

# Rules and Regulations

**RULES AND REGULATIONS**  
**For the Government of Subordinate Chapters**  
**(Revised and Adopted as of Grand Chapter 2014)**

**ARTICLE I**

**New Chapters**  
**Chapters Under Dispensation**

**Section 1.** Dispensation for forming new Chapters may be issued by the order of the Worthy Grand Patron during the recess of the Grand Chapter. Dispensations so issued shall be in force only until the succeeding annual session of the Grand Chapter, unless continued by vote thereof, and no such Dispensation shall be issued to a smaller number than twenty-five petitioners, nor more than forty petitioners, two of whom must be Master Masons and not less than nine of whom must be ladies who are eligible for the degrees. No Chapter shall receive a number until it receives its charter. (See Bylaws Section 34)

(a) Petitions for Dispensations shall invariably be sent in duplicate, one copy to bear the signatures of the petitioners and the other to be typewritten. Both copies, together with the fee of \$700.00, shall be sent to the Worthy Grand Patron, who forwards all of it to the Grand Secretary.

(b) Supplies for the organization of new Chapters shall be sent only on the order of the Worthy Grand Patron.

All supplies furnished should come from existing inventory except the Bibles (GC 2003). The following supplies to be furnished by the Grand Chapter for institution:

- 1 Set Badges, Ribbons, Emblems, Visitor's Register, Secretary Supplies
- 2 Small Bibles
- 1 Altar Bible
- 1 Gavel
- 1 Signet
- 3 Bylaws

- 3 Rituals
- 3 Instruction Books
- 4 Secret Work (GGC 2003)
- 1 Proceedings (GC 2003)
- 1 Baton
- 1 Ballot Box

(c) The Worthy Grand Patron shall require from each petitioner a signed statement indicating that petitioner has or has not previously sought membership. In the event that the answer is in affirmative, petitioner must also set forth the name, number and location of the Chapter petitioned and the date of petition. R&R, Section 1 shall prevail for guidance of the Worthy Grand Patron.

### **Demits and Status of Petitioners for New Chapter**

**Section 2.** (a) All petitioners who are nonaffiliated and who belong to a Chapter of another Grand Jurisdiction, must file demits with the petition for a new Chapter.

(b) A member desiring to become a charter member of a Chapter that is in the making shall have all dues paid, shall obtain a Certificate of Good Standing from the Secretary of the Chapter, with the Chapter seal on it, and no action by the Chapter shall be necessary to authorize the Secretary to issue such a Certificate. The Certificate, together with a signed request for a demit, shall be delivered to the Worthy Grand Patron. When she or he has signed the petition for a new Chapter and on the date of the Institution thereof she or he will be considered a member of the new Chapter and automatically cease to be a member of the old Chapter. Immediately after the Institution, the Worthy Grand Patron shall send the request for demit to the old Chapter and notify the Secretary that the person is now a member of the new Chapter. The Secretary of the old Chapter shall forward the demit to the new Chapter and drop the individual from the roll of membership as of the date of the Institution of the new Chapter, and at the next stated meeting notify the old Chapter of the action taken.

### **Officers of New Chapter**

**Section 3.** The Worthy Matron, Worthy Patron, Associate Matron, Associate Patron and all other officers necessary for the work of a Chapter Under Dispensation shall be appointed by the Worthy Grand Patron.

### **How Set To Work**

**Section 4.** Officers of Chapters Under Dispensation shall be regularly installed and the Chapters set to work by the Worthy Grand Patron in person, or by his proxy duly authorized to perform that duty. The Officers whose names appear on the Dispensation for the formation of a Chapter when legally installed, and after a charter has been granted, constitute the first Board of Officers, and are entitled to be called the first Past Matron and Past Patron.

### **Powers of U.D. Chapters**

**Section 5.** Chapters Under Dispensation may do all things clearly expressed in the letters of Dispensation creating them, such as conferring degrees, affiliating members by a petition for membership, and forming a Code of Bylaws; provided, always that they act in strict accordance with Bylaws and Rules and Regulations of the Grand Chapter; but it shall not be lawful for U.D. Chapters to elect and install officers.

The U.D. Chapter may vote on a request for a demit, and if the request is granted, copy of the request and current dues card, together with the date the action was taken by the U.D. Chapter, shall be forwarded to the Worthy Grand Patron for his recommendation to be sent to the Grand Secretary, who shall then cause to be issued a Grand Chapter demit for the member involved and forward it to the Secretary of the U.D. Chapter for delivery.

### **Chapter Name Under Dispensation**

**Section 6.** The name of a Chapter Under Dispensation is a part of the Dispensation and is in force until the Grand Chapter issues the charter.

### **Time to Send Records to The Grand Chapter**

**Section 7.** On or before May 15 of each year, all Chapters, which have been working six months or more Under Dispensation, shall forward to the Chairman of the Grand Chapter Committee on Charters and Dispensations their books and records, showing everything done by authority of the letters of Dispensation, together with a copy of the Bylaws adopted by them. Other Chapters that have completed six months of work by the time of the annual session will bring their books and records to the Grand Chapter Session.

The Dispensation should be kept by the Chapter until the charter is delivered, the Dispensation to be taken up by the Worthy Grand Matron, or her proxy, upon delivery of the charter. This is done that meetings may not be suspended.

### **Charter Members Sign Bylaws**

**Section 8.** All charter members must sign the Bylaws of the Chapter at the time of institution. Amendments to Bylaws of a Chapter Under Dispensation must be approved by the Worthy Grand Patron before they shall become effective.

### **Charters**

**Section 9.** Charters shall be granted by the Grand Chapter only at its annual session. (See Bylaws Section 26)

### **Time Required Under Dispensation**

**Section 10.** No charter shall be issued to a Chapter Under Dispensation until such Chapter shall have been organized for at least six months.

### **Dues and Fees of Petitioners**

**Section 11.** (a) Each petitioner at the time a new Chapter is organized shall pay:

(1) The fee for initiation in a Chapter Under Dispensation shall be no less than \$25.00, and this shall be effective for no less than

two years after the Dispensation is granted.

(2) The dues for all members of a Chapter Under Dispensation shall be no less than \$15.00 per annum, and this shall not be prorated. This shall be effective for no less than two years after Dispensation is granted.

(3) The fee for affiliation shall be no less than \$15.00 and shall not be prorated. This shall be effective for no less than two years after Dispensation is granted.

(b) Every new Chapter instituted shall subscribe one hundred percent household to the Tar Heel Star News.

## ARTICLE II

### Chartered Chapters Bylaws

**Section 12.** Every Chapter chartered by the Grand Chapter shall adopt Bylaws for its government, provided that the same conform to the laws of the Grand Chapter. Each Chapter shall in its Bylaws fix the time of its stated meetings and fees for the several degrees and the annual dues for members, and every chartered Chapter should have sufficient copies of Bylaws for each member.

### Amend Bylaws

**Section 13.** A Chapter has the right to revise, alter or amend its Bylaws in the manner provided in such Bylaws. If no provision is made therein for such alterations or amendment, it may be done by a majority vote, after such proposition to amend has been submitted at a stated meeting and has lain over for a month.

### Bylaws to Be Approved

**Section 14.** Bylaws and local rules of all Chapters must be submitted to the Worthy Grand Matron for approval, and be by her approved before they shall become effective. Chapters Under Dispensation must get approval of the Worthy Grand Patron instead of the Worthy Grand Matron.

### **No Suspension of Bylaws**

**Section 15.** No Chapter can suspend its Bylaws or any of them, but see Rules and Regulations Section 25.

### **Opening Chapter and Quorum**

**Section 16.** Before proceeding to the transaction of business or conferring the degrees, the Chapter must be opened with appropriate ceremonies; and when the business for which the Chapter was opened shall have been performed, it must then be closed with the appropriate ceremonies. No Chapter shall be opened unless there be present seven members of same, including one of the first four officers.

### **Conduct of Meetings**

**Section 17.** When a Chapter is open and in session, the East shall be occupied at all times by at least one presiding officer.

### **Duplicate Charters**

**Section 18.** Whenever the charter of a Chapter shall be destroyed by fire, or otherwise, or shall become defaced or illegible, thereby being rendered unfit for use, the Worthy Grand Matron may order a duplicate to be issued, which shall contain the names of the original officers and date of issuance. The names of the Grand Officers at the time the original charter was issued must be appended to the charter, attested by the Grand Secretary under the seal of Grand Chapter. The charter so furnished must show on the margin the reason why issued. No fee shall be charged for issuing such duplicate charter.

