

BYLAWS
of
THE GRAND CHAPTER
OF NORTH CAROLINA
ORDER OF THE EASTERN STAR
(Revised and Adopted as of Grand Chapter 2014)

ARTICLE I

Annual Session

Section 1. The Annual Session of this Grand Chapter shall be held the second Tuesday in June, beginning at eight-thirty in the morning and continuing in session from day to day until the business presented for consideration shall have been duly disposed of and at such place as may be determined by a majority vote of the Grand Chapter (GC 2003).

In case of national or state emergency that would prevent the regular Annual Session of this Grand Chapter, the Worthy Grand Matron shall become empowered to consult with the other elective Grand Officers with the purpose in view of determining the method by which customary business of the Grand Chapter shall be conducted.

Change of Place

Section 2. In case of epidemic or other cause dangerous to the health and comfort of the members of the Grand Chapter, the Worthy Grand Matron, with the consent and approval of the next four highest officers in the Grand Chapter, by suitable proclamation, duly published to or served upon the members of the Grand Chapter, may change the place of holding an annual or special session.

Quorum

Section 3. Representatives from not less than seven Chapters must be present to form a quorum for the transaction of business at any annual or special session of the Grand Chapter.

Absence of First Four Grand Officers

Section 4. At any session of the Grand Chapter, should all of the first four elective Grand Officers be absent, the Junior Past Grand Matron present shall be empowered to open the Grand Chapter Session and preside; and in the event that no one be present thus qualified to preside, the Worthy Matron of the senior Chapter whose Worthy Matron is present shall take the Chair as acting Worthy Grand Matron.

Fiscal Year

Section 5. The fiscal year of the Grand Chapter shall end on the thirtieth day of April each year, and the books and accounts of the Grand Chapter shall be closed and balanced as of that date.

ARTICLE II

Elections

Section 6. (a) The election of officers of this Grand Chapter shall be at ten o'clock a.m. on the last day of each annual session.

(b) All ballots counted in each election shall be sealed immediately by the Chief Teller at each table in suitable containers (possibly a paper bag, stapled closed) and properly marked. The sealed container shall be taken to the Grand Secretary's desk after the announcement of the ballot. If no objection as to the result of the ballot is voiced by the closing of election process, the presiding officer shall instruct the Grand Secretary to destroy the ballots.

(c) Any past or present Worthy Matron or Worthy Patron, in good standing in a Subordinate Chapter in this Grand Jurisdiction shall be eligible to election or appointment to any office, committee, or board in this Grand Chapter subject to those restrictions imposed by the Ritual.

Elective Officers

Section 7. The elective officers of this Grand Chapter shall be:

Worthy Grand Matron	Grand Treasurer
Worthy Grand Patron	Grand Conductress
Associate Grand Matron	Associate Grand Conductress
Associate Grand Patron	Grand Trustees
Grand Secretary	

Appointive Officers

Section 8. The appointive officers of this Grand Chapter shall be:

Grand Chaplain	Grand Esther
Grand Marshal	Grand Martha
Grand Organist	Grand Electa
Grand Adah	Grand Warder
Grand Ruth	Grand Sentinel

Installation

Section 9. The officers of this Grand Chapter shall be installed after all other business before the Grand Chapter has been entirely disposed of.

Reports of Grand Officers

Section 10. (a) The reports of Grand Officers must be printed and in the hands of the Grand Secretary by the time of the opening of this Grand Chapter Session, and when these reports are called for the printed reports shall be distributed and only excerpts of the more important facts read.

(b) The reports of the Appointive Committees with the exception of the Registration, Necrology and Book of Instruction Committee must be typed in triplicate and in the hands of the Grand Secretary prior to the closing of each Grand Chapter Session. To expedite business, these reports shall be filed for printing in the Proceedings of the Grand Chapter Session.

ARTICLE III

The Worthy Grand Matron Duties

Section 11. (a) The Worthy Grand Matron, by virtue of her office, has a watchful care and general supervision over the Chapters in this Grand Jurisdiction, except Chapters working under Dispensation, and it is her duty to see that the Constitution, Bylaws and edicts of this Grand Chapter are strictly and properly obeyed. She shall perform such other duties as the nature of her station may require or the ceremonies and ritual of the Order may impose.

(b) Upon the demise, resignation and/or removal from the state or otherwise incapable of performing the duties of the Associate Grand Matron, Associate Grand Patron, Grand Secretary, Grand Treasurer, Grand Conductress and/or Associate Grand Conductress, the Worthy Grand Matron shall appoint within thirty days some qualified member of the Order of the Eastern Star to fill the unexpired term of said officer(s), which officer(s) shall serve until that time when the Grand Chapter shall convene, elect and install someone to fill the position(s).

Convene Chapters

Section 12. She may convene Chapters at pleasure, preside therein, inspect their books, records and work, and give such instruction relative to same as may be necessary to insure strict adherence to the Constitution, Bylaws and instructions to Chapters of this Grand Chapter.

School for Deputies

Section 13. She shall call a School of Instruction immediately following the Grand Chapter Session for the benefit of the Grand Officers, District Deputy Grand Matrons and District Deputy Grand Patrons in order to promote uniformity and effectiveness in the work.

Exemplification of Degree Work at The Grand Chapter Sessions

Section 14. The exemplifications of ritualistic work at the Grand Chapter Sessions shall be optional with the Worthy Grand Matron.

Official Decisions

Section 15. The Worthy Grand Matron has the authority to render official decisions, which shall be binding only until next session of the Grand Chapter.

Arrest Charter or Suspend Labors

Section 16. She has the power, for good cause, to suspend the labors of a Chapter, and if she deems it necessary, to arrest its Charter until the next annual session of the Grand Chapter.

Committee and Deputy Appointments

Section 17. (a) She shall, with the approval of the Worthy Grand Patron, appoint all Standing Committees and all Special Committees, whose appointment is not otherwise provided for. She shall also appoint such number of District Deputy Grand Matrons to assist her in her work as the districting of the state shall render necessary. All appointments are made for one year unless otherwise provided for.

(b) The Worthy Grand Matron shall not appoint any project Committees until such project has been adopted by the Grand Chapter.

(c) The Worthy Grand Matron shall ensure that all Committee Chairmen are published in the Tar Hell Star News and are posted on the NC OES Website. She shall also furnish each Committee Chairman with the name, address and phone number of each committee member on her/his committee.

Qualifications for Office of District Deputy Grand Matron-Expenses

Section 18. The District Deputy Grand Matrons shall be Worthy Matrons or Past Matrons who have passed the Proficiency Questionnaire (GC 1998) and each shall be allowed a sum for mileage for one visit by her to each Chapter in the District, provided mileage for a second or third visit to Chapters may be allowed when District Deputy Grand Matron is instructed in writing by the Worthy Grand Matron to make same. (GC 2010)

District School of Instruction

Section 19. Unless waived by the Worthy Grand Matron, a District School of Instruction shall be held annually in each District within the formally opened Subordinate Chapter which entertains the School. The District Deputy Grand Matron shall open, preside over and close the School. The minutes of the School shall be recorded in the record book of the hostess Chapter, and one copy each of such minutes shall be sent to the Grand Secretary and to the District Deputy Grand Matron.

District Schools shall be conducted as economically as possible, and the expense of each shall be borne by the Subordinate Chapters in the District upon the basis of the number of members of each Chapter as of the close of the Chapter year preceding the date of the School.

Only General Grand Officers, Worthy Grand Matron, Worthy Grand Patron, District Deputy Grand Matron, and District Deputy Grand Patron of that District shall be guests of the District (corsages and meals) (GC 1998).

Grand Representatives

Section 20. The Worthy Grand Matron may recommend Representatives of this Grand Jurisdiction to Worthy Grand Matrons of other Grand Jurisdictions. She may appoint Representatives of other Grand Jurisdictions as recommended by the Worthy Grand Matron of such Grand Jurisdiction, which appointments shall be effective for two years. A Grand Representative must be a Worthy Matron, Past Matron, Worthy Patron or Past Patron. No present or Past Grand Matron or Grand

Patron shall act in the capacity of Grand Representative of this Grand Jurisdiction.

Dispensations

Section 21. The Worthy Grand Matron may grant such Dispensations as are authorized by the laws of this Grand Chapter. The sum of one dollar shall be charged for each Special Dispensation granted by the Worthy Grand Matron, fee for same to accompany the request and all moneys received from this source shall be contributed to the Maintenance Fund of the Masonic and Eastern Star Home. When a Dispensation is issued to elect or install officers out of time or for the temporary removal of a charter, it shall be for a definite time and the date of its expiration stated. (See Sections: Bylaws, 25, R&R 30, 88, 92.)

Examination and Approval of Bonds

Section 22. The Worthy Grand Matron, together with the Worthy Grand Patron and the Finance Committee, shall annually examine and approve the bonds of any officer or agent of this Grand Chapter of whom bond is required, and they may at any time, if deemed necessary, require either an additional bond or a new bond for any such officer or agent.

