

Constitution and By-Laws

Of the

Fraternal Order of Police



**Tempe Lodge #11, Inc.**

Organized at Tempe, Arizona

May 6, 1948

# Official Statement

The Fraternal Order of Police, Grand Lodge was incorporated at Pittsburg, Pennsylvania on the 18<sup>th</sup> day of November, 1915. In conformity with the Constitution and By-Laws of the Grand Lodge, Tempe Lodge #11 was granted charter on the 6<sup>th</sup> day of May, 1948 and was constituted a subordinate Lodge with powers to function within the City of Tempe, Arizona.

Tempe Lodge #11 was incorporated on the 7<sup>th</sup> day of January, 1974 and authorized to exercise its functions as a non-profit corporation, pursuant to the provisions under the laws of the State of Arizona and the rules of the Corporation Commission, Corporation Commission #94978.

The Constitution and By-Laws of Tempe Lodge #11, Incorporated, Fraternal Order of Police, shall be subordinate to, and not in conflict with the Constitution and By-Laws of the Arizona State Lodge, Fraternal Order of Police, and the Grand Lodge, Fraternal Order of Police. Therefore:

This Constitution and By-Laws shall be adopted and enforced for the conduct of business and related activities of this organization. Adhering to this Constitution and by By-Laws, we the members shall be able to honorably and efficiently transact the necessary business to the mutual benefit of all.

# Code of Professional Ethics

As a Law Enforcement Officer, my fundamental duty is to serve mankind; to safeguard lives and property; to protect the innocent against deception; the weak against oppression or intimidation; the peaceful against violence or disorder and to respect the Constitutional Rights of all men to Liberty, Equality, and Justice.

I will keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others.

Honest in thought and deed in both my personal and official life; I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

I will never act officiously or permit personal feelings, prejudices, animosities, or friendship to influence my decisions. With no compromises for crime and with relentless prosecution of criminals, I will enforce the laws courteously and appropriately without fear or favor, malice, or ill will, and never employing unnecessary force or violence.

I recognize the badge of my office as a symbol of public faith and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession – Law Enforcement.

## Article I. Preamble

Tempe Lodge #11, Fraternal Order of Police, Inc., hereby formally adopts and includes as part of its Constitution and Preamble contained in the Grand Lodge Constitution, which hereafter follows.

We, the law enforcement officers of the United States and of the several states and political subdivisions thereof, as Representatives and Delegates of the State and Subordinate Lodges do hereby associate the Lodges we represent and the members thereof together for the following purposes:

- To support and defend the Constitution of the United States.
- To inculcate loyalty and allegiance to the United State of America.
- To promote and foster the enforcement of law and order.
- To improve the individual proficiency of our members in the performance of their duties.
- To encourage social, charitable and education activities among law enforcement officers.
- To advocate and strive for uniform application of the civil service merit system for appointment and promotion.
- To create a tradition of esprit de corps insuring fidelity to duty under all conditions and circumstance.
- To cultivate a spirit of fraternalism and mutual helpfulness among our members and people we serve.

Wherever, in these Constitution and Bylaws, “man” or “men” or related pronouns appear, either as words or as parts of words (other than the obvious reference to named male individuals), generic sense (i.e., to include all humankind – both female and male sexes).

# ***Constitution***

## **Article I**

### **Name**

#### Section 1

This organization shall be known as Tempe Lodge 11, Fraternal Order of Police, Inc.

## **Article II**

### **Character**

#### Section 1

Tempe Lodge 11, Fraternal Order of Police, Inc., is an organization of Law Enforcement personnel sworn to enforce the laws impartially and equally under all circumstances, and it has not other affiliations aside from that of the Arizona State Lodge and Grand Lodge hereto affiliated.

#### Section 2

This organization is formed for the purpose of advancing beneficial, charitable and educational undertaking among Law Enforcement personnel.

#### Section 3

The Fraternal Order of Police is strictly non-sectarian, and shall not join in the capacity of Fraternal Order of Police Labor Union, congress, federation or committee of like nature, or similar organization by whatever name.