### **Seal**

**Section 19.** Every chartered Chapter must have a seal, and all official papers issued by the Chapter must be attested by an impression of same.

### **Objection to Visitors**

**Section 20.** No visitor can be admitted into any Chapter if a member of such Chapter makes lawful objection; provided, that no objection shall be valid against the Worthy Grand Matron or Worthy Grand Patron nor against any member visiting in an official capacity, nor against a member in good standing who is acting as counsel for a member on trial. Such objection shall not extend beyond the meeting at which it is made and shall not be recorded.

### **Presentation of Receipt for Dues in Examination**

**Section 21.** The current receipt for dues (or a demit within one year from date of issue) shall be presented by visitors to the Examining Committee at the beginning of the examination.

### **Meeting**

**Section 22.** The meetings of a Chapter shall be either stated or special.

#### **Stated Meetings**

**Section 23.** The stated meetings of a Chapter shall be held at the time specified in the Bylaws, which should require at least one meeting each month, at which all regular business of the Chapter may be transacted.

#### **Special Meetings**

**Section 24.** A special meeting of a Chapter shall be held at the usual place of meeting and at such time as the Worthy Matron may direct, upon notice to resident members; provided, that its object shall be stated in the notice, and at such special meeting no business shall be in order except that for which it shall have been convened; and provided, further that no special meeting can be called for the purpose of receiving or balloting on petitions for degrees or membership.



### **Changes In Order of Business**

**Section 25.** Without objection from the members, the Worthy Matron may change the regular order of business, when it is expedient for the good of the Order.

### **Minutes Approved**

**Section 26.** The minutes of a Chapter are not adopted, but approved as a true record of the proceedings. If they do not furnish a correct statement of transactions of the Chapter, they should be revised and made to conform to the facts. Objections may be entertained only when they point out errors or omissions in the record, and the Worthy Matron should give opportunity for such correction. If none is suggested, she should announce the minutes approved and order the fact noted. The minutes must be read for approval at the close of each stated or special meeting and signed by the Worthy Matron. The minutes of Open Installation may be read and approved at the next stated meeting of the Chapter.

### **Who Should Sign Minutes**

**Section 27.** In the absence of the Worthy Matron, the presiding officer shall sign the minutes of the meeting over which she presides.

### **Cannot Amend Proceedings**

**Section 28.** No Chapter can, at a special meeting, alter or amend any proceedings of a stated meeting.

### **Meetings Must Be Closed On Day Opened**

**Section 29.** All meetings of Chapters must be closed on the day when opened; as such meetings cannot be continued from day to day. Trials commenced at stated or special meetings may be continued from time to time, but each meeting must be regularly opened and closed.

### **Meeting Place Changed Temporarily**

**Section 30.** Should it be impossible to hold a meeting at its regular place of meeting, by reason of its destruction or its insecurity, on the statement of the fact to the Worthy Grand Matron, a Dispensation may be issued by her permitting the Chapter to meet temporarily at such other place within its jurisdiction as it may select, until its permanent place of meeting shall be duly determined.

### **Reconsideration**

**Section 31.** A Chapter may reconsider any motion or action at the same meeting or the next succeeding stated meeting, if the same has not gone into effect.

### **No Sunday Meetings**

**Section 32.** No special or stated meetings of a chapter shall be held on Sunday for any purpose. Members of a chapter may convene for the burial of a deceased member and for public worship on Sunday. (GC 2008)

### **Eligibility of Voters**

**Section 33.** (a) Every member who is in good standing shall be entitled to vote on all questions arising in the Chapter to which she or he belongs.

(b) The voting sign of the Order shall be the uplifted right hand, provided that upon formal motion and second, the Chapter may approve by simple majority vote to entertain alternate methods of voting.

### **Fees**

**Section 34.** No Chapter shall confer the degrees for a less sum than ten dollars, which amount shall accompany the petition; provided that in cities and towns where there are two or more Chapters, no one of them shall be permitted to change its fees to a sum less than the lowest fees fixed by any of the other Chapters

having concurrent jurisdiction; provided, further, that a new Chapter established in a city or town where there are one or more Chapters shall not fix its fees at a less sum than the lowest fee already in such jurisdiction.

### **Part of Initiation Fee to The Grand Chapter**

**Section 35.** Twenty percent of all initiation fees shall belong to the Grand Chapter, and the Secretary will include the amount in the annual returns of the Chapter to the Grand Secretary. Twenty percent shall not be collectible on petitioners receiving the degrees at the time a new Chapter is organized.

### **No Appeal From Worthy Matron's Decision**

**Section 36.** No Appeal lies to a Chapter from a decision of the Worthy Matron. Her decision can be reviewed by the Worthy Grand Matron during recess of the Grand Chapter, subject to final action by the Grand Chapter, or by appeal directly to the Grand Chapter. (Also see Landmark-10-Ritual)

**Section 37.** (Deleted GC 2003)

### **Appearance in Public**

**Section 38.** No Chapter in the Grand Jurisdiction shall appear in public for any purpose except on funeral occasions or for installation of officers or for Divine Worship without the consent of the Grand Chapter or that of the Worthy Grand Matron.

### **Instructions for Subordinate Chapters**

**Section 39.** Every Chapter shall practice the work as adopted by this Grand Chapter in its Instructions for Subordinate Chapters, three copies of which shall be in the possession of each Chapter. These copies are to be distributed as follows: Worthy Matron. Worthy Patron and Secretary, and any Chapter willfully violating this provision shall be subject to discipline.

### **Lantern Slides-Tableaus**

**Section 40.** This Grand Chapter does not approve of the use of lantern slides or tableaus during the ceremony of initiation.

### **Delegates To The Grand Chapter Session**

**Section 41.** Each Chapter shall send one or more delegates, including the Worthy Matron and/or other line officers or their proxies to the annual session of the Grand Chapter (paying expenses of the Worthy Matron and other such delegates in whole or part as is possible). Each delegate shall attend the business sessions of the Grand Chapter and make a written report of the business transacted.

### **Delegates Must Be Sent To The Grand Chapter Session**

**Section 42.** Each Subordinate Chapter is required to send a delegate to the Grand Chapter Session at least once every two years or subject itself to the liability of its charter being taken up unless satisfactory excuse be made.

### **Soliciting Funds**

**Section 43.** No Chapter or member is allowed to solicit funds from another Chapter without first getting the approval of the Worthy Grand Matron; and the Worthy Grand Matron shall (GC1992) allow no soliciting of funds except such as have been approved by the Grand Chapter.

Upon securing the permission of the Worthy Grand Matron, a chapter may hold a fund-raising event and may invite members of other chapters to participate; however, the event must be such that participants receive a benefit in return for monies spent: for example, a meal in return for a purchased ticket. In keeping with Section 163 of the Rules and Regulations, raffles are prohibited.

### **Support Only Eastern Star Objectives**

**Section 44.** No letter shall be sent or request made of

Subordinate Chapter asking for money for any purpose other than our own objectives.

### **Removals-Local**

**Section 45.** A Chapter may remove from one hall to another, in the same city or town, by permission of the Worthy Grand Matron, when two-thirds of the members present at a stated meeting shall vote therefor.

### **Removals-To Other Towns**

**Section 46.** A Chapter wishing to remove from one town or place to another place not in the same town, in addition to the requirements of Section 45, must obtain the consent of all Chapters whose territory may be encroached upon by such a removal.

### **Summons**

**Section 47.** The Worthy Matron or the Chapter has the right to summon any member of the Chapter for any purpose within the scope and the business of the Order of the Eastern Star, and every member must obey such a summons, unless unavoidably prevented. This great power should be exercised only in case of extreme emergency. While it is left to the wise discretion of the Worthy Matron or Chapter as to when such an emergency exists, the Worthy Matron or Chapter must be held to accountability for an arbitrary exercise of this discretion, as for any other willful abuse of official authority.

### **Summons Must Be Obeyed**

**Section 48.** Every member must obey a summons; and for failure, without good and sufficient cause, shall be notified to appear before his or her Chapter at its next stated meeting; and if a satisfactory excuse be not rendered, charges will be preferred against the member, and upon trial she or he may be punished as the Chapter may determine.

### **Summons, Form of**

**Section 49.** A summons issued by a Chapter, or the Worthy Matron thereof, must be written or printed and under the seal of the Chapter.

