

**OHIO STATE MOOSE ASSOCIATION  
BY-LAWS**

**ARTICLE I**

Name

The name of the Association will be the "Ohio State Moose Association," herein after Referred to as the Association, an Ohio not-for-profit corporation.

**ARTICLE II**

Objectives

The objectives of the Association are to bring together, in closer fraternal cooperation, the Lodges of the Loyal Order of Moose and the membership of such Lodges in the State of Ohio; to aid and promote the purposes of the Loyal Order of Moose; to increase and strengthen the membership of the Order; to exchange ideas and ideals which may be of benefit to the various lodges and their members; to promote interest in the work of Ritual Staffs and similar units; to encourage a broader interest in lodge sports and family activities; to stimulate participation in community service programs; to adopt programs and projects for the betterment of Mooseheart and Moosehaven, and to include the building of the Moose Charities Fund for the support of these institutions; to foster closer relationships among lodges in Ohio and lodges in neighboring states; and to coordinate the programs and directives of Moose International Inc. and the Supreme Lodge.

**ARTICLE III**

Authority

The Association at all times will be amenable to and under the supervision of Moose International Inc. and the Supreme Lodge, its officers, its Executive Committee, the Supreme Council; and be bound and governed by The Constitution of Moose International and the Supreme Lodge, the General Laws of the Supreme Lodge, and the By-Laws of Moose International.

**ARTICLE IV**  
Membership

**Section 1.**

Membership in the Association will consist of all Lodges of the Loyal Order of Moose in the State of Ohio that are in good standing in the Supreme Lodge, the Loyal Order of Moose, and the Ohio State Moose Association.

**Section 2.**

To be in good standing with the Ohio State Moose Association, each lodge must:

- Be current in the payment of the lodge's association dues.
- Be represented at the association's conferences and conventions.
- Attest that the Administrator and other members of the Board of Officers are current in their participation in Leadership School.

**ARTICLE V**  
Composition

**Section 1.**

For convenience in carrying out the functions of the Association, districts comprised of geographically related lodges will be established by the Board of Officers of the Association.

**Section 2.**

The current composition of the Association is as follows:

***District 1 will consist of the following lodges:***

Cincinnati 2, Hamilton 36, Loveland 2583, Miamisburg 1645, Middletown 501, Norwood 301, Trenton 330, Harrison 2633.

***District 2 will consist of the following lodges:***

Crystal Lakes 2464, Dayton 73, Fairborn 1068, Greenville 329, Sidney 568, Urbana 1215, Xenia 1629, Troy 2695.

***District 3 will consist of the following lodges:***

Bellefontaine 2563, Celina 1473, Findlay 698, Indian Lake 1533, Kenton 428, Lima 199, Van Wert 1320.

***District 4 will consist of the following lodges:***

Bryan 1064, Defiance 2094, Montpelier 312, Napoleon 788, Sylvania 1579.

***District 5 will consist of the following lodges:***

Ashland 1383, Colonial City 2555, Lexington 2511.

***District 6 will consist of the following lodges:***

Clyde 393, Fostoria 1567, New Riegel 872, Tiffin 846, Willard-Firelands 2153.

***District 7 will consist of the following lodges:***

Bucyrus 669, Delaware 1167, Galion 303, Marion 889, Shelby 422, Upper Sandusky 1093.

***District 8 will consist of the following lodges:***

Buckeye Lake 2434, Columbus 11, Gahanna 2463, Groveport 1245, Hilliard 2236, Lancaster 955, Marysville 1651, Newark 499, Pickerington 2321, Worthington 1427.

***District 9 will consist of the following lodges:***

Chillicothe 1626, Ironton 701, Portsmouth 762, Sabina 1244, Waverly 2263.

***District 10 will consist of the following lodges:***

Elyria 778, Lake Erie 552, Painesville 490, Parma 1744.

***District 11 will consist of the following lodges:***

Barberton 759, Cuyahoga Falls 918,  
Medina 647, Mogadore 1082, Northfield  
2156, Ravenna 1234.

***District 12 will consist of the following lodges:***

Brewster 1102, Creston 1224, Dover 707,  
Rittman 860, Uhrichsville 740,  
Wadsworth 2070, Wooster 1115.

***District 13 will consist of the following lodges:***

Cambridge 631, Coshocton 935, Lafferty  
1462, Newcomerstown 1337, St.  
Clairsville 2504, Zanesville 867.

