

BY-LAWS OF
MARYLAND, DELAWARE, DISTRICT OF COLUMBIA
MOOSE ASSOCIATION
(As Approved 11/26/2019)

ARTICLE I

The name of the Association shall be the “Maryland, Delaware, District of Columbia Moose Association, Inc.”, hereafter referred to as the Association, a Maryland Not For Profit Corporation.

ARTICLE II

Objectives

The objectives of the Association are to bring together in closer fraternal cooperation the lodges and chapters of the Loyal Order of Moose and the membership of such lodges/chapters in the States of Maryland and Delaware and District of Columbia; to aid and promote the purposes of the Loyal Order of Moose; to build the membership strength of the Order; to exchange ideas and ideals which may be of benefit to the various lodges/chapters and their members; to promote interest in the work of Ritual Staffs and similar units; to encourage a broader interest in lodge/chapter sports and family activities; to stimulate participation in the Community Service programs; to adopt programs and projects for the betterment of Mooseheart and Moosehaven to include the building of the Endowment Fund for the support of these institutions; to foster closer relationship between lodges and chapters in the association and lodges and chapters in neighboring states, and to coordinate the programs and directives of Moose International, Inc. and the Supreme Lodge

ARTICLE III

Authority

The Association at all times shall be amenable to and under the supervision of Moose International, Inc., and the Supreme Lodge its officers, its Executive Committee, the Supreme Council and be bound and governed by The Constitution of Moose International and the Supreme Lodge and General Laws of the Supreme Lodge and the By-Laws of Moose International.

ARTICLE IV

Membership

Membership in the Association shall consist of all lodges and chapters of the Loyal Order of Moose in the States of Maryland, Delaware and District of Columbia that are in good standing in the Supreme Lodge, Loyal Order of Moose and the Maryland, Delaware and District of Columbia Moose Association, Inc.

To be in good standing with the Association, each lodge and chapter shall remain current in all financial obligations legally assessed by the Association (i.e. per capita dues) and shall participate in District, State and International meetings, workshops, training seminars, schools and conventions the attendance at which is required by such Association and Supreme Lodge as stated in Chapter 46 Section 5 and Section 51.5 of the General Laws.

ARTICLE V

Composition

Section 1. For convenience in carrying out the functions of this Association, Districts, including geographically related lodges and chapters, shall be established and shall include new lodges/chapters established from time to time within the general district area.

Section 2. The current composition of the Association is as follows:

District #1 shall consist of the following Lodges & Chapters:

Columbia #126, Indian Head #1712, Marlboro #1856, Mechanicsville #495,
Patuxent #2393, South County Deale #2279, Waldorf #1709

Columbia #368, Indian Head #576, Marlboro #1350, Mechanicsville #444,
Patuxent #2173, South County Deale #1887, Waldorf #1387

District 2 shall consist of the following Lodges & Chapters:

Cumberland #271, Frederick #371, Westminster #1381, Williamsport #2462

Cumberland #914, Frederick #347, Williamsport #2116, Brunswick #660

District 3 shall consist of the following Lodges & Chapters:

Bel Air #1952, Charm City East #70, Reisterstown #1577 Rosedale #1242

Bel Air #1469, Dundalk #97, Reisterstown #1227

District 4 - Dissolved

District 5 shall consist of the following Lodges and Chapters:

Annapolis #296, College Park #453, Glen Burnie #1456, Laurel #1504,
Odenton #2601, Rockville #1540, Wheaton #1775, Laurel # 504,

Annapolis #661, College Park #1262, Glen Burnie #1146, Wheaton #1435

District 6 shall consist of the following Lodges & Chapters:

Claymont #847, Elkton #851, New Castle #1578, Newark #630.

