

# Manual of Rules and Regulations

Grand Guardian Council of Oregon



Job's Daughters International  
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**MANUAL OF RULES AND REGULATIONS OF THE GGC OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**CONSTITUTION OF THE GGC OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
NAME**

**Section 1.**

- (a) The name of this organization is Job's Daughters International, Grand Guardian Council of Oregon.

**ARTICLE II  
OBJECT**

**Section 1.**

- (a) The object of the Grand Guardian Council is to be supreme in its jurisdiction in all matters pertaining to the Bethels, Bethel Guardian Councils and its own affairs, subject to the provisions of the laws of the Supreme Guardian Council.

**ARTICLE III  
AUTHORITY**

**Section 1.**

- (a) This GGC operates under authority of a Charter granted by the Supreme Guardian Council and dated September 16, 1924. The jurisdiction of this Grand Guardian Council shall be limited to the state of Oregon.
- (b) Manuals of Rules and Regulations of GGCs shall include Article I, II, and III, Section 1(a) in same. The format for the Manual, and subsequent amendments thereto, shall follow the same sequence as that of this Constitution and Bylaws of a GGC. (See SI 14 for prerogatives extended to GGCs)
- (c) All books, funds, paraphernalia and other property of all Bethels and all subordinate programs are the property of the GGC if a Bethel is closed or a subordinated program is cancelled.
- (d) This organization shall be known as the Grand Guardian Council of Oregon, Incorporated, Job's Daughters International and hereafter referred to as the GGC. The GGC is a non-profit organization designated tax exempt under Section 501(c) (3) of the Internal Revenue Code of 2000, United States Treasury Department. The GGC is also incorporated under the State of Oregon and registered as a non-profit organization thereof.

**ARTICLE IV  
MEMBERSHIP**

See Supreme C-GGC 2, Article IV

**ARTICLE V  
OFFICERS**

**Section 1. Elective Officers**

The elective officers of this GGC shall be: Grand Guardian (a woman), Associate Grand Guardian (a Master Mason), Vice Grand Guardian (a woman), Vice Associate Grand Guardian (a Master Mason), Grand Guide (a woman), Grand Marshal (a woman), Grand Inner Guard (a Master Mason), Grand Outer Guard (a Master Mason), Grand Secretary and Grand Treasurer.

**Section 2. Appointive Officers**

- (a) The appointive officers may be any of the following; Grand Chaplain, Grand Librarian, Grand Director of Music, Grand First Messenger, Grand Second Messenger, Grand Third Messenger, Grand Fourth Messenger, Grand Fifth Messenger, Grand Senior Custodian, and Grand Junior Custodian.

**Section 3. Executive Officer** – See Supreme C-GGC 2, Article V, Section 3

**Section 4. Executive GGC** – See Supreme C-GGC 2, Article V, Section 4

## **ARTICLE VI ELIGIBILITY**

### **Section 1.**

- (a) –(f) See Supreme C-GGC 2, Article VI, Section 1 (a) – (f)
- (g) An officer of the GGC shall not hold two (2) GGC offices at the same time. This shall not prevent her/him from holding an office on a BGC or being a member of a GGC committee. (Exception: see C-GGC 3, Article X, Section 1 (b) and B-GGC 3, Article IV, Sections 1 (b) and (c))

## **ARTICLE VII ELECTION, VOTING PRIVILEGES, AND PROXY**

### **Section 1. Election**

- (a) See Supreme C-GGC 2, Article VII, Section 1(a)
- (b) Shall be by ballot without nomination. (See SI 4.2)
  - (1) Where there is but one (1) member aspiring to an office, the rules requiring the election to be by ballot may be suspended and the election may be by viva voce.
  - (2) Secret ballot shall be a collective ballot, e.g. one (1) sheet of paper with the names of the offices printed thereon. The ballot for each elective office shall be deposited one (1) at a time.
  - (3) The following sequence of election whether by written ballot or viva voce shall be used: Grand Guardian, Associate Grand Guardian, Vice Grand Guardian, Vice Associate Grand Guardian, Grand Guide, Grand Inner Guard, Grand Marshal, Grand Outer Guard, Grand Secretary and Grand Treasurer.
  - (4) Candidates aspiring to an elective office shall be requested to rise, state their name, Bethel number and Bethel location.
- (c) See Supreme C-GGC 2, Article VII, Section 1 (c)

**Section 2. Voting Privileges** – See Supreme C-GGC 2, Article VII, Section 2

### **Section 3. Proxy**

- (a) No vote shall be cast by proxy.

**ARTICLE VIII  
APPOINTMENTS**

See Supreme C-GGC 3, Article VIII

**ARTICLE IX  
TERM**

See Supreme C-GGC 3, Article IX

**ARTICLE X  
INSTALLATION**

See Supreme C-GGC 3, Article X

**ARTICLE XI  
VACANCIES**

See Supreme C-GGC 3, Article XI

**ARTICLE XII  
MEETINGS**

**Section 1.**

- (a) The Annual Session of the GGC shall be held during the month of June, except in an emergency. In the event of an emergency, the Grand Guardian may postpone or change the place of meeting location of the Annual Session by obtaining the written consent of the majority of the following Executive GGC officers: Associate Grand Guardian, Vice Grand Guardian and Vice Associate Grand Guardian. The members of the Jurisprudence and Finance Committees shall be notified immediately.
- (b) See Supreme C-GGC 3, Article XII

**BYLAWS OF THE GGC OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
DUTIES AND POWERS OF THE GGC**

**Section 1.**

- (a) This GGC has adopted this Manual of Rules and Regulations which shall not conflict with the laws of the SGC.
- (b) This GGC may adopt a Book of Ceremonies which shall not conflict with the laws of the SGC. (See Article XII below and SI 14.5)
- (c) This GGC approved the formation of a Grand Bethel in April 1951 and adopted Grand Bethel Rules and Regulations which are included as part of this Manual of Rules and Regulations. This GGC also approved the Miss Oregon Job's Daughter program in June, 1999 and has adopted Rules and Regulations for the program which are included as part of this Manual of Rules and Regulations.
- (d) See C-GGC 1, Article I, Section 1 (d)
- (e) GGC's may delegate authority to Grand Guardians to administer certain penalties and fines. See Oregon-B-GGC 4. Article. VII
- (f) This GGC approved the formation of an Alumni Association in 2011 that does not conflict with the laws of the SGC.

**ARTICLE II  
POWERS OF THE EXECUTIVE GRAND GUARDIAN COUNCIL**

See Supreme B-GGC 1, Article II

**ARTICLE III  
DUTIES OF THE GRAND GUARDIAN COUNCIL OFFICERS**

**Section 1. Rulings**

See Supreme B-GGC 1, Article III, Section 1

**Section 2. The Grand Guardian shall:**

See Supreme B-GGC 1, Article III, Section 2 (a) – (n)

- (o) Suspend or revoke a Charter of a Bethel (SI-18.1 2.)
- (p) Inspect semi-annually, the Bethel records and ritualistic work of the members of each Bethel in this Grand Jurisdiction. At least one (1) of the inspections shall be made by the Grand Guardian
- (q) After installation but before the close of the Annual Session announce the Standing Committees of the Jurisdiction.

