

# WASHINGTON STATE GRANGE



## 2014 CONSTITUTION AND BYLAWS



CONSTITUTION OF THE WASHINGTON STATE GRANGE  
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ARTICLE I -- NAME

Sec. 1. This Grange shall be known as the Washington State Grange, Patrons of Husbandry.

Sec. 2. In all its acts the Washington State Grange shall be subject to, and controlled by, the constitution, laws, and regulations of the National Grange.

ARTICLE II -- MEMBERSHIP

Sec. 1. The membership of the Washington State Grange shall consist of voting members, honorary members, and supportive members.

Sec. 2. Voting Members. Voting members in this State Grange shall consist of Masters and their spouses of Pomona and subordinate Granges of this state which have duly transmitted all reports to the Secretary of the State Grange, and paid all sums due the State Grange to the end of the quarter next preceding the meeting of the State Grange. Provided that any such Grange may elect any members as its delegate whenever the Master is unable to serve. Grange shall be entitled to two votes in the State Grange. Such delegates so elected and their spouses, or other duly elected delegates if members in good standing in the fourth degree, shall be voting members of this State Grange. Provided further, that, whenever the same person shall hold the office of Master in both the Pomona and subordinate Granges such person shall represent the Pomona Grange and the subordinate Grange shall elect another qualified member to serve as its delegate and such delegate shall be entitled to all the privileges of voting membership. Spouses must represent the same Grange unless each is the Master of separate Granges. If the Master is absent, the Granges may be represented only by an alternate or alternates. In the case of a Master or spouse present at session who also serves as a Deputy Master in any capacity, state director, district director or advisor or a director of the Grange Insurance Association and whose duties preclude him/her from exercising his/her voting privilege, an alternate may be elected.

Sec. 3. Honorary Members. Honorary members shall be officers of the Washington State Grange and their wives or husbands, its past Masters and their wives or husbands, who are not voting members. They may participate in the discussions and serve on committees in the State Grange.

Sec. 4. State Supportive Members. A person with an interest in the advancement of agriculture and improvement of rural life may become a Supportive member.

(a) Supportive membership will be gained by individuals by a contractual agreement between the National Grange and a business entity providing a service to those individuals.

(b) Such supportive members shall be entitled to benefits from the State Grange; provided, however, that supportive members shall not be entitled to attend regular Grange meetings, vote on matters of Grange policy or participate in Grange sponsored contests that are designed for Grange Members only.

Sec. 5. State E-Members. A person with an interest in the advancement of agriculture, improvement of rural life, and policies and principles of the organization may become an E-member.

(a) E-Membership will be gained by individuals completing an on-line application form and paying the National Grange annual dues for this class of membership.

(b) E-Members will receive all information and benefits via electronic means. The National Grange shall provide electronic publications and benefits. The E-Member shall not be entitled to vote on matters of Grange policy or participate in Grange sponsored contests that are designed for Grange Members only.

Sec. 6. Sixth Degree. Any member in good standing in the Fourth Degree who has received the Degree of Pomona is entitled to receive the Degree of Flora upon proper application and initiation as defined by National Grange law.

Sec. 7. At the close of each quarter each subordinate Grange shall pay to the Secretary of the State Grange the fee of \$1 for all members voted into membership during such quarter.

Sec. 8. All Subordinate Granges in this state shall operate under the general dues plan and shall pay to the State Grange quarterly dues of \$5.00 plus the amount for National Grange dues for a regular member; \$10 plus the amount for National Grange dues for each family membership; and \$5.50 plus the amount for National Grange dues for each associate member; except if the member is under the age of nineteen (19) the quarterly dues shall be the amount owed for National Grange dues. The State Grange shall transmit quarterly to the respective Pomona Granges twenty-five cents per regular subordinate member and fifty cents per family Subordinate member in their jurisdiction. Such payments by the State Grange to the Pomona Grange shall be in lieu of all Pomona dues.

Sec. 9. All subordinate Granges will pay to the State Grange the amount owed for National Grange dues per quarter for intrastate affiliate members and \$5.00 per quarter plus National Grange dues per interstate affiliate members.

### ARTICLE III -- OFFICERS

Sec. 1. The officers of this State Grange shall consist of and rank as follows: Master, Overseer, Lecturer, Steward, Assistant Steward, Lady Assistant Steward, Chaplain, Treasurer, Secretary, Gatekeeper, Ceres, Pomona, Flora, Executive Committee and Director of Family Living.

The following alternative titles may be used: President for Master, Vice-President for Overseer, Program Director for Lecturer, Greeter for Gatekeeper, and Board of Directors for Executive Committee. It is understood that these titles are interchangeable within the printed materials of the Grange.

Sec. 2. The regular election of officers shall take place at the annual meeting held in odd numbered years, excepting Executive Committeemen who shall be elected for three year terms in such a manner that one shall be elected at each annual session.

Sec. 3. Vacancies shall be filled by the State Grange, if in session. Vacancies occurring between annual meetings, except for the Office of Master, may be filled by appointment of the Master, subject to the approval of the Executive Committee, provided whenever an officer of the State Grange is absent from an annual meeting except for some cause which is acceptable to a majority of the delegates present, the Master shall declare the office vacant.

Sec. 4. All officers are amenable to this State Grange and in case charges are brought against them, such charges shall be tried by the State Grange, except that charges brought against the Master of this Grange and his/her spouse, shall be tried by the National Grange.

#### ARTICLE IV -- MEETINGS

Sec. 1. The Grange shall start its annual meeting as close to the end of June as possible.

Sec. 2. In case the Grange does not select a place for its annual meeting, or some extraordinary circumstances shall make it not desirable to hold the meeting where chosen, the Executive Committee shall determine where such meeting shall be held.

Sec. 3. Special meetings may be called by the Master or Secretary upon request of the Executive Committee or the written request of 10% of the total of subordinate and Pomona Granges.

Sec. 4. When a special meeting is to be held, the Secretary shall give at least thirty days notice of the same to the Masters and Secretaries of all Pomona and subordinate Granges.

Sec. 5. Seventy five delegates shall constitute a quorum for the transaction of business, but a lesser number may adjourn from time to time until a quorum is secured.

Sec. 6. The Master and Secretary shall arrange for the registration of all delegates and visiting Grangers.

#### ARTICLE V -- DUTIES OF OFFICERS

Sec. 1. Master. It shall be the duty of the Master to preside at all meetings of the Grange; to see that the officers and members of committees properly perform their respective duties; to see that the constitution and bylaws of the National Grange, the constitution and bylaws of the State Grange, and the rules and regulations of the Order are obeyed; to have charge of the extension work; to sign all orders upon the treasury and to perform such other duties as pertain to his/her office or are required by these articles and the usages of the Order. In addition to the Master's Address he/she shall report to each session rulings made since his/her last report. (No member of a Pomona or subordinate Grange, except the Master, should ask for rulings from the State or National Masters, except in cases of appeal).

Sec. 2. Overseer. It shall be the duty of the Overseer to assist the Master; to preside over the Grange in the absence of the Master; and, in case the office of Master shall be vacant, he/she shall be installed and fill it until the next annual meeting.

Sec. 3. Lecturer. It shall be the duty of the Lecturer to have charge of the literary work of the Grange and such other work as may properly belong to the office; provided, that the work of the Lecturer shall conform to established Grange policies and be coordinated by the Executive Committee with other Grange activities.

Sec. 4. Steward. The Steward's duties shall be as defined in the manual.

Sec. 5. Assistant Steward. The Assistant Steward shall perform his/her duties as outlined in the manual.

Sec. 6. Secretary.

a) The Secretary shall make and keep a complete and accurate record of all the proceedings of the meetings of the State Grange and of the Executive Committee. He/she shall make all necessary returns to the National Grange. He/she shall keep the accounts of the Pomona, subordinate, and junior Granges with the State Grange and all moneys belonging to the State Grange.

(b) He/she shall deposit in a bank or banks, designated by the Executive Committee and Treasurer, all moneys coming into his/her hands and shall advise the Treasurer of the amount belonging to each fund. He/she shall draw and countersign all orders upon the Treasurer.

(c) He/she shall furnish Pomona, subordinate, and junior Granges with blanks upon which to make necessary reports.

(d) He/she shall publish annually a complete roster or register of the names and numbers of all Pomona, Subordinate, and Junior Granges of this state, together with the names and addresses of the following officers: Master, Overseer, Lecturer, Chaplain, Secretary, C.F.L. and other department committee chairmen, and furnish copies to the state officers, state directors, district directors or advisors and deputies of the State Grange, Master and Secretary of each Subordinate and Pomona Grange and to Junior Leaders.