Claymont #186, Elkton #969, New Castle #1418, Newark #705

District 7 shall consist of the following Lodges and Chapters:

Camden-Wyoming #203, East Sussex #2542, Harrington #534, Lewes-
Rehoboth #646, Milford #2316, Seaford #1728, Smyrna-Clayton #2046. Bay
Country #831, Cambridge #1211, Salisbury #654

Camden-Wyoming #1546, East Sussex #2204, Harrington #1229, Lewes-Rehoboth#1814, Milford #1949, Seaford #1384, Smyrna-Clayton #1088, Bay Country #1696, Cambridge #1084, Salisbury #1208

Section 3. The lodges and chapters to be included in the various districts may be altered and new districts established from time to time by the Association Board of Officers.

Section 4. Each District within the Association shall meet immediately following each Association Conference, Convention and Meeting and hold a minimum of but not limited to four (4) regular District Meetings.

Section 5. The elected officers of the District, and the Governors /Administrators, Sr. Regents and Recorders of the lodges and chapters within the District, shall be members of the District Executive Committee which shall meet at the call of the District President who shall preside.

ARTICLE VI

Authority

The Association at all times shall be subject to the Supreme Lodge, its officers, the Supreme Council and the Executive Committee.

These By-Laws or any amendments hereto, shall be subject to approval of the General Governor, Supreme Lodge, Loyal Order of Moose.

ARTICLE VII

Delegates

Section 1. Each lodge/chapter in good standing with the Association shall be entitled to be represented in the meetings of the Association by voting delegates which shall consist of the Governor/Sr. Regent and Administrator/Recorder and one (1) additional delegate for each fifty (50) members on the rolls, or a majority fraction thereof; provided that no one lodge/chapter shall be entitled to a

representation exceeding fifteen (15) delegates nor cast more than fifteen (15) votes. The fifteen delegates shall be comprised of the eligible Past Governors/Past Regents of the lodges/chapters. In addition to voting “delegates” each lodge/chapter may have in attendance non-voting attendees. It shall be their duty to attend the sessions thereof and submit a written report to their lodge/chapter at the next regular meeting following the convention, conference or Association meeting.

Section 2. All Past Presidents of the Association, and all members of the Board of Officers of the Association, who are members of lodges and chapters in good standing within the Association, shall be entitled to all the rights and privileges of a Delegate, and shall not be counted as part of the lodge/chapter entitlement referred to in Section 1 of this Article.

Section 3. Any Regional Manager and any Territory Manager (or any other authorized representative of Moose International), of the Membership Department, appointed to serve the Association, shall be entitled to all the rights and privileges of a Delegate, and shall not be counted as part of the lodge entitlement referred to in Section 1 of this Article.

ARTICLE VIII

Quorum

Section 1. Any number of duly accredited Delegates, representing at least a majority of the member lodges in good standing, shall constitute a quorum for the transaction of business at any duly authorized session of the Association; provided that the President, Vice President, Prelate or Junior Past President (in that order) be present to preside.

Section 2. A majority of all votes cast shall decide all questions except those which involve amendment, alteration or addition to these By-Laws, or an appeal from the decision of the Chair, either of which require a two-thirds (2/3) vote of the duly accredited Delegates in attendance.

ARTICLE IX

Elected Officers

The elected Officers of the Association shall consist of a President, Vice-President, Prelate, Secretary, Treasurer and one (1) District President from each District within the Association.

ARTICLE X

Board of Officers

Section 1. The Board of Officers of this Association shall be composed of the elected and appointed Officers, and the Junior Past President who are members of lodges/chapters in good standing within the Association, and who are themselves in good standing within their respective lodges/chapters. The Regional Manager, Territory Managers (or any other authorized representative of Moose International), Supreme Lodge Representatives and appointees, who are in good standing with their respective lodge/chapter, and whose lodge/chapter – if a member lodge/chapter of the Association – is in good standing with the Association, shall also serve on the Board of Officers of the Association. Supreme Lodge Representatives and Appointees shall include the following: Supreme Lodge Officers (including but not limited to: Supreme Council Members, Executive Committee Members, Past Supreme Governors, Supreme Inner Guard, Supreme Outer Guard and Supreme Sergeant-At-Arms), Justices of the Supreme Forum, Deputy Supreme Governors, Membership Department Coordinators, Moose Legion Ambassadors, members of the following Boards or Committees: Mooseheart Board of Governors, Moosehaven Board of Governors, Moose Charities Board, Heart of the Community Board, Judiciary Committee, International Sports Committee, Membership Activities Committee, Moose Legion Council, Government Relations Committee, Grand Council Members and such other Boards or Committees created by the Supreme Lodge and so notified in writing to the Association by the General Governor.