**Section 3. The Associate Grand Guardian shall:** See Supreme B-GGC 2, Article III, Section 3

**Section 4. The Vice Grand Guardian shall:** See Supreme B-GGC 2, Article III, Section 4

**Section 5. The Vice Associate Grand Guardian shall:** See Supreme B-GGC 2, Article III, Section 5

**Section 6. The Grand Secretary shall:**

See Supreme B-GGC 2, Article III, Section 6 (a) – (j)

- (k) Be the custodian of property belonging to the GGC. The permanent records of the GGC shall be and where possible, placed into electronic format for permanent retention. However, even though electronic format is available, the permanent paper records of the GGC shall not be destroyed. Permanent records of the GGC shall include:
- (1) Proceedings of the GGC
  - (2) Minutes of the EGGC
  - (3) Permanent Record Books of closed Bethels
  - (4) Annual directories of the GGC
  - (5) The Manual of Rules and Regulations of the GGC, including a historical index to indicate the amendment to the Constitution and Bylaws, and Rules and Regulations contained within.
- (l) Receive all proposed amendments to the Constitution and Bylaws of this GGC, and the Manual of Rules and Regulations sent sixty (60) days prior to the Annual Session of the GGC. At least thirty (30) days prior to the Annual Session of the GGC forward copy of same to each Bethel and voting member of the GGC that has subscribed to be on the mailing list.

**Section 7. The Grand Treasurer shall:** See Supreme B-GGC 3, Article III, Section 7

**Section 8. The Grand Guide and Grand Marshal shall:** See Supreme B-GGC 3, Article III, Section 8

**Section 9. The Grand Inner Guard and Grand Outer Guard shall:** See Supreme B-GGC 3, Article III, Section 9

**Section 10. Other Grand Officers shall:** See Supreme B-GGC 3, Article III, Section 10

#### ARTICLE IV COMMITTEES

**Section 1. Eligibility:** See Supreme B-GGC 3, Art. IV Sec. 1

**Section 2. Restrictions:** See Supreme B-GGC 3, Art. IV Sec. 2.(a) and (b)

- (c) The VGG shall consult with the Grand Guide and Grand Marshal when considering committee appointments for two (2) and three (3) terms that continue after her term as GG. Standing committees shall consist of **at least** three (3) members, one (1) for one (1) year, one (1) for two (2) years and one (1) for three (3) years. In subsequent years, one (1) new member shall be appointed and serve on the committee for three (3) years. A third year member is intended to serve as chair.
- (d) The spouse or family member of the Grand Guardian or Associate Grand Guardian shall not serve as Chairman of any Standing Committee during their term of office as Grand Guardian or Associate Grand Guardian.
- (e) No person shall be reappointed to serve on a Standing Committee for one (1) full GGC year after their term of appointment has been completed or after their term would have expired, if she/he resigned from the same GGC standing committee.

**Section 3. Committees of the GGC**

- (a) Standing Committees
- (1) Appeals and Grievances
  - (2) Audit
  - (3) Educational Scholarship
  - (4) Budget and Finance

- (5) Jurisprudence
  - (6) Leadership
  - (7) Promotion
- (b) After being installed, the Grand Guardian shall announce the membership of the Standing Committees.
  - (c) Additional committees may be appointed by the GG as deemed necessary.
  - (d) All committee chairmen, except for Appeals and Grievance Committee, shall submit a written report of their committee's activities during the year, thirty (30) days prior to the Annual Session of the GGC.

#### **Section 4. Membership and Duties of Standing Committees.**

- (a) **Appeals and Grievance Committee** shall consist of three (3) members. No elective GGC Officer shall serve on this committee. Committee does not report at the Annual Session of the GGC and no report is included in the proceedings. It shall be the duty of this committee to:
  - (1) Investigate all appeals and grievances which are lawfully filed with the committee within thirty (30) days of receipt of an appeal or grievance.
  - (2) Make recommendations as to the disposition of the appeal or grievance to the members of the Executive GGC only.
- (b) **Audit Committee** shall consist of three (3) members. At each annual session one (1) member shall be appointed for three (3) years.
  - (1) The Audit Committee shall prepare a preliminary report of the books of the GGC to be given at the Annual Session.
  - (2) The Audit Committee shall audit the books of the Grand Secretary, Grand Treasurer, Grand Bethel and the Miss Oregon Job's Daughter program within thirty (30) days after the closing of the Grand Guardian Council Year. A complete report of the audit shall be placed on file with the Grand Secretary, Grand Treasurer and the Finance Committee.
- (c) **Educational Scholarship Committee** shall consist of five (5) members. They shall be the VGG, VAGG, Grand Guide and Grand Marshal, and one at large member from the GGC.
  - (1) Scholarship awards shall be in the amount of seven hundred fifty dollars (\$750) each. The number of scholarships awarded will depend on funds available and applications approved. Awards will be given to members in good standing, including Majority Members of Bethels in the State of Oregon provided the Education Fund shall never be less than three thousand dollars (\$3000.00).
  - (2) A scholarship award shall be used by the recipient to further her education or training in any vocation. The educational purpose shall be interpreted to cover any form of finishing education whether it is business or vocational training or the completion of an education in a chosen field. Such scholarship awards shall be used by the recipient within a year of receiving such an award.
- (d) **Budget and Finance Committee** shall consist of three (3) members.
  - (1) The committee shall receive proposed operating budgets for the ensuing year from the VGG and VAGG and the Youth Committee shall submit proposed budget to the GG, AGG, VGG, and VAGG sixty (60) days prior to the Annual Session of the GGC.
  - (2) The proposed budget will be presented as part of the Annual Report of the Budget Committee, and shall be distributed to the delegates thirty (30) days the prior to the Annual Session of the GGC for adoption.
  - (3) The committee shall furnish a copy of the approved budget within ten (10) days after the adoption by the GGC, to the EGGC members, the Youth Committee members and each member of the Finance Committee.