Suspension of Grand Officer

Section 23. She may, for good cause, and with the approval of the Worthy Grand Patron, Associate Grand Matron, or both, suspend from office any officer of the Grand Chapter until the next annual session.

Suspension of Subordinate Chapter Officer

Section 24. She may suspend from office any officer of a Subordinate Chapter, subject to the decision of the Grand Chapter at its next annual session to which she shall report her action, with the reason therefor and a detailed statement of the facts.

Dispensation to Fill Vacancies

Section 25. Whenever the office of Worthy Matron, Worthy

Patron, Associate Matron or Associate Patron of a Subordinate Chapter shall become vacant from any cause, the Worthy Grand Matron, shall upon the request of the Chapter and payment of a fee of one dollar, grant a Dispensation to fill such vacancy.

Constitution of Chapters

Section 26. Within ninety days after the annual Grand Chapter Session, the Worthy Grand Matron, or her proxy duly Commissioned for that purpose shall, in person, deliver charters which were granted at that session and constitute all Chapters with a constitutional ceremony; that the officers shall be elected and installed, and such instruction given as may seem necessary. She, or her proxy, shall take up the Dispensation and deliver same to Grand Secretary.

If the charter be not granted, the Dispensation may be ordered continued by the Grand Chapter or renewed by the Worthy Grand Patron.

Worthy Grand Patron May Preside

Section 27. She may call on the Worthy Grand Patron to preside at any time.

Annual Address

Section 28. At the opening of each annual session of the Grand Chapter, she shall make a written report of her official acts and such other matters as she may deem necessary for the consideration of the Grand Chapter, and shall deliver same to the Grand Secretary sufficiently early so that it may be printed and delivered to the Grand Chapter at its annual session. The Grand Secretary shall furnish a copy of the Worthy Grand Matron's annual report to each member of the Jurisprudence Committee and the Finance Committee by May 10.

Expenses

Section 29. (a) A drawing account shall be allowed for an

amount not to exceed \$3,000.00 (GC 2002) to help reimburse the Worthy Grand Matron for travel, postage, telephone calls and other necessary expenses incurred by her in carrying out the duties of her office, unless approved by the Finance Committee and ordered by the Grand Chapter. This amount shall be payable on June 30, September 15, December 15 and March 15 (GC 2002).

(b) An allocation of an amount not to exceed \$600.00 is approved by the Grand Chapter for the Worthy Grand Matron to be used by her for engaging assistance in conducting the clerical requirements of her office.

(c) In the event a complimentary room cannot be obtained at the headquarters hotel for occupancy by the Worthy Grand Matron while in attendance at the Grand Chapter Session, the bill for her hotel room shall be paid by the Grand Chapter.

Expense of Emergency Visits

Section 30. Any Chapter requesting an emergency visit of the Worthy Grand Matron, Worthy Grand Patron or any Deputy Grand Matron shall pay the expense of such Grand Officer.

Grand Chapter Session Expenses

Section 31. (a) The Worthy Grand Matron, in connection with the Committee on Arrangements, shall furnish to the Finance Committee for its consideration a tentative list of estimated requirements at least six months before the Grand Chapter Session is to be held. The Finance Committee shall notify the Worthy Grand Matron by March thirty-first preceding the Grand Chapter Session what action it has taken.

(b) The appropriation, as approved by the Finance Committee, allotted to any Grand Chapter Session shall not exceed an amount equal to the average registration fee collected over the five-year period next preceding the Grand Chapter Session for which the appropriation is made; thirty-five cents per member per capita tax; and the net revenue from Vendors at the Grand Chapter Session. The approved allocation of funds shall not exceed the amount of available funds on hand at the time.

ARTICLE IV

The Worthy Grand Patron Duties

Section 32. The Worthy Grand Patron shall assist and advise the Worthy Grand Matron in the discharge of her duties. The Worthy Grand Patron, with the approval of the Worthy Grand Matron, shall appoint such a number of District Deputy Grand Patrons as the districting of the state shall render necessary. All appointments are made for one year only unless otherwise provided for. District Deputy Grand Patrons shall be Worthy Patrons or Past Patrons.

Duties of District Deputy Grand Patrons

Section 33. The duties of the District Deputy Grand Patrons shall be as follows:

1. To assist in the organization and institution of new Chapters, as the Worthy Grand Patron may direct or shall commission.
2. To give such help and guidance as is needed in making each Subordinate Chapter a strong link in our Grand Chapter.
3. To visit the Eastern Star Chapters and Masonic Lodges in his District as often as limitations of time and expense will permit in the capacity of a Good Will Ambassador of the Order of the Eastern Star, in order that the fraternal ties between the great fraternal societies may be strengthened.
4. To work in harmony and cooperation with the District Deputy Grand Matron in promoting the welfare of the Order.
5. To assist the Worthy Grand Patron in the discharge of his duties.
6. To be paid mileage for one visit when he accompanies the District Deputy Grand Matron on her official inspection to each Subordinate Chapter within the District.

Letters of Dispensation

Section 34. The Worthy Grand Patron has authority during the recess of the Grand Chapter to grant letters of Dispensation to a

competent number of not less than twenty-five nor more than forty petitioners, two of whom must be Master Masons and not less than nine of whom must be ladies who are eligible for the degrees providing the petitioners reside in this jurisdiction and possess the legal qualifications. The letter of Dispensation empowers the petitioners to form a Chapter of the Order of the Eastern Star and such Dispensation shall be in force until the next annual session of the Grand Chapter unless revoked by the Worthy Grand Patron for good cause. Chapters Under Dispensation are under the Worthy Grand Patron's supervision until they receive a charter.

Organization of New Chapters

Section 35. He shall, either in person or by proxy commissioned by him for this purpose, organize and set to work all Chapters under Dispensation. Such proxy shall be a present or Past Matron or Patron, and none except those who are thoroughly qualified. The Worthy Grand Patron shall not issue Dispensations or proxies in blank. He shall issue them only for specific and determinate acts. The date of institution shall be recognized as the birth date of the Chapter. (See R&R, Section 1)

Return of Proxy

Section 36. All proxies shall be returned to the issuing officer when the acts for which they have been issued have been completed.

Degrees at Sight

Section 37. In the organization of a Chapter Under Dispensation he may, if necessary, either in person or by proxy, confer the degrees of the Order "at sight" upon a sufficient number of petitioners possessing the legal qualifications for the purpose of organizing a Chapter.

Organization Blanks

Section 38. Organization blanks will be furnished giving the names of each officer and space for the names of members who are not officers.

Charter Members

Section 39. Only those members who are present on the date of the institution of a Chapter and are obligated and initiated shall have their name on the charter as charter members.

Expense of Assistant to Instituting Officer

Section 40. (Deleted GC 1980)

Expense

Section 41. (a) A drawing account shall be allowed for an amount not to exceed \$2,100.00 (GC 2002) to help reimburse the Worthy Grand Patron for travel, payable on June 30, September 15, December 15 and March 15, unless approved by the Finance Committee and ordered by the Grand Chapter (GC 2002).

(b) In the event a complimentary room cannot be obtained at the headquarters hotel for occupancy by the Worthy Grand Patron while in attendance at the Grand Chapter Session, the bill for his hotel room shall be paid by the Grand Chapter.

When Worthy Grand Patron Shall Preside

Section 42. He shall preside whenever called upon by the Worthy Grand Matron, and in the absence of the Worthy Grand Matron and Associate Grand Matron, he shall preside without invitation.

Annual Address

Section 43. He shall, at the opening of each annual session, make a written report to the Grand Chapter of his official acts and such other matters as he may deem necessary for the consideration of the Grand Chapter, shall deliver same to the Grand Secretary

sufficiently early so that it may be printed and delivered to the Grand Chapter at its annual session. The Grand Secretary shall furnish a copy of the Worthy Grand Patron's annual report to each member of the Jurisprudence Committee and the Finance Committee by May 10.

ARTICLE V

Other Grand Officers–Duties Associate Grand Matron

Section 44. (a) The Associate Grand Matron shall assist the Worthy Grand Matron in the performance of her duties, be subject to the order of the Grand Chapter and her superior officers, and in case of death, absence or disability of the Worthy Grand Matron, she shall assume her powers and prerogatives and perform her duties.

(b) The Associate Grand Matron shall receive not more than \$1,500.00 for expenses incurred by her in preparation for her year as Worthy Grand Matron (GC 2003).

(c) The Associate Grand Matron shall provide the Grand Secretary with a list of names and membership numbers for all standing and special committees by May 1st prior to her installation as Worthy Grand Matron.

Associate Grand Patron

Section 45. The Associate Grand Patron shall assist the Worthy Grand Patron in the performance of his duties, shall be subject to the order of the Grand Chapter and his superior officers, and in case of death, absence or disability of the Worthy Grand Patron, shall assume his powers and prerogatives and perform his duties.