Section 2. The Board of Officers during the times that the Association is not in session, shall take general charge and supervision of the affairs of the Association

and perform such duties as may be necessary and proper to protect the interests, promote the welfare and accomplish the objectives of the Association; it shall carefully and judiciously control the finances of the Association and prepare a budget for the disbursement of the Association funds (it shall have the authority to fix the salary of the Secretary) and shall have the right to authorize payment of all reasonable expenses incurred on behalf of the Association including reimbursement to Officers or any other member or person doing authorized business on behalf of the Association. It shall submit to the Association at each annual meeting a report, in writing, of all its accounts since the last annual meeting. It shall perform such other duties as may be imposed upon it by these By-Laws or by the Association.

Section 3. A majority shall constitute a quorum of the Board of Officers and the President and Secretary of the Association shall be respectively, Chairman and Secretary of the Board of Officers

Section 4. Except where prohibited by these By-Laws, the Board of Officers, between meetings of said Board, shall have the right, by recorded action, to delegate its powers, except the power to appropriate the funds of the Association, to an Executive Committee consisting of the President, Vice-President, Junior Past President, Prelate, Secretary, Treasurer and Regional Manager or Territory Manager (or any other authorized representative of Moose International), for the purpose of expediting the performance of functions otherwise performed by said Board of Officers

Section 5. The Board of Officers, or the President, with the authority of the Executive Committee, may order an audit of any funds of the Association, including any special fund accounts, and the Chairman of any committee having a special fund account shall submit in writing a full accounting report at any time requested by the Board of Officers, or President, and at least once a year to the Secretary, whether or not called for at the annual meeting.

Section 6. Each person who is or has been a director or officer of this corporation and who has acted in good faith and in a manner he/she reasonably believed to be in the best interest of the corporation and with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful, shall be indemnified by the corporation against expenses including attorney's fees

necessarily incurred by such person in connection with the defense or settlement in any action or proceeding to which he/she is a party, alone or together with others, with reason of his/her being or having been a director or officer acting in a managerial capacity.

Each such person shall also be reimbursed by the Association for any amounts paid by such person in satisfaction of any judgment or settlement in connection with any such act, suit, or proceeding, unless such person shall be adjudged in such action, suit or proceeding to be liable for misconduct in the performance of his or her duties to the corporation.

The foregoing right of indemnification shall be in addition to any other rights to which such persons may be entitled as a matter of law.

ARTICLE XI

Term of Office

Section 1. Each elected officer, except the Secretary, shall be chosen for a term of one (1) year to begin on the first day following the Annual Convention at which he is elected and installed.

The Secretary shall be elected for a term of satisfactory service or three (3) years, which shall begin on the first day following the Annual Convention at which he/she is elected and installed.

Section 2. Vacancies in any of the elected offices shall be filled by the Board of Officers for the unexpired term.

Section 3. The President, with the consent and approval of the Board of Officers shall have the power to declare any office vacant except the office of Secretary, if in his/her opinion the occupant has failed to perform the duties of such office. The office of Secretary may be declared vacant providing that the majority of the Board of Officers vote that, in their opinion, the occupant has failed to perform the duties of the office.

ARTICLE XII

Nomination and Election of Officers

Section 1. The Nominating Committee of the Association shall consist of members of the Elected Board of Officers, five (5) Past Presidents in order of juniority together with five (5) representatives appointed by the President, who shall be Past Presidents or committeemen, and selected from five (5) member lodges/chapters in good standing with the Association.