- (4) The Budget and Finance Committee shall approve or disapprove, prior to obligation, any accounts which are presented as claims against the GGC, Grand Bethel, and MISS OREGON JOB'S DAUGHTER Program except those specifically authorized in these Bylaws.
  - (5) Invoices for supplies may be approved by the Chairman of the Finance Committee alone when necessary for prompt payment or for discount. All accounts, invoices and vouchers shall be returned to the office of the Grand Secretary for filing.
  - (6) Approve or disapprove the investment of any surplus of the organization in federally insured financial institutions upon the recommendation of the Grand Treasurer and the authorization of the EGGC.
- (e) **Jurisprudence Committee** shall consist of five (5) members. New appointments may be for a term of three (3) years. An elective officer of the GGC shall not serve on the Jurisprudence Committee. The duties are as follows:
- (1) Give careful consideration to all properly submitted proposed amendments to the Manual of Rules and Regulations.
  - (2) Make a report at a meeting of the Annual Session.
  - (3) Advise the Grand Guardian, at her request, concerning the legality of any action or ruling contemplated or questioned.
  - (4) Approve all Bethel Bylaws and amendments, which are not contrary to existing law, before same shall become effective.
  - (5) Receive the Bethel Bylaws (SI-11) which shall be submitted by all Bethels every three (3) years, which have been updated or amended following any amendments approved by the SGC or GGC, and keep a record in the Jurisprudence files of all approvals.
- (f) **Leadership Committee** shall consist of five (5) members. New appointments may be for a term of three (3) years.
- (1) Initiate, promote and develop a Leadership Program that will enhance the Order's objective of the development of leadership in our Daughter membership and adult workers.
  - (2) Offer effective workshops to train those who are interested in leadership development in our Order.
- (g) **Promotion Committee** shall consist of three (3) members. At each annual session the new member(s) shall be appointed for a term not to exceed three (3) years. The duties are as follows:
- (1) Review existing and proposed promotional material. Update, withdraw and produce new material, with the approval of the GG, the EGGC and the Finance Committee.
  - (2) Initiate, promote and develop programs that will assist the growth of the membership of the Order.
  - (3) Initiate, promote and develop programs that will assist the retention of present membership.

## ARTICLE V DEPUTIES

See Supreme B-GGC 3, Article V

**ARTICLE VI  
FINANCES**

**Section 1. Receipts** – See Supreme B-GGC 4, Article VI Section

**Section 2. Fee**

- (a) A registration fee proposed by the Annual Session Arrangements Committee and approved by the Budget Committee shall be paid by all adults who attend the Annual Session of the GGC.
- (b) See Supreme Article VI Finances Section 2 Fees (b).
- (c) A credential fee of ten dollars (\$10.00) shall be assessed each Executive member of the BGC, payable at the time of registration. All other members of the GGC shall pay ten dollars (\$10.00) for a voting credential. Receipts so collected shall go toward defraying the expenses of the Annual Session of the GGC. The credential fee shall be evaluated by the Budget Committee each year to determine if additional changes are warranted as expenses increase or decrease, with recommendation for adjustment at the next Annual Session of the GGC.

**Section 3. Exemption** - See Supreme B-GGC 4, Article VI, Section 3

**Section 4. Disbursements**

- (a) Disbursements will be made by the Grand Treasurer after approval of the Finance Committee in accordance with the approved budget.
- (b) Expenses that have not been included in the budget must have pre-approval of the Finance Committee before they can be paid.

**ARTICLE VII  
PENALTIES AND FINES**

**Section 1. Penalties:**

The Grand Guardian has the authority to: (See SI 14.9)

- (a) Recall credentials issued by her.
- (b) Expel a member of the GGC.
- (c) Impose the same penalties as those imposed by the Executive members of a BGC.

**ARTICLE VIII  
EDUCATIONAL AND PROMOTIONAL FUNDS**

See Supreme B-GGC 4, Article VIII

**ARTICLE IX  
DISCIPLINE AND REMOVAL FROM OFFICE**

See Supreme B-GGC 5, Article IX

**ARTICLE X  
APPEALS**

See Supreme B-GGC 5, Article X

**ARTICLE XI  
MANUAL OF RULES AND REGULATIONS**

See Supreme B-GGC 5, Article XI

**ARTICLE XII  
BOOK OF CEREMONIES**

See Supreme B-GGC 6, Article XII

**CONSTITUTION OF A  
BETHEL GUARDIAN COUNCIL  
STATE OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
NAME**

See Supreme C-BGC 2, Article I

**ARTICLE II  
OBJECT**

See Supreme C-BGC 2, Article II

**ARTICLE III  
AUTHORITY**

See Supreme C-BGC 2, Article III

**ARTICLE IV  
MEMBERSHIP**

See Supreme C-BGC 2, Art IV

**ARTICLE V  
COUNCIL MEMBERS**

See Supreme C-BGC 2, Art. V

**ARTICLE VI  
ELIGIBILITY**

See Supreme C-BGC 2, Article VI

**ARTICLE VII  
ELECTION**

See Supreme C-BGC 2, Article VII

**ARTICLE VIII  
APPOINTMENTS**

See Supreme C-BGC 2, Article VIII

**ARTICLE IX  
TERM OF OFFICE**

**Section 1. Regular**

See Supreme C-BGC 2, Article IX, Section I (a) - (c)

- (d) Executive members of the BGC shall serve no more than three (3) consecutive terms in that office and shall be ineligible for reappointment to said office until after a lapse of one (1) year, unless there is no other eligible or willing individual to appoint to said office.

**Section 2. Rights and Privileges – Titles - See Supreme B-GGC 3, Art. IX, Section 2**

**ARTICLE X  
INSTALLATION**

See Supreme C-BGC 3, Article X

**ARTICLE XI  
VACANCIES**

See Supreme C-BGC 3, Article XI

**ARTICLE XII  
MEETINGS**

See Supreme C-BGC 3, Article XII

**BYLAWS OF A  
BETHEL GUARDIAN COUNCIL  
STATE OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
GENERAL DUTIES OF THE EXECUTIVE MEMBERS**

See Supreme B-BGC 1, Article I

**ARTICLE II  
DUTIES OF THE EXECUTIVE MEMBERS**

See Supreme B-BGC 1, Article II

**ARTICLE III**  
**DUTIES OF THE ASSOCIATE MEMBERS**

See Supreme B-BGC 2, Article III

**ARTICLE IV  
COMMITTEE CHAIRMAN**

See Supreme B-BGC 3, Article IV

**ARTICLE V  
RESIGNATION AND REMOVALS**

See Supreme B-BGC 4, Article V

**ARTICLE VI  
FINES**

See Supreme B-BGC 4, Article VI

**ARTICLE VII  
DISCIPLINE**

See Supreme B-GGC 4, Article VII

**ARTICLE VIII  
APPEALS**

See Supreme B-GGC 5, Article VIII

**CONSTITUTION OF A BETHEL  
STATE OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
NAME**

See Supreme C-BETHEL 1, Article I

**ARTICLE II  
OBJECT**

See Supreme C- BETHEL 1, Article II

**ARTICLE III  
AUTHORITY**

See Supreme C- BETHEL 1, Article III

**ARTICLE IV  
MEMBERSHIP**

See Supreme C- BETHEL 1, Article IV

**ARTICLE V  
OFFICERS**

See Supreme C- BETHEL 2, Article V

**ARTICLE VI  
ELIGIBILITY**

See Supreme C- BETHEL 2, Article VI

**ARTICLE VII  
ELECTION**

**Section 1.**

- (a) Election of Bethel Officers shall be held at the last meeting in the months of April and November and shall be by ballot without nomination.
- (b)-(i) See Supreme Article VII 2, Section 1 (b) through (i)

**ARTICLE VIII  
APPOINTMENTS**

See Supreme C-BETHEL 2, Article VIII

**ARTICLE IX  
TERM OF OFFICE**

See Supreme C-BETHEL 3, Article IX

**ARTICLE X  
INSTALLATION**

**Section 1. General**

- (a) The Installation shall take place during the months of June and January. The first or second meeting in June and January may be for the purpose of installation without formal opening and closing. Bethels may install at another time by amendment to their Bylaws or by special dispensation from the Grand Guardian.
- (b) – (e) See Supreme Article X, Section 1 (b) - (e)
- (f) Bethels shall allow open installations and permit the taking of pictures if it does not in any way detract from the ceremony.