*The Fraternal Order of Police shall not strike, or by concerted action cause cessation of the performance of police duties, or induce other members of lodges to do likewise. The penalty for such action by any member shall be immediate expulsion from the Fraternal Order of Police.*

#### Section 4

This Constitution and By-Laws shall be the fundamental law of the Order, under the overriding law of the Arizona State Lodge and the Grand Lodge Constitution and By-Laws and Rituals as adopted at and by the National Conference. Conduct of the Lodge shall be governed by the same and, when they stand silent, by the latest edition of Roberts Rules of Order.

## **Article III**

### **Membership**

#### Section 1

Any regularly appointed and full-time employed law enforcement officer of the United States, or the State of Arizona or political subdivision thereof, shall be eligible for

membership in Tempe Lodge 11, Fraternal Order of Police. No person shall be denied membership on account of race, creed, sex, or age.

**Section 2**

The term, “regularly appointed,” shall include law enforcement officers heretofore and hereafter retired from active duty in the service of the United States of any state or political subdivision thereof.

**Section 3**

Any member, who may resign from active police duty, may retain his membership as long as he remains in good standing, if approved by the membership of the lodge.

**Article IV**

**Officers**

**Section 1**

The Officers of Tempe Lodge 11, Fraternal Order of Police, Inc., shall consist of the President, Immediate Past President, Vice President, Secretary, Treasurer, Conductor, Guard, Chaplin, and Board of Trustees consisting of three (3) members.

**Section 2**

The Officers of the Lodge shall constitute the Board of Directors.

**Article V**

**Executive Board**

**Section 1**

The Executive Board shall consist of the elected officers: President, Vice President, Secretary, Treasurer, Conductor, Guard, Chaplain, three (3) Trustees and the Immediate Past President. This Board shall be the governing Body and have the authority to perform all duties and transact the business to accomplish the aims and objectives in accordance with this Constitution and its By-Laws.

**Article VI**

**President**

**Section 1**

The President shall preside at all meetings of the order and enforce order and a strict compliance with the Constitution and By-Laws, appoint the majority members of all the committees not otherwise provided for, and see that the officers perform their respective duties faithfully and impartially. He shall sign all official documents that are authorized by the order and fill all vacancies in the office caused by absence or other causes unless provided for.

While occupying the chair, he shall take not part in debate except by consent of the majority of the members present. He shall also transact such other business as it may, by custom, pertain to his office. He shall decide all points of law and order subject to appeal, which shall forthwith be considered by the order.

## **Article VII**

### **Vice –President**

#### **Section 1**

The Vice-President shall assist the President in performance of his duties; he shall appoint the minority members of all committees not otherwise provided for. In the absence of the President, the duties of the office shall be performed by the Vice-President; and the in the absence of the President and Vice-President, their duties shall be performed by the Secretary.

## **Article VIII**

### **Immediate Past President**

#### **Section 1**

The Immediate Past President shall be an honorary position. He shall advise and assist the President and the Executive Board in the performance of their respective duties and shall execute such assignments as may be ordered by them or either of them.

## **Article IX**

#### **Section 1**

The Secretary, Treasurer, Conductor, Guard and Chaplain shall each perform the duties prescribed for their respective offices by the By-Laws hereof.

## **Article X**

### **Trustees**

#### **Section 1**

The Trustees shall have charge of and be responsible for all property of the order. They shall examine the Treasurer's bankbook and see that all the monies are deposited in the name of the Order. They will also perform other duties as set forth in the By-Laws and as directed, not otherwise provided for.

## **Article XI**

*Ladies Auxiliary – None Currently*

## **Article XII**

*Associate Lodge – None Currently*

## **Article XIII**

### **Amendments**

#### Section 1

Alterations and Amendments to this Constitution shall be presented in writing to the Constitution and By-Laws Committee for study, and their recommendation will be presented at the next regular meeting of the order.

#### Section 2

This Constitution shall not conflict with the State or Grand Lodge Constitution. Therefore, any time there is a change in either, the Secretary shall immediately make the necessary change in this Constitution.

## **Article XIV**

### **Parliamentary Procedure**

#### Section 1

This Constitution, together with the By-Laws, enacted in regular meetings is the fundamental law of the organization and shall govern the conduct of business and the membership in this organization, and where the same are silent, by Roberts Rules of Order, Revised.

## ***By-Laws***

### **Article I**

#### **Section 1**

The regular meeting of the Lodge will be held in accordance with the standing rules established by the Order. The place of the meetings will be selected by the President. Advanced notice will be given to each member stating the place, date and time of the meeting.