Grand Secretary

Section 46. (a) It is the duty of the Grand Secretary to attend all sessions of the Grand Chapter, to keep a true and accurate record of all its proceedings, to furnish to the printer a copy thereof together with an abstract of returns from Chapters and superintend

the printing of the same immediately on the closing of each annual session of the Grand Chapter, and together with the Finance Committee, handle all matters pertaining to the printing. The Worthy Grand Matron and Worthy Grand Patron shall approve the Proceedings of the session over which they preside, and a certificate to this effect shall precede the certificate of the Grand Secretary. The seal of the Grand Chapter shall be attached to the Proceedings.

(b) The Grand Secretary shall dispatch copies of the Jurisprudence Committee accounting to the Elective Grand Officers and make copies available for purchase of the same by subordinate members and shall make use of the accounting to update the Bylaws, Rules and Regulations each year for the triennial printing.

Distribution of Proceedings

Section 47. The Grand Secretary shall dispose of the Proceedings of the Grand Chapter session as follows: One copy on the latest media device shall be sent to each Elective Officer of the General Grand Chapter; and a number of copies on the latest media device be sent to the Grand Secretaries of other Grand Chapters to reciprocate for the copies North Carolina receives. One copy on the latest media device will be sent to each Grand Officer. One copy on the latest media device to each of the Grand Representatives from this Grand Jurisdiction; one copy on the latest media device to each Past Grand Matron and Past Grand Patron; one copy on the latest media device to each Past Grand Matron and Past Grand Patron affiliated with North Carolina from another State; one copy on the latest media device to each District Deputy Grand Matron and District Deputy Grand Patron; one copy on the latest media device to each Subordinate Chapter in North Carolina for the use of Chapter members and to remain in the Chapter files; and copies on the latest media device to such others as in the Grand Secretary's judgment may be proper recipients. In the event there is more than one Distinguished Member per household only one copy of the proceedings in the form of the

latest media device will be mailed,

To have in the Grand Chapter office a limited number of printed copies available for any member who would like to purchase a copy and pay for postage. To have in place in the Grand Chapter office a preorder system whereby the printed copies and postage would be paid in advance with a deadline for ordering. (GC 2010)

Collect Money

Section 48. The Grand Secretary shall collect all monies due to the Grand Chapter and to all special funds or endowments of the Grand Chapter and pay same over to the Grand Treasurer without delay, taking her/his receipt therefor. All such monies shall be identified as to the fund or endowment to which they belong, and the Grand Treasurer shall be so advised.

Procure Books

Section 49. By order of the Grand Chapter the Grand Secretary shall procure all books and stationery necessary for the use of her/his office and for the Grand Chapter.

Receive Annual Returns

Section 50. The Grand Secretary shall receive annual returns and make settlement with the several Chapters and make her/his report to the Grand Chapter of all such acts.

Fraternal Correspondence

Section 51. The Grand Secretary shall receive and regularly transmit all matters pertaining to fraternal correspondence to the Grand Conductress and Associate Grand Conductress.

Seal of the Grand Chapter

Section 52. The Grand Secretary shall keep the seal of the Grand Chapter and affix the same to all dispensations, charters, communications, records and other documents proper to be sealed and certified.

Property of the Grand Chapter

Section 53. The Grand Secretary shall keep books of account, jewels, furniture and all other property belonging to the Grand Chapter, except where otherwise provided in these Bylaws. The accounts of special funds and endowments and the property thereof shall be separate from other property of the Grand Chapter, and the books of account shall segregate and show all funds and properties in the accounts to which they severally belong. At the expiration of her/his term of office, she/he shall deliver over to her/his successor all property and other things in her/his hands belonging to the Grand Chapter.

Bond

Section 54. The Grand Secretary shall annually execute a bond in some security company to the Grand Chapter of North Carolina, Order of the Eastern Star to be approved by The Worthy Grand Matron and the Worthy Grand Patron and the Finance Committee, conditioned on the faithful discharge of her/his duties and the safekeeping of the money in the penal sum of not less than \$20,000.00, the premium of such bond to be paid by the Grand Chapter. The requirement for the bond may be achieved by means of comparable coverage in the Property and Casualty Insurance Policy of the Grand Chapter of North Carolina—such policy and coverage to be closely monitored by the Grand Chapter Finance Committee.

Keep Books of Account

Section 55. (a) The Grand Secretary shall keep sufficient books of account, using the standard bookkeeping/accounting program provided by the Grand Chapter, in which separate accounts shall be kept with each Chapter (GC 2006).

(b) The Grand Secretary shall transfer all data from the Membership Card Index File into the new file system. She/he shall secure proper and sufficient information from the secretaries of Subordinate Chapters on all memberships required to keep and maintain an accurate and current membership file of each member

of all Subordinate Chapters.

Report of the Grand Chapter

Section 56. The Grand Secretary shall report on the first day of each annual session of the Grand Chapter in writing a full account of the transactions of her/his office and present a tabulated list of all blanks, Rituals, stationery and other property of the Grand Chapter in her/his care.

Salary-Expense

Section 57. The salary of the Grand Secretary shall be fixed by the Grand Chapter annually, upon recommendation of the Finance Committee, as a part of the annual budget. Her/his hotel room on account of attendance upon the annual session of the Grand Chapter shall be paid by the Grand Chapter. The Grand Secretary shall be reimbursed at the rate of \$.20 per mile for travel on official Grand Chapter business as directed by the Worthy Grand Matron (GC 2004).

Duties of the Grand Treasurer

Section 58. It shall be the duty of the Grand Treasurer to receive from the Grand Secretary all monies required to be paid by the Grand Secretary to the Grand Treasurer in accordance with the provisions of Section 48 of these Bylaws and to give her/his receipt therefor. She/He shall pay all orders from the money on hand as may be directed by the Grand Chapter or by the Worthy Grand Matron, countersigned by the Grand Secretary and with the Grand Chapter seal affixed thereto, and the order so issued to the Grand Treasurer shall specify the fund out of which each such order shall be paid. The salary of the Grand Treasurer shall be fixed by the Grand Chapter annually, upon recommendation by the Finance Committee, as a part of the annual budget. At the expiration of her/his term of office, she/he shall deliver to her/his successor all the monies, books, papers and other property belonging to the Grand Chapter that may be in her/his hands or under her/his control as such Grand Treasurer.

Annual Report of the Grand Treasurer

Section 59. She/he shall keep sufficient books of account, using the standard bookkeeping/accounting program provided by the Grand Chapter and present such books for audit at the close of the Fiscal Year. It shall be the duty of the Grand Treasurer, on the first day of each annual session of the Grand Chapter, to report in writing a full account of all monies received and paid out during the past year and on what account and to submit the books and vouchers to the Grand Chapter for examination.

Bond of the Grand Treasurer

Section 60. The Grand Treasurer shall annually execute a bond in some security company to the Grand Chapter of North Carolina, Order of the Eastern Star to be approved by the Worthy Grand Matron and Worthy Grand Patron and Finance Committee conditioned on the faithful performance of the duties of that office and the safekeeping of the money in the penal sum of not less than \$10,000.00, the premium to be paid by the Grand Chapter. The requirement for the bond may be achieved by means of comparable coverage in the Property and Casualty Insurance Policy of the Grand Chapter of North Carolina—such policy and coverage to be closely monitored by the Grand Chapter Finance Committee.

Placing of the Grand Chapter Funds

Section 61. The Grand Treasurer shall confer with and act in conjunction with the Finance Committee in the designation of one or more official depositories for all funds belonging to the Grand Chapter.

Grand Conductress

Section 62. The Grand Conductress shall be Fraternal Correspondent for this Grand Chapter. She shall be assisted in the review of the Proceedings and in compiling her report by the Associate Grand Conductress. She shall perform such other duties as may be delegated to her.

Associate Grand Conductress

Section 63. (a) She shall assist the Grand Conductress in compiling the Fraternal Correspondence. She shall perform such other duties as may be delegated to her.

(b) As soon as practical, and during the first year of her office, the Associate Grand Conductress will consult with the Grand Trustees regarding the facilities the Grand Trustees have obtained for the Session over which she shall preside. (GC 2010)

Remaining Grand Officers

Section 64. The remaining Grand Officers are to perform such duties as are appropriate to their several stations and such as may be assigned to them by the Worthy Grand Matron or the Grand Chapter.

Grand Trustees

Section 65. (a) There shall be three (3) Grand Trustees. These Grand Trustees shall be either a Worthy Matron, or a Worthy Patron, a Past Matron or a Past Patron in good standing in the Grand Chapter. The Grand Treasurer shall serve as an ex officio member with the Grand Trustees (GC 1994).

(b) At this Session (1972) one Grand Trustee shall be elected by secret ballot for a term of three years and one for a term of two years, and each Session following, one shall be elected by secret ballot for a term of three years.

(c) These Grand Trustees shall serve until their successors are elected and installed.