***District 14 will consist of the following lodges:***

Caldwell 221, Glouster 1197, Logan 873,  
Lowell 2382, Malta-McConnelsville 2317,  
Marietta 1823, Woodsfield 2247.

***District 15 will consist of the following lodges:***

Conneaut 472, Cortland 1012, East  
Liverpool 122, East Palestine 467,  
Trumbull 186.

**Section 3.**

The lodges to be included in the various districts may be altered from time to time and new districts may be established as determined by the Association Board of Officers.

**Section 4.**

Each district within the Association will hold a minimum of six regular meetings during each fiscal year (convention to convention) of the Association; with one meeting to be held at least every two months. The meetings of the district will be conducted in accordance with an agenda furnished by the Association. To accomplish the agenda of the Ohio State Moose Association, each district will work cooperatively with the Association Vice President to do the work of the

Association as presented by the Vice President. The agenda of each district shall typically include the following:

a. Receive reports from every lodge at every meeting of the district that includes, but is not limited to, the following information:

- 1) Who recently became a 5-Club member, a 25-Club member, or attained a higher division of the 25-Club?
- 2) What is each lodge's arrearage?
- 3) What is each lodge's membership application status with regard to the lodge quota and participation?
- 4) What is the status of sickness and distress in each lodge?
- 5) What lodge has not yet submitted a Moose of the Year nominee to Moose International and a Lifetime Achievement nominee, thus assuring that each lodge in the district submits a nominee on time?
- 6) What is the status of fundraising in the district (Endowment Fund, Moose Charities and Association sponsored projects?)
- 7) What special events are going on in the district? For example, euchre tournaments, Golden Moose activities, Moose Rider Poker Runs, or camping events? This item will not reflect what has already occurred in the district. Rather, this part of the report will deal with future events.

8) What is going on in the lodges regarding Founder's Day trips, Mooseheart graduation and Pilgrim Conferral trips; ritual activities, sunshine children activities, and/or TIPS training sessions?

b. Districts will seek ways to generate funds with which to support their district programs.

c. Districts will seek ways to generate funds with which to support other programs of the Association, and voluntarily release these funds to the Association on or before the date of the next Annual Convention.

**Section 5.**

The district executive committee shall be comprised of the elected officers of the district in addition to the Governors and Administrators of the lodges within the district, who will meet at the call of the District President.

**Section 6.**

The President of each district will appoint a Financial Review Committee to perform an annual audit of the district's financial records. The committee will consist of three (3) good standing members of the district; preferably Administrators. No current officers of the district will serve on this Committee. The district will also conduct a financial review whenever requested by the Ohio State Moose Association or whenever there is a change in the office of District Secretary.

A copy of the Annual Financial Review will be sent to the Association Secretary and to the Administrator of each lodge in the District during the month of July of each year.

**ARTICLE VI**

Delegates

**Section 1.**

Each lodge in good standing with the Association will be entitled to be represented in the meetings of the Association by two (2) delegates, who will be the Governor and the Administrator, and one (1) additional delegate for each fifty (50) members on the rolls, or a majority fraction thereof; provided that no one lodge will be entitled to a representation exceeding fifteen (15) delegates nor cast more than fifteen (15) votes. In addition to voting "delegates," each lodge may have in attendance non-voting members.

**Section 2.**

Each delegate duly elected to represent his Lodge at a meeting of the Association will receive from his lodge a certification of his election prepared by the Secretary of the Association and delivered to each lodge. This certificate must be signed by the Governor and attested to by the Administrator. This certificate must be delivered to the Registration Committee when attending the Annual Convention of the Association. Each delegate present for a vote of the Association will be entitled to one vote, providing the total number of votes does not exceed the number entitled to the lodge based upon the dues which have been assessed by the Association and subject to the limitations contained in Section 1 of this Article.

**Section 3.**

All Past Presidents of the Association and all members of the Board of Officers of the Association, who are members of lodges in good standing within the Association, will be entitled to all the rights and privileges of a delegate, and will not be counted as part of the lodge entitlement referred to in Section 1 of this Article.

**Section 4.**

Any Regional Manager and/or Territorial Manager, appointed to serve the Association, will be entitled to all the rights and privileges of a delegate, and will not be counted as part of the lodge entitlement referred to in Section 1 of this Article.