(e) He/she shall publish annually on or before October 1st, a complete journal of the proceedings of the State Grange meeting, and furnish copies to the state officers, state directors, district directors or advisors and deputies of the State Grange and Masters of each Subordinate and Pomona Grange. He/she shall furnish copies to those desiring to purchase the same at a price fixed by the Executive Committee.

(f) He/she shall see that the dues payable to the State Grange are promptly paid, and in case the dues of a Subordinate Grange remain delinquent for two quarters, he/she shall report the delinquent Subordinate Grange to the State Master.

(g) He/she shall, before the annual meeting, prepare the roll of Granges with their Masters and alternate delegates.

h) He/She shall mail out each year to all subordinate and Pomona Granges a copy of the annual budget along with the minutes of the Executive Committee meeting during which the budget was adopted.

Sec. 7. Treasurer. All moneys of the State Grange shall be deposited in the bank or banks to the credit of the Treasurer. He/she shall keep an account of all moneys received and shall pay from same all orders signed by the Master and the Secretary. Provided that, the Executive Committee may direct the Master and the Secretary to draw an order on the Treasurer for a sum not to exceed one half the Secretary's bond to be placed in the Secretary's revolving fund for the payment of current expense. The Treasurer, shall give a full statement of the condition of the treasury at each annual meeting and whenever called upon to do so by the Executive Committee.

Sec. 8. Gatekeeper. The Gatekeeper shall carefully guard the gate of this Grange, allowing no one to enter unless satisfied that he or she is entitled to admittance, except on orders of the State Master.

Sec. 9. Other Officers. The duties of these officers shall be as defined by the manual and/or the current Digest of Laws of the National Grange.

Sec. 10. At the expiration of their terms of office all officers shall deliver to their successors all the moneys, books and properties belonging to the Grange or to their offices.

Sec. 11. All state officers shall file their reports with the State Grange at least 30 days prior to the opening day of the annual session. These reports shall be published in the official program.

#### ARTICLE VI -- EXECUTIVE COMMITTEE

Sec. 1. The Executive Committee of this Grange shall consist of three elective members and the Master, Overseer, and Secretary who shall be members ex officio with voting rights.

Sec. 2. The term of office for Executive Committeemen shall be three years, and one shall be elected annually, except the Master, Overseer, and Secretary who shall be elected in each odd numbered year.

Sec. 3. The Executive Committee shall attend to the general and specific business of the State Grange, as directed by delegate action at each State Grange convention, exercising supervision over the affairs of the Order during a recess of the Grange, order full audits on odd years and formal professional reviews for even years of the Secretary's and Treasurer's and other accounts by a certified public accounting firm that specializes in non-profits, approve all official bonds and report all its actions in detail to the State Grange at each annual meeting.

Sec. 4. The Executive Committee shall, budget such moneys from the general fund as are necessary for the various programs or departments.

#### ARTICLE VII -- COMMITTEE ON FAMILY LIVING

Sec. 1. The Committee on Family Living of this Grange shall consist of an elected state director and such assistants as may be appointed by the Master and the Executive Committee.

The duties of this committee shall be such as may properly come before its members, or such matters which may be referred to them.

Sec. 2. Pomona and subordinate Granges may authorize a Committee on Family Living composed of Grange members only, which may hold separate meetings. The chairman of the Committee on Family Living shall make a report to each regular meeting of their Grange.

#### ARTICLE VIII -- SUSPENSIONS

Except the Master, who is amenable to the National Grange, any officer of this State Grange who may neglect or refuse to perform the duties of his/her office, may be suspended from office by a two thirds majority vote of the Executive Committee after a fair and impartial trial by said Committee.

#### ARTICLE IX -- FISCAL YEAR

Sec. 1. The fiscal year of this State Grange shall end on the 30th day of April; the fiscal year for Pomona, subordinate, and junior Granges shall end on the 31st day of December of each year.

Sec. 2. It shall be the duty of the Executive Committee, Secretaries, and Treasurers of all Granges to make their reports, including therein all business transactions up to the close of the year, ready for presentation to the auditing committees.

#### ARTICLE X -- NON-PROFIT STATUS

The Washington State Grange is a non-profit tax-exempt organization and meets the requirements of the Internal Revenue Service Code [501 (C)(8)] for non-profit fraternal organizations.

#### ARTICLE XI -- AMENDMENTS

Sec. 1. The provisions of this constitution may be changed, provided the proposed change is not in conflict with National Grange law, upon written notice giving full text of amendment in proper legislative markup style, (~~deleted text struck through~~ and new text underlined), introduced in the State Grange in annual session at least 24 hours prior to its consideration, upon two thirds vote of the members voting. Provided, that the total number voting upon the amendment shall be not less than two thirds of the registered delegates.

Sec. 2. Any proposed amendment can be amended on the floor by one or more amendments, but if amended, final action of the amended amendment shall be deferred for not less than 24 hours.

Sec. 3. All proposed amendments shall be printed and presented to the delegates before action is taken on the proposed amendments.

Sec. 4. The State Secretary shall send the text of all changes to the Constitution to each Pomona and Subordinate Grange after the State Grange Session.



BYLAWS OF THE WASHINGTON STATE GRANGE  
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ARTICLE I -- GENERAL PROVISIONS

Sec. 1. Bonds. The Secretary and the Treasurer of the State, Pomona, and subordinate Granges shall each provide bonds in such sum as the Executive Committee of the various bodies may deem adequate, payable to the Executive Committee. In case of forfeiture, the amount collected on such bonds shall be held in trust by the Committee until the proper officer is installed. The bonds shall be held by the Master. It is further provided that the State Grange may arrange for a blanket bond which shall be held by the Executive Committee of the State Grange.

Sec. 2. Background Checks. All State and District Directors or Advisors of Youth and Junior Departments will have background checks utilizing the Washington State Patrol non-profit no-fee background check.

Sec. 3. Regalia. It shall be the duty of all members of State, Pomona, subordinate, and junior Granges to be clothed in proper regalia while in attendance at meetings. It is further provided that all officers carry the emblems of their respective offices as provided by National Grange law and usage, during meetings.

Sec. 4. Unwritten Work. Only Granges, open in due form and working under a charter of dispensation, or members of the Order called together by the Master of the State Grange, his/her deputies, or the Master of their respective Granges for instruction, shall be permitted to use the unwritten work of the Order.

Sec. 5. Elections. Elections in all Granges shall be by paper ballot and a majority of all ballots cast shall be necessary to elect. Nominations may be made from the floor if the Grange desires. A motion to close nominations is never in order and members may vote for any member whether the name has been placed in nomination or not.

Sec. 6 Election of State Grange Officers. Elections in the State Grange shall be conducted in the following manner:

- (a) The election shall be in the charge of an election committee who shall be appointed annually by the Master. This committee shall conduct the election, prepare and tabulate the ballots and report the results as hereinafter provided.

(b) Each ballot shall have printed on it the year, office and be numbered and color coded.

(c) Election to office must be by ballot, and nominations shall be made from the floor. Each officer shall be elected upon a separate ballot according to name and rank as provided for in the National Grange. After the nominations for each office the candidates shall be presented from the platform and their names posted, then allowed to state their name, Grange, occupation and Grange experience. The delegates will then vote. The election committee shall arrange for sufficient teller tables and tellers to facilitate the rapid counting of the ballots.

(d) Ballots shall ONLY be cast from the delegate floor. No ballots shall be collected from any other location. No ballots shall be cast by cell phone, proxy, or any other method.

(e) The election committee will then proceed to collect and count the ballots, announcing the result to the assembly in regular session only.

(f) The candidates receiving a majority of all votes cast for the respective offices shall be declared elected; provided that, if no candidate receives the majority of all votes cast for an office, the names of the candidates whose combined votes for the office equals the majority of all votes cast in the previous ballot shall be voted on as above.

(g) If, at the completion of the second ballot, no candidate has a majority of all ballots cast, the vote shall be taken as heretofore provided until some candidate receives a majority of all votes cast.

(h) The selection of the next year's meeting place shall be incorporated in, and made a part of, this election system. The invitation receiving the majority of all votes cast, as provided in section (f) and (g), shall be declared accepted. The convention, may by this same procedure, select a convention county for four years in advance.

Sec. 7. Claims. No claim against any Grange will be allowed or paid unless the same shall have been presented for audit or payment within one year from the time the same shall have accrued.

Sec. 8. Grange Property. Each officer of every Grange shall, at the expiration of his/her term of office, deliver to his/her successor, when duly installed, all books, papers, moneys, implements, or other property of any description pertaining to his/her office or belonging to the Grange.

Sec. 9. Funds. All funds belonging to the State Grange shall be deposited in some reliable bank or banks, approved by the Executive Committee of the State Grange, in the name of the State Grange. All moneys received by the State Grange shall be segregated into different funds as follows:

(a) Subordinate Grange Fees -- all moneys received as initiation fees from subordinate Granges shall be deposited in the general fund of the State Grange.