Duties of Grand Trustees

Section 66. (a) The title of all real property of the Grand Chapter, whether constituting a part of the general assets of the Grand Chapter or of any fund or endowment thereof, shall be held by and vested in the Grand Trustees. The Grand Trustees shall have full power and authority upon the direction of the Grand Chapter or of the Worthy Grand Matron with the approval of the Finance

Committee in all cases and with the additional approval of any special Committee or board administering any special fund or endowment to sell, transfer, convey, mortgage, lease or improve any real property belonging to the Grand Chapter or any of its funds or endowments. Any person dealing with the Trustees of the Grand Chapter in accordance with the provisions of this Section shall have the right to rely upon any deed, contract, lease or other agreement of the said Trustees without determining whether or not the said Trustees are acting in accordance with the provisions of this Section and without seeing to the application of any monies paid to the said Trustees, to the Grand Chapter, or to the Grand Secretary in connection therewith.

(b) The Grand Trustees shall have the authority to obtain proposals and sign contracts for suitable accommodations for the Grand Chapter Sessions, including housing facilities as many as five years in advance providing they deem it financially advantageous as well as otherwise to Grand Chapter. They shall consult with each Associate Grand Conductress as soon as practical after her election regarding the facilities obtained for the Session over which she shall preside. (GC 2010)

(c) It shall also be the responsibility of the Grand Trustees to enter into and execute necessary contracts for the "Margaret R. Griffin Peanut Project" and all other similar contracts pertaining to Grand Chapter projects (GC 2003).

(d) The Grand Trustees will keep an attorney on retainer to look after the concerns of the Grand Body (GC 1997).

(e) It shall be the duties of the Grand Trustees to act as a long range planning committee, the objective of which shall be to evaluate the structure of the Grand Chapter and establish a plan of action that will ensure the future existence of the Order of the Eastern Star in North Carolina. (GC 2008)

(f) The Grand Trustees shall sign all contracts, leases and agreements entered into by the Grand Chapter of North Carolina with the exception of all printing of the Grand Chapter, Session programs, and Christmas Cards which are covered by the Committee on Finance, Section 79, next to the last sentence.

Duties of Grand Chaplain

Section 67. The Grand Chaplain shall answer Memorial cards from Sister Grand Jurisdictions and shall be Chairman of the Necrology Committee. The Grand Chaplain may present a statement of his expenses for postage to the Finance Committee for reimbursement each year.

ARTICLE VI

Grand Chapter Revenue, Instructions, And Receipt for Dues

Section 68. Petitioners asking for a Dispensation to organize a Chapter shall remit to the Worthy Grand Patron who forwards to the Grand Secretary with the signed petition the sum of \$700.00 for the use of the Grand Chapter which shall be promptly refunded if the Dispensation is not granted.

Per Capita Tax

Section 69. (a) Masonic and Eastern Star Home Maintenance shall be paid from the general fund of the Grand Chapter.

(b) Every Chapter shall pay annually to the Grand Secretary for the use by the Grand Chapter of North Carolina the sum of three dollars and twenty-five cents, plus an amount equal to the approved per-member General Grand Chapter Per Capita Tax, for each member carried on its roll on the thirty-first day of March in the year of report; thirty-five cents (\$.35) of which shall be set aside for the expense of the Grand Chapter Session, forty cents (\$.40) shall be set aside for the maintenance of Camp Rainbow, Inc., and two dollars and fifty cents (\$2.50) to be set aside for the operation of this Grand Chapter (GC 2005).

No Solicitation of Funds

Section 70. No solicitation of funds from any Chapter shall be

allowed for the expenses of the Grand Chapter Session. However, if a Chapter or District wishes to honor their Worthy Grand Matron and/or Worthy Grand Patron, they may raise funds for one entertainment at a Grand Chapter Session.

Purchase of Supplies

Section 71. The price charged for supplies shall be determined by the Grand Secretary with the advice and consent of the Finance Committee. The Grand Secretary shall credit all profits to the funds of the Grand Chapter. (GC 2010)

Time to Make Returns

Section 72. (a) Chapters shall make their returns to the Grand Secretary on or before the fifteenth day of April in each year, and Chapters failing to do so shall be declared delinquent, and their representatives shall not be entitled to vote at the session of the Grand Chapter.

(b) Any Chapter failing to make returns or to pay dues for two years thereby forfeits its charter at the discretion of the Worthy Grand Matron and shall not assume work except by authority of the Worthy Grand Matron or the Grand Chapter.

Revenue Grand Chapter Session

Section 73. 1. The Net Revenue realized from Vendors be added to the other Revenue Sources prescribed in the Laws of Grand Chapter. (Thirty Five Cents (\$.35) Per Capita Tax and the average registration fee collected over the five year period next preceding the Grand Chapter Session.)

2. The Worthy Grand Matron may appoint a Vendor Committee whose duty will be to invite and coordinate Vendor activity.

3. The Worthy Grand Matron, with the advice and assistance of the Finance Committee, will determine the fee to be charged a Vendor.

4. Any Vendor Revenue not needed for the Grand Chapter Session expense shall be placed in a Grand Chapter Session

Account and be available, with the approval of the Finance Committee, to help defray the costs of future Grand Chapter Sessions (GC 2003).

Official Receipt for Dues

Section 74. The official receipt for dues shall be the uniform membership card used by this Grand Jurisdiction-the color of the card to be changed each year. This is the ONLY official receipt for dues and no Subordinate Chapter may issue any other type or kind of receipt for dues.

Instructions for Subordinate Chapters

Section 75. The Instructions for Subordinate Chapters, if and when approved by the Grand Chapter of North Carolina, Order of the Eastern Star shall be the standard procedure for all Chapters. If there should appear to be inconsistencies between Instructions for Subordinate Chapters and the Bylaws of this Grand Chapter, the Bylaws shall be considered to govern.

Instructions for Printing

Section 76. (a) All printing shall be let to the lowest competitive bidder, time of delivery and quality of work to be considered. Where reports of Grand Officers are printed in advance of the Grand Chapter Session, arrangements shall be made to use the typesetting for the Proceedings. All printed preliminary reports shall be printed on cheap paper, without cover to save expense and the printing of any preliminary reports other than those of the Worthy Grand Matron, Worthy Grand Patron, Grand Secretary and Grand Treasurer is prohibited, and these reports shall be consolidated into one volume.

(b) Changes in Grand Chapter Bylaws, Rules and Regulations and the Book of Instruction as adopted by the Grand Chapter shall be printed only once every three years, after the Grand Chapter Session which follows the Triennial Assembly.

ARTICLE VII

Standing Committees Elective Committees

Section 77. Members of the Committees listed in Section 74 (a) shall not be eligible for re-election to the same Committee until they have been off said Committee for a period of one year, except that members elected to fill an unexpired term resulting from unscheduled vacancy on the Committee shall be eligible for subsequent election or re-election to one full term (GC 2001).

(a) The Grand Chapter, at its annual session, shall elect the following Committees to consist of the number of members and perform such duties as stated below:

1. Jurisprudence
2. Finance
3. Board of Directors, Masonic and Eastern Star Home
4. Board of Directors, Camp Rainbow, Inc.
5. T.H.S.N. Publication
6. Board of Directors, North Carolina Eastern Star Foundation Inc.
7. Committee on Membership (GC 2004)

Nomination shall be placed from the floor and closed prior to election of any member or members to any Committee or board stated above.

(b) No member of this Grand Chapter shall be elected to more than one Elective Board or Committee.

(c) No Elective Officer of this Grand Chapter, or member appointed to fill a vacancy in an Elective Office, shall serve on any Elective Committee or Board, except as otherwise provided in these Bylaws. (GC 2010)

Committee on Jurisprudence

Section 78. The Committee on Jurisprudence shall consist of (5)

five members, one of whom shall be annually elected at the Grand Chapter Session by secret ballot for a term of five years. Any past or present Worthy Matron or Worthy Patron, in good standing in a Subordinate Chapter in this Grand Jurisdiction, shall be eligible for election to this committee. (GC 2009)

The duties of this Committee shall be:

(a). To act in an advisory capacity to the Worthy Grand Matron, Grand Officers and Grand Chapter on all matters referred to it IN WRITING pertaining to the CONSTITUTION, BYLAWS, RULES and REGULATIONS and involving questions relative to EASTERN STAR LAW and PRACTICE. It shall make a report on each question submitted to it, setting forth the grounds for its conclusion and RECOMMENDATIONS. Each question so reported shall be separately acted upon by the Grand Chapter, which decision shall be final. In like manner, all decisions of the Worthy Grand Matron shall be considered by this Committee and reported on for approval or disapproval by the Grand Chapter, which decision shall likewise be final. It shall also consider and report on all proposed amendments to the Constitution, Bylaws, Rules and Regulations of the Grand Chapter, together with any changes or alterations it may deem necessary, and shall make such recommendation as it shall see fit. It shall be the Court of Appeals during annual session of the Grand Chapter. It shall prepare an accurate account of changes and corrections in the Constitution, Bylaws, Rules and Regulations made at each Grand Chapter Session and furnish same to the Grand Secretary. (Ref: Bylaws, Article V, Section 46(b))

The Worthy Grand Matron and Worthy Grand Patron may use this resource, in matters of time sensitive actions, without the necessity of having a written request, provided the request is for an opinion or advice and is not for an official position of the Committee on Jurisprudence. However, if an official position is requested, it must be accompanied by a request in writing and the normal procedure is to be followed. (GC 2008)

(b) The Jurisprudence Committee shall have full power to adopt

Bylaws to govern its meetings and to elect a chairperson from among its members. A majority of said Committee shall constitute a quorum for the transaction of business. A majority of the FIVE members shall concur in all actions taken by the Committee. No meetings of the Jurisprudence Committee shall be necessary in any case where all of its members concur in writing as to the action taken.