## **ARTICLE VII**

### Quorum

#### **Section 1.**

Any number of duly accredited delegates representing at least a majority of the member lodges in good standing will constitute a quorum for the transaction of business at any duly authorized session of the Association; provided that the President, Vice President, Prelate, or Junior Past President (in that order) be present to preside.

#### **Section 2.**

A majority of all votes cast will decide all questions; except those which involve amendment, alteration or addition to these by-Laws, or an appeal from the decision of the Chair; either of which will require a two-thirds (2/3) vote of the duly accredited delegates in attendance.

## **ARTICLE VIII**

### Elected Officers

The elected officers of the Association will consist of a President, Vice President, Prelate, Secretary, Treasurer, and one (1) District President from each district within the Association.

## **ARTICLE IX**

### Board of Officers

#### **Section 1.**

The Board of Officers of this Association will be comprised of the elected and appointed officers, and the Junior Past President who are members of lodges in good standing within the Association, and who are themselves in good standing within their respective lodges. The Regional Manager and/or Territorial Manager, Supreme Lodge Representatives and appointees, who are in good standing within their respective lodges and whose lodges, if member Lodges of the Association, are in good standing with the Association, will also serve on the Board of Officers of the Association. Supreme Lodge Representatives and Appointees will include the

following: Supreme Lodge Officers (including but not limited to: Supreme Council Members, Past Supreme Governors, Pilgrim Council, Supreme Inner Guard, Supreme Outer Guard & Supreme Sergeant-at-Arms), Justices of the Supreme Forum, Deputy Supreme Governors, Moose Legion Council, Moose Legion Ambassadors, members of the following Boards or Committees: Moose Charities Board of Directors, Mooseheart Board of Directors, Moosehaven Board of Directors, International Heart of the Community Committee, Judiciary Committee, International Activities Committee, International Communications Committee, International Loss Prevention Committee, International Government Relations Committee and such other Boards or Committees created by the Supreme Lodge and so notified in writing to the Association by the General Governor.

**Section 2.**

The Board of Officers, during the times that the Association is not in session, will take general charge and supervision of the affairs of the Association and perform such duties as may be necessary and proper to protect the interests, promote the welfare, and accomplish the objectives of the Association; It will carefully and judiciously control the finances of the Association and prepare a budget for the disbursement of Association funds. It will have the authority to fix the salary of the Secretary and will have the right to authorize payment of all reasonable expenses incurred on behalf of the Association including reimbursement to officers or any other member or person doing authorized business on behalf of the Association. It will submit to the Association at each annual meeting a report, in writing, of all its accounts since the last annual meeting. It will perform such other duties as may be imposed upon it by these by-Laws or by the Association.

**Section 3.**

A majority will constitute a quorum of the Board of Officers and the President and Secretary of the Association will be, respectively, Chairman and Secretary of the Board of Officers.

#### **Section 4.**

Except where prohibited by these by-laws, the Board of Officers, between meetings of said Board, will have the right, by recorded action, to delegate its powers, except the power to appropriate the funds of the Association, to an Executive Committee consisting of the President, Vice President, Junior Past President, Prelate, Secretary, Treasurer and Regional Manager and/or Territorial Manager, for the purpose of expediting the performance of functions otherwise performed by said Board of Officers.

#### **Section 5.**

The Board of Officers or the President, with the authority of the Executive Committee, may order an audit of any funds of the Association, including any special fund accounts, and the Chairman of any committee having a special fund account will submit in writing a full accounting report at any time requested by the Board of Officers or the President; and at least once a year to the Secretary, whether or not it is called for at the annual meeting.

#### **Section 6.**

Each person who is or has been a director or officer of this Association and who has acted in good faith and in a manner he reasonably believed to be in the best interest of the Association with respect to any criminal action or proceeding and had no reasonable cause to believe his conduct was unlawful will be indemnified by the Association against expenses including attorney fees necessarily incurred by such person in connection with the defense or settlement or any action or proceeding to which he is a party, alone or together with others, with reason of his being or having been a director or officer and acting in a managerial capacity. Each such person will also be reimbursed by the Association for any amounts paid by such person in satisfaction of any judgment or settlement in connection with any such act, suit, or proceeding, unless such person will be adjudged in such action, suit or proceeding to be liable for misconduct in the performance of his duties to the Association. The foregoing right of indemnification will be in addition to any other

rights to which such persons may be entitled as a matter of law.