(b) Sixth Degree Fees -- all moneys received for initiation fees to the sixth degree. This fund shall be divided, \$2.50 to be transmitted to the Secretary of the National Grange, the remaining to be transferred to the general fund of the State Grange.

(c) Convention Registration Fee -- a registration fee of \$10 per Grange shall be collected prior to the registration of the delegate(s) of said Grange. The moneys received from the registration fee shall be deposited in the general fund of the State Grange, and be used to offset the costs of holding the convention.

(d) Inactive Grange Trust Fund -- all moneys received from the sale of trust properties held in the trust account of an Inactive Grange. Trust accounts of Inactive Granges shall be administered pursuant to Chapter IV Article XII of the 5th Edition 2002 Digest.

(e) Property Fund -- the net proceeds from the sale of real property shall be held in trust for the selling Grange pursuant to Chapter IV, Article XI of the 5th Edition 2002 Digest. All earned income derived from such trust shall be the property of the selling Grange and this income shall be returned to such Grange annually, provided however, a trustee's fee of 5% of the earned income shall be paid to the State Grange.

(f) Kegley Memorial Fund -- all moneys received from any source for subscription to such fund, and all repayments of loans made from such fund, and all interest on such loans or on investments of such fund. The interest from the Kegley Memorial Fund shall be split fifty percent (50%) to the Washington State Grange Foundation General Fund and fifty percent (50%) to the Washington State Grange Foundation Historical Fund.

(g) Life Membership Fund -- All moneys received from life membership fees, including the income therefrom, shall be maintained by the Washington State Grange as follows:

(1) All sums collected by subordinate Granges from life membership fees shall be immediately remitted to the State Secretary who shall place such sums in the Life Membership Fund (the "Fund").

(2) The principal amount of the Fund shall constitute, be, and remain a permanent trust fund.

(3) The income from the Fund (less five percent (5%), which shall be retained by the Washington State Grange to defray the expenses of maintaining the Fund) shall be distributed, during the first quarter of each year, to the patron's subordinate Grange unless that patron wishes the income to be equally distributed between the patron's subordinate Grange and the Washington State Grange or the entire income be given to the Washington State Grange.

(4) The holder of a life membership certificate may voluntarily transfer to another subordinate Grange in Washington, whereupon the State Secretary, upon notice thereof, shall transfer on the books of the Fund, so that the same is attributable to the new subordinate Grange of membership, the fee received for the holder's life membership.

(5) All money in the Fund attributable to two or more subordinate Granges which consolidate shall be combined and deemed attributable to the consolidated subordinate Grange.

(6) A holder's life membership rights shall not be transferred if he/she demits to any other subordinate Grange in another state. The fee paid for his/her life membership shall remain in the Fund, and continue to be attributable to his/her former subordinate Grange.

(7) Any income otherwise distributable hereunder to a subordinate Grange which has dissolved, shall be added to the principal amount of the Fund as of December 31 except to the extent the holder of a life membership certificate in such dissolved Grange has affiliated with another subordinate Grange in Washington prior to December 31, in which case, and to such extent, such income shall be distributable to such holder's new subordinate Grange.

(8) The holder of a life membership certificate in a subordinate Grange which becomes dissolved shall, upon affiliation with another subordinate Grange in Washington, have his/her life membership transferred in the same manner as for a voluntary transfer.

(h) General Fund all other receipts, except such as may be credited to special funds which may be set up from time to time, under the direction of the Executive Committee.

Sec. 10. Flag Ceremonial. The Grange Flag Ceremonial shall consist of the presentation and retirement of the National Flag at all Grange meetings and each daily meeting of the State Grange session. The flag shall be presented immediately after the proclamation of the Overseer in the opening ceremony and retired immediately after the salutation in the closing ceremony.

Sec. 11. Outside Speakers. Outside speakers by invitation of the Washington State Grange delegates, or the Executive Committee prior to the session, will be allowed to speak on policies only that are in sympathy with Grange principles and non political. This shall not apply to National Grange officers, nor to officers from other state Granges. Provided that, visiting Grangers shall be extended the courtesy of the floor at the discretion of the State Master and within reason.

Sec. 12. File Bylaws. Duly authenticated copies of the constitution and bylaws adopted by newly organized Pomona, subordinate, and junior Granges shall be filed with the Secretary of the State Grange before any regular meetings, other than the organization meeting to adopt such constitution and bylaws, are held. Any subsequent amendments to any Grange bylaws shall be filed with the Secretary of the State Grange before becoming effective.

Sec. 13. Grange Meeting Halls. No portion of a Grange meeting hall may be used as a personal residence, unless that portion of the Grange meeting hall has been specifically designed and designated for that purpose.

Sec. 14. Alcoholic Beverages. All Granges are prohibited from having alcoholic beverages either in the Grange Hall or on any Grange property during any Grange meeting, except as provided in sub section (b). Granges meeting in buildings or on property not owned by the Grange may not allow the consumption of alcoholic beverages during any Grange meeting.

(a) A Grange may allow the use of alcoholic beverages at Grange sponsored activities. The individual Grange shall obtain host liquor or liquor liability coverage if it sponsors any events where alcohol will be served.

(b) All Granges may have sealed containers of alcoholic beverages at Grange meetings and activities for use as demonstration aids, gifts, or fund raisers. Such containers shall remain sealed at such Grange meeting or activity.

(c) The use of alcoholic beverages at functions sponsored by non-Grange groups that rent or lease Grange property is allowed. Such renters shall provide proof of host liquor or liquor liability coverage.

(d) No Grange on any level shall apply for or hold a liquor license except for temporary permits for special events.

Sec. 15. Membership Card. A valid, signed by secretary, membership card may be used in all subordinate and Pomona Granges as proof of membership.

## ARTICLE II -- DEPUTIES

Sec. 1. Supervising Deputy. The Master may appoint a general deputy to have supervision of the field work, and when in his/her judgement and that of the Executive Committee the occasion warrants it, may make suitable financial arrangements with such deputy other than such as herein set forth.

Sec. 2. Deputies at Large. The Master may appoint any member as a deputy at large, whose jurisdiction shall reach over the entire state. Provided the deputy at large shall be expected to cooperate with, and work in harmony with, the county deputy, wherever such an official shall exist.

Sec. 3. County Deputies. The Master may appoint, not to exceed, an average of one deputy for each county. Provided, counties with more than one Pomona Grange may have one deputy for each Pomona. It is further provided, counties or Pomona jurisdictions with more than 10 Granges may have a deputy for each 10 Granges.

Sec. 4. Special deputies may be appointed for special purposes.

Sec. 5. Term of Office. The term of office of any deputy shall not exceed that of the appointing Master.

Sec. 6. Reports. All deputies shall make a detailed report to the State Master at least once each quarter.

## ARTICLE III -- COMMITTEES

Sec. 1. Session Committees. Preceding the state session each year the State Master shall send a questionnaire with a list of the session committees to the voting delegates of each Pomona and subordinate Grange and shall fill the committees from such voting delegates and officers, wives or husbands of the Washington State Grange. The session committees shall be as follows:

Agriculture	Grange Activities
Auditing	Grange Law
Conservation and Ecology	Health, Health Care, and Safety
Constitution and Bylaws	Legislative, National
Cooperative	Legislative, State
Credentials	Taxation and Fiscal Policy
Education	Transportation
Fish and Wildlife	

The Master with the consent of the Executive Committee may add temporary session committees as the need arises.

Each committee shall consist of not less than five members and may be increased by the State Master.

When a member of a standing committee is a delegate, he or she shall be a member of the same session committee. The Master shall fill committee vacancies from the delegates present.

Sec. 2. Auditing Committee. The auditing committee shall examine and check the audit of the reports of the Secretary, Treasurer, and Executive Committee. It shall report its findings to the session.

Sec. 3. Standing Intersessions Committees. Standing committees are raised for the general Good of the Order and may continue in existence until the next regular installation of officers. The Master, with the approval of the Executive Committee, shall appoint the Standing Committees.

These committees shall report in writing 30 days prior to the opening day of the annual session, so that this material may be mimeographed or printed and included with the resolutions given to each registered delegate.

The Intersession Committee reports shall be submitted to the Subordinate and Pomona Granges in the same manner as resolutions are sent out prior to the Washington State Grange Convention.

Standing committees shall report to the annual session in writing. The Standing committees shall be as follows:

Agriculture (12 members)	Junior Grange
Conservation and Ecology	Membership
Cooperative	State and National Issues
Education/Health Care	Transportation/Taxation
Fish and Wildlife	Family Living
Good of the Order	Young Adults
Insurance	Youth

(a) Agriculture Committee. It shall be the duty of the Agriculture Committee to have general supervision of, and coordinate, the agricultural activities of the Grange.