**Section 2. Installing Officers** See Supreme C-BETHEL 3, Article X, Section 2

**ARTICLE XI  
VACANCIES**

See Supreme C-BETHEL 3

**ARTICLE XII  
MEETINGS**

**Section 1. Regular**

See Supreme C-Bethel 4, Article XII Section 1 (a) - (k)

- (l) Bethels in this Jurisdiction shall have a vacation period in the months of July and August. The remaining months shall be divided into two (2) equal terms, affording each HQ the same number of meetings.
- (m) There shall be no Bethel meetings during the Annual Session of the GGC.
- (n) - (p) See Supreme C-Bethel-2 Article XII Section 1 (n) - (p)

**Section 2.Open-** See Supreme B-GGC 5, Article XII, Section 2

**Section 3.General Items** - See Supreme B-GGC 5, Article XII, Section 3

**Section 4.Attendance** - See Supreme B-GGC 5, Article XII, Section 4

**BYLAWS OF A BETHEL  
STATE OF OREGON  
JOB'S DAUGHTERS INTERNATIONAL**

**ARTICLE I  
GENERAL PROVISIONS**

**Section 1. Birthday-** See Supreme B-BETHEL 1, Article I, Section I

**Section 2. Official Seal** - See Supreme B-BETHEL 1, Article I, Section 2

**Section 3. Move/Change of Location** - See Supreme B-BETHEL 1, Article I, Section 3

**Section 4. Bylaws**

(a) Each Bethel in Oregon shall adopt, within thirty (30) days from the date its Charter is granted, Bylaws conforming with the format for Bethels (SI-11) and forward six (6) copies to the Jurisprudence Committee of the GGC for approval.

**Section 5. Member of Honor** - See Supreme B-BETHEL 1, Article I, Section 5

**Section 6. Auxiliary Club** - See Supreme B-BETHEL 1, Article I, Section 6

**ARTICLE II  
MEMBERSHIP**

**Section 1. Petition**

(a) See Supreme B BETHEL1..1,Article II, Section I (a)

(b) See Supreme B-BETHEL 1, Article II, Section I (b)

(1) Petitions for membership shall be acted upon by the Executive members of the BGC and the petitioner initiated within four (4) meetings of the reading of petition(s).

(c) - (e) See Supreme Bethel 2, Article II, Sections (c) – (e)

**Section 2. Affiliation/Reinstatement** - See Supreme B-BETHEL 1, Article II, Section 2

**Section 3. Dual Membership**

- (a) Dual membership shall be allowed the Daughter who desires to join a Bethel outside the jurisdiction of her original membership. (See C-Bethel 2, Article IV, Sec 2)
- (b) The Bethel to which the member has presented her dues receipt shall contact the original Bethel for verification.
- (c) She shall be afforded all rights and privileges in each Bethel.
- (d) Dues shall be payable to each Bethel.

**Section 4. Resignation from the Order** - See Supreme B-BETHEL 2, Article II, Section 4

**ARTICLE III  
DEIMITS**

See Supreme B-BETHEL 2, Article III

**ARTICLE IV  
BETHEL FINANCES**

See Supreme B-BETHEL-2- Article IV Section 1. Receipts (a) - (c)

**ARTICLE V  
RECOMMEND EXECUTIVE MEMBER OF THE BGC**

See Supreme B-BETHEL 3, Article V

**ARTICLE VI  
OFFICIAL REGALIA**

See Supreme B-BETHEL 3, Article VI

**ARTICLE VII  
STANDING COMMITTEES**

See Supreme B-BETHEL 4. Article VII

**ARTICLE VIII  
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See Supreme B-Bethel 4 Article VIII

**ARTICLE IX  
AMENDMENTS**

See Supreme B-BETHEL 5, Article IX

**ARTICLE X  
DISCIPLINE**

See Supreme B-BETHEL 5, Article X

**ARTICLE XI  
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See Supreme B-BETHEL 6, Article XI

**ARTICLE XII  
LOSS OF HONORS**

See Supreme B-BETHEL 6, Article XII

**Rules and Regulations  
Grand Bethel of Oregon  
Job's Daughters International**

**ARTICLE I  
NAME**

**Section 1.**

- (a) This organization shall be known as the Grand Bethel of Oregon, Job's Daughters International.
- (b) The Grand Bethel of Oregon, formed in April of 1951, shall be under the supervision of the Grand Guardian Council of Oregon.

**ARTICLE II  
OBJECT**

**Section 1.**

- (a) The object of this organization is to band together the members of Job's Daughters in Oregon for the purpose of promoting the interest, growth and welfare of the Order; upholding the ideals and principles of the Order; developing leadership and responsibility; and bringing the Daughters into a closer relationship with the Grand Guardian Council.

**ARTICLE III  
YOUTH LEADERSHIP TEAM**

**Section 1. Authority**

- (a) The Youth Leadership Team operates under the supervision of the Grand Guardian.

**Section 2. Composition and Administration Youth Committee**

- (a) The Grand Bethel of Oregon shall be administered by the Youth Committee, in conjunction with the Youth Advisory Board, collectively known as the "Youth Leadership Team."
- (b) The Youth Committee shall be composed of:
  - (1) Youth Committee Chair
  - (2) Youth Committee Secretary
  - (3) Youth Committee Treasurer
  - (4) Grand Bethel Guardian
  - (5) Grand Bethel Associate Guardian
  - (6) Miss Oregon Job's Daughter Coordinator
  - (7) Other members as needed, recommended by the Youth Leadership Team.
- (c) The Youth Committee Advisory Board will be comprised of:
  - (1) Grand Bethel Honored Queen
  - (2) Miss Oregon Job's Daughter
  - (3) Grand Bethel Senior Princess
  - (4) Grand Bethel Junior Princess
  - (5) Grand Bethel Guide
  - (6) Grand Bethel Marshal
  - (7) Grand Bethel Recorder
  - (8) Grand Bethel Treasurer

**Section 3. Selection Process of Youth Committee Members**

- (a) Adults interested in serving as members on the Youth Committee shall submit a letter of interest to the Youth Committee at least fifteen (15) days prior to the Spring Grand Bethel meeting.
  - (1) All interested persons must be a current Certified Adult Volunteer (CAV).
  - (2) The members of the Youth Committee may not be immediate family members, (parents, legal guardians or siblings) of the Grand Bethel Honored Queen or Miss Oregon Job's Daughter. However, family members may assist the Youth Committee as requested.
- (b) At the Spring Grand Bethel meeting, the Grand Bethel Electoral College shall recommend the Grand Bethel Guardian and the Grand Bethel Associate Guardian from those who have submitted letters of interest. Written ballots will be cast and put in a sealed envelope and collected by the Youth Committee Chair.
- (c) The Youth Committee Chair will forward the results of the Electoral College to the Vice Grand Guardian for her consideration.

