

# GRAND CHAPTER

## Order of the Eastern Star of New Jersey

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### → PLEASE READ THIS FIRST ←

With the consent of Sister JoAnn Bingenheimer, Most Worthy Grand Matron, this PDF file is being made available by the Revision Committee for any member of the Order who desires a copy.

This PDF file contains the following information concerning the Revised Laws, Rules, and Regulations; that have been prepared by the Revision Committee, and which will be proposed for adoption at the Annual Grand Session in May 2016:

1. The full text of the Revised Laws, Rules, and Regulations.

Note that following each paragraph is the location [*Chapter: Section – (paragraph)*] of the paragraph in the present Laws, Rules and Regulations. It is provided to facilitate comparison of the revised law to the present law.

2. Five pages showing fifteen paragraphs that the Committee recommends be changed, with an Interpretive Statement for each. The revised paragraphs have been included in the Revised Laws, Rules, and Regulations.
3. One page of nine new paragraphs that the Committee has included in the Revised Laws, Rules, and Recommendations. The paragraphs are intended to clarify or supplement existing paragraphs. An explanation is included for each paragraph.
4. Two pages showing sixteen paragraphs that the Committee has not included in the Revised Laws, Rules, and Regulations. The Committee believes these paragraphs are no longer relevant, duplicate other paragraphs, or have no basis for continued existence. The reason for deletion is included for each paragraph deleted.

Please review the Revised Laws, Rules, and Regulations and these pages, so that, if you plan to attend Grand Session, you will be properly informed and prepared to vote when the matter is brought before the Session.

Bring this copy to Session in May, full printed out copies of the recommended Revision will not be available at Grand Session.

PROPOSED

**GRAND CHAPTER  
ORDER OF THE EASTERN STAR  
OF NEW JERSEY**



**LAWS, RULES AND REGULATIONS  
REVISED**

PROPOSED

## LANDMARKS OF THE ORDER

- (1) A belief in the existence of a Supreme Being.
- (2) The Eastern Star is the basis of the Degrees of the Order. The name, character and modes of recognition of the Order are unchangeable.
- (3) The lessons are Scriptural, the teachings are moral, and the purposes are beneficent.
- (4) Its inception was based upon the honor of those who obtained its secrets and is framed upon the principle that whatever benefits are due by Masons to the wives, daughters, mothers, widows, and sisters of Masons, reciprocal duties are due from them to the Brotherhood.
- (5) A covenant of secrecy voluntarily assumed is perpetual; from the force of such obligation there is no release.
- (6) The control lies in the body styled the Grand Chapter of the Order of the Eastern Star of New Jersey.
- (7) Each candidate for membership in the Subordinate Chapter must be unanimously elected by ballot at the regular meeting of the Subordinate Chapter. Character of the ballot cast by a member must be kept secret.
- (8) It is the right of every Subordinate Chapter to determine who shall be admitted to its membership, and to select its own officers.
- (9) Every member is amenable to the Laws, Rules and Regulations of the Order, and may be tried for offenses, though temporarily or permanently residing within the Jurisdiction of another Subordinate Chapter.
- (10) It is the prerogative of the Most Worthy Grand Matron to preside over every assembly wherever she may visit. It is the prerogative of the Most Worthy Grand Patron to grant dispensations for the formation of new Subordinate Chapters within the territorial Jurisdiction, subject to the approval of the Grand Chapter.
- (11) It is the right of every member in good standing in the Order of the Eastern Star to visit in any regular Subordinate Chapter, except when his or her admission will disturb the harmony of the Subordinate Chapter or embarrass its work.
- (12) Every member has the right to appeal from the decision of a Subordinate Chapter, to the Grand Chapter, or its executive head.
- (13) The Most Worthy Grand Matron shall at all times be addressed and introduced as "Sister (proper name), Most Worthy Grand Matron of the Order of the Eastern Star of New Jersey."
- (14) Public demonstrations of all types by Subordinate Chapters, except the Ritualistic Funeral Service, including participation in political activities, are offensive to the dignity of the Order.
- (15) The welfare of the Fraternity will be best served if those elected officers regularly installed and serving shall be, by election and installation, advanced to the next higher elective station.



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## REMEMBER THIS

### 1. Initiation

- (a) Investigating Committee must be appointed 26:3-(a)
- (b) Clear Ballot required 26:6-(b)
- (c) Rejected petitioner  
must wait 3 months before reapplying 26:9-(c)
- (d) Candidate must be initiated within 6 months  
(July and August not counted) 27:1-(b)  
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- (e) Not on date of election to membership; Annual Election  
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- (f) Sisters to be used as Exemplars when initiating  
Master Masons 27:3-(a)(2)

### 2. Floral Ceremony 27:6

### 3. Affiliation

- (a) Accompanied by Demit or Certificate of Good Standing 26:2-(b)
- (b) Elected unless 5 black cubes have been cast 26:6-(c)
- (c) Rejected Affiliate; no waiting period before reapplication 26:9-(d)

### 4. Special Meeting

- (a) At call of Worthy Matron (no dispensation required) 29:4-(b)
- (b) Candidates may be initiated 29:4-(d)
- (c) Petitions may not be received 26:2-(c)(4)
- (d) May not ballot on Suspensions NPD 28:9-(b)(3)
- (e) Public Installation (Vote required) 32:4(c)

### 5. To Open Chapter (Regular or Special)

- (a) All Officers must be members of O.E.S.  
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- (b) Nine members of the Chapter present 29:1-(f)
- (c) Nine Stations filled by regular or pro-tem officers 29:1-(e)

### 6. Vacancies in Office 30:6

### 7. Plural Membership

- (a) Permitted between Subordinate Chapters of New Jersey 28:2-(a)
- (b) Permitted between this and other Jurisdictions 28:2-(b)

### 8. Voting

- (a) By raising of right hand 29:7-(a)
- (b) Proxy voting not permitted 29:7-(b)

### 9. Rules of Order Procedure

### 10. Non-Payment of Dues

- (a) Suspension – Majority Ballot 28:9-(b)(6)
- (b) Re-instatement (NPD) – Majority Ballot 28:10-(a)(4)  
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PART ONE – THE GRAND CHAPTER

**CHAPTER 1  
NAME AND POWERS**

**Section 1:1. Name**

1:1(a) This body shall be known as the “GRAND CHAPTER OF THE ORDER OF THE EASTERN STAR OF NEW JERSEY”, herein referred to as “Grand Chapter”. 1:1-(a)

**Section 1:2. Object**

1:2-(a) Purposes of the Grand Chapter are charitable, educational, fraternal, and social. 1:3-(a)

1:2-(b) Further objects and purposes of the Grand Chapter are those specified and contained in the amended Certificate of Incorporation on file or to be filed in the office of the Secretary of the State of New Jersey, and those permitted by law. 1:3-(b)

**Section 1:3. Powers**

1:3-(a) The Grand Chapter shall act as the Supreme body over all Subordinate Chapters chartered by this Grand Chapter and superintend and govern the same. It has the power to grant dispensations and charters and to revoke the same for proper cause; to arrest charters and suspend their operation; to discipline Subordinate Chapters in all cases where deemed necessary; to require from the several Subordinate Chapters under its jurisdiction such assessments and annual dues as may be necessary for the support of the Grand Chapter; and to issue edicts and mandates. It has the power to hear and decide all questions and appeals when called upon by the aggrieved parties; to make laws, rules and regulations for the government of this Grand Chapter; to make laws, rules and regulations for the government of the Subordinate Chapters within its Jurisdiction; and to perform all other rights within the limits of the laws of the State of New Jersey, subject to the provisions of the Certificate of Incorporation. 1:5-(a)

**Section 1:4. Districts**

1:4-(a) The Grand Jurisdiction shall be divided into Districts. 4:1-(a)

**Section 1:5. Grand Chapter Seal**

1:5-(a) The seal shall be of the following design:



1:4-(a)

**Section 1:6. Emblematic Star**

1:6-(a) The emblem of the Order shall be a five-pointed star with the white point directed downward and the four other points (moving in a clockwise direction from the white point) shall be the green point upon which is

inscribed a broken column, next the red point upon which is inscribed a cup in the nature of a chalice and clasped hands; next the blue point upon which is inscribed the sword and veil united, next the yellow point upon which is inscribed a sheaf of wheat. On the white point is inscribed the crown and sceptre united. The five points shall surround a pentagon in the center of which is inscribed an Altar upon which is an opened Bible, the base of the Altar being adjacent to the white point of the Star. 1:6-(a)

**Section 1:7. Standard Authorized Ritual**

1:7-(a) The latest edition of the *Standard Authorized Ritual* is the only form of work authorized in this Grand Jurisdiction and shall include ritual for Subordinate Chapters and ritual for the Grand Chapter. 33:9-(d)

1:7-(b) A conflict between the *Standard Authorized Ritual* and these Laws, Rules, and Regulations shall be construed in favor of these Laws, Rules, and Regulations, and the *Standard Authorized Ritual* shall be revised accordingly when next reprinted. 33:9-(c)

**CHAPTER 2  
MEETINGS**

**Section 2:1. Annual Session**

2:1-(a) The Annual Session of Grand Chapter shall be held in May, provided that no meeting shall be held during the Memorial Day weekend, or on a Sunday. The date, time, and place of Session shall be at the discretion of the Most Worthy Grand Matron, and must be announced before November 1<sup>st</sup> preceding the Session. 2:1-(a)

2:1-(b) Notice of the Annual Session shall be sent to each Chapter before December 1<sup>st</sup> with direction that the chapter bulletin sent to its members before April 1<sup>st</sup> must include the date, time, and place of Grand Session. 2:1-(a)(1)

**Section 2:2. Emergent Meetings**

2:2-(a) Emergent (Special) Meetings may be convened by the Most Worthy Grand Matron. The only business that may be transacted is that specified in a written or printed notice sent to each Chapter at least fifteen days prior to the Session. 2:2-(a)

2:2-(b) Notice of Emergent Meetings shall be given to Right Worthy Grand Officers, Worthy Grand Officers, Worthy District Deputies, Past Grand Matrons, and Past Grand Patrons, and to each Subordinate Chapter. 22:3-(a)

**Section 2:3. Voting Membership**

2:3-(a) All members in good standing are voting members of the Grand Chapter. A member in good standing is a member of a Subordinate Chapter of this Grand Jurisdiction whose dues are paid for the current or next preceding fiscal year, or a member in the data base maintained by the Right Worthy Grand Secretary whose status is “Member-at-Large”. 5:1-(a) & 5:2-(a)(1)(a)

## Section 2:4. Registration

2:4-(a) To attend a meeting of the Grand Chapter, one must possess one of the following credentials as evidence of Good Standing:

2:4-(a)(1) A membership card for the current or next preceding fiscal year, issued by a Subordinate Chapter of this or a Sister Grand Jurisdiction. 5:1-(c)

2:4-(a)(2) A Certificate of Good Standing, issued by the Grand Chapter to a Member-at-Large, within one year of the date of its issue. 5:1-(b)

2:4-(a)(3) A dues card for the current or next preceding fiscal year, issued by a regular and duly constituted Lodge of Free and Accepted Masons.

2:4-(b) When the meeting of the Grand Chapter is an Annual Session, upon providing proper credentials and payment of the required fee:

2:4-(b)(1) Each Voting Member and each Guest will be furnished with a Program and an Identification Badge. 15:1-(a)(10)(c) & 15:1-(a)(11)(c)

2:4-(b)(2) Each Voting Member will receive, in addition, a copy of each nomination for elective office; a copy of each proposed amendment of these Laws, Rules and Regulations; a copy of proposed budget(s) and an envelope containing ballots for the election of officers. [Note: The Registration Committee is not authorized to issue an envelope of ballots to replace one that has been lost or misplaced.] 15:1-(a)(10)(c)

2:4-(c) Each member registered shall be allowed one vote to be cast personally. 5:1-(d)

## Section 2:5. Quorum

2:5-(a) A quorum for the transaction of business at a meeting of the Grand Chapter, whether Annual or Emergent, shall be the presence of: (1) one or more of the top three elected officers of the Grand Chapter; (2) one or more of the top three elected officers of at least one-third of the regularly chartered Chapters; and (3) a Master Mason who is a member of the Order (who may be either the Most Worthy Grand Patron or a Worthy Patron of a regularly chartered Chapter). 2:3-(a)

## Section 2:6. Order of Business

2:6-(a) The order of business at all Grand Chapter meetings (except election and installation of Grand Chapter Officers at the Annual Session) shall be left to the discretion and convenience of the Most Worthy Grand Matron. 2:5-(a)

## Section 2:7. Annual Proceedings

2:7-(a) The Proceedings of the Annual Session of the Grand Chapter shall be printed and distributed by January 1st following the Annual Session. One copy shall be sent to each Subordinate Chapter for its use; three copies for the Grand Chapter Office; three copies each for the Junior Past Grand Matron and Junior Past Grand Patron; and one copy to each Sister Grand Jurisdiction; all other copies to be sold to the membership. 15:1-(a)(13)(c)

2:7-(b) A copy of the Proceedings must be ordered through the Secretary of a Subordinate Chapter prior to July 1st of each year. The Secretary shall advise the Right Worthy Grand Secretary the number of copies ordered, payment for which shall be sent when the cost per copy has been set by the Board of Directors. 15:1-(a)(13)(c)

## Section 2:8. Annual Meeting – Emergencies

2:8-(a) In the event of war, rebellion, strikes, national or local calamity or national edict, existing 30 days before the first day of the Annual Session, the Most Worthy Grand Matron shall be authorized to call an emergent meeting on the day Grand Chapter would ordinarily have met. 2:4-(a)

2:8-(b) The number of members to be present shall be the number limited by the national or local decree or law; but, if no limit is set, then a notice of the meeting shall be sent to the Grand Staff Officers, Past Grand Matrons, Past Grand Patrons, Worthy District Deputies, and such other members of Grand Chapter as may be requested by the Most Worthy Grand Matron to be present. The presence of more than half of those notified shall constitute a quorum. 2:4-(a)(1)

2:8-(c) Only such business may be transacted that is of an emergency and non-controversial nature and upon which action could not be postponed until the next Annual Session. 2:4-(a)(2)

2:8-(d) The Most Worthy Grand Matron shall be authorized and empowered to make such arrangements as possible, giving reasonable notice to Subordinate Chapters and to members of Grand Chapter. 2:4-(b)

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## CHAPTER 3 GRAND OFFICERS

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### Section 3:1. Elected Grand Officers

3:1-(a) There shall be elected annually from among the Past Matrons and/or Past Patrons the following Grand Officers: 6:1-(a)

Most Worthy Grand Matron  
Most Worthy Grand Patron  
Right Worthy Associate Grand Matron  
Right Worthy Grand Secretary  
Right Worthy Grand Treasurer  
Right Worthy Grand Conductress  
Right Worthy Associate Grand Conductress  
Right Worthy Grand Trustee(s)

3:1-(b) They shall hold office for one year or until their successors are elected and installed, except Right Worthy Grand Trustees each of whom is elected to serve a three-year term. 6:1-(b)

### Section 3:2. Appointed Grand Officers

3:2-(a) There shall be appointed annually from among the Past Matrons and/or Past Patrons the following Grand Officers: 6:3-(a)

Worthy Grand Chaplain  
Worthy Grand Marshal

Worthy Grand Adah  
 Worthy Grand Ruth  
 Worthy Grand Esther  
 Worthy Grand Martha  
 Worthy Grand Electa  
 Worthy Grand Organist  
 Worthy Grand Color Bearer  
 Worthy Grand Bearer for the Christian Flag  
 Worthy Grand Bearer for the Eastern Star Flag  
 Worthy Grand Soloist  
 Worthy Grand Warder  
 Worthy Grand Sentinel  
 Worthy Grand Fraternal Correspondent  
 Worthy Grand Private Secretary

3:2-(b) The Most Worthy Grand Matron shall appoint a Worthy District Deputy to represent each District. The title shall be "Worthy District Deputy" followed by the District Number represented. 6:4-(a)

3:2-(b)(1) She must be a Past Matron and a member in good standing of some Subordinate Chapter in the District for which she is appointed. 6:4-(a)(1)

3:2-(b)(2) Worthy District Deputies are not installed and hold office at the will of the Most Worthy Grand Matron. 6:4-(a)(2)

3:2-(c) Appointed Grand Officers shall hold office for one year or until their successors are appointed and installed. 6:3-(b)

3:2-(d) A Sister or Brother may not hold more than one Grand Chapter office at the same time, but may hold an office in Grand Chapter and an elective or appointive office in Subordinate Chapter(s) at the same time. (New)

3:2-(e) The Most Worthy Grand Matron, at her discretion, may accept the resignation of an appointed Grand Staff Officer, or may remove from office an appointed Grand Staff Officer. She may then either fill the office pro tem as required or appoint and install a Past Matron or Past Patron to fill the office for the unexpired term. 6:3-(c)

**Section 3:3. Grand Representatives**

3:3-(a) Of Sister Grand Jurisdictions in New Jersey

3:3-(a)(1) The Most Worthy Grand Matron may recommend from the Past Matrons and Past Patrons, other than an elected or appointed Grand Officer or a Past Grand Matron or a Past Grand Patron, a member in this Jurisdiction to be appointed by a Sister Grand Jurisdiction who shall be known by the title "Grand Representative of (followed by the name of the Grand Jurisdiction making the appointment)." 6:5-(a)

3:3-(a)(2) Grand Representatives are not installed and hold office for the term as designated by the Laws of the Grand Jurisdiction making the appointment. 6:5-(a)(1)

3:3-(b) Of New Jersey in Sister Grand Jurisdictions

3:3-(b)(1) The Most Worthy Grand Matron may approve a member of a Sister Grand Jurisdiction properly recommended to represent this Grand Chapter in that Sister Jurisdiction whose title shall be "Grand Representative of New Jersey." 5:1-(g) 6:6-(a)

3:3-(b)(2) The Grand Representatives from sister jurisdictions are not installed and serve a period of two years, to expire on December 31 of the second calendar year of the commission. 6:6-(a)(1)

3:3-(b)(3) The Grand Chapter shall provide an appropriate certificate of appointment to be known as a "Commission" signed by the Most Worthy Grand Matron, attested by the signature of the Right Worthy Grand Secretary and the impression of the seal of the Grand Chapter. An appropriate "Jewel of Office" for the use of the Grand Representatives of New Jersey shall be provided. 6:6-(a)(2)

**Section 3:4. Eligibility**

3:4-(a) To be eligible as a candidate for an office, either elective or appointive, a member must be physically and mentally capable of making all signs of the Order, and repeating all passes relating to the signs; and physically capable of performing all the duties of the office as required by these Laws, Rules, and Regulations, and the *Standard Authorized Ritual*, without limitation or reservation. 6:3-(b)(2)

3:4-(b) A candidate for either an elective or an appointive office must be a Past Matron of this Jurisdiction, except that the Most Worthy Grand Patron and the Worthy Grand Sentinel must be Past Patrons, and the Worthy Grand Organist and/or the Worthy Grand Soloist may be either a Past Matron or a Past Patron. 6:3-(b)(3)

3:4-(c) A Sister is not eligible to the office of Most Worthy Grand Matron until she has served at least one term as Right Worthy Associate Grand Matron, Right Worthy Grand Conductress, or Right Worthy Associate Grand Conductress. (New)

3:4-(d) A Sister is not eligible to the office of Right Worthy Associate Grand Matron until she has served at least one term as either Right Worthy Grand Conductress or Right Worthy Associate Grand Conductress. (New)

3:4-(e) If no Sister, who has served as Right Worthy Grand Conductress or Right Worthy Associate Grand Conductress, is willing to be a candidate for the office of, Right Worthy Associate Grand Matron, all Past Matrons of the Order shall then be eligible. (New)

**Section 3:5. Titles of Present and Past Grand Officers**

3:5-(a) All present and past Grand Officers, when being presented, shall be addressed as Sister or Brother followed by their proper name and proper title. 6:7-(a)

3:5-(a)(1) A Past Grand Matron or a Past Grand Patron of the Grand Chapter shall always be specifically addressed or listed as Past Grand Matron or Past Grand Patron. 6:7-(a)(1)

3:5-(a)(2) A present Grand Staff Officer, Worthy District Deputy, or Grand Representative, shall be presented or listed using the proper title of the office she or he holds. 6:7-(a)(2)

3:5-(a)(3) A former appointed Grand Staff Officer, Worthy District Deputy, or Grand Representative shall be presented or listed using the title "Past Grand

Officer” (PGO), irrespective of the particular office she or he may have held. 6:7-(a)(3)

3:5-(b) When exemplifying the Ceremony of Initiation, Grand Officers shall be addressed by their Grand Chapter titles, notwithstanding any provisions of the *Standard Authorized Ritual* to the contrary. 6:7-(b)

3:5-(b)(1) If a Grand Officer is not present, the Most Worthy Grand Matron may fill the station by appointment pro tem, and the substitute shall be addressed with the Grand Chapter title of the office that is being filled. 6:7-(b)

### **Section 3.6 Honors Entitlement**

3:6-(a) The following guests are to be accorded Grand Honors individually in the order listed (Grand Honors are not secret): 6:11-(a)

3:6-(a)(1) Most Worthy Grand Matron

3:6-(a)(2) Most Worthy Grand Patron

3:6-(a)(3) Grand Master of Masons or his authorized representative

3:6-(a)(4) Right Worthy Associate Grand Matron

3:6-(b) Each of the following groups of guests are to be accorded Grand Honors:

3:6-(b)(1) Past Grand Matrons and Past Grand Patrons of this Grand Jurisdiction

3:6-(b)(2) Past Grand Matrons and Past Grand Patrons of Sister Grand Jurisdictions

3:6-(b)(3) Past Grand Masters of Masons

3:6-(c) Grand Honors are to be accorded to the following guests together as a single group:

3:6-(c)(1) Right Worthy Grand Officers

3:6-(c)(2) Present Elected Grand Officers of Sister Grand Jurisdictions

3:6-(c)(3) Worthy Grand Officers 6:11-(a)(7)(a)

3:6-(c)(4) Appointed Grand Officers of Sister Grand Jurisdictions 6:11-(a)(7)

3:6-(c)(5) Worthy District Deputies 6:11-(a)(7)(d)

3:6-(c)(6) Grand Representatives. 6:11-(a)(7)(e)

3:6-(d) Each of the following groups, if presented in the East, are to be accorded the Sign of Salutation:

3:6-(d)(1) Visiting Worthy Matrons and Worthy Patrons

3:6-(d)(2) Past Matrons and Past Patrons

3:6-(e) The Most Worthy Grand Matron may direct that Grand Honors be extended to distinguished visitors or members. 6:11-(a)(8)

Secretary on or before March 1<sup>st</sup>, except that the nomination for Most Worthy Grand Patron must be received in the office of the Right Worthy Grand Secretary on or before March 31<sup>st</sup>. 6:8-(a)

4:1-(a)(1) A nominee for the position of Right Worthy Associate Grand Conductress, Right Worthy Grand Secretary, Right Worthy Grand Treasurer, or Right Worthy Grand Trustee shall prepare a brief summary of her qualifications for the position, including but not limited to her service to the Order of the Eastern Star. The summary is to be submitted with the written nomination and it shall be printed and distributed to members upon registering at Grand Chapter Session. A brief summary of qualifications need not be filed by either the Right Worthy Grand Secretary or the Right Worthy Grand Treasurer, who seeks re-election to the same office after having served at least one full term and who is the only nominee for that office. 6:8-(a)(1)(a)

4:1-(a)(2) Should a vacancy in an elective office occur after the required filing date, or should there be no nominee willing to accept the office if elected, the Most Worthy Grand Matron shall, as soon during the Annual Session as possible, announce the existence of the vacancy or vacancies and fix a time for filing with the Right Worthy Grand Secretary written nominations and acceptances (in form and substance similar to those required by the preceding paragraphs of this section). Election shall be conducted for the office, or offices, by the Most Worthy Grand Patron at the time designated by the Most Worthy Grand Matron. 6:8-(a)(2)

4:1-(a)(3) The Right Worthy Grand Secretary shall announce the names of all nominees previous to the election, in the order for which election to the office is held. The nominees for each office shall be announced in alphabetical order. 6:8-(a)(3)

### **Section 4.2. Election of Grand Officers**

4:2-(a) The election of the Most Worthy Grand Matron, Most Worthy Grand Patron, Right Worthy Associate Grand Matron, Right Worthy Grand Secretary, Right Worthy Grand Treasurer, Right Worthy Grand Conductress, and Right Worthy Associate Grand Conductress, shall be held during the first afternoon session. 6:9-(a)

4:2-(b) The first order of business at the morning session following the first afternoon session, shall be the election of one or more Right Worthy Grand Trustees as may be required to make a total of three Right Worthy Grand Trustees. 6:9-(a)

4:2-(c) Only ballots approved by the Board of Directors may be used in the election of officers. 6:9-(a)(1)

4:2-(d) A majority of all votes cast shall be necessary to constitute a choice. If the result of the first ballot is made known and no candidate has received a majority of all ballots cast, the presiding officer shall declare no election and shall proceed to order another ballot. 6:9-(a)(2)

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## **CHAPTER 4 NOMINATION AND ELECTION**

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### **Section 4.1. Nominations for Elective Office**

4:1-(a) A nomination for an elective Grand Office shall be made in writing, recommended by members of three Subordinate Chapters of this jurisdiction, and accepted in writing by the nominee. The nomination must be received in the office of the Right Worthy Grand

4:2-(e) The second ballot shall be confined to the three candidates who received the highest number of votes on the first ballot. 6:9-(a)(3)

4:2-(f) If there is no choice in the second ballot, a third ballot shall be conducted, and the third ballot shall be confined to the two candidates who received the highest number of votes on the second ballot. 6:9-(a)(4)

4:2-(g) During the time of balloting, no recess shall be called for any purpose until the election of the Officer being voted upon is completed, but members shall be permitted to enter or leave the room between single ballots for an Officer. 6:9-(a)(6)

4:2-(h) A ballot cast for an ineligible person, or one that is blank or illegible, shall not be counted as part of the total number of votes cast. 6:9-(a)(5)

### **Section 4:3. Installation of Grand Officers**

4:3-(a) The Grand Officers shall be installed on the evening of the last day of the Annual Session. The Installation Ceremony, in accordance with the *Standard Authorized Ritual*, may be open to the public at the discretion of the incoming Most Worthy Grand Matron. 6:10-(a)

4:3-(b) The retiring Most Worthy Grand Matron shall be the Installing Officer and the retiring Worthy Grand Marshal the Grand Marshal for the Installation Ceremony at the Annual Grand Session. 6:10-(a)(2)

4:3-(c) A Grand Officer unable to be present at the time of the installation of all Grand Officers shall be installed in some Subordinate Chapter by the Most Worthy Grand Matron (or someone she has appointed for that purpose) as soon as practicable thereafter. In the interim, the Most Worthy Grand Matron may fill the office pro tem as she deems necessary. 6:10-(a)(1)

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## **CHAPTER 5 MOST WORTHY GRAND MATRON**

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### **Section 5:1. Duties and Powers**

5:1-(a) The Most Worthy Grand Matron is the Chief Executive Officer of the Grand Chapter and shall exercise all of its executive powers except those which are otherwise in these Laws, Rules, and Regulations made the duty of other Officers. 7:1-(b)

5:1-(b) She shall preside at all meetings of the Grand Chapter. 7:1-(b)(2)

5:1-(c) She may call special meetings of the Grand Chapter whenever the work or the welfare of the Fraternity requires and shall designate the time and place for holding the meeting and the business to be transacted. 7:1-(b)(3)

5:1-(d) In the event of the inability of the Right Worthy Grand Secretary or Right Worthy Grand Treasurer to perform the duties of office, she shall be empowered to sign all checks and assign the duties of these respective offices to one she shall select, provided the person shall be a Past Grand Matron or an elected officer of the Grand Chapter. 7:1-(b)(6)

5:1-(e) She shall be provided with a seal, round in shape, with the pentagon in a circle bearing the inscription "Grand Chapter of the Order of the Eastern Star of New Jersey, Most Worthy Grand Matron" in the center, by which all of her official correspondence and rulings issued by her shall be authenticated, and any document not so authenticated shall be considered personal and not official. 7:1-(b)(1)

5:1-(f) She shall have in her possession keys to the Grand Chapter Offices and she shall have access to the offices at all times. 7:1-(b)(5)

5:1-(g) She shall arrange for the distribution of Instructions, an Official List, and an Official List of Dates of her visitations. 7:1-(b)(8)

5:1-(h) She shall call an all-day session of her Officers and Deputies and have her Officers exemplify the ritualistic work with the Deputies as observers who will later instruct the Subordinate Chapters. 7:1-(b)(4)

### **Section 2. Supervision of Subordinate Chapters**

5:2-(a) The Most Worthy Grand Matron shall have the power to convene a Subordinate Chapter at any time, presiding in person, or she may designate a Past Grand Matron or a Past Grand Patron to do so. 7:2-(a)

5:2-(b) She may in person, or by a committee delegated by her, inspect the books, proceedings, and work of a Subordinate Chapter, and require conformity to the *Standard Authorized Ritual* and these Laws, Rules, and Regulations, and for such other matters as may require her attention. 7:2-(a)

5:2-(c) She shall have the power to suspend a Subordinate Chapter for cause for a limited period or until the next Annual Session of the Grand Chapter. 7:2-(b)

5:2-(d) She shall, in conjunction with the Most Worthy Grand Patron, sign all Charters granted to newly formed Subordinate Chapters. 7:2-(c)

### **Section 5:3. Power of Appointment and Supervision**

5:3-(a) The Most Worthy Grand Matron shall appoint all appointive Officers and all Standing and Special Committees and designate a Past Matron or Past Patron to act as chairman of each committee. She may remove a Committee member without explanation or her reason in so doing. 7:3-(a)

5:3-(a)(1) She shall be ex-officio a member of all Committees and Boards appointed or elected by the Grand Chapter and she shall have voice and vote on all matters before the Committee or Board. 7:3-(a)(1)

5:3-(a)(2) She shall be empowered to require the attendance of and information from a Grand Officer respecting her or his Office. 7:3-(a)(2)

5:3-(b) The Most Worthy Grand Matron shall have power to grant dispensations and to decide all questions of law or usage subject to an appeal to the Grand Chapter; and until the opinion or decision is reversed, it shall be binding upon all parties. 7:3-(d)

5:3-(c) When the Most Worthy Grand Matron receives an application for a Dispensation for a date to hold a Regular

or Special meeting of a Subordinate Chapter on a date within thirty (30) days after Grand Chapter Installation, she is authorized and empowered to issue the Dispensation over her signature. 7:3-(e)

#### **Section 5:4. Memorial Service**

5:4-(a) During the Grand Session, the Most Worthy Grand Matron may observe a Memorial Service in memory of the honored dead of this jurisdiction and Sister Grand Jurisdictions. The form of the service is at the discretion of the Most Worthy Grand Matron. 7:4-(a)

#### **Section 5:5. Visit to the N.J. Eastern Star Home, Inc.**

5:5-(a) The Most Worthy Grand Matron, with her staff of Grand Officers, may, during her term of office, exemplify the Ritualistic Work and/or a Floral Ceremony at the New Jersey Eastern Star Home, Inc. using as "candidates" not more than two members of the Order, the work to be reviewed by the residents and employees of the Home who are members of the Order, and such other qualified visitors whom the Most Worthy Grand Matron shall deem appropriate. 7:5-(a)

#### **Section 5:6. Report to Grand Chapter**

5:6-(a) She shall report in writing to the Grand Chapter at the Annual Grand Session all of her official acts. 7:6-(a)

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### **CHAPTER 6 MOST WORTHY GRAND PATRON**

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#### **Section 6:1. Duties**

6:1-(a) The Most Worthy Grand Patron shall assist the Most Worthy Grand Matron in the discharge of her duties, subject to the Order of the Grand Chapter or of the Most Worthy Grand Matron. 8:1-(a)(1)

6:1-(b) He shall preside at the election of Grand Officers and appoint the judges of election and as many tellers and collectors of ballots as he deems necessary. 8:1-(c)

6:1-(c) He shall preside when called upon by the Most Worthy Grand Matron, and in the absence of both the Most Worthy Grand Matron and the Right Worthy Associate Grand Matron, he shall call the Grand Chapter to order and appoint some Past Grand Matron to preside as Acting Most Worthy Grand Matron. 8:1-(a)(2)

6:1-(d) He shall preside over meetings of the Board of Directors when the Board is sitting for the purpose of the discipline of members of the Order upon charges formally preferred against members. 8:1-(b)

#### **Section 6:2. Powers**

6:2-(a) He shall receive all requests to form a new Subordinate Chapter; see that the Officers faithfully perform their respective duties; and have power, with the consent of the Most Worthy Grand Matron, to convene Subordinate Chapters within this jurisdiction, inspect their proceedings, and require conformity to the *Standard Authorized Ritual* and these Laws, Rules, and Regulations, and give such instructions as the good of the Order may require. 8:3-(a)

6:2-(b) He may make recommendations to the Annual Meeting of the Grand Chapter and, if the matter requires

earlier action, to the Board of Directors for their consideration and advice. 8:4-(a)

#### **Section 6:3. Member of Committees**

6:3-(a) The Most Worthy Grand Patron shall be ex-officio a member of all Committees and Boards appointed or elected by the Grand Chapter and he shall have voice and vote on all matters before the Committee or Board. 8:2-(a)

#### **Section 6:4. Representative to Masonic Bodies**

6:4-(a) The Most Worthy Grand Patron may represent the Grand Chapter before any and all Masonic Bodies. 8:4-(a)

#### **Section 6:5. Report to Grand Chapter**

6:5-(a) He shall report in writing to the Grand Chapter at the Annual Grand Session all of his official acts. 8:5-(a)

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### **CHAPTER 7 RIGHT WORTHY ASSOCIATE GRAND MATRON**

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#### **Section 7:1. Duties and Powers**

7:1-(a) The Right Worthy Associate Grand Matron shall assist the Most Worthy Grand Matron in the discharge of her duties; and, in case of absence, disability, or death of the Most Worthy Grand Matron, she shall assume the powers and prerogatives of the Most Worthy Grand Matron. 9:1-(a)