Section 2. This committee shall place in nomination at least one candidate for each office to be filled. Names may be sent to the Nominating Committee no later than twelve (12) noon on the Thursday of the Annual Convention, which shall be given due consideration. Any eligible member of the Association, who has submitted his/her name for a specific office, but not nominated by the Nominating Committee, shall have his/her name placed upon the ballot by filing a petition with the Secretary of the Association, prior to the beginning of the session at which the election is to be held, containing the names and lodge/chapter number of not less than ten (10) percent of the registered Delegates attending the annual meeting. A Past President of the Association is ineligible to serve in any elected office of the Association unless prior dispensation is obtained from the General Governor.

Section 3. An elected officer that is requested to resign because of improprieties cannot place nor have a member of the Order place his/her name for nomination for an elected office for a period of three (3) years.

Section 4. The nominee for President must be a Past Governor/Past Regent of the Order, a Past District President and served at least one year in an elected office of the Association, and may not have previously served as President of the Association.

Section 5. Each District shall hold a meeting at least two weeks before the date of the annual meeting for the purpose of selecting their recommendation for District President, and electing their Vice-President, Prelate, Secretary and Treasurer of the District. (The secretary of the District may be elected for four (4) years of satisfactory service and at the conclusion of his/her four (4) year term, be recommended, unequivocally, for the title of Honorary Past District President with the approval of the Association's Executive Committee) The selection for

President of the District shall be submitted to the Association Nominating Committee for their consideration. This action by the District shall be considered by the Association Nominating Committee as a recommendation by the District.

Section 6. The Association President shall appoint an Election Committee composed of three (3) members of the Association who are not officers or candidates for elective office. The committee shall conduct the election, pass on all questions concerning the election, count the ballots and file a written report of the results with the Association Secretary to be read on the floor. Each member of the committee shall sign the report and the report shall be attached to the Association Annual Convention minutes.

Section 7. The Nominating Committee shall report to the annual meeting of the Association during its second day's session if the meeting lasts for three (3) days. If it shall not last for three (3) days, then such report shall be made on the first day of the meeting.

Section 8. The election of officers shall be held during the final session of the annual meeting. In the event of a contested office, the election shall take place by secret ballot.

Section 9. The Officers, elected and appointed, and Committee Chairmen shall be installed into office prior to the close of the annual meeting utilizing the ritual provided by the Ritual Department of Moose International.

ARTICLE XIII

Meetings

Section 1. There shall be an annual meeting, hereafter called "Convention" and a mid-year meeting, hereafter called "Mid-Year Conference" of the Association to be held at such place as has been determined by the Board of Officers. The convention of the Association shall be held during the months of July through October and the conference of the Association shall be held during the months of January through April of each year.

Section 2. The Board of Officers may call other meetings of the Association when in its opinion the interests and welfare of the Association justify it.

Section 3. A registration fee, as determined by the Board of Officers, may be charged to those members attending a meeting as deemed necessary of the Association.

Section 4. All alcoholic beverages and smoking are prohibited from all Association, District and Lodge meetings.

ARTICLE XIV

Association Dues

Section 1. Each lodge/chapter of the Association shall remit to the Secretary of the Association, a sum equivalent to two (\$2.00) dollars per member on the rolls of each lodge/chapter, the computation to be based upon the total active membership on the rolls as of April 30th of the preceding year. The dues year runs from May 1 to April 30.

Section 2. No member lodge/chapter delinquent in its Association dues shall participate in meetings or activities of the Association. This expressly prohibits group or team entries such as Ritual Teams, bowling and other athletic team participation in any Association activities unless Association dues are paid for the current year, as covered in Section 1 of this Article. This section shall not prohibit a Moose member in good standing of a lodge/chapter, delinquent in its Association dues, from attending any and all meetings of the Association, provided he/she meets the requirements thereof, and he/she shall not be a qualified voting Delegate on issues before the meetings.

ARTICLE XV

Duties of Officers

Section 1. The President shall be the Chief Executive Officer of the Association; he/she shall preside over all meetings of the Association, the Board of Officers and the Executive Committee and shall appoint officers and committees and call meetings of the Board of Officers and Executive Committee at such times as the business of the Association may require. He/She shall with the State/Regional Manager/Special Representative supervise and correlate the activities and visitations of the District Presidents and shall have authority to visit the lodges which are members of the Association. He/She shall appoint a Sergeant-at-Arms, Assistant Sergeant-at-Arms, Inner and Outer Guards and Assistant Inner and Outer Guards as he may deem necessary.