**Section 4. Appointments**

- (a) The Vice Grand Guardian will make appointments to the Youth Committee in the manner prescribed for BGC appointments. See SI 8

**Section 5. Vacancies**

- (a) If a vacancy occurs on the Youth Committee, the vacancy shall be filled by the Grand Guardian after consulting with the Youth Leadership Team.

**ARTICLE IV  
GRAND BETHEL MEMBERSHIP**

**Section 1. Membership**

- (a) Membership in the Grand Bethel of Oregon shall include all members in good standing of chartered Bethels in Oregon, including those under dispensation or reorganization.

**Section 2. Grand Bethel Officers and Choir Members**

- (a) The Officers of the Grand Bethel include:
  - (1) The Officers of a regular Bethel as defined by the Constitution and Bylaws of the Supreme Guardian Council.
  - (2) The elective Officers of the Grand Bethel shall be the Grand Bethel Honored Queen and the Grand Bethel Senior Princess
  - (3) Grand Bethel Parliamentarian
- (b) Choir members

**ARTICLE V  
GRAND BETHEL OFFICERS**

**Section 1. Process for Selection of Elected Grand Bethel Officers**

- (a) Daughters who aspire to the elected offices must meet eligibility requirements as defined below.
  - (1) To be eligible to be an applicant for Grand Bethel Elective Office, the Daughter must be the current spring term Honored Queen and/or any Past Honored Queens who are members in good standing in their Bethel. They shall have been in regular attendance for a period of six (6) months prior to aspiring for an office in Grand Bethel.

- (2) The Grand Bethel Honored Queen candidates shall be at least sixteen (16) and not yet twenty (20) years of age at the time of the last business day of the Annual Session. Grand Bethel Honored Queens cannot be installed at age 20 unless she has her CAV card.
- (3) The Grand Bethel Senior Princess candidates shall be at least fifteen (15) and not yet nineteen (19) years of age at the time of the last business day of the Annual Session.
- (4) Daughters who aspire to the office of Grand Bethel Honored Queen and Grand Bethel Senior Princess will submit an application to the Youth Committee thirty (30) days prior to the spring Grand Bethel Congress. See Oregon Grand Bethel 6, Art. VI Sec. 4 (a) Application forms will include:
  - (a) "Job's Daughter" resume including Offices held, Committees and other relevant information.
  - (b) Statement of parental support signed by the parent/legal guardian
  - (c) Confidential Daughter recommendations from the applicant's home Bethel
  - (d) Confidential Bethel Guardian Council recommendations from the applicant's home Bethel.
  - (e) Confidential Bethel Grand Deputy recommendation (if applicable)
- (5) Applications may be rejected by the Youth Committee.
  - (a) Applications that are not complete may be rejected by the Youth Committee.
  - (b) Applications that do not have endorsement from the parents, Daughters, Bethel Guardian Council and/or Bethel Deputy may be rejected by the Youth Committee.
- (b) The Grand Bethel Electoral College shall elect the Grand Bethel Honored Queen and Grand Bethel Senior Princess as outlined in Oregon Grand Bethel Rules and Regulations Article. VI Sections 3 and 4.

**Section 2. Process for Selection of other Grand Bethel Officers and Choir:**

- (a) Daughters who aspire to the offices of Grand Bethel Junior Princess, Grand Bethel Guide, Grand Bethel Marshal, Grand Bethel Recorder, Grand Bethel Treasurer shall submit an application to the Youth committee thirty (30) days prior to a Grand Bethel Congress at the Annual Session.
  - (1) The application forms for Youth Advisory Board members shall be determined by the Youth Committee.
  - (2) All applications will be reviewed by the Youth Committee for completeness and supporting documents.
  - (3) Approved applications for each office will be drawn.
    - (a) Applications that are not complete may be rejected by the Youth Committee.
    - (b) Applications that do not have supporting documents from the parents, Daughters, Bethel Guardian Council and/or Bethel Deputy may be rejected by the Youth Committee.
- (b) The Grand Bethel Musician will be appointed by the Youth Committee for her proficiency of the Music Ritual.
- (c) Grand Bethel Messengers:
  - (1) The winners of the "Messenger Ritual Competition" held at the annual Grand Session of the Grand Guardian Council may serve as the Grand Bethel Messengers.
  - (2) Should a Daughter decline an office, the position will be drawn from the balance of first-place Ritual competition winners with the Messenger winners being considered first.
- (d) Grand Bethel Senior Custodian, Junior Custodian, Inner Guard and Outer Guard will be drawn from the winners of the Ritual Competitions at Grand Session who are not already serving in another capacity with the Grand Bethel.
- (e) Grand Bethel Choir members will be drawn from all interested Grand Bethel members present at Grand Session who are not already serving in another capacity with the Grand Bethel.

- (f) The retiring MISS OREGON JOB'S DAUGHTER shall be appointed as Grand Bethel Parliamentarian unless she declines the office, in which case the Youth Committee shall appoint a qualified Daughter.
- (g) All officers, both elected and appointed, shall be installed at the Annual Session.

#### **Section 4. Vacancies**

- (a) In the event the Grand Bethel Honored Queen or Grand Bethel Senior Princess is unable to continue her term of office, the Youth Leadership Team shall recommend a replacement to the Grand Guardian.
  - (1) The Grand Guardian will appoint a qualified Daughter to serve as Grand Bethel Honored Queen or Grand Bethel Senior Princess until the next regular meeting of the Grand Bethel, when the Grand Bethel can elect a replacement.
- (b) In the event a non-elective position becomes vacant, the position will be filled by recommendation of the Grand Bethel Honored Queen and approval of the Youth Leadership Team.

### **ARTICLE VI OTHER GRAND BETHEL PROVISIONS**

#### **Section 1. Duties of the Elected Grand Bethel Officers**

- (a) It shall be the duty of the Grand Bethel Honored Queen to:
  - (1) Preside at all meetings of the Grand Bethel.
  - (2) Attend the Annual Session of the Grand Guardian Council and give a report of her activities during her term.
- (b) It shall be the duty of the Grand Bethel Senior Princess to:
  - (1) Assist the Grand Bethel Honored Queen in her duties as requested.
  - (2) Plan a statewide HIKE event on behalf of the Grand Bethel to be held during her term as Grand Bethel Senior Princess.
  - (3) Prepare for the ensuing year as Grand Bethel Honored Queen by working with the Grand Bethel Guardian and Vice Grand Guardian to prepare a term plan and budget for the Grand Bethel.