## **ARTICLE X**

### Term of Office

#### **Section 1.**

Each elected officer, except the Secretary, will be chosen for a term of one (1) year to begin at the adjournment of the annual meeting at which he is elected. The Secretary will be elected for a term of satisfactory service, which will begin at the adjournment of the annual meeting at which he is elected. Each officer will serve until his successor has been duly elected and qualified.

#### **Section 2.**

Vacancies in any of the elected offices shall be filled by the Board of Officers for the unexpired term.

#### **Section 3.**

The President, with the consent and approval of the Board of Officers, will have the power to declare any office vacant except the office of Secretary, if in his opinion the occupant has failed to perform the duties of such office. The office of Secretary may be declared vacant providing a majority of the Board of Officers vote that, in their opinion, the occupant has failed to perform the duties of the office.

## **ARTICLE XI**

### Nomination and Election of Officers

#### **Section 1.**

The Nominating Committee of the Association will consist of members of the elected Board of Officers, four Past Presidents in order of juniority, Territorial Manager, Supreme Lodge Representatives and Appointees of recognized International Committees, current Deputy Supreme Governors, current Moose Legion Ambassadors, current District Presidents, together with five (5) representatives appointed by the President; who will be Past Presidents or current committeemen, each selected from a member lodge in good standing with the Association.

## **Section 2.**

The nominating committee has the responsibility to select the most qualified candidate for each office to be filled. All names sent to the nominating committee will be given due consideration. Any eligible member of the Association, who has submitted his name for a specific office, but has not been nominated by the Nominating Committee, will have his name placed on the ballot upon filing a petition with the Secretary of the Association prior to the beginning of the session at which the election is to be held. The petition will contain the names and lodge numbers of not less than ten (10) percent of the registered delegates attending the annual meeting. The Nominating Committee Report must include a notice that anyone desiring to file a petition must file the petition with the Association Secretary not less than two hours prior to the beginning of the session at which the election will be held. A Past President of the Association is ineligible to serve in any elected office of the Association unless prior dispensation is obtained from the General Governor.

## **Section 3.**

The nominee for President must be a Past Governor of the Order, served at least one year in an elected office of the Association, and must not have previously served as President of the Association.

## **Section 4.**

Each district will conduct a meeting by July 1st for the purpose of selecting its recommendation for District President, and electing their Vice President, Prelate, Secretary and Treasurer of the district. The selection for president of the district will be submitted to the Association Nominating Committee for its consideration no later than July 1st. The completion of this requirement will be considered, by the Association Nominating Committee, as a recommendation by the district.

The District Nominating Committee will consist of the following: Elected District Officers (President, Vice President, Prelate, Secretary, and Treasurer); the Jr. Past President; the Governor and the Administrator of each lodge in the district; and any Past President of the Association who is a member of a lodge in good standing in that district.

## 2) Procedures for District Nomination Committees

The District President will notify all members of the Nominating Committee of the date and time of the meeting at least two (2) weeks prior to the date of the meeting; There will be no pro-tem members on this committee; When in session, the Nominating Committee will meet in closed-door session with only committee members present. A majority of the members of the Nominating Committee present will constitute a quorum; The District President will preside over the proceedings unless he appoints another Past District President to preside in his stead; The report of the Nominating Committee will be submitted at the Business Meeting of the district for the recommendation of District President and the selection of District Vice President, Prelate, Secretary, and Treasurer. In the event of a contested office, the selection and election will take place by secret ballot; The result of the recommendation and election will be forwarded immediately to the President and the Secretary of the

Association NO LATER THAN July 1<sup>st</sup>. To be eligible for the office of District President, the candidate must have served one (1) year as an elected officer of a Lodge of the Association. The term of office of District Secretaries shall be for a term of satisfactory service.

**Section 5.**

The Nominating Committee of the Association will report to the annual meeting of the Association during the first day's session.

**Section 6.**

The election of officers will be held no earlier than the last order of business of the Saturday morning business session of the annual meeting, provided at least twenty-four (24) hours has elapsed since the official report of the Nominating Committee to the Convention.

**Section 7.**

The officers, elected and appointed, and Committee Chairmen will be installed into office either at the last session or on Saturday evening at a gala party or banquet honoring the Association President, utilizing the ritual provided by the Ritual Department of Moose International.