**Section 50.** (Deleted GC 2003)

### **Demits Property of Chapter**

**Section 51.** The demit of a petitioner who is elected a member of a Chapter belongs to the Chapter and must remain in its custody, and the date of affiliation must be endorsed thereon.

### **Charter Forfeited**

**Section 52.** A Chapter forfeits its charter when it fails to meet for twelve months, and labor shall not be resumed except by authority of the Worthy Grand Matron or the Grand Chapter.

### **Surrender of Charter**

**Section 53.** (a) A Chapter must contact the Worthy Grand Matron before any consideration to the surrendering of said Chapter's Charter could be considered. No vote shall be taken without the knowledge of the Worthy Grand Matron. (GC 2005) Any proposition to surrender the charter of a Chapter shall be made at a stated meeting and laid over until the next stated meeting. Within five days after such action, the Secretary of the Chapter shall, by written or printed notices, inform all members of the proposed action and when a vote will be taken.

(b) At the next stated meeting held pursuant to said notices, if a two-thirds majority of the members present vote favorably, the charter shall be surrendered.

(c) All property and effects of the Chapter at the time of the vote to surrender the charter shall be forfeited to the Grand Chapter and shall be subject to the order of the Grand Secretary.

### **Arrest of Charter**

**Section 54.** When the charter of a Chapter has been arrested by the Worthy Grand Matron or Worthy Grand Patron, the rights and privileges and jurisdiction of the Chapter are not destroyed, but remain in abeyance until the Grand Chapter passes upon the arrest. Justice to the Chapter requires that all its rights should remain intact; therefore, it is improper for the Grand Chapter certificate of demission to be granted to members of the Chapter and illegal for any other Chapter to receive a petition for the degrees from one living within the jurisdiction of the Chapter whose charter has been arrested until such action is confirmed by the Grand Chapter.

### **Property of Extinct Chapters**

**Section 55.** Chapters ceasing to exist from any cause forfeit to the Grand Chapter all of their property and effects, and the last Worthy Matron, Secretary or Treasurer of the chapter, extinct from any cause, shall forward to the Grand Secretary all the books, papers, jewels, funds, the charter and seal of said Chapter and hold all other property of the same subject to the order of the Grand Secretary. It shall be the duty of the Grand Secretary to secure supplies from the extinct Chapters.

### **Dues From Members of Extinct Chapters**

**Section 56.** A member of an extinct Chapter is not liable for dues after the Chapter becomes extinct. The Grand Chapter has the right to collect from members all dues chargeable against them up to the time it became extinct and to discipline all those who refuse or neglect to pay the same.

### **Method of Demitting From Extinct Chapters**

**Section 57.** Any member of an extinct Chapter may join another Chapter upon petition and demit from the Grand Secretary showing that his or her standing therein was good when such Chapter ceased to exist and that all dues and other liabilities have been paid. A member who has been suspended for nonpayment of

dues from a Chapter, which later becomes extinct, may secure a Grand Chapter demit by paying to the Grand Secretary the amount of indebtedness due said Chapter, plus two dollars to cover cost of the Grand Chapter demit.

### **Annual Returns**

**Section 58.** It shall be the duty of each Chapter under the jurisdiction of this Grand Chapter, on or before the fifteenth day of April of each year to make and transmit to the Grand Secretary an annual report, according to the form to be furnished by the Grand Secretary.

### **Consolidation of Chapters**

**Section 59.** Two or more Chapters having concurrent jurisdiction or contiguous jurisdiction may consolidate into one by complying with the following:

(a) A Chapter must contact the Worthy Grand Matron before any consideration to consolidate with another Chapter be considered. No vote for consolidation can be made without the approval of the Worthy Grand Matron. (GC 2005) A resolution or motion agreeing to consolidate must first be offered at a stated meeting of each of the Chapters parties to the proposed consolidations and be laid over until the next stated meeting. Within five days after such action, the Secretary of each Chapter shall, by written or printed notices, inform the members of the Chapter of the proposed action and when a vote will be taken.

(b) At the next stated meeting held pursuant to said notices, if a two-thirds majority of the members present of each Chapter vote favorably, the privilege shall be granted.

(c) If the proposition carries, the Secretary of each Chapter involved shall promptly notify the other Chapter(s) of the action taken in that Chapter.

(d) If all Chapters involved agree in the proposition to consolidate, transcripts of the proceedings of the involved Chapters shall be submitted to the Worthy Grand Matron for her approval



and be approved by her before the consolidation shall become effective. The Chapters involved shall hereinafter be referred to as primary and secondary. The primary Chapter shall be the one taking in the secondary Chapter. (The primary Chapter having been selected by a majority vote of the members of both primary and secondary Chapters involved at a previous meeting.) The primary Chapter shall retain its Charter, Name and Number. The secondary Chapter(s) shall file a final membership report with the Grand Secretary. The secondary Chapter(s) shall also advise the primary Chapter of any and all outstanding liabilities incurred prior to approval of the primary Chapter.

(e) The Secretary of the consolidated Chapter shall immediately report to the Worthy Grand Matron that the consolidation has been completed, and she shall also forward to the Grand Secretary a full transcript of the proceedings of the meetings held in both the primary and secondary Chapters along with the Charter(s) and Seal(s) of the secondary Chapter(s) which shall become a part of the permanent historical record. The secret work of the secondary Chapter(s) shall also be sent to the Grand Secretary.

(f) All property of the secondary Chapter(s) as prescribed in Rules and Regulations, Article I, Section 1(b) with the exception of the Secretary's supplies, shall be forfeited to the Grand Chapter prior to the date of consolidation and held subject to the order of the Grand Secretary. All other property of the secondary Chapter, including all monies and funds, shall become the property of the newly consolidated Chapter.

(g) No fee shall be payable to the Grand Chapter, nor shall members of the secondary Chapter pay affiliation fees. Dues, if current in the secondary Chapter (s), including life memberships, shall carry forward to the consolidated Chapter.

## ARTICLE III

### Officers of Chapter Duties of Worthy Matron

**Section 60.** The Worthy Matron shall preside at the meetings of the Chapter, except when the degrees are being conferred; she shall see that the Constitution, Rules and Regulations are strictly enforced; appoint all Committees and see that all officers faithfully perform all their duties. She may call on the Worthy Patron to preside at any time, and in the absence of the Worthy Patron, she may call on the Associate Patron.

### Standing Committees

**Section 61.** The Worthy Matron, at the time of her installation, or as soon thereafter as practicable, shall appoint the following Standing Committees:

- (1) Masonic and Eastern Star Home
- (2) The N.C. Eastern Star Foundation, Inc.
- (3) The G.C. Scholarship Fund
- (4) International Headquarters Fund
- (5) Sick and Cheer
- (6) Finance
- (7) ESTARL
- (8) Camp Rainbow, Inc.
- (9) Rob Morris Program
- (10) Membership

### Masonic & Eastern Star Home Committee

**Section 62.** The Masonic and Eastern Star Home Committee shall be composed of three members whose duty shall be to look especially after the work pertaining to the Masonic and Eastern Star Home and the needs of the Home and in every way assist the Chapter in taking care of its Home obligations and pledges and shall make a written report on or before the second stated meeting in March.

### **The N. C. Eastern Star Foundation, Inc.**

**Section 63.** The N.C. Eastern Star Foundation, Inc. Committee shall be composed of three members whose duty shall be to inform the members of the purpose and function and to encourage voluntary contributions as well as gifts by deed, wills and bequests to the N.C. Eastern Star Foundation, Inc. and shall make written report to the Chapter on or before the second stated meeting in March.

### **The G.C. Scholarship Fund Committee**

**Section 64.** The G.C. Scholarship Fund Committee shall be composed of three members whose duty it shall be to see that funds are raised for the Scholarship Fund of the Grand Chapter and shall make a written report to the Chapter on or before the second stated meeting in March.

### **International Headquarters Fund Committee**

**Section 65.** The International Headquarters Fund Committee shall be composed of three members whose duty it shall be to see that each member of the Chapter contributes \$5.00 once in a lifetime to each chapter to which a member belongs (GGC 2003) to the International Headquarters Fund and shall make a written report to the Chapter on or before the second stated meeting in March.

### **Sick and Cheer Committee**

**Section 66.** The Sick and Cheer Committee shall be composed of three members whose duty it shall be to locate and visit any member of the Order who is sick and report same to Chapter. This Committee shall be appointed for such time as the Worthy Matron deems best.