7:1-(b) In the event of the inability of the Right Worthy Grand Secretary or Right Worthy Grand Treasurer to perform the duties of office, the Right Worthy Associate Grand Matron shall be empowered to sign all checks. 9:1-(b)(1)

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### **CHAPTER 8 RIGHT WORTHY GRAND SECRETARY**

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#### **Section 8:1. Duties and Powers**

8:1-(a) It shall be the duty of the Right Worthy Grand Secretary to keep a faithful record of all the transactions of the Grand Chapter and to receive, file and preserve all books, papers, and documents belonging to the Grand Chapter and conduct its correspondence. 10:1-(a)(5)

8:1-(b) She shall collect all monies due to Grand Chapter and pay them to the Right Worthy Grand Treasurer, taking her receipt(s) for them. She shall collect the Annual Assessments for the New Jersey Eastern Star Home, Inc., paying them to the Directors of that corporation, taking their receipt for the same. 10:1-(a)(6)

8:1-(c) She shall establish and forever maintain a complete record of the names, addresses, and titles (if any) of all Members in Good Standing as of the date of the Annual Report by Subordinate Chapters, and all Members-at-Large. The data base of membership shall only be used for purposes related to the Order of the Eastern Star of New Jersey and shall not be given to any outside organization. 10:1-(a)(16)

8:1-(d) She shall report in writing to the Grand Chapter at each Annual Session all of her Official acts. She shall include in her report, which shall be printed in the



Proceedings of the Annual Session, the names of all candidates initiated and members affiliated, demitted, suspended, expelled, reinstated and deceased during the previous year, ending on the night of the election of Officers in the Subordinate Chapters. 10:1-(a)(7)

8:1-(e) On or before October 1<sup>st</sup> next following the Annual Grand Session, she shall send a copy of the amendments to these laws that have been adopted, to each Subordinate Chapter for each member of the Grand Chapter in possession of a Book of Laws, Rules, and Regulations, as may be requested. 10:1-(a)(8)

8:1-(f) She shall be the custodian of the Seal and shall impress the Official Grand Chapter Seal as required by the Most Worthy Grand Matron and/or the Board of Directors upon such documents as may be necessary, and attest the document with her signature. 10:1-(a)(2) & 1:4-(a)(1)

8:1-(g) All Official Communications sent out from her office shall be signed "By Order of the Most Worthy Grand Matron" and "Attested by the Right Worthy Grand Secretary", and all Official Communications received by the Right Worthy Grand Secretary shall be promptly submitted to the Most Worthy Grand Matron for instructions and decisions. 10:1-(a)(9)

8:1-(h) She shall, in conjunction with the Right Worthy Grand Treasurer, sign all checks in payment of approved vouchers. 10:1-(a)(13)

8:1-(i) She shall cause to be mailed, notices of all Grand Chapter Meetings as required. Notices may be sent by email or other electronic form, instead of first-class mail, to those members who have selected that method of receiving correspondence. 10:1-(a)(1)

8:1-(j) She shall report the work of her office to the Most Worthy Grand Matron and/or the Board of Directors when requested to do so. 10:1-(a)(3)

8:1-(k) She shall execute such orders as may be issued by the Most Worthy Grand Matron and the Grand Chapter, and deliver to her successor in office, all books, papers or other property in her possession belonging to the Grand Chapter. 10:1-(a)(4)

8:1-(l) She shall purchase, take charge of all supplies, and act as the agent of the Grand Chapter in their sale. 10:1-(a)(10)

8:1-(m) She will establish a Special Account (separate from the Grand Chapter Operating Account), titled "Items for Resale." Items purchased for Resale will be recorded at cost and resold at a mark-up as determined by the Board of Directors, plus cost of postage and Sales Tax. Detailed written instructions, as approved by the Board of Directors, will be furnished to the Right Worthy Grand Secretary as to the set-up and maintenance of this Special Account. 10:1-(a)(11)

8:1-(n) She shall, in conjunction with the Junior Past Grand Matron and the Chairman of Printing, arrange for the Annual Proceedings and shall furnish, at the expense of the Grand Chapter, one copy for each Chapter. 10:1-(a)(12)

## **Section 8:2. Compensation**

8:2-(a) The Right Worthy Grand Secretary shall receive such compensation for her services as the Board of Directors shall direct, with the concurrence of the Grand Chapter. 10:2-(a)

## **Section 8:3. Office Staff**

8:3-(a) The Right Worthy Grand Secretary may, with the consent of the Board of Directors, procure the services of one, or more, office assistant(s), who shall be member(s) of the Order. 10:5-(a)

8:3-(b) The office assistant(s) shall receive such compensation for services rendered as the Board of Directors shall direct, with the concurrence of the Grand Chapter. 10:5-(a)(1)

## **Section 8:4. Recording Session Proceedings**

8:4-(a) The Right Worthy Grand Secretary is authorized to procure the services of a stenographer or an electronic recording technician for the Annual Session of the Grand Chapter, to make a record of the proceedings and to transcribe them. 10:3-(a)

8:4-(b) The electronic recordings and a copy of the transcription shall be retained in the Office of the Right Worthy Grand Secretary for future reference for a period of six years. 10:3-(a)(1)

## **Section 8:5. Grand Secretary Emeritus**

8:5-(a) A member of the Order who shall serve as Right Worthy Grand Secretary for a period of ten or more consecutive years shall, upon retirement from that office, thereafter be known as Grand Secretary Emeritus. 10:4-(a)

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## **CHAPTER 9**

### **RIGHT WORTHY GRAND TREASURER**

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## **Section 9:1. Duties and Powers**

9:1-(a) The Right Worthy Grand Treasurer shall be custodian of the funds of the Grand Chapter (except funds assigned by the Board of Directors to the Right Worthy Grand Trustees) and she shall deposit and disburse funds as directed by the Board of Directors and/or the Laws, Rules, and Regulations. 11:1-(a)(1)

9:1-(b) She shall receive all monies belonging to the Grand Chapter from the Right Worthy Grand Secretary, giving her receipts therefor, and shall pay all orders or warrants presented when signed by the Most Worthy Grand Matron and attested by the Right Worthy Grand Secretary and approved by the Finance Committee. 11:1-(a)(3)

9:1-(c) She shall keep an accurate account of receipts and disbursements in appropriate books, carefully number and file all vouchers, and annually or more often, if required by the Most Worthy Grand Matron or Grand Chapter, submit in writing a complete statement together with all books and vouchers for examination; and shall deliver to her successor in office all books, papers, vouchers, monies and other property in her possession belonging to the Grand Chapter. 11:1-(a)(4)

9:1-(d) At the Annual Session shall make a Preliminary report of the balances of the books for the month ending immediately prior to the date of the Annual Session. She shall close her books on May 31 and shall deliver them, together with her Annual Statement and vouchers, for Audit or Financial Review. 11:1-(a)(5)

9:1-(e) She shall report the work of her office to the Most Worthy Grand Matron and/or the Board of Directors when requested to do so. 11:1-(a)(2)

### **Section 9:2. Compensation**

9:2-(a) The Right Worthy Grand Treasurer shall receive such compensation for her services, as the Board of Directors shall direct, with the concurrence of the Grand Chapter. 11:2-(a)

### **Section 9:3. Grand Treasurer Emeritus**

9:3-(a) A member of the Order who shall serve as Right Worthy Grand Treasurer for a period of ten or more consecutive years shall, upon retirement from that office, thereafter be known as Grand Treasurer Emeritus. 11:3-(a)

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## **CHAPTER 10 RIGHT WORTHY GRAND CONDUCTRESS**

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### **Section 10:1. Duties and Powers**

10:1-(a) The Right Worthy Grand Conductress shall perform all the duties required by the *Standard Authorized Ritual* to be performed by her and such other duties as may be assigned to her by the Most Worthy Grand Matron. 12:1-(a)(1)

10:1-(b) She shall assist the Most Worthy Grand Matron, the Most Worthy Grand Patron, and the Right Worthy Associate Grand Matron, and otherwise assist in the active duties of the Grand Chapter. 12:1-(a)

### **Section 10:2. Escorting**

10:2-(a) In escorting guests, the Right Worthy Grand Conductress and Right Worthy Associate Grand Conductress shall separate when leaving the East. The Right Worthy Grand Conductress shall go to the North side of the Labyrinth. 12:2-(a)

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## **CHAPTER 11 RIGHT WORTHY ASSOCIATE GRAND CONDUCTRESS**

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### **Section 11:1. Duties and Powers**

11:1-(a) The Right Worthy Associate Grand Conductress shall perform all the duties required by the *Standard Authorized Ritual* to be performed by her and such other duties as may be assigned to her by the Most Worthy Grand Matron. 13:1-(a)(1)

11:1-(b) She shall assist the Most Worthy Grand Matron, the Most Worthy Grand Patron, and the Right Worthy Associate Grand Matron, and otherwise assist in the active duties of the Grand Chapter. 13:1-(a)

### **Section 11:2. Escorting**

11:2-(a) In escorting guests the Right Worthy Grand Conductress and Right Worthy Associate Grand

Conductress shall separate when leaving the East. The Right Worthy Associate Grand Conductress shall go to the South side of the Labyrinth. 13:2-(a)

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## **CHAPTER 12 RIGHT WORTHY GRAND TRUSTEES**

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### **Section 12:1. Duties and Powers**

12:1-(a) The Right Worthy Grand Trustees shall have supervision over all property belonging to the Grand Chapter, except that which is under the supervision of the N.J. Eastern Star Home, Inc. and the Eastern Star Charity Foundation of New Jersey, Inc. They shall be responsible for the repair and replacement of Grand Chapter paraphernalia, and shall submit an annual written inventory to the Board of Directors. 6:2-(a)(2)

12:1-(b) At the direction of the Board of Directors, they shall receive and invest all securities, debentures or other liquid assets. 6:2-(a)(3)

12:1-(c) All insurance policies, fidelity bonds, and evidence of investments shall be kept in a safe deposit box in the safe in the Grand Chapter Office, to which safe deposit box any two of the three Right Worthy Grand Trustees shall be permitted access for any purpose. 6:2-(a)(4)

12:1-(d) They shall secure the Jewels presented to the Retiring Most Worthy Grand Matron and Retiring Most Worthy Grand Patron at each Annual Grand Session. 6:2-(a)(5)

12:1-(d)(1) The retiring Most Worthy Grand Matron may select a jewel that had been returned to the Grand Chapter by a Past Grand Matron. The retiring Most Worthy Grand Patron may select a jewel that had been returned to the Grand Chapter by a Past Grand Patron. The jewels may be refurbished as required. (New)

12:1-(d)(2) If purchased new, or if refurbished, the jewels must conform to the design traditionally used by the Grand Chapter (including an emblematic star within a pentagon), with workmanship, gold, and diamonds as heretofore. 6:2-(a)(5)

12:1-(e) The Right Worthy Grand Trustee, having served for the most consecutive years, shall be known as the senior Right Worthy Grand Trustee and shall render a report to the Grand Treasurer monthly and to the Grand Chapter at each Annual Session regarding property, investments and funds in their hands in the name of the Grand Chapter. 6:2-(a)(6)

12:1-(f) In the event more than one Right Worthy Grand Trustee is elected at an Annual Grand Session, the one elected to office first shall be considered senior to the other(s) elected at that Grand Session. 6:2-(a)(1)

12:1-(g) The acceptance of an elected office of the Grand Chapter by a Right Worthy Grand Trustee will be deemed her resignation as a Right Worthy Grand Trustee. 6:2-(a)(1)

12:1-(h) The Right Worthy Grand Trustees shall arrange the following insurances, in amounts as approved by the Board of Directors, with premiums paid by Grand

Chapter: (1) public liability insurance for the Grand Chapter; (2) insurance against loss or damage of paraphernalia; and (3) fidelity bonds for members of the Board of Directors and Chairpersons, Financial Secretaries, and Treasurers of money raising projects. 6:2-(a)(8)

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**CHAPTER 13**  
**DUTIES OF APPOINTED GRAND OFFICERS**

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**Section 13:1. Appointed Grand Officers**

13:1-(a) Grand Staff Officers shall perform such duties as are traditionally appropriate to their several stations, or which may be assigned to them by the Most Worthy Grand Matron or by the Grand Chapter. 14:1-(a)

13:1-(b) The Worthy Grand Chaplain shall record the deaths of distinguished members of this and Sister Grand Jurisdictions and send suitable letters of condolence. 15:1-(a)(12)

13:1-(c) The Worthy Grand Private Secretary shall perform all secretarial and stenographic services for the Most Worthy Grand Matron. 7:3-(c)(1)

13:1-(d) The Worthy Grand Fraternal Correspondent shall, at the Annual Grand Session, report the activities of the Grand Representatives and the jurisdictions they represent. 6:3-(b)(4)

**Section 13:2. Worthy District Deputies**

13:2-(a) As the representative of the Most Worthy Grand Matron, the Worthy District Deputy

13:2-(a)(1) Shall oversee the affairs of the Subordinate Chapters in her District and report significant District and Chapter events to the Most Worthy Grand Matron. 4:1-(b)

13:2-(a)(2) Must make herself thoroughly familiar with the *Laws, Rules, and Regulations* and the *Standard Authorized Ritual*. Any matter not clearly defined in either document, must be referred to the Most Worthy Grand Matron for clarification. 14:2-(a)(4)

13:2-(a)(3) Must obtain a copy of the Bylaws of each Subordinate Chapter in her District, to be returned to the Chapter when her term expires. 14:2-(a)(7)

13:2-(a)(4) Shall transact such business in connection with the Subordinate Chapters within her District as the Most Worthy Grand Matron may direct, and keep the Most Worthy Grand Matron informed as to her actions. 14:2-(a)(6)

13:2-(a)(5) Shall attend all formal or special events observed in the Subordinate Chapters of her District, all District Meetings, and whenever any of the Top 3 visit a Subordinate Chapter within her District. One of her visits shall be her Official Visit. 14:2-(a)

13:2-(a)(6) Shall host a School of Instruction for elected and appointed officers of Subordinate Chapters in her District prior to October first and shall invite the Most Worthy Grand Matron, the Most Worthy Grand Patron, and the Right Worthy Associate Grand Matron to attend. (New)

13:2-(a)(7) Shall supervise the arrangements for a District Meeting as defined in Section 1 of Chapter 15 of these *Laws, Rules, and Regulations*. (New)

13:2-(a)(8) Shall submit an annual report on or before May first of each year to be included in the *Annual Proceedings* of the Grand Chapter concerning membership and charity activity of each Subordinate Chapter. 14:2-(a)(5)

13:2-(b) Only on the occasion of her Official Receiving shall she be received first as the representative of the Most Worthy Grand Matron. 14:2-(b)

**Section 13:3. Grand Representatives**

13:3-(a) It shall be the duty of the Grand Representative to make a concise report of the Proceedings of the Jurisdiction represented and submit it to the Fraternal Correspondent by March 1 of each year. 6:5-(a)(2)

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**CHAPTER 14**  
**BOARD OF DIRECTORS**

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**Section 14:1. Composition**

14:1-(a) The ten elected officers of Grand Chapter shall compose the Board of Directors, with the Most Worthy Grand Matron as President, the Right Worthy Associate Grand Matron as Vice-President, the Right Worthy Grand Secretary as Secretary, and the Right Worthy Grand Treasurer as Treasurer. 3:1-(a)

**Section 14:2. Duties and Powers**

14:2-(a) It shall be the duty of the Board of Directors to administer and manage the business and finances of the Grand Chapter for the current fiscal year between the Annual Meetings and to report in writing at the Annual Meeting. 3:1-(a)(1)

14:2-(b) The Most Worthy Grand Matron, with the approval of the Board, shall appoint a Certified Public Accountant who will make an annual report of an Audit or Financial Review of the financial records of the Grand Chapter for the prior year ending May 31<sup>st</sup>. An Audit shall be conducted in five year intervals, beginning with the audit for fiscal year 2015, and a Financial Review conducted in each year between audits. 3:1-(a)(4)

**Section 14:3. Meetings**

14:3-(a) The Board of Directors shall hold a minimum of four meetings per year upon dates and at places designated by the Most Worthy Grand Matron. 3:2-(a)

14:3-(b) Special meetings of the Board of Directors may be called by the Most Worthy Grand Matron at a time and place as she shall designate for such business as she shall deem necessary or convenient. 3:2-(b)

14:3-(c) A five day notice of special meetings shall be sent to each board member, but notice may be sent via e-mail or other electronic form to those members who have selected that method of receiving correspondence. Notice of a special meeting shall describe briefly the business to be transacted. 3:2-(b)(1)

14:3-(d) A quorum for the transaction of business at a meeting shall be six members of the Board including at

least one of the top three elected officers of the Grand Chapter. (New)

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**CHAPTER 15**  
**DISTRICTS**

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**Section 15:1. District Meetings – Date and Cost**

15:1-(a) The Subordinate Chapters in each District, under the supervision of the Worthy District Deputy, shall hold annually, on a date to be assigned by the Most Worthy Grand Matron, a District Meeting, at which time the Most Worthy Grand Matron, Most Worthy Grand Patron and the staff of Grand Officers will officially visit the District. 4:3-(a)

15:1-(b) The planning of the District Meeting shall be vested in the Worthy District Deputy and the Worthy Matrons, Worthy Patrons, and Associate Matrons of the District. The expense of the District Meeting shall be borne proportionately per capita by the Subordinate Chapters of the District. The Worthy District Deputy, within thirty days after the District Meeting, shall give to each of the Subordinate Chapters of the District a detailed report of receipts and disbursements and shall rebate proportionately per capita any unexpended portion. 4:3-(a)(1)

15:1-(c) The District Meeting shall be opened and closed according to the ritualistic form for opening and closing District Meetings as found in the *Standard Authorized Ritual*. 4:3-(a)(2)

15:1-(d) The presence of a Charter is not required. 4:3-(a)(3)

15:1-(e) Whenever the Altars of Subordinate Chapters in the District are draped for a Past Grand Matron, Past Grand Patron, or Grand Officer, the “mourning cloth” shall be placed upon the Altar of the District Meeting prior to the opening and remain on the Altar until after the meeting is closed. 4:3-(a)(4)

15:1-(f) The place of District Meetings must receive the approval of the Most Worthy Grand Matron and no place shall be approved except the secrecy of the Ritualistic requirements of the meeting be maintained and the dignity and welfare of the Fraternity be reasonably preserved. 4:3-(a)(5)

15:1-(g) Past Grand Matrons or Past Grand Patrons participating in the opening of the District Meeting shall limit their remarks to no more than 10 minutes each. 4:3-(a)(6)

15:1-(h) With the permission of the Worthy District Deputy, photographs may be taken during the District Meeting. 4:3-(a)(7)

15:1-(i) Worthy District Deputies may, with the consent of their Official Family, request permission from the Most Worthy Grand Matron to hold a District Meeting jointly with another District. 4:3-(a)(8)

**Section 15:2. Redistricting**

15:2-(a) Changes in the assignments of Subordinate Chapters to Eastern Star Districts may be made, provided the proposed change is made in writing at an

Annual Meeting of the Grand Chapter and, if approved, shall become effective by the next Grand Session. 4:1-(c) & (c)(1)

**Section 15:3. Merger of Districts**

15:3-(a) The Most Worthy Grand Matron, after consulting with the Jurisprudence and Merger Committees, may take action to merge a District which has fewer than two Chapters, into one or more other Districts. 4:1-(c)(3)

15:3-(a)(1) Consideration shall be given to the distances involved for the convenience of the members. The lowest district number of the districts merged shall be retained for the united district. 4:1-(c)(3)(1)

15:3-(a)(2) The Worthy District Deputy of a merged District shall be presented as “Worthy District Deputy of Merged District No. \_\_\_\_” until the following Grand Session, and be given the proper honors due her. 4:2-(b)

15:3-(a)(3) The badge of office of the Worthy District Deputy of the merged District must be returned to the Right Worthy Grand Secretary at Grand Session. 4:2-(c)

15:3-(b) A District exceeding two Chapters may petition the Most Worthy Grand Matron for consideration to merge into another District by the unanimous consent of the Chapters in the Districts involved. 4:1-(c)(4)

15:3-(c) A Subordinate Chapter of a District that is to be merged may, by a majority vote of the Subordinate Chapter, petition the Most Worthy Grand Matron for consideration to be merged into a District of that Chapter’s choice. 4:1-(c)(5)

15:3-(d) A newly formed Subordinate Chapter may be assigned to a District by the Most Worthy Grand Patron while Under Dispensation, or by the Grand Chapter at the time of granting the Charter. 4:1-(c)(2)

**Section 15:4. Reception at a District Meeting**

15:4-(a) A Subordinate Chapter of the Order may, subject only to the approval of the Worthy District Deputy and the Worthy Matrons, Worthy Patrons and Associate Matrons of the District, hold a reception for one or more Grand Officers in conjunction with the District Meeting. 4:4-(a)

15:4-(b) The reception shall be recorded in the records of the Subordinate Chapter as a “Special Meeting.” 4:4-(a)(1)

15:4-(c) No dispensation shall be required. 4:4-(a)(2)

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**CHAPTER 16**  
**COMMITTEES**

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**Section 16:1. Standing and Special Committees**

16:1-(a) Standing Committees: Address; Appeals and Grievances; Bylaws of Subordinate Chapters; Charters; Computer; Finance; Guest Registration; Jurisprudence; Laws, Rules and Regulations; Legal; Location; Member Registration; Merger or Dissolution; Pages, Hostesses, and Host; Printing; Proceedings; Ritual; and Voluntary Donations. 15:1-(a)

16:1-(b) Special Committees: Fund Raising.

**Section 16:2. Address**

16:2-(a) The Address Committee shall consist of three members whose duty it shall be to examine carefully the addresses of the Most Worthy Grand Matron and Most Worthy Grand Patron, and shall report in writing upon all matters contained in those reports referring each subject to the appropriate committee. 15:1-(a)(1)(a) & (b)

**Section 16:3. Appeals and Grievances**

16:3-(a) The Appeals and Grievances Committee shall consist of five members who shall consider all matters of controversy and grievances when presented by Grand Chapter, or by the Most Worthy Grand Matron, and, when in order, by a Subordinate Chapter or any of its members. 15:1-(a)(15)(a) & (b)

16:3-(b) No matter of controversy or grievance shall be considered by this committee unless such matters be submitted at least thirty days previous to the Annual Grand Session. Any matter not submitted thirty days previous to the Annual Grand Session shall be laid over for consideration by the next appointed committee. 15:1-(a)(15)(c)

16:3-(c) This Committee may be called into session at any time by the Most Worthy Grand Matron or the Most Worthy Grand Patron to consider and act upon any offense committed contrary to these Laws, Rules, and Regulations. 15:1-(a)(15)(d)

16:3-(d) When authorized by the Most Worthy Grand Matron, this Committee may conduct an investigation in a Subordinate Chapter; hold hearings with the attendance of witnesses to ascertain the cause; attempt a remedy for dissention or disagreement within the membership of Subordinate Chapters; and, if necessary, prefer charges against and bring on for trial, a member or members found by it to be the cause of any dissention or disagreement. 15:1-(a)(15)(e)

16:3-(e) The Committee shall report in writing all matters brought before it, with recommendations for action, to the Board of Directors. 15:1-(a)(15)(f)

**Section 16:4. Bylaws of Subordinate Chapters**

16:4-(a) The Bylaws of Subordinate Chapters Committee shall consist of three members. It shall be the duty of the Committee to examine the Bylaws of Subordinate Chapters and Amendments to them. When found to conform to these Laws, Rules, and Regulations, the chairman shall sign and date them, indicating committee approval. 15:1-(a)(6)(b)

16:4-(b) The Committee shall submit a report in writing at the Annual Session of the Grand Chapter. 15:1-(a)(6)(c)

16:4-(c) The Committee shall prepare instructions and a set of model Bylaws to assist the Subordinate Chapters in the preparation of new, or amendment of, present Bylaws. 15:1-(a)(6)(d)

16:4-(d) The Chairman shall submit a copy of the Annual Report given by this Committee at Grand Session to her or his successor, together with such correspondence and

records as may be pertinent to any work still in progress.

15:1-(a)(6)(e)

**Section 16:5. Charter**

16:5-(a) The Charter Committee shall consist of three members and shall have referred to it the following: 15:1-(a)(3)(a) & (b)

16:5-(a)(1) An application to create a new Subordinate Chapter; and 15:1-(a)(3)(b)(1)

16:5-(a)(2) The action of the Most Worthy Grand Patron in granting a dispensation to form a new Subordinate Chapter. 15:1-(a)(3)(b)(2)

16:5-(b) The Committee shall report to Grand Chapter whether the granting of a dispensation for new Subordinate Chapter is proper and fitting. 15:1-(a)(3)(b)(2)

**Section 16:6. Computer**

16:6-(a) The Computer Committee shall consist of four members, one of whom shall be the Right Worthy Grand Secretary (Chairman), to assist Grand Chapter and the Subordinate Chapters to become computerized in all aspects of Grand Chapter and Subordinate Chapter reporting and record keeping. 15:1-(a)(17)(a)

**Section 16:7. Finance**

16:7-(a) The Finance Committee consisting of three members shall examine all bills of the Grand Chapter and all standing and special committees and, if found correct, endorse payment; and consider such other financial matters as may be referred to them by the Grand Chapter. 15:1-(a)(4)(b)

16:7-(b) The Committee will prepare a budget for operation of the Grand Chapter for the ensuing year, and a budget for the next annual Grand Session, both to be presented at Grand Session for approval. 15:1-(a)(4)(c)

16:7-(c) The Committee may recommend such measures as, in its opinion, may be of financial benefit to the Grand Chapter. They shall take into consideration all propositions and resolutions affecting the revenue of the Grand Chapter which may be offered and shall specifically report thereon in writing the Annual Session. 15:1-(a)(4)(d)

16:7-(d) The Committee may, at the direction only of the Most Worthy Grand Matron, audit books of Trust Funds held by Subordinate Chapters. 15:1-(a)(4)(e)

**Section 16:8. Fund Raising**

16:8-(a) Fund raising activities or projects may not be conducted by a committee or other sub-division of the Grand Chapter (except individual Subordinate Chapters) without the approval and consent of the Most Worthy Grand Matron, 16:4-(b)(1)

16:8-(b) State Project Chairpersons are not permitted to open and/or maintain any type of bank account for the purpose of the receipt and/or disbursement of "project funds". All state "project funds" are to be deposited in the Grand Chapter Voluntary Donations Account which is under the supervision of the Right Worthy Grand Treasurer. 3:1-(a)(3)

16:8-(c) All Projects and/or Fund Raising Committees shall be closed and terminated by April 30<sup>th</sup> with the exception of a Project specifically designated for the benefit of the New Jersey Eastern Star Home or the Eastern Star Charity Foundation of New Jersey. 15:3-(a)(3)

#### **Section 16:9. Guest Registration**

16:9-(a) The Guest Registration Committee shall consist of not less than three members who shall convene on the day of the formal opening of the sessions of Grand Chapter, whether Annual or Special, to receive the required registration fee and examine the membership cards of out-of-state guests and Master Masons, and register their names, Subordinate Chapters, Sister Grand Jurisdiction, and if registering as a Master Mason, their Masonic Lodge. 15:1-(a)(11)(a) & (b)

16:9-(b) The Committee, when requested, shall report to the presiding officer of the meeting, the number of visiting out-of-state guests and Master Masons registered. 15:1-(a)(11)(b)

16:9-(c) The Committee shall record the name, office, Subordinate Chapter, and Sister Grand Jurisdiction of an out-of-state visitor and promptly report the visitor to the Hostesses and/or Host. 15:1-(a)(11)(d)

#### **Section 16:10. Jurisprudence**

16:10-(a) The Jurisprudence Committee shall consist of five members who shall act when called upon as advisory counsel of the Most Worthy Grand Matron and Most Worthy Grand Patron in connection with all matters involving questions relative to the Laws, Rules, and Regulations, and during the sessions of Grand Chapter shall decide all questions of law that may arise. 15:1-(a)(2)(a) & (b)

16:10-(b) This Committee shall carefully review all proposals to amend the Laws, Rules, and Regulations, and all decisions and recommendations of the Most Worthy Grand Matron, Most Worthy Grand Patron and such other Grand Officers as are required to report upon their duties and shall report in writing at the Annual Session. 15:1-(a)(2)(c)

16:10-(c) The Most Worthy Grand Matron or the Chairman of the Jurisprudence Committee may invite any of the Elected Grand Officers to attend meetings of this Committee, but without vote. The invited guests, however, shall have the right to speak on any program being considered at the meeting. 15:1-(a)(2)(d)

16:10-(d) It shall be the duty of the Jurisprudence Committee to provide to the Most Worthy Grand Matron and the Right Worthy Grand Secretary a copy of all amendments of these Laws, Rules, and Regulations adopted at the Annual Session during which the Committee served, within thirty days after the close of the Annual Session; and the Chairman shall proofread the changes before printing. 15:1-(a)(2)(e & f)

#### **Section 16:11. Laws, Rules, and Regulations**

16:11-(a) The Committee shall consist of the Right Worthy Grand Secretary, two members of the

Jurisprudence Committee, and two (2) members of the Grand Chapter. 15:1-(a)(14)(a)

16:11-(b) The Committee shall have referred to it all propositions to amend these Laws, Rules, and Regulations, for the purpose of consolidating, redrafting and reconstructing each proposal for proper wording and segregation before being duplicated for distribution. 15:1-(a)(14)(b)

#### **Section 16:12. Legal**

16:12-(a) The Legal Committee shall consist of an Attorney-at-Law and the Chairman of Jurisprudence. The Attorney-at-Law shall be chairman and General Counsel. 15:1-(a)(9)

16:12-(b) When the General Counsel is a female she must be a member of the Order, but not necessarily a Past Matron. The General Counsel may be a Master Mason who is not a member of the Order, but he must have taken the Eastern Star Master Mason obligation upon a visit to either the Grand Chapter or a Subordinate Chapter meeting. 15:1-(a)(9)(a)

16:12-(c) The General Counsel shall represent the Grand Chapter in matters of reports and actions in Courts or other Governmental bodies under the Laws of New Jersey or the United States, and in such other matters as may be referred to it by the Most Worthy Grand Matron. 15:1-(a)(9)(b)

#### **Section 16:13. Location**

16:13-(a) The Location Committee shall consist of eight members plus the Right Worthy Grand Conductress. 15:1-(a)(7)(a)

16:13-(b) The Location Committee shall execute all plans, as directed by the Most Worthy Grand Matron for the Annual Session. 15:1-(a)(7)(b)

16:13-(c) The Right Worthy Grand Conductress is empowered to make necessary arrangements for the Grand Session when she will be the Most Worthy Grand Matron, and the proper Officers of the Grand Chapter are directed to provide funds as may be necessary for deposit on the planned accommodations. 15:1-(a)(7)(c)

#### **Section 16:14. Member Registration**

16:14-(a) The Member Registration Committee shall consist of not less than four members who shall convene on the day of the formal opening of the sessions of the Grand Chapter, whether Annual or Special, to receive and examine the credentials of the members of the Grand Chapter presented in person and register their names and Subordinate Chapters. 15:1-(a)(10)(a) & (b)

16:14-(b) The Committee, when requested, shall report to the Presiding Officer of the meeting, the number of members registered and the number of Subordinate Chapters represented by the Worthy Matron, Worthy Patron or Associate Matron. 15:1-(a)(10)(b)

#### **Section 16:15. Merger or Dissolution**

16:15-(a) The Merger or Dissolution Committee shall consist of five members, one of whom shall be the newly elected Right Worthy Grand Trustee. 15:1-(a)(8)(a)

16:15-(b) It shall be the duty of this committee, at the direction of the Most Worthy Grand Matron, to visit a Subordinate Chapter where merger, consolidation, or dissolution proceedings are contemplated. During the proceedings they shall advise the members of the options available and, depending on the ultimate decision, guide them in the proper procedure. 15:1-(a)(8)(b)

#### **Section 16:16. Pages, Hostesses, and Host**

16:16-(a) The Most Worthy Grand Matron may appoint up to six members to act as Pages and up to four members to act as Hostesses and Host, one of whom shall be a Past Grand Matron and one a Past Grand Patron to act as Hostess and Host respectively for dignitaries of other jurisdictions or fraternal bodies during the Annual Session. 15:1-(a)(16)(a)

#### **Section 16:17. Printing**

16:17-(a) The Printing Committee shall consist of three members and the Right Worthy Grand Secretary. 15:1-(a)(5)(a)

16:17-(b) It shall be the duty of the Printing Committee and the Right Worthy Grand Secretary to decide, choose and contract for all printing and printed supplies necessary in the transaction of the business of the Grand Chapter. 15:1-(a)(5)(b)

16:17-(c) The Most Worthy Grand Matron may direct this committee to prepare: 15:1-(a)(5)(c)

16:17-(c)(1) a set of instructions, under the direction of the Most Worthy Grand Matron, to be used during her administration. 15:1-(a)(5)(c)

16:17-(c)(2) programs for the Annual Session containing the Order of Business and other items incidental to the Annual Session to be provided to the members of the Order attending the Annual Session 15:1-(a)(5)(d)

16:17-(c)(3) and have available at each meeting of the Grand Chapter, a form to aid the Registration Committees in properly recording and identifying the members and visitors attending the meeting and such forms shall be used by the Committees and the members and visitors. 15:1-(a)(5)(e)

16:17-(d) This Committee shall present at the Annual Session a complete report of the work done and make such recommendations as the Committee may consider necessary. 15:1-(a)(5)(f)

#### **Section 16:18. Proceedings**

16:18-(a) The Proceedings shall be compiled by the Right Worthy Grand Secretary, the Junior Past Grand Matron, and the Chairman of the Printing Committee. 15:1-(a)(13)(a)

16:18-(b) It shall be their duty to arrange for the printing of the Annual Proceedings. 15:1-(a)(13)(b)

16:18-(c) The Retiring Most Worthy Grand Matron and Most Worthy Grand Patron shall sign the Proceedings of the Annual Session of Grand Chapter. 15:1-(a)(13)(d)