**Section 8.**

To be considered for nomination, a candidate for the elected offices of President, Vice President, Prelate, Secretary, or Treasurer will submit in writing to the Association Secretary before July 1st the following information:

- Candidate's name and office for which he wishes to be nominated.
  
- Candidate's Moose history.
  
- The name of the person who will read the candidate's history to place his name in nomination.
  
- The Lodge Administrator will affirm the good standing status of the candidate.

**Section 9.**

Campaigning for Office Prohibited - The printing, circulating or distribution of resolutions, letters, tickets, other written or printed matter, or through any electronic media by a member or anyone acting on his behalf, suggesting, recommending, opposing or containing the names of proposed candidates for office, is hereby prohibited. For any violation of this section, the General Governor may suspend the offending member or members and, in his judgment, may declare the election of such officer or officers void and order a new election.

**ARTICLE XII**

Meetings

**Section 1.**

There will be an annual meeting, hereafter called "Convention," and a mid-year meeting, hereafter called "Mid-Year Conference," of the Association to be held at such place as has been determined by the Board of Officers. The Convention of the Association will be held within the months of July through October and the Conference of the Association will be held within the months of January through April each year.

**Section 2.**

With the consent of the General Governor, the Board of Officers may call other meetings of the Association when, in its opinion, the interests and welfare of the Association justifies it.

**Section 3.**

A registration fee, as determined by the Board of Officers, may be charged to those members attending meeting of the Association.

**ARTICLE XIII**

Association Dues

**Section 1.**

On or before April 15, July 15, October 15, and January 15, each lodge of the Association will remit to the Secretary the sum of \$.70 per member in good standing as attested to by the AED Report of the Association as received by the

Secretary from Moose International at the end of each quarter.

**Section 2.**

No member-lodge delinquent in its Association dues will participate in meetings or activities of the Association. This expressly prohibits group or team entries such as Ritual Teams, bowling and other athletic team participation in any Association activities unless Association dues are paid for the current year, as covered in Section 1 of this Article. This section will not prohibit a Moose member in good standing from a Lodge that is delinquent in its Association dues from attending any and all meetings of the Association, provided he meets the requirements thereof. However, he will not be a qualified voting delegate on issues before the meetings.

**ARTICLE XIV**

**Duties of Officers**

**Section 1.**

The President will be the Chief Executive Officer of the Association. He will call meetings of the Board of Officers and the Executive Committee at such times as the business of the Association may require, and will preside at all meetings of the Board of Officers and the Executive Committee. He has the authority to appoint a Sergeant of Arms, Inner and Outer Guards, Assistant Inner and Outer Guards, Committee Chairs and Committee members as he deems necessary. He will, with the Regional Manager and/or Territorial Manager, supervise and coordinate the activities and visitations of the District Presidents, and will have authority to visit the lodges which are members of the Association.

**Section 2.**

In the absence of the President at a stated meeting of either the Association, the Board of Officers or the Executive Committee, the Vice President, Prelate, or Junior Past President shall preside in that order.

**Section 3.**

Each District President will:

- (a) Visit lodges in his district as often as possible for the purpose of encouraging and promoting progress in the development of fraternal programs.
- (b) Encourage each lodge in his district to cooperate with the Secretary of the Association in the collection of dues.
- (c) Cooperate with the Association officers in the collection of funds in connection with any program sponsored by the Association.
- (d) Encourage membership promotion in cooperation with the Membership Department of Moose International and the Regional/State Director/Special Representative.
- (e) Cooperate with the Association Ritual Chairman in encouraging the formation of ritual staffs and to encourage perfection and efficiency by the officers in their charges as well as the exemplification of the ritual in all lodge ceremonies.
- (f) Attend all Board of Officers meetings of the Association.
- (g) Cooperate with the Association chairmen in all authorized activities in his district.
- (h) Prepare a written report to be given at the meetings of the Association covering all phases of activities within his district.

**Section 4.**

The Secretary will keep a true and correct record of all of the proceedings of the Association, the Board of Officers and the Executive Committee, and promptly attend to all correspondence and perform all duties usually pertaining to the office of Secretary. He will give adequate surety bond in the amount to be fixed by the Board of

Officers, the premium on which will be paid from the treasury funds of the Association, which checks will then be countersigned by the Treasurer and/or the President. He will submit an annual report to the Association showing the condition thereof and of the lodges within the jurisdiction of the Association so far as he is able to ascertain; he will receive and account for all monies turned in to the Association and will furnish the Treasurer with duplicate deposit slips showing all funds deposited to Association accounts, and will perform such other duties as may be properly required of him. He will receive such compensation for his services as may be determined by the Board of Officers.