The Agriculture Committee shall consist of twelve members. These members shall be comprised of one member from each of the following areas: Animal Agriculture, Commodities, Conservation and Ecology, Land Use, Natural Resources, Water, Small Farms serving local communities and five (5) at large in Agricultural Industries.

(b) Cooperative Committee. The Cooperative Committee shall have general supervision of the cooperative activities of the Grange. It shall be their duty to (1) Promote the welfare of all true producer and consumer cooperative enterprises; (2) Encourage the organization of new cooperatives, particularly those confining their membership to members of the Grange; (3) Devise plans for cooperation and advise with members and directors of existing cooperatives as well as others who may be interested in cooperation; (4) Impress upon all, the advantages of uniform bylaws and plans of organization; (5) Insist on thorough and up to date bookkeeping, good accounting and efficient management; (6) Point out to directors of cooperatives the serious necessity of directors assuming their fair share of the responsibilities in making a success of the business; (7) Show the need for coordination and harmony between, and with, true cooperatives; and (8) From time to time examine the books, records, and reports of all Grange Cooperatives and others as far as practicable, to see if such business is being conducted along safe and proper lines and in a manner to reflect credit on the cooperative movement and the Washington State Grange. Whenever it is deemed expedient, and with the consent and cooperation of the Executive Committee of the Washington State Grange, the Cooperative Committee shall call representatives of cooperatives, operating under the jurisdiction of, or using the name of the Grange, to conference for the purpose of determining the contributions they shall pay to a special fund held by the State Grange for the furtherance, encouragement, and educational advancement of cooperation.

(c) Fish and Wildlife Committee. The scope of this committee shall include all wildlife.

d) Junior Grange, Family Living, Young Adults, and Youth Committees. These committees shall consist of the state directors as chairmen, and the district directors or advisors as members.

Sec. 4. Special Committees. Special committees are raised for a particular purpose and are considered discharged when the purpose is served. Special committees may be appointed from time to time as the State Grange may order. Three members shall constitute a quorum for the transaction of business.

Special committees shall report in writing 30 days prior to the opening day of the annual session, so that this material may be mimeographed or printed and included with the resolutions given to each registered delegate. They shall report to the annual session in writing.

Sec. 5. Progress Committee. The Master shall appoint a Progress Committee to serve during the annual session for the purpose of expediting and aiding the procedure of the session.

Sec. 6. All standing committees shall receive authorized actual expenses while on duty, and any additional remuneration that the Executive Committee shall see fit.

Sec. 7. The need for each Standing Committee shall be reviewed annually by the Executive Committee, and a report be made at the State Session.

#### ARTICLE IV -- COMPENSATION

Sec. 1.

(a) The Master shall receive such compensation as the Executive Committee may determine, with all necessary expenses of the office.

(b) The Secretary shall receive such compensation as the Executive Committee may determine, with all necessary expenses of the office.

(c) The Lecturer shall receive such compensation as the Executive Committee may determine, with all the necessary expenses of the office.

Sec. 2. The Executive Committee shall receive \$35 per day and necessary expenses while in attendance upon the work of the State Grange, except that the Master shall receive expenses only.

Sec. 3. The State Grange shall provide 50% of the cost of hotel, motel or other sleeping accommodations for all officers, state directors, district directors or advisors, and deputies, while attending the annual session, and in addition, they shall receive the same mileage and per diem expenses as allowed duly elected delegates.

Sec. 4. One duly elected delegate from each subordinate and Pomona Grange in good standing, as shown by roll call of delegates prepared by the Secretary, or by the report of the Committee on Credentials, shall receive thirty cents per mile for the distance one way traveled by the most usual route, plus boat fare paid, if any, while attending the State Grange, and per diem expense as the Executive Committee may determine; provided: Such delegate shall report to all regular sessions and shall remain to the close of the session and all such payments shall be made at the close of the session unless written excuse, endorsed by the State Master, is filed with the Secretary.

If the subordinate or Pomona Grange shall elect to send two delegates, other than a married couple, the existing remuneration shall be divided equally between the two delegates.

Sec. 5. Special and other committees not otherwise provided for shall receive such compensation or expense allowance as may be determined by the Executive Committee.

#### ARTICLE V -- DEGREES

Sec. 1. Pomona. Any Fourth Degree member in good standing may receive the Degree of Pomona from this Grange at the time of its annual meeting, upon the payment of a fee of \$1, which shall be turned over to the Pomona to which the member will belong.

Sec. 2. Flora. Any Fifth Degree member may receive the Degree of Flora during the annual session of this Grange upon the payment of a ten dollar fee.



## ARTICLE VI -- QUORUM AND ORDER OF BUSINESS

Sec. 1. Quorum. Seventy five members shall constitute a quorum for the transaction of business, but a lesser number may adjourn from day to day.

Sec. 2. At the time of electing alternate delegates to the State Grange by the subordinate and Pomona Granges, the Secretary of such Grange shall make out credentials in duplicate and shall send one copy to the State Secretary, who shall, before the time of meeting, make out a roll of Granges with their Masters and alternate delegates.

The Credentials Committee shall, before the opening of the Grange on the first day, examine the registration and if they find a quorum present, they shall so report at the opening of the Grange and shall from time to time during the session make additional reports as advisable.

Sec. 3. Order of Business. The order of business for each annual session shall be, as nearly as possible, as follows:

Opening 1st day in the 6th degree and lower to the 4th degree after report of the Credentials Committee. Each day thereafter, will open and close in the 4th degree.

During the week, the following items must be done:

1. Hear report of all Grange sponsored cooperatives.
2. Receive and act upon the Master's Address.
3. Have election of officers, when their term expires, and select meeting place.
4. Receive and act upon reports of committees.
5. Junior Grange program.
6. Youth program.
7. Confer the 6th degree.
8. Memorial Service.
9. Install state officers.

Sec. 4. This order of business shall be followed as nearly as possible, but may be suspended or transposed at any meeting upon a majority vote of those present.

## ARTICLE VII -- RESOLUTIONS

Sec. 1. Resolutions in order to be presented to the State Grange Annual Session must:

- (a) be received by the State Secretary at least thirty (30) days prior to the opening day of the annual session.
- (b) be typed or plainly written in ink on a separate sheet.
- (c) have a title which shall be in accord with the resolve, and
- (d) be signed by the Master and Secretary and bear the seal of the originating Grange.

Sec. 2. Local or Obsolete Resolutions. The Executive Committee may delete any resolution from referral to the Annual Session that pertains to a local problem or has become obsolete. The title of all resolutions deleted, together with the name and number of the originating Grange and the action of the Executive Committee shall be printed and included with the resolutions. The originating Grange shall be notified as to this action of the Executive Committee.

Sec. 3. Emergency Resolutions. The Executive Committee may, if circumstances warrant, take immediate action to adopt any resolution. The title of all resolutions adopted, together with the name and number of the originating Grange and the action of the Executive Committee shall be printed and included with the resolutions. The originating Grange shall be notified as to this action of the Executive Committee.

Sec. 4. Substituted or Consolidated Resolutions. The State Master, Executive Committee, or the committee concerned may prepare a substitute or may consolidate resolutions covering the same subject. The title of all resolutions substituted or consolidated, together with the name and number of the originating Grange and the action of the Executive Committee shall be printed and included with the resolutions. The originating Grange shall be notified as to this action of the Executive Committee. All original resolutions, substituted or consolidated, shall be made available to the chairman of the session committee to which the substituted or consolidated resolution was referred.

Sec. 5. Referred Resolutions. All referred resolutions shall be given an appropriate number, place on the calendar by number, title, originating Grange and committee referred and shall bear, under the title, the following: "Unofficial - Not for Publication."

Sec. 6. Late Resolutions. Resolutions which are determined to be of an emergency nature, by the Executive Committee, may be introduced for reference by a two thirds vote of the delegates voting. In any event this action shall not be later than noon of the second day of the Convention.

Sec. 7. Resolutions or motions of the State Grange affecting Grange laws or usages are not in force beyond the next session unless made a part of the Constitution or the Bylaws.

## ARTICLE VIII -- POMONA GRANGES PREAMBLE

The organization of Pomona Grange is intended and designed to "strengthen and aid" the subordinate or Fourth Degree Granges. While the beautiful and instructive lessons of this degree cannot fail to broaden the understanding and cultivate the moral and intellectual nature of all who receive it, at the same time the knowledge and culture there gained should be used by every member of the Degree of Pomona to strengthen and advance the interests of the subordinate Granges.