16:18-(d) In the printing of all Grand Session Proceedings, commencing with the first Section after the

formal opening, all titles are to be reduced to initials and numbers from letters to digits. 15:1-(a)(13)(e)

#### **Section 16:19. Ritual**

16:19-(a) This Committee, consisting of four members, shall consider suggested changes to the *Standard Authorized Ritual* and make recommendations to the Grand Chapter at the Annual Session for approval of changes. 15:1-(a)(18)(a)

#### **Section 16:20. Special**

16:20-(a) Special Committees may be created by the Most Worthy Grand Matron, or by vote of the Grand Chapter, to consider and report upon such matters as may be committed to them. The Most Worthy Grand Matron shall appoint the members of each committee. 15:2-(a) & (b)(1)

#### **Section 16:21. Voluntary Donations**

16:21-(a) This Committee shall receive all voluntary donations and project funds, recording the amount received, from whom, and for which project. (New)

16:21-(b) All Grand Chapter project funds must be promptly deposited in the Grand Chapter Voluntary Donations Account which is under the supervision of the Right Worthy Grand Treasurer. 3:1-(a)(3)

16:21-(c) Disbursement of funds for project expenses must be authorized by the Treasurer of Voluntary Donations Project and countersigned by either the Right Worthy Grand Treasurer or the Senior Right Worthy Grand Trustee. 3:1-(a)(3)

16:21-(d) At the Annual Session, the Most Worthy Grand Matron shall designate the recipients all funds in the Voluntary Donations Account. 15:3-(a)(3)

#### **Section 16:22 Reports**

16:22-(a) All Standing and Special Committees, and all Projects and/or Fund Raising Committees shall report in writing at the Annual Session the work performed by the Committee. 15:3-(a)

16:22-(b) Each recommendation presented within a report must be considered separately from the report and acted on as a separate motion. 15:3-(b)

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### **CHAPTER 17 REVENUE**

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#### **Section 17:1. Per Capita For Grand Chapter**

17:1-(a) Every Subordinate Chapter shall pay annually to the Grand Chapter an annual assessment of five dollars (\$5.00) for every member on its roll, except those members designated as exempt by Chapter 28, Section 8(b) of these Laws, Rules, and Regulations. The assessment must be paid as dues by every member not exempt. 16:1-(a) & 16:1-(a)(1)

17:1-(b) The per capita assessment will be distributed as follows: 16:1-(a)(2)

17:1-(b)(1) Operating Expense Account as a beginning balance for the incoming Most Worthy Grand Matron \$1.00; 16:1-(a)(2)(a)

17:1-(b)(2) Operating Trust Fund Account - \$2.00; and 16:1-(a)(2)(b)

17:1-(b)(3) Operating Expense Account for Operating Costs of Grand Session - \$2.00; and 16:1-(a)(2)(e)

17:1-(b)(4) Any balance of funds in the Operating Trust Fund at the close of the fiscal year will be transferred to the Reserve Account (invested funds). 16:1(a)(2)(d)

17:1-(c) The funds will be deposited in appropriate interest bearing accounts until transferred to the Operating Expense Trust Fund Account and shall not be used for any other purpose than to provide funds to the Operating Expense Account on recommendation of the Finance Committee and authorized by the Board of Directors. 16:1-(a)(2)(c)

17:1-(d) The Per Capita Assessment shall be forwarded to the Right Worthy Grand Secretary with the annual returns of the Subordinate Chapter. 16:1-(b)

#### **Section 17:2. Per Capita For NJ OES Home**

17:2-(a) Every Subordinate Chapter shall pay annually to the Grand Chapter the sum of five dollars (\$5.00), for each member of the Chapter, to be administered by the New Jersey Eastern Star Home, Inc., which assessment must be paid as dues by every member of the Subordinate Chapter, except those members designated exempt in Chapter 28, Section 8(b) of these Laws, Rules, and Regulations. 16:2-(a)

17:2-(b) The Per Capita Assessment shall be forwarded to the Right Worthy Grand Secretary with the annual returns of the Subordinate Chapter. 16:2-(b)

#### **Section 17:3. Other Revenue and Fees**

17:3-(a) Initiates: A Subordinate Chapter shall pay the sum of five dollars (\$5.00) to Grand Chapter for each candidate initiated during the year ending the night of election of officers. 16:3-(a)

17:3-(b) Dispensations: For various reasons requested of the Most Worthy Grand Matron by Subordinate Chapters, a fee of Five Dollars (\$5.00) for each Dispensation requested, except as provided in Chapter 25. 16:3-(b)

17:3-(c) A Dispensation for the formation of a new Subordinate Chapter: a fee of two hundred dollars (\$200.00). 16:3-(c)

17:3-(d) Issuance of a New Charter. When two or more Chapters consolidate and become a new chapter, a fee of Thirty Dollars (\$30.00). 16:3-(d)

17:3-(e) Renewal or Replacement of a Charter: a fee of thirty dollars (\$30.00). 16:3-(e)

17:3-(f) Charter Change: a fee of five dollars (\$5.00). 16:3-(f)

17:3-(g) Lost Dispensation to Organize a New Subordinate Chapter: A duplicate dispensation shall be issued for a fee of ten dollars (\$10.00). 16:3-(g)

17:3-(h) Registration. Every person legally entitled to admission attending a Grand Session shall pay a registration fee of ten dollars (\$10.00), which registration fee shall be delivered to the Right Worthy Grand

Treasurer as revenue for operating costs of the Grand Session. 16:3-(h)

#### **Section 17:4. Method of Payment**

17:4-(a) Payment of all assessments and fees to the Grand Chapter (except Grand Session registration fees) must be paid by check drawn to "Grand Chapter, Order of the Eastern Star of New Jersey" (Grand Chapter, OES of NJ). 16:3-(g)(1)

#### **Section 17:5. Fiscal Year**

17:5-(a) The fiscal year of the Grand Chapter shall be from June 1 to May 31. 16:5-(a)

17:5-(b) Closing and adjusting entries to the Grand Chapter Operating Account at the end of the Fiscal Year may be delayed until the 30th of June, in order that all bills pertaining to Grand Session are received, verified, paid, and charged to the Fiscal Year in which they were incurred. 16:5-(a)(1)

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### **CHAPTER 18**

#### **EXPENSES OF GRAND OFFICERS**

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#### **Section 18:1. Mileage**

18:1-(a) The Most Worthy Grand Matron, Most Worthy Grand Patron, and Right Worthy Associate Grand Matron are entitled to receive mileage expenses when in attendance at District Meetings and at all officially scheduled dates within this jurisdiction, except for charitable and social events. 17:1-(a)(5)(a)

18:1-(b) Mileage actually traveled by the nearest travel route shall be paid both ways at the established rate determined by the current Internal Revenue Service/Standard Mileage Rates/Charitable rates. 17:2-(a)

#### **Section 18:2. Voucher Approval**

18:2-(a) Vouchers are to be approved by the Most Worthy Grand Matron before being referred to the Finance Committee. 17:1-(a)(4)(a)

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### **CHAPTER 19**

#### **CHARITIES**

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#### **Section 19:1. Eastern Star Charity Foundation of NJ**

19:1-(a) The Government and Control of the Grand Chapter Charity Fund, and any and all endowments, gifts, devises, or other funds for Charitable or Educational purposes, heretofore or hereafter to be made or created, except the Home Endowment Fund now existing and any such new fund hereafter created, shall be entrusted to the Eastern Star Charity Foundation of New Jersey, Inc., while and so long as said Corporation shall be composed of the membership of the Grand Chapter. 18:1-(a)

19:1-(b) The Grand Chapter, Order of the Eastern Star of New Jersey shall award its total charitable donation, including all interest accruing thereon, to the Eastern Star Charity Foundation of New Jersey, Inc., at least annually. 18:1-(a)

19:1-(c) Subject to the direction of the Grand Chapter, the Eastern Star Charity Foundation of New Jersey, Inc., shall have power to adopt all necessary rules and



regulations to faithfully execute the terms of all gifts, devises, and endowments heretofore or hereafter to be made to the Grand Chapter for any Charitable or Educational purposes, except the Home Endowment Fund now existing and any such new fund hereafter created. 18:1-(b)

19:1-(d) The further object and purposes of the Eastern Star Charity Foundation of New Jersey, Inc., are those specified and contained in the amended Certificate of Incorporation on file or to be filed in the office of the Secretary of the State of New Jersey. 18:1-(c)

19:1-(e) The election of the members of the Board of Directors of the Eastern Star Charity Foundation of New Jersey, Inc. shall take place during the Annual Meeting in connection with the Annual Session of the Grand Chapter. 18:1-(d)

### Section 19:2. NJ Eastern Star Home

19:2-(a) Subject to the direction of the Delegates and Alternates elected by the Subordinate Chapters of the Grand Chapter, the government and control of the Eastern Star Home, the Home Endowment Fund now existing or any such Fund hereafter created, shall hereafter be entrusted to the New Jersey Eastern Star Home, Inc., while and so long as said Corporation shall be composed of members of the Grand Chapter. 19:1-(a)

19:2-(b) Subject to the direction of the Delegates and Alternates elected by the Subordinate Chapters of the Grand Chapter, the New Jersey Eastern Star Home, Inc., shall have power to adopt all necessary rules and regulations for the government and operation of the Eastern Star Home and to prescribe the qualifications for admission to the Home. 19:1-(b)

19:2-(c) The further objects and purposes of the New Jersey Eastern Star Home, Inc., are those specified and contained in the Certificate of Incorporation now on file or hereafter to be filed in the office of the Secretary of the State of New Jersey. 19:1-(c)

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## CHAPTER 20 DISCIPLINE OF MEMBERS

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### Section 20:1. Causes for Discipline

20:1-(a) The following shall be sufficient cause for disciplinary procedures:

20:1-(a)(1) Willful violation of the broad principles of the Golden Rule, particularly as set forth in the obligation taken and accepted by every member at the time of initiation; or 20:2-(c)

20:1-(a)(2) Willful and obstinate violation of the *Standard Authorized Ritual*, or 20:2(b)

20:1-(a)(3) Willful and obstinate violation of these Laws, Rules, and Regulations. 20:2-(a)

20:1-(b) "Willful violation" means the intentional refusal or failure to act and/or the intentional act of violation. "Willful and obstinate violation" means repeating the willful violation even after being advised that the intentional act or failure to act is a violation. 20:2-(e)

### Section 20:2. The Complaint

20:2-(a) The disciplinary proceedings before the Board of Directors may be initiated only by a written complaint setting forth the particular offense charged against a member or members. 20:3-(a)(4)(1)(a)

20:2-(b) The complaint shall be filed in the office of the Right Worthy Grand Secretary who shall promptly send a copy to the member charged; and if more than one, to each member charged; at the address(es) stated upon the complaint; a copy to the Most Worthy Grand Patron; and a copy to the Chairman of the Legal Committee. The original is to be retained in the office of the Right Worthy Grand Secretary. 20:3-(a)(4)(1)(d)

20:2-(c) The Complaint shall contain the following:

20:2-(c)(1) The date, time, and place of the incident giving rise to the complaint. 20:3-(a)(4)(1)(b)

20:2-(c)(2) The address of the member accused. 20:3-(a)(4)(1)(c)

20:2-(d) Notice: The Most Worthy Grand Patron shall, within thirty days after the receipt of the written complaint, notify the member or members charged, the members of the Board of Directors, the person who signed the complaint and the Chairman of the Legal Committee of a date, time and place for the hearing of the matter by the Board of Directors. 20:3-(a)(4)(1)(e)

### Section 20:3. Conduct of Proceedings

20:3-(a) **The Board of Directors:** The Board of Directors shall be the authority for the trial of charges filed against members of the Grand Chapter and/or Subordinate Chapters of this Grand Jurisdiction, and for the settlement of grievances between the members and for the imposition of disciplinary measures and their enforcement. 20:1-(a)

20:3-(b) **Quorum:** A majority of the Board of Directors shall constitute a quorum. A vote of a majority of the Board sitting upon any matter shall be binding upon the Board and the party or parties involved in the inquiry. 20:1-(b)

20:3-(c) **Presiding Officer:** The Most Worthy Grand Patron shall be the Presiding Officer of the Board when it sits for the trial of charges. 20:1-(b)

20:3-(d) Representation.

20:3-(d)(1) The member or members charged may be represented at the hearing by a member of the Grand Chapter who need not be an attorney at law. 20:3-(a)(4)(1)(f)

20:3-(d)(2) The Most Worthy Grand Patron shall assign a member of the Legal Committee to present the evidence on behalf of the member or members who signed the complaint. 20:3-(a)(4)(1)(f)

20:3-(e) **Witnesses.**

20:3-(e)(1) The Most Worthy Grand Patron shall be authorized to issue subpoenas for the appearance of witnesses who are members of the Eastern Star, and require the members to give testimony as to matters pertinent to the complaint. The refusal of a member

subpoenaed to appear and/or to testify shall be the basis of charges and subject the member to disciplinary action. 20:3-(a)(4)(1)(g)

20:3-(e)(2) No witness other than members of the Order of the Eastern Star shall be heard by the Board of Directors. A witness, before testifying, shall take an oath to tell the truth, the whole truth, and nothing but the truth. 20:3-(a)(4)(1)(g)

20:3-(e)(3) The Board of Directors shall determine the relevance of testimony and evidence and shall not be bound by the rules of evidence as they are applied to proceedings in Courts of Law or equity. 20:3-(a)(4)(1)(g)

20:3-(f) **Hearing.** All members involved, including those charged, their counsel(s) and witnesses; and the complainant(s), their counsel(s) and witnesses, should be present while all testimony is being given. 20:3-(a)(4)(1)(h)

20:3-(g) **Determination.** The board may announce its determination orally, but shall render its determination in writing, within 10 days after the close of the hearing, signed by the Most Worthy Grand Patron and attested to by the Right Worthy Grand Secretary. A copy shall be sent to each the accused and the accuser, and to the Right Worthy Grand Secretary to be filed with the complaint. 20:3-(a)(4)(1)(i)

20:3-(h) **Record of the hearing.** The Board shall make a stenographic or electronic record of the hearing(s) conducted by it and keep the record available to be transcribed in the event an appeal is taken. 20:1-(b)(1)

20:3-(j) If an appeal is taken, the record must be promptly transcribed. A copy shall be provided to the member charged and, if more than one member, to each member. The original shall be retained in the office of the Right Worthy Grand Secretary. 20:4-(a)

#### **Section 20:4. Penalties**

20:4-(a) The Board of Directors upon the finding of a verdict of "guilty" may impose the following penalties. 20:3-(a)

20:4-(a)(1) The member may be reprimanded by the Most Worthy Grand Matron in the presence of the Board orally as in her judgment shall be necessary or as the Board may direct. 20:3-(a)(1)

20:4-(a)(2) The member may be required to apologize to the wronged person and, upon failure so to do, stand suspended from membership in the Order until such apology is offered. 20:3-(a)(2)

20:4-(a)(3) The member may be suspended from membership for a period of time as determined by the Board but in no case for a period beyond the next following Grand Session. 20:3-(a)(4)

20:4-(a)(4) The member may be suspended from membership until the next following Grand Session with a recommendation that the member be expelled from the Order. A recommendation for expulsion shall automatically appear on the agenda at the next annual Grand Session as an appeal. 20:3-(a)(4)

#### **Section 20:5. Appeal**

20:5-(a) A member who is aggrieved by the determination of the Board may appeal the decision by filing a Notice of Appeal, and four copies describing the grounds for a review of the decision of the Board, at the office of the Right Worthy Grand Secretary within thirty days of the rendering of a decision by the Board. 20:1-(c)(1)

20:5-(b) Upon receipt of the Notice of Appeal, the Right Worthy Grand Secretary shall send one copy to the Most Worthy Grand Matron to be included on the agenda of the next Annual Session, and one copy each to the Most Worthy Grand Patron and Chairman of the Legal Committee. The original shall be retained in the office of the Right Worthy Grand Secretary. 20:1-(c)(1)

20:5-(c) Action upon the appeal or the recommendation for expulsion shall be taken during the afternoon session of the last day of Grand Session. Members choosing to waive the option of providing a transcript of the hearing shall be deemed to have waived the right of further appeal. The Most Worthy Grand Matron shall bring the matter before the session for vote by putting to the meeting the question: "Shall the decision of the Board of Directors be approved"? Remarks following the question shall be limited to one member who will speak for a period no longer than fifteen minutes against the decision of the Board of Directors followed by a member of the Legal Committee who will speak for a period no longer than fifteen minutes in favor of the decision of the Board of Directors. The vote shall be received by the customary raising of the right hand. If the recommendation for expulsion shall not be approved by a majority vote, the suspension of the member shall terminate and the member restored to all rights and privileges of membership. 20:1-(c)(2 & 3)

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### **CHAPTER 21 ORGANIZING A NEW CHAPTER**

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#### **Section 21:1. Petition for Dispensation**

21:1-(a) A petition for a dispensation to form a new Subordinate Chapter must be filed with the Most Worthy Grand Patron together with the required non-refundable \$200.00 petition fee. Any additional expenses incurred by the Grand Chapter in establishing the Chapter shall be paid prior to granting the Charter. Dispensation forms and any other forms required may be obtained from the Right Worthy Grand Secretary. 22:1-(a)

21:1-(b) There must be at least 25 petitioners who must meet the membership requirements specified in Chapter 26 of these Laws, Rules, and Regulations. The petitioners must include: 22:1-(b)

21:1-(b)(1) At least one Master Mason in good standing in a New Jersey Masonic Lodge. 22:1-(b)(1)

21:1-(b)(2) Any number of members of the Order who must be prepared to file the appropriate Certificate of Good Standing to obtain regular or plural membership in the proposed chapter. 22:1-(b)(2)

21:1-(b)(3) No more than 15 demitted members. 22:1-(b)(3)

21:1-(b)(4) The number of petitioners to be admitted by initiation (non-members) is unlimited. 22:1-(b)(4)

21:1-(c) A petitioner requiring a waiver of territorial jurisdiction to provide clear membership in the Order is not eligible to be listed on the petition for dispensation, nor to sign it. 22:1-(c)

21:1-(d) The Most Worthy Grand Patron shall appoint an investigating committee of three, consisting of the Worthy District Deputy, a Sister, and a Master Mason, all of whom must be members of Chapters in the District in which the proposed Chapter will be located. The committee is to investigate the eligibility of all prospective members of the proposed Subordinate Chapter and shall report on each to the Most Worthy Grand Patron. 22:1-(d)

21:1-(e) The Most Worthy Grand Patron, or his designee shall visit each Subordinate Chapter within the District where the new Subordinate Chapter is proposed, to determine by a vote of the Subordinate Chapter whether the granting of a dispensation is acceptable to the Chapter. 22:1-(e)

21:1-(e)(1) If a majority of the Subordinate Chapters of the District do not approve granting the dispensation, the petition shall be referred to the next Annual Grand Session for consideration. 22:1-(f)

### **Section 21:2. Chapter Under Dispensation (U.D.)**

21:2-(a) A Subordinate Chapter may be formed and may work prior to the granting of a Charter by the Grand Chapter under the authority of a dispensation granted by the Most Worthy Grand Patron, signed by the Most Worthy Grand Matron and Most Worthy Grand Patron, and attested to by the Right Worthy Grand Secretary, and authenticated by the Seal of the Grand Chapter. 22:2-(a)

21:2-(b) The Most Worthy Grand Matron shall call an Emergent Meeting of the Grand Chapter at which time the ceremony of institution creates the Subordinate Chapter U.D. and opens the Chapter for completion of its organization and for conducting business that may be transacted at a regular meeting, including: 22:2-(b)

21:2-(b)(1) Election of officers to take place at the first regular meeting of the Chapter following its institution, but officers are not to be installed until the Chapter is Chartered. They shall act as those officers U.D. until the Charter is granted. 22:2-(b)(1)

21:2-(b)(2) Election to membership of petitioners who are to become members by initiation, and of petitioners who have filed Certificates of Good Standing for regular or plural membership in the new Chapter. 22:2-(b)(2)

21:2-(e) A dispensation may be surrendered in like manner as a Charter. The Most Worthy Grand Patron has like powers and duties as to matters of surrender, arrest, and revocation of a Subordinate Chapter Charter. 22:2-(c)

### **Section 21:3. Granting of Charter**

21:3-(a) The chapter Under Dispensation must present to the Grand Chapter a petition for a Charter at the first Annual Session opened not less than sixty days following its institution. The petition must be signed by the Worthy Matron and Worthy Patron and attested by the Secretary of the Chapter. 22:3-(a)

21:3-(b) The petition for a Charter must be referred to the Grand Chapter on Dispensations and Charters for examination and report. 22:3-(b)

21:3-(c) Approval of the petition and the issuance of a Charter shall not occur until the Chapter shall have exhibited to the Most Worthy Grand Matron and the Most Worthy Grand Patron satisfactory evidence of its capability to perform its duties as a Subordinate Chapter. 22:3-(c)

21:3-(d) The Grand Chapter may grant or deny the petition or it may grant a continuance of the dispensation until the next Annual Session of the Grand Chapter. If the petition is granted, the Grand Chapter shall order the issuance of a Charter and assign a name and number as it may deem proper. The top three officers of the Subordinate Chapter, U.D. at the time the petition is presented to the Grand Chapter shall be named in the Charter as the first three officers. 22:3-(d)

21:3-(e) The Charter shall bear the signatures of the Most Worthy Grand Matron, the Most Worthy Grand Patron and the Right Worthy Associate Grand Matron; and authenticated by the signature of the Right Worthy Grand Secretary and the Seal of the Grand Chapter. (New)

21:3-(f) The newly chartered Subordinate Chapter shall hold an election and installation of officers following the Grand Session at which the Charter is approved. 22:3-(e)

21:3-(g) Bylaws in compliance with these Laws, Rules, and Regulations must be adopted promptly. 22:3-(f)

21:3-(h) Only those who had signed the petition for a Dispensation shall be considered "Charter Members" of the new Chapter, provided that: 22:3-(g)

21:3-(h)(1) The member was present at the institution ceremony. 22:3-(g)(1)

21:3-(h)(2) The member was initiated or affiliated under the direction of the Most Worthy Grand Matron and Most Worthy Grand Patron. 22:3-(g)(2)

21:3-(h)(3) The member has been initiated or affiliated and has signed the roll of membership within ninety (90) days of the date of the charter. 22:3-(g)(3)

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## **CHAPTER 22**

### **CHARTERS - SUBORDINATE CHAPTERS**

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#### **Section 22:1. Form of Charter**

22:1-(a) The Charter or Dispensation issued to a Subordinate Chapter shall be in such form as approved by the Grand Chapter and must designate the name of the municipality in which the Subordinate Chapter is authorized to hold meetings. 21:1-(b)(2)

### **Section 22:2. Re-issue and Alteration**

22:2-(a) A renewed or replaced Charter shall bear the names of the Officers who signed to the original Charter and the words "Copy of Original Charter." The Right Worthy Grand Secretary shall endorse the new Charter with her signature and the Seal of the Grand Chapter and the date of the renewal or replacement. 21:2-(a)(1)

22:2-(b) A Subordinate Chapter may receive dispensation from the Most Worthy Grand Matron to move its place of meeting to a municipality other than the one designated in its Charter. When a Subordinate Chapter has been granted dispensations for a period of two successive years, it shall be considered as a permanent relocation and the Charter must be presented to the Right Worthy Grand Secretary who shall change the name of the municipality in which the Subordinate Chapter is authorized to hold meetings and endorse the change with the date and her signature and seal of the Grand Chapter. 21:2-(a)(3)

### **Section 22:3. Arrest, Forfeiture or Revocation**

22:3-(a) The Charter of a Subordinate Chapter may be arrested, forfeited, or revoked for one or more of the following reasons: 21:3-(a)

22:3-(a)(1) Contumacy of the authority of the Grand Chapter or of the Most Worthy Grand Matron. 21:3-(a)(1)(a)

22:3-(a)(2) Violation of the Laws, Rules, and Regulations of the Order or of any governmental authority. 21:3-(a)(1)(b)

22:3-(a)(3) Violation of the fundamental principles or landmarks of the Order. 21:3-(a)(1)(c)

22:3-(a)(4) Refusal or willful neglect to practice the *Standard Authorized Ritual*. 21:3-(a)(1)(d)

22:3-(a)(5) Failure to hold regular meetings for a period of three months, excluding July and August. 21:3-(a)(1)(e)

22:3-(a)(6) Failure to file annual returns. 21:3-(a)(1)(f)

22:3-(a)(7) Failure to pay Grand Chapter assessments. 21:3-(a)(1)(g)

22:3-(a)(8) Merger of Subordinate Chapters. 21:3-(a)(1)(h)

22:3-(b) The Charter of a Subordinate Chapter may be arrested at any time by the Most Worthy Grand Matron until the next Annual Session of the Grand Chapter. 21:3-(b)

22:3-(b)(1) The arrest of a Charter of a Subordinate Chapter shall have the effect of suspending functions of the Subordinate Chapter until final action can be had by the Grand Chapter at its next Annual Session, unless the suspension is terminated by the Most Worthy Grand Matron prior to the Annual Session. The Grand Chapter may restore the Charter or revoke it as it may deem just. It may approve the action of the Most Worthy Grand Matron in arresting the Charter without revocation, but may restore it, if satisfied that the

disciplining of the Subordinate Chapter is already sufficient. 21:3-(b)(1)

22:3-(b)(2) The Most Worthy Grand Matron may, in her discretion, appoint a member of the Grand Chapter to hold custody of all books, accounts, jewels, furniture and other possessions of the Subordinate Chapter during a period of suspension. The appointee shall act as a Receiver for the Subordinate Chapter so far as may be necessary to protect its property and liquidate its urgent indebtedness. Consideration should be given to members of the Subordinate Chapter in appointing a Receiver/Custodian for the Chapter assets. 21:3-(b)(2)

22:3-(b)(3) The Custodian shall not incur indebtedness nor perform any business transaction on behalf of the Grand Chapter or the Subordinate Chapter. The Custodian shall report in writing to the Grand Chapter all transactions during the period of her or his Custodianship. Upon the reinstatement of a Charter by the Most Worthy Grand Matron or the Grand Chapter, said Custodian shall restore to the Subordinate Chapter all property and make proper account. 21:3-(b)(2)

### **Section 22:4. Membership and Property Rights**

22:4-(a) Revocation of a Charter by the Grand Chapter at the Grand Session, or by the forfeiture of a Charter when declared by the Grand Chapter, shall be conclusive upon the Subordinate Chapter and its members, and all the property and funds of the Subordinate Chapter shall become the property of the Grand Chapter, and must, on demand, be surrendered to the Grand Chapter or its authorized agent by the persons having custody. 21:3-(c)(1)

22:4-(b) Members in good standing of a Subordinate Chapter whose Charter has been arrested, forfeited, revoked, or suspended, on application to the Right Worthy Grand Secretary, shall be furnished with demits to enable them to affiliate with other Subordinate Chapters, provided their dues have been paid to the Subordinate Chapter or to the Right Worthy Grand Secretary, to the date of the application. 21:3-(c)(2)

22:4-(c) The Worthy Matron of a Subordinate Chapter, the Charter of which has been revoked, shall be prepared to deliver the Charter and Seal of the Subordinate Chapter to the Right Worthy Grand Secretary, at the Annual Session in which the revocation is approved. 21:3-(c)(3)

22:4-(d) The Worthy Matron shall have delivered to the office of the Right Worthy Grand Secretary prior to the Annual Sessions, all records, books, files, documents, and assets of said Subordinate Chapter together with proper checks, drafts and assignments of all assets. 21:3-(c)(3)

### **Section 22:5. Restoration of Charter**

22:5-(a) The petition for the restoration of a forfeited Charter shall be signed by at least eighteen members of a Subordinate Chapter, who shall be in good standing at the date of filing the petition, or whose dues are paid to

the date of forfeiture or revocation of Charter. 21:3-(4)(a)(1)

### **Section 22:6. Charters in Case of Merger or Consolidation**

22:6-(a) The Charter of a Subordinate Chapter shall be revoked upon the merger of the Subordinate Chapter into an already duly chartered Subordinate Chapter, or upon the consolidation with one or more other Subordinate Chapter to become one new Subordinate Chapter. 21:5-(a)

22:6-(b) The Charter and seal of each Chapter that merges or consolidates must be delivered to the office of the Right Worthy Grand Secretary within one week following the Merger or Consolidation Ceremony. The Charter(s) of the merged or consolidated Chapters are to be presented to the unified Chapter if requested. 21:5-(b) 30:3-(a)(4) 21:5-(b)

Matron or a Past Patron of the unified Chapter. 25:5-(a)(1 & 3)

### **Section 23:3. Chapter Assets**

23:3-(a) When the Chapter merges or consolidates with another Chapter (or Chapters), the assets and paraphernalia of the Chapter become the assets and paraphernalia of the unified Chapter. 30:3-(a)(3)

23:3-(b) When the Chapter surrenders its Charter, the assets and paraphernalia of the Chapter become the assets of the Grand Chapter. 21:6-(a)(1)(e)

### **Section 23:4. Requirements**

23:4-(a) A ten day notice for each procedure in the Merger, Consolidation, or Dissolution process shall be sent by first-class mail to all members of the Chapter(s) involved and to the Most Worthy Grand Matron, the Right Worthy Grand Secretary, and the Chairman of the Merger Committee. 30:2-(a)(2)(a)

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## **CHAPTER 23 MERGER, CONSOLIDATION, DISSOLUTION**

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### **Section 23:1. Motion Required**

23:1-(a) A motion proposing that the Chapter consider Merger, Consolidation, or Dissolution (voluntarily surrender its Charter) must be introduced at a Regular Meeting of the Chapter at which a quorum is present. If the motion is approved by a two-thirds affirmative vote of the members present and voting, by written ballot, the Secretary shall send a copy of the motion, bearing the seal of the Chapter, to the Most Worthy Grand Matron, who will then direct the appropriate Grand Chapter Committee or Committees to meet with the Chapter and guide the members in determining the future of the Chapter, according to the Grand Chapter Procedure. 30:2-(a)

### **Section 23:2. Membership Rights**

23:2-(a) A member of a Chapter that merges into another Chapter, or consolidates with one or more Chapters, shall become a member of the unified Chapter and continue with all the rights, privileges, obligations, duties, and responsibilities of membership. 30:3-(a)

23:2-(a)(1) A member of the merging Chapter whose dues are paid in advance must be presented with a paid up dues card by the unified chapter for the same dues period without payment of additional dues. 30:3-(a)(1)

23:2-(b) A member of a Chapter that dissolves (surrenders the Charter voluntarily) becomes a Member-at-Large. 21:6-(a)(2)

23:2-(c) A Past Matron or a Past Patron of a Chapter involved in a Merger or Consolidation, shall be considered a Past Matron or a Past Patron of the unified Chapter and shall be listed in the roll of Past Matrons and Past Patrons in order by year of service. 25:5-(a)

23:2-(d) The Worthy Matron and Worthy Patron of a Chapter that merges or consolidates shall be considered as having served a full term and shall rank as a Past

**CHAPTER 24**  
**SCHEDULES**

**Section 24:1. Voting Schedule**

<b>Action</b>	<b>Vote</b>	<b>Reference</b>
<b>Written Ballot</b>		
Election of Officers	Majority	31:3-(d)(1)
Propose Merger of Chapters	Two-thirds	23:1-(a)
Propose Consolidation of Chapters	Two-thirds	23:1-(a)
Propose Surrender of Charter	Two-thirds	23:1-(a)
<b>Ballot Box</b>		
Waiver Territorial Jurisdiction	Two-thirds	26:4-(c)(2)
Election to membership by Initiation	Unanimous	26:6-(b)
Election to membership by Affiliation		
	Not more than 5 cubes	26:6-(c)
Suspension Non-Payment of Dues	Majority	28:9-(b)(6)
Reinstate Suspended NPD	Majority	28:10-(a)(4)
Reinstate Master Mason after reinstatement to Lodge	Majority	28:1-(c)(2)
<b>Hand Vote (Manual Sign)</b>		
Amendment of Bylaws	Two-thirds	25:4-(d)
Consent to withdraw a petition for membership by initiation	Unanimous	26:2-(c)(7)
Request for extension of time for initiation after election	Majority	27:1-(b)(3)
Remission of Dues	Majority	28:8-(c)(1)
Election of Fraternal Parent	Majority	25:6-(a)(3)
All other matters	Majority	29:7-(a)
<b>No Vote Required</b>		
Request for Demit		28:12-(b)(5)
Request to withdraw Plural Membership		28:15-(b)
Request for Certificate of Good Standing		28:11-(a)(2)

**Section 24:2. Business Prohibited at Special Meeting**

Adoption of Fraternal Parents		25:6-(a)(2)
Amendment of Bylaws		25:4-(c)
Ballot on petition for membership by initiation	26:6-(b) & 29:4-(d)	
Election to membership by Affiliation		26:6-(c)
Motion to consider merger		23:1-(a)
Nomination and election of Chapter Officers		31:1-(a)
Read and approve minutes		29:6-(b)
Receive petition for membership by affiliation		26:2-(c)(5)
Receive petition for membership by initiation		26:2-(c)(5)
Special election of officers		31:4-(a)
Suspension of Membership NPD		28:9(b)(3)

**CHAPTER 25**  
**POWERS OF SUBORDINATE CHAPTERS**

**Section 25:1. Name and Seal**

25:1-(a) A name similar to that of any other Subordinate Chapter that will cause confusion, or any name or part or combination of parts of the name of a living person, shall not be approved or adopted by any Subordinate Chapter. 23:1-(a)

25:1-(b) A Subordinate Chapter must have a seal bearing the name and number of the Chapter. The seal indicates authenticity when impressed on communications or documents from the Subordinate Chapter. 23:1-(b)

25:1-(c) The seal, either new or as a replacement, must be purchased from the Office of the Right Worthy Grand Secretary. 23:1-(b)

**Section 25:2. Executive Control**

25:2-(a) The Worthy Matron is the Executive Officer of the Subordinate Chapter and is responsible for the management of its affairs in conformity with these Laws, Rules, and Regulations and the Subordinate Chapter Bylaws. 23:2-(b)