Section 2. In the absence of the President at a stated meeting of the Association or the Board of Officers or Executive Committee, the Vice-President, Prelate or the Junior Past President shall preside in that order.

Section 3. Each District President shall:

(A) Visit lodges/chapters in his/her District as often as possible for the purpose of encouraging and promoting progress in the development of fraternal programs.

(B) Encourage each lodge/chapter in his/her District to continue its affiliation with the Association and cooperate with the Secretary of the Association in the collection of dues.

(C) Cooperate with the Association Officers in the collection of funds in connection with any program sponsored by the Association.

(D) Encourage membership promotion in cooperation with the Membership Department of Moose International and the State/Regional Manager/Special Representative.

(E) Cooperate with the Association Ritual Chairman in encouraging the formation of Ritual Staffs and to encourage perfection and efficiency by the Officers in their charges as well as the exemplification of the ritual in all lodge ceremonies.

(F) Attend all Board of Officers meetings of the Association.

(G) Cooperate with the Association chairmen in all authorized activity in his District.

(H) Prepare a written report to be given at the meetings of the Association covering all phases of activities within his District.

(I) Any District President who fails to attend three (3) Board of Officers meetings during his/her term may be removed from office and replaced by the District in accordance with these By-Laws.

(J) Should a District President have to be absent, he/she must insure the Vice-President or another District Officer attends to give the President's report at the Board of Officers meeting.

Section 4. The Secretary shall keep a true and correct record of all the proceedings of the Association, the Board of Officers and the Executive Committee, and promptly attend to all correspondence and perform all duties usually pertaining to the office of Secretary. He/She shall give adequate surety bond in an amount to be fixed by the Board of Officers, the premium on which shall be paid from the treasury funds of the Association, which checks shall then be countersigned by the Treasurer and the President. He/She shall submit an annual report to the Association showing the condition thereof and of the lodges within the jurisdiction of the Association so far as he is able to ascertain; he/she shall receive and account for all monies turned in to the Association and shall furnish the Treasurer with duplicate deposit slips showing all funds deposited to Association accounts, and shall perform such other duties as may be properly required of him/her. He/She shall receive such compensation for his/her services as may be determined by the Board of Officers.

Section 5. The Vice-President shall assist the President in the conduct of business of the Association at the conferences or conventions. He/She shall be responsible for guiding the District Presidents in their duties and shall be in charge of the reports of the District Presidents at the meetings of the Association. The Vice-President shall be the major alternate to the President in making visitations and promoting the purpose and goals of the Association consistent with the purposes and goals of the Fraternity.

Section 6. The Treasurer shall, at all times, be kept informed by the Association Secretary, as to the true financial status of the Association and shall perform such other duties as the Board of Officers may consider necessary to the Association. He/She shall assist the Secretary in the preparation of the annual Budget and financial report and shall countersign all checks drawn on the funds of the Association that are properly authorized.

Section 7. The Prelate shall open and close all meetings of the Association with appropriate prayer.

Section 8. The Sergeant-at-Arms shall execute the orders of the President during the sessions of the Association and/or Board of Officers, assist in preserving order, act as Marshall on public occasions and in parades, and in case of executive sessions shall, with such assistance as he/she may select, examine all present as to their qualifications to remain.

Section 9. The Inner Guard and Outer Guard shall take charge of the door during all sessions of the Association and shall permit only such persons to enter as are duly qualified representatives or as may be directed by the President or by the Association.

ARTICLE XVI

Committees

Section 1. The standing committees of the Association shall be as follows:

Credentials Committee

By-Laws Committee

Rules and Order Committee

Public Relations Committee

Financial Review Committee

Resolutions Committee

Heart of the Community Committee

Ritual Committee

Sports Committee

Membership Committee

Moose Charities Committee

Historical Committee

Activities Committee

Government Relations Committee

and such other committees as may be deemed necessary by the Board of Officers and/or Moose International.