#### **Section 2**

Special meetings of the Lodge may be called by the President upon receipt of written request signed by not less than ten (10) percent of the membership or upon order of the Grand Lodge. Advance notice will be given to members and it will contain the place, date, time and purpose of the meeting.

### **Article II**

#### **Section 1**

All members who have paid their Lodge dues by January 31<sup>st</sup> shall be considered members in good standing, and shall have full voice and vote on all Lodge matters and shall enjoy all rights and privileges of membership.

#### **Section 2**

New applicants wishing to become members of the Lodge may join at anytime, subject to meeting all the requirements of membership, and upon paying full year's dues and initiation fees in accordance with the standing rules. Such fees shall apply to that calendar year only.

#### **Section 3**

Any former Lodge member that meets membership requirements may be reinstated upon payment of dues and reinstatement of fees applying to that calendar year.

### **Article III**

#### **Section 1**

All applications for membership shall be on forms prescribed and shall be accompanied by the initial fee and the required dues. Upon filing an application and upon the applicant meeting all the requirements for membership, it shall be accepted by the President, or Immediate Past President of this organization and the person seeking membership shall be sworn immediately by the person accepting the application and fees by the Administering of the Traditional Ritual Initiation Obligation.

Section 2

The Secretary at each regular meeting shall read the names of any new applicants and the new applicants will be officially accepted and entitled to all benefits providing no objections, in the form of a motion, are heard from the floor not to accept the particular applicant. A motion to accept the new applicant will be voted upon by the members present. If one third (1/3) of the members present vote against membership for the applicant, the applicant shall not be accepted. This shall prevent the Lodge from accepting such applicants for a period of six (6) months. At the expiration of six (6) months, the applicant may again apply. This and the foregoing section again being applicable.

Section 3

Applicants for transfer of membership from other Lodges to this Lodge shall be cleared by the Secretary through the applicants home Lodge, to find if the applicant is in good standing. That applicant will then be accepted as provided in Sections 1 and 2 of this Article.

Section 4

Any member of the Fraternal Order of Police, Tempe Lodge 11, in good standing at the time of his retirement, or resignation, from the police department, may retain membership in the Lodge. All members in good standing shall retain their rights and privileges as Active Members.

Section 5

Any member who is temporarily suspended or dismissed from service as a law enforcement officer for disciplinary measures, may remain in good standing with the Order during the period of temporary suspension or termination if the matter is currently under administrative or judicial review.

Section 6

Any member of the Lodge summoned to active military service or a leave of absence for good and sufficient reasons shall retain all rights and privileges of the Lodge so long as dues are paid.

## Article IV

### Secretary

Section 1

The Secretary shall keep a correct record of all transactions of each meeting of the Order, and the record the same in the book to be known as the Book of Minutes. All entries shall be made therein before the meeting following that of which they are a record, and shall be posted or read from the book for approval.

Section 2

The Secretary shall keep another book and record therein of all amendments to the

Constitution and By-Laws, said book to be known as the Amendment Book, which is to be given proper committee for reference when revising the Constitution and By-Laws. The Secretary shall, whenever the Order deems it necessary, send a circular letter pertaining to the activities of the Order to all members.

**Section 3**

At the expiration of the Secretary's term of office, the Secretary shall give a correct report of the business of the office to the Order, and deliver to his/her successor in office all books and other property belonging to the Order in his/her possession.

**Section 4**

Receive all incoming monies of the Lodge from whatever source, record same and forward such sums to the Lodge Treasurer for deposit in the proper accounts of the Order.

**Article V**

**Treasurer**

**Section 1**

The Treasurer shall receive and take charge of all monies belonging to the Order, keep an accurate account of all the monies received and expended, credit each special fund and with such sums as accrue thereto, and report to the Order at the first regular meeting of each month.

**Section 2**

At the last regular meeting held in June and December of each year, the Treasurer shall give to the auditing committee a correct amount of all monies in his possession, together with the books, papers and receipts belonging to his/her office. At any time when ordered by the Order, the Treasurer shall deliver all monies, books and receipts to the trustees.

**Section 3**

The Treasurer shall deliver to his/her successor in the office all the books and other properties in his/her possession belonging to the Order. All disbursements made by the Treasurer from any monies held by the Treasurer belonging to the Order, shall be paid by check only. The Treasurer is not authorized at any time, on behalf of the Order, to make payments by cash. All expenditures that exceed two hundred and fifty dollars (\$250.00) must be approved by the Order, except payments of Death Benefits, and the normal operation expenses of the Order.