Pomona Granges are also required to take special charge of the business interests of the Order in their several districts. These interests are of vast importance, and daily growing in magnitude, requiring the best wisdom of those to whom they are entrusted.

Sec. 1. Charters. Charters for Pomona Granges shall be issued from the National Grange.

Applications for charters shall be made to the Secretary of the National Grange and be signed by the persons applying for the same, and be accompanied by a fee of \$5. The number shall not be less than thirteen persons of whom there shall not be less than four of either sex. All shall be Fourth Degree members in good standing in the district or county where the Grange is to be organized.

On such application being received and setting forth (1) that the Good of the Order required the organization of a Pomona Grange in the county or district; (2) that a suitable room will be provided, with the necessary paraphernalia for the convenience and work in such degree; it shall be the duty of the Master of the State Grange to provide for the organization and instruction of such Grange in accordance with the ritual of the Fifth Degree, adopted by the National Grange. On the receipt of the certificate of the deputy perfecting the organization, a charter shall be issued in due form. The deputy, before completing the organization, shall see that the room provided is in proper order and suitably arranged; that the officers are duly elected and installed; and that the membership fees are paid to the Secretary of the new organization. He/she shall also instruct all officers in their several duties.

Sec. 2. Meetings. Pomona Granges shall meet at least quarterly, but may hold intermediate meetings.

Sec. 3. Members. Any Fourth Degree member in good standing shall be eligible for membership in the Pomona Grange in whose jurisdiction he/she resides.

Sec. 4. Fees. The fee for an applicant shall not be less than \$1 but may otherwise be prescribed at a higher rate under the bylaws of the Pomona Grange.

Sec. 5. Dues. The State Grange shall transmit quarterly to the respective Pomona Granges twenty-five cents (\$.25) per regular Subordinate member and fifty cents (\$.50) per family Subordinate member in their jurisdiction. Such payments by the State Grange to the Pomona Grange shall be in lieu of all Pomona dues.

Sec. 6. Election. On receiving an application for membership, the Pomona Grange, being satisfied that the applicant is worthy and eligible, may elect such applicant to membership by adopting a favorable report of its Credentials Committee.

Sec. 7. Officers. The officers of a Pomona Grange shall be of the same number, name, and rank as those of the State Grange. They shall be elected during the last quarter of the year, either annually or biennially, as determined by the Pomona bylaws, and installed at the same meeting or as soon thereafter as practical.

Election to office must be by written ballot but nominations may be made by the members if the Grange so chooses, but no nominating speeches may be made and the nominations may not be closed. Any member may vote for anyone he/she desires whether nominated or not.

Sec. 8. Executive Committee. The Executive Committee of Pomona Grange shall consist of three elective members and Master, Overseer, and Secretary, who shall be members ex officio.

Of the elected members, one shall be elected each year to serve for a three year term.

Sec. 9. Reports.

(a) As soon as the election of officers takes place, the Secretary shall send the names of the officers, with post office address of each, to the State Secretary, and shall also report at once whenever any change occurs in any office. Granges failing to report by the first day of December of each year, the names and addresses of their officers, will be left blank in the roster for the year.

(b) The Secretary shall report annually to the Secretary of the State Grange on blanks furnished therefore, giving the number of members in good standing and a list of members added to the rolls during the year. It shall be the duty of Pomona Secretaries to clear their rolls once each year, and report to the State Secretary on or before January 1<sup>st</sup> of each year.

Sec. 10. Installation of Officers. Any officer of the State Grange or any member of a Pomona Grange who has been a voting member of the State Grange may install the officers of a Pomona Grange.

Sec. 11. General.

(a) In the absence of the Master, the highest ranking officer of a Pomona Grange shall take his/her place and fill all vacancies by appointment.

(b) Each Pomona Grange shall appoint a press agent who shall furnish to the press, actions of the Grange which may properly be publicized.

(c) Pomona Grange shall open in the Fifth Degree but may hold sessions in the Fourth Degree to which all Fourth Degree members may be admitted as visitors.

(d) All laws and rulings which relate to the jurisdiction of subordinate Granges in the state shall, so far as practicable, apply to Pomona Granges.

(e) Sectarian, religious, and partisan political questions will not be tolerated as subjects of discussions in the Pomona Grange, and no religious or political test for members shall be applied.

Sec. 12. Discipline. The same rules of discipline in subordinate Granges shall apply to Pomona Granges, except that their jurisdiction shall only apply to Fifth Degree members, against whom charges shall have been duly preferred, in accordance with the usage of the Order.

Sec. 13. Membership in Good Standing. To be members in good standing in a Pomona Grange, they must be in good standing in the subordinate Grange. Members who drop their standing in the subordinate Grange shall automatically lose their good standing in the Pomona Grange, provided that reinstatement in the subordinate Grange shall automatically reinstate them in the Pomona Grange without vote of the Pomona. Members must remain in good standing to vote or hold office. It is further provided that, to facilitate the work of the Pomona Secretary, a list of subordinate members in good standing in the various subordinate Granges shall be furnished the Pomona Secretary by the subordinate or State Grange Secretary.

Sec. 14. Affiliation. Inasmuch as the Fifth Degree is conferred at the State Grange, it is provided that such Fifth Degree members shall be affiliated with the Pomona within whose jurisdiction his/her subordinate is located.

Sec. 15. Pomona members who have or will demit or reinstate from any subordinate Grange to any Washington State Subordinate Grange that is affiliated with a different Pomona Grange will automatically be transferred to the Pomona that their new subordinate Grange is affiliated with, without vote of the new Pomona. The only exception being that they can retain their membership in the original Pomona, in a Washington State Pomona Grange, by writing a letter to both the Secretary of the original Pomona and to the Secretary of the Pomona whose jurisdiction their new subordinate Grange is under, stating that he or she wishes to remain a Pomona member in the original Pomona.

Sec. 16. A Pomona Grange may organize members from the Junior Granges under its jurisdiction into an organization for Junior Grangers.

Sec. 17. Granges in Unorganized Counties. A Grange located in a county having no Pomona Grange, and wishing to affiliate with a Pomona Grange in an adjoining county, shall first obtain the consent of the Executive Committee of the State Grange. Should said county afterward be organized, any subordinate Grange holding membership in adjoining county or counties, may have its members of Pomona Grange transferred to the new Pomona without the payment of the usual fee.

Sec. 18. Bylaws. Each Pomona Grange may make such bylaws for its own government as it may deem best, but such bylaws must not conflict with the laws of the National Grange or the Constitution or Bylaws of the State Grange.

## ARTICLE IX -- SUBORDINATE GRANGES

Sec. 1. Charters. Charters for subordinate Granges shall be issued from the National Grange.

Sec. 2. Organization. Application for Charter shall be made to the Secretary of the National Grange and be signed by the persons applying for the same, accompanied by a fee of \$25. The number shall be not less than thirteen persons of whom there shall be not less than four of either sex.

Sec. 3. Individual Membership. The membership of subordinate Granges shall be composed of persons interested in agricultural pursuits and having no interests in conflict with our purposes, of the age of fourteen years, duly proposed, elected, and complying with the rules and regulations of the Order, who shall be entitled to membership and the benefits of the degrees taken. Each application must be accompanied by the fee of membership, plus annual dues. If rejected, the money will be refunded, and no petition shall be received from a rejected applicant until six months shall have elapsed after such rejection.

Applications must be certified by one member of the Grange to which application is directed and balloted for at a regular meeting. It shall require a simple majority of those voting.

At such time as an individual qualifies for the family membership the status of the member shall be changed to family membership with no interruption of their membership.

Sec. 4. Family Membership. A family whose members are fourteen years of age with an interest in the purposes of the Order may be proposed as candidates and elected to membership in a Subordinate Grange as follows:

(a) The process of election to membership and becoming a full member for all members of the family shall be the same as for an individual.

(b) A family shall consist of a couple and their dependents, or a single person and their dependents. Dependents are defined as children, grandchildren or great-grandchildren, foster, adopted or step-children under the age of 23, who live as a member of the same household or in absence due to illness, education or military service. Legal dependents of any age shall be considered part of their legal guardians' family.

At such time as a member no longer qualifies as a dependent or becomes a single member the status of the member shall be as an individual with no interruption of their membership.

Sec. 5. Affiliate Member. A Fourth Degree member may not be a member of more than one Subordinate Grange at the same time except that Fourth Degree members may be elected to membership in one additional Subordinate Grange as an Affiliate Member. A proposal for Affiliate Membership and election thereto shall be the same as that of a Regular member. Such Affiliate member shall pay the applicable dues and be entitled to hold office and vote in the additional Subordinate Grange, provided that Affiliate members are clearly designated as such in reports to the Secretary of the State Grange, and further provided such Affiliate members shall not hold the same office in two Subordinate Granges at the same time.