25:2-(b) A Worthy Matron, Committee Chairman, individual member, or group of members, must not sign any contract, or have authority to contract any indebtedness, unless authorized by vote of the Subordinate Chapter. 23:2-(c)

**Section 25:3. Subordinate Chapter Bylaws**

25:3-(a) A Subordinate Chapter has the inherent right to formulate its own Bylaws and Regulations for its own government, provided they do not conflict with these Laws, Rules, and Regulations or the Landmarks of the Order. 23:4-(a)

25:3-(b) The Bylaws must provide for the Subordinate Chapter to hold at least one regular meeting each month except during the months of July and August. The Bylaws may provide for the omission of a regular meeting: 23:4-(b)

25:3-(b)(1) which shall fall upon the date of a Holiday defined by the law of the State of New Jersey as a Legal Holiday 23:4-(b)(1)

25:3-(b)(2) on any day of Grand Session or on the night of its District Meeting, 24:2-(a)(1)

25:3-(b)(3) upon a date or the eve of a date which may have particular religious significance. 23:4-(b)(2)

25:3-(c) The Bylaws of Chapters that meet once each month must, if possible, make provision for a substitute regular meeting in the event the Subordinate Chapter would not otherwise meet during the calendar month, provided a definite meeting date can be specified. In the event that the Subordinate Chapter Bylaws make no provision for a substitute meeting, a dispensation may be issued, signed by the Most Worthy Grand Matron, designating a substitute date, time and place for a

Regular Meeting, and a dispensation shall be issued without charge. 23:4-(b)(2)

25:3-(c)(1) The Chapter must mail to every member at least a ten day notice of the date, time, and place designated in the dispensation for a substitute meeting. 24:1-(a)(7) 23:4-(b)(3)

25:3-(d) A Subordinate Chapter must have the Bylaws printed and a copy given to each new member when signing the roll of membership. 23:4-(h)(8)

25:3-(e) The Bylaws must provide for a ten day notice to every member of the Subordinate Chapter before action is taken to authorize a major expenditure in excess of one thousand five hundred dollars (\$1,500.00) of the Subordinate Chapter's funds for any purpose other than the payment of the Subordinate Chapter's operating expenses. 23:4-(f)

25:3-(f) When a Subordinate Chapter receives assets, by bequest, devise or otherwise, to be held by it in trust for certain specified uses or purposes, the Bylaws of the Subordinate Chapter must contain the following provisions: 23:4-(g)

25:3-(f)(1) The Worthy Matron, Worthy Patron and Trustees of the Subordinate Chapter shall be empowered to maintain in the name of the Subordinate Chapter the Trust by whatever additional name deemed desirable to invest and re-invest the assets. 23:4-(g)(1)

25:3-(f)(2) The Worthy Matron and any one of the Trustees are empowered to withdraw the monies. 23:4-(g)(2)

25:3-(f)(3) The assets of the Trust shall be kept separate and apart from other assets of the Subordinate Chapter and clearly identified as assets of the Trust. 23:4-(g)(3)

25:3-(f)(4) Provision must be made for detailed itemized reports of the stewardship at least once a year on the night of election of officers, or more frequently if requested by motion of the members of the Subordinate Chapter present at a regular meeting. 23:4-(g)(4)

25:3-(f)(5) The books, records, and assets must be turned over to the successors in office by those who have the stewardship of said Trust. 23:4-(g)(5)

25:3-(f)(6) The books, records, and assets of the Trust shall be subject to review and inspection by the Finance Committee of the Subordinate Chapter and, only with the consent of the Most Worthy Grand Matron, to inspection by the Finance Committee of the Grand Chapter. 23:4-(g)(6)

**Section 25:4. Amendment of Bylaws**

25:4-(a) Any member may propose a motion to amend the Bylaws of a Subordinate Chapter. 23:4-(h)(1)

25:4-(b) Bylaws of a Subordinate Chapter may be amended or repealed but may not be suspended. 23:4-(h)

25:4-(c) A proposed amendment to the Bylaws must be submitted in writing and read by the Secretary at a Regular meeting and action thereon held over to the next regular meeting. Notice including a copy of the proposed amendment must be sent to each member of the Chapter at least ten days prior to the meeting at which action is to be taken and action shall not be laid over or postponed. 23:4-(h)(3)

25:4-(d) At the meeting at which action may be taken, the wording of the proposed Bylaw amendment may be amended by a majority vote. Approval of the motion to amend the Bylaws, either as submitted or as amended, requires a two-thirds favorable vote. 23:4-(h)(6)

25:4-(e) Bylaws and amendments must be submitted to the Bylaws of Subordinate Chapters Committee for its approval after favorable vote by the Chapter, using forms provided by Grand Chapter. 23:4-(h)(4)

25:4-(f) A Bylaw amendment does not become effective until approved by the Bylaws of Subordinate Chapter Committee, or until a date set by the Subordinate Chapter, whichever occurs later. 23:4-(h)(7)

#### **Section 25:5. Ownership of Meeting Place**

25:5-(a) A Subordinate Chapter shall not undertake or commence the erection of a building or other meeting place without the written consent of the Most Worthy Grand Matron. 23:5-(a)

25:5-(a)(1) The Most Worthy Grand Matron shall be empowered to require the submission to her of the plans of the building, the plan for financing its erection, and the plan for its adequate annual maintenance and support. Approval shall not create any liability of the Grand Chapter. 23:5-(a)(1)

25:5-(a)(2) No Subordinate Chapter shall hereafter use any of its assets to acquire or hold real property or to give, contribute, lend, invest or otherwise transfer any of its assets (except for the payment of its contribution to the cost of maintenance) to any club, association, organization or corporation organized for the purpose of acquiring property or of operating, maintaining or developing property owned or to be acquired and which is used or to be used as a building or Chapter meeting place until the members of the Subordinate Chapter shall have due and timely notice and shall adopt a proper resolution of approval and thereafter obtain the written consent of the Most Worthy Grand Matron. 23:5-(a)(2)

25:5-(a)(3) Before giving her consent the Most Worthy Grand Matron may require that a club, association, organization, or corporation be incorporated under the laws of the State of New Jersey, and before filing and recording its Certificate of Incorporation or any amendment or amendments to the Certificate, it must be approved in writing by the Most Worthy Grand Matron, which Certificate of Incorporation shall irrevocably provide that upon dissolution of the corporation or sale of the property, the Subordinate Chapter or its successors shall be repaid in such proportion of the then total assets of the said

corporation as the assets received by it from the Subordinate Chapter bore to the assets received by the corporation from all sources. 23:5-(a)(3)

#### **Section 25:6. Adopting Fraternal Parents**

25:6-(a) A Subordinate Chapter may adopt a Past Grand Matron as a Fraternal Mother and/or a Past Grand Patron as a Fraternal Father. 23:3-(a)

25:6-(a)(1) Adoption may occur only if a remaining living Fraternal Parent consents and the one to be adopted has expressed, in advance, a willingness to accept the adoption. 23:3-(a)(1)

25:6-(a)(2) The proposal to adopt must be read at a regular meeting and action held over to a subsequent regular meeting. A ten day notice of the intended action must be mailed to the Subordinate Chapter members before action is taken. 23:3-(a)(2)

25:6-(a)(3) The vote of the members must be taken on the date for which notice was given and not laid over or postponed. A majority vote is required for approval. 23:3-(a)(3)

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### **CHAPTER 26**

#### **MEMBERSHIP IN SUBORDINATE CHAPTER**

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#### **Section 26:1. Qualifications for Membership**

26:1-(a) The only persons eligible to membership are:

26:1-(a)(1) The wives, widows, mothers, daughters, legally adopted daughters, step daughters, sisters, half-sisters, grandmothers, granddaughters, great-granddaughters, step granddaughters, aunts, nieces, step-mothers, step-sisters, mothers-in-law, sisters-in-law, daughters-in-law, and female first cousins of Master Masons in good standing or who, if deceased, was in good standing at the time of his death. 33:1-(a)

26:1-(a)(2) Members of the International Order of the Rainbow for Girls sponsored by a Master Mason in good standing. 33:1-(a)

26:1-(a)(3) Females recommended by a Master Mason in good standing. 33:1-(a)

26:1-(a)(4) Master Masons in good standing. 33:1-(a)

26:1-(b) Good Masonic standing requires that a Mason shall be a member in good standing of a regular and duly constituted Lodge of Free and Accepted Masons. 33:1-(a)(1)

26:1-(c) A petitioner for membership by initiation must have been a resident of this State for at least six months prior to the date of the petition for membership. 33:1-(a)(3)

26:1-(d) An applicant for membership must have attained the age of 18 years and shall speak and understand the English language. 33:1-(b)

26:1-(e) A member may have her record of qualification to membership amended in her Subordinate Chapter and the Grand Chapter to a new relationship.

26:1-(e)(1) A certification by the Worthy Patron and a Committee of Investigation of the validity of the new



relationship and the Masonic standing of the Master Mason is required. 33:1-(a)(4)

26:1-(c)(2) If evidence of majority membership in the Order of Rainbow for Girls accompanies a petition for membership, or if evidence of majority membership is submitted to the Secretary of the Chapter after the member has been initiated, qualification to membership in the Order shall be established and the Masonic Relationship indicated on the dues card of the member shall read "Majority Rainbow." 33:1-(a)(5)

26:1-(f) An applicant who is blind or cannot hear, or who does not have the ability to commit to memory and give and repeat the signs, passes, etc., is not eligible, except, the Most Worthy Grand Matron, with advice of the Jurisprudence Committee, may by dispensation permit a Subordinate Chapter to accept into membership by initiation one who because of physical disability, either temporary or permanent, cannot make the signs. 33:1-(c)

26:1-(f)(1) The Jurisprudence Committee may conduct such hearings as in their judgment may be necessary to determine that the welfare of the Order will be served by issuing a dispensation, and they shall advise the petitioner that the right of visitation may be limited because of the disability. 33:1-(c)(1)

### **Section 26:2. Petition for Membership**

26:2-(a) A petitioner for membership by initiation or affiliation must meet the qualifications for membership as specified in Chapter 26 and present a petition in the form authorized and provided by the Grand Chapter. The petition must be completely filled out and all questions answered. 33:2-(a) & (a)(1)

26:2-(b) A petition for membership by affiliation must be accompanied by a demit or by a Certificate of Good Standing (from each Chapter to which the petitioner belongs, if petitioning for plural membership). 34:2-(a)

26:2-(b)(1) A Demit or Certificate of Good Standing from a Subordinate Chapter of a Sister Grand Jurisdiction must be submitted to the Right Worthy Grand Secretary for verification. 34:2-(a)(1)

26:2-(b)(2) When a member of another Grand Jurisdiction who holds life membership applies for membership in this jurisdiction, the Life Membership card must accompany the petition for affiliation. 34:2-(a)(2)

26:2-(b)(3) If the petition for affiliation is accompanied by a Grand Chapter Certificate of Good Standing, the proposers need not have previously known the petitioner. 34:2-(a)(3)

26:2-(b)(4) A Demit or Certificate of Good Standing, from a Subordinate Chapter in this Jurisdiction, accompanying the petition for affiliation establishes the required qualification for membership and the required Masonic affiliation. No information is required from the Right Worthy Grand Secretary. 34:2-(a)(5)

26:2-(b)(5) A petition for affiliation shall not be received when the petitioner clearly does not meet the eligibility requirements of this Grand Chapter. 34:2-(a)(6)

26:2-(c) The petition for membership by initiation or affiliation must be signed by the petitioner and by two proposers, who are members of the Subordinate Chapter in which the petition is to be placed, and who must be personally acquainted with the petitioner. In the case that the petitioner for affiliation is a member-at-large, the proposers need not have previously known the petitioner. 33:2-(a)(2)

26:2-(c)(1) Recommendation by a Master Mason shall be accomplished by completing the information about the Master Mason on the petition using the word "recommended" in the space provided for relationship. The Master Mason shall also sign the petition as the third proposer unless he is a member of the Subordinate Chapter petitioned, in which case he may sign the petition as one of the two required proposers. 33:2-(a)(3)

26:2-(c)(2) The proposers are expected to accompany the new member and to aid in her or his becoming acquainted with the members and visitors and with the work of the Order. They may assist the instructor appointed by the Worthy Matron. 33:2-(a)(4)

26:2-(c)(3) Petitions for membership by initiation or affiliation, and all accompanying certificates and correspondence, shall be retained in the Subordinate Chapter files, except when a demit is submitted with the petition, it shall be returned to the petitioner if the petition is rejected. 33:2-(a)(5) & 34:2-(a)(4)

26:2-(c)(4) The petition for membership by Initiation or affiliation shall be read by the Secretary of the Subordinate Chapter only at a Regular Meeting. 33:2-(a)(6)

26:2-(c)(5) A Motion to receive a petition is not necessary. 33:2-(a)(7)

26:2-(c)(6) Before the Investigating Committee's report has been read by the Secretary (but not after), the petition of an applicant for initiation may be withdrawn by one or more of the proposers with the unanimous consent of the members present at a Regular Meeting of the Subordinate Chapter. 33:2-(b)(17)

### **Section 26:3. Investigation of Petitioner**

26:3-(a) Upon the receipt of a petition for membership by initiation, it shall be referred by the Worthy Matron to an investigating committee consisting of three members of the Subordinate Chapter petitioned. 33:2-(b)

26:3-(a)(1) The Chairman of the Committee must be a Past Matron who shall have been a member of the Subordinate Chapter at least one year (except in a new Subordinate Chapter); one member must be a Brother; the remaining member of the Committee must, when possible, be a female member who need not be a Past Matron. 33:2-(b)(1)

26:3-(a)(2) In the event that a Brother member of that Subordinate Chapter is not available, the Worthy

Matron may designate the Acting Worthy Patron or the Worthy Patron Pro Tem to serve on said Committee of Investigation. 33:2-(b)(2)

26:3-(a)(3) It shall be the duty of the Investigating Committee to make inquiry as to the character and standing of the petitioner not only by a personal call upon her or him, but also making inquiry of other disinterested person or persons to whom the petitioner is known and make report in writing within a reasonable time, and no action shall be taken on a petition until such a report is made and received. 33:2-(b)(3)

26:3-(a)(4) If a petition for initiation is submitted by a woman, it shall be the duty of the Brother to make inquiry as to the character and standing of the Master Mason through whom she claims to be entitled to membership or who has recommended her; and if the petitioner is a man, to make inquiry as to his character and standing. 33:2-(b)(4)

26:3-(a)(5) A report of the Investigating Committee, to be legal and valid, must bear the actual signatures of the majority of the Committee. 33:2-(b)(5)

26:3-(a)(6) The report of the Committee upon a petition is sufficient to authorize the ballot to be spread, provided that the standing of the Master Mason through whom eligibility is claimed has been properly vouched for and the required information received from the office of the Right Worthy Grand Secretary. 33:2-(b)(6)

26:3-(a)(7) If a member of the Investigating Committee cannot be present when the Committee report is submitted, she may submit a written report which may be accepted by a majority vote of the Chapter. 33:2-(b)(7)

26:3-(a)(8) A Subordinate Chapter cannot refuse the report of an Investigating Committee if it is properly made out and endorsed by a majority of the committee. 33:2-(b)(8)

26:3-(a)(9) If an Investigating Committee fails to report within 35 days after appointment, the Committee may be discharged by the Worthy Matron and a new Committee appointed. 33:2-(b)(9)

26:3-(a)(10) Prior to the balloting upon a petition, it shall be the duty of the Secretary of the Subordinate Chapter to ascertain from the Right Worthy Grand Secretary if said petitioner has been previously rejected, suspended, or expelled by any Subordinate Chapter of the Order of the Eastern Star of New Jersey; and it shall be the duty of the Right Worthy Grand Secretary to furnish information promptly upon application. 33:2-(b)(10)

26:3-(a)(11) Upon receipt of the report of the Investigating Committee, the information from the Right Worthy Grand Secretary and qualification for membership of the petitioner vouched for or ascertained, the Worthy Matron shall order a ballot to be spread upon the petition at the Regular Meeting at which the complete information is received. 33:2-(b)(12)

26:3-(a)(12) A member may object to the reports on the grounds that satisfactory evidence has not been obtained by the Committee on the character or eligibility of the petitioner, or if the petitioner has become ineligible for membership since the petition was received. 33:2-(b)(14)

26:3-(a)(13) If there is any doubt as to the sufficiency of the investigation or as to the petitioner's eligibility, the Worthy Matron shall refer the petition back to the Committee for further investigation and report; if it is clear that the petitioner lacks the required age, residence or qualification for membership, the petitioner shall be dismissed. Otherwise the Worthy Matron shall overrule the objection and proceed. 33:2-(b)(15)

26:3-(a)(14) If the reports are favorable as to the character, but unfavorable as to eligibility, the Worthy Matron shall dismiss the petition without further action and destroy the reports. A notation of the report and the action taken shall be included in the Minutes and any payment made for fees shall be returned without ballot or prejudice to the rights of the petitioner. 33:2-(b)(16)

26:3-(a)(15) It is unnecessary to investigate a petitioner for affiliation. 34:2-(a)(7)

#### **Section 26:4. Territorial Jurisdiction Over Candidates**

26:4-(a) Subordinate Chapters have concurrent Territorial Jurisdiction over residents of New Jersey petitioning for membership by initiation. A Territorial Waiver is not required. 33:3-(a)

26:4-(b) Subordinate Chapters have concurrent Territorial Jurisdiction over a Master Mason petitioning for membership by initiation without regard for his place of residence, providing he is a member in good standing of a legally constituted Lodge of Free and Accepted Masons in the State of New Jersey. A Territorial Waiver shall not be required. 33:3-(b)

26:4-(c) A Subordinate Chapter that receives a petition from someone who does not reside in New Jersey must request a waiver of territorial jurisdiction through the office of the Right Worthy Grand Secretary. 33:1-(a)(3)

26:4-(d) A request for waiver of territorial jurisdiction over a New Jersey resident who has petitioned a Subordinate Chapter outside the Grand Jurisdiction must be made through the office of the Right Worthy Grand Secretary. 33:3-(c)

26:4-(d)(1) The Right Worthy Grand Secretary shall send the request to the Subordinate Chapter nearest the residence of the petitioner. 33:3-(c)(1)

26:4-(d)(2) The Subordinate Chapter may make whatever investigation it deems necessary but must take action within 90 days of the request from the Right Worthy Grand Secretary. Granting of the waiver requires a two-thirds vote by ballot. 33:3-(c)(2)

## **Section 26:5. Grand Chapter Certificate of Good Standing**

26:5-(a) The Grand Chapter Certificate of Good Standing will constitute the basis for affiliation in any Subordinate Chapter in this Jurisdiction, except the time for affiliation must occur within one year from the date of issue by the Grand Chapter. 5:2-(a)(2)(e)

26:5-(b) Personal interview of a petitioner for affiliation who holds a Grand Chapter Certificate of Good Standing is not required and the Committee of Investigation has complete and absolute discretion as to the nature and extent of the investigation to be made. 5:2-(a)(2)(h)

26:5-(c) Upon petitioning for affiliation, the petitioner shall pay to the Subordinate Chapter the affiliation fee and dues as may be required by the Subordinate Chapter Bylaws. 5:2-(a)(2)(i)

## **Section 26:6. Balloting on Petitioners**

26:6-(a) A petition for Initiation or Affiliation must not be balloted upon at the meeting at which it is received but must be balloted upon at the regular meeting in the main meeting room at which it is fully reported on and balloting must not be laid over or postponed, nor may a second ballot (if required) be laid over or postponed. 33:4-(e)(1)

26:6-(a)(1) Ballots must be taken separately on initiates and affiliates. Where there is more than one petition in either group, a collective ballot may be taken separately for that group. 33:4-(e)(2)

26:6-(b) Election to membership by Initiation requires the unanimous ballot of the members present and voting at a Regular Meeting. 33:4-(e)

26:6-(b)(1) When there is more than one petition for membership by initiation to be balloted on, a collective ballot may be taken. Should this ballot not be clear, a ballot must then be taken on each petition individually. 33:4-(e)(3)

26:6-(b)(2) If, upon the first individual ballot, only one black cube appears, the Worthy Matron, without announcing the result of the ballot, must immediately order a second ballot be taken, the result of which is final. 33:4-(e)(3)

26:6-(b)(3) The Secretary must promptly notify the petitioner of her/his election to membership or rejection upon forms provided by the Grand Chapter and a copy of the notification sent to the Right Worthy Grand Secretary. 33:4-(e)(5)

26:6-(c) Election to membership by Affiliation is completed by the ballot at a Regular Meeting, provided no more than five cubes have been cast against the petitioner. 34:3-(d)

26:6-(c)(1) When there is more than one petition for membership by affiliation to be balloted on, a collective ballot may be taken. Should this ballot not be favorable, a ballot must then be taken on each petition individually. 33:4-(e)(2)

26:6-(c)(2) The signing of the Roll of Membership is not essential to complete the Affiliation. The newly-elected Affiliate may sign the roll of membership at any

meeting. Space must be reserved in the roll book at the time of acceptance for this purpose. 34:3-(d)(1)

26:6-(c)(3) The Secretary must promptly fill out and send the required portion of the Certificate of Transfer form or the Certificate of Plural Membership form to the affiliate's original chapter. 34:3-(d)(2)

26:6-(d) After the ballot has been spread, closed, and viewed by the Worthy Matron, the Worthy Patron, and the Associate Matron, the result must be immediately announced by the Worthy Matron, and the ballot destroyed. 33:4-(d)(14)

## **Section 26:7. The Ballot Box**

26:7-(a) A ballot box must meet with the approval of the Grand Chapter. Only one ballot box may be permitted in the Chapter at a time and, when not in use during balloting, must be placed in the East. 33:4-(d)(4)

26:7-(a)(1) The ballot box must be furnished with sufficient white balls to permit each member of the Subordinate Chapter present to cast a ballot, and at least seven black cubes. The black cubes and white balls shall not be less than three-eighths of an inch face or diameter. 33:4-(d)(5)

26:7-(b) The Associate Conductress must properly prepare the Ballot Box in accordance with this Chapter in the presence of the members and the ballot must be spread on the Altar. 33:4-(d)(9)

26:7-(b)(1) Upon objection that the Ballot Box has not been prepared properly, the Worthy Matron and Worthy Patron must immediately make such inspection as they deem necessary. If both find the ballot box to be in order, the ballot must proceed otherwise, the ballot must be referred to the Most Worthy Grand Matron for decision. 33:4-(b)(1)

## **Section 26:8. Balloting Protocol**

26:8-(a) When balloting for candidates, every member present must ballot, except that the Worthy Matron may excuse a member for any reason which seems sufficient. 33:4-(d)(11)

26:8-(a)(1) To ballot, a member must approach the Altar between the stations of Adah and Ruth, salute the Worthy Matron with the Salutation Sign and, with an ungloved hand, proceed to cast a ballot. The member then will retire from the Labyrinth between the stations of Martha and Electa. 33:4-(d)(10)

26:8-(a)(2) For those members who require assistance in balloting, and have so advised the Worthy Matron prior to the start of the meeting, the Worthy Matron shall instruct the Associate Conductress to convey the ballot box to the member(s) at their seats. 33:4-(d)(10)

26:8-(a)(3) After the ballot is spread, and until the announcement of the result is made from the East, no one may be excused from or admitted to the chapter room, with the exception of the Warder and Sentinel, when they exchange places for the Sentinel to ballot. The Sentinel may be excused from balloting if he or she so desires. 33:4-(d)(13)

26:8-(a)(4) If, because of an emergency, a member leaves the room during balloting, the member may not re-enter the room until balloting is completed. 33:4-(d)(13)

26:8-(b) A ballot for membership by Initiation or Affiliation once cast, cannot be withdrawn nor can a decision obtained by a ballot be reconsidered by the Subordinate Chapter. 33:4-(d)(7)

26:8-(c) No discussion is permitted on the merits or demerits of a candidate at any Chapter meeting before or after the ballot is conducted. 33:4-(d)

26:8-(d) The playing of music during balloting is prohibited. 33:4-(d)(3)

26:8-(e) General visiting among the members is not permitted while ballots are being cast. All officers must remain in their respective stations, except when casting a ballot. 33:4-(d)(15) & (16)

26:8-(f) The ballot for membership by Initiation or Affiliation is strictly and inviolably secret. 33:4-(c)

26:8-(f)(1) The secret ballot of each member is the only expression of opinion. 33:4-(d)

26:8-(f)(2) A member shall not violate this secrecy by divulging how she or he balloted, or by endeavoring to ascertain how another intends to ballot or has balloted. 33:4-(c)(1)

26:8-(f)(3) No attempt may be made, in any manner, to discover who may have cast a negative ballot, nor should a member disclose the fact, should it come to his or her knowledge. 33:4-(c)(2)

26:8-(f)(4) A member divulging her or his vote or attempting to discover how another voted is sufficient cause for charges. 33:4-(c)(3)

26:8-(g) If a dispute arises, or the validity of the ballot is questioned after the result has been announced, or a member is aggrieved at the ruling of the Worthy Matron, the matter must be referred to the Most Worthy Grand Matron for decision, who, after consulting with the Jurisprudence Committee, must declare the ballot to be legal or illegal, as the case may be. An appeal from the judgment of the Most Worthy Grand Matron and the Jurisprudence Committee must be referred to the Grand Chapter for action at the next Annual Session. 33:4-(e)(4)

#### **Section 26:9. Rejected Petitions**

26:9-(a) When the Worthy Matron declares a petitioner is rejected, it must be so recorded in the minutes. The petition is to be retained and all initiation fees must be returned to the petitioner. 33:4-(e)(6)

26:9-(b) if a petition has been rejected, the Worthy Patron must read aloud to the Subordinate Chapter the following paragraph after balloting has been completed for the meeting: 33:5-(a)

26:9-(b)(1) The ballot is strictly and inviolably secret; a member shall not violate this secrecy by divulging her or his ballot or by endeavoring to ascertain how another has balloted, nor shall any attempt be made in

any manner, to discover who may have cast a negative ballot; nor should a member disclose the fact, should it come to her or his knowledge. A violation of the forgoing is sufficient cause for charges. 37:1-(a)(1)

26:9-(c) If a petition for membership by Initiation is rejected, the petitioner may not submit a new petition for three months. The months of July and August are counted in the waiting period. 33:5-(a)(8)

26:9-(d) If a petition for membership by Affiliation is rejected, the petitioner may submit a new petition without a waiting period. 34:4-(c)

26:9-(e) When a rejected petitioner for membership by Initiation re-applies with a new petition for membership in the same Subordinate Chapter, the same course must be followed regarding inquiry of the Right Worthy Grand Secretary, Masonic qualification of the Master Mason, and report by the Investigating Committee. 33:5-(a)(1)

26:9-(f) When a petition for membership by Affiliation is rejected, the petitioner's membership remains unaffected. The Secretary of the rejecting Chapter shall so inform the Secretary of the petitioner's original Chapter and a Demit, if submitted, must be promptly returned to the petitioner without any notations. 34:4-(a) & 34:4-(b)

#### **Section 26:10. Membership Cards**

26:10-(a) Membership Cards (also known as Dues Cards) shall be purchased from the Grand Chapter at a cost to be determined by the Board of Directors. The cards shall vary in color each year. 32:9-(a)

26:10-(a)(1) Upon payment of dues, a new membership card, bearing the name and qualification of the member, the signature of the Chapter Secretary, the embossed seal of the Chapter, and the year for which dues are paid, must be issued to the member. 32:9-(a)(1)

26:10-(b) A member, when visiting a Subordinate Chapter of the Order of the Eastern Star, may be required to show her or his Membership (Dues) Card for the current or next previous fiscal year. 32:9-(b)

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### **CHAPTER 27 INITIATION OF CANDIDATES**

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#### **Section 27:1. Time for Initiation**

27:1-(a) The Worthy Matron shall designate the time for the conferring of the degrees upon a petitioner for initiation. 33:7-(a)

27:1-(a)(1) A Subordinate Chapter shall not confer the degrees of the Order for a sum less than the amount to be paid to Grand Chapter as required in Section 17 Section 2-(a). Not less than half of the fee must accompany the petition, with the balance paid prior to or at the time of initiation. 33:7-(a)(1)

27:1-(b) If a candidate petitions for the degree in a Subordinate Chapter, is elected, and then fails to present herself or himself for initiation within six months from the date of election, or within a three month time extension granted by dispensation, then such election shall be null

and void, and the petitioner is free to present the petition to another Subordinate Chapter. 33:7-(b)(4)

27:1-(b)(1) The months of July and August are not to be counted as within the six months period. 33:7-(b)(1)

27:1-(b)(2) The fee which accompanied the petition is forfeited to the Subordinate Chapter. 33:7-(b)(1)

27:1-(b)(3) At the request of the Subordinate Chapter, the Most Worthy Grand Matron may grant dispensation to extend the time by not more than three months. 33:7-(b)(2)

27:1-(c) The initiation of a candidate or candidates is permitted at a Regular or Special Meeting but is prohibited: (1) on the date of her or his election to membership, (2) on the date of the annual election of Officers, or (3) on the occasion of the annual installation of Officers. 33:7-(c)

### **Section 27:2. Objection to Initiation**

27:2-(a) If objection is made to the initiation of a candidate who has been legally elected at a Regular Meeting of the Subordinate Chapter, the Worthy Matron shall defer the initiation and instruct the objector to submit reasons therefor at the next Regular Meeting. 33:8-(a)

27:2-(a)(1) The objection must be presented in writing and must specify the reason(s) why the initiation should not proceed. 33:8-(a)(1)

27:2-(a)(2) If no written objection is filed at the next Regular Meeting, the Initiation shall take place as though no objection had been made. 33:8-(a)(3)

27:2-(a)(3) When objection is presented, the matter must be submitted to the Most Worthy Grand Matron for disposition. 33:8-(a)(2)

27:2-(a)(4) If the objection is either dismissed by the Most Worthy Grand Matron or withdrawn by the objector, the time for Initiation fixed in this Chapter shall be extended as if the date of election has been the date of the dismissal of the objections. 33:8-(a)(4)

### **Section 27:3. Initiation**

27:3-(a) Once begun, the Ceremony of Initiation must be performed using *Standard Authorized Ritual* and must be completed the same evening. If not completed the same evening, the Ceremony of Initiation must be conferred in its entirety at a subsequent meeting. 33:9-(a)(1)

27:3-(a)(1) A female candidate shall wear a full length white dress or gown, white or silver shoes, and white stockings at the time of initiation, and a Master Mason shall wear tuxedo or business suit. 33:9-(a)(2)

27:3-(a)(2) When initiating a Master Mason, one or more Sisters must be used as exemplars if there is no female candidate in the procession. 33:9-(a)(6)

27:3-(a)(3) The use of music during the ceremony of repeating the obligation is prohibited. 33:9-(a)(5)

27:3-(b) The indulgence of a Subordinate Chapter or member in a farce initiation, mock Star degree, or form of entertainment, which reflects discredit upon the Order, its degrees or its ceremonies, is in direct violation of the Laws, Rules, and Regulations and is prohibited. 33:9-(b)

27:3-(c) The Most Worthy Grand Matron may grant dispensation for a member-elect of another Grand Jurisdiction to be initiated in New Jersey, under our Laws, Rules, and Regulations, if requested by the Worthy Grand Matron of that Grand Jurisdiction. All correspondence regarding the matter is to be conducted through the Office of the Right Worthy Grand Secretary. 33:9(a)(4)

27:3-(d) A member-elect of a New Jersey Chapter may be initiated in another Grand Jurisdiction, providing a dispensation for this purpose is secured from the Most Worthy Grand Matron of New Jersey. 33:9-(a)(3)

### **Section 27:4. Officers Conferring the Degrees**

27:4-(a) The Worthy Matron may invite other members of her own or of other Subordinate Chapters to fill the Stations during the conferring of the degrees: 33:10-(a)

27:4-(a)(1) A Worthy Matron may invite a Worthy Matron or a Past Matron of any Subordinate Chapter of this Grand Jurisdiction or the Associate Matron of her own Subordinate Chapter to occupy the Station of Worthy Matron during the conferring of the degrees. 33:10-(a)(1)

27:4-(a)(2) Other Worthy Matrons, Past Matrons or Associate Matrons may be invited to occupy other Stations in accordance with the *Standard Authorized Ritual*. 33:10-(a)(3)

27:4-(a)(3) In her own Chapter, the Conductress may be advanced to the station of Associate Matron and the Associate Conductress to the station of Conductress and, at the discretion of the Worthy Matron, the other Officers may also occupy advance Stations. 33:10-(a)(4)

27:4-(a)(4) An Officer or member of a Sister Grand Jurisdiction shall not be permitted to participate in conferring the degrees on an actual candidate unless the member holds plural membership in a Chapter in this Grand Jurisdiction and uses the *Standard Authorized Ritual*. 33:10-(a)(6)

27:4-(b) The Worthy Patron may invite a Worthy Patron or a Past Patron of this Grand Jurisdiction to preside during the Ceremony of Initiation. 33:10-(a)(2)

27:4-(c) The Worthy Matron, with the approval of the Subordinate Chapter, may invite the Most Worthy Grand Matron with the Most Worthy Grand Patron and the staff of Right Worthy and Worthy Grand Officers to occupy the several Stations within the Subordinate Chapter to exemplify the Ritualistic Initiatory Ceremony in full. 33:10-(a)(7)

### **Section 27:5. Gifts to Candidates**

27:5-(a) Unless uniform gifts from the Chapter are presented to each candidate during the Chapter meeting, the giving of personal gifts and flowers to candidates must be delayed until after the close of the meeting. 33:11-(a)

## **Section 27:6. Floral Ceremony**

27:6-(a) A Subordinate Chapter may designate a ceremony, to be known as the Floral Ceremony, following the Ceremony of Initiation. 33:12-(a)

27:6-(a)(1) The form of the ceremony is to be at the discretion of the Worthy Matron but must be in accordance with the principles of the Order. 33:12-(a)(1)

27:6-(a)(2) The Floral Ceremony is not a degree. It may be conducted by a special Floral Staff or by the elected and appointed Officers of the Subordinate Chapter. 33:12-(a)(2)