Section 2. Except where otherwise provided, all committees shall be appointed by the President with the approval of the Board of Officers at the conclusion of the convention, and the members thereof shall serve until the adjournment of the next convention or until their successors have been appointed. All other committees may be appointed at or before the convention at which the appointing President shall preside.

ARTICLE XVII

Order of Business

The agenda for the conventions and conferences shall be established by Moose International and coordinated with the Association's Rules and Order Committee through the Regional Manager/Special Representative, but in the event of no such action the order of business shall be as follows:

1. Opening ceremony
2. Roll call of officers
3. Report of Credentials Committee

4. Appointment of necessary committees
5. Report of Officers
6. Reports of committees
 - (A) Standing Committees
 - (B) Special Committees
7. Report of Nominating Committee
8. Election of Officers
9. Selection of place for next meeting
10. Good of the Order
11. Installation of Officers
12. Adjournment

ARTICLE XVIII

Length of Meetings

The time devoted to the meetings of the Association shall be limited to three (3) days or six (6) sessions. The election of Officers for the ensuing year shall be held at the final session of the last day of the convention.

ARTICLE XIX

Honorary Past President

The Association may, at its convention, after recommendation by the Resolutions Committee, may confer the title of Honorary Past President upon a member of the Loyal Order of Moose or Women of the Moose.

ARTICLE XX

Adoption – Effect – Amendments

These By-Laws shall become effective when accepted by a majority vote of the Association at its Annual Convention and approved by the General Governor of the Supreme Lodge, Loyal Order of Moose.

No amendment, alteration or addition to these By-Laws shall be made unless the same shall have been presented, in writing, to the By-Laws Committee, passed on by them and ratified by a majority vote cast at a regular convention of the Association and become effective when approved by the General Governor.

ARTICLE XXI

Lodge/Chapter Participation

Any lodges/chapters not participating in the annual convention or mid-year conference may be subject to disciplinary action that may result in the suspension of their social quarter's permit, not to exceed seven (7) days, as requested by the Regional Manager and approved by the Association Executive Board of Officers and the General Governor.

ARTICLE XXII

Rules of Order

Except as may otherwise be provided, Roberts Rules of Order, shall govern all parliamentary proceedings of the Association.

CHAPTER II
DISTRICT ORGANIZATION

ARTICLE I

Composition

This Association shall be divided into Districts per Article V of the By-Laws of this Association.

ARTICLE II

Changing or Increasing Size of Districts

Any changes as to increasing or decreasing number of districts; changing boundaries or composition of same is herein covered in Article V, Sections 1, 2 and 3 respectively of the By-Laws of this Association.

ARTICLE III

Representation

In addition to the votes of the District Officers, each lodge/chapter shall be entitled to only five (5) voting delegates at a District Meeting. Two of these five delegates must be the Governor/Sr. Regent and Administrator/Recorder of the lodge/chapter. Each lodge/chapter may also have three (3) alternate delegates. However, in no case may the alternates vote for the Governor/Sr. Regent or the Administrator/Recorder.

No elected District Officer can serve as a delegate. The delegates will serve from September 1 until August 31 of the following year.

ARTICLE IV

District Officers

Section 1. Elected Officers – The Elected Officers of each District shall be a President, a Vice-President, a Prelate, a Secretary and a Treasurer. All elective officers of each District, except the Secretary, shall be a Past Governor/ Past Senior Regent of a member lodge/chapter, either by service or conferral.

Whereby a District cannot fill the elective chairs with Past Governors/Past Regents, they shall appeal in writing to the Association Executive Committee for special dispensation.

Section 2. Appointed Officers – The President of each District upon his/her election, shall appoint a Sergeant-at-Arms and such Assistants as he/she may deem necessary, and an Inner Guard and Outer Guard and such Assistant Inner and Outer Guards as may be required. He/She shall appoint those standing and special committees as may be deemed necessary to carry out the programs of the District, the Association and the Supreme Lodge.