Committee on Finance

Section 79. The Finance Committee shall consist of five (5) members, one of whom shall be annually elected at the Grand Chapter Session by secret ballot for a term of five years. Any past or present Worthy Matron or Worthy Patron, in good standing in a Subordinate Chapter in this Grand Jurisdiction, shall be eligible for election to this committee. (GC 2009)

The Finance Committee shall exercise general supervision over the properties and financial transactions of the Grand Chapter and all of its funds and endowments. A majority of the said Committee shall constitute a quorum for the transaction of business, but a majority of the full Committee must concur in all actions taken by the Committee. The Committee shall have the power to adopt Bylaws to govern its meetings. No meetings of the Finance Committee shall be necessary in any case where all of its members concur in writing as to the action taken. The Committee shall make an annual report to the Grand Chapter upon the property and the finances of the Grand Chapter and all of its funds and endowments, and shall prepare an annual budget for the Grand Chapter. No appropriations shall be made by the Grand Chapter without having been considered and reported on by the Finance Committee. The Finance Committee shall select a bookkeeping/accounting program to be used by the Grand Secretary, Grand Treasurer and the Business Manager of the Tar Heel Star News and shall employ an accountant to make an audit and report on all accounts in the Grand Chapter not less often than annually. It shall have the power to direct an audit report at any time that it deems it advisable. The

Finance Committee and the Grand Secretary shall attend to all printing of the Grand Chapter and the making contracts therefore, with the exception of programs for the Grand Chapter Session and Christmas cards, which are left to the discretion of the Worthy Grand Matron. The Finance Committee shall have such other powers and duties as may be conferred or imposed upon it by the Grand Chapter or by other provisions of these Bylaws.

Board of Directors, Masonic & Eastern Star Home

Section 80. The Board of Directors of the Masonic and Eastern Star Home of North Carolina, Inc. shall consist of five members elected at the Grand Chapter by secret ballot, one of whom shall be elected annually for a term of five years. Beginning at the 1989 Grand Session, the other three Board members shall be the Worthy Grand Matron, the Worthy Grand Patron and the Associate Grand Matron. The Worthy Grand Matron shall be an ex officio member and Vice Chairman of the Board. They shall act in conjunction with the members elected by the Grand Lodge A.F. & A.M. in the management of the Home.

Board of Directors, Camp Rainbow, Inc.

Section 81. (a) The Board of Directors of Camp Rainbow, Incorporated, shall consist of ten members, elected individually by secret ballot by this Grand Chapter to serve five year terms.

Two members shall be elected at each Grand Chapter Session by balloting on two undetached ballots. The two members receiving the highest number of votes shall be elected for five year terms.

If at any time it is necessary to fill one or more unexpired terms, the members will use as many undetached ballots as there are vacancies to be filled including the two to be elected each year. The two members receiving the highest number of votes shall be elected to five year terms, and the member receiving the third highest number shall be elected to fill the longest unexpired term, and so on down.

The Worthy Grand Matron, the Worthy Grand Patron and the Grand Trustees of this Grand Chapter of North Carolina, and

Supreme Inspector/Deputy of the Order of Rainbow for Girls in North Carolina shall serve as ex officio members on this Board.

This Board shall conduct and operate Camp Rainbow, Incorporated, as provided in the Articles of Incorporation.

(b) Acceptance of election to this Board of Directors constitutes and imposes an obligation upon the member to obey the will of this Grand Chapter as expressed and set forth in all of its Resolutions adopted in respect to the operation of Camp Rainbow, Incorporated.

(c) This Grand Chapter reserves to itself the right to adopt Resolutions setting forth its will in respect to the operation of Camp Rainbow, Incorporated. Such proposed Resolutions must follow the procedure prescribed in Section 112 of these Bylaws.

Tar Heel Star News

Section 82. The Tar Heel Star News shall be the Official Publication of Grand Chapter.

(a) The Tar Heel Star News Publication Committee shall consist of five members, one of whom shall be elected annually for a term of five years. The Worthy Grand Matron and Worthy Grand Patron shall be ex officio members of this Committee.

(b) This Committee shall appoint an editor, business manager and shall have full charge of the management and publication of the Tar Heel Star News. They shall keep sufficient books of account, using the standard bookkeeping/accounting program provided by the Grand Chapter and present such books for audit at the close of the Fiscal Year. They shall make annual report to the Grand Chapter. (GC 2006)

Board of Directors

North Carolina Eastern Star Foundation, Inc.

Section 83. The North Carolina Eastern Star Foundation herein created (1983) shall perpetually be administered for the benefit of the Masonic and Eastern Star Home at Greensboro, N.C. and/or such other purpose or purposes, as the Grand Chapter shall determine.

(a) The North Carolina Eastern Star Foundation, incorporated on the 8th day of November, 1985, a corporation under the laws of the state of North Carolina, shall be administered by a board of seven (7) (GC 2004) directors elected by the Grand Chapter of North Carolina, said board to be elected according to the method prescribed in the Bylaws of said Foundation.

(1) The restated charter will be rescinded and the original charter be amended which will restore the names of the original incorporators and Board of Directors while retaining the original terminology as it complies with federal and state tax laws and

(2) The Board of Directors of the North Carolina Eastern Star Foundation be charged with this responsibility and that the Original Charter as amended be reviewed by the Grand Trustees, Members of Jurisprudence and Finance Committees before it is filed (Emergency resolution GC 1997).

(3) Sister Carolyn Winchester, Founder of the North Carolina Eastern Star Foundation was made a Life-time, ex-officio member of the Board of the Directors of said Foundation (GC 1997).

(b) The North Carolina Eastern Star Foundation, Inc. shall consist of the existing funds in addition to contributions, funds, gifts by deeds, wills and bequests, which funds shall be kept invested on a current basis to provide the best and maximum earned income.

(c) The net income from the invested funds of the North Carolina Eastern Star Foundation, Inc. shall accumulate and be added to the principal until the value of the principal shall amount to three million dollars (\$3,000,000.00). Thereafter, the net income currently derived from the invested funds shall be used for the support and maintenance of the Masonic and Eastern Star Home at Greensboro, North Carolina, provided, however, that should the Home be discontinued or the Grand Chapter cease to be a party of its operation and/or maintenance, the said net income shall be applied to such other use as the Board of Directors shall recommend and the Grand Chapter shall approve.

(d) The Grand Chapter, upon recommendation of the Finance

Committee, may at any time, from time to time, modify and/or change the provisions prescribed in subsection (c) and give such directions as to the accumulation of said income or the use thereof as it shall see fit, provided, however, that such direction shall always be for the benefit of the charitable and benevolent work carried on by the Grand Chapter. Such proposed resolutions must be presented at a regular session of the Grand Chapter and be held over until the next regular session before being acted upon.

Membership Committee

Section 84. (a) There shall be a Membership Committee composed of five (5) members. The initial election will consist of one (1) member each elected for five, four, three, two and one year respectively. There will be one member elected for a five year term each year thereafter.

(b) It will be the duty of the Grand Chapter Membership Committee to establish goals for the Grand Chapter and subordinate chapters annually relative to obtaining new members, reinstatement of current but inactive members, and follow up on members requesting demits and/or relocating within the jurisdiction or to another jurisdiction. To that end, at a minimum:

- (1) Establish parameters for Chapter Membership Committees
- (2) Promote new member goals and be available to chapter Membership committees to establish goals and new member programs that could be used to present Eastern Star to potential members
- (3) Maintain a record of new joins, affiliations and restorations and submit a report of the same annually at the Grand Chapter Session (GC 2004).

(c) The Membership Committee shall be responsible for the presentation of "Rob Morris Medallions" and will coordinate with the General Grand Chapter Committee Members for Membership for any other membership awards sent from the General Grand Chapter. The Secretary of the Subordinate Chapter shall forward the necessary form to the chairman of the Membership Committee, who shall then forward the form to the General Grand Chapter

along with a request that the medallion(s) be sent to the Grand Chapter Membership Committee for presentation. Upon receipt, the Membership Committee shall contact the respective Chapter Secretary and coordinate an appropriate presentation. (GC 2008)

Appointive Committees

Section 85. (a) Members of Appointive Committees whose term of office is for three years or longer shall not be eligible for re-appointment to the same Committee until they have been off said Committee for a period of one year.