27:6-(a)(3) If appointed, Floral Officers are not installed but may be presented with suitable words. They are separate and apart from the Ritualistic Officers but shall not be more in number than the appointed Ritualistic Officers. They shall not be seated in nor be permitted to proceed through the Labyrinth. 33:12-(a)(3)

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## **CHAPTER 28 MEMBERSHIP RIGHTS AND DUTIES**

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### **Section 28:1. Rights of Members**

28:1-(a) A member in good standing is entitled to all the rights and privileges granted to them by these Laws, Rules, and Regulations. The right of a member to visit a Grand Chapter or a Subordinate Chapter is granted by Landmark 11, but she or he must be in possession of a membership card for the current or next preceding fiscal year issued by a Subordinate Chapter of this or a Sister Grand Jurisdiction. 32:1-(a)

28:1-(b) Membership in the Order of the Eastern Star shall be terminated only by demission, suspension, expulsion, or death, and shall not depend on the status of the Mason through whom the Sister member qualified for membership. 32:10-(a)

28:1-(c) A member may appeal to the Most Worthy Grand Matron, or the Grand Chapter when in session, a decision of the Worthy Matron, the Presiding Officer, or the Chapter. 28:1-(f)

28:1-(d) Membership of a Master Mason in a Subordinate Chapter ceases immediately if he terminates his membership in Freemasonry by demission, or is suspended or expelled from a Masonic Lodge. 32:10-(d)

28:1-(d)(1) When the fact of suspension, expulsion or demission is verified, the Presiding Officer shall announce "in accordance with Grand Chapter Laws, Rules, and Regulations, Brother \_\_\_\_\_ is suspended from this Subordinate Chapter." 32:10-(d)

28:1-(d)(2) The Master Mason may be restored to membership in the Subordinate Chapter upon petition duly presented, his Masonic affiliation properly vouched for, and by the payment of current year dues (and dues outstanding at the time of his suspension) to the Subordinate Chapter. A majority vote by ballot is required to restore a Brother. 32:10-(e)

## **Section 28:2. Plural Membership**

28:2-(a) A Member is permitted to hold membership in more than one Subordinate Chapter in this jurisdiction at the same time and is known as a Plural Member. 32:8-(a)

28:2-(a)(1) A Member must pay Dues and Assessments in each Subordinate Chapter in which the Member holds membership and is liable for suspension from membership in all Subordinate Chapters for non-payment of dues in any one Subordinate Chapter. 32:8-(a)(3)

28:2-(a)(2) Suspension in one Subordinate Chapter terminates membership in the Order without requiring action to be taken in any other Subordinate Chapter. 32:8-(a)(4)

28:2-(a)(3) If at any time there is a change in the status of a Dual or Plural Member, the Secretary of that Chapter must notify the Secretary of the other Chapter(s), in which the Member also holds membership, in writing under the seal of the Chapter, of the change in membership. 32:8-(a)(7)

28:2-(a)(4) All members holding Plural Membership within the Jurisdiction of the Grand Chapter shall have issued to them a Membership Card or cards over-printed "Plural Member." 32:8-(a)(8)

28:2-(a)(5) A Plural member who is elected or appointed to a Grand Staff Office shall be listed in the Annual Official List Book as a member of the one Subordinate Chapter designated by the Most Worthy Grand Matron. 32:8-(a)(9)

28:2-(b) Plural Membership among Subordinate Chapters in the Jurisdiction of the Grand Chapter and/or a Subordinate Chapter in a Sister Jurisdiction is permitted, provided Plural membership is permitted in the Sister Jurisdiction. 32:8-(b)

28:2-(b)(1) The office of the Right Worthy Grand Secretary must communicate with the Sister Grand Jurisdiction before vote is taken in the Subordinate Chapter and, if appropriate, issue and deliver to the Subordinate Chapter a Clearance Certificate. 32:8-(b)(4)

### **Section 28:3. Life Membership**

28:3-(a) Life Membership shall not be granted by Subordinate Chapters unless the member so distinguished shall have been a member of the Order for fifty (50) years. 32:3-(a)

### **Section 28:4. Honorary Membership**

28:4-(a) Honorary Membership is not permitted in this Jurisdiction. 32:4-(a)

### **Section 28:5. Twenty-five Year Members**

28:5-(a) A Twenty-five year membership pin may be presented by a Subordinate Chapter to a member belonging to the Order for twenty-five years, even though the member shall have belonged to more than one Subordinate Chapter. 32:5-(a)

## Section 28:6. Members Fifty Years or More

28:6-(a) A pin purchased by the Grand Chapter shall be presented by the Most Worthy Grand Matron or her designated representative, to a member who has been affiliated with the Order of the Eastern Star for 50, 60, 70, 75, 80, or 85 years, and who, at that time, is a member in good standing of a Subordinate Chapter of the Order of the Eastern Star. 32:6-(a)

28:6-(a)(1) The pin for 50-years of membership shall be known as the Fifty-Year Pin. 32:6-(a)

28:6-(a)(2) Pins for membership for more than 50 years shall be known as Yr Bar. 32:6-(a)

28:6-(b) In calculating the period of years, there shall be deducted any period of one year or more during which the member lost affiliation by suspension, expulsion or demit, and the period so lost shall be first completed to total the required period of years of affiliation. 32:6-(a)(1)

28:6-(c) A member whose total years of affiliation shall be completed at any time during the fiscal year of the Grand Chapter, at the discretion of the Most Worthy Grand Matron, may be presented with a pin or bar at any time or place during that fiscal year. The Most Worthy Grand Matron in the exercise of her discretion, shall give due consideration to the age of the member and her or his condition of health, and the decision of the Most Worthy Grand Matron, in the exercise of her discretion shall not be challenged or questioned. 32:6-(a)(2)

28:6-(d) At least 30 days prior to the completion of the 50 or more year period, the Secretary of the Subordinate Chapter shall, in writing, forward to the Right Worthy Grand Secretary, the name, address and initiation date, of the member eligible to receive the pin or bar; including also the name and number of the Chapter. 32:6-(a)(3)

28:6-(e) Upon verification, the Right Worthy Grand Secretary shall promptly forward this information, in writing, to the Most Worthy Grand Matron. 32:6-(a)(4)

28:6-(f) If the Most Worthy Grand Matron does not find it possible to present the pin personally, she may forward the pin, the information received, and the name of her designated representative to the Secretary of the Subordinate Chapter. The designee must consult with the Worthy Matron of the Subordinate Chapter regarding when the pin may be presented, and advise the Most Worthy Grand Matron when the presentation has been completed. Consideration must be given to the wishes of the recipient as to the person making the presentation. 32:6-(a)(5)

28:6-(g) A member, at the meeting she or he is to receive a token for 50 or more years of membership, is to be presented west of the Altar, escorted to the East through the Labyrinth and given Grand Honors. 32:6-(b)

## Section 28:7. Member-at-Large

28:7-(a) A member whose dues are paid for the current year and whose chapter charter has been arrested, forfeited, revoked, or voluntarily surrendered, shall become a "Member-at-Large" and provided with a Certificate of Good Standing valid for one year from the

date of its issue, except that the life of the certificate will be perpetual provided the member: 5:2-(a)(2)(c)

28:7-(a)(1) has been a member for 50 or more years, or 28:7-(a)(2) is a resident in the Eastern Star Home, the Masonic Home, or other nursing facility, excluding Assisted Living facilities and penal institutions. 5:2-(a)(2)(c)

28:7-(b) A Grand Chapter Certificate of Good Standing shall not be renewable nor may the term be extended. 5:2-(a)(2)(b)

28:7-(c) A valid Grand Chapter Certificate of Good Standing shall bear the signature of The Most Worthy Grand Matron and be attested by the signature of the Right Worthy Grand Secretary and the impression of the Grand Chapter Seal. 5:2-(a)(2)(g)

28:7-(d) A holder of a valid Grand Chapter Certificate of Good Standing possesses all titles, rights, honors, and privileges of membership and upon visitation shall be introduced as "Member-at-large" with title, if any. A Member-at-large does not have, as a right, voice or vote in any Subordinate Chapter. 5:2-(a)(2)(d)

28:7-(e) Status as a Member-at-Large shall terminate upon affiliation with a Subordinate Chapter, upon receiving a Grand Chapter Demit, or at the end of the period stated in the Grand Chapter Certificate of Good Standing, when a Grand Chapter Demit shall be issued. 5:2-(a)(2)(j)

28:7-(f) A Grand Chapter Demit shall be issued on the expiration date of a Grand Chapter Certificate of Good Standing if the Member-at-Large has not exercised the privilege of affiliation. 5:2-(a)(2)(j)

28:7-(g) The Grand Chapter shall not charge a Member-at-Large any fees or dues. 5:2-(a)(2)(c)

## Section 28:8. Dues

28:8-(a) Members of a Subordinate Chapter, except those exempted, are obligated to pay annual dues. Annual dues are payable in advance, on or before May 1st of each year. 32:2-(a)

28:8-(a)(1) Dues shall be charged pro-rata from the date of Initiation or Affiliation. Grand Chapter assessments (and District assessments, if applicable) must be paid in full. 32:2-(a)(1)

28:8-(b) EXEMPTIONS: A resident of the Eastern Star Home, the Masonic Home, or other Nursing Facility, (excluding an Assisted Living Facility or a Penal Institution), and Members-at-Large, shall be exempt from the payment of dues and assessments. 32:2-(a)(2)

28:8-(b)(1) A Member exempt from the payment of dues and Grand Chapter assessments shall be absolved from the penalties for non-payment of dues and the member exempted shall be so noted in the Annual Report. 32:2-(a)(2)

28:8-(c) Remission of Dues and Assessments: 32:2-(a)(3)

28:8-(c)(1) A Subordinate Chapter, by majority vote, may remit in whole or part, dues owed by a member

because of financial inability to pay, or in compensation for services rendered. 32:2-(a)(3)(a)

28:8-(c)(2) When the remitted Dues encompass all or part of the Grand Chapter Assessments, the Subordinate Chapter shall be liable for that part of the Grand Chapter Assessments which have been remitted. 32:2-(a)(3)(b)

28:8-(c)(3) Remission of Dues and/or Assessments, once granted, is effective only during the administration in which it is adopted and must be reconsidered annually to allow for any change in the circumstances of the member whose dues have been remitted. 32:2-(a)(3)(c)

28:8-(c)(4) Remissions granted at any time, in any sum, have the same effect on standing as if payment had been made at that time, but must be reported in the minutes and entered in the books as a Remission. 32:2-(a)(3)(c)

### **Section 28:9. Suspension Non-Payment of Dues**

28:9-(a) A member of a Subordinate Chapter neglecting or refusing to pay the dues and assessments for one year, may be stricken from the roll of membership. 32:10-(b)

28:9-(b) At the first Regular Meeting in March the Worthy Matron of a Subordinate Chapter must bring before the Subordinate Chapter for action for suspension or retention the names of all members who are delinquent in the payment of dues and/or assessments for 22 months. 32:10-(c)

28:9-(b)(1) The Secretary must send a notice in writing to each delinquent member by regular mail to the address appearing upon the Secretary's records. The notice must bear the seal of the Chapter. 32:10-(c)(1)

28:9-(b)(2) Included in the notice must be the date that she or he may be suspended from all the rights and privileges of the Order, unless she or he shall make payment at or before that meeting. 32:10-(c)(2)

28:9-(b)(3) The meeting must be a Regular Meeting held not sooner than four weeks from the date of the notice. 32:10-(c)(3)

28:9-(b)(4) Prior to action, the member may pay the delinquent amount and the Secretary must receive the sum paid and issue a receipt therefor, otherwise the member may be suspended. 32:10-(c)(4)

28:9-(b)(5) The Secretary shall read the name of the delinquent member at the Regular Meeting, for which notice was given, and the ballot shall be spread for the retention or suspension of the member. 32:10-(c)(5)

28:9-(b)(6) A majority vote of the members present and voting shall be necessary for suspension. 32:10-(c)(6)

28:9-(b)(7) Members who are subject to suspension for non-payment of dues and/or assessments may be balloted upon collectively. Should there be a majority ballot in favor of retention, then individual ballots must be taken upon each member named in the collective ballot. 32:10-(c)(7)

28:9-(b)(8) In balloting upon suspension, a white ball shall favor the suspension and a black cube shall favor the retention. 32:10-(c)(8)

28:9-(b)(9) In the event that the Subordinate Chapter shall vote to retain a member 22 months in arrears for dues, the Subordinate Chapter must remit the dues and issue to the delinquent member so retained a membership card for the then current fiscal year. 32:10-(c)(9)

28:9-(b)(10) Upon an affirmative vote for suspension, the Secretary must mail to the delinquent member a notice informing her or him of their suspension, that suspension is from all the rights and privileges of the Order, and that they can be reinstated only by petition to the Subordinate Chapter, as provided in Section 10 of this Chapter. 32:10-(c)(10)

### **Section 28:10. Reinstatement After Suspension NPD**

28:10-(a) Suspension for non-payment of dues or assessments may be terminated and the member reinstated in the Order, through the suspending Subordinate Chapter only, unless it is extinct. 32:11-(a)

28:10-(a)(1) A member suspended from a Subordinate Chapter which has since become extinct or its Charter suspended may be reinstated in the Order on applying to and receiving from the Right Worthy Grand Secretary a Grand Chapter Demit under the provisions as stated in these Laws, Rules, and Regulations. 32:11-(a)(5)

28:10-(a)(2) A written application for reinstatement must be presented and all charges due must be paid. 32:11-(a)(1)

28:10-(a)(3) A written application for reinstatement is subject to no requirements of residence or qualification of membership, though a Brother petitioning must, of course, show himself to be an affiliated Master Mason in good standing. 32:11-(a)(2)

28:10-(a)(4) A majority vote by ballot is required to reinstate membership in the Subordinate Chapter. 32:11-(a)(3)

28:10-(a)(5) A committee of investigation may be appointed on application for reinstatement and shall report as other committees of investigation. 32:11-(a)(4)

28:10-(a)(6) Upon the announcement of a favorable ballot, reinstatement of Subordinate Chapter Membership is complete and it is not necessary that the member re-sign the roll of Membership. 32:11-(a)(6)

28:10-(a)(7) The Secretary shall notify members of their reinstatement. 32:11-(a)(6)

28:10-(a)(8) Upon the announcement of an unfavorable ballot, the former member remains suspended and any sum paid by the member to gain reinstatement (in excess of two year's dues and assessments) shall be remitted. 32:11-(a)(7)



### **Section 28:11. Certificate of Good Standing**

28:11-(a) A Certificate of Good Standing indicates that the dues of the member are paid for the then current year. 32:13-(a)

28:11-(b) A Certificate of Good Standing is a Certificate in the form as the Grand Chapter may approve, bearing the signatures of the Worthy Matron and the Secretary and the Seal of the Subordinate Chapter. With it the Member may either transfer Membership from one Subordinate Chapter to another, or acquire Dual or Plural Membership in another Subordinate Chapter by affiliation. 32:13-(a)(1)

28:11-(c) The application for a Certificate of Good Standing must be made in the same manner as an application for a Demit and shall take the same course and procedure. 32:13-(a)(2)

28:11-(d) A Certificate of Good Standing must be deposited in another Subordinate Chapter in this Grand Jurisdiction, together with an application for Affiliation within twelve months of date of issue, or the Certificate becomes null and void and the membership remains as before in the original Subordinate Chapter. 32:13-(a)(3)

28:11-(e) A Certificate of Good Standing to be submitted to a Subordinate Chapter of a Sister Grand Jurisdiction for Membership by Affiliation, must be first attested by the Right Worthy Grand Secretary. 32:14-(a)

28:11-(f) A Member who has been accepted into Membership in a Subordinate Chapter of a Sister Grand Jurisdiction, unless Plural Membership is intended, must apply for a Demit. The Demit must be attested by the Right Worthy Grand Secretary. 32:14-(a)(1)

### **Section 28:12. Demits**

28:12-(a) Demission is the withdrawal from Membership in the Order whether issued by a Subordinate Chapter under Dispensation or Charter and is evidenced by a Demit. 32:12-(a)

28:12-(b) A Member, who is not indebted to any Subordinate Chapter, has the right to apply for a Demit at any time. The request for a demit may be in any form, but must be in writing and signed by the applicant and must be accompanied by evidence of good standing in any other Subordinate Chapter in which the member holds dual or plural membership. 32:12-(b)

28:12-(b)(1) A Demit is a Certificate in such form as the Grand Chapter may approve, signed by the Worthy Matron and the Secretary of the Subordinate Chapter (or by the Right Worthy Grand Secretary in cases of a suspended or extinct Subordinate Chapter) and issued over the Seal of the Subordinate Chapter, attesting the voluntary withdrawal from membership in the Order of a member in good standing at the date of issue. 32:12-(b)(1)

28:12-(b)(2) It is evidence, within the Order, of the voluntary termination of Membership in good standing at the date of the demit, whether used to support a petition for affiliation or for any other purpose. 32:12-(b)(2)

28:12-(b)(3) Suspension or extinction of the Subordinate Chapter issuing the Demit or change of name of the Member to whom it is issued, has no effect upon its validity. 32:12-(b)(3)

28:12-(b)(4) A request for a Demit may be withdrawn, in like manner as it is made, at any time before it is granted. 32:12-(a)(4)

28:12-(b)(5) A request for a Demit must be read in open Chapter and acted upon at the meeting at which it is received or the next succeeding meeting. If the applicant is not under charges or obligated to the Subordinate Chapter in an official capacity, and is clear on the books to all dues and assessments to the first day of the month in which the request is made, it shall be granted. An objection to its issuance must be confined to such matters. 32:12-(a)(5)

28:12-(c) Membership in the Subordinate Chapter is terminated on the granting of the Demit. If the Demit is issued to a Plural Member, the Secretary of the Chapter issuing the Demit must notify the other Chapter or Chapters that a Demit has been issued. 32:12-(c)

28:12-(d) A Demit issued by either a Subordinate Chapter or the Grand Chapter has no expiration. 32:16-(b)

28:12-(e) A duplicate Demit is of like form and effect. It should be a true copy of the original so far as possible, including the date of issue and names of the Officers who had signed it. 32:12-(d)

28:12-(e)(1) It should be marked as a duplicate, the marking signed and sealed by the Officer issuing it. It shall be issued, upon written request of a demitted member, by the Worthy Matron and Secretary of the Subordinate Chapter which granted it or, if the Subordinate Chapter is under suspension or extinct, by the Right Worthy Grand Secretary. 32:12-(d)(1)

### **Section 28:13. Grand Chapter Demits**

28:13-(a) A member of a suspended or extinct Subordinate Chapter shall be entitled to receive a Grand Chapter Demit upon payment of dues and assessments to date of suspension or surrender of Charter, together with all unpaid Grand Chapter assessments; provided that nothing that would prevent granting a demit is contained in any order of the Grand Chapter that was made on or after suspension or revocation of the Charter. 32:15-(a)

28:13-(a)(1) Members of suspended or extinct Subordinate Chapters include both Members in Good Standing and those who had been suspended for non-payment of dues or assessments. 32:15-(b)

28:13-(a)(2) A member of a suspended or extinct Subordinate Chapter who was not in Good Standing because of suspension or expulsion must be first restored to membership by the Grand Chapter before she or he is entitled to receive a Demit. 32:15-(c)

### **Section 28:14. Rights of Demitted Members**

28:14-(a) A Demitted Member has the standing of a non-affiliate and is not entitled to any benefits from the Order. 32:16-(a) & (d)

28:14-(b) The visiting life of a Demit is one year. 32:16-(b)

28:14-(b)(1) A demitted member, as a courtesy, may be permitted to make three visits to Subordinate Chapters. The three visits shall be made within one year from the date of issue. The demit must be presented to the Secretary of the Subordinate Chapter visited for inspection and notation made on the demit of each visit or visits. 32:16-(b)(1)

28:14-(b)(2) The right to visit Subordinate Chapters granted to a demitted member may be denied by the Most Worthy Grand Matron for good cause. 32:16-(b)(2)

28:14-(b)(3) The Secretary of a Subordinate Chapter must notify the Worthy Matron when a demitted member is present, and if the demitted member has made three visits to Subordinate Chapters in this Grand Jurisdiction, the Worthy Matron must request said demitted member to retire. 32:16-(b)(3)

28:14-(c) A Brother who Demits from an Eastern Star Subordinate Chapter may visit thereafter as a Master Mason but shall not be granted any honors gained as a member of the Order of the Eastern Star. 32:16-(c)

#### **Section 28:15. Withdrawal of Membership**

28:15-(a) To withdraw membership in any one of the Subordinate Chapters in which Dual or Plural Membership is held shall terminate membership in that Subordinate Chapter only. 32:8-(a)(6)

28:15-(b) The request for withdrawal of Dual or Plural membership in a Subordinate Chapter must be made in writing by a member in good standing and shall follow the same course as for a Demit. (New)

#### **Section 28:16. Funerals**

28:16-(a) An affiliated member of the Order of the Eastern Star who dies while in good standing shall be entitled to an Eastern Star Funeral Service by her or his Subordinate Chapter. 32:17-(a)

28:16-(a)(1) If the Service for the Member is to be at a place outside the area of her or his Subordinate Chapter, another Subordinate Chapter may be requested to perform the Fraternal courtesies of conducting the funeral service for the member. 32:17-(a)(1)

28:16-(a)(2) It is not necessary to open or close the Subordinate Chapter when conducting Funeral Services, nor to have the Charter present, but the service shall be reported at the next Regular Meeting of the Subordinate Chapter and the facts shall be entered in the minutes of the Subordinate Chapter. 32:17-(a)(2)

28:16-(b) A member-at-large is entitled to an Eastern Star Funeral Service, when requested by a member of the family or representative of the deceased. The Grand Chapter shall arrange for a Subordinate Chapter to conduct the service and the Grand Chapter will bear the expense of flowers customarily used in the service. The chapter that conducts the funeral service must also drape its Altar in memory of the deceased member at the first

regular meeting after the funeral service, for the period prescribed in Section 17 of this Chapter. 5:2-(a)(2)(d)

28:16-(c) NOTE: A Chapter receiving a request to conduct the funeral service for a member, who had demitted or had been suspended, should honor the request and conduct the service. The member of the family or the representative may not be aware that the deceased is not in good standing and refusing to conduct the service could be detrimental to the public perception of the Order. (New)

#### **Section 28:17. Draping of the Altar**

28:17-(a) The Altar of a Subordinate Chapter shall be draped in mourning for a departed member of the Order as set forth in the *Standard Authorized Ritual*. 32:18-(a)

28:17-(a)(1) The Altar shall be draped for a Past Grand Matron, a Past Grand Patron, or a Grand Officer for a period of sixty days, excluding July and August. 32:18-(a)(1)

28:17-(a)(2) The Altar shall be draped for a member of a Subordinate Chapter for a period of thirty days, excluding July and August. 32:18-(a)(2)

28:17-(a)(3) The draping of the Altar in mourning shall take place at the first Regular Meeting after receipt of notice of death. 32:18-(a)(3)

28:17-(a)(4) When the Altar of a Subordinate Chapter has been draped in mourning and another death occurs, the Altar shall be re-draped as set forth in the *Standard Authorized Ritual*. 32:18-(a)(4)

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### **CHAPTER 29**

#### **SUBORDINATE CHAPTER MEETINGS**

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#### **Section 29:1. Opening a Subordinate Chapter Meeting**

29:1-(a) Meetings of a Subordinate Chapter shall be either Regular or Special and no meeting may be held on Sundays. 24:1-(a) & (c)

29:1-(b) A Subordinate Chapter shall not be opened to meet for any purpose unless the Charter or Dispensation is displayed in the East. 21:1-(b)

29:1-(c) The opening of a Subordinate Chapter cannot be delayed to accommodate visits by various groups. 24:1-(e)

29:1-(c)(1) Visits by various groups should be encouraged by a Subordinate Chapter. The Subordinate Chapter Bylaws should provide for an early opening in such cases so that the regular business may be concluded and the meeting closed to permit group visits. 24:1-(e)(1)

29:1-(c)(2) Entertainment should follow a meeting, not precede it. 24:1-(e)(1)

29:1-(d) The Subordinate Chapter meeting must be opened in a regular manner, by the regularly installed Worthy Matron, Worthy Patron, or Associate Matron, and by the exemplification of the signs and passes. 24:1-(a)(4)

29:1-(d)(1) If only the Worthy Patron is present, he must appoint an Acting Worthy Matron and Acting Associate Matron before the Chapter opening begins. 28:2-(c)

29:1-(d)(2) A regular or special meeting may be opened using the Short Form Opening in the *Standard Authorized Ritual*, on nights of:

1. Installation of Officers
2. Master Masons' Nights
3. Receptions/Honor Nights
4. Grand Officers' Nights
5. Grand Visitation
6. Top Three Visitation
7. Grand Matron's Floral Ceremony/Special Presentation
8. Merger Meeting
9. Visit by a Masonic Youth Group for a Ritual presentation 24:1-(a)(15)

29:1-(e) The Subordinate Chapter shall not open a Regular or Special meeting unless a quorum is present and nine Ritualistic Officer Stations are filled by regularly installed officers, or by pro-tem officers who are members of a Subordinate Chapter of this Jurisdiction. Pro-tem Officers from other Subordinate Chapters are not to be counted in establishing the quorum. 24:4-(a)(1)

29:1-(f) The quorum required to open a Subordinate Chapter shall be the presence of nine members of the Subordinate Chapter; at least one of whom must be a Master Mason who must act as Worthy Patron. 24:4-(a)

29:1-(f)(1) A Subordinate Chapter meeting held in the absence of a quorum is irregular and any action taken shall be null and void. 24:4-(a)(3)

29:1-(g) If a Subordinate Chapter meeting is not held due to a lack of quorum, the Worthy District Deputy must be notified by phone or email within 24 hours, who shall then promptly advise the Most Worthy Grand Matron. 24:4-(b)

29:1-(g)(1) If weather conditions permit, the Worthy Matron, Worthy Patron, or Associate Matron must be at the Chapter Room for a period of at least 15 minutes beyond the stated time of the meeting, before declaring no meeting due to lack of quorum. 24:4-(b)(1)

29:1-(h) If the Subordinate Chapter does not hold at least one regular meeting during the calendar month, the chapter secretary must notify the Most Worthy Grand Matron by regular mail over the seal of the chapter and request a healing of the irregularity. (New)

29:1-(i) An Officer in a Subordinate Chapter, except a Master Mason, shall wear a white dress or white gown, white or silver shoes, and white stockings when occupying her station. 25:2-(a)(2)

### **Section 29:2. Chapter Meeting Room**

29:2-(a) The Subordinate Chapter must meet in the location stated in the chapter Bylaws. The meeting room must receive the approval of the Most Worthy Grand Matron prior to being used for Regular, Special, or Reception meetings. 24:1-(a)(8)

29:2-(a)(1) If requested, the Most Worthy Grand Matron may issue a dispensation for the Chapter to meet at some location other than their regular meeting place for two or more consecutive meetings. 24:1-(a)(8)

29:2-(a)(2) The location must receive the approval of the Most Worthy Grand Matron and no place shall be approved except the secrecy of the Ritualistic requirements of the meeting may be maintained and the dignity and welfare of the Fraternity be reasonably preserved. 24:1-(a)(7)

29:2-(a)(3) When a dispensation has been obtained to meet at some location other than the regular meeting place, every member must be given at least a 10 day notice of the date, time, and place designated in the dispensation for the relocated meeting. 24:1-(a)(8)

29:2-(b) Only the usual paraphernalia and chapter furnishings may be allowed in the Chapter room during the meeting. 24:1-(a)(4)

29:2-(c) The Holy Bible must be on the Altar and the Chapter Charter on display in the East. 24:1-(a)(4)

29:2-(d) The American Flag and the Christian Flag must be displayed in the East. 2:6-(a & b)

29:2-(e) Emblems of the Order must not be exhibited on the floor of the Chapter Room nor woven in a floor rug. 24:1-(i)

### **Section 29:3. Regular Meetings**

29:3-(a) Regular meetings of Subordinate Chapters are those held on the date, at the time and place fixed by the Bylaws of the Subordinate Chapter, or at such other time and place as shall be designated in a dispensation issued by the Most Worthy Grand Matron at which meeting all regular business of the Subordinate Chapter may be transacted. 24:2-(a)

29:3-(b) A Subordinate Chapter must hold at least one Regular Meeting each month, except July and August. 24:2-(b)

### **Section 29:4. Special Meetings**

29:4-(a) A meeting not held in conformity with the Subordinate Chapter Bylaws, or with a dispensation issued by the Most Worthy Grand Matron, shall be designated as a Special Meeting. 24:1-(a)(10)

29:4-(b) The Worthy Matron has the power to call a Special Meeting of the Subordinate Chapter when, in her discretion, it may be necessary. 24:3-(a)

29:4-(c) No business shall be transacted at a special meeting other than that specifically stated in the call mailed to every member giving at least a 10 day notice of the date, time, and place of the meeting. Notice must state the business to be transacted or the purpose of the Special Meeting. 24:3-(b & c)

29:4-(d) A candidate may be initiated but not elected to membership at a Special Meeting. 24:3-(d)

See also Chapter 24, Section 2 "Business Prohibited at Special Meeting."

