

GUIDELINE FOR DISTRICT BYLAWS

BYLAWS OF DISTRICT NO. _____ PROVINCE/TERRITORY _____

DATE: _____

1. DISTRICT MEETING will be held: Yes _____ No _____

If Yes: Where? _____

When? _____

(Note – as per Supreme Lodge Executive instruction, a seminar will be held.)

2. DISTRICT DEPUTY:

Duties - General/District: Will familiarize with: the section in the Constitution relating to Districts and duties of District Deputies, duties of District Deputy from District Deputy Training Binder provided by National Office, National Policy Manual and District Bylaws.

3. ELECTION OF DISTRICT DEPUTY:

Nominees: A District Deputy serving a second consecutive term in office is not eligible to be a nominee for the next term. All nominees will be members in good standing, of a Lodge in good standing within the District. Junior members cannot hold elected office.

Resume: If more than one person is nominated, each nominee may give a short resume of their years in Royal Purple.

Voting Privileges: All members will be entitled to voting privileges, providing they are members in good standing from a Lodge in good standing, with the exception of the election of the District Deputy.

Voting Delegates: Each Lodge will appoint/elect _____ voting delegates to vote on the election of the District Deputy.

Method: If no District Meeting how will District Deputy be elected?

Length of Term: 1 Year _____ 2 Years _____

4. DISTRICT DEPUTY'S BAR/AMETHYST:

Note - If the District provides a Bar/Amethyst and the District Deputy requests a higher quality, she will be responsible for the difference in price.

Purchase: May be purchased and paid for by the member's home Lodge. The invoice is to be submitted to the District Meeting Account or District Lodges for reimbursement.

Appointed District Deputy: If the District Deputy is appointed from outside the District, the Host Lodge may order the Bar/Amethyst and submit the bill to the District Meeting Account or District Lodges for reimbursement.

Other: If the District Deputy has the Bar and Amethyst, they will be presented with:

5. DISTRICT SECRETARY:

Appointment: May be appointed by the District Deputy to fulfill the duties of recording the proceedings of the District Meeting.

District Meeting Minutes: Will be compiled by the District Secretary, verified by the District Deputy, circulated to each Lodge no later than June 30 to be read at a Regular Lodge Meeting prior to the next District Meeting.

6. DISTRICT TREASURER (if applicable):

Appointment: May be appointed by the District Deputy to keep a record of all receipts and expenditures.

7. DISTRICT COMMITTEES:

Composition: Will be no less than three members, preferably not all from the same Lodge.

Will compile a report of activities in triplicate - one copy for the District Secretary, one for the District Deputy's files, and one for the Committee files.

District Judiciary Committee: Will contact all Lodges to ensure that District Bylaws are kept current and meet the needs of the District.

Amendments to District Bylaws: Will be submitted to the Chairman of the Committee prior to _____. The Chairman will distribute copies to the District Deputy, Committee Members and Lodges within _____ days of the District Meeting.

Approved District Bylaws/Amendments: Will be submitted, by the District Deputy, to the National Office for National Judiciary approval, in accordance with the Constitution.

District Finance Committee (if applicable): Will be responsible for audit of District books.

Other Committees: _____

8. NATIONAL RESOLUTIONS:

Proposed Resolutions (to National Convention): Will be circulated in accordance with the Constitution.

Copies of all proposed national resolutions from Lodges will be submitted to the District Deputy prior to _____, in accordance with the Constitution.

Approved Resolutions: Will be forwarded to the National Office by the District Deputy within 10 days following the District Meeting, in accordance with the Constitution.

9. REPORTS:

District Deputy: Will compile a report on their term of office, present it to the District Meeting and file one copy in the District files.

Honoured Royal Lady: Will compile a report on their term of office as per the Constitution. Report will include membership statistics, Lodge activities and charity involvement. Report will be made in triplicate - one copy for the District Deputy's files, one for the Honoured Royal Lady and one copy to the District Secretary.

District Deputy Signature

Date of District Meeting Approval

Date of District Meeting

*This form is available through e-mail from the National Office.

DISTRICT RULES OF ORDER FOR:

DISTRICT NO. _____ **PROVINCE/TERRITORY** _____

DATE: _____

1. DISTRICT MEETING (If applicable):

Site: _____

Date: _____

Time: _____

District Registration Fee: _____

Complimentary Registrations: (other than the District Deputy)

Paraphernalia: The Host Lodge will provide all necessary paraphernalia.

Entertainment: _____

Other: _____

2. COMPETITIONS:

History Book: _____

Membership Increase: _____

Attendance at District Meeting: _____

Other: _____

3. ASSESSMENTS: Each Lodge may be assessed \$_____ for the District Deputy's expenses. This assessment may be allotted as follows:

- \$ _____ National Convention expenses (including registration fee)
- \$ _____ Honourarium
- \$ _____ miscellaneous expenses

In the event the District Deputy is unable to attend the National Convention, the Convention allotment will be:

- (a) Retained in a District fund for future use: Yes _____ No _____
- (b) Returned to the Lodges: Yes _____ No _____
- (c) Other: _____

4. DISTRICT SPORTING EVENTS:

Event: _____

District Entry Fee: _____

Conditions: _____

5. TRAVELING GAVEL:

Agenda: _____

6. GOOD OF THE ORDER:

7. OTHER:

District Deputy Signature

Date of District Meeting Approval

Date of District Meeting

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