(b) The Worthy Grand Matron, with the concurrence of the Worthy Grand Patron, shall immediately following installation, appoint the following Standing Committees, consisting of not fewer than three members each:

- Registration
- Unfinished Business
- Appeals and Grievances
- Necrology
- Courtesies
- Charters and Dispensations
- Clearing
- Committee on Districts
- The Grand Chapter Scholarship Fund
- ESTARL
- Book of Instruction
- Historical Committee
- Music
- Vendors
- Disaster/Benevolent Fund
- NC OES Web Site

Registration Committee

Section 86. Group A-\$5.00 Fee

(a) There shall be a Registration Committee of ten, one of whom shall be appointed each year for a term of five years, and five shall

be appointed annually for a term of one year; whose duty shall be to collect from each member, each proxy registered, and Subordinate Chapter members of this Grand Jurisdiction a registration fee of five dollars (\$5.00).

(b) The money raised from this source shall be used to help pay the expenses of the Grand Chapter Session. Any money left over shall be placed in a Registration Fund to be used by the succeeding Grand Chapter Sessions if necessary. The money collected by the Registration Committee shall be administered by the Finance Committee and shall be handled by the Grand Secretary and Grand Treasurer in the same manner as the other funds are handled.

© The Worthy Grand Matron and Worthy Grand Patron shall be ex officio members of this Committee.

B-Delegates Credentials Group

Section 87. There shall be a Registration Committee, Group B-Delegates Credentials, which shall be composed of at least twenty-two members, three of whom shall be appointed annually for a term of five years and seven or more to be appointed annually for a term of one year; whose duty it shall be to examine the credentials and issue ballots to Delegates of the Grand Chapter.

Group C-North Carolina Subordinate Chapter Members

Section 88. There shall be a Registration Committee, Group C-North Carolina Subordinate Chapter Members, which shall be composed of at least twenty members, three of whom shall be appointed annually for a term of five years and five or more to be appointed annually for a term of one year; whose duty it shall be to register the North Carolina Subordinate Chapter members.

Group D-Distinguished and Out-of-State Guests

Section 89. There shall be a Registration Committee, Group D-Distinguished and Out-of-State Guests, which shall be composed of at least fifteen members, two of whom shall be appointed

annually for a term of five years and five or more to be appointed annually for a term of one year; whose duty it shall be to register the Distinguished and Out-of-State Guests. A registration fee of five dollars (\$5.00) shall be charged each Out-of-State Guest except for Elective General Grand Chapter Officers.

Unfinished Business Committee

Section 90. The Committee on Unfinished Business shall examine the journal of the previous Annual Session and report all such matters as were then pending and undetermined, as well as all tabled matters.

Appeals and Grievances Committee

Section 91. The Committee on Appeals and Grievances shall consider all appeals and grievances referred to it and report its findings for the action of the Grand Chapter.

Necrology Committee

Section 92. The Committee on Necrology shall perform the duties and make reports properly appertaining to that subject.

Courtesies Committee

Section 93. The Committee on Courtesies shall, on behalf of the Grand Chapter, make proper and fitting recognition of courtesies extended to it on the occasion of the meetings.

Charters and Dispensations Committee

Section 94. The Committee on Charters and Dispensations shall examine the original records of the Chapters Under Dispensation, and the statements submitted by them and report on all petition for charters. Any expense incurred in sending records to the Committee and returning same to the Chapter shall be borne by the Chapter. The Associate Grand Patron shall be an ex officio member of this Committee.

Clearing Committee

Section 95. The Clearing Committee shall be appointed annually and shall consist of the Worthy Grand Matron, Chairman; one member from the Grand Chapter Finance Committee, one member from the Jurisprudence Committee, and the Grand Secretary to act as a Clearing House to Chapters in this Grand Jurisdiction before presentation to Chapters.

A majority of the Clearing Committee shall approve all distributed correspondence (GC 2000). The Clearing Committee must make a written report to Grand Chapter at the annual Session. Thank you notes and invitations to non-fund raising events excepted (GC 1998).

The duties of this Committee shall be as follows:

- (1) To keep members and officers from soliciting funds for various purposes before the Finance Committee and/or the Grand Chapter have had the opportunity to approve or disapprove the projects.
- (2) To keep members and officers from sending out letters giving instructions, which are contrary to our laws.
- (3) To catch any and all misinterpretations of the law or of the instructions in the Ritual which are contrary to our laws and Instruction Book.
- (4) To catch all erroneous statements of facts before being sent out over the state to groups as well as Chapters.

Committee on Districts

Section 96. The Worthy Grand Matron, Worthy Grand Patron, Associate Grand Matron and Associate Grand Patron shall at least every ten (10) years, or more often, if determined by them to be necessary and advisable, divide the state into as many Districts as they deem necessary to promote the welfare and progress of the Order.

It is recommended that they use as a guide the following:

Each District should contain no more than eight Chapters as nearly as possible, and that the District lines should follow as nearly as practical the District lines as laid down by the Grand

Lodge of North Carolina, Ancient, Free and Accepted Masons.

The Worthy Grand Matron, after consulting with the Committee on Districts, may move a Chapter from one district to another if she deems it is in the best interest of said Chapter; and, with the approval of the Chapter, the Worthy Grand Matron, after consulting with the Committee on Districts, may approve the consolidation of Chapters across district lines so long as it is contiguous and if it is in the best interest of the two Chapters involved.

The G.C. Scholarship Fund Committee

Section 97. The G.C. Scholarship Fund Committee of the Grand Chapter of North Carolina, Order of the Eastern Star shall consist of five members, one of whom shall be appointed annually for a term of five years.

A permanent fund of \$100,000.00 shall be under the control of the Finance Committee of the Grand Chapter, kept intact and be invested, as the Committee shall direct. The funds placed at the disposal of the Scholarship Fund Committee shall be determined by the Grand Chapter Scholarship Fund Balance total, minus the \$100,000.00 Grand Chapter Scholarship Permanent Fund, minus obligations to cover Grand Chapter Scholarship renewals. (*“which shall administer it as follows:”* deleted GC 1999)

1. Eligible applicants for these scholarships must be the son, daughter, legally adopted son, legally adopted daughter, the granddaughter or grandson of a Master Mason or a member of the Eastern Star; also girls or boys from The Masonic Home for Children at Oxford.

2. The Committee shall make a full and thorough investigation of every application received, and due consideration shall be given to the applicant's record in high school, qualities of leadership in school and community activities, moral character and all other factors that the Committee may deem to be pertinent, but in each and every case the existence of an actual need shall be the first consideration, and the applicant shall file a Form 1040 with the application for all related income. The Form 1040 shall be that of

the applicant if available, otherwise it shall be that of the parents or guardian of the applicant.

3. Each applicant must be sponsored by an Eastern Star Chapter in North Carolina, except girls and boys from The Masonic Home for Children at Oxford, who must be recommended by the Superintendent of The Masonic Home for Children at Oxford. Proof of eligibility of applicant being sponsored must be submitted to the Subordinate Chapter before they can vote to sponsor same.

4. The maximum amount of a scholarship for any one year shall be one thousand dollars (\$1,000.00), but this amount may be reduced at the discretion of the committee (GC1999).

5. If three or more scholarships are awarded in any one year, at least one scholarship shall be placed in each Divisional District of the Grand Chapter of North Carolina, namely, Eastern, Central and Western Divisions, provided a qualified applicant is available in each Division.

6. When approving withdrawals from the Grand Chapter Scholarship Fund the Committee shall exercise the necessary caution to insure a sufficient balance in the Fund at all times to meet the commitments that have been made.

7. All applications to be considered for the immediately following college or school year must be in the hands of the Committee by March first of each year. (GC 2010)

8. The G.C. Scholarship checks shall be made payable to the accredited college or nursing school of the applicant's choice, and such college or nursing school will be required to furnish the Chairman of the Committee a record of the student's grades at the close of each semester, together with a transcript at the end of the college or nursing school year. Each recipient of a scholarship shall be presented in person, or by proxy, a scholarship certificate at the Grand Chapter Session immediately preceding the college or nursing school year for which the scholarship is awarded.

9. The Committee shall forward to the Grand Secretary by June first of each year the name and address of each applicant who has been awarded a scholarship, the amount of the scholarship and the name and address of the college or nursing school of the

applicant's choice. The Grand Chapter Scholarship Award shall be paid in total prior to the beginning of the Spring Semester for Freshmen and prior to the Fall Semester for all others (GC1999).

10. After each applicant has received proper attention by the Committee, all records pertaining to each applicant shall be placed in the confidential files of the Grand Secretary.