### **Section 29:5. Recreations**

29:5-(a) The Worthy Matron may, in case of emergency, call the Subordinate Chapter to a Recreation, using the Ritualistic form prescribed in the *Standard Authorized Ritual*. The Worthy Matron is to be the judge of the need for a call to Recreation to accommodate the then existing emergency. 24:1-(a)(2)

29:5-(b) Recreation may be called on motion of the Subordinate Chapter. The call to Recreation in such case may be had without the existence of an emergency; but the recreation period shall not exceed beyond fifteen (15) minutes from the time of call. 24:1-(a)(2)

29:5-(c) Recreations called at Election or Installation, or at other times as required by the *Standard Authorized Ritual*, shall be made as short as possible and may be called by the Presiding Officer without vote of the Subordinate Chapter. 24:1-(a)(2)

29:5-(d) During the period of Recreation, the Worthy Matron, the Worthy Patron, a Past Matron, or a Past Patron must occupy the East. The doors of the Subordinate Chapter must be tiled against the intrusion of improper persons throughout the entire period of Recreation. 24:1-(a)(2)

29:5-(e) The Recreation shall be terminated by the Presiding Officer upon sounding the gavel in the East. 24:1-(a)(2)

#### **Section 29:6. Agenda**

29:6-(a) After Subordinate Chapter is opened, the order of business is taken up at the discretion of the Worthy Matron including the following:

1. Roll Call
2. Reading Minutes
3. Courtesy of the East
4. Reading Communications
5. Reading of Bills
6. Sickness and Distress
7. Draping of Altar
8. Reports of Standing Committees
9. Reports of Special Committees
10. Report of Trustees
11. Reading of Petitions
12. Report of Committee on Candidates
13. Balloting on Candidates
14. Unfinished Business
15. New Business
16. Initiation
17. Good of the Order
18. Closing 24:1-(a)(13)(a)

29:6-(b) The reading of Minutes may be deferred by motion no longer than to the next Regular Meeting. 24:1-(a)(14)

#### **Section 29:7. Method of Voting**

29:7-(a) Except as may be required elsewhere in these Laws, Rules, and Regulations, voting on all matters brought before the Chapter shall be by raising the right hand and requires a majority vote for approval. If a member requests that the vote on a particular subject under discussion be by written ballot rather than a hand vote, the Presiding Officer must put that request to a vote

by the members. Upon a favorable majority vote by hand, the subject shall be decided by a written ballot. 24:1-(a)(12)(a)

29:7-(b) Voting by proxy on any subject before the Chapter is prohibited. 24:1-(a)(12)

#### **Section 29:8. Other Matters**

29:8-(a) Members must not cross the Subordinate Chapter room between the East and the Altar while the Chapter is open except during exemplification of the Ritualistic and Floral work, and such marches as designated by the Worthy Matron. 24:1-(a)(3)

29:8-(b) Meetings called for instruction in the work of the Order must only be held in Subordinate Chapter rooms. 24:1-(b)

29:8-(c) Subordinate Chapter notices or bulletins must not contain the names of candidates or prospective candidates. 24:1-(f)

29:8-(d) Furnishing a list of names and addresses of members to any individual or individuals is prohibited without the majority vote of the members of the Subordinate Chapter and the written approval of the Most Worthy Grand Matron. A Subordinate Chapter shall not be prohibited from publishing rosters for their own members or for use by Grand Chapter. 24:1-(g)

29:8-(e) Non-privileged persons are to be excluded from the anteroom of the Subordinate Chapters. 24:1-(j)

29:8-(f) Photographs shall not be taken during the Ceremony of Initiation, but photographs may be taken during other ceremonies, presentations, and the receiving of guests unless prohibited by a majority vote at the most recent Annual Meeting. 24:1-(k)

29:8-(g) The performance of the Ceremony of Initiation shall be defined as all ritual occurring from the time the Worthy Matron relinquishes the emblem of authority to the Worthy Patron until the Worthy Patron returns the gavel to the Worthy Matron. 24:1-(k)

29:8-(h) A Sister must not wear a hat or head covering during the Subordinate Chapter meeting, unless the effects of a medical condition or treatment require or necessitate a head covering be worn, and with permission of the Worthy Matron. 24:1-(h)

#### **Section 29:9. Public Press Notices**

29:9-(a) Notice of meetings of a Subordinate Chapter in the public papers or other news media may include a statement of the time and place of meeting with the word "work" when initiation is to occur, plus a statement of entertainment planned for or after the meeting. Other information concerning Chapter proceedings may not be issued to the general public. 24:1-(a)(11)

#### **Section 29:10. Dispensations and Permissions**

29:10-(a) A vote of the Subordinate Chapter is required in order to request a Dispensation or a permission from the Most Worthy Grand Matron. 24:1-(a)(7)

29:10-(b) Dispensations must be applied for on the regular Dispensation Form in duplicate, accompanied by the required fee made payable to the Grand Chapter,

bearing the seal of the Chapter and sent to the Most Worthy Grand Matron. 24:1-(a)(6)(a)

29:10-(c) When the Most Worthy Grand Matron grants a Dispensation and/or permission for a Chapter to meet in a place other than its regular meeting place, a Dispensation is not required to move the Chapter paraphernalia. 24:1-(a)(7)

29:10-(d) A Dispensation from the Most Worthy Grand Matron is required when a Subordinate Chapter votes to permanently move from its regular meeting place. The Charter of the Subordinate Chapter, when it moves the place of meeting to a municipality other than the one designated in the Charter, shall be changed and the Bylaws of the Subordinate Chapter shall be amended to conform to the change(s). 24:2-(a)(3)

29:10-(e) Every member must be notified when a Dispensation is obtained to open a Regular Meeting before the regular time, and no business which is prohibited at a special meeting shall be transacted until the regular time of opening shall have arrived. 24:1-(a)(9)

### **Section 29:11. Reception Meeting**

29:11-(a) Reception Meetings held to honor members shall be opened and closed according to the Ritual form for opening and closing District Meetings or by the Special Form of opening and closing a Subordinate Chapter approved by the Most Worthy Grand Matron. Receptions may be open to non-members by vote of the Subordinate Chapter. 24:1-(a)(7)

29:11-(b) Alcoholic beverages shall not be consumed at the dinner, if one is served, nor at the meeting. 29:1-(a)(8)

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## **CHAPTER 30 SUBORDINATE CHAPTER OFFICERS**

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### **Section 30:1. Titles of Officers**

30:1-(a) The elective Officers of a Subordinate Chapter shall be: Worthy Matron, Worthy Patron, Associate Matron, Secretary, Treasurer, Conductress, Associate Conductress, and Trustee. They shall be elected in this order. 25:2-(a)

30:1-(b) The appointed Officers of a Subordinate Chapter shall be: Chaplain, Marshal, Adah, Ruth, Esther, Martha, Electa, Organist, Color Bearer, Bearer for the Christian Flag, Warder, and Sentinel. All shall be appointed by the incoming Worthy Matron. 25:2-(b)

30:1-(c) The creation of additional offices not required by these Laws, Rules, and Regulations of the Grand Chapter is prohibited. 25:2-(a)(1)

30:1-(d) Appointment and/or installation of dual or duplicate Officer or Officers is not permitted. 33:10-(a)(5)

30:1-(e) Except for Past Matrons or Past Patrons, past officers of a Subordinate Chapter shall not bear any titles. 25:5-(a)(2)

### **Section 30:2. Qualifications for Office**

30:2-(a) Except for Organist and Sentinel, an Officer must be a member of the Subordinate Chapter in which the office is to be served. When a Subordinate Chapter is unable to secure the services of an Organist who is a member of the Grand Chapter of New Jersey, the Subordinate Chapter may secure the services of either a member of a Sister Jurisdiction, or a Master Mason in good standing to fill the office. 25:1-(a)

30:2-(b) A member of a Subordinate Chapter shall be eligible to appointive or elective office, who is physically and mentally capable of performing all the duties of the office as required by the Laws, Rules and Regulations, the Bylaws of the Subordinate Chapter, and the *Standard Authorized Ritual* of the Order without limitation or reservation. 25:1-(a)(1)

30:2-(c) A Sister shall not be eligible to the office of Worthy Matron until she has been installed and served at least one term as Associate Matron, Conductress or Associate Conductress of the Subordinate Chapter in which the office of Worthy Matron is to be served, except this requirement shall not apply to the Worthy Matron of a new Subordinate Chapter. 25:1-(a)(2)

30:2-(d) A Sister shall not be eligible to the station of Associate Matron until she has been installed and served at least one term as Conductress or Associate Conductress of the Subordinate Chapter in which the office of Associate Matron is to be served, except this requirement shall not apply to the Associate Matron of a new Subordinate Chapter. 25:1-(a)(3)

30:2-(e) If no Sister who has served as Conductress or Associate Conductress is willing to be a candidate for the office of either Worthy Matron or Associate Matron, all Sisters of the Subordinate Chapter shall be eligible for either office. 25:1-(a)(4)

30:2-(f) Only a Brother shall be eligible to the office of Worthy Patron. Either a Sister or Brother shall be eligible to serve as Trustee, Sentinel, or Organist. 25:1-(a)(6)

30:2-(g) A member of the Order who, because of permanent physical disability, cannot give all the signs and passes required by the Ritual of the Order, shall not be eligible for election and installation into the office of Associate Conductress, Conductress, Associate Matron or Worthy Matron. 25:1-(a)(8)

### **Section 30:3 Multiple Offices**

30:3-(a) A Plural member may hold an elective and/or appointive office in more than one Subordinate Chapter at the same time, except that: 32:8-(a)(10)

30:3-(a)(1) A member may not hold more than one office in the same Subordinate Chapter at the same time, but a Trustee may hold an appointive office in the same Chapter at the same time. 32:8-(a)(10)

30:3-(a)(2) A Worthy Matron, Worthy Patron, or Associate Matron may not hold the office of Worthy Matron, Worthy Patron, or Associate Matron in another Subordinate Chapter at the same time, but may hold

any other elective or appointive office in another Subordinate Chapter at the same time. 32:8-(a)(10)

30:3-(a)(3) A member may not be the Secretary, the Treasurer, or a Trustee in more than one Subordinate Chapter at the same time but may hold any other elective or appointive office in another Subordinate Chapter at the same time. 32:8-(a)(10)

#### **Section 30:4. Tenure of Office**

30:4-(a) Each elected and appointed Officer shall remain in her or his office for one year (except Trustee whose term is three years) or until her or his successor is regularly elected or appointed and installed. 25:4-(a)

30:4-(b) A year is defined as that period of time from the Installation Ceremony at which the office was accepted to the next regularly scheduled installation ceremony for the office held. If no person is elected or appointed to fill the office so held at the election or appointment date at the end of the fiscal year, the office shall be declared vacant and thereafter filled pro tempore or as otherwise provided in these Laws, Rules, and Regulations. 25:4-(a)(1)

30:4-(c) An elected officer, concluding a year of service in one Chapter, who is to be elected and installed into an elective office for the ensuing year in another Chapter in which she or he holds membership, may be elected and installed in the second Chapter even though the Installation in the second chapter may occur first. If no successor to the elective officer is installed in the first chapter, the tenure of the elective officer in that Chapter shall terminate on May first. The officer may occupy the station(s) held (or to be installed into) during the installation meeting of each chapter. 25:4-(b)

#### **Section 30:5. Removal from Elected Office**

30:5-(a) An Officer who is unable to perform the duties of her or his office, or by continued or unwarranted absence, or by refusal to serve, may be removed from office by the Most Worthy Grand Matron and the office declared vacant. The action by the Most Worthy Grand Matron may be taken only after a majority vote of the Subordinate Chapter requesting the removal of the Officer is forwarded to the Most Worthy Grand Matron, over the Seal of the Subordinate Chapter and signed by the Worthy Matron and Secretary. The Officer shall be entitled to a hearing with the Most Worthy Grand Matron if requested. 25:3-(a)(1)

30:5-(b) A Worthy Matron or Worthy Patron removed from office, as set forth in this Section, shall not rank as a Past Matron or Past Patron by virtue of the part of the year the office was held. 25:3-(a)(2)

#### **Section 30:6. Vacancies in Office**

30:6-(a) In case of a vacancy in the office of Worthy Matron, the Associate Matron succeeds to the chair, and fills the West by pro tem appointment. 25:6-(a)(4)

30:6-(b) In the absence of both the Worthy Matron and Associate Matron, the Worthy Patron must, prior to opening of the Subordinate Chapter, appoint an Acting Worthy Matron, and an Acting Associate Matron. 28:2-(c)

30:6-(c) A vacancy in an elective office (except Worthy Matron or Trustee), caused by resignation, suspension, expulsion, serious illness, inability, or death, during the first six months of the fiscal year, may be filled by securing from the Most Worthy Grand Matron a dispensation to hold a special election for the office. The months of July and August shall not be counted as within the six months. 25:6-(a)(1)

30:6-(d) A vacancy in the office of Worthy Patron may be filled by pro tem appointment from among the male membership. When candidates are to be initiated, the office of Worthy Patron must be filled by a Worthy Patron or Past Patron of this Jurisdiction. 25:6-(a)(5)

30:6-(e) A vacancy in the office of Secretary may be filled by pro temp appointment for the balance of the term by the Worthy Matron, and the pro tem Officer shall continue to serve with all of the powers and responsibilities herein vested upon a regularly elected and installed Secretary until her successor shall have been elected and installed. 25:6-(a)(6)

30:6-(f) In the absence of the Treasurer the Senior Female Trustee shall perform the duties of the Treasurer. 25:6-(a)(7)(b)

30:6-(g) If, at any time, a vacancy occurs in the office of Trustee, the Subordinate Chapter may hold an election to fill the vacancy for the unexpired term. A Dispensation is not required. All members of the Subordinate Chapter must be notified of the time and place of the special election to fill the vacancy. 25:6-(a)(2) & 28:10-(d)(3)

30:6-(h) The Presiding Officer may appoint a member to fill an officer station for as long as the vacancy will exist, whether for one or more meetings or for the balance of the year. 25:6-(a)(8)

30:6-(i) In Emergency (War, Rebellion, Strikes, National or Local calamity or National edict or decree), the Worthy Matron, Worthy Patron, Secretary and Treasurer must perform the duties of their respective offices until their successors are elected and installed. Appointed officers shall remain in office until their successors are appointed and installed or until resignation from office. 25:6-(a)(9)

#### **Section 30:7. Officers Excused**

30:7-(a) When, through illness, disability or other cause, an Officer is temporarily unable to assume her or his station, the Worthy Matron may excuse the Officer from occupying her or his station and allow her or him to occupy a seat among the members. 25:7-(a)

30:7-(b) The Worthy Matron may excuse the Chaplain from kneeling at the Altar if the Chaplain is unable to do so. 25:7-(b)

#### **Section 30:8. Past Matrons and Past Patrons**

30:8-(a) Past Matrons and Past Patrons are those who have been regularly elected and installed to preside in a Subordinate Chapter and have served a full term in the station. 25:5-(a)

30:8-(b) Past Matrons and Past Patrons affiliating with a Subordinate Chapter in this Jurisdiction shall retain their

titles and shall be given such honors as entitled,. 25:5-(a)(1)

30:8-(c) A Past Matron or Past Patron affiliating with a Subordinate Chapter shall be listed in the roll of Past Matrons and Past Patrons of that Subordinate Chapter immediately following the name of a Past Matron or Past Patron of equal seniority. 25:5-(a)(3)

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**CHAPTER 31**  
**NOMINATION AND ELECTION**

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**Section 31:1. Annual Meeting**

31:1-(a) The annual election of officers in a Subordinate Chapter shall be held at the Annual Meeting, the date of which must be announced in the Chapter Bulletin. 26:1-(a)

31:1-(a)(1) If the Subordinate Chapter will meet twice in the month of April, the first being a Regular Meeting and the second either a Regular or a Special Meeting called for Installation of Officers, the Annual Meeting shall be held at the first Regular Meeting in April. 26:1-(a)

31:1-(a)(2) If the Subordinate Chapter will meet only once in the month of April the Annual Meeting shall be held at the Regular Meeting in March. 26:1-(a)(1)

31:1-(a)(3) If the first Regular Meeting in April falls on a holiday specified in the Bylaws as a non-meeting date, the Annual Meeting shall be held at the next preceding Regular Meeting. 26:1-(a)

**Section 31:2. Nomination**

31:2-(a) A nomination must be in writing and include the name of the nominee, the office for which nominated and each nomination must be on a separate slip of paper. 26:3-(a) & (a)(1)

31:2-(b) The nomination shall be placed in a suitable receptacle on the Secretary's desk personally by the member making the nomination, during a recreation or before the Subordinate Chapter proceeds with the election for which the nomination is made. 26:3-(a)(2)

31:2-(c) The Judge of Elections, together with the Secretary of the Subordinate Chapter, shall open the receptacle in which the nominations have been placed, and list all nominated for office in the order in which election is to be held. The Secretary shall read aloud the names of those nominated for each office. 26:3-(a)(3)

31:2-(d) A member shall not be eligible to an elective office unless she or he is present to signify acceptance, or has given written authority for someone present to accept, or has signified acceptance in writing. 25:1-(a)(7)

**Section 31:3. Election**

31:3-(a) The Worthy Matron or Worthy Patron shall preside at the nomination and election of Officers of the Subordinate Chapter, except when the Most Worthy Grand Matron or someone delegated by her shall preside. 26:2-(a)

31:3-(b) The Presiding Officer shall appoint a judge of elections and two tellers, all to be members of the Subordinate Chapter. 26:2-(a)(1)

31:3-(c) **Uncontested election.** If there is no more than one nominee for each office, the Presiding Officer shall so announce, request a motion to close nominations, and may declare all officers elected by acclamation upon motion designating one member to cast a single ballot for all nominees. (It is not necessary for a paper ballot to actually be cast.) 26:3-(a)(3a)

31:3-(d) **Contested election.** If there is more than one nomination for each office, the Presiding Officer shall so announce.

31:3-(d)(1) Written ballots must be used in voting. The majority of all votes cast shall be necessary to constitute a choice. (A majority is more than half.) 26:4-(a)

31:3-(d)(2) The table for election shall be placed in front of the station of Esther. The Judge of Elections shall sit facing the East and a Teller on either side of the Judge. 26:2-(a)(2)

31:3-(d)(3) The Presiding Officer shall, before the ballot for each office, announce the office and the name of each nominee for that office, and request a motion for the closing of nominations for that office. (In case there is only one nominee for an office, the nominee shall be declared elected upon motion designating one member to cast the ballot.) 26:3-(a)(4)

31:3-(d)(4) The members shall enter the Labyrinth from the south between the stations of Adah and Ruth, cast a ballot, and retire between the stations of Martha and Electa. 26:4-(a)(1)

31:3-(d)(5) For members who require assistance in balloting and have so advised the Worthy Matron prior to the meeting, the Presiding Officer will instruct one of the Tellers to convey the ballot box to the member(s) at their seat(s) to ballot. 33:4-(d)(10)

31:3-(d)(6) The Tellers shall make an accurate count of all members of the Subordinate Chapter voting, as the members cast their ballots, and the count shall be noted by the Secretary. 26:4-(a)(3)

31:3-(d)(7) In canvassing the votes, the Tellers shall examine each ballot and the Judge of elections shall read, announce, and with the Secretary, keep tally; and at the completion of the canvass, the Judge shall announce the vote. 26:4-(a)(4)

31:3-(d)(8) A ballot cast for an ineligible person, or one that is blank or illegible, shall not be counted as part of the total number of votes cast. 26:4-(a)(5) & (6)

31:3-(d)(9) If the result of the first ballot is made and no candidate has received the majority of all ballots cast, the Presiding Officer shall declare "No Election" and shall order another ballot. 26:4-(a)(7)

31:3-(d)(10) The second ballot shall be confined to the two candidates who received the highest number of votes on the first ballot. 26:4-(a)(9)

### Section 31:4. Special Elections

31:4-(a) A special election of an Officer of a Subordinate Chapter may be held only at a Regular Meeting. 26:5-(a)

31:4-(b) When no one had been nominated and/or elected to the office of Worthy Matron, Worthy Patron, Associate Matron, Secretary, Treasurer, Conductress, or Associate Conductress at the regular meeting of elections, a Dispensation may be applied for to hold a special election. 26:5-(b)

31:4-(b)(1) The Most Worthy Grand Matron may issue a Dispensation declaring the previous election of all Officers below the vacancy null and void, and may also void the previous installation of an Appointed Officer who may be elected to fill one of the vacancies. 26:5-(b)(1)

31:4-(b)(2) An Officer elected at a special election must be installed at that meeting or the next succeeding meeting. 26:5-(b)(2)

31:4-(b)(3) A Dispensation to hold a special election may be requested from the Most Worthy Grand Matron without having been voted on by the Subordinate Chapter. 26:5-(b)(3)

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## CHAPTER 32

### INSTALLATION OF CHAPTER OFFICERS

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#### Section 32:1. Time for Installation

32:1-(a) The annual Installation of Officers of a Subordinate Chapter shall take place at a Regular or Special Meeting before May 1st. It may be held after May 1st, but only by dispensation of the Most Worthy Grand Matron, when requested by a majority vote of the Subordinate Chapter. 27:1-(a)

32:1-(b) Officers absent at Installation may be installed at a meeting held prior to May 1st without dispensation and after May 1st, only by dispensation of the Most Worthy Grand Matron. 27:1-(a)(1) & (2)

#### Section 32:2. Officers to be Installed

32:2-(a) The only Officers of a Subordinate Chapter to be installed are: Worthy Matron, Worthy Patron, Associate Matron, Secretary, Treasurer, Conductress, Associate Conductress, Chaplain, Marshal, Adah, Ruth, Esther, Martha, Electa, Organist, Color Bearer, Bearer for the Christian Flag, Warder and Sentinel. 27:2-(a)

32:2-(a)(1) The Organist or Sentinel of a Subordinate Chapter who is not a member of that Subordinate Chapter is not to be installed. 27:2-(a)(1)

32:2-(a)(2) Members assigned to special duties, such as Hostess, Soloist, Floral Officers, or Committee Chairmen, may be presented by the Worthy Matron after the completion of the installation ceremonies but are not installed. 27:2-(a)(2)

32:2-(a)(3) Trustees are not installed. 28:10-(d)(1)

32:2-(b) An Appointed Officer may be installed by proxy, but an Elected Officer must be installed in person. 27:2-(b) & (d)

32:2-(c) The objection of a member cannot prevent the installation of an Officer. 27:2-(c)

#### Section 32:3. Installing Officers

32:3-(a) The retiring Worthy Matron shall, for the purpose of harmony, give consideration to the desires of the Worthy Matron-elect in designating the Installing Officers. 27:3-(a)

32:3-(b) The Officers of a Subordinate Chapter shall be installed by a Worthy Matron or Worthy Patron, or a Past Matron or Past Patron, of a Subordinate Chapter of this Grand Jurisdiction. 27:3-(b)

32:3-(b)(1) If the Installing Officer is the Most Worthy Grand Matron or Most Worthy Grand Patron, she or he shall be addressed as Most Worthy Grand Matron or Most Worthy Grand Patron; the Marshal as the Worthy Grand Marshal; and the Chaplain as Worthy Grand Chaplain. 27:3-(b)(1)

32:3-(b)(2) If the Installing Officer is the Right Worthy Associate Grand Matron, a Past Grand Matron, or Past Grand Patron, she or he shall be addressed as Worthy Grand Matron or Worthy Grand Patron, the Marshal as Sister Grand Marshal, and the Chaplain as Sister Grand Chaplain. 27:3-(b)(2)

32:3-(b)(3) All other Installing Officers shall be addressed as Worthy Matron or Worthy Patron, Marshal as Sister Marshal and the Chaplain as Sister Chaplain. 27:3-(b)(2)

32:3-(c) A member of a Sister Grand Jurisdiction shall not install or assist in the installation of any Officer in Subordinate Chapters in this Grand Jurisdiction unless the member also holds membership in a Subordinate Chapter of this Grand Chapter and uses *Standard Authorized Ritual*. 27:3-(c)

32:3-(d) The Officers of a newly constituted Subordinate Chapter shall be installed by the instituting Most Worthy Grand Matron or Most Worthy Grand Patron; or the Most Worthy Grand Matron may appoint someone to act as Installing Officer. 27:3-(d)

#### Section 32:4. Installation Ceremony

32:4-(a) At the time of Installation, it shall be the duty of the Installing Officer to deliver to the newly installed Worthy Matron, Worthy Patron, Associate Matron, and Secretary, copies of these Laws, Rules, and Regulations. 27:5-(a)(1)

32:4-(b) Grand Honors shall be extended to the Worthy Matron and Worthy Patron upon being installed into their respective office and during the ceremony declaring the Officers of the Subordinate Chapter regularly installed. 27:5-(a)(2)

32:4-(c) Installation of Officers of a Subordinate Chapter may be open to the public by vote of the Subordinate Chapter. The Installation ceremony shall be in accordance with the *Standard Authorized Ritual*. 27:4-(a); 27:5-(a)(3); & 27:5-(a)

32:4-(c)(1) The only business that may be conducted, other than the Installation Ceremony is: (1) Courtesy of the East; (2) speeches by the Worthy Matron and



Worthy Patron (both retiring and newly installed), (3) a speech by a Past Grand Matron, a Past Grand Patron, or a Grand Officer; (4) remarks by the Worthy District Deputy presenting, at their seats, the Grand Officers of the upcoming year; and (5) Good of the Order. (New)

32:4-(c)(2) Minutes of the meeting must be read at the next Regular Meeting of the Chapter for approval. (New)

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**CHAPTER 33**  
**DUTIES OF CHAPTER OFFICERS**

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**Section 33:1. Worthy Matron**

33:1-(a) It shall be the duty of the Worthy Matron to open and preside over the Subordinate Chapter during its deliberations. She must see that the Bylaws of the Subordinate Chapter and the Laws, Rules, and Regulations of the Order are properly enforced; that the returns of the work of the Subordinate Chapter are made annually to the Grand Chapter; and that the purposes of the Subordinate Chapter are properly accomplished. She shall appoint all Committees. 28:1-(a)

33:1-(b) The Charter or Dispensation shall be under the special charge of the Worthy Matron and shall be kept in a safe, reasonably available, place. It must be transmitted or delivered to the Worthy Matron's successor in office. 21:1-(b)(1)

33:1-(c) A Worthy Matron who prevents the Subordinate Chapter from holding a Regular Meeting by purposely withholding the Charter or Dispensation, is answerable to charges. 28:1-(b)

33:1-(d) The Worthy Matron shall appoint some member, whose duty it shall be after the Ceremony of Initiation, to instruct the new members in the secret work of the Order. 28:1-(d)

33:1-(e) In the absence of the Worthy Patron, the Worthy Matron shall appoint some Brother member of the Order to act and preside as Worthy Patron pro-tem, but during the conferring of the degrees the appointed Worthy Patron pro-tem must be a Worthy Patron or a Past Patron of this Jurisdiction. 28:1-(e)

33:1-(f) It shall be the duty of the Worthy Matron to have the bills read to the Subordinate Chapter and request a motion to pay the bills after audit by the Finance Committee. 28:1-(g)

33:1-(g) The Worthy Matron shall not sign any contract in the name of the Subordinate Chapter unless authorized to do so by the majority vote of the Subordinate Chapter members present at a Regular Meeting. 28:1-(h)

33:1-(h) The Worthy Matron must schedule the Ceremony of Initiation at least once during her term of office, whether for an actual or a pro-tem candidate. If the Ceremony is for a pro-tem candidate, the Worthy Patron may request all present in the Chapter room to join in repeating the obligation along with the pro-tem candidate while at the Altar. (New)

33:1-(i) In the event of a Merger, the Worthy Matron of the merging Chapter shall deliver all records, books,

warrants, and other property of the Chapter to the Worthy Matron of the unified Chapter at the Merger Meeting. She shall deliver the Charter and Seal of the Chapter to the Right Worthy Grand Secretary within one week after the Merger Meeting. 30:3-(a)(3 & 4)

33:1-(j) In the event of the dissolution of the Subordinate Chapter, she shall promptly deliver all records, books, warrants, rituals and other property of the Subordinate Chapter to the Right Worthy Grand Secretary for proper preservation or disposal. 28:1-(a)

**Section 33:2. Worthy Patron**

33:2-(a) It shall be the duty of the Worthy Patron to preside during the conferring of the degrees, and at other times when requested to do so by the Worthy Matron: to see that the Officers are thoroughly instructed in their duties, and that the Standard Approved Ritual is properly rendered. It is also his duty to have a general supervision over the affairs of the Subordinate Chapter and act as the constitutional advisor to the Worthy Matron. 28:2-(a)

33:2-(a)(1) When a Worthy Patron is unable to serve because of illness, residence or removal, business obligations, etc., and no brother of the Subordinate Chapter is willing or able to assume the duties of Worthy Patron, the Worthy Matron or Worthy Matron-elect may invite a Worthy Patron or Past Patron of another Subordinate Chapter in New Jersey to serve as Acting Worthy Patron, until the next annual election. 28:2-(a)(1)

33:2-(a)(2) An Acting Worthy Patron shall be so noted on the Subordinate Chapter Bulletin, his name being followed by the number of the Subordinate Chapter wherein his membership lies, and he shall be received and given all honors due to an installed Worthy Patron. 28:1-(a)(2)

33:2-(b) After extending a few words of welcome to the Master Masons present, the Worthy Patron must then obligate in accordance with the *Standard Authorized Ritual* those who are visiting a Subordinate Chapter for the first time. 28:2-(b)

33:2-(c) A Worthy Patron may invite a Worthy Patron or Past Patron of this jurisdiction to occupy the East and preside over all or any part of a meeting, including the Official Visit of the Worthy District Deputy. The installed Worthy Patron need not leave the Chapter Room while the substitute Worthy Patron is presiding. (New)

**Section 33:3. Associate Matron**

33:3-(a) The Associate Matron shall assist the Worthy Matron in the discharge of her duties; and in the absence of the Worthy Matron, she shall preside and perform the duties and assume all the responsibilities of the office in the Chapter. 28:3-(a)

33:3-(a)(1) The Associate Matron, while acting as Worthy Matron, shall be addressed as "Acting Worthy Matron" and shall, as occasion requires, be escorted to her station through the Labyrinth and given honors as if she were the regularly installed Worthy Matron. 28:3-(a)(1)

33:3-(b) In the event of the death of the Worthy Matron, the Associate Matron shall assume all the duties and receive all the honors of the office of Worthy Matron at District Meetings and scheduled appearances of her Subordinate Chapter at other Subordinate Chapters in this Jurisdiction. 28:3-(b)

33:3-(b)(1) When it shall appear to the Most Worthy Grand Matron that the Associate Matron, for cause deemed sufficient to the Most Worthy Grand Matron, desires to remain in her station rather than to occupy the station of Worthy Matron, a Dispensation may be issued to the Subordinate Chapter to select from its Past Matrons an Acting Worthy Matron who shall assume all the duties and receive all the honors of the office of Worthy Matron at all times and places while she holds the office as Acting Worthy Matron. In each case, the Secretary of the Subordinate Chapter shall promptly advise the Right Worthy Grand Secretary of the name, address and telephone number of the Acting Worthy Matron. 28:3-(b)(1)

#### **Section 33:4. Secretary**

33:4-(a) The Secretary shall make proper record of the proceedings of the Subordinate Chapter, receive all monies due the Subordinate Chapter, and pay them over to the Treasurer, taking her receipt therefor: keep a just and true account between the Subordinate Chapter and the members; issue all notices for Regular and Special Meetings, and at least one month previous to the Annual Meeting, inform all delinquent members of the amount of their indebtedness. 28:4-(a)

33:4-(b) It shall be the duty of the Secretary to:

33:4-(b)(1) Keep a register of all members of the Subordinate Chapter and their residences. 28:4-(a)(1)(a)

33:4-(b)(2) Notify Committees of their appointments. 28:4-(a)(1)(b)

33:4-(b)(3) Notify candidates of their election or rejection. 28:4-(a)(1)(c)

33:4-(b)(4) Collect all initiation fees from candidates before the Ceremony of Initiation. 28:4-(a)(1)(d)

33:4-(b)(5) Promptly notify the Right Worthy Grand Secretary's office of the final disposition of every petition that is presented to the Subordinate Chapter. 28:4-(a)(1)(m)

33:4-(b)(6) Notify the members of their suspension or reinstatement. 28:4-(a)(1)(e)

33:4-(b)(7) Keep all Subordinate Chapter records in the English language. 28:4-(c)

33:4-(b)(8) Perform such other duties as may be required of her by the Worthy Matron or the Subordinate Chapter. 28:4-(a)(1)(n)

33:4-(b)(9) Prepare and transmit to the Right Worthy Grand Secretary the annual reports on forms provided by the Grand Chapter. 28:4-(a)(1)(h)

33:4-(b)(10) Before June first, forward a copy of the then current Bylaws of the chapter to the Most Worthy

Grand Matron and to the Chairman of the Bylaws of Subordinate Chapters Committee. 28:4-(a)(1)(i) & (i)(2)

33:4-(c) The Secretary of a Subordinate Chapter is the sole custodian of the books and records during her term of office, subject to the following exceptions: 28:4-(b)

33:4-(c)(1) The Most Worthy Grand Matron, or at her discretion, the Most Worthy Grand Patron; or the Worthy Matron and Worthy Patron, as the Executive Officers of the Subordinate Chapter, have the right to request the books and records for their examination whenever they deem it necessary. 28:4-(b)(1)(a)

33:4-(c)(2) The Auditing Committee, or any Committee appointed for that purpose by the Subordinate Chapter, shall have a right to inspect the books and records at such time and place as the Committee may elect. The Secretary shall have the right to be present at the inspection. 28:4-(b)(1)(b)

33:4-(d) She shall prepare the annual reports to the Grand Secretary by completing the information requested on forms provided by the Grand Chapter. 28:4-(a)(1)(h, j, & l)

33:4-(d)(1) The Preliminary Report shall be prepared following the close of the Annual Meeting. The Preliminary Report and payment of the Grand Chapter Per Capita, Eastern Star Home Per Capita, and Initiation fees, must be sent promptly to the Right Worthy Grand Secretary. 28:4-(a)(1)(h, j, & l)

33:4-(d)(2) Following Installation of Officers, the Final Report must be transmitted to the Right Worthy Grand Secretary before May first. 28:4-(a)(1)(h, j, & l)

33:4-(e) The Minutes of each Meeting of a Subordinate Chapter shall also include a Statement of Receipts and Disbursements. 28:4-(a)(1)(f)

33:4-(f) The Secretary may not use any electronic machine or device to record the proceedings of a Subordinate Chapter, unless consent is granted by the members of that Subordinate Chapter at its Annual Meeting each year by majority vote. 28:4-(a)(1)(g)

33:4-(g) She shall receive, out of the funds of the Subordinate Chapter, for the faithful performance of her duties, such compensation, per annum, as the Subordinate Chapter shall determine at any Annual Meeting. 28:4-(a)(1)(o)

33:4-(h) At the expiration of her term of office, she shall deliver all the books and papers and other property of the Subordinate Chapter that may be in her possession, to her successor in office. 28:4-(b)(2)

#### **Section 33:5. Treasurer**

33:5-(a) The Treasurer shall receive all monies from the Secretary, giving her receipt for the monies received; keep a just and true account and pay out funds only by the direction of the Worthy Matron and with the consent of the Subordinate Chapter. 28:5-(a)

33:5-(a)(1) Vouchers for all expenditures shall be signed by the Worthy Matron and the Secretary following authorization by the Chapter. 28:5-(a)(1)

33:5-(a)(2) She shall report monthly as to her items of Receipts and Expenditures. 28:5-(a)(2)

33:5-(a)(3) She shall close her books at the close of the Annual Meeting and shall give an Annual Report of Income and Expenses from all sources during the year and state the balance at the beginning and end of each Fiscal Year. 28:5-(a)(2)

33:5-(a)(4) She shall receive, out of the funds of the Subordinate Chapter, such compensation per annum for the faithful performance of these duties, as the Subordinate Chapter may determine at any Annual Meeting. 28:5-(a)(3)

33:5-(b) If the Treasurer of a Subordinate Chapter shall be unable to perform the duties of her office because of illness or for any other cause, the Treasurer shall deliver her books and records, including her checkbook, to the Senior Female Trustee of the Subordinate Chapter who shall fill the office. 25:6-(a)(7)(a)

33:5-(b)(1) The Senior Female Trustee shall have and possess all the powers and authorities in these Laws, Rules, and Regulations given to the Treasurer of a Subordinate Chapter, including the right to sign as Acting Treasurer any and all checks upon the funds of the Subordinate Chapter. 25:6-(a)(7)(c)

33:5-(b)(2) The Senior Female Trustee shall be under a duty to maintain the records as if she were the duly elected and installed Treasurer of the Subordinate Chapter. 25:6-(a)(7)(d)

33:5-(b)(3) Seniority is determined by the shortest remaining term of service under the present terms of Trustees. 25:6-(a)(7)(e)

33:5-(b)(4) It is not necessary that a Trustee be appointed to fill the Treasurer's station in the Chapter room when the Treasurer is not present. (New)

33:5-(c) The Treasurer is the sole custodian of the books and records of the Subordinate Chapter during her term of office, subject to the following exceptions: 28:5-(b)

33:5-(c)(1) The Most Worthy Grand Matron, and at her discretion, the Most Worthy Grand Patron, or the Worthy Matron and Worthy Patron, as the Executive Officers of the Order and Subordinate Chapter, have the right to request the books and records for their examination whenever they deem it necessary. 28:5-(b)(1)(a)

33:5-(c)(2) The Auditing Committee, or any Committee appointed for that purpose by the Subordinate Chapter, shall have the right to inspect the books and records at such time and place as the Committee may elect. The Treasurer whose books are under inspection shall have the right to be present at the inspection. 28:5-(b)(1)(b)

### **Section 33:6. Conductresses**

33:6-(a) The Conductress shall receive and conduct all candidates through the Ceremony of Initiation and perform such other duties as may pertain to her office. 28:6-(a)

33:6-(b) The Associate Conductress shall have charge of the preparation of all candidates for the Ceremony of

Initiation and perform such other duties as pertain to her office or as may be required of her by the Worthy Matron. 28:7-(a)

33:6-(c) In escorting guests, the Conductress and Associate Conductress shall separate when leaving the East. The Conductress shall go to the North side of the Labyrinth and the Associate Conductress to the South side. 28:6-(c)

### **Section 33:7. Warder and Sentinel**

33:7-(a) The Warder shall guard the door of the Subordinate Chapter Room from within, report all persons applying for admission and allow none to enter except such as are duly qualified and properly vouched for. 28:8-(a)

33:7-(b) The Sentinel shall see that the room is prepared for the meeting of the Subordinate Chapter, guard the Subordinate Chapter Room from without, report all persons desirous of admission to the Warder, and admit none but those entitled to admission, under the direction of the Presiding Officer. 28:8-(b)