**Article VI**

**Conductor**

**Section 1**

The Conductor shall examine all cards, take up the password, see that all present are entitled to remain and report same to the President. The Conductor shall conduct

candidates through the initiation ceremony and introduce them to the members of the Order.

## **Article VII**

### **Guard**

#### **Section 1**

The Guard shall have charge and control of the Lodge Hall or meeting place. The Guard shall permit only qualified persons to enter or remain.

#### **Section 2**

The Guard shall keep an accurate record of the individual members attending each meeting and shall provide the Secretary with a record thereof. The Guard shall assist the Conductor in the execution of such duties as the President may order.

#### **Section 3**

The positions of Guard and Conductor may be combined into one office if approved by the members of the Order at any regular meeting of the Lodge.

## **Article VII**

### **Chaplain**

#### **Section 1**

The Chaplain shall offer the opening and closing prayer to all meetings and render such assistance as may be necessary in times of illness and bereavement to the members in need. The Chaplain shall perform such other duties as the President may require.

## **Article IX**

### **Trustees**

#### **Section 1**

The Trustees shall have charge of and be responsible for all property of the Order. The Trustees shall:

- A. Take charge of all the physical property of the Order
- B. Make a complete and itemized inventory
- C. Within thirty (30) days upon taking office for the year, file with the Executive Board a certified copy of such inventory
- D. Conduct an audit annually of all funds and financial books and records of the Order and make report thereon to the membership at the next regular meeting of the Order.
- E. Ascertain that all monies received have been properly allocated and deposited in the name and to the credit of the Order

## Article X

### Nominations and Elections of Officers

#### Section 1

No member shall be eligible as a candidate for office unless the member is in good standing and has been a member at least (1) year, and has attended at least (3) regular meetings during the calendar year.

#### Section 2

Nominations of officers shall be at the regular meeting in November of each year.

#### Section 3

A member must be present at the meeting when his/her name is presented for nomination unless the member is on official duty or subpoenaed to courts, or is absent on the account of sickness. In such cases, a letter of intent must be shown or presented to the Secretary prior to the meeting; otherwise the member's name will not be printed on the ballot.

#### Section 4

The election of officers shall be held in the first week of December of each year. All candidates are to be elected by ballot and those receiving the highest number of votes shall be declared elected.

#### Section 5

The Trustees will be elected for a term of three (3) years. This will be accomplished by the election of one (1) Trustee each year. They shall elect, from their own number, one member to be known as the Chairman of the Board of Trustees.

#### Section 6

The method of balloting shall be as follows:

A list of candidates for office shall be copied and mailed to each Lodge member. The ballot will bear a final voting date. A stamped return envelope will be enclosed, and any of the return envelopes which are post marked after the final voting date as stated on the ballot will not be opened or counted, but returned to the Lodge at the next regular meeting. Three (3) judges of elections as appointed in accordance with Article X, Section 10, shall be responsible for printing, mailing, return and the counting of the ballots, and shall bear the responsibility of the accuracy. They will, likewise, handle all other matters submitted to the vote of the members by mailed ballot. When an election judge is involved in the issue of the ballot, the President shall appoint an alternate election judge for that ballot.

#### Section 7

Nomination of delegates to the State Conference shall be held not later than the regular meeting in April of each year.

No member shall be eligible for the position of delegate to the State Conference unless the member is in good standing, has been a member for at least one (1) year and has

attended at least three (3) regular meetings in the twelve (12) months proceeding the meeting when nominations are held.

A nominee for delegate must also qualify according to Article X, Section 3.

**Section 8**

Each delegate shall have his/her expenses for the State or National Conference paid by the Lodge according to the standing rules.

**Section 9**

The Trustee to Arizona State Lodge for Tempe Lodge 11, Inc., shall receive expenses to the Annual State Conference and the State Board Meetings the same as indicated for Delegates in Section 8 of Article X. The expenses for special Board Meetings of business trips for the State Lodge shall not be borne by this Lodge.