Sec. 6. Associate Member. A person or business with an interest in the advancement of agriculture and improvement of rural life may become an associate member. Such a member shall pay dues as prescribed below and be entitled to receive State Grange information, publications, and participate in State Grange services; provided, however, that associate members shall not be entitled to attend regular Grange meetings, vote on matters of Grange policy, or participate in National or State Grange sponsored contests that are designed for regular Grange members only.

An application for associate membership shall be received and voted upon the same as a regular member. The application for associate membership shall be accompanied by annual dues.

The associate member will not be required to appear in order to receive the four degrees or the Fourth Degree obligation. The associate member is not eligible to take the Pomona, state, or national degrees or attend the meetings. The associate member, however, is subject to all laws, rules, and regulations as provided in the constitution and bylaws of the State and National Grange and may lose membership by suspension or expulsion.

The associate member except a business, may request to be received as a regular member in the subordinate Grange and to receive the four degrees or the Fourth Degree obligation, and upon receiving them, the member will then be a regular member, having all the privileges and rights of a regular member and will pay regular dues, the regular dues starting as of January 1st of the next year after taking the degrees or obligation.

Sec. 7. Honorary Members. A subordinate Grange may grant an honorary membership to any of its members for especially noteworthy or long continued service to the Order, under such rules as it may adopt in its bylaws. Provided, that the subordinate Grange shall pay the usual State Grange dues upon honorary members as on other members; provided further, that golden sheaf members shall be relieved of all dues, local, state, and national as provided under Page 6-10, Chapter VI, Section 6.6.3 and Page 8-6, Chapter VIII, Section 8.6.1 (B) of the 5th Edition 2002 Digest.

Honorary members shall have the right to vote, hold office, and any other privileges of membership so long as the subordinate Grange maintains his/her state dues excepting Golden Sheaf members as provided hereinbefore in this section.

The State Grange shall use General Fund moneys to pay the National Grange Dues of Honorary Members who receive their Golden Sheaf after January 1, 2001.

Sec. 8. Life Membership. Any member in good standing of a subordinate Grange may purchase a life membership therein through the State Grange sponsored Life Membership Plan (the "Plan") and thereby be relieved from further payment of dues, but not assessments. Provisions of the Plan are as follows:

- (a) The fee for a life membership shall be not less than:
- |                         |       |
|-------------------------|-------|
| Age 14 to 35, inclusive | \$450 |
| Age 36 to 45, inclusive | 400   |
| Age 46 to 55, inclusive | 350   |
| Age 56 to 65, inclusive | 300   |
| Age 66 and over         | 250   |

(b) A subordinate Grange may adopt a scale of fees which, at its option, may be larger than the minimum specified above.

(c) An applicant for a life membership may at his/her option, in order to enlarge his/her subordinate Grange's participation in the income of the Life Membership Fund (the "Fund"), contribute a larger sum than is required.

(d) All checks for life memberships should be made payable to the Washington State Grange, to avoid distorting a subordinate Grange's financial account.

(e) A subordinate Grange may collect, and retain from each applicant for life membership, in addition to the fee thereof, his/her regular dues for the first year of enrollment in the Plan.

(f) All sums received by subordinate Granges for life memberships under the Plan shall be immediately transmitted to the State Secretary, who shall issue to each Grange a certificate declaring that each life membership fee is held by the Washington State Grange in trust pursuant to the terms of the Fund.

(g) The subordinate Grange member paying the required fee shall receive immediately from the State Secretary a life membership certificate.

(h) The holder of a life membership certificate may voluntarily transfer to another subordinate Grange in Washington, whereupon the State Secretary, upon notice thereof, shall transfer on the books of the Fund, so that the same is attributable to the new subordinate Grange of membership, the fee received for the holder's life membership.

(i) All money in the Fund attributable to two or more subordinate Granges which consolidate shall be combined and deemed attributable to the consolidated subordinate Grange.

(j) A holder's life membership rights shall not be transferred if he/she demits to any other subordinate Grange in another state. The fee paid for his/her life membership shall remain in the Fund, and continue to be attributable to his/her former subordinate Grange.

(k) Any income otherwise distributable hereunder to a subordinate Grange which has dissolved, shall be added to the principal amount of the Fund as of December 31 except to the extent the holder of a life membership certificate in such dissolved Grange has affiliated with another subordinate Grange in Washington prior to December 31, in which case, and to such extent, such income shall be distributable to such holder's new subordinate Grange.

(l) The holder of a life membership certificate in a subordinate Grange which becomes dissolved shall, upon affiliation with another subordinate Grange in Washington, have his/her life membership transferred in the same manner as for a voluntary transfer.

(m) A subordinate Grange may vote to purchase with its funds a life membership for one of its members, paying the fee specified.

(n) Memorial. An individual or subordinate Grange may purchase in the name of a deceased Grange member or a deceased couple who were Grange members, a memorial certificate, at the minimum cost of \$200. This memorial fund will be included with, and handled the same as, the Life Memberships, except it can not be transferred to another Grange, unless the Grange combines.

(o) The holder of a life membership certificate is subject to all the laws, rules, and regulations as provided in the Constitution and Bylaws of the National, State, Pomona, and subordinate Granges, and loss of membership by suspension or expulsion shall automatically abrogate his/her life membership and any claim to any portion of any fee paid for such life membership. Notwithstanding this, the subordinate Grange of which he/she was last a member shall continue to receive its distributable share of the income from the Fund.

Sec. 9. Election to Membership. All applications for membership shall be made on forms prescribed by the National Grange.

(a) When an application as provided in Section 3 shall have been received it shall be recorded and reported in open Grange. An application may be balloted upon at the same meeting at which it is received.

(b) An application may be withdrawn any time before the ballot thereon, but after election no application can be withdrawn except by a majority vote of those present. In either case the fee may be returned.

(c) A ballot must be taken upon the application, unless withdrawn. Election to membership shall be made by paper ballot (yes for acceptance; no for rejection) at a regular meeting at which a quorum is present and election to membership will thereby be made by majority of paper ballots cast. The Master will appoint at least two members to count the ballots and report the outcome to the Grange, stating only acceptance or rejection. A person once rejected cannot apply for membership in any Grange for six months thereafter.

(d) After an eligible candidate, except an associate member, has been legally elected he/she is entitled to initiation, and the degrees must be conferred unless objection is made, the nature of the objection stated and the objection sustained by a majority of the Grange; or an objection thereto in

writing, signed by three members of the Grange, filed with the Secretary, which objection must state that the cause thereof has arisen since the date of the applicant's election.

(e) From and after the date of acceptance by ballot, all applications for membership except associate membership in any subordinate Grange or Pomona Grange shall be held, pending initiation of the candidate, for a period not exceeding one year, at the end of which time said applicant shall be notified on formal notice that unless valid excuse for not having presented himself for initiation is filed the application will be destroyed and its approval considered null and void and that the fee will be forfeited.



(f) In cases of two or more candidates, the ballot may be cast for the whole group. If the ballot fails, then each candidate must be voted upon separately.

#### Sec. 10. Fees.

(a) The regular membership fee in any Subordinate Grange shall not be less than three dollars (\$3), nor more than ten dollars (\$10) and shall be specifically fixed by the subordinate bylaws, except Granges may lower the fee for Junior Grangers graduating into a Subordinate.

(b) The family membership fee in any Subordinate Grange shall not be less than six dollars (\$6), nor more than twelve dollars (\$12) and shall be specifically fixed by the local bylaws.

(c) The reinstatement fee in any Subordinate Grange shall be two dollars (\$2), provided one year has elapsed since the member was suspended for nonpayment of dues.

(d) The former member fee in any Subordinate Grange shall be one dollar (\$1).

#### Sec. 11. Dues.

(a) The regular dues in any subordinate Grange shall not be less than \$20.00 per year plus the amount owed for National Grange dues. The dues of a regular member under the age of nineteen (19) for the Subordinate Grange shall not be less than the amount owed for National Grange dues. The family membership dues in any Subordinate Grange shall not be less than \$40.00 per year plus the amount owed for National Grange dues. All dues shall be specifically fixed by the local bylaws. The dues of an intrastate affiliate member of a subordinate Grange shall not be less than the amount owed for National Grange dues. The dues of an interstate affiliated member of a subordinate Grange shall not be less than \$20.00 per year plus the amount owed for National dues. The associate member's dues in any subordinate Grange shall be \$40.00 plus the amount owed for National Grange dues.

(b) All dues are payable in advance by the first of January. No regular member shall be entitled to receive the annual word whose dues are not paid to the end of the year in which the word is given.