33:7-(c) The Sentinel may receive for the faithful performance of his or her duties, out of the funds of the Subordinate Chapter, such compensation as the Subordinate Chapter may determine at an Annual Meeting. 28:8-(b)(1)

### **Section 33:8. Other Officers**

33:8-(a) The Chaplain, Marshal, Adah, Ruth, Esther, Martha, Electa, Organist, Color Bearer and Bearer for the Christian Flag shall perform the duties as are required by the *Standard Authorized Ritual*, and such other duties as are appropriate to their several stations and as may be assigned to them by the Worthy Matron of the Subordinate Chapter. 28:9-(a)

33:8-(a)(1) The Organist may receive, for the faithful performance of her or his duties, such compensation from the funds of the Subordinate Chapter as the Subordinate Chapter may determine at an Annual Meeting. 28:9-(a)(1)

### **Section 33:9. Trustees**

33:9-(a) There shall be three Trustees, one to be chosen by ballot at each annual election, whose term of office shall be three years, except at the first annual election, at which time there shall be elected one Trustee to serve for three years, one for two years and one for one year. 28:10-(a)

33:9-(b) It shall be the duty of the Trustees, subject to the rules and direction of the Chapter, to: 28:10-(a)(1)

33:9-(b)(1) Hold in trust for the Subordinate Chapter all securities, investments, and funds on deposit or at interest, as the Subordinate Chapter may direct, and they shall not transfer, sell or exchange any assets or withdraw any deposits unless authorized by vote of the Subordinate Chapter and recorded in the minutes of the meeting. 28:10-(a)(1)(b)

33:9-(b)(2) Rent, let or sub-let any building that is to be used as a Chapter meeting place as approved by vote of the Chapter. 28:10-(a)(1)(c)

33:9-(b)(3) Have charge of all furnishings and paraphernalia of the Subordinate Chapter, and shall secure the proper insurance of the same. 28:10-(a)(1)(d)

33:9-(b)(4) Dispose all income from investments and/or securities as directed by motion of the Chapter to reinvest or to pay them to the Secretary. 28:10-(a)(1)(e)

33:9-(b)(5) Report to the Subordinate Chapter all income accruing to any and all investment accounts within their care and custody at the time the income is received or credited to the particular investment account. 28:10-(a)(1)(f)

33:9-(b)(6) Make a written report to the Subordinate Chapter at the Annual Meeting in each year, or when otherwise ordered, of all property owned by the Subordinate Chapter as well as a detailed list of the securities and investments held by them in trust for the Subordinate Chapter; the amount of interest received and/or accrued from the date of last report and where the investment is situated. 28:10-(a)(1)(g)

33:9-(b)(7) Carry into execution other directives of the Subordinate Chapter not otherwise provided for in the Chapter Bylaws and in these Laws, Rules, and Regulations. 28:10-(a)(1)(h)

33:9-(c) In the absence of the Treasurer, the Senior Female Trustee shall perform the duties of the Treasurer, as outlined in Section 5 of this Chapter. 28:10-(b)

33:9-(d) Make provision annually at the repository of the Chapter's Funds for the Senior Female Trustee to sign checks as Acting Treasurer in the absence or disability of the duly installed Treasurer. 28:10-(c)

33:9-(e) Accepting an elective office by a Trustee in the same Subordinate Chapter will be considered as resignation as Trustee. 28:10-(d)(2)

33:9-(f) Trustees are subject to the rules and direction of Subordinate Chapters. 28:10-(e)

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## CHAPTER 34 CHAPTER COMMITTEES

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### Section 34:1. Finance Committee

34:1-(a) The Worthy Matron shall appoint annually a Finance Committee consisting of three members. 29:1-(a) & (a)(1)

34:1-(b) They shall audit all bills of the Subordinate Chapter without whose approval the bills shall not be paid. 29:1-(a)(2)

34:1-(c) A member of the Finance Committee shall not also serve as a member of the Auditing Committee of the same Chapter at the same time. 29:1-(a)(3)

### Section 34:2. Auditing Committee

34:2-(a) The Worthy Matron shall appoint annually an Auditing Committee consisting of three members. 29:2-(a)

34:2-(b) They shall examine the books, vouchers and accounts of the Secretary, Treasurer and Trustees and

report the financial affairs of the Subordinate Chapter at the close of each year. 29:2-(a)(2)

34:2-(c) They shall have the right to inspect the books and records at such time and place as the Committee may elect. 29:2-(a)(3)

34:2-(c)(1) The Secretary, Treasurer, or Trustees whose books are under inspection shall have the right to be present during the inspection. 29:2-(a)(3)(a)

34:2-(d) They may make recommendations regarding the books of the Secretary or the Treasurer for the benefit of the Subordinate Chapter. 29:2-(a)(4)

34:2-(e) The report of the Auditing Committee shall be received and acted upon prior to the Installation of the newly elected and appointed Officers, except in Subordinate Chapters holding one Regular meeting in the month of April, when it shall be received and acted upon at the May meeting. 29:2-(a)(5)

34:2-(f) A special audit of any or all of the financial records of the Chapter Secretary, Treasurer, or Committees, may be ordered at any time upon motion of the Subordinate Chapter. 29:2-(b)

### Section 34:3. Relief Committee

34:3-(a) The Worthy Matron shall appoint a Relief Committee consisting of three members. 29:3-(a)

34:3-(b) It shall be their duty to be aware of the needy and distressed members of the Subordinate Chapter and see that assistance is given by the Subordinate Chapter as the circumstances permit. 29:3-(a)(2) & (3)

### Section 34:4. Standing and Special Committees

34:4-(a) The Worthy Matron shall appoint any other standing committees which may be provided by these Laws, Rules, and Regulations or by the Bylaws of the Subordinate Chapter. 29:4-(a)

34:4-(b) She shall appoint special committees when she deems it advisable or upon motion of the Subordinate Chapter. 29:4-(a)(1)

34:4-(c) The Bylaws of a Subordinate Chapter may provide for the appointment of a Committee or Committees whose purpose or function is the conduct or supervision of projects to raise monies for the use of the Subordinate Chapter. 23:4-(e)

34:4-(c)(1) All monies received by the committees must be given promptly to the Chapter Secretary to be deposited in the Chapter accounts. 23:4-(e)(1)

34:4-(d) Standing Committees shall report to the Subordinate Chapter in writing. All Standing Committees are discharged at the close of the Chapter Year, and may be discharged sooner for failure to perform assigned duties. 29:4-(a)(2)

34:4-(e) Special Committees may report orally unless otherwise directed on all matters not involving numerous receipts and/or expenditures, which shall be reported in writing. Special Committees are discharged at the close of the Chapter year, or when their duties are performed, or when their services are no longer required, or when

discharged by the Worthy Matron or the Subordinate Chapter, if appointed on its motion. 29:4-(a)(3)

34:4-(f) All written reports shall be filed with the Secretary. 29:4-(a)(4)

#### **Section 34:5. General Powers and Limitations**

34:5-(a) No Committee Chairman, individual member or group of members shall sign any contract or have authority to contract any indebtedness except as authorized by vote of the Subordinate Chapter. 29:5-(a)

#### **Section 34:6. Hostess Committee**

34:6-(a) A Subordinate Chapter may appoint a Hostess Committee consisting of three members. 29:6-(a) & (a)(1)

34:6-(b) It shall be the duty of the Hostess Committee to welcome members and visitors to the Chapter meeting and to see that all members and visitors are introduced to other members and visitors, particularly those who are seated near the member or visitor. 29:6-(a)(2)

#### **Section 34:7. Committee for Examination of Guests**

34:7-(a) The Worthy Matron shall appoint an Examining Committee consisting of Past Matrons of the chapter. 29:7-(a) & (a)(1)

34:7-(b) The committee shall examine the credentials of visiting sisters of other Jurisdictions before admitting them to a Subordinate Chapter Meeting in this Jurisdiction. 29:7-(a)(2)

34:7-(c) The visitor shall present a Dues Card from her Jurisdiction for the current or next preceding year and repeat the test Oath as stated in the Secret Work of our *Standard Authorized Ritual*. 29:7-(a)(3)

34:7-(d) The visitor shall also give the sign and pass of each degree. 29:7-(a)(3)

34:7-(e) A Worthy Patron or Past Patron shall examine the credentials of a visiting Master Mason. 29:7-(b)

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### **CHAPTER 35 LAWS, RULES, AND REGULATIONS**

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#### **35:1 Availability**

35:1-(a) A complete set of these Laws, Rules, and Regulations may be purchased from the Right Worthy Grand Secretary at an amount per copy determined by the Board of Directors. 36:2-(a)

35:1-(a)(1) Each copy of the Laws, Rules, and Regulations shall be numbered by the Right Worthy Grand Secretary and a record kept of the person to whom the copy was sold. 36:2-(a)(1 & 2)

#### **35:2 Distribution**

35:1-(a) Four complete copies of the Laws, Rules, and Regulations shall be sent, without cost to the Secretary of each Chapter for the use of the Worthy Matron, Worthy Patron, Associate Matron, and Secretary, while they hold office, and are to be delivered to her or his successor in office at Installation. 36:2-(a)(3)

35:2-(a)(1) Replacement of a complete copy that has become lost or destroyed must be purchased by the Subordinate Chapter. 36:2-(a)(3)

35:1-(b) Individual pages corrected to show amendments made at an Annual Grand Session shall be available on or before October 1 following the Session at a cost determined by the Board of Directors. Each holder of a copy of these Laws, Rules, and Regulations must order the pages through the Secretary of her or his Subordinate Chapter. 36:2-(a)(4 & 5)

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### **CHAPTER 36 AMENDMENTS AND REPEAL**

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#### **Section 36:1. Amendment of Part One and Two**

36:1-(a) These Laws, Rules, and Regulations may be amended only at an Annual Session of the Grand Chapter by the affirmative vote of a majority of the members present and voting. 36:1-(a) & (a)(1)

36:1-(b) The proposal for amendment must be signed by at least three members in good standing belonging to three or more separate Subordinate Chapters and must be received in the office of the Right Worthy Grand Secretary before March first preceding the Annual Session. A brief interpretive statement of its purpose may be included. 36:1-(a)(1)

36:1-(c) The Right Worthy Grand Secretary shall, before March 10<sup>th</sup>, forward a copy of each to the Most Worthy Grand Matron and the Chairman of the following committees: 36:1-(a)(1)

- (1) Jurisprudence Committee
- (2) Legal Committee
- (3) Laws, Rules, and Regulations Committee

36:1-(d) The Laws, Rules, and Regulations Committee shall request one of the signers to attend a meeting of the Committee to explain the purpose of the proposed amendment. Attendance of a signer is mandatory in order to have the proposal considered at the Annual Session. 36:1-(a)(3)

36:1-(e) The Right Worthy Grand Secretary shall, on or before April 1<sup>st</sup>, send a copy of each proposal and its interpretive statement, including the names, titles, and Subordinate Chapters of the proposers, to the Secretary of each Chapter. 36:1-(a)(4)

36:1-(f) A copy of each proposal for amendment shall be given to each Member when registering at the Grand Session. 36:1-(a)(5)

36:1-(g) One of the signers must be present at the Grand Session to explain the purpose of the amendment. 36:1-(a)(6)

36:1-(h) An amendment shall become effective at the close of the Annual Session at which it is approved, unless the motion to adopt specifies a time for its going into effect. 36:1-(a)(8)

36:1-(i) All proposed amendments are to be printed in full in the Proceedings of the Grand Session at which they were presented with the outcome of the action taken. 36:1-(a)(10)

**Section 36:2. Amendment of Procedures**

36:2-(a) Proposals to amend Appendix One (Procedures) may be made by motion properly made, seconded, and approved by the affirmative vote of a majority of the members present and voting at the Annual Session. Previous notice is not required.

**Section 36:3. Repeal**

36:3-(a) All provisions of constitutions, Bylaws, laws, rules, or regulations heretofore adopted by the Grand Chapter and not included in this revision of 2016 shall be, and they are hereby, repealed.

PROPOSED

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**PART THREE – APPENDICES**

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**APPENDIX ONE PROCEDURES**

**DISPLAY OF FLAGS AND FLAG CEREMONIES  
RULES OF ORDER  
INVESTIGATING COMMITTEE  
METHOD OF VOTING  
RECEIVING OF GRAND OFFICERS  
BALLOTING – MEMBERSHIP BY INITIATION  
BALLOTING – MEMBERSHIP BY AFFILIATION  
BALLOTING – SUSPENSION NON-PAYMENT OF DUES  
BALLOTING – ELECTION OF OFFICERS  
DISTRIBUTION OF LAWS, RULES, AND REGULATIONS**

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**DISPLAY OF FLAGS AND FLAG CEREMONIES**

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**Section 1 Display of Flags**

(a) American Flag. The Flag of the United States of America shall be displayed in the East of all meetings of the Grand Chapter and of the Subordinate Chapters within this jurisdiction. 2:6-(a)

(1) The American Flag shall be placed on the platform at the right of the presiding officer. 2:6-(a)(1)

(2) After the pledge of allegiance to the Flag has been given, the Flag may be placed at the rear of the platform to the right of the presiding officer. 2:6-(a)(1)

(b) Christian Flag. A Christian Flag shall be displayed in the East at all meetings of the Grand Chapter and of the Subordinate Chapters in this jurisdiction. 2:6-(b)

(1) The Christian Flag shall be placed on the platform at the left of the presiding officer. 2:6-(b)(1)

(2) It may be placed at the rear of the platform to the left of the presiding officer to correspond with the position of the Flag of the United States. The recognized Christian Flag is white with a red cross on a field of blue. 2:6-(b)(1)

(c) Eastern Star Flag. An Eastern Star Flag may be displayed in the East or the West. 2:6-(c)

(1) The Eastern Star Flag must be put in place before the opening of the Subordinate Chapter. 2:6-(c)(1)

**Section 2. Flag Ceremonies**

(a) Ceremonies addressed to Flags. During the Pledge of Allegiance to the Flags, as required by our *Standard Authorized Ritual*, and the Tributes to the Flags, if such be planned by the Subordinate Chapter, the staffs of the Flags may be grounded. 2:7-(a)

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**RULES OF ORDER**

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**Section 1. Speaking at Meetings**

(a) A member wishing to speak shall rise, address the Presiding Officer and wait for recognition. 35:1-(a)

(1) Should two members rise at the same time, the Presiding Officer shall name the one entitled to speak first. 35:1-(a)(1)

(2) A member shall not speak more than twice on the same question without permission of the Presiding Officer. If, in speaking or otherwise, a member transgresses the Laws, Rules, and Regulations of the Grand Chapter or of the Subordinate Chapter, the transgressor shall be called to order and seated unless able to explain. 35:1-(a)(2)

**Section 2. Motions**

(a) All motions must be seconded and stated by the Presiding Officer before they are open to debate or action. 35:2-(a)

(1) Motions are designed to transact pending business or to establish policies or transact future business binding upon the then serving official administration, and the result shall not survive the then serving official administration. 35:2-(a)(1)

(2) A motion may be amended at any time. 35:2-(a)(2)

(3) In voting, the vote must be taken on the last amendment first, then on the first amendment as amended, then on the original motion as amended. 35:2-(a)(3)

(4) Any member may call for the division of the question where the same will permit it. 35:2-(a)(4)

(5) Any member may move to reconsider a motion passed by the Grand Chapter or Subordinate Chapter at the same or subsequent meeting. 35:2-(a)(5)

(6) All questions shall be put in the order in which they are moved. 35:2-(a)(6)

(7) A motion may be withdrawn by the mover before it has been stated by the Presiding Officer. After having been stated, unanimous consent must be obtained to have it withdrawn. 35:2-(a)(7)

(8) The affirmative and negative of a question must be taken and the result declared by the Presiding Officer. 35:2-(a)(8)

(9) When a question is under debate, no motion shall be received except to table or postpone or amend, and these motions shall be put in order in which they stand. 35:2-(a)(9)

(10) The method of voting upon questions before the Grand Chapter is by the uplifted right hand. The

Presiding Officer may, at any time however, call for a standing vote. 35:2-(a)(10)

(11) In Subordinate Chapters voting upon questions shall be as defined in the Voting Schedule in Chapter 24. 35:2-(a)(11)

### Section 3. Resolutions

(a) A resolution is a motion that, because of its length or complexity, has been prepared in writing with the name of the mover and her or his Subordinate Chapter. Copies must be filed with the Most Worthy Grand Matron and with the Right Worthy Grand Secretary before being brought to the floor for consideration and decision. 35:3-(a)

### Section 4. Reports

(a) Reports of Officers and all Standing and Special Committees must be in writing and a copy filed with the Worthy Grand Private Secretary and the Right Worthy Grand Secretary. The copy may be sent electronically. 15:3-(a)(1)

(b) A report touching more than one subject may be taken up by sections sequentially, but after each subject has been disposed of, the report must be voted on as a whole. 35:4-(a)(2)

(c) Project and Fund Raising Committee Reports may be presented at Grand Session orally (limited to three minutes in presentation) and be printed in full in the Proceedings. 15:3-(a)(2)

(d) Minority reports may also be made and considered. 35:4-(a)

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### METHOD OF VOTING

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(a) All voting except where a ballot is required shall be by raising the right hand. 24:1-(a)(12)

(b) During the course of discussion on a motion then upon the floor, a member may request that voting on the question be by written ballot. 24:1-(a)(12)

(1) When such request is made, the Presiding Officer shall submit the question as to written ballot and secure the opinion of the members present by the raising of the right hand in the usual manner. If a majority of the members present and voting favors written ballot, then the question shall be so determined. 24:1-(a)(12)

(2) Each member shall write either the word "yes" or the word "no" on the ballot and they shall be cast as specified in Section 4 of Chapter 26 of these Laws entitled Nominations and Elections. 24:1-(a)(12)

(c) A motion designed to transact pending business, establish policies, or transact future business may be approved only by an affirmative vote of the majority of the members present and voting. (Majority means more than half.) 24:1-(a)(12)

(d) Voting by proxy on any subject before the Subordinate Chapter is prohibited. 24:1-(a)(12)

See Voting Schedule 24:1.

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### RECEIVING GRAND OFFICERS AND VISITORS

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The following procedure is to be followed when receiving Grand Officers and Visitors during meetings, Receptions, and Installations of Officers (including when open to non-members—Grand Honors are not secret).

#### Procedure for Receiving Guests

(a) The assembly shall be caused to rise as the first of the following guests enter the Labyrinth and remain standing as they are escorted to and presented at the Altar, then escorted to the East, separately presented to the assembly, and accorded Grand Honors separately. The assembly shall then be seated.

Most Worthy Grand Matron and Most Worthy Grand Patron

Grand Master of Masons or his authorized representative

Visiting Worthy Grand Matrons and Worthy Grand Patrons

Right Worthy Associate Grand Matron, and Visiting Associate Grand Matrons

(b) At a Reception, the Guest of Honor shall then be escorted to and presented at the Altar, then escorted to the East. The assembly shall then be caused to rise, the Guest of Honor presented to the assembly and accorded Grand Honors. The assembly shall then be seated.

(c) At a reception for a Grand Representative, the Fraternal Parents of the Grand Representative shall then be escorted to and presented at the Altar, then escorted to the East. The assembly shall then be caused to rise. They shall be presented together to the assembly and jointly accorded Grand Honors. The assembly shall then be seated.

(d) Fraternal Parents of the Chapter shall then be received by being escorted to and presented at the Altar, then escorted to the East. The assembly shall then be caused to rise. They shall be presented together to the assembly and jointly accorded Grand Honors. The assembly shall then be seated.

(e) All other Past Grand Matrons and Past Grand Patrons of this Grand Jurisdiction, followed by Past Grand Matrons and Past Grand Patrons of Sister Grand Jurisdictions, immediately followed by Past Grand Masters of Masons shall be received and presented. The assembly shall then be caused to rise and accord Grand Honors. The assembly shall then be seated.

(f) All other Grand Officers entitled to Grand Honors shall be received and presented in the order stated:

(a) Right Worthy Grand Officers ‡

(b) Worthy Grand Officers ‡

(c) Worthy District Deputies ‡

(d) Grand Representatives ‡

(‡ NOTE: Visiting Grand Officers of Sister Grand Jurisdictions shall be received and presented immediately following the comparable Grand Officers of this Grand Chapter.)



The assembly shall then be caused to rise and accord Grand Honors to the group. The membership shall then be seated.

(g) Worthy Matrons and Worthy Patrons may then be received, presented, and accorded the Sign of Salutation as a group.

(h) Associate Matrons may then be requested to approach the West where they are then introduced and accorded applause.

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**INVESTIGATING COMMITTEE**

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(a) Questions to be asked by the Investigating Committee.

1. Name in full.
2. If married, what was maiden name?
3. What is relationship to the Master Mason through whom you desire to join?
4. How long have you resided at your present address?
5. If less than one year, where did you reside previously?
6. How long have you resided in this State?
7. Do you believe in God?
8. Do you acknowledge that an acceptance of the factual statement contained in the Second Chapter of the Gospel, according to St. Matthew, second verse, is essential to membership in the Order of the Eastern Star of New Jersey?
9. Do you attend any Church?
10. What Church and where located?
11. Have you ever made application to any Subordinate Chapter before?
12. If so, when and what Subordinate Chapter?
13. If so, what disposition was made of the Petition?
14. Do you know of any member of the Order who might object to your joining?
15. If so, why do you think he or she might object?
16. What is your object in desiring to join this Order?
17. How long have you known those recommending you?
18. Give names of reference (at least two, not relatives)

**NOTE:**

The Investigating Committee shall make inquiry as to the character and standing of the petitioner, not only by a personal call on her or him, but also by making inquiry of other disinterested person or persons to whom the petitioner is known, and make report in writing within a reasonable time, and no action shall be taken on any petition until such report is made and received.

By observation or questions, the Investigating Committee shall ascertain the following:

Is the applicant blind, deaf, mute, or has she or he any physical defects which would make her or him unable to

give the signs, or repeat the obligation? Does the applicant understand the English language?

Was she 18 years of age at the time of application?

Personal interviews of a holder of either a Grand Chapter Demit or a Grand Chapter Certificate of Good Standing who petitions for affiliation with a Subordinate Chapter in this jurisdiction shall not be required. The Committee of Investigation shall have complete and absolute discretion as to the nature and extent of the investigation to be made upon such petitioner for affiliation.

Such petitioners for affiliation may be acted upon and accepted into membership in any Subordinate Chapter of this State without the Subordinate Chapter making any investigation.

The Secretary will give the Chairman of each Investigation Committee one copy of these questions.

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**BALLOTING – MEMBERSHIP BY INITIATION**

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Prior to the meeting the member(s) must advise the Worthy Matron if they wish to be excused from balloting or require assistance in the balloting procedure. 37:1 Procedure.

WORTHY MATRON: Sister Secretary, have you any reports of Committees on Candidates?

SECRETARY: I have a full (majority) and favorable (unfavorable) report for membership by initiation of Mrs. (Miss, Mr.) ..... residing ..... and a favorable (unfavorable) report from the Right Worthy Grand Secretary.

(NOTE: If a majority report on the Candidate, it must be signed by the Brother on the Committee.)

WORTHY MATRON: Sister Associate Conductress, you will prepare the Ballot Box.

(NOTE: The Associate Conductress must ascertain that there are at least seven black cubes in the Box, after which the empty drawer must be displayed to the Subordinate Chapter.)

ASSOCIATE CONDUCTRESS: The Ballot Box is properly prepared.

(NOTE: The Worthy Matron and Worthy Patron must also satisfy themselves that there are at least seven black cubes in the Box. Cubes are not to be counted orally.)

\* WORTHY MATRON: Sisters and Brothers, you are about to ballot on the petition for membership by initiation of Mrs. (Miss, Mr.) ..... residing at ....., the wife (mother, sister, etc.) of ..... a member of ..... Lodge No. ...., F.&A.M., upon whom your Committee has made a favorable (unfavorable) report.

A white ball elects, a black cube rejects; be careful how you ballot.: (Worthy Matron and Worthy Patron cast their ballots.)

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box to the West, then place it on the Altar.

(NOTE: After the Associate Conductress has placed the Ballot Box upon the Altar, following the instructions of the Worthy Matron, she shall ballot and then assume a position just outside the labyrinth between the stations of Martha and Electa, while the balloting is in progress.) 33:4-(d)(9)

The ballot is now spread. Sisters and Brothers, you will proceed to ballot. (Worthy Matron may indicate whether Officers, Past Matrons, Past Patrons or certain sections may ballot first.)

WORTHY MATRON: Sister Associate Conductress, have all members balloted?

ASSOCIATE CONDUCTRESS: To the best of my knowledge, all members have balloted with the exception of those who have been excused and those who need assistance in balloting.

WORTHY MATRON: Members who wish to ballot and need assistance, please raise your hand. (Pause) Sister Associate Conductress, you will convey the ballot box to those members requiring assistance.

(NOTE: The Associate Conductress will enter the Labyrinth in the usual manner, salute the Worthy Matron with the sign of salutation and leave the Labyrinth with the ballot box in the usual manner. She will then proceed to the members on the North side of the Chapter room to ballot, cross the West to the South side of the Chapter room for the members on the South side of the Chapter room to ballot. The Associate Conductress will then re-enter the Labyrinth in the usual manner, replace the ballot box on the Altar, salute the Worthy Matron with the Salutation sign and advise the Worthy Matron that all members have balloted with the exception of those who wished to be excused.)

(NOTE: If all members have not balloted, the Associate Conductress should so report to the Worthy Matron, who will then request the members to ballot.)

WORTHY MATRON: Then I declare the ballot closed.

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box West and East for inspection.

(NOTE: If the individual ballot has but one black cube and has not been declared from the West and East, the Worthy Matron shall destroy it and start from \*)

If collective and not clear, each candidate is balloted upon separately. If upon the first individual ballot, but one black cube is found, the ballot shall be spread for a second ballot, the result of which shall be final.

If the ballot is clear the first time (or not clear the second time), the following procedure shall be followed:

WORTHY MATRON: Sister Associate Matron, how do you find the ballot in the West?

ASSOCIATE MATRON: Worthy Matron, the ballot is clear (not clear) in the West.

WORTHY MATRON: Worthy Patron, how do you find the ballot in the East?

WORTHY PATRON: Worthy Matron, the ballot is clear (not clear) in the East.

WORTHY MATRON: I, too, find the ballot clear (not clear).

WORTHY MATRON: (If the ballot is clear.) The ballot being clear in the West and East, I am happy to declare that you have elected Mrs. (Miss, Mr.) ..... to become a member of this Subordinate Chapter by Initiation.

WORTHY MATRON: (If the ballot is not clear.) The ballot being "not clear" in the West and East, you have rejected Mrs. (Miss, Mr.) ..... Sister Secretary, you will so inform the petitioner, and if there is no objection, I will order a warrant drawn for the amount received from her (him), to be returned to her (him) with the notice of Rejection. Hearing no objection, it is so ordered.

(NOTE: On announcing the result, the ballot shall be destroyed.)

(NOTE: When a petition for membership has been rejected in a Subordinate Chapter, it shall be the duty of the Worthy Patron to read to the Subordinate Chapter the following:)

The ballot is strictly and inviolably secret; a member shall not violate this secrecy by divulging her or his ballot or by endeavoring to ascertain how another has balloted, nor shall any attempt be made in any manner, to discover who may have cast a negative ballot; nor should a member disclose the fact, should it come to her or his knowledge. A violation of the foregoing is sufficient cause for charges.

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#### BALLOTING – MEMBERSHIP BY AFFILIATION

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Prior to the meeting the member(s) must advise the Worthy Matron if they wish to be excused from balloting or require assistance in the balloting procedure.

Procedure.

WORTHY MATRON: Sister Secretary, have you petitions for Affiliation?

SECRETARY: I have a completed petition and a "Certificate of Good Standing" or "Demit" issued by the Grand Chapter for membership by Affiliation of Mrs. (Miss, Mr.) ..... residing at .....

WORTHY MATRON: Sister Associate Conductress, you will prepare the Ballot Box.

(NOTE: The Associate Conductress must ascertain that there are at least seven black cubes in the Box, after which the empty drawer must be displayed to the Subordinate Chapter.)

ASSOCIATE CONDUCTRESS: The Ballot Box is properly prepared.

(NOTE: The Worthy Matron and Worthy Patron must also satisfy themselves that there are at least seven black cubes in the Box. Cubes are not to be counted orally.)

WORTHY MATRON: Sisters and Brothers, you are about to ballot on the petition for membership by Affiliation of Mrs. (Miss, Mr.) ..... residing at ....., the wife (mother, sister, etc.) of ..... a member of ..... Lodge No. .... , F.&A.M., upon whom your Committee has made a favorable (unfavorable) report.

A white ball elects, a black cube rejects; be careful how you ballot. (Worthy Matron and Worthy Patron cast their ballots.)

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box to the West, then place it on the Altar.

(NOTE: After the Associate Conductress has placed the Ballot Box upon the Altar, following the instructions of the Worthy Matron, she shall ballot and then assume a position just outside the labyrinth between the stations of Martha and Electa, while the balloting is in progress.) 33:4-(d)(9)

The ballot is now spread. Sisters and Brothers, you will proceed to ballot. (Worthy Matron may indicate whether Officers, Past Matrons, Past Patrons or certain sections may ballot first.)

WORTHY MATRON: Sister Associate Conductress, have all members balloted?

ASSOCIATE CONDUCTRESS: To the best of my knowledge, all members have balloted with the exception of those who have been excused and those who need assistance in balloting.

WORTHY MATRON: Members who wish to ballot and need assistance, please raise your hand. (Pause) Sister Associate Conductress, you will convey the ballot box to those members requiring assistance.

(NOTE: The Associate Conductress will enter the Labyrinth in the usual manner, Salute the Worthy Matron with the sign of salutation and leave the Labyrinth with the ballot box in the usual manner. She will then proceed to the members on the North side of the Chapter room to ballot, cross the West to the South side of the Chapter room for the members on the South side of the Chapter room to ballot. The Associate Conductress will then re-enter the Labyrinth in the usual manner, replace the ballot box on the Altar, salute the Worthy Matron with the salutation sign and advise the Worthy Matron that all members have balloted with the exception of those who wished to be excused.)

(NOTE: If all members have not balloted, the Associate Conductress should so report to the Worthy Matron, who will then request the members to ballot.)

WORTHY MATRON: Then I declare the ballot closed.

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box West and East for inspection.

WORTHY MATRON: Sister Associate Matron, how do you find the ballot in the West?

ASSOCIATE MATRON: Worthy Matron, the ballot is favorable (unfavorable) in the West.

(NOTE: Unless a minimum of five black cubes has been cast against the petitioner, a favorable ballot is constituted.)

WORTHY MATRON: Worthy Patron, how do you find the ballot in the East?

WORTHY PATRON: Worthy Matron, the ballot is favorable (unfavorable) in the East.

WORTHY MATRON: I, too, find the ballot favorable (unfavorable).

WORTHY MATRON: (If the ballot is favorable.) The ballot being favorable in the West and East, I am happy to declare that you have elected Mrs. (Miss, Mr.) ..... to become a member of this Subordinate Chapter by Affiliation.

WORTHY MATRON: (If the ballot is unfavorable.) The ballot being unfavorable in the West and East, you have rejected Mrs. (Miss, Mr.) ..... Sister Secretary, you will so inform the petitioner, and return the demit or certificate of good standing. If there is no objection, I will order a warrant drawn for the amount received from her (him), to be returned to her (him) with the notice of Rejection. Hearing no objection, it is so ordered.

(NOTE: On announcement of the result, the ballot shall be destroyed.)

(NOTE: When a petition for Affiliation has been rejected in a Subordinate Chapter, it shall be the duty of the Worthy Patron to read to the Subordinate Chapter the following:)

The ballot is strictly and inviolably secret; a member shall not violate this secrecy by divulging her or his ballot or by endeavoring to ascertain how another has balloted, nor shall any attempt be made in any manner, to discover who may have cast a negative ballot; nor should a member disclose the fact, should it come to her or his knowledge. A violation of the forgoing is sufficient cause for charges.

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#### BALLOTING – SUSPENSION NON-PAYMENT OF DUES

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Prior to the meeting the member(s) must advise the Worthy Matron if they wish to be excused from balloting or require assistance in the balloting procedure. 37:3

Procedure.

WORTHY MATRON: Sister Secretary, you will read the name (names) of the delinquent member (members).

WORTHY MATRON: Sister Associate Conductress, you will prepare the Ballot Box.

ASSOCIATE CONDUCTRESS: The Ballot Box is properly prepared.

WORTHY MATRON: Sisters and Brothers, you are about to ballot for the retention or suspension of Sister (Brother) .....

A black cube is in favor of retention, a white ball is in favor of suspension; be careful how you ballot.

(Worthy Matron and Worthy Patron cast their ballots.)

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box to the West, then place it on the Altar.

(NOTE: After the Associate Conductress has placed the Ballot Box upon the Altar, following the instructions of the Worthy Matron, she shall ballot and then assume a position just outside the labyrinth between the stations of Martha and Electa, while the balloting is in progress.) 33:4-(d)(9)

The ballot is now spread. Sisters and Brothers, you will proceed to ballot. (Worthy Matron may indicate whether Officers, Past Matrons, Past Patrons or certain sections may ballot first.)

WORTHY MATRON: Sister Associate Conductress, have all members balloted?

ASSOCIATE CONDUCTRESS: To the best of my knowledge, all members have balloted with the exception of those who have been excused and those who need assistance in balloting.

WORTHY MATRON: Members who wish to ballot and need assistance, please raise your hand. (Pause) Sister Associate Conductress, you will convey the ballot box to those members requiring assistance.

(NOTE: The Associate Conductress will enter the Labyrinth in the usual manner, salute the Worthy Matron with the sign of salutation and leave the Labyrinth with the ballot box in the usual manner. She will then proceed to the members on the North side of the Chapter room to ballot, cross the West to the South side of the Chapter room for the members on the South side of the Chapter room to ballot. The Associate Conductress will then re-enter the Labyrinth in the usual manner, replace the ballot box on the Altar, salute the Worthy Matron with the Salutation sign and advise the Worthy Matron that all members have balloted with the exception of those who wished to be excused.)