11. The Grand Chapter of North Carolina Scholarship Fund will bear the expense of administering the Grand Chapter of North Carolina Scholarship Fund not to exceed \$200.00 for postage. (GC 2010)

ESTARL Committee

Section 98. The Eastern Star Training Awards for Religious Leadership Committee, hereinafter referred to as the ESTARL Committee, shall consist of three members, one of whom shall be appointed annually by the Worthy Grand Matron for a term of three years. The ESTARL funds raised by the Subordinate Chapters of this Grand Jurisdiction shall be sent to the Grand Secretary and shall be at the disposal of the ESTARL Committee subject to the following regulations:

1. The Committee shall make a full and thorough investigation of every application received, and due consideration shall be given to the applicant's record in high school, qualities of leadership in school and community activities, moral character and all other factors the Committee may deem to be pertinent, but in all cases, the existence of an actual need shall be the first consideration.

2. Application may be received from any rising Junior, Senior or Graduate Student in an accredited college program, provided said student plans to pursue a career of full time leadership in some field of religious activity, including ministers, missionaries, directors of church music, directors of religious education, directors of youth leadership, etc. Each applicant must be sponsored by an Eastern Star Chapter in North Carolina.

3. Scholarship recipients will be eligible for scholarship monies up to four years with a maximum award of two thousand dollars (\$2,000.00) per year.

4. When approving withdrawals from the ESTARL Fund, the Committee must exercise the necessary caution to insure a sufficient balance in the Fund at all times to meet the commitments that have been made. The Chairman of this Committee must ascertain from the Grand Secretary the amount of available funds and be regulated accordingly.

5. All applications to be considered for the immediately following college year must be in the hands of the Committee by March first of each year. (GC 2010)

6. Scholarship checks shall be made payable to the accredited college or university of the student's chose, and such college or university will be required to furnish the Committee a record of the student's grades at the close of each semester, together with a transcript at the end of the college year.

7. The Committee shall forward to the Grand Secretary by June first of each year the name and address of each applicant who has been awarded a scholarship, the amount of the scholarship and accredited college or university of the applicant's choice.

8. After each applicant has received proper attention by the Committee, all records pertaining to each applicant shall be placed in the confidential files of the Grand Secretary.

9. The Grand Chapter ESTARL Fund will bear the expense of administering the Eastern Star Awards for Religious Leadership Fund not to exceed \$200.00 for postage (GC 2010).

Book of Instruction

Section 99. There shall be a Committee on Book of Instruction which shall be composed of the Associate Grand Matron, Grand Conductress, Associate Grand Conductress, a member of the Jurisprudence Committee to be selected by the Worthy Grand Matron and a Past Grand Matron appointed by the Worthy Grand Matron. The Worthy Grand Matron shall be an ex officio member. The duties of this Committee shall be to assist the Worthy Grand Matron in maintaining uniformity in the ritualistic work of the

Order, to be of assistance when needed for interpretation and clarification of the ceremonies and efficiency of (1994) procedures, to keep the Book of Instruction current and in accordance with ritualistic changes made by General Grand Chapter and to make recommendations to Grand Chapter regarding these changes and any other changes which the Committee deems necessary for uniformity and clarification. (Changes in the Book of Instruction, as adopted by the Grand Chapter, shall be printed only once every three years, after the Grand Chapter Session which follows the Triennial Assembly of the General Grand Chapter.) (GC 2009) This Committee shall make a written report at the session of Grand Chapter following the General Grand Chapter Assembly.

Historical Committee

Section 100. Beginning at the 1990 Grand Chapter Session, the incoming Worthy Grand Matron will appoint a Historical Committee of Past Grand Matrons and Past Grand Patrons to continue working, yearly, on the history of the Grand Chapter of North Carolina, Order of the Eastern Star, fourth volume, using the same name and format as the three preceding volumes.

To maintain continuity of the history, members of this Committee shall be appointed for a term of five (5) to ten (10) years, or longer at the discretion of the Worthy Grand Matron.

Music Committee

Section 101. There shall be a Music Committee of three (3) appointed by the Worthy Grand Matron each year whose duty it shall be to maintain for the benefit and convenience of the members the Voncile R. Singletary Library of Music which was established at the 1991 Grand Chapter Session. The books used by the Grand Choir are revised each year by the Grand Organist and the Choir Director with music in keeping with the theme of the Grand Chapter Session. At the close of the Grand Chapter Session, a copy to be given the Worthy Grand Matron, Worthy Grand Patron and the Voncile R. Singletary Library of Music.

Vendors

Section 102. The Worthy Grand Matron shall appoint a Vendor Committee whose duty shall be to invite and coordinate vendor activity for the Grand Chapter Session. Guidelines for this committee are set forth in Section 73, Article VI, of these Bylaws.

Disaster/Benevolent Fund

Section 103. (a) The Disaster/Benevolent Fund was established by the Grand Chapter of North Carolina in 1999 for the purpose of providing charitable assistance to qualifying members of the Order who incur situations to their financial detriment. The Disaster/Benevolent Fund shall have Fifty Thousand Dollars (\$50,000.00) permanently invested. The amount of money available for distribution each year shall be all funds in excess of the \$50,000.00 required to be permanently invested. The Disaster/Benevolent Fund shall consist of the existing funds, in addition to income from contributions, fund-raising activities, and investment earnings. The maximum distribution per member will be one-thousand dollars (\$1,000.00) per Grand Chapter year.

(b)The Disaster/Benevolent Fund Committee shall consist of five members, Past Matrons, Past Patrons, present Worthy Matrons, Worthy Patrons, one of whom shall be appointed by the Worthy Grand Matron for a term of five years. The Committee shall administer the application process, including form creation, distribution and review. Applications for Disaster/Benevolent relief shall be completed by the member applying for assistance; after which the completed form shall be submitted to the Fund Committee for review and approval. The committee shall thoroughly investigate the circumstances surrounding each request for assistance. All application information and committee deliberations are to be confidential. The committee may request the assistance of a District Deputy Grand Matron and/or a District Deputy Grand Patron when investigating the application. The committee will promptly notify the applicant in writing of the decision of the committee. Records of Fund applications and

subsequent distributions shall be maintained in the Grand Chapter Office. Written guidelines, to include the application form, shall be established by the Committee and passed year to year, Chairman to Chairman.

NC OES Web Site

Section 104. The NC OES Web Site shall be the Official Web Site of Grand Chapter. The Official Web Site shall be used as a valuable medium through which official information and forms can be made rapidly available to the membership of the Grand Chapter.

(a) NC OES Web Site Committee shall consist of five members, one of whom shall be appointed annually for a five year term. The Web Master shall be appointed by this Committee and shall not be a member of this committee. (The 2008-2009 WGM shall appoint five members: 1 for a 5 year term, one for a four year term, 1 for a 3 year term, 1 for a 2 year term, and 1 for a one year term. Thereafter, each Worthy Grand Matron shall appoint the 5 year term member.) The Worthy Grand Matron and Worthy Grand Patron shall be ex officio members of this committee.

(b) All information published on the Web Site shall be subject to the same Clearing Committee approval as that sent through the bulk mail. Invitations to the Official Visits and Grand Officer Exemplifications are exempted from the approval of the Clearing Committee prior to publishing on the Web Site.

(c) Sufficient books of account using standard methods of accounting shall be kept in the Office of the Grand Secretary and reflected in the annual report to the Grand Chapter.

Brother George Poteat will be given the title of Web Master Emeritus at such time as he ceases to serve as the active Web Master.

Reports of Committees

Section 105. The reports of all Grand Chapter Committees shall be submitted in writing.

Proficiency Questionnaire

Section 106. The Worthy Grand Matron shall appoint a State Chairman for the Proficiency Questionnaire to serve for one year. It shall be the duty of the Chairman to receive from the Subordinate Chapters the names of those who have passed the Proficiency Questionnaire and prepare for each one a Grand Chapter Certificate of Proficiency. The Chairman shall send the Certificate to the Chapters as promptly as possible.

The Questionnaire of Proficiency is composed of an examination pertaining to the Ritual and Laws of the Order, a printed copy of these questions shall be purchased from the Grand Secretary. All members of the Order in North Carolina are urged to participate in this review. The Worthy Patron of each Subordinate Chapter shall have charge of the Proficiency Questionnaire. An oral examination shall be given under his direction and he will certify to the Secretary of the Chapter those who have passed the Proficiency Questionnaire. The Secretary under seal of the Chapter shall send to the State Chairman of the Proficiency Questionnaire by June 1st the names of those who have passed the Proficiency Questionnaire. Certificates of Proficiency shall be issued to those who have qualified. Each certificate shall bear the signature of the Worthy Grand Matron, Worthy Grand Patron and the State Chairman of the Proficiency Questionnaire together with the seal of the Grand Chapter of North Carolina. From those holding Certificates of Proficiency, Grand Officers and District Deputy Grand Matrons and District Deputy Grand Patrons shall be selected. The Jurisprudence Committee be charged with revising this questionnaire.