All Officers, both elected and appointed, shall be members in good standing in lodges/chapters which are in good standing in this Association, and shall be active in his/her lodge/chapter.

Section 3. Terms of Office – The terms of each elective and appointive office of the District shall be for one (1) year, with the exception of the Secretary as covered in Article XII Section 5 of the Association By-Laws.

Section 4. Duties of District Officers

A. District President

1. Each District President shall fulfill the duties as covered in Article XV, Section 3, subsections A to H (all inclusive) of the Association By-Laws.

2. He/She shall encourage all District Officers and Chairmen to visit the lodges/chapters within the District for the purpose of encouraging and promoting the progress in the programs they represent.

3. He/She shall countersign all checks drawn on the District funds after they are properly drawn and signed by the District Secretary and Treasurer.

B. Vice-President

In the absence or inability of the President to preside, the Vice-President shall preside over all meetings of the District and shall have and exercise all hereinbefore enumerated powers and duties of the District President. In the absence or inability of both the President and Vice-President to preside, then the Prelate shall preside.

C. Prelate

The Prelate shall open and close all meetings of the District with appropriate prayer and perform such other duties as may be required of him/her by the President.

D. Secretary

The Secretary shall keep a true and correct record of all proceedings of the District meetings, maintain financial records and accounting procedures as prescribed by the Supreme Lodge, shall secure from the Supreme Lodge a fidelity bond in an amount to be determined by the Association Executive Committee; upon himself/herself and all other District Officers and chairmen who handle District funds, and shall perform such other duties as may be required of him/her by the District Executive Committee and as ordinarily pertain to the office of Secretary.

E. Treasurer

The Treasurer shall countersign all checks drawn on the funds of the District, after such are signed by the Secretary, and he/she shall periodically examine the financial records of the District and the recording of the same.

F. Sergeant-at-Arms

The Sergeant-at-Arms shall execute the orders of the President during the sessions of the District; assist in preserving order and in case of executive sessions, shall with such assistants as the President may appoint, examine all persons present at official meetings as to their qualifications to remain.

G. Inner and Outer Guard

The Inner and Outer Guards shall be in charge of the door during all sessions of the District and permit only such persons to enter as are duly qualified or as may be directed by the President.

ARTICLE V

Election and Installation of District Officers

Section 1. Nominating Committee – The Nominating Committee shall consist of the District Executive Committee, all Past District Presidents and one member from each Lodge/Chapter of the District appointed by the President.

Section 2. Nominations – At a District meeting, prior to the required meeting held for electing the District Officers and selecting the district's recommendation for District President to the Association's Nominating Committee meeting per Article 12, Section 4 of the Association's By-Laws, the District Nominating Committee shall convene and place in nomination at least one name for each office to be filled, other than President.

Section 3. Election of Officers – The District shall meet and elect officers of the District as covered in Article XII, Section 5 of the By-Laws of this Association.

Section 4. Installation of Officers – The District President shall be installed into office at the Annual Meeting of the Association per Article XII, Section 7 of the Association's By-Laws. The District installation of Officers shall take place at the first District meeting following the Annual Association meeting. The District President shall be reinstalled along with the other District Officers, utilizing the ritual provided by the Ritual Department of Moose International. The officers so elected or appointed shall represent their respective Districts at both the Annual Association Meeting and Mid-Winter Conference. They shall also represent their District at all Association Meetings held in their District.

ARTICLE VI

District Executive Committee

The Elected Officers, Governors/Sr. Regents and Administrators/Recorders of the lodges/chapters within the District shall be members of the Executive Committee.

Section 1. By virtue of their office, the Governor/Sr. Regent and Administrator/Recorder shall be the delegates to the International Convention, Association Conferences, Conventions and District Meetings. The Lodge/Chapter shall select any active member(s) to serve as an alternate when necessary as stated in Chapter 46.5 of the General Laws.