### **Finance Committee**

**Section 67.** The Finance Committee shall be composed of three members whose duty shall be to examine and audit the books of

the Secretary and Treasurer and make report at the first stated meeting in April. A majority of this Committee shall also approve all bills before they are presented to the Chapter for payment.

### **ESTARL Committee**

**Section 68.** The ESTARL Committee shall be composed of three members whose duty it shall be to see that funds are raised for the Eastern Star Training Awards for Religious Leadership, and it shall make a written report to the Chapter on or before the second stated meeting in March.

### **Camp Rainbow, Inc. Committee**

**Section 69.** The Camp Rainbow, Inc. Committee shall be composed of three members whose duty it shall be to see that funds are raised for Camp Rainbow, Inc. and shall make a written report to the Chapter on or before the second stated meeting in March.

### **Rob Morris Program Committee**

**Section 70.** The Rob Morris Program Committee shall be composed of three members whose duty it shall be to plan for the observance of Rob Morris' birthday during the month of August. This Committee shall make a written report to the Chapter on or before the second stated meeting in March.

### **Membership Committee**

**Section 71.** The Membership Committee shall be composed of three members whose duty it shall be to plan ways to increase membership, increase attendance and restore inactive members to active status.

### **Special Committees**

**Section 72.** The Worthy Matron shall have the right to appoint any Special Committees, when in her discretion it is for the best

interest of the Chapter.

### **Donations Should Be Made Through Secretary**

**Section 73.** All Committees must turn the proceeds of their work over to the Chapter, and the amounts turned in to the Chapter by Committees to be sent through the Secretary in the regular way to the Grand Secretary and by her sent to the Home or to whatever branch of the work is specified. This is done in order that the Grand Chapter may know the exact work done by Subordinate Chapters

### **Bylaws Read in Open Chapter**

**Section 74.** The Worthy Matron should have the Bylaws of the Chapter read in open Chapter at least one time each year OR provide each member with a current copy of the Bylaws each year. All Chapters should make a careful study of the Grand Chapter Constitution, Bylaws. Rules and Regulations governing Subordinate Chapters.

### **Duties of Worthy Patron**

**Section 75.** (a) The Worthy Patron shall have general supervision of the affairs of the Chapter, advise and assist other officers and preside during the conferring of degrees, as well as at other times when invited to do so by the Worthy Matron.

(b) The Worthy Patron shall be responsible for the copies of the Secret Work issued to him and shall furnish copies of the Secret Work to the Associate Patron, Conductress and Associate Conductress (GGC 2003).

### **Duties of Associate Matron**

**Section 76.** The Associate Matron shall perform the duties appertaining to her office, and in the absence of the Worthy Matron, assume her power, duties and prerogatives.

### **Duties of Associate Patron**

**Section 77.** The Associate Patron shall perform the duties appertaining to his office, and in the absence of the Worthy Patron, assume his power, duties and prerogatives.

### **Duties of Secretary**

**Section 78.** (a) The Secretary shall record all things proper to be written, and in addition to the usual duties, shall take a receipt from each of the officers for the Rituals belonging to the Chapter and from the Worthy Patron, Associate Patron, Conductress and Associate Conductress for the Secret Work (GGC 2003) when delivered to them at the beginning of their term of office and incorporate same in the Installation minutes.

(b) At the close of each meeting, the Secretary shall pay to the Treasurer all monies belonging to the Chapter and take a receipt from the Treasurer for same, and issue a warrant for the funds collected in the name of the Grand Chapter and the Treasurer, transmit these funds to the Grand Secretary (GC 1993).

(c) The Secretary shall notify the Grand Secretary immediately of the death of a member (at the expense of the Subordinate Chapter) that fraternal sympathy may be extended to loved ones.

(d) The Secretary shall not read correspondence pertaining to Finance, Jurisprudence, and/or instructions pertaining to Grand Chapter Law and/or the Ritual which has not been cleared by the Clearing Committee (GC 1993).

(e) The Dual Chapter Secretary shall notify the Primary Chapter Secretary in writing of the election of a member for Dual Membership;

(f) At the beginning of each chapter year, the Dual Chapter Secretary shall ask each Dual Member to present her/his Primary Chapter current dues card. The Dual Chapter Secretary shall record this information and place in her/his membership file. If the Dual Chapter Secretary is unable to view the current dues card, she/he shall contact the Primary Chapter Secretary in writing for a written verification that the Dual Member has a current dues card

from the Primary Chapter. This information shall be placed in her/his membership file.

(g) If a current dues card is not presented for review or a written verification is not received, DO NOT issue a dues card to the dual member.

(h) The Primary Chapter Secretary shall notify the Dual Chapter Secretary if a member is suspended for nonpayment of dues in the Primary Chapter. Also, the Dual Chapter Secretary shall notify the Primary Chapter Secretary if the member is suspended for nonpayment of dues in the Dual Chapter.

### **Duties of Treasurer**

**Section 79.** At the close of each meeting, the Treasurer shall receive all monies from the hands of the Secretary belonging to the Chapter and give her receipt therefor; keep a true and accurate account of same and pay the funds out by order of the Chapter; vouchers to be signed by the Worthy Matron and Secretary, except that in extreme cases, the Worthy Matron may order sums paid out not to exceed \$25.00 after consulting with the Worthy Patron and Associate Matron.

### **Chapter Records**

**Section 80.** It shall be the duty of the Secretary and the Treasurer of a Chapter to make inventory or list all records of the Chapter from the time of institution. Such list to be checked annually by the incoming Secretary and Treasurer. The retiring Secretary and Treasurer shall turn over to the incoming Secretary and Treasurer all books and records of the Chapter, taking their receipts therefor.

### **General Duties of Officers**

**Section 81.** The remaining officers shall perform the duties indicated by their several titles and stations and shall be subject to the order of the Chapter and to their superior officers.

### **Fine for Loss of Secret Work**

**Section 82.** A fine of five dollars shall be paid for the loss of the

Secret Work or any part thereof. The Grand Chapter shall charge the sum of five dollars for replacing each.

### **Election and Appointment of Officers**

**Section 83.** The first eight officers shall be elected annually by secret ballot provided that upon formal motion and second, the chapter may approve by simple majority vote to entertain alternate methods of voting (GC 2004). The remaining officers shall be appointed by the Worthy Matron Elect after consultation with the Worthy Patron Elect.

### **Presiding Officer in Absence of Worthy Matron**

**Section 84.** In the absence of the Worthy Matron from any meeting of a Chapter, the Associate Matron shall preside if present; in the absence of both the Worthy Matron and the Associate Matron, the Worthy Patron shall preside and shall call on any sister to act as Worthy Matron; in the absence of the Worthy Matron, Worthy Patron and Associate Matron, the Associate Patron shall preside and shall call on any sister to act as Worthy Matron.

### **Succession in Case of Disability**

**Section 85.** In case of the death or disability of the Worthy Matron, the Associate Matron will in succession assume her prerogatives and duties for all purposes, except that she cannot install officers; and the Associate Matron may appoint a Past Matron to fill her chair. Any Worthy Matron or Worthy Patron elected at a stated meeting of a Chapter shall have the title of Past Matron or Past Patron, even though circumstances will not permit them to complete their term of office.

### **Vacancy in Office of Worthy Patron**

**Section 86.** In case of the death or disability of the Worthy Patron, the prerogatives and duties of that office, for all purposes except the installation of officers, will be assumed by the Associate Patron.



### **Removal of Officers from the State**

**Section 87.** The removal of the Worthy Matron, Worthy Patron, Associate Matron or any other officer from the state vacates her or his office during the term for which she or he was elected or appointed.

### **Vacancy in First Four Offices**

**Section 88.** Should the stations of Worthy Matron, Worthy Patron, Associate Matron or Associate Patron of a Chapter become vacant by death or otherwise, the Worthy Grand Matron may grant a Dispensation for an election to fill such vacancy upon notice to resident members. If all four offices are vacant, she shall appoint some qualified member of such Chapter for the purpose of holding an election and to preside at the same and install officers when elected; or she may herself call such a meeting and preside thereat.

### **Vacancy in Office**

**Section 89.** A vacancy in an elective office except that of Worthy Matron, Worthy Patron, Associate Matron or Associate Patron may be filled by ballot at any stated meeting upon notice to resident members. A vacancy in an appointive office may be filled at any time.