**Section 10 – JUDGES OF ELECTION**

Three (3) judges of elections, who are Trustees of the Lodge, shall attend all elections and shall handle all voting as outlined in Section 6 for elections and any other issues that might be submitted to the membership for vote by mailed ballot. The judges shall publish (post) the results of all elections and other disputed matters in the Lodge publication and shall report the results to the membership at the monthly Lodge meeting held following the election.

**Section 11 - INSTALLATION OF OFFICERS**

The newly elected officers shall be installed at the first regular meeting in January of each year, by a current or past State of National Lodge Officer, or past President of Tempe Lodge 11. If one or more elected officers are absent at the third successive meeting, the office shall be declared vacant and a successor elected in the manner provided for the election of officers.

**Section 12**

If for any reason an officer shall resign or be removed from office, a temporary successor shall be named by the President and approved by a majority of the Executive Board. The appointment shall remain in effect until a regular election can be held to fill the vacancy. In any case, the election shall take place within ninety (90) days of said vacancy.

## **Article XI**

### **Resignations**

**Section 1**

All officers except the Treasurer, Secretary and Trustees, shall have the privilege of resigning at any time provided no charges, whatever, exist against them. The Secretary, Treasurer and Trustees shall present their resignations in writing one (1) meeting prior to their being acted upon, and if the auditing committee reports their accounts correct, the resignation shall be accepted, providing no charges exist against them.

Section 2

Any elective officer may be impeached for violation of the provisions of the Constitution and By-Laws, and all charges against them shall be referred to a committee of five (5) members in good standing. It shall require a two-thirds (2/3) vote of all members present to order the trial of an officer on charges preferred.

Section 3

Any member of the Order who may have charges preferred against him/her, shall appear upon being notified to do so, for trial by a jury composed of seven (7) members in good standing. He/she may be allowed to retain any member of the Order to act as his/her counsel and will be allowed a fair and impartial trial on charges preferred against him/her. The trial committee shall be elected by ballot and all charges shall be made in writing, and proper notice given the accused.

Section 4

Any member either conceding to the allegations against him/her or found guilty of such allegations shall immediately submit to the penalty. Failure to do so will result in the member's immediate expulsion from the Lodge.

Section 5

This Lodge reserves its organizational right to discipline its members for violations of Lodge rules or for unbecoming conduct.

A. Penalties that may be imposed by the Lodge for violations of Lodge rules or conduct are as follows:

- 1) Fine: A member guilty of either violations of rules or improper conduct may be fined, at the discretion of the Lodge, not to exceed twenty-five (\$25.00) dollars.
- 2) Censure: A member found guilty of rules violations or improper conduct may lose his privileges, in addition to a fine, for a period not to exceed three (3) months during which time he may attend Lodge meetings but shall have neither voice nor vote at such meetings.
- 3) Suspension: A member may be expelled from the Lodge if found guilty of violating any provisions of the Lodge By-Laws or for improper or unbecoming conduct.

## Article XII

### General Fund

Section 1

All monies collected for the initiation fees and dues, special assessments, fines, and benefits, shall be placed in the general fund, and all expenses shall be paid there from, except those specified in Article XV, Section 5 of the By-Laws.

## **Article XIII**

### **Expenditures**

#### Section 1

The Lodge President or a majority of the Board of Directors (6) may each authorize an expenditure of funds not to exceed two hundred fifty (\$250.00) dollars in any one month.

#### Section 2

The membership in any regular or special meeting, may by majority vote, authorize expenditure of any sum.

#### Section 3

All money collected for dues shall be kept in the General Fund or Reserve Fund

#### Section 4

All requests for charitable donations shall be sent to the Trustees and presented on the floor of the Lodge by one of the Trustees with the Trustee's recommendations.

#### Section 5

All Lodge debts will be paid from a General Fund. Such disbursements from the General Fund will be by check which shall bear the signature, in every instance, of the Treasurer and countersigned by the President, Vice-President, or Secretary.

- A. Any member who incurs a debt while acting on behalf of the Lodge, at the Lodge's direction, shall be entitled to reimbursement. Such member shall prepare a voucher request for payment which shall contain an explanation of the nature of the debt and how incurred or provide a detailed receipt. This request for payment shall be submitted to the Treasurer, for payment, within thirty (30) days.
- B. The Treasurer shall examine every request for payment submitted and shall determine the authenticity of the request. In any event, if there is a question about a debt to be paid, the Treasurer shall submit same to the Trustees for consideration. The Trustees may recommend payment of debts they deem authentic and duly incurred.
- C. In the event a member incurs a debt and does not submit same for reimbursement to the Treasurer, that member may present his request to any regular meeting of the Lodge and a majority vote of the members present may authorize payment.

