

Grand Lodge Of Maryland



Constitution & By-Laws

Passed At Convention Held June 25, 2009

CONSTITUTION AND BY LAWS
OF THE
GRAND LODGE OF MARYLAND

When there are Supreme laws and Maryland laws on the same subject, both shall apply in the absence of conflict. If there is a conflict between the two, the supreme laws shall be applicable. In the absence of a correspondingly numbered Grand Lodge By-Law, the Supreme Law so numbered shall be applicable.

Table of Contents

Chapter One - Classification Of Members	6
"Regular Members"	6
"Associate Members" -	6
"Meritorious Members"	7
"Honorary Members"	7
"At-Large Member"	7
"Junior Members"	8
"Social Members"	8
Chapter Two - Duties Of Members	9
Chapter Three - Membership	10
Chapter Four - Transfer	11
Chapter Five - Local Lodges - Nature And Character	13
Delegates	15
Chapter Six - Grand Lodge	17
Chapter Seven - <i>Grand Council</i>	18
State President.....	21
State Vice Presidents.....	22
Immediate Past State President.....	23
State Orator	23
State Recording Secretary.....	23
State Financial Secretary	24
State Treasurer	24
State Trustees.....	25
Executive Committee Of The Grand Council.....	26
Mortuary Fund	27
Grand Lodge Meetings	29
Receipts And Disbursements Of The Grand Lodge.....	30

Chapter Eight - Charters And Articles Of Incorporation	32
Chapter Nine - Proposals To Amend The General Laws	33
Chapter Eleven - Incompatibility Of Office.....	34
Chapter Fourteen - Elections.....	35
Chapter Fifteen - Standing Rules.....	37
Sr- 1 Official Hymn	37
Sr- 2 Public Relations Committee.....	38
Sr- 3 Charity And Health Committee.....	40
Sr- 4 Education And Scholarship Committee.....	41
Sr- 5 Membership And Expansion Commission.....	43
Sr- 6 Civic, Cultural And Ethnic Activities Committee	44
Sr- 7 By-Laws Committee	45
Sr- 8 Committee For Management Of Grand Lodge Building.....	47
Sr- 9 Junior Membership	48
Sr- 10 Grand Council Meetings Order Of Business.....	49
Sr- 11 Grand Convention Order Of The Day	50
Sr- 12 Grand Lodge Meetings And Conventions	52
Sr- 13 Grand Lodge Equipment.....	53
Sr- 14 State Executive Director	53
Sr- 15 State Executive Director Duties	53
Sr- 16 Grand Lodge Employees Qualifications	53
Sr- 17 Salaried Employees Leave	53
Sr- 18 Travel At Grand Lodge Expense	54
Sr- 19 Membership Certificates.....	54
Sr- 20 State Coordinator	54
Sr- 21 Electoral Board Members.....	55
Sr- 22 The Executive Committee	55
Sr- 23 Local Lodge By-Laws.....	55
Sr-24 National Education And Leadership Banquet.....	55

CHAPTER ONE - CLASSIFICATION OF MEMBERS

MARYLAND ARTICLE 2

There shall be a classification known as "Social Members" admitted to membership in The Order Sons of Italy in America in the State of Maryland. (*June, 2009*)

MARYLAND ARTICLE 2A

“All members of the Order shall be known as “Brothers” or “Sisters”. The members shall be divided into the following classes: (*June, 2009*)

Regular members
Associate members
Meritorious members
Honorary members
At-large members
Social Members
Junior members

"Regular Members" are those members who are of Italian birth or descent; also, the spouses of those of Italian lineage, or those who have been adopted by a person or persons of Italian lineage, and the spouses of such adopted persons; widows, widowers and divorced spouses of current or former members. The Grand Lodge in its laws may establish rules regulating the benefits payable to regular members.

"Associate Members" - Applicants who do not qualify for regular membership due to insurance program requirements may be admitted as *"Associate Members."* Such associate members shall not participate in the benefits afforded by the Mortuary Fund or Insurance Fund or Life Insurance Program nor share in the economic and material benefits afforded by the Order except those special benefits which may be afforded by the Grand Lodge or Local Lodge.

Applicants for associate membership shall not be admissible as associate members unless the application contains a waiver signed by the applicant, by means of which the applicant waives participation in the benefit afforded by the Mortuary Fund and waives participation in the economic and material benefits afforded by the Order. Such application and waiver must be signed by the applicant and by two witnesses in the presence of whom the signature is affixed. Applicants for associate membership are not required to undergo a medical examination. Upon admission, associate members are to pay such dues as may be fixed by the Grand Lodge or by the Supreme Lodge. Associate members shall otherwise enjoy the rights of regular members and are subject to the same duties of regular members. With respect to associate members, each Grand Lodge may adopt such rules and regulations as it may deem advisable.

"Meritorious Members" - The Grand Lodge, by its Grand Council, on its own initiative or at the request of a Local Lodge may nominate deserving persons to be "*Meritorious Members.*" Nomination to meritorious membership is to be followed by an appropriate ceremony at which time the certificate of meritorious membership is to be presented to the nominated person.

The qualifications for nomination to meritorious membership are:

Distinguished service and exemplary conduct.

Outstanding service rendered to the Order.

Conspicuous achievements in cultural, moral, social, economic and scientific fields.

"Honorary Members" are nominated by the National Officers and National Delegates in convention assembled or by the Supreme Council, on its own initiative or at the request of the Grand Council of a Grand Lodge. The names of honorary members are to be inscribed in the Roll of Honor, which consists of a permanent record kept by the Supreme Lodge. To the Roll of Honor, shall likewise be inscribed the names of the Past National Presidents.