### **Annual Election**

**Section 90.** In all elections of officers in a Chapter, a majority of votes cast shall be necessary to a choice. The annual election in Subordinate Chapter shall be held at the last stated meeting in February each year, and the installation must be held on or after the last stated meeting in March and before the first stated meeting in April. (GC 2003, 2009)

### **Eligibility to Office**

**Section 91.** The Office of Worthy Matron, Associate Matron, Conductress, Associate Conductress and Star Points may be filled

only by Sisters in good standing. The office of Worthy Patron and Associate Patron only by Brothers in good standing. Any member in good standing is eligible to all other offices.

### **Special Election**

**Section 92.** The Worthy Grand Matron has the power to grant Dispensation to hold special elections of officers in case of a failure to elect at the time specified in the Bylaws. (See Section 21)

### **Officers Installed Out of Time**

**Section 93.** The District Deputy Grand Matron or Chapter Worthy Matron may install officers out of time without Special Dispensation from the Worthy Grand Matron.

### **Term of Office**

**Section 94.** The officers of a Chapter are elected to serve for the fiscal year, except when appointed to fill vacancies or when appointed at the institution of a Chapter. In all cases they shall hold office until their successors are elected and installed.

### **Resignation**

**Section 95.** Any officer of a Chapter may resign, except that neither the Worthy Matron, Worthy Patron, Associate Matron nor Associate Patron of a Chapter may resign without first having obtained permission from the Worthy Grand Matron in writing.

### **Officers Cannot Demit**

**Section 96.** An installed officer cannot demit while in office.

### **Chapter Must Be Opened for Installation**

**Section 97.** An installation of the officers of a Chapter cannot be held, either in public or in private, without first opening the Chapter. The records must show installation of its officers, and records should only be made of business transactions while a Chapter is in session.

### **Procedure for Open Installation**

**Section 98.** For Open Installation, the Worthy Patron calls the Chapter to order and places the gavel in the hands of the Worthy Matron when the officers assume their stations. The Chapter is opened in accordance with the revised Ritual, Worthy Matron declaring Chapter opened by sound of the gavel. When Open Installation is completed, the Worthy Matron will instruct the Conductress to close the Bible, when at the sound of the gavel, the Chapter will be declared closed.

### **Qualifications for Installing Officers**

**Section 99.** None but Worthy Matrons, Worthy Patrons, Past Matrons or Past Patrons are qualified to install the officers of a Chapter.

### **Installation of Re-Elected Officers**

**Section 100.** Every officer of the Chapter, even though re-elected or re-appointed, must be installed.

## **ARTICLE IV**

### **Petitions**

#### **Petitions Signed By Whom**

**Section 101.** All applications for the degrees or membership must be signed by the petitioner and two members of the Chapter who recommended the petitioner. If a petition for the degrees of the Order of the Eastern Star has been purportedly received, but without the previous establishment of the Masonic standing of the male relative, if a woman, or the petitioner, if a man, such petition is not valid and therefore has not been legally received. The petitioner who signed such and seeks to petition for the degrees of the Order shall be notified that such petition is defective and not valid, without any further action by the Chapter which attempted to receive such. The fee must be returned. Such petitioner must not be

balloted upon. If such petitioner later furnishes a statement of acceptable Masonic relationship or standing, such petition may then be received and acted upon.

### **Women Must Use Their Given Names**

**Section 102.** Women must use their full maiden names, and if married, not the names or initials of their husbands.

### **Petitions Presented at Stated Meetings Only**

**Section 103.** A petition for the degrees or membership must be presented at a stated meeting of the Chapter, and when received and referred to a Committee, cannot be withdrawn, but must be balloted on for final decision, except as provided in R&R, Section 101.

### **Committee on Investigation**

**Section 104.** A petition for degrees or membership, when received, shall be referred by the Worthy Matron to a Committee on Investigation to consist of three, one of whom shall be a brother whose duty it shall be to inquire into the Masonic relationship. The Committee shall investigate the character and fitness of the applicant in a secret and unobtrusive manner and make a report in writing, at the stated meeting at which the ballot is due.

### **Majority of Committee Must Report**

**Section 105.** A Committee of Investigation must report through a majority of its members, one of whom shall be a brother; although all should report, if possible, and the character of the report shall be announced.

### **New Committee**

**Section 106.** If the Committee of Investigation should fail, owing to absence or other cause, to report at the proper time, the Worthy Matron may, in her discretion, appoint a new Committee; but such new Committee shall not report forthwith, but shall have the lawful time for investigation before reporting.

### **Failure of Candidate to Report for Degrees**

**Section 107.** A petitioner for the degrees who fails to present himself or herself for initiation within six months after he or she shall have been notified of such election shall forfeit the fee paid if no reason is given for failure to appear, and of the sufficiency of the reasons given, the majority of the members shall judge.

### **After Rejection, May Petition in Two Months**

**Section 108.** A petitioner for degrees who has been rejected, may after the lapse of two months (GGC 2000) petition the Chapter which rejected him or her, or any other Chapter under whose jurisdiction he or she may reside, for the degrees.

### **Time of Residence**

**Section 109.** No petition for degrees shall be entertained in any Chapter in this Grand Jurisdiction unless the petitioner shall have resided six months in the state of North Carolina.

### **Petitioner Shall Have Fixed Residence**

**Section 110.** No Chapter under this Grand Jurisdiction shall confer the degrees upon one who has no fixed residence. Members of the Armed Forces of the United States and the members of their families may consider their residence the place they lived when they entered the service.

### **Qualifications for Membership**

**Section 111.** Chapters in this Grand Jurisdiction may receive petitions from and confer degrees of the Order upon Affiliated Master Masons in good standing, the wives, daughters, legally adopted daughters, mothers, widows, sisters, half-sisters, granddaughters, stepmothers, stepdaughters, stepsisters, daughters-in-laws, grandmothers, great-granddaughters, nieces, great-nieces, mothers-in-law, sisters-in-law, aunts (Ritual 2009) and, first and

second female cousins of affiliated Master Masons in good standing, or if deceased, were in good standing at the time of their death; as well its members-either active for three (3) years or majority-of the International Order of the Rainbow for Girls or of the International Order of Job's Daughters, (Ritual, 2000), each of whom shall have attained to at least the age of eighteen (18) years. No petition shall be received from any person who by reason of physical or mental defect or infirmity is unable to comply with or understand secret or ritualistic work of the Order.

### **Application for Membership Must Be Accompanied by Demit**

**Section 112.** No Chapter in this jurisdiction shall entertain a petition for membership by affiliation unless the same is accompanied by a demit or some other documentary evidence of the good standing of an applicant and of release from membership in any and all other Chapters and a fee of not less than five dollars shall be charged for affiliation by every Chapter in this jurisdiction, and the fee shall accompany the petition. Provided that petitions for membership may be accepted by any Chapter in this Grand Jurisdiction, when accompanied by a request for a demit in accordance with R&R, Section 150(b). No specified time of residence is required on application for membership. It may be placed in any Chapter at any time.

### **Honorary Membership, Life Membership Grand Chapter Award**

**Section 113.** A Subordinate Chapter may of its own motion, in recognition of distinguished and outstanding service, elect a member of the Order to honorary Membership in such a Chapter. A person so elected does not pay dues and cannot vote or hold office by reason of such Honorary Membership.

Any Chapter may, in recognition of meritorious and distinguished service, elect a member of such Chapter by unanimous secret vote (ballot box) to be a life member thereof.

Life members shall be exempt from payment of dues, but the Chapter shall pay all Grand Chapter dues and assessments on such a member.

### **Requisites of Petitioners for Degrees**

**Section 114.** A petition for the degrees shall be made in writing and signed by the applicant, shall state the residence and time of residence and occupation of the petitioner and shall show that the petitioner has not been rejected by any Chapter within two months past, and that petitioner has attained the age of eighteen years (GGC 2000). Petition shall be in the form prescribed and accompanied by the required fee for initiation and one year's dues in advance.

### **Requisites of Petition for Membership**

**Section 115.** A petition for membership shall state the Chapter in which the petitioner received the degrees, and also the Chapter with which she or he is affiliated. Petition must be in the form prescribed and accompanied by fee of not less than five dollars and one year's dues in advance.

### **Recommendation**

**Section 116.** No petition for the degrees or for membership shall be received unless recommended by two members of the Chapter in good standing whose names shall appear on the record as certifying proper Masonic relation of the petitioner.