Failure to have representation of the Lodge Governor/Sr. Regent and Administrator/Recorder will result in disciplinary action against the lodge/ chapter under Section 51.5 of the General Laws. Excused absences shall be accepted by the District President or Presiding Officer only. **(Note: Disciplinary action against the Chapter must be approved by the Grand Chancellor at Moose Intl.)**

Section 2. Functions of the Executive Committee – The Executive Committee shall be the governing body of the District and shall perform such duties as may be necessary and proper to promote the welfare and accomplish the objectives of the District in harmony with the Order as a whole. The members of the Executive Committee shall attend all District meetings.

ARTICLE VII

Meetings

Section 1. District meetings shall be held in accordance with the By-Laws of the Association. No deviations, unless approved by the Executive Committee of the Association. Meetings are to be conducted in accordance with the agenda provided by the Association's Board of Officers.

Section 2. Each District within the Association shall meet immediately following each Association Conference, Convention and Meeting and hold a minimum of, but not limited to four (4) regular District Meetings.

Section 3. Districts shall be amendable to all Articles of the Association By-Laws as set forth herein.

By-Laws as amended at the 87th MD, DE, DC Moose Association Annual Convention held October 25th through October 27th, 2019 in accordance with Section 51.3 of the General Laws.

MD,DE,DC MOOSE ASSOCIATION POLICIES
APPROVED CHANGES

ORGANIZATION – 7/31/2015

It is the policy of the MD, DE, DC Moose Association that all Moose Family Centers, Lodges, Chapters and Service Centers shall abide by Sections 51.1 and 51.5 of the General Laws to include the filing of all required reports on time. Failure or non-compliance shall result in the following:

First Offense:

- 1. A written letter from the Regional / Territory Manager informing the Lodge/Chapter of the requirements of Section 51.5 or Association By-Laws concerning officers training, the reason for required attendance, and notification that the lodge's social quarters permit will be suspended for any future non-compliance.**
- 2. The lodge's/chapter's situation will be analyzed and assistance provided as necessary.**
- 3. A letter from the Association notifying the lodge/chapter it is "not in good standing", which means:
 - a. The lodge/chapter and individual officers are disqualified from receiving any Premier Awards.**
 - b. The lodge/chapter representatives are ineligible to vote at any official meeting of the Association.**
 - c. The lodge/chapter and its members are ineligible to participate in any Association sporting events.****

Second Offense: Letter from the General Governor notifying the Lodge Board of Officers of the suspension of the Social Quarters Permit for a period of three (3) days. The three (3) days of suspension will be determined at the discretion of the Association Executive Committee.

Third Offense: Letter from the General Governor notifying the Board of Officers of the suspension of the Social Quarters Permit for a period of seven (7) days to be determined at the discretion of the Association Executive Committee.

RETURNED CHECKS – 8/19/2014

Upon receipt by certified mail, notifying you or your guest of a check returned by the bank for any reason; will result in your need to contact the Association Secretary and pay **ALL FEES and the AMOUNT OF THE CHECK** within five (5) days. Failure to follow this policy will result in a letter sent to the General Governor's office notifying them of your **not being in good standing** with the Association. This shall result in your non-participation in any Association function and the matter will be turned over to the proper legal authorities for collection.

Fees for a returned check shall be thirty (\$30.00) dollars per check.

Cash, Certified Check or Money Order only will be accepted for these items.

ASSOCIATION HOSPITALITY AREA(S)/ROOM(S) – 8/19/2014

It is the Policy of the Maryland, Delaware, District of Columbia Moose Association that all members of the Loyal Order of Moose and Women of the Moose attending the Association Mid-Winter Conferences and/or Annual Conventions shall:

1. Conduct themselves in a gentlemanly/lady like manner at all times.
2. Only members who have an active membership card and conference or convention registration credentials will be permitted to enter the hospitality area and/or room(s). (Note: This requirement includes all personnel working or assisting in the hospitality area and/or room(s).)
3. Absolutely no alcoholic beverages are to be taken from or consumed outside of the designated hospitality area and/or room(s).

Failure or non-compliance with the above policy may result in being prohibited from any and all hospitality areas and/or room(s). The length of time being prohibited shall be determined by the Association Executive Board.