#### **Section 2. Meetings of the Grand Bethel**

- (a) The Grand Bethel will meet twice a year in a Grand Bethel Congress and in Ritualistic or ceremonial form.
  - (1) Grand Bethel Congress:
    - (a) Business meetings of the Grand Bethel will be held at Grand Bethel Congress using the most current edition of Robert's Rules of Order.
    - (b) The Grand Bethel Honored Queen will preside.
    - (c) The Youth Committee and Advisory Board will be seated near the podium.
    - (d) Elections, amendments to Rules and Regulations, and other business will be conducted without the regular Ritual of Job's Daughter's at all Grand Bethel Congress meetings.
    - (e) Special meetings of the Grand Bethel may be called by the Youth Committee with the approval of the Grand Guardian.
    - (f) All Congress meetings of the Grand Bethel will follow the "Rules of the Grand Bethel." (See Section 5 below)

- (2) Special Ceremonies:
  - (a) The Youth Leadership Team will be responsible for the following Special Ceremonies throughout the year:
    - (1) Statewide Initiation Ceremonies
    - (2) Any Grand Bethel Ceremony for Supreme Visitation
    - (3) Degree of Royal Purple Ceremony
    - (4) Other Ceremonies as deemed necessary and appropriate by the Youth Committee and approved by the Grand Guardian
  - (b) Grand Bethel Installation
    - (1) All Grand Bethel officers will be installed at the Annual Session of the Grand Guardian Council.
    - (2) Officers appointed mid-term to the Grand Bethel for any reason will begin serving their office upon appointment from the Youth Leadership Team without installation.
    - (3) The Grand Bethel Guardian and Grand Bethel Associate Guardian will be installed at the same time the Grand Bethel officers are installed. Other adult members of the Youth Committee are not installed into office.

### **Section 3. Grand Bethel Electoral College**

- (a) The Grand Bethel Electoral College shall be composed of three members of each Bethel in Oregon, including those under dispensation or reorganization. These members shall be known as Delegates.
- (b) Each Bethel shall select their Delegates prior to the spring meeting of the Grand Bethel, and register them as such for voting cards upon arrival.
- (c) Delegates shall not transfer their voting card to any other Daughter unless they have to leave the Grand Bethel meeting or elections for emergent reason and are not returning to the event.
- (d) Daughters aspiring to any elective office shall not serve as an elective Delegate unless they are the only option a Bethel has for one of their three delegates.
- (e) Delegates are the only Daughters allowed to vote on elective offices and amendments to the Rules and Regulations.
- (f) Delegates are expected to represent the wishes of their Bethel and their own conscience in their balloting.
- (g) Bethels will have the opportunity to caucus with their Delegates on all matters prior to balloting.

### **Section 4. Elections**

- (a) Elections for the offices of Grand Bethel Honored Queen and Grand Bethel Senior Princess will be held at a spring Grand Bethel Congress by ballot without nomination from the list of eligible applicants.
- (b) Election of the Grand Bethel Honored Queen shall precede the election of the Grand Bethel Senior Princess.
- (c) Election will be by secret ballot unless there is but one candidate aspiring to the office. If so, a motion may be made for viva voce vote. A simple majority elects.
- (d) The Grand Bethel Honored Queen will appoint adequate tellers to staff the ballot under the supervision of the Youth Committee.

**Section 5. Rules of the Grand Bethel (to be read at the start of Congress)**

- (a) For the transaction of business at a regular or special meeting of the Grand Bethel Congress, a quorum will consist of at least one (1) voting delegate from the majority of the legally chartered Bethels in Oregon.
- (b) Discussion and voting:
  - (1) All delegates of the Grand Bethel who have registered and received voting credentials will have the privilege of voting in the Grand Bethel.
  - (2) All members of the Grand Bethel who have registered shall have the privilege of taking part in discussion.
  - (3) A member desiring to address the body will rise, wait to be recognized by the Grand Bethel Honored Queen, address the GBHQ, and after receiving recognition, state her name, number and location of her Bethel, then state the purpose for which she obtained the floor.
  - (4) Unless permission is given by the assembly, no member may speak longer than three (3) minutes at one (1) time, nor may a member speak twice on any question until those who desire to speak have done so. No member may speak more than twice on the same question except by permission.
  - (5) The ruling of the Grand Bethel Honored Queen will be considered final.
  - (6) A motion to recommend the adoption of an amendment shall be placed on the floor by any Delegate present in the following manner:
    - (a) "I move that" followed by the text of the motion.
    - (b) Lengthy motions may be written and placed on the desk of the Grand Bethel Recorder and given to the Grand Bethel Honored Queen.
  - (7) A negative motion will not be allowed.

**Section 5. Regalia**

- (a) The Regalia of the Grand Bethel is the property of the Grand Guardian Council of Oregon.

**Section 6. Supreme Ritual Team**

- (a) The Oregon Supreme Ritual Team shall be composed of members of the Grand Bethel. Team members will be selected in a similar manner as other Grand Bethel Officers in a separate Ritualistic competition to be held at a Grand Bethel Congress preceding Grand Session.
  - (1) There will be five (5) Daughters chosen, one for each messenger position.
  - (2) Alternates may be chosen in case a Daughter chosen for the team is unable to attend or compete.
- (b) Serving on the Oregon Supreme Ritual Team shall not disqualify a Daughter from serving as an officer of the Grand Bethel.

**ARTICLE V  
FINANCE**

**Section 1. Funds**

- (a) Registration fees will be paid by all Grand Bethel members in attendance at all meetings of the Grand Bethel. Fees will be determined by the Youth Committee,

**Section 2. Disbursements**

- (a) The Youth Leadership Committee shall submit a budget to the GGC Budget Committee for approval by the Grand Guardian Council. All expenditures shall be reimbursed as per the approved budget. See Oregon-B-GGC 4, Article VI Section 4.

- (b) All expenditures not in the approved Budget shall have the pre-approval of the Grand Guardian Council Finance Committee unless other arrangements have been made with the Youth Committee and approved.

**Section 3. Audit**

- (a) The Youth Committee shall be responsible to see that the books of the Grand Bethel and the reconciled bank statements are given to the Grand Secretary to be presented to the Audit Committee for the annual audit.

**ARTICLE VI**

**GRAND BETHEL HONORED QUEEN SCHOLARSHIP**

**Section 1. Award**

- (a) All money, donations and bequests specified for the purpose of the Grand Bethel Honored Queen Scholarship and interest that-accumulates shall remain in the scholarship.

**Section 2.**

- (a) A scholarship shall be awarded to the Grand Bethel Honored Queen in the amount of no more than even hundred fifty dollars (\$750.00) upon completion of her year provided there are sufficient funds to award the scholarship.