### **Procedure After Petitioner Is Rejected**

**Section 117.** (a) In case of the rejection of a petitioner, it is the duty of the Secretary to return to the petitioner the fee and to inform him or her of the rejection of the petition.

(b) After a rejection, a petition for affiliation may be presented at each subsequent stated meeting of the Chapter, provided a new petition is presented; as the same petition cannot be used a second time.

### **Conferring of Degrees**

**Section 118.** (a) The degrees of the Order shall not be conferred at the same meeting at which the candidate has been elected for membership. A class of candidates shall not exceed six.

(b) The Worthy Grand Matron may grant Dispensation to a Chapter for initiating more than six candidates when, in her opinion, the best interests of the Order will be served by granting such Dispensation.

## **ARTICLE V**

### **Balloting**

#### **Ballots at Stated Meetings**

**Section 119.** No ballot for the degrees or membership shall be taken except at a stated meeting of the Chapter, and then only when a brother is present.

#### **Ballots Required for Election**

**Section 120.** If no more than two (2) black cubes appear in balloting for degrees or membership, all shall be declared elected. Should three (3) black cubes appear, the ballot shall be taken immediately on each petition separately as per Section 129. (GGC 2000).

#### **Members Present Must Vote**

**Section 121.** (a) In balloting, all members of the Chapter present must vote.

(b) Only one ballot box may be used.

(c) In Chapters under this jurisdiction for the purpose of balloting on a petition for degrees or membership, the term "Black Ball" shall mean an object of cubical shape only.

#### **Collective Ballot**

**Section 122.** If there be more than one petition for degrees or membership to be balloted upon, the ballot may be taken thereon



collectively, except petitions for degrees and petitions for affiliation shall not be combined. If no more than two (2) black cubes appear, all shall be declared elected. Should three (3) black cubes appear, the ballot shall be taken immediately on each petition separately. Then follow the procedure in paragraph 10, page 15 of the Ritual. (GGC 2000)

This Section shall be distinctly read in open Chapter before any collective ballot may be held, and the names of all petitioners shall be read distinctly.

### **Ballots Free and Secret**

**Section 123.** The ballot must be free and secret and no member disclose the manner in which he or she voted under any circumstances whatsoever.

### **Petition Must Lie Over**

**Section 124.** No petition for degrees or for membership shall be balloted on until the same shall have lain over from one regular meeting until the next at least.

### **Petitions Must Be Balloted On**

**Section 125.** All petitions for the degrees or affiliation must be balloted upon whether the Committee reports favorably or unfavorably.

### **Reports on Petitions**

**Section 126.** A ballot cannot be had on a petition for the degrees or membership until a majority of the Committee has reported either favorably or unfavorably.

### **Requisite for Postponing Ballot**

**Section 127.** After the report of the Committee of Investigation on an application for the degrees or membership, the Worthy Matron may, on request in writing of a member who is unavoidably absent, or for other good cause, postpone the ballot

thereon until the next stated meeting, but no longer.

### **Ballots Commenced Must Be Completed**

**Section 128.** The balloting on a petition when once commenced, cannot be postponed, but must be completed and the result thereof ordered declared.

### **Examination of Ballot**

**Section 129.** After the ballot has been taken and examined by the Worthy Matron, Worthy Patron, Associate Matron and Associate Patron, the result shall be declared by the Worthy Matron, unless no more than three (3) black cubes appear, in which case, the Worthy Matron, without announcing the result shall order another ballot, which shall in all cases be final (GGC 2000) (See R&R, Section 120).

### **No Discussion on Result of Ballot**

**Section 130.** Members are forbidden to discuss the result of a ballot under penalty of suspension or expulsion from the Order.

## **ARTICLE VI**

### **Membership**

#### **Visitors From This or Other Grand Jurisdictions**

**Section 131.** Members of Chapters in this or other Grand Jurisdictions seeking to visit Chapters of which they are not members, shall be required to present documentary evidence of their continued good standing in their home Chapters--not only upon first examination in visiting a Chapter, but at least annually thereafter.

#### **Petition for Membership by Affiliation**

**Section 132.** The petition shall state residence and occupation of the petitioner, two character references and the name, number, location and jurisdiction of the Chapter in which he or she was formerly or is now a member and shall be substantially in the form

prescribed, accompanied by the required fee for affiliation, one year's dues in advance and \$5.00 contribution for the International Headquarters Fund (GGC 2006).

### **Duty of Committee on Petition for Membership**

**Section 133.** The Committee on Investigation on the character of an applicant for membership is charged with the duty, among others, of making such examination and inquiry as to be able to report whether or not they find the applicant to be a member of the Order of the Eastern Star. No ballot shall be spread for membership without satisfactory evidence of such a fact.

### **Demit Belongs to the Chapter**

**Section 134.** The demit of a petitioner who is elected a member of a Chapter belongs to the Chapter, and must remain in its custody; and the date of his or her affiliation must be endorsed thereon.

### **Dual Membership**

**Section 135.** (a) Dual Membership within North Carolina is authorized within this Grand Jurisdiction. Membership shall be limited to the primary Chapter and one other. Dual membership fee shall be a minimum of \$5.00 and the dues shall be that of the Chapter joined. Dual members within North Carolina may not hold the office of Worthy Matron, Worthy Patron, Associate Matron, Associate Patron, Secretary or Treasurer in more than one chapter at the same time. These members shall choose which Chapter to represent at the annual session. The loss of membership by suspension for nonpayment of dues or expulsion in either Chapter carries with it the loss of membership in the other (GC 2001).

(b) Dual membership is allowed with Chapters outside this Grand Jurisdiction, the affiliation fee of which shall be \$15.00 and the dues shall be that of the Chapter joined. A member holding dual membership may hold the stations of Worthy Matron, Worthy

Patron, Associate Matron, Associate Patron, Secretary and Treasurer but not the same position in more than one Chapter at a one time. The loss of membership by suspension for nonpayment of dues or expulsion in either Chapter carries with it the loss of membership in the other.

### **Status of a Member Under Charges**

**Section 136.** The status of a member under charges is not affected by such charges, except that he or she cannot demit. A member is presumed to be innocent until guilt is proven.

## **ARTICLE VII**

### **Objections Before Reference to Committee**

**Section 137.** All objections to the reception of petitions for the degrees or membership by affiliation shall be made either in open Chapter or in writing and signed by the objector and shall be spread upon the records of the Chapter. Only members of the Chapter can make objections therein; provided, that any member in good standing, who is a visitor, may in person or in writing, make objections known to the Chapter giving the reasons therefor, and the Chapter shall judge the sufficiency thereof. After the petition for the degrees or membership is read, and before a Committee of Investigation has been appointed, it is the right of a member to object to the application being received; in which case, the Worthy Matron shall order it to be returned to the applicant without further action on the part of the Chapter. But such objection shall not prevent the petitioner from again petitioning at a subsequent meeting.

### **Objection to Conferring Degrees**

**Section 138.** In case of objection by three (3) members to the conferring of the degrees on a candidate who has been elected (unless the objector announces his or her objections as temporary

and only for the purpose of further inquiry and was not present at the meeting when the candidate was elected) it shall be considered as having the effect of a rejection; the fee shall be returned, and the candidate may be permitted to petition again after the expiration of two months from the date of the objection, as in the case of one rejected by ballot (GGC 2000).

## **ARTICLE VIII**

### **Dues**

#### **Remission of Dues**

**Section 139.** The dues of any member of a Chapter may be remitted, in whole or part, for good cause, upon proper application of person in writing, or upon a statement of facts made by a member justifying such action.

#### **Remission of Dues Cannot Be Reconsidered**

**Section 140.** A Chapter having upon proper motion remitted the dues of a member, no reconsideration at a subsequent meeting is permissible. If imposition has been practiced in obtaining the remission of dues, the members guilty of the imposition should be disciplined.

#### **Remission of Dues of a Suspended Member**

**Section 141.** A Chapter may remit the dues of a member suspended for nonpayment thereof, and such remission shall have the same effect as payment thereof would have (See R&R, Section 145).

#### **Dues, When Payable**

**Section 142.** Dues are due and payable on April 1st for the ensuing Chapter year, and if not paid on or before the succeeding March 31st, the indebted member shall be deemed to be twelve months in arrears for dues.