#### **Section 5.**

The Vice President will assist the President in conducting the business of the Association at the conferences and conventions. He will be responsible for guiding the District Presidents in their duties and will be in charge of the reports of the District Presidents at the meetings of the Association. The Vice President will be the major alternate to the President in making visitations and promoting the purpose and goals of the Association consistent with the purpose and goals of the fraternity.

#### **Section 6.**

The Treasurer will, at all times, be kept informed by the Association Secretary, as to the true financial status of the Association and will perform such other duties as the Board of Officers may consider necessary to the Association. He will assist the Secretary in the preparation of the annual budget and financial report, and he will countersign all properly signed checks drawn on the funds of the Association.

#### **Section 7.**

The Prelate will open and close all meetings of the Association with appropriate prayer.

#### **Section 8.**

The Sergeant-at-Arms will execute the orders of the President during the sessions of the Association and/or Board of Officers, assist in

preserving order, act as Marshal on public occasions and in parades, and, in case of executive sessions will, with such assistance as he may select, examine each present as to his qualification to remain.

**Section 9.**

The Inner Guard and Outer Guard will take charge of the door during all sessions of the Association and will permit only such persons to enter as are duly qualified representatives or as may be directed by the President or by the Association.

**ARTICLE XV**

**Committees**

**Section 1.**

The standing committees of the Association will be as follows:

Credentials Committee  
By-Laws Committee  
Rules and Order Committee  
Financial Review Committee  
Resolutions Committee  
Heart of the Community Committee  
Sports Committee  
Membership Committee  
Membership Retention Committee  
Moose Charities Committee  
Historical Committee  
Moose Family Activities Committee  
Government Relations Committee

and such other committees as may be deemed necessary by the Board of Officers and/or Moose International.

**Section 2.**

The chairmen of all committees will be appointed by the President, with the approval of the Board of Officers, at the conclusion of the convention, and the members thereof will serve until the adjournment of the next convention or until their successors have been appointed. All other special committees may be appointed at or before the convention at which the appointing President will preside.

## **ARTICLE XVI**

### Order of Business

The agenda for the conventions and conferences may be established by Moose International and coordinated with the Association's Rules and Order Committee through the Regional Manager and/or Association Liaison. If an agenda is not established by Moose International, the order of business will be as follows:

1. Opening ceremony
2. Roll call of officers
3. Report of Credentials Committee
4. Appointment of necessary committees
5. Report of officers
6. Reports of committees
  - (a) Standing committees
  - (b) Special committees
7. Report of Nominating Committee
8. Election of officers
9. Selection of place for next meeting
10. Good of the Order
11. Installation of officers
12. Adjournment

## **ARTICLE XVII**

### Length of Meeting

The time devoted to the meetings of the Association will be limited to three (3) days or six (6) sessions.

## **ARTICLE XVIII**

### Honorary Past President

The Association may, at its convention, after recommendation by the Resolutions Committee, confer the title of Honorary Past President upon a member of the Loyal Order of Moose.

## **ARTICLE XIX**

### Adoption – Effect – Amendments

Proposed amendments to these By-Laws must be filed with the Association Secretary at least one hundred twenty (120) days prior to the annual meeting. At least ninety days (90) prior to the annual meeting, the Association Secretary shall submit the proposed amendment(s) to the

By-Laws Committee for its action thereon. At least sixty (60) days prior to the annual meeting, the By-Laws Committee shall submit their report to the Executive Committee for their approval. At least thirty (30) days prior to the annual meeting, the Association Secretary shall furnish in writing a copy of the proposed amendments, approved by the Executive Committee, to all Association Lodge Administrators. At the next annual meeting of the Association, if there has been compliance with this article, the proposed amendments shall be contained in the report of the By-Laws Committee to the Delegates at the annual Convention. Upon the report of the By-Laws Committee being approved by a two-thirds (2/3rds) majority of the eligible Delegates present and voting, the amendment(s) shall be declared adopted and effective upon approval from the General Governor of the Supreme Lodge, Loyal Order of Moose.