**ARTICLE VII  
AMENDMENTS**

**Section 1.**

- (a) Recommendations for proposed amendments to the Rules and Regulations of the Grand Bethel:
- (1) Shall be written by members of the Grand Bethel and then sent to the Youth Committee sixty (60) days prior to any scheduled meeting of the Grand Bethel Congress.
  - (2) Or shall be written by members of the Grand Guardian Council and sent to the Youth Committee sixty (60) days prior to any scheduled meeting of the Grand Bethel.
- (b) The Youth Committee will make proposed amendments that have been submitted correctly available to the Grand Bethel members at least thirty (30) days prior to the scheduled meeting.
- (c) All amendments approved by the Grand Bethel shall be submitted in the proper manner by a member of the Youth Committee to the GGC for approval at the Annual Session of the GGC.
- (d) Amendments become effective when approved by the GGC and the Jurisprudence Committee of the SGC.

**RULES AND REGULATIONS OF THE  
MISS OREGON JOB'S DAUGHTER PAGEANT & PROGRAM**

**ARTICLE I  
TITLE**

**Section 1.**

- (a) The Daughter selected shall be known as Miss Oregon Job's Daughter, Job's Daughters International.

**ARTICLE II  
OBJECT**

**Section 1.**

- (a) Miss Oregon Job's Daughter shall act as a representative of Oregon Job's Daughters to other Masonic organizations and the general public. The office serves to promote the interest, welfare and growth of the order, to serve as a representative to other Masonic relations, to promote public knowledge and interest of the Order, and to report back to the Daughters of the State, the Grand Bethel, and the GGC.

**ARTICLE III  
AUTHORITY AND SUPERVISION**

**Section 1. Authority**

- (a) The Miss Oregon Job's Daughter program shall be under the supervision of the GGC of Oregon.

**Section 2. Administration**

- (a) The Miss Oregon Job's Daughter Program shall be administered by the Youth Leadership Team. See Oregon Grand Bethel 1 Article 3 Section 1.
- (1) The Miss Oregon Job's Daughter Program shall have representation on the Youth Committee with the appointment of a Miss Oregon Job's Daughter Coordinator.
  - (2) Miss Oregon Job's Daughter shall be a member of the Youth Advisory Board.
  - (3) Other adults and Daughters may be appointed by the Grand Guardian to assist in the administration of the Miss Oregon Job's Daughter program. Those appointed will work under the direction of the Miss Oregon Job's Daughter Coordinator.
- (b) Miss Oregon Job's Daughter shall be under the general supervision of the Grand Guardian. The Chairman of the Youth Committee shall provide guidance and approve all activities and expenditures.

**Section 3. Selection Process for Youth Committee Membership**

- (a) Adults interested in serving as the Miss Oregon Job's Daughter Coordinator shall submit a letter of interest to the Youth Committee fifteen (15) days prior to the Spring Grand Bethel Congress. All interested persons must be a current CAV.

**Section 4. Appointments**

- (a) The Youth Committee Chair shall forward all letters of interest to the Vice Grand Guardian at the spring Grand Bethel meeting.
- (b) The Vice Grand Guardian will make appointments to the Youth Committee in the manner prescribed for BGC appointments. See SI 8

## ARTICLE IV QUALIFICATIONS

### Section 1.

- (a) Miss Oregon Job's Daughter shall be a Daughter who possesses a thorough knowledge of the Order, dignity, poise, charm, and good manners. She must be able to speak extemporaneously and represent the Order with dignity and charm. She should exude a general attitude that is positive and seek to promote public knowledge of the Order at all times appropriate and possible.

## ARTICLE V ELIGIBILITY

### Section 1. Contestant

- (a) A Daughter must meet the eligibility requirements as set forth in the Rules and Regulations of the Miss International Job's Daughter pageant to be eligible to compete at the Miss IJD pageant during her term. See Supreme R & R Pageant 2, Article V
- (b) She should be willing and able to travel throughout the State of Oregon during her term as Miss Oregon Job's Daughter to promote Job's Daughters and the Good of the Order.
- (c) Each contestant and her parent(s), or legal guardian(s), shall sign a consent form prior to pageant entry.
- (d) A current or previous Miss Oregon Job's Daughter is not eligible to compete in future pageants. This includes runners-up of previous pageants who were later installed as Miss Oregon Job's Daughter.
- (e) A Bethel may have more than one (1) contestant.

### Section 2. Jurisdictional

- (a) The State of Oregon shall have the right to send one (1) Daughter to compete in the Miss International Job's Daughter Pageant.
- (b) Miss Oregon Job's Daughter shall compete in the International Pageant that occurs during her term. If she is unable to attend the Annual Session of the SGC, the 1st runner-up will be sent in her place.
- (c) In the event that a Miss Oregon Job's Daughter cannot fulfill her term, the 1st runner-up will become Miss Oregon Job's Daughter. If she is unable to accept, selection shall be made in succession from the runners-up.

## ARTICLE VI MISS OREGON JOB'S DAUGHTER PAGEANT

### Section 1. General

- (a) Miss Oregon Job's Daughter shall be selected by competition at the Miss Oregon Job's Daughter Pageant held in October each year or during an alternate month that is recommended by the Youth Committee and approved by the Grand Guardian.
- (b) In the event of a tie, it will be broken by referring to the combined written test and recitation scores of the tied contestants. The contestant with the highest combined score will be declared Miss Oregon Job's Daughter.

### Section 2. Requirements for Judging

- (a) Written Test
- (1) The test will consist of an examination based on general knowledge of the JDI Constitution and Bylaws, Manual of Rules and Regulations, and the Ritual.

- (b) Ritual Recitation (Oral)
  - (1) The recitation will be given in the official regalia of a Bethel Officer.
  - (2) The Daughter will recite a Messenger's initiation lecture as selected by the Pageant Committee.
- (c) Interview
  - (1) Each contestant will have an interview with a panel of judges.
  - (2) Judges will receive a resume of each contestant giving age, education, work experience, leadership positions previously held, interests, ambitions and Job's Daughters achievements.
  - (3) The Daughter will be judged on her personality, diction, sincerity, manners, adaptability to the situation, resume, and the overall impression she makes.
- (d) Stage Appearance
  - (1) The dress will be an evening gown, appropriate for the age of the contestant and for representation of Job's Daughters.
  - (2) Judging will encompass the total picture the contestant presents, considering her personality, posture, poise, appropriate hairstyle and personal grooming.
  - (3) Contestants shall answer a question extemporaneously. Semi-finalists will be judged not only on the responses to the question but on the overall impression the contestant makes as she responds.

## ARTICLE VII DUTIES OF MISS OREGON JOB'S DAUGHTER

### Section 1. Duties

- (a) Miss Oregon Job's Daughter shall:
  - (1) Serve as a public relations emissary and give appropriate remarks at activities of the Grand Lodge or other Masonic affiliated organizations when invited to do so and upon the approval of the Chairman of the Miss Oregon Job's Daughter Committee.
  - (2) Work in conjunction with the Youth Leadership Team and the Miss Oregon Job's Daughter Pageant Chair in preparing for the Annual Pageant.
  - (3) Attend the Annual Session of the SGC and represent Oregon at the Miss IJD Pageant.
  - (4) Hold at least two (2) fundraisers during her term of office to help cover the costs of her term of office.
  - (5) Submit a report on the activities of her term as Miss Oregon Job's Daughter and provide an accounting of her expenses to the Youth Committee. The report will be presented at the next Annual Session of the GGC.