(d) It shall be the duty of the Secretary of each subordinate Grange at the first regular meeting in January to prepare and present to the Master, a complete list of members delinquent in dues. The Master shall take such steps as are necessary to inform such members that their dues are payable. This first delinquency notification may be made by telephone, mail, or any other convenient method. If said dues are still unpaid at the first meeting in February, the Secretary shall mail to such delinquent members to the last known post office address, a notice of such delinquency on a form provided by the State Grange. At the last meeting in March, the Secretary shall read to the Grange the names of members who are still delinquent and who have been duly notified as provided in the preceding sentence and the Grange shall vote to take one of the following actions: (1) Vote to pay the dues to the State Grange of the said delinquent member from the Grange treasury; or (2) Suspend the member for non payment of dues by a majority vote of the Grange. The Secretary may read and the Grange may act upon a member's written request to be dropped from the rolls at any regular meeting. A majority vote of the Grange shall grant the request. Such action shall be taken only at a regular meeting.

(e) Suspension of a member for non payment of dues shall be by a majority vote of the members present at the meeting. The vote shall be taken by the voting sign and cannot be reconsidered.

(f) The State Secretary shall see that the dues payable to the State Grange are promptly paid, and in case the dues remain delinquent two quarters, the delinquent Grange shall be placed on probation for one year.

(1) If the dues of a Grange are delinquent two quarters at the time dues notices are to be sent, the annual dues for that Subordinate Grange will be sent directly to the State Secretary, and held until all reports become current, and all bills owed by that Subordinate Grange to the State Grange have been paid.

(2) Interest at 1.5% per month shall be charged on the amount of late dues on all Subordinate Granges that are two or more quarters delinquent in the payment of their quarterly dues.

(3) If the annual dues are collected by the Washington State Grange a \$2 charge will be assessed per member.

(g) A Grange whose charter has been revoked or suspended may petition the State Grange for reinstatement.

(h) Reorganization of a dormant Grange may be effected as provided in Article IX, Sections 1 and 2 of these bylaws, without the payment of the charter fee.

#### Sec. 12. Suspended Members.

(a) A suspended member is not entitled to vote or hold office, and unless he or she has received the Annual Word may not attend or sit in Grange.

b) A suspended member may be reinstated within one year by a majority vote of the Grange by paying annual dues. The Grange will forward the back dues owed to the State Grange for proper distribution. After one year has elapsed, a member suspended for nonpayment of dues may apply for reinstatement in any Grange in whose jurisdiction he/she may reside, such formal application to be accompanied by proof of former membership and a reinstatement fee of \$2.00, half of which shall be remitted to the State Grange plus annual dues. The application and proof of previous membership shall be referred to a committee who will report at a subsequent regular meeting. The vote shall be taken by paper ballot, and a majority vote of members present shall elect. Provided further, that this section shall not apply to members who have been indefinitely suspended after due trial for cause, the member having been convicted.

#### Sec. 13. Demits.

(a) A demit simply severs connections with the particular Grange to which the applicant was affiliated, still leaving him a member of the Order until the end of the calendar year, unless issued after October 1st, in which case it shall be valid for three months from the date of issue, and shall show the date to which dues have been paid. A member holding an expired demit becomes a former member.

(b) A demit must be granted as a matter of right if the member making application for a demit is in good standing and has his/her dues paid to the end of the current year.

(c) Applications for demits must be made in writing at a regular meeting of the Grange, and if the fees and dues are paid, as required, and no charges preferred against the applicant, the Grange cannot legally refuse to grant the same.

(d) A demitted member cannot receive the Annual Word except by virtue of holding a traveler's card. While holding a demit, he/she cannot receive any degree instructions. Members who have affiliated with a Grange by application and presentation of the demit held by him, under the form prescribed by the National Grange law, shall have all the rights and privileges of Grange membership. The method of election shall be by paper ballot, majority elects or rejects.

Demitting members do not pay initiation fee, or take the obligation. The receiving Grange may make requisition on the issuing Grange for any unearned dues from the beginning of the quarter next succeeding the acceptance of the demit.

(e) Charges may be preferred against a member of the Order holding a demit, by any member in good standing, and the Grange having jurisdiction must try the case and declare a verdict.

(f) Members of the Order holding demits shall be known as unaffiliated members during the life of the demit. Upon the expiration of the demit or failure to rejoin, they shall be known as former members.

(g) Former members may, upon application, accompanied by proof of previous membership, and the payment of the prescribed fee, be admitted to membership in any Subordinate Grange in whose jurisdiction they may reside, by a majority vote of the Grange.

Sec. 14. Traveling Cards. Traveling cards shall be issued upon request and in accordance with the Digest.

Sec. 15. Divulging Action of Grange. No member or visitor shall divulge improperly the rejection of a candidate under penalty to members of suspension; or to visitors of not being allowed to again visit the Grange and being reported to the Grange in which they belong. It shall be the duty of the Master to read this section immediately after the rejection of a candidate.

Sec. 16. Meetings.

(a) A regular meeting is any meeting fixed by the bylaws of the Grange. A Grange must hold at least one regular meeting each month. The bylaws must fix definitely the day and hour for all regular meetings.

(b) Special meetings may be called by the Master with concurrence of a majority of the Executive Committee or by vote of the Grange for special purposes named in the call and no business can be legally transacted thereat unless so specified in the call.

Sec. 17. Quorum. Eight members shall constitute a quorum. No Grange can be opened in due form with less, but a lesser number may adjourn from time to time until a quorum is present.

Sec. 18. Election and Installation.

(a) The officers of a subordinate Grange shall be of the same number, name, and rank as those provided for in the State Grange.

(b) The election of officers shall take place at a regular meeting during October or November, either annually or biennially. Granges electing biennially shall elect in the odd numbered years. Election to office must be by ballot, but nominations may be made from the floor if the Grange so desires. No nominating speeches may be made and the nominations shall not be closed. Any member may vote for anyone he/she desires whether nominated or not.

(c) The installation of officers shall take place at the first regular meeting in December, or as soon thereafter as practicable, provided that the newly elected officers shall assume their respective offices on the first meeting in January of the new year.

Sec. 19. Duties of Officers. The duties of the officers of a subordinate Grange are defined by the ritual and constitution of the Order, the digest of the National Grange, and the bylaws of the State Grange. The bylaws of the subordinate Grange must not conflict therewith.

(a) The Master shall preside at all meetings of the Grange, and conduct the same to the best of his/her ability, under the rules of the order and general parliamentary laws. He/she shall open and close the meetings in due form, and decide all questions arising in the Grange, subject to appeal. He/she shall also see that all reports required by the State Grange from his/her Grange are promptly made. At the close of his/her term of office, the Master shall make an annual report, recapitulating the work of the past year, and recommending measures for the year to come.

(b) The Overseer shall assist the Master in his/her duties, and in his/her absence shall take the Master's place and duties.

(c) Lecturer. It shall be the duty of the Lecturer to have charge of the literary exercises of the Grange; to provide useful information to be read or distributed among the members; to prepare literary programs and appoint members for special literary work, and perform all other duties required by the ritual and laws of the Order. The Lecturer shall also report to the Lecturer of the State Grange, upon blanks provided for that purpose, giving full information in regard to the character of the lecture work that is being carried on in his/her Grange.

(d) The Steward has charge of the inner gate, in which as in all other duties, he/she is assisted by the Assistant Stewards.

(e) Secretary. The subordinate Secretary shall notify each member of the amount of the annual dues to be paid not less than 30 days, nor more than 60 days prior to January 1<sup>st</sup> of each year.

The Secretary of each subordinate Grange shall report to the Secretary of the State Grange promptly at the end of each quarter, on forms supplied by the state office, the number and names of all members admitted or lost for any reason during such a quarter. He/she shall pay to the Secretary of the State Grange a fee of \$1.00 for each member voted into membership as a regular or associate member; and a fee of \$2.00 for each new family membership.

The subordinate Secretary shall also pay to the Secretary of the State Grange quarterly dues of: \$5.00 for each regular member, plus National Grange dues; \$10.00 for each family membership, plus National Grange dues; \$5.50 for each associate member, plus National Grange dues; or National Grange dues for each regular member under the age of nineteen (19).

The subordinate Secretary shall also pay National Grange dues for each intrastate affiliate member, and \$5.00 plus National Grange dues for each interstate affiliate member carried on their roles. The report of the Secretary must have the approval of the Master of the Subordinate Grange.

Each Secretary shall also report on or before the first day of December of each year, to the Secretary of the State Grange, the names and addresses of all officers elected, using the form provided for the regular election, and reporting also any elections held to fill vacancies caused by any reason. He/she shall also report other information requested. Granges failing to report by the above date, names and addresses of officers will be left blank in the roster for the year.

The Secretary shall cooperate at all times, so far as possible, with the Secretary of the State Grange and the Secretary of the Pomona Grange within whose jurisdiction his/her Grange may be located.

