pay off balance due | $ 0.00 |

These Contributions are required to receive points on the Florida Honor Roll. See Florida Honor Roll for points awarded per donation.

| State Regent’s Project (minimum $1 per year per member.) # members | $ 0.00 |
| Florida Cottage at Tamasesee Maintenance Fund ($5 for State Honor Roll credit) | $ 0.00 |
| Florida Junior Luncheon at Continental Congress ($5 for State Honor Roll credit) | $ 0.00 |
| Florida C.A.R. ($5 for State Honor Roll credit) | $ 0.00 |

| Total Remittance | $ 0.00 |

For contributions to other projects use CHAPTER OPTIONAL DONATIONS FORM 2018-2019 or DEV-1003 as appropriate. See Chapter Treasurer’s Reference Guide for differentiation.
Florida State Society Daughters of the American Revolution

FLORIDA STATE DUES REMITTANCE FORM

Use this form for:

- Transfers from out-of-state
- Reinstatements
- New Members
- Residuals

Do not use this form when remitting annual state dues with the Chapter Dues invoice
Use this form when remitting individual dues payments
Use this form when remitting for new members, out-of-state transfers into Florida, members not paid on the Annual Dues invoice (residuals), and/or reinstatements for resigned and dropped members
Please proof the accuracy of national numbers and names

<table>
<thead>
<tr>
<th>National Number</th>
<th>Name</th>
<th>New?</th>
<th>Reinstall?</th>
<th>Xfer?</th>
<th>Residual?</th>
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</table>

Make check payable to: FSSDAR
Return to: Karen Bruning, FSSDAR Treasurer
PO Box 1333
Geneva, FL 32732-1333
Questions? kgbdar@aol.com
# CHAPTER OPTIONAL DONATIONS 2018-2019

Send to the Florida State Treasurer by the 10th of the month for credit that month. Make Check Payable to FSSDAR

State Treasurer - Karen Bruning, PO Box 1333, Geneva, FL 32732-1333

<table>
<thead>
<tr>
<th>Date:</th>
<th>Computer Code:</th>
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<tbody>
<tr>
<td>Chapter:</td>
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<tr>
<td>Treasurer:</td>
<td></td>
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<tr>
<td>Phone:</td>
<td>E-mail:</td>
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<table>
<thead>
<tr>
<th>Historic Programs and Funds</th>
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<tbody>
<tr>
<td>Educational Programs and Funds</td>
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<tr>
<td>Patriotic Programs and Funds</td>
<td>$</td>
<td>0.00</td>
</tr>
<tr>
<td>Membership Programs and Administrative Funds</td>
<td>$</td>
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</table>

Use this form when donating **LESS THAN THE MINIMUM** for Chapter Achievement (Chapter Remittance Form is used for Chapter Achievement Awards #3)

Use this form for contributions to other Funds, for **LESS THAN THE MINIMUM** stated on the National Contributions Form. These **DO NOT** count for Chapter Achievement. Send contributions qualifying for Chapter Achievement Section (the minimum or more) to the office of Development using Form DEV-1003.

<table>
<thead>
<tr>
<th>American Indian Fund</th>
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<tr>
<td>• American Indian Scholarship Fund</td>
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<tr>
<td>Americana Collection</td>
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<tr>
<td>• NSDAR Archives Fund</td>
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<tr>
<td>Bacone College—General</td>
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<tr>
<td>• Bacone College—Scholarship</td>
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<tr>
<td>Chemawa Indian School—General</td>
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<td>• Chemawa Indian School—Scholarship</td>
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<td>Children of the American Revolution (National)</td>
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<td>DAR Good Citizens Scholarship Fund</td>
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<tr>
<td>DAR Library</td>
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<tr>
<td>DAR Museum</td>
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<td>DAR Project Patriot</td>
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<tr>
<td>Friends of American History</td>
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<td>Friends of the American Indian Scholarship Fund</td>
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<td>Friends of American Spirit Fund</td>
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<td>Friends of the DAR Museum</td>
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<tr>
<td>Museum Adopt-An-Object</td>
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<td>Museum Keeper</td>
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<tr>
<td>Friends of DAR Scholarship</td>
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<tr>
<td>Friends of DAR Schools</td>
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<td>Friends of Genealogy</td>
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<td>Friends of Junior American Citizens</td>
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<td>Friends Property Maintenance Fund</td>
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<td>Friends of Seimes Technology Center</td>
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<td>Friends of Veterans</td>
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<td>Junior American Citizens Committee National Prize Fund</td>
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<td>Guardian Trust Fund</td>
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**OTHER**

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<tr>
<td>Investment Trust Fund</td>
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<td>Kate Duncan Smith DAR School</td>
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<td>The Hillside School</td>
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<td>Hindman Settlement School</td>
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**TOTAL**

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