### **Annual Dues**

**Section 143.** (a) Each Chapter under this Grand Jurisdiction has the right to assess and collect from its members, in the manner provided for in the Bylaws, such annual dues as may be deemed necessary to defray the proper expenses of the Chapter; provided, however, that no Chapter shall fix its dues at an amount less than five dollars per annum, three dollars and twenty-five cents of which shall be paid to the Grand Chapter as Per Capita Tax, plus an amount equal to the approved per-member General Grand Chapter Per Capita Tax; thirty-five cents of which shall be set aside for the expenses of the Grand Chapter Session, forty cents shall be set aside for the maintenance of Camp Rainbow, Inc. and two dollars and fifty cents to be set aside for the General Fund. (Bylaws Section 69 (b))

(b) In cities and towns where there is one or more Chapters having concurrent jurisdiction, no new Chapter shall be permitted to organize and operate as a U.D. Chapter of this Grand Chapter, if its proposed annual dues are less than the lowest dues of any of the Chapters of that concurrent jurisdiction.

### **Efforts of Chapter Officers**

**Section 144.** Chapter officers should use their best efforts to prevent failure of members to pay dues. The Chapter Secretary should send statement of dues unpaid with businesslike regularity.

### **Suspension for Nonpayment of Dues**

**Section 145.** When any member of the Order shall become one year in arrears for dues, he or she is automatically suspended from membership on March 31st of the year, and shall be restored to membership by paying back dues to the time of suspension and dues for a year in advance from the time of restoration and be elected to membership by secret ballot (ballot box) (GGC 2000). When a suspended member applies for restoration, an Investigating Committee shall be appointed and the application shall be handled in the same manner as prescribed for petition for degrees. A

member suspended for nonpayment of dues cannot be received by another Chapter until after reinstatement in the Chapter from which the member was suspended. The member may then request a transfer to any Chapter in this Grand Jurisdiction by continuous membership, in accordance with Section 150 (b) of the Rules and Regulations of Grand Chapter, or may request a demit in accordance with Section 148 of the Grand Chapter Rules and Regulations.

## ARTICLE IX

### Demit

#### What Constitutes a Demit

**Section 146.** The action of the Chapter constitutes a demit. The member is then as surely a demitted Eastern Star as if the demit had been issued and delivered. The certificate of demit is the written statement of what the Chapter has done.

#### When Forbidden

**Section 147.** No Chapter shall grant a demit to any of its members until all dues are paid or remitted; nor to one who is under charges; nor to one who has, in his or her official capacity, become indebted to the Chapter, so long as such indebtedness remains.

#### Methods of Obtaining Demit

**Section 148.** Whenever a member whose dues are fully paid, and who is under no charges, shall apply in writing at a stated meeting for a demit, his or her application shall, unless objections are made, be immediately granted, and the fact entered on record. No objections shall be entertained unless the objecting member shall prefer charges against the applicant for demit or give notice that he or she will do so at the next stated meeting, at which time, if no charges are preferred by the objectors, the demit shall be granted. If the charges are preferred, they shall take the course prescribed

by law. If, on trial, the accused is acquitted, his or her demit shall be granted. Should the accused be suspended and at the expiration of his or her suspension still desire a demit, a new application must be presented.

Application for demit must be accompanied by latest receipt for dues, and Secretary of Chapter must make notation in ink of date demit is issued across face of receipt card for dues.

A member whose dues are paid to March 31st and who applies for a demit at the first regular meeting in April following shall be deemed to be clear of the books and entitled to a demit. A Bylaw requiring dues to be paid in advance shall not apply to a member demitting as referred to in this paragraph.

### **Status of Demitted Members**

**Section 149.** There is no time limit to a demit. When issued, it is good during the life of the person to whom issued for the purpose of affiliation; but deprives the holder thereof of all rights and privileges of the Order except for visiting for a period of one year.

### **Transfer of Membership With Continuous Membership**

**Section 150.** (a) An affiliating member becomes a member of the Chapter with which he or she is affiliated on the date of election except when affiliating with continuous membership, (see R&R Section 150 (b), Rules and Regulations for date when affiliating with continuous membership). Members by affiliation have all rights and privileges of membership after their election. The Bylaws should be signed as soon as possible thereafter.

(b) A member desiring to move membership to another Chapter shall fill out and sign a petition for affiliation and furnish with it a personal request for a demit together with official receipt for dues, current at the time of presentation, to the Chapter in which membership is sought.

If the petitioner be elected to membership, the Chapter Secretary



shall forward request for demit and official receipt for dues to the Chapter in which such applicant has her or his membership; and the applicant shall be recorded as a member of the electing Chapter on the date when a demit was granted and dropped from the roll of previous Chapter on the same date. Secretary of previous Chapter shall issue demit and forward to electing Chapter together with official receipt for dues marked "demitted" (and give date of demit) which is to be returned to the member involved by the Secretary of electing Chapter. The demit is the property of electing Chapter. If a petitioner be not elected, the request for demit and official receipt for dues shall be returned to the petitioner, and his or her standing in Chapter of membership shall in no way be affected.

## ARTICLE X

**Section 151.** (Deleted GC 2003)

**Section 152.** (Deleted GC 2003)

**Section 153.** (Deleted GC 2003)

**Section 154.** (Deleted GC 2003)

**Section 155.** (Deleted GC 2003)

**Section 156.** (Deleted GC 2003)

## ARTICLE XI

### Nonaffiliate

#### Status of a Nonaffiliate

**Section 157.** A member becomes a nonaffiliate whenever he or she demits from his or her Chapter, or ceases to be a member thereof by means other than suspension or expulsion.

### Nonaffiliated Mason

**Section 158.** If a brother who is a member of a Chapter shall become a nonaffiliated Mason, such a member shall forfeit all privileges as a member of the Order of the Eastern Star; but this

shall not affect the standing of any sister of the Order through his relationship.

### **Members of Extinct Chapters**

**Section 159.** A member of a Chapter failing to procure a demit issued by authority of the Grand Chapter after such Chapter shall, from any cause, cease to exist, shall be deemed to have become a voluntary nonaffiliate and to have forfeited all privileges as a member; nor can such forfeited rights be regained except by procuring such demit from the Grand Secretary and affiliating with some regular Chapter.

## **ARTICLE XII**

### **Offenses and Penalties**

#### **Offenses**

**Section 160.** (a) Whatever is a breach of good morals, contrary to the precepts of the Holy Scriptures, a violation of the criminal laws of this state or of the United States, violation of the obligation of the Order, or the violation of the Constitution and Bylaws of the Grand Chapter or Bylaws of the Chapter, by a member of that Chapter or by a member in the jurisdiction of a Chapter, is an offense against the principles of this Order and must be promptly dealt with.

(b) A member's plea of guilty and/or conviction of a felony, in a court of this state or the United States, shall be grounds for expulsion from the Order.

#### **Obey Presiding Officer**

**Section 161.** Any member of the Order in a Chapter meeting who disobeys the order of the presiding officer, or any member who disturbs the harmony of the Chapter, must be held to strict account of such conduct, and upon a repetition of the offense, suspended for a definite time from the privileges of the Order.

**Section 162.** (Deleted 1993)

**Raffling or Gambling**

**Section 163.** Any violation of the laws of God or of the state, involving moral turpitude is a violation of the Eastern Star law. Raffling or gambling in the name of a Subordinate Chapter or any unit of a Subordinate Chapter is not permitted. (GC 2003)

**Smoking**

**Section 164.** Smoking is prohibited from the time Chapter is opened until declared closed. Recess cannot be declared at any time for this purpose.

**Brother Demitted, Suspended, Excluded or  
Expelled from Masonic Lodge**

**Section 165.** A brother who has been demitted, suspended, excluded or expelled from a Masonic Lodge is automatically removed from the roll of membership of his Eastern Star Chapter and is thereby deprived of all rights and privileges of the Order. If he is reinstated by his Masonic Lodge to good standing, he may regain his Eastern Star membership by complying with R&R, Section 179 (e).

**Penalties**

**Section 166.** The only penalties recognized are:

- (1) Reprimand
- (2) Suspension for a definite term
- (3) Indefinite suspension
- (4) Expulsion

**Notice of Time and Place of Trial**

**Section 167.** No member can be reprimanded, suspended or expelled (except for nonpayment of dues) except upon written charges and specifications, and ten days notice of time and place of

trial, and copies of said notice shall be sent to the Worthy Grand Matron and District Deputy Grand Matron of the District in which Chapter is located at least ten days prior to the time of trial.

### **Right of Affiliated Member to Prefer Charges**

**Section 168.** Any affiliated member has the right to prefer charges, but in no case can the right be extended to one who is not affiliated.