### Section 2. Regalia

- (a) A sash shall be presented to the Miss Oregon Job's Daughter at the time of the Pageant.
- (b) The official cape of Miss Oregon Job's Daughter shall be the State colors of Oregon, Navy blue and gold. The cape and crown shall remain the property of the Grand Guardian Council of Oregon.
- (c) The official flower of Miss Oregon Job's Daughter shall be the red rose.

## **ARTICLE VIII SUCCESSION**

### **Section 1.**

- (a) Miss Oregon Job's Daughter shall compete in the International Pageant that occurs during her term. If she is unable to attend the Annual Session of the SGC, the 1st runner-up will be sent in her place
- (b) In the event that a Miss Oregon Job's Daughter cannot fulfill her term, the 1st runner-up will become Miss Oregon Job's Daughter. If unable to accept, selection shall be made in succession from the runners-up.

## **ARTICLE IX FINANCE**

### **Section 1. Receipts**

- (a) The Miss Oregon Job's Daughter shall be financed as follows:
  - (1) Entry fees shall be paid by the contestant or her Bethel.
  - (2) Miss Oregon Job's Daughter fund raising projects. At least one (1) fundraiser during her term shall be for the expenses incurred by Miss Oregon Job's Daughter travel to the Supreme Session in which she competes.
  - (3) Gifts.
  - (4) Coin March at the Pageant.
- (b) Other income efforts as designated by the Youth Committee

### **Section 2. Disbursements**

- (a) The Youth Leadership Team shall submit a budget for approval by the Grand Guardian Council.
  - (1) All expenditures shall be reimbursed as per the approved Budget.
  - (2) All expenditures not in the approved Budget shall have prior approval of the Grand Guardian Council Finance Committee unless other arrangements have been made with and approved by the Youth Committee.

### **Section 3. Audit**

- (a) The Youth Committee shall be responsible to see that the books of the Miss Oregon Job's Daughter program and the reconciled bank statements are given to the Grand Secretary to be presented to the Audit Committee for the annual audit.

## **ARTICLE X MISS OREGON JOB'S DAUGHTER SCHOLARSHIP**

### **Section 1. General**

- (a) The fund shall be known as the Miss Oregon Job's Daughter Scholarship.
- (b) All money, donations and bequests specified for the purpose of the Miss Oregon Job's Daughter Scholarship and interest that accumulates shall remain in the scholarship fund.

### **Section 2. Award**

- (a) A scholarship shall be awarded to Miss Oregon Job's Daughter in the amount of no more than seven hundred fifty dollars (\$750.00) upon completion of her year if there are sufficient funds to do so.

**ARTICLE XI  
AMDENDMENTS**

**Section 1.**

- (a) Recommendations for proposed amendments to the Rules and Regulations of the Miss Oregon Job's Daughter Pageant:
  - (1) Shall be written by members of the Grand Bethel and then sent to the Youth Committee sixty (60) days prior to any scheduled meeting of a Grand Bethel Congress.
  - (2) Or shall be written by members of the Grand Guardian Council and sent to the Youth Committee sixty (60) days prior to any scheduled meeting of the Grand Bethel Congress.
- (b) The Youth Committee will make proposed amendments that have been submitted correctly available to the Grand Bethel members at least thirty (30) days prior to the scheduled meeting.
- (c) All amendments approved by the Grand Bethel shall be submitted in the proper manner by a member of the Youth Committee to the GGC for approval at the Annual Session of the GGC.
- (d) Amendments become effective when approved by the GGC and the Jurisprudence Committee of the SGC.

**OREGON ALUMNI ASSOCIATION  
RULES AND REGULATIONS**

**ARTICLE I  
NAME**

The name of this organization shall be the Oregon Alumni Association of Job's Daughters International (ORJDAA).

**ARTICLE II  
PURPOSE**

**Section 1.**

- (a) The purpose of this organization is to provide resources to assist in perpetuation of JDI in Oregon in order to increase Bethel membership by identifying future Bethel Guardian Council members, providing additional financial resources and identifying special skills that may be utilized to enhance the Grand Guardian Council of Oregon and JDI.

**Section 2.**

- (a) This organization shall function under the direction of the Grand Guardian and the GGC of Oregon.

**ARTICLE III  
MEMBERSHIP**

**Section 1.**

- (a) Those eligible for membership shall be:
- (1) Majority Members of JDI
  - (2) Adults who have worked with a Bethel for a minimum of three (3) years.
- (b) Lifetime membership shall be granted to each contributor of a minimum of twenty dollars (\$20.00).

**ARTICLE IV  
ALUMNI COMMITTEE**

**Section 1. Members**

- (a) The members of the Alumni Committee shall be selected by the Grand Guardian.
- (b) The Alumni Committee shall consist of three (3) members who shall serve terms of one (1), two (2), or three (3) years as designated by the Grand Guardian. At each succeeding session of the Grand Guardian Council (1) new member shall be appointed to fill the three (3) year vacancy.

**Section 2. Duties**

- (a) Plan the annual reunion of the ORJDAA.
- (b) Encourage communication among the members of the ORJDAA.
- (c) Create at least one page of news items for the 6<sup>th</sup> *Messenger* semi-annually.
- (d) The Chairman shall give a report of the committee's activities and accomplishments at the Annual Session of the Grand Guardian Council.

**ARTICLE V  
FINANCES**

**Section 1. Receipts**

- (a) All membership applications and contributions shall be sent to the office of the Grand Secretary of the Grand Guardian Council of Oregon.
- (b) All funds shall be deposited in the General Fund of the Grand Guardian Council; forty (40%) shall be allocated to the Promotion Fund, thirty percent (30%) shall be allocated to the Educational/Scholarship fund, twenty percent (20%) to the Grand Guardian Council for operating expenses, ten percent (10%) shall remain in the ORJDAA account.

**Section 2. Disbursements**

- (a) Printing and mailing information concerning the ORJDAA.
- (b) Membership Pin and Certificate of Membership to all members of the ORJDAA.

**ARTICLE VI  
REUNION**

**Section 1.**

- (a) The Annual Reunion of the Association may take place during the Annual Session of the GGC.

**ARTICLE VII  
AMENDMENTS**

- (a) Amendments to these Rules and Regulations shall be made at the Annual Session of the Grand Guardian Council by a two-thirds (2/3) affirmative vote of the members present and voting. Amendments shall be sent to the Grand Secretary at least sixty (60) days prior to the Annual Session and a copy sent to each voting member of the GGC on the mailing list at least thirty (30) days prior to the Annual Session. Amendments become effective when approved by the GGC and the Jurisprudence Committee of the SGC.