The Secretary is the custodian of the seal of the Grange, and is responsible for its use and safe keeping. It must never be used for private or individual purposes. In case his/her Grange becomes dormant, he/she shall return the seal, charter, manuals, records, and all properties including moneys, to the Secretary of the State Grange, who shall care for them in trust as provided under National Grange Law.

The Secretary of the Grange should immediately report to the Secretary of each neighboring Grange every instance of suspension or expulsion of a member who has been tried or convicted upon charges; and in case of removal of the member, the Grange nearest his/her new residence should be notified.

Sec. 20. Bylaws. Each Subordinate Grange may make such bylaws for its own government as it may deem best, but such bylaws must not conflict with the laws of the National Grange or the Constitution or Bylaws of the State Grange.

Sec. 21. Vacancies. Should any office become vacant, it shall be filled by election at a subsequent meeting. Any member in good standing in the Fourth Degree may be elected to fill the vacancy as provided by National Grange Law.

Sec. 22. Appeal. Any member of a subordinate Grange has the right to appeal the decision of the Master to the Grange, but if the Grange sustains the Master, no appeal to the State Grange can be taken. If the Grange does not sustain the Master, he/she (the Master) may appeal such decision of the Grange; or if the Master refuses to obey the decision of the Grange, the Grange may by a majority vote appeal such action to the Master of the State Grange.

During the pendency of any appeal, the decision of the Master is supreme law of the Grange, and is to be respected as such until the same has been overruled by the Master of the State Grange.

Sec. 23. Trials. All trials shall be conducted in accordance with the rules and regulations of the National Grange, but no charges may be brought into any Grange in this State, against any member of the Order, until all other possible means have been used to settle the difficulty.

Sec. 24. Claims. No claim against a Grange will be allowed or paid unless the same be presented for audit or payment within one year from the time the same shall have accrued.

## ARTICLE X -- JUNIOR GRANGES

Sec. 1. Organization. Junior Granges may be organized within the jurisdiction of the State Grange by the State Master or by someone designated by him under such regulations as the State Grange may provide. They shall not conflict with the Constitution, rules, and regulations of the National

Grange. Each junior Grange shall be within the jurisdiction of a Grange, whose duty it shall be to provide a suitable meeting place and such equipment as may be necessary.

## Sec. 2. Membership.

(a) Children of all persons eligible to membership in a subordinate Grange, over five and under fourteen years of age, are eligible to join a junior Grange. The rejection or undesirability of an eligible parent will not affect the eligibility of a child to join a junior Grange.

(b) Junior Grange membership shall terminate when the junior member reaches age 14, provided, however, that an officer of a Junior Grange who turns 14 shall be permitted to remain a member until the expiration of their term of office.

(c) Honorary Membership. When members attain the age of fourteen years, they cease to be regular members and become honorary members without fee, but may be required to pay dues provided they affiliate with some subordinate Grange. Patrons of Husbandry may become honorary members by paying the regular fee and on receiving such other instructions as to enable them to enter a junior Grange. They shall be required to pay dues as prescribed in Article X, Section 4, of these bylaws.

## Sec. 3. Fees.

(a) The membership fee shall be one dollar. The minimum admission fee for former members shall be ten cents.

(b) Junior and honorary junior members in good standing are entitled to attend any junior ceremonial. Applicants for honorary membership shall pay the membership fee of one dollar for which a receipt shall be issued before the junior degree work is conferred on them. Fourth Degree members may attend the junior ceremonial by payment of a ten cent fee to the sponsoring Grange for each junior ceremonial attended. The fee shall be used exclusively for the junior Grange program.

Sec. 4. Dues. Minimum annual dues shall be \$2. Junior Granges may require dues from their honorary members.

Sec. 5. Officers. The officers of a junior Grange shall consist of and rank as follows: Master, Overseer, Lecturer, Steward, Assistant Steward, Lady Assistant Steward, Chaplain, Treasurer, Secretary, Gatekeeper, Ceres, Pomona and Flora. They shall be elected annually in the same manner as in subordinate Granges, and continue in office until their successors are elected and installed. The subordinate Grange shall select a Leader to supervise the work of the junior Grange.

Sec. 6. Duties of Officers. It shall be the duty of the Master to preside at all meetings of the Grange. He/she shall preserve order, exercise kindness to all, rule impartially, and thus command a willing obedience to rules of the Grange.

It shall be the duty of the Overseer to assist the Master at all times necessary and to assume the Master's duties in his/her absence.

It shall be the duty of the Lecturer to arrange and conduct the literary work of the junior Grange, under the supervision of the Leader.

It shall be the duty of the Steward to guard the inner gate and report all signals to the Overseer. He/she shall permit none to enter unless duly qualified. His/her emblem of office is a dark red rod.

It shall be the duty of the Assistant and Lady Assistant Stewards to assist the Steward and arrange the hall under his/her supervision. They shall have charge of the wardrobe, emblems, and other articles used in the conduct of the Grange. They shall make examination at the opening of the Grange, collect the manuals, regalia, and other properties at the close of the Grange. They shall conduct the candidates in initiation and act as marshals on public occasions. Their emblems shall be dark red rods.

The duties of the Chaplain are indicated in the manual.

It shall be the duty of the Treasurer to take charge of, and keep safely, the funds of the Grange, issuing a receipt to the Secretary for the same. He/she shall pay money out only on written orders signed by both the Master and Secretary.

It shall be the duty of the Secretary to keep a careful and complete record of all the proceedings of the Grange, receiving the fees and dues of the members, deposit the same with the Treasurer, taking and preserving his/her receipt therefor. He/she shall also send an annual report giving the name(s) of any member(s) added or lost during the year to the State Grange Secretary on forms provided.

It shall be the duty of the Secretary to send in a list of officers to the State Grange Secretary on or before the first day of December of each year. Granges failing to report by above date, names and addresses will be left blank in the roster for the year.

It shall be the duty of the Gatekeeper to guard the outer gate. The emblem of his office shall be a dark red rod.

The official duties of Ceres, Pomona, and Flora are indicated chiefly in the initiation work of the junior Grange. They shall cooperate with other officers at all times.

The Leader has general supervision over the junior Grange, assisting the officers and caring for the welfare and comfort of the members. The Leader shall take special care that the annual report of the Secretary shall be forwarded to the State Grange office.

The Leader shall select his or her own assistant.

Sec. 7. Officer's Regalia. The proper regalia for junior Grange officers shall consist of a collar made of dark red velvet trimmed with gold braid. The collar shall be not more than one yard long, not more than two inches at its narrowest part, and not more than three inches at the widest part, fastened with a hook and eye at a point making the inner line of the collar not more than 27 inches in length. From the point of fastening, the collar shall flare on straight lines to the outer edges, finishing in two points. Officers' initial letter shall be embroidered in gold.

Sec. 8. General Regulations. A junior Grange will take the same name as the subordinate Grange to which it is attached. but will be numbered in order in which it is organized.

A dormant junior Grange may be reorganized by the State Master or by someone delegated by him, when less than thirteen of the old members desire to do so, by admitting a sufficient number of others eligible to become members, residing within the jurisdiction of such Grange.

New members shall be obligated and instructed in the same manner as at an organization of a new Grange when taken into the reorganization of a dormant Grange.

The minimum number for reorganization a Grange shall be thirteen.

Granges that have failed to submit annual reports for two or more years are considered dormant Granges and may be reorganized in the same manner. The organizing officer shall forward the same blanks containing a list of officers and members, as required upon organization of a new Grange.

Dispensations and charters shall be issued by the National Grange and signed by the Master and Secretary of the State Grange. The ritualistic work shall be the same as prescribed by the National Grange.

In all matters not herein provided, the junior Grange must be governed by the rules and bylaws of the subordinate Grange under which jurisdiction it is organized.

A Pomona Grange may organize members from the junior Granges under its jurisdiction into an organization for junior Grangers.

## ARTICLE XI -- AMENDMENTS

Sec. 1. The provisions of these bylaws may be changed, provided the proposed change is not in conflict with National Grange Law, upon written notice giving full text of amendment in proper legislative markup style, (~~deleted text struck through~~ and new text underlined) introduced in the State Grange in annual session, at least twenty four hours prior to its consideration, upon a two thirds vote of the members voting, provided, that the total number voting upon an amendment shall be not less than two thirds of the registered delegates.

Sec. 2. Any proposed amendment can be amended on the floor by one or more amendments, but if amended, final action on the amended amendment shall be deferred for not less than twenty four hours.

Sec. 3. All proposed amendments shall be printed and presented to the delegates before action is taken on the proposed amendments.

Sec. 4. The State Secretary shall send the text of all changes to the bylaws to each subordinate and Pomona Grange after the State Grange session.