### **Complaints Against Worthy Matron or Patron**

**Section 169.** Complaints against a Worthy Matron or Worthy Patron for official misconduct must be made to the Worthy Grand Matron or the Grand Chapter when in session.

Charges against a Worthy Matron or Worthy Patron for any offense not growing out of the discharge of his or her official duties must be made to the Worthy Grand Matron, and if they are approved by her, she will fix time for trial and notify the Chapter, with a copy of the charges and specifications, and instruct the Secretary of the Chapter to serve a copy on the accused.

In all things relating to the trial of a Worthy Matron or Worthy Patron, by her or his Chapter, except as otherwise specified in these rules, the same proceedings must be had as in trial of other members.

### **Specification for Making Charges**

**Section 170.** All charges must be made in writing, signed by the party making them, specifying with reasonable certainty the character of the accusation and time and place of its commission, including the names of witnesses. It shall be presented at a stated meeting, read in open Chapter and spread upon the record. The presiding officer shall then set a time for trial and order the Secretary to serve upon the accused a true copy of the charges and notify him or her of the time set for trial. Charges thus made cannot be withdrawn except by consent of the accused and a two-thirds vote of the members present.

### **Procedure of Serving Notice**

**Section 171.** The Secretary may serve the notice either in person or by mail, but when it is sent by mail, twenty days shall be allowed for the accused to receive it, in addition to the ten days specified in R&R, Section 167.

### **Enforced Attendance of Witnesses**

**Section 172.** The attendance of witnesses on either side, when they are members of the Order, may be enforced by order which may be issued by the Secretary when ordered by the Worthy Matron of the Chapter.

### **Appearance of Accused**

**Section 173.** At the time set for trial, if the accused fails to appear in person or by counsel, or has absconded before notice is served, the presiding officer may continue the case until some future time or appoint a competent member to appear for the accused, and hear and decide the case as though the accused were present.

Should the accused appear and plead guilty to the charges and specifications, no further evidence is necessary, and the Chapter shall at once proceed to fix the penalty.

### **Affiliated Member as Counsel**

**Section 174.** Any affiliated member of the Order may serve as counsel for the accused or the Chapter.

### **Charges Must Be Heard By Chapter**

**Section 175.** All charges must be heard and decided by the Chapter; and in no case can be left to a Committee.

### **Accused Cannot Vote In Trial**

**Section 176.** The accused, when on trial, cannot be allowed to vote on any question growing out of his or her case.

### **Procedure of Chapter in Deciding Penalty**

**Section 177.** After the evidence shall have been presented and the prosecution and defendant, by themselves or counsel, have had an opportunity of being heard, the defendant shall be requested to retire, and the Chapter shall proceed to decide, by taking a separate ballot upon each charge and specification; first, whether the accused is guilty or not guilty as charged; and if found guilty by a majority of votes cast, then to affix the penalty, commencing with the highest grade and so on down; provided, always, that the good standing of sisters shall not be affected by misconduct of brothers. Should definite suspension be decided upon, the time must be fixed upon motion, but the longest time must be voted upon first. Should the Chapter, however, refuse by a majority vote to inflict any penalty after having found the accused guilty on any grade, the Secretary shall within three days certify the fact to the Worthy Grand Patron, who is empowered in his discretion to arrest the charter of the offending Chapter, such action to hold until the next annual session of the Grand Chapter.

### **Rules of Evidence Nonresident Witness**

**Section 178.** (a) When a witness is a nonresident, and cannot attend in person before a Chapter, his or her evidence may be taken before a Worthy Patron or Worthy Matron, certified by the Secretary under the seal of the Chapter in whose jurisdiction the witness may reside, both the accused and the accuser having due notice of the time and place of taking the testimony.

### **Accused Not Required to Give Evidence**

(b) The accused shall be a competent witness, but he or she shall not be required by the Chapter to give evidence unless he or she shall offer to testify.

### **Evidence of Persons Unable to Attend Trial and of Persons Not Members of the Order**

(c) The evidence of members of the Order who may not be able to attend their trial, and of persons not members of the Order, shall be taken in writing by a Committee appointed by the presiding officer, of which both parties, if possible, shall have notice.

At the time and place appointed, the Committee shall proceed to take evidence of such witnesses, and after reading to each his or her evidence in the case, request him or her to sign the same. The evidence thus taken shall be read before the Chapter at the time of trial.

### **All Evidence Must Be Preserved**

(d) All evidence given must be reduced to writing and preserved by the Secretary.

### **Decisions as to Testimony and Points of Law**

(e) The presiding officer shall decide as to the admissibility of any testimony offered and all points of law and order which may be raised.

### **Status of Suspended Member What Removes a Penalty**

**Section 179.** (a) The suspension of a member precludes, for the time being, all privileges and benefits of the Order whatsoever.

### **Time of Sentence**

(b) A sentence of suspension or expulsion will be in force and after the passage thereof until reversed by the Chapter or the Grand Chapter.

### **Refusal to Submit to Penalty**

(c) Anyone refusing to submit to the penalty or reprimand is subject to discipline, and upon conviction thereof, may be suspended or expelled.

### **Status of Member at Expiration of Suspension**

(d) The expiration of time for which a member stands suspended restores him or her to all rights and privileges which he or she possessed before the trial.

### **Method of Restoration**

(e) A member who has been suspended for an indefinite time or expelled can be restored to membership only by petition recommended by two members of the Chapter in good standing. Such petition shall be referred to an Investigating Committee, then lie over to the next stated meeting and be balloted upon in the same manner as for degrees (GGC 2000).

### **New Trials**

#### **Condition Under Which They May Be Granted**

**Section 180.** A new trial may be granted by the Chapter that tries the case, where a member has been suspended or expelled, in the following cases, and upon the following conditions:

(a) Upon newly discovered evidence which would indicate, with reasonable certainty, a change in the findings of the Chapter.

(b) When the findings of the Chapter are contrary to the evidence and law and usage, or the penalty is excessive.

#### **Application For New Trial**

**Section 181.** Application for a new trial must be in writing, addressed to the Chapter, must contain a statement of causes upon which the application is founded, and be presented within ninety days after the accused is informed of the action of the Chapter.

#### **Rules Governing New Trial**

**Section 182.** Where a new trial is granted, the same rules shall govern as in the first instance.



## **Appeals**

**Section 183.** Any member feeling aggrieved by the decision of the Chapter or the presiding officer may appeal to the Grand Chapter within one year from the date of such decision by filing such appeal thereof in writing with the Secretary of the Chapter, stating therein the error or decision appealed from; then it shall be the duty of the Secretary to make out a full, true and complete copy of all proceedings had and evidence taken in the case and certify same, together with a copy of the appeal, to the Grand Secretary, within ninety days after said application is made.

### **Procedure of the Grand Chapter in Appeals**

**Section 184.** The Grand Chapter, on receipt of the transcript and appeal, shall proceed to examine the same upon the basis of the papers and evidence so transmitted, and, without additional testimony, shall decide the case by confirming the judgement already rendered or remanding the case for a new trial with instructions how to proceed.

## **ARTICLE XIII**

### **Order of Business**

**Section 185.** The Order of Business should be as follows; but the regular order may be changed by the Worthy Matron, if there be no objections from the members, when in her judgement it is deemed expedient and for the good of the Order to make such change:

1. Presentation of Flag
2. Introduction of Visitors
3. Reading of Minutes for Information
4. Treasurer's Report
5. Unfinished Business

6. New Business
  7. Reception of Petitions
  8. Report of Committees on Petitions for Membership
  9. Balloting
  10. Initiation
  11. Sickness and Distress
  12. Reports of Standing Committees
  13. Reports of Special Committees
  14. Bills and Communications
  15. Resolutions and Miscellaneous Business
  16. Good of the Order
  17. Reading of Minutes for Approval
- Each item of business shall be closed with a blow of the gavel

## ARTICLE XIV

### Amendments

**Section 186.** Any part of these Rules and Regulations may be amended or repealed at any regular session of the Grand Chapter; but to become operative, an amendment or alteration must be proposed in writing, referred to and reported on the Committee on Jurisprudence and then concurred in by two-thirds of the members present.

**Section 187.** The Grand Secretary shall make available to our members at cost prices, printed pages to our Constitution, Bylaws, Rules and Regulations showing all changes Grand Chapter adopts each year.

(These to be inserted into the loose leaf book of law.)

## NOTES

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