#### **ARTICLE XX**

##### Rules of Order

Except as may otherwise be provided, Robert's Rules of Order will govern all parliamentary proceedings of the Association.

#### **ARTICLE XXI**

##### Attendance Policy

All Lodges shall be represented at a minimum of Fifty (50%) of District Meetings. The Number of District Meetings shall be set by the Association Board of Officers, with a minimum of six (6) as required by the Association By-Laws. All elected lodge officers shall attend Lodge Officer's School, as required by the General Governor's Office at Moose International. All Lodges shall be represented at the Association Annual Convention and Mid-Year Conference. The time period for compliance or imposition of penalties shall be consistent with the Fraternal Year beginning May 1st of each year through April 30th of the succeeding calendar year. In other words, each May 1st shall begin a new compliance period with the intent of not penalizing a new Board of Officers for the

noncompliance of the previous year's board. The Penalty for Non-Compliance shall be as follows:

### **FIRST OFFENSE**

1. Written letter from the Regional Manager informing Lodge of requirements of Section 51.5 General Laws Loyal Order Moose, the reasons for required attendance and notifying the lodge that the Social Quarters permit will be suspended for future noncompliance.
2. Lodge's situation analyzed and assistance provided as necessary.
3. Letter from the Association notifying the lodge that it is "Not in Good Standing," which means;
  - a. The lodge and its individual officers are disqualified from receiving any merit awards.
  - b. Lodge representatives are ineligible to vote at any official meeting of the Association.
  - c. Lodge and its members are ineligible to participate in Association sporting events.
  - d. Lodge will not receive an application for a higher degree.

### **SECOND OFFENSE**

1. Suspension of Social Quarters Permit for a *MINIMUM* of three (3) days (can be stayed or waived by Regional Manager for only compelling and extraordinary reasons.)
2. Positive intervention as recommended by the Regional Manager.
3. Positive assistance towards becoming a Fraternal Operation provided by the Association in collaboration with the Regional Manager.

### **THIRD OFFENSE**

1. Suspension of Social Quarters Permit for a *MINIMUM* of Seven (7) Days
2. Reorganization of the lodge's Board of Officers or such other appropriate action (as warranted) at the discretion of the Regional Manager with approval of the General Governor of Moose International.

### **POLICY ON RUNNING FOR OFFICE**

#### **RATIONALE:**

To meet requirements as stipulated in the Association's By-Laws and to make the Association and its Nominating Committee more efficient in its annual quest to select the most qualified candidate for each office, the Association needs a policy on requirements to run for office.

#### **AUTHORITY:**

Article IX Section 2 of the By-Laws provides that "The Board of Officers, during the times that the Association is not in session, will take general charge and supervision of the affairs of the Association and perform such duties as may be necessary and proper to protect the interests, promote the welfare, and accomplish the objectives of the Association... "

### **POLICY**

#### **Section 1.**

With regard to District Presidents, to be elected at the district level for the office of President, candidate must assure . . .

- That he is in good standing with his lodge; that is, he must present a paid-up dues card and not be in a state of suspension because of pending disciplinary proceedings.
- That his lodge is in good standing with Moose International and the Association; that is, the lodge must be current with its payment of Moose

International dues and the Association dues, and must have been represented at the Association's most recent Mid-Year Conference and at the current Annual Convention.

With regard to running for an elected office of the Association, the candidate must . . .

- Be a member in good standing in his own lodge.
- Submit his Moose biography and name the person on the Nominating Committee who will read his biography prior to nominating him. This submission will be in the Association Secretary's hands no later than July 1st each year.
- Be responsible for making sure that his lodge is in good standing with Moose International and the Association; that his lodge is current in its payments to Moose International, current with Association dues payments, and was represented at the Association's Mid-Year Conference and at the Annual Convention.

**Section 2.**

At the annual meeting of the Board prior to the annual Convention, the Association Secretary will certify to the Nominating Committee which candidates seeking nomination for office are eligible under this policy and the Association's By-Laws.

**Section 3.**

A candidate will be notified of his ineligibility, and the reason(s) for such ineligibility, prior to the meeting of the Nominating Committee.

**Section 4.**

Once a candidate is elected to an office in his district or in the Association, both he and his lodge must always be in good standing.

**Section 5.**

A candidate for an elected office may serve on the Nominating Committee, but he must excuse himself from the room when there is a discussion or a vote pertaining to the office he seeks.