ARTICLE VIII

Funds and Endowments Creation and Administration of Funds and Endowments

Section 107. (a) The Grand Chapter shall have the power to

create, amend and revoke from time to time any general or special funds or endowments of the Grand Chapter for such purposes and objects as the Grand Chapter shall from time to time prescribe and upon the discontinuance of any such general or special fund or endowment, whether wholly or partly, to transfer any funds or properties to the General Fund of the Grand Chapter or to any other such fund or endowment of the Grand Chapter, but no such creation, amendment, revocation or transfer shall be acted upon by the Grand Chapter until it has been referred to the Finance Committee and the Finance Committee has reported thereon with its recommendation, and only funds which have been derived from gifts to the Grand Chapter or any fund or endowment for charitable or benevolent purposes as the Grand Chapter shall direct.

(b) The Worthy Grand Matron and the Grand Secretary, with the approval of the Finance Committee, shall have full power and authority (1994 & before) to delegate to any trust company or bank exercising trust powers under the supervision of the Commissioner of Banks of the state of North Carolina or the Comptroller of the Currency of the United States powers of investment and management of any general or special funds or endowments of the Grand Chapter in such manner and upon such terms and for such compensation as the Worthy Grand Matron and Grand Secretary, with the approval of the Finance Committee, shall from time to time prescribe by agreement in writing, and the said agreement in writing may be a trust agreement, a fiscal agency agreement or such other contract or agreement as the said Grand Officers and Finance Committee shall from time to time approve. Whenever any such trust agreement, fiscal agent agreement or any contract or agreement shall be entered into in accordance with the provisions of this subparagraph (b), the said bank or trust company accepting appointments as Trustee or as Fiscal Agent or in any other capacity prescribed by the agreement between the parties shall be fully discharged by any payment of moneys or transfer of properties held by it pursuant to any such trust agreement, fiscal agency agreement or other agreement to the Grand Secretary, and without any obligations to see the application of any such moneys or

properties.

(c) The Permanent Fund shall be maintained separate and apart from all other funds administered by the Grand Chapter of North Carolina. Interest, dividends and net realized gains from investments in this fund shall be retained in the fund and applied to the balance of the fund so long as the value of the fund is less than \$1,000,000. However, interest, dividends and realized gains resulting in a fund balance above \$1,000,000 may be transferred to the General Fund as required by the Grand Chapter to meet operating expenses, such recommendation having first been made by the Finance Committee, presented to and approved by the membership as a budget item at a Grand Chapter Session. Expenditure of funds resulting in a balance below \$1,000,000 shall not occur except in extreme emergency, and then only by the express consent of the Grand Chapter in Session (GC 2004).

(d) Ninety-Five% of the net earnings of the Ruck Endowment Fund, as of the end of each fiscal year beginning immediately, be immediately paid to the Masonic and Eastern Star Home. (GC 2002)

ARTICLE IX

Grand Chapter Courtesies and Awards

Section 108. The Grand Chapter of North Carolina will pay the rent of a hotel room or pro rata share of the rent of a hotel room for the following:

(a) The expenses (hotel and meals) of the Most Worthy Grand Matron and/or the Most Worthy Grand Patron of the General Grand Chapter while in attendance at any session of the Grand Chapter of North Carolina shall be paid by the Grand Chapter.

(b) Guests of the Grand Chapter will settle their account with the hotel and/or motel before checking out and forward their receipted bill to the Grand Secretary within thirty days for reimbursement.

Grand Chapter Trophies

The Hamil Newby Swift Trophy

Section 109. This incentive trophy is to be presented each year to the Chapter having the highest per capita gift to the Masonic and Eastern Star Home in Greensboro. This Hamil Newby Swift Trophy was presented to the Grand Chapter of North Carolina by Mrs. Ella MaeParker Stokes, P.G.M. in 1970 in memory of Hamil Newby Swift, P.G.P. (GC 1970).

Membership Challenge Trophy

Section 110. Beginning at the 2004 Grand Chapter Session, a “Membership Challenge Trophy” will be awarded to the Chapter who has accumulated the most points gained from initiations, reinstatements, and/or retention of members. This incentive trophy shall be an annual award of recognition to the Chapter that has met the requirements of increased membership. The “Membership Challenge Trophy” will be retained by the winning Chapter until the next annual session of the Grand Chapter, at which time it shall be returned for presentation to the Chapter who has achieved the most points for membership during the preceding year. The initial presentation of the “Membership Challenge Trophy” is based on a point system covering the period of April 1, 2003 to March 31, 2004.

This Membership Challenge Trophy is presented to the Grand Chapter of North Carolina by Robert and Ann McLaughlin (GC 2004).

Awards for Service

Section 111. (a) The Grand Chapter of North Carolina, Order of the Eastern Star, shall provide a certificate known as “The Grand Chapter of North Carolina Service Award,” to be presented to members of Chapters of this Grand Jurisdiction who have been members of the Order in good standing for a total of twenty-five (25) years, whether in one or more Chapters or Jurisdictions in that period. (GC 2008)

(b) The Grand Chapter of North Carolina, Order of the

Eastern Star, shall present appropriate pins or medals to members of Chapters of this Grand Jurisdiction who have been members in good standing for a total of fifty (50), sixty (60) and seventy-five (75) years in the Order of the Eastern Star, whether in one or more Chapters or Jurisdictions in that period. (GC 2008)

(c) When the presentation of a fifty (50), sixty (60), and seventy-five (75) year service award is to be made in the Chapter room, the presiding Officer shall have the recipient(s) presented at the Altar and then escorted to the East for the presentation of the award and Grand Honors.

ARTICLE X

Rules of Order

Section 112. (a) At the annual session of the Grand Chapter, the Worthy Grand Matron shall take the chair, and if there is a constitutional number of Chapters represented, see that the Grand Officers are in their stations, fill vacancies with pro tems and open the Grand Chapter in ample form.

(b). After the Grand Chapter Session is opened, the officers, members and visitors shall conduct themselves with that order and decorum which the dignity of the institution requires; they shall pay respect to the presiding officer, to whose command they shall be obedient and attentive. No person shall be permitted to enter or leave the Grand Chapter Session without permission of the presiding officer.

(c) The business of the Grand Chapter shall be disposed as follows:

(1) Reading minutes of the previous meeting, unless otherwise Ordered.

(2) Annual address of Worthy Grand Matron

(3) Annual address of Worthy Grand Patron

(4) Report of Grand Secretary

(5) Report of Grand Treasurer

(6) Report of Standing Committees

(7) Report of Special Committees

- (8) Election of Grand Officers
- (9) Unfinished Business
- (10) Miscellaneous Business
- (11) Installation of Officers
- (12) Appointment of Standing Committees

(d)(1). All resolutions or motions to amend or append these Bylaws shall be reduced to writing with the names of at least three proponents endorsed thereon, including all recommendations of the Worthy Grand Matron and Worthy Grand Patron, except recommendations pertaining to matters of emergency nature arising after March 1 and before the convening of Grand Chapter which matters would require the action of the members of the Grand Chapter, and must be filed with the Grand Secretary not later than the first day of March immediately preceding the following Grand Chapter Session and including recommended changes in the Book of Instruction.

(2). The Grand Secretary will cause all such resolutions, motions or recommendations, including recommended changes in the Book of Instruction to be circulated to all Subordinate Chapters and to the entire mailing list of the office of Grand Secretary not later than the last day of March each year immediately preceding the Grand Session.

(3) All such resolutions, motions or recommendations, including recommended changes in the Book of Instruction, are to be distributed to the several Committees affected by and concerned with their content. These Committees, after due consideration, are to attach thereto their recommendations which are to be read by the presiding officer when the resolution, motion or recommendation is stated, as provided in Section 107 (d).

(4) All such resolutions, motions or recommendations, including recommended changes in the Book of Instruction, are to return to the floor of the Grand Chapter Session on Tuesday at two o'clock p.m. for consideration and decision. This is an "Order of the Day" as set forth in Robert's Rules of Order and cannot be altered or set aside by the presiding officer.

(5) This section of the Bylaws cannot be suspended inasmuch

as it provides for the orderly procedure of the business of this Grand Chapter. Section 108 of these Bylaws cannot prevail to set aside the recited provisions of this section.

(e) All business and reports must be disposed of before the Session of the Grand Chapter is closed, except such as lie over by virtue of the Constitution, or by unanimous consent of the Grand Chapter.

(f). No member shall speak more than twice upon the same question without permission of the presiding officer of the Grand Chapter.

(g) All motions shall be seconded, and stated by the presiding officer before they shall be opened for debate or action; and in filling blanks, the largest sum or the longest time shall be voted on first. A majority vote shall determine all questions except as otherwise specially provided.

(h) Nominations for all elective officers and committee members shall be made only from one of the numbered microphones.

(i) Any member persisting in the violation of these Rules of Order, after being called to order by the presiding officer, may be reprimanded, suspended or expelled from the Grand Chapter at its discretion.

(j) Parliamentary law, as stated in Robert's Rules of Order Newly Revised, current edition, not in conflict with the foregoing regulations, shall govern the deliberations of the Grand Chapter. (GC 2010)

(k). These Bylaws shall not be suspended except by unanimous consent, but may be amended by resolution in writing, being referred to the Jurisprudence Committee, and passed at any annual meeting by two-thirds vote.

Revised 11/28/18