## **Article XIV**

### **General Discipline**

#### Section 1

Any member of this Order attending a meeting under the influence of liquor and disturbing the meeting, or causing delay of regular business, shall be requested to leave the hall. Upon failure to comply, he will be ejected.

Section 2

It shall be the duty of each and every member of the Order to sustain its officers in the proper discharge of their duties.

## Article XV

### Committees

Section 1

All majority members of the committees shall be appointed by the President and the minority members by the Vice-President.

Section 2

Any member serving on a committee and failing to act will be immediately discharged from the committee and replaced by appointment by the President.

Section 3

The President and Vice-President shall appoint, to serve during their term of office, an "Annual Fund Raising Committee" consisting of three (3) members.

Section 4

The Committee shall maintain a Post Office Box during reception of solicitations and no business concerning this Annual Fund Raiser shall be conducted without the majority approval of the committee of orders of the Lodge in Special or Regular meeting and all debts incurred are to be under the committee name.

Section 5

When the reception of solicitations has ceased, or upon the request of the Lodge, the Committee shall transfer all records and property concerned to the Secretary, submit a report to the Trustees, and transfer those funds in the "Annual Fund Raising Committee" account to the General account of the Tempe Lodge 11, Inc., except such amount as is needed to keep the account active.

Section 6

The Auditing Committee shall consist of the Board of Trustees.

Section 7

The Auditing Committee shall have the authority to, and shall call for and receive from the officers of the Order, all books, bills, accounts, etc, for the examination at the last regular meeting of each quarter of the year, and shall at the next regular meeting report in writing and in detail the true conditions of the finances of the Order.

Section 8

The Committee shall have the power to and shall call on the proper officers of the Order to visit the bank with them for the purposes of witnessing the amount of money, deeds,

securities, etc, on deposit there which belongs to the Order.

Section 9

The Lodge may order the formation of any special committee as the need may arise. Such committees will be regarded as temporary and shall be automatically dissolved upon completion of its assigned task. All rules, as set forth in the article, shall also apply to special committees. Funds accumulated by these special committees shall be regulated by the Board of Directors.

Section 10

Each committee shall meet regularly at a time and place convenient to its members. The Chairman shall preside at committee meetings and report the committee's activities to each regular meeting of the Lodge.

Section 11

All committee meetings will be open to any interested Lodge member. It shall be the responsibility of each Lodge member to inquire as to the time and place of committee meetings and in no case will a committee member refuse to inform any inquiring member.

Section 12

Any Lodge member in good standing shall have the privilege of appearing before and presenting to any committee such business as may fall within that committee's responsibility and shall have the right to be heard on any item of business pending before such committee.

**Article XVI**

**Benefits**

Section 1

Upon the death of any member of this Order in good standing, the sum of \$500 shall be paid by the Treasure upon the recommendation of the Trustees of the Organization, to the beneficiary appointed by the deceased member, and in the absence to the surviving spouse to the deceased member, if there is a surviving spouse, otherwise to his dependents equally. If there are no dependents, no benefit shall be paid.

Section 2

Any member of this Order may, upon application to the Secretary, appoint a different beneficiary.

## **Article XVI**

### **Amendments**

#### **Section 1**

The By-Laws shall be amended upon recommendation by a member in good standing and voted upon and approved by a majority vote of members present at any regular or special Lodge meeting. Such approved amendments will be submitted to the State Lodge for approval at the next scheduled State Conference.

#### **Section 2**

The Standing Rules may be amended by a majority vote of the members present at any regular or special Lodge meeting.

## **Article XVII**

### **Official Order of Business**

1. Roll call of Officers.
2. Reading of the minutes of the last Regular Meeting and any Special Meetings.
3. Acceptance of new applications for membership.
4. Membership Committee Report on previous applications for membership.
5. Officers' reports.
6. Reports of Committees.
7. Bills
8. Communications
9. Reports on members sick or in distress.
10. Initiation of Applicants for Membership.
11. Unfinished business.
12. New business.
13. Good of the Order.
14. Election of Officers.
15. Installation of Officers.
16. Adjournment