(NOTE: If all members have not balloted, the Associate Conductress should so report to the Worthy Matron, who will then request the members to ballot.)

WORTHY MATRON: Then I declare the ballot closed.

WORTHY MATRON: Sister Associate Conductress, you will convey the Ballot Box West and East for inspection.

WORTHY MATRON: Sister Associate Matron, how do you find the ballot in the West?

ASSOCIATE MATRON: Worthy Matron, I find the ballot in favor of suspension (retention).

(NOTE: Majority ballot is necessary for either suspension or retention.)

WORTHY MATRON: Worthy Patron, how do you find the ballot in the East?

WORTHY PATRON: Worthy Matron, the ballot is in favor of suspension (retention).

WORTHY MATRON: I, too, find the ballot in favor of suspension (retention).

WORTHY MATRON: The ballot being in favor of suspension (retention) in the West and East, you have suspended (not suspended) Sister (Brother) ..... from our Subordinate Chapter.

(NOTE: On announcing the result, the ballot shall be destroyed.)

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#### BALLOTING – ELECTION OF CHAPTER OFFICERS

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#### Presiding Officer Suggested Procedure

Either the Worthy Matron or the Worthy Patron may preside during the election of officers.

The Presiding Officer (P.O.) does not read aloud to the members present any portion of the Laws, Rues, and Regulations regarding nomination or election of officers.

**P.O.** It is now time for the nomination and election of officers for the forthcoming year. I appoint \_\_\_\_\_, Judge, and \_\_\_\_\_ and \_\_\_\_\_ as Tellers.

**P.O.** A nomination must be in writing, each nomination to be on a separate slip of paper, and consist of the name of the office and the name of the nominee. The slip of paper is to be deposited in the receptacle on the Secretary's desk. Nominations are to be made for Worthy Matron, Worthy Patron, Associate Matron, Secretary, Treasurer, Conductress, Associate Conductress, Trustee, Delegate to the OES Home, and two Alternate Delegates.

**P.O.** I now call the Chapter to Recreation for a period not to exceed ten minutes so that nominations may be made.

During the Recreation the P.O. should observe the activity of placing nominations on the secretary's desk. When activity appears to stop, the P.O. should ask if there are any further nominations. When it appears that there are no further nominations, the P.O. should then call the Chapter from Recreation.

**P.O.** I call the Chapter from Recreation.

**P.O.** Will the Judge of Elections and the Secretary make a list of nominations for the various offices and inform me whether there is at least one name in nomination for each office.

If there are no nominations for an office, the P.O. should ask for further nominations for that office. When nominations are completed, the P.O. continues:

**P.O.** Sister Secretary, please read names in nomination for each office. (After each name is read, the P.O. should ask the nominee:) "You have been nominated for the office of \_\_\_\_ of this chapter for the ensuing year. Do you accept and if elected will you serve?"

After a favorable response from each nominee, and if there is **only one** nomination for each office, the PO may proceed.

**P.O.** There being an uncontested election for all offices, I request a motion to close nominations and authorize a single ballot be cast for election of all officers. (Done) I declare all nominees elected to office.

>>>> Or <<<<

After a favorable response from each nominee, if there is **more than one** nomination for one or more of the offices, the P.O. may for each office where only one name is in nomination, request a motion to close nominations and declare that nominee elected to office. For other offices, where there is a contest, an election must take place.

**P.O.** An election will now take place for the office of \_\_\_\_\_. Those nominated for this office are: \_\_\_\_\_,

\_\_\_\_\_, etc. Written ballots must be used in voting. Members are to enter the labyrinth between the stations of Adah and Ruth, salute the P.O. with the Salutation Sign, cast a ballot, and retire between the stations of Martha and Electa.

**P.O.** For members who have requested assistance in balloting, I will direct one of the Tellers to conduct the ballot box to that member (or those members). I declare the ballot open.

When all members have cast their ballot, the P.O. continues:

**P.O.** I declare the ballot closed. The Judge of Elections and Tellers will count the votes and report.

If no one is elected by a majority vote, a second ballot is taken, limited to the three nominees having received the highest votes. If no one is elected on the second ballot, a third ballot is taken, limited to the two nominees having received the highest votes. Balloting process is repeated until there is an election.

**P.O.** I declare (Sister, Brother) \_\_\_\_\_ elected to the office of \_\_\_\_\_ of this Chapter for the ensuing year.

When all officers have been elected, then:

**P.O.** All officers having been elected, I declare the election completed. I congratulate the newly elected officers and look forward to the year ahead.

**P.O.** The Judge of Elections and the Tellers are now dismissed with thanks for their service.

If the P.O. is not the Worthy Matron, the gavel is returned to the Worthy Matron to continue the meeting.

### **Election of Officers Judge and Tellers**

The Judge and Tellers are to inspect the ballots used in the election of officers and tally the votes. Unless it is the custom of the Chapter to actually cast a single paper ballot in the event of an uncontested election, the Judge and Tellers may remain seated on the sidelines. (NOTE – It is not necessary to cast a paper ballot to complete the election.)

If an election for an office is to occur, or if it is the custom of the chapter to cast a single paper ballot to elect officers in an uncontested election, the Judge and Tellers must be seated at a table placed in front of the station of Esther. The Judge of Elections shall sit facing the East with a Teller on each side of the Judge. After the P.O. declares the ballot closed, they will inspect the ballots that have been cast and report to the P.O. who will then declare the officer(s) elected.

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### **DISTRIBUTION AND REGISTRATION OF LAWS, RULES, AND REGULATIONS**

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(a) A Complete set of the Laws, Rules, and Regulations may be purchased from the Right Worthy Grand

Secretary at an amount per copy as determined by the Board of Directors. 36:2-(a)

(1) Copies of the Laws, Rules, and Regulations shall be numbered and a record shall be maintained in the office of the Right Worthy Grand Secretary of the name, title and Subordinate Chapter of the person to whom the numbered set of the Laws, Rules, and Regulations may have been issued. 36:2-(a)(2)

(2) Four complete numbered sets of the Laws, Rules, and Regulations shall be sent, without cost, to the Secretary of each Subordinate Chapter for the use of the Worthy Matron, Worthy Patron, Associate Matron and Secretary. 36:2-(a)(3)

(3) The Worthy Matron, Worthy Patron, Associate Matron and/or Secretary must deliver her or his numbered set to her or his successor. If a copy assigned to an Officer becomes lost or is destroyed, the Subordinate Chapter must purchase a replacement copy for the use of the Officer. 36:2-(a)(3)

(4) When these Laws, Rules, and Regulations have been amended,

(a) Four copies of replacement page(s) shall be supplied to the Chapter Secretaries, at no cost, to update the sets of Laws, Rules, and Regulations assigned to the four Chapter Officers. 36:2-(a)(4)

(b) All copies of replacement pages requested by the Chapter Secretary for distribution to the holders of registered copies in her Chapter shall be supplied at a cost of printing and mailing to be determined by the Board of Directors. 36:2-(a)(5)

PROPOSED

## PARAGRAPHS ADDED

<i>Paragraphs proposed to be added.</i>	<i>Reason for the proposed addition.</i>
<b>CHAPTER 3 – GRAND OFFICERS</b>	
3:2-(d) A Sister or Brother may not hold more than one Grand Chapter office at the same time but may hold office in Grand Chapter and elective or appointive office in a Subordinate Chapter at the same time.	This has been an “unwritten law” that holding two offices has been prohibited. This will make the prohibition of holding two offices clear and that there is no conflict if a Grand Officer holds office in a Chapter .
3:4-(c) A Sister is not eligible to the office of Most Worthy Grand Matron until she has served at least one term as Right Worthy Associate Grand Matron, Right Worthy Grand Conductress, or Right Worthy Associate Grand Conductress. 3:4-(d) A Sister is not eligible to the office of Right Worthy Associate Grand Matron until she has served at least one term as either Right Worthy Grand Conductress or Right Worthy Associate Grand Conductress. 3:4-(e) If no Sister, who has served as Right Worthy Grand Conductress or Right Worthy Associate Grand Conductress, is willing to be a candidate for the office of, Right Worthy Associate Grand Matron, all Past Matrons of the Order shall then be eligible.	See Chapter 30, Section 2(c), (d), and (e) which require similar prerequisites for elected officers in a Subordinate Chapter. The Committee believes how much more appropriate it will be to set similar prerequisites for elected officers of Grand Chapter.
<b>CHAPTER 28 – MEMBERSHIP RIGHTS AND DUTIES</b>	
28:16-(c) NOTE: A Chapter receiving a request to conduct the funeral service for a member, who had demitted or had been suspended, should honor the request and conduct the service. The member of the family or the representative may not be aware that the deceased is not in good standing and refusing to conduct the service could be detrimental to the public perception of the Order.	This paragraph is added to make it clear that the deceased member may not have informed anyone that his or her membership had been terminated. Good public relations are intended by this paragraph.
<b>CHAPTER 29 – SUBORDINATE CHAPTER MEETINGS</b>	
29:1-(h) If the Subordinate Chapter does not hold at least one regular meeting during the calendar month, the chapter secretary must notify the Most Worthy Grand Matron by regular mail over the seal of the chapter.	The LRR clearly requires that a Chapter hold at least one Regular meeting per month and the failure to do so is in violation of the LRR. The MWGM must be notified because she is responsible for the stewardship of the Order during her term of office.
<b>CHAPTER 33 – DUTIES OF CHAPTER OFFICERS</b>	
33:2-(c) A Worthy Patron may invite a Worthy Patron or Past Patron of this jurisdiction to occupy the East and preside over all or any part of a meeting, including the Official Visit of the Worthy District Deputy. The installed Worthy Patron need not leave the Chapter Room while the substitute Worthy Patron is presiding.	This is a fraternity, not a “ritual society”, therefore, performing the ritual should not be required of the Worthy Patron. A good Worthy Patron may not be a good ritualist nor a good ritualist may not be a good Worthy Patron.
33:5-(b)(4) It is not necessary that a Trustee be appointed to fill the Treasurer’s station in the Chapter room in the absence of the Treasurer.	Often the Trustees have been installed as an appointive officer. To require that a Trustee occupy the Treasurer’s station in the Treasurer’s absence could create a vacant chair elsewhere.
<b>CHAPTER 36 – AMENDMENTS AND REPEAL</b>	
36:3-(a) All provisions of constitutions, bylaws, laws, rules, or regulations heretofore adopted by the Grand Chapter and not included in this revision of 2016 shall be, and they are hereby, repealed.	Any law, rule, or regulation previously adopted, but not repealed, may result in a conflict within the Laws of Grand Chapter.

PARAGRAPHS ADDED

PROPOSED



## PARAGRAPHS DELETED

<i>The Chapter, Section, and paragraph number at the beginning of the paragraph is its location in the present LRR</i>	<i>The reason that deletion is proposed is found in this column.</i>
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### CHAPTER 1 - CORPORATION

<p>Section 6-(a)(1) All star emblems now in use or in supply having inscribed in the red point only the cup shall hereafter be legally usable and for all purposes shall constitute an authorized continued legal use of such star emblem and as soon as practicable they shall be changed to comply with the Section entitled Emblematic Star in this Chapter.</p>	<p>This section authorizes use of a non-conforming emblem until it is replaced as soon as practicable. About 60 years have passed since the law was enacted – it seems to the Committee that “as soon as practicable” must have occurred by now. The paragraph is now outdated.</p>
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### CHAPTER 4 – DISTRICTS, DISTRICT MEMBERS, AND DISTRICT MEETINGS

<p>Section 1-(c)(4)(1) The merger procedure shall be followed as printed in the Grand Chapter Law Book found in the chapter on Merger of Subordinate Chapters into existing Subordinate Chapters.</p>	<p>The procedure for merging Districts does not follow the procedure for merging Chapters. The procedure is included in the <i>Grand Chapter Ritual</i>.</p>
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### CHAPTER 24 – SUBORDINATE CHAPTER MEETINGS

<p>Section 4-(a)(2) The secretary of the chapter shall report to the Most Worthy Grand Matron within 48 hours when a chapter holds a meeting in the absence of a quorum, stating the reason why the meeting was held, what actions were taken, and why those actions were taken. (3) If requested, the Most Worth Grand Matron at her discretion may heal, either in whole or in part, the irregularity of the Subordinate Chapter meeting in the absence of a quorum, or may declare all action taken to be null and void.</p>	<p>A meeting must not be held if a quorum is not present.</p>
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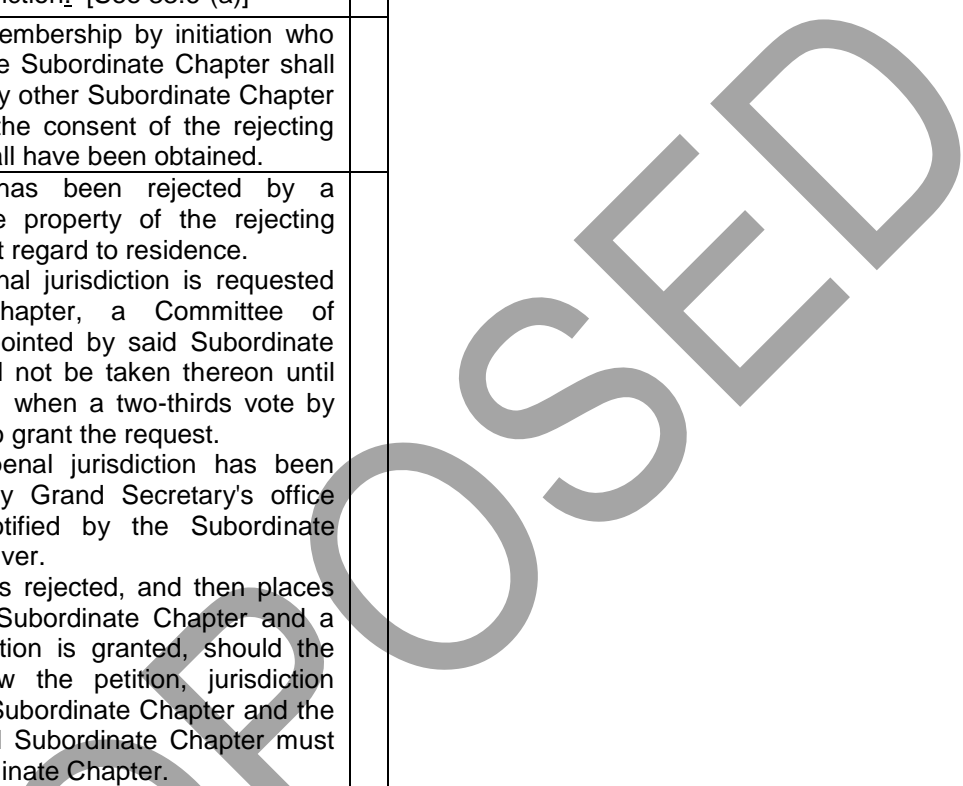
### CHAPTER 28 – DUTIES OF OFFICERS

<p>Section 2-(d) The Worthy Patron, in explaining the ballot to candidates, shall also instruct them how to ballot in accordance with the Ritual.</p>	<p>Is clearly part of the Initiation ritual and need not be repeated in the LRR.</p>
<p>Section 10-(a)(1)(a) Immediately following the Annual Meeting, to meet and organize their Board.</p>	<p>Most chapters name the senior Trustee as “chairman” and there is no longer any need to “organize.”</p>

### CHAPTER 33 – MEMBERSHIP BY INITIATION

<p>Section 5-(a)(2) When a petitioner for membership by initiation has been rejected four (4) times in any one Subordinate Chapter, the Subordinate Chapter in which the petition for membership by initiation shall be filed shall have the right by written ballot to determine by a majority vote of its members present at such meeting whether the petition shall be received.</p>	<p>Restriction of applicant who is rejected four times does not appear productive.</p>
<p>(3) If the ballot determines that the petition shall not be received, the petitioner shall be so notified, and the Secretary of the Subordinate Chapter shall notify the Right Worthy Grand Secretary of such result.</p>	<p>Restriction of applicant who is rejected four times does not appear productive. Retaining jurisdiction over a candidate who has been rejected is counter productive.</p>

**PARAGRAPHS DELETED**

<p>(4) The procedure for written ballots as set forth in these Laws, Rules and Regulations relating to the election of Officers of a Subordinate Chapter [See 26:4] shall be followed.</p>	
<p>(5) A request for penal waiver over such petitioner shall, however, be acted upon in accordance with the law as stated in this Chapter under the Section dealing with Penal Jurisdiction. [See 33:6-(a)]</p>	
<p>(7) The petitioner for membership by initiation who has been rejected in one Subordinate Chapter shall not be acted upon by any other Subordinate Chapter in this jurisdiction until the consent of the rejecting Subordinate Chapter shall have been obtained.</p>	
<p>6 (a) A candidate who has been rejected by a Subordinate Chapter is the property of the rejecting Subordinate Chapter, without regard to residence.          (1) When a waiver of penal jurisdiction is requested from a Subordinate Chapter, a Committee of Investigation shall be appointed by said Subordinate Chapter, but a ballot shall not be taken thereon until the next Regular Meeting, when a two-thirds vote by ballot shall be necessary to grant the request.          (2) When a waiver of penal jurisdiction has been refused, the Right Worthy Grand Secretary's office shall be immediately notified by the Subordinate Chapter requesting the waiver.          (3) When an applicant is rejected, and then places the petition in another Subordinate Chapter and a waiver of penal jurisdiction is granted, should the petitioner then withdraw the petition, jurisdiction returns to the rejecting Subordinate Chapter and the Secretary of the second Subordinate Chapter must notify the original Subordinate Chapter.</p>	

**CHAPTER 34 - AFFILIATION**

<p>Section 3-(d)(3) Said affiliate shall at once be entitled to all the privileges of membership, except that if such affiliate shall have been a Past Matron or Past Patron of any other State, the Worthy Matron shall cause her or him to be conducted West of the Altar, and affirm allegiance to the Corporation of the Order of the Eastern Star of New Jersey by repeating after the Worthy Matron, "I do here and now apply for and accept membership in the Corporation of the Grand Chapter of the Order of the Eastern Star of New Jersey and the Eastern Star Charity Foundation."</p>	<p>Same as LRR Chapter 32, Section 8-(b)(6), also to be deleted..</p>
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**PARAGRAPHS CHANGED**  
(In meaning or purpose)

PRESENT LAW	PROPOSED LAW
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**CHAPTER 3 – CORPORATE OFFICERS**

<p>3:1-(a)(4) Each year at the June Meeting of the Corporate Board of Directors, the Most Worthy Grand Matron, with the approval of the Corporate Board, shall appoint a qualified Committee who will submit a certified statement covering the audit of the financial records of the Grand Chapter, Order of the Eastern Star of New Jersey for the prior year ending May 31<sup>st</sup>. This audit and financial statement shall be printed in the annual Proceedings.</p>	<p>14:2-(b) The Most Worthy Grand Matron, with the approval of the Board, shall appoint a Certified Public Accountant who will make an annual report of an Audit or Financial Review of the financial records of the Grand Chapter for the prior year ending May 31<sup>st</sup>. An Audit shall be conducted in five year intervals, beginning with the audit for fiscal year 2015, and a Financial Review conducted in each year between audits.</p>
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**Interpretive statement:** The IRS requirements for tax-exempt organizations permit that an audit of the Treasurer’s books needs to be done once in five years, with a financial review during the years in between. This reduces the cost of audits while still meeting federal requirements.

**CHAPTER 5 - CORPORATE MEMBERSHIP**

<p>5:1-(c) Each member must present her or his membership card for the then current fiscal year or Grand Chapter Credentials to the Member Registration Committee and pay the required registration fee.</p>	<p>2:4-(a) To attend a meeting of the Grand Chapter, one must possess one of the following credentials as evidence of Good Standing:                  2:4-(a)(2) A Certificate of Good Standing, issued by the Grand Chapter to a Member-at-Large, within one year of the date of its issue.                  2:4-(a)(2) A Certificate of Good Standing, issued by the Grand Chapter, within one year of the date of its issue.                  2:4-(a)(3) A dues card for the current or next preceding fiscal year, issued by a regular and duly constituted Lodge of Free and Accepted Masons.</p>
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**Interpretive Statement:** A member in good standing is entitled to admission to any and all meetings of the Order of the Eastern Star of New Jersey (See Landmark 11). Section 5:1-(c) permits only SOME members in good standing to being admitted to Grand Chapter meetings and, therefore, it does not comply with the Landmark. This change will bring the LRR in accord with the Landmark.

**CHAPTER 6 - FRATERNAL OFFICERS**

<p>6:2-(a)(5) The Grand Trustees shall secure the Jewels presented to the Retiring M.W.G.M. and Retiring M.W.G.P. at each Annual Grand Session, said Jewels to conform to the design now used by the Grand Chapter, with workmanship, gold and diamonds as heretofore.</p>	<p>12:1-(d) They shall secure the Jewels presented to the Retiring Most Worthy Grand Matron and Retiring Most Worthy Grand Patron at each Annual Grand Session.                  12:1-(d)(1) The retiring Most Worthy Grand Matron may select a jewel that had been returned to the Grand Chapter by a Past Grand Matron. The retiring Most Worthy Grand Patron may select a jewel that had been returned to the Grand Chapter by a Past Grand Patron. The jewels may be refurbished as required.                  12:1-(d)(2) If purchased new, or if refurbished, the jewels must conform to the design traditionally used by the Grand Chapter (including an emblematic star within a pentagon), with workmanship, gold, and diamonds as heretofore.</p>
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**Interpretive statement:** Occasionally, a Past Grand Matrons’ jewel or a Past Grand Patrons’ jewel is returned to the Grand Chapter. A retiring Grand Matron or Grand Patron may select one of the jewels for their use. In the past, some have selected more than one jewel. As only a few jewels are returned to the Grand Chapter, every effort must be made to make them available to as many as possible.

**PARAGRAPHS CHANGED (CONT'D)**  
(In meaning or purpose)

**CHAPTER 6 - FRATERNAL OFFICERS**

<p>6:8-(a)(1)(a) All nominees for the position of Grand Trustee and all nominees for the office of Right Worthy Grand Secretary, Right Worthy Grand Treasurer, and Right Worthy Associate Grand Conductress shall prepare a brief summary of their qualifications for the position including but not limited to their service to the Order of the Eastern Star and submit it with their written nomination and this shall be printed and distributed to all members upon registering at Grand Chapter Session.</p>	<p>4:1-(a)(1) A nominee for the position of Right Worthy Associate Grand Conductress, Right Worthy Grand Secretary, Right Worthy Grand Treasurer, or Right Worthy Grand Trustee shall prepare a brief summary of her qualifications for the position including but not limited to her service to the Order of the Eastern Star. The summary is to be submitted with the written nomination and it shall be printed and distributed to members upon registering at Grand Chapter Session. A brief summary of qualifications need not be filed by either the Right Worthy Grand Secretary or the Right Worthy Grand Treasurer, who seeks re-election to the same office after having served at least one full term and who is the only nominee for that office.</p>
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**Interpretive statement:** To require a Grand Secretary or Grand Treasurer to provide a brief summary of qualifications each year, when she has served at least one year in office, and is the only nominee, appears to be unnecessary and a waste of paper.

**CHAPTER 14 – APPOINTED GRAND OFFICERS**

<p>14:2-(a)(1) She shall inspect the ritualistic work and correct inaccuracies; see that the Subordinate Chapter records are properly kept and shall forward promptly a full report of her year's work to the Most Worthy Grand Matron thirty days prior to Annual Session.</p>	<p>13:2-(a)(6) Shall host a School of Instruction for elected and appointed officers of Subordinate Chapters in her district prior to October first and shall invite the Most Worthy Grand Matron, the Most Worthy Grand Patron, and the Right Worthy Associate Grand Matron to attend.</p>
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**Interpretive statement:** The Revision Committee finds that Worthy District Deputies generally do not correct inaccuracies nor do they make an inspection of the records kept by the Chapter Secretary and that conducting a school of instruction would be beneficial to the elected and appointed officers.

**CHAPTER 20 - DISCIPLINE OF MEMBERS**

<p>Legal paragraphs have been rewritten by the Grand Chapter Attorney to meet present legal procedures.</p>	<p>The causes for discipline (Section 2) and the penalties that may be exacted (Section 3) have not been changed</p>
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**Interpretive statement:** Legal procedures in the present LRR were written about 50 years ago. The Grand Chapter Attorney has rewritten the procedures to meet more modern procedures. The causes for discipline and the penalties that can be exacted are unchanged.

**CHAPTER 23 – POWERS OF SUBORDINATE CHAPTERS**

<p>23:4-(e)(1) Such Committee MAY be empowered to maintain a bank account with the right vested in the Chairman thereof to sign checks for the withdrawal of monies provided the same be countersigned by the Worthy Matron or the Treasurer.</p>	<p>34:4-(c)(1) All monies received by the committees must be given promptly to the Chapter Secretary to be deposited in the Chapter accounts.</p>
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**Interpretive statement:** All monies received should be given to the Secretary and deposited in the Chapter checking account. This makes the reporting of the receipts and disbursements easier and obviates opening small checking accounts in banks where the bank may charge service fee for small accounts.

**PARAGRAPHS CHANGED (CONT'D)**  
(In meaning or purpose)

**CHAPTER 24 – SUBORDINATE CHAPTER MEETINGS**

24:4-(b)(1) The Worthy Matron, Worthy Patron, or Associate Matron must be at the Chapter room for a period of at least 30 minutes beyond the stated time of meeting, before declaring no meeting due to lack of quorum	29:1-(g)(1) If weather conditions permit, the Worthy Matron, Worthy Patron, or Associate Matron must be at the Chapter Room for a period of at least 15 minutes beyond the stated time of the meeting, before declaring no meeting due to lack of quorum.
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**Interpretive statement:** Most frequently, the reason for lack of quorum is caused by adverse weather conditions. To require that someone be at the Chapter room for 30 minutes seems excessive.

**CHAPTER 25 – SUBORDINATE CHAPTER OFFICERS**

25:6-(a)(8) All other Officers appointed pro tempore to fill vacancies shall be appointed at the beginning of each meeting by the Presiding Officer and shall hold the office for that meeting only.	30:6-(h) The Presiding Officer may appoint a member to fill an officer station for as long as the vacancy will exist, whether for one or more meetings or for the balance of the year.
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**Interpretive statement:** When a member has agreed to serve as a pro-tem officer for more than one meeting, or for the balance of the year, it relieves the Worthy Matron of the having to be sure that someone will be present to fill the station at each meeting. Also, it is now common for someone to fill a station where no officer had been installed, again, relieving the Worthy Matron from having to fill the station each meeting.

**CHAPTER 27 – INSTALLATION OF OFFICERS**

27:4-(a) Installation of Officers of Subordinate Chapters may be open to the public at the discretion of the Subordinate Chapter.	<p>32:4-(c) Installation of Officers of a Subordinate Chapter may be open to the public by vote of the Subordinate Chapter. The Installation ceremony shall be in accordance with the Standard Authorized Ritual.</p> <p>32:4-(c)(1) The only business that may be conducted, other than the Installation Ceremony is: (1) Courtesy of the East; (2) speeches by the Worthy Matron and Worthy Patron (both retiring and newly installed), (3) a speech by a Past Grand Matron, a Past Grand Patron, or a Grand Officer; (4) remarks by the Worthy District Deputy presenting, at their seats, the Grand Officers of the upcoming year; and (5) Good of the Order.</p> <p>32:4-(c)(2) Minutes of the meeting must be read at the next Regular Meeting of the Chapter for approval.</p>
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**Interpretive statement:** The change is intended to make it clear that the Installation ceremony is to be conducted in accordance with the Standard Authorized Ritual without any deletions, and that the business of the meeting is limited. Motions are not necessary to “accept” speeches. Non-members attend an installation of officers in support of a good friend or a family member and too many speakers may not make a good impression of the Order on the non-member.

**CHAPTER 28 – DUTIES OF OFFICERS**

28:10-(d)(2) Trustees, upon acceptance of an Elective Office, shall resign as Trustee at that or the next succeeding meeting.	33:9-(e) Accepting an elective office by a Trustee in the same Subordinate Chapter will be considered as resignation as Trustee.
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**Interpretive statement:** This means that when a Trustee accepts an elective office in the same Subordinate Chapter it is to be considered resignation from the office of Trustee. The Trustee need take no further action regarding resignation

**PARAGRAPHS CHANGED (CONT'D)**  
(In meaning or purpose)

**CHAPTER 30 – MERGER OF SUBORDINATE CHAPTERS**

Chapter 30 (LRR) is to be deleted in its entirety and a new Chapter 23 (Revised LRR) put in its place.

Present LRR:  
Chapter 30 – Merger of Subordinate Chapter

Proposed LRR  
Chapter 23 – Merger, Consolidation, Dissolution

**Section 23:1. Motion Required**

23:1-(a) A motion proposing that the Chapter consider Merger, Consolidation, or Dissolution (voluntarily surrender its Charter) must be introduced at a Regular Meeting of the Chapter at which a quorum is present. If the motion is approved by a two-thirds affirmative vote of the members present and voting, by written ballot, the Secretary shall send a copy of the motion, bearing the seal of the Chapter, to the Most Worthy Grand Matron, who will then direct the appropriate Grand Chapter Committee or Committees to meet with the Chapter and guide the members in determining the future of the chapter, according to the Grand Chapter Procedure.

**Section 23:2. Membership Rights**

23:2-(a) A member of a Chapter that merges into another Chapter, or consolidates with one or more Chapters, shall become a member of the unified Chapter and continue with all the rights, privileges, obligations, duties, and responsibilities of membership.

23:2-(a)(1) A member of the merging chapter whose dues are paid in advance must be presented with a paid up dues card by the unified chapter for the same dues period without payment of additional dues.

23:2-(b) A member of a Chapter that dissolves (surrenders the Charter voluntarily) becomes a Member-at-Large.

23:2-(c) A Past Matron or a Past Patron of a Chapter, involved in a Merger or Consolidation, shall be considered a Past Matron or a Past Patron of the unified Chapter and shall be listed in the roll of Past Matrons and Past Patrons in order by year of service.

23:2-(d) The Worthy Matron and Worthy Patron of a Chapter that merges or consolidates shall be considered as having served a full term and shall rank as a Past Matron or a Past Patron of the unified Chapter.

**Section 23:3. Chapter Assets**

23:3-(a) When the Chapter merges or consolidates with another Chapter (or Chapters), the assets of the Chapter become the assets of the unified Chapter.

23:3-(b) When the Chapter surrenders its Charter, the assets and paraphernalia of the Chapter become the assets of the Grand Chapter.

**Section 23:4. Requirements**

23:4-(a) A ten day notice for each procedure in the Merger, Consolidation, or Dissolution process shall be sent by first-class mail to all members of the Chapter(s) involved and to the Most Worthy Grand Matron, the Right Worthy Grand Secretary, and the Chairman of the Merger Committee.

**Interpretive statement:** The procedures in Chapter 30 had become cumbersome and required a fixed procedure where no variations were permitted. This change will give the Merger Committee a freer hand in procedures which may vary to meet conditions of merger.

**PARAGRAPHS CHANGED (CONT'D)**  
(In meaning or purpose)

**CHAPTER 32 – MEMBERSHIP – SUBORDINATE CHAPTERS**

<p>32:8-(a)(6) The right to demit from any one of the Subordinate Chapters in which Multiple Membership is held shall terminate membership in that Subordinate Chapter only, but shall not terminate membership in the Order so long as such member retains membership in Good Standing in one of the Subordinate Chapters.</p>	<p>28:15-(a) To withdraw membership in any one of the Subordinate Chapters in which Dual or Plural Membership is held shall terminate membership in that Subordinate Chapter only.</p> <p>28:15-(b) The request for withdrawal of Dual or Plural membership in a Subordinate Chapter must be made in writing by a member in good standing and shall follow the same course as for a Demit.</p>
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**Interpretive statement:** A Demit normally indicates that the member has terminated membership in the Order. To terminate Dual or Multiple membership in a Chapter can be accomplished by withdrawing, not demitting.

**CHAPTER 33 – MEMBERSHIP BY INITIATION**

<p>33:1-(a)5) Certification of Rainbow Girl affiliation requires a written verification from the International Order of the Rainbow for Girls in New Jersey to accompany a petition for membership. The sponsoring Master Mason shall submit a letter of recommendation and the authenticity of his good standing shall be verified by the Worthy Patron. The dues card of one elected to membership under this provision shall state "Certified Rainbow Girl Affiliation."</p>	<p>26:1-(c)(2) If evidence of majority membership in the Order of Rainbow for Girls accompanies a petition for membership, or if evidence of majority membership is submitted to the Secretary of the Chapter after the member has been initiated, qualification to membership in the Order shall be established and the Masonic Relationship indicated on the dues card of the member shall read "Majority Rainbow."</p>
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**Interpretive statement:** This is to simplify the procedure for a member to have her membership based on being a Majority Rainbow even after her initiation, if necessary.

**CHAPTER 33 – MEMBERSHIP BY INITIATION**

<p>33:9-(d) The Ritual from time to time adopted and approved the Grand Chapter of New Jersey is the only form of work authorized in this jurisdiction and all Subordinate Chapters shall be required to use the standard Ritual in the English language.</p>	<p>1:7-(a) The latest edition of the Standard Authorized Ritual is the only form of work authorized in this jurisdiction and shall include ritual for Subordinate Chapters and for the Grand Chapter.</p>
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**Interpretive statement:** If the Standard Authorized Ritual is the only form of work authorized in this jurisdiction, then the Standard Authorized Ritual should include the ritual of the Grand Chapter as well as ritual for the Subordinate Chapters.

**CHAPTER 36 – RULES OF ORDER**

<p>36:1-(a)(8) The amendment, repealer, revision or addition shall become effective immediately upon its adoption, unless the motion to adopt shall specify a time for its going into effect.</p>	<p>36:1-(h) An amendment shall become effective at the close of the Annual Session at which it is approved, unless the motion to adopt specifies a time for its going into effect.</p>
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**Interpretive statement:** This will prevent an amendment to the LRR becoming effective during the meeting unless it is the intention of the assembly to have it effective immediately.