Nomination to honorary membership shall be restricted to men and women, distinguished in learning, outstanding in achievement, or conspicuous in cultural attainments, who have given proof of their sympathy and good will toward the Order, its principles and ideals. The nomination to honorary membership shall be evidenced by an appropriate certificate to be presented to the honorary member at the initiation ceremony. The initiation ceremony is to be marked by appropriate solemnity. The presentation of the certificate is to be made by the Supreme Council or by the Grand Council of the Grand Lodge of the State wherein the honorary member resides.

"At-large Member" is a person who is qualified to be a regular member but who, for whatever reason, does not want to attend meetings, hold any kind of office, or belong to a Local Lodge. The at-large member believes in the ideals and purposes of the Order, is desirous of fostering and promoting those ideals, agrees to abide by the laws of the Grand Lodge and the Supreme Lodge, and agrees to perform the duties of a regular member as set forth in Article 3 of the General Laws.

One who is desirous of becoming an at-large member must become so in the Grand Lodge where he or she resides. If there is no established Grand Lodge at the residence, then and in that event, the prospective at-large member will be under the jurisdiction of the Supreme Lodge.

Admission to at-large membership shall be governed by the same rules applicable to regular members except that:

A. The membership becomes official upon acceptance by the Grand Council, or by the Supreme Council for at-large members under the jurisdiction of the Supreme Lodge; provided however, that preliminary approval may be given by the Executive Committee of the Grand Council or the Executive Committee of the Supreme Council for at-large members under the direct supervision of the Supreme Lodge.

B. At-large members shall be required to pay an application fee and dues and/or assessments as the Supreme Lodge or Grand Lodge may from time to time establish; provided however, that nothing herein shall preclude a Grand Lodge or the Supreme Lodge for at-large members under its jurisdiction, from imposing an application fee, dues or assessments in amounts different than the amounts imposed on regular members.

C. In lieu of the ceremony of initiation, the at-large member shall execute and have witnessed the oath taken by a regular member, which oath shall be part of the membership application.

"Junior Members" are those under the age of 18 who meet all qualifications of associate members. Junior members may participate in Local Lodge activities, shall be admitted to regular or special meetings of their lodge and are entitled to partake of benefits provided by their lodge. Junior members shall not under any circumstance have the right to vote or hold office in the Order Sons of Italy in America." ***(June, 1999)***

"Social Members" are allowed all the rights and privileges of Regular Members except as follows: ***(June, 2009)***

1. They may not hold office in the lodge.
2. They may not vote.
3. The number of Social Members allowed in a lodge will be determined by each individual lodge.

CHAPTER TWO - DUTIES OF MEMBERS

MARYLAND ARTICLE 3

No member of the Order shall resort to any civil court to enforce any claim, demand, right or cause of action which he/she may have against any Lodge, Grand Lodge, or Supreme Lodge, or against any of their respective institutions or against any of the officers as such, unless and until he/she shall have pursued and exhausted all remedies provided by the laws of the Order.

MARYLAND ARTICLE 4

Associate members may participate in discussions; make proposals; vote on matters discussed; be elected to office; receive any benefits the individual Lodges may adopt; and any other rights or privileges accorded by the Lodge, the Grand Lodge or the Supreme Lodge, provided, however, that the associate members shall not participate in the Mortuary Fund of the Grand Lodge of Maryland.

MARYLAND ARTICLE 5

“No member can belong to more than one (1) lodge except as follows:

- A. If a society, club or other like organization joins the Order and transforms itself into a lodge, those members shall be allowed to remain as members of the newly formed lodge as well as their original lodge(s).
- B. Only the three (3) founding members listed on the charter may remain as members of the newly formed lodge as well as their original lodge(s).” *(June, 1999)*

CHAPTER THREE - MEMBERSHIP

MARYLAND ARTICLE 6

An applicant for membership to a Local Lodge must first be accepted by a majority vote of the assembly of the Local Lodge and subsequently approved by the Grand Lodge before that membership becomes official.

CHAPTER FOUR - TRANSFER

MARYLAND ARTICLE 12A

- A. The membership application form, with the transfer block checked off, is used to transfer members in good standing from one Local Lodge to another Local Lodge under the jurisdiction of a Grand Lodge. *(June, 1995)*
- B. Members who change their residence outside the jurisdiction of the Grand Lodge of Maryland may apply for transfer to a Local Lodge under the jurisdiction of the Grand Lodge in the state of their new residence. *(June, 1995)*
- C. A member may apply for a transfer when he/she changes residence from one town or city to another in the jurisdiction of the Grand Lodge, or when establishing a new residence in another jurisdiction. *(June, 1995)*
- D. A member may apply for a transfer when his/her Lodge is suspended or dissolved because of its financial indebtedness to the Grand Lodge, or because of disciplinary measures, provided that he/she was not involved in the cause(s) which brought about the suspension or dissolution of the Lodge. *(June, 1995)*
- E. When for proper reasons, not contrary to the best interest of the Grand Lodge, a member desires to transfer from one Lodge to another within the same town or city in the jurisdiction of the Grand Lodge, he/she may do so. *(June, 1995)*

MARYLAND ARTICLE 12B

- A. The Transfer application is valid for a period of sixty (60) days from the date of issue and shall be accepted only by the Lodge to which the member is being transferred. *(June, 1995)*
- B. The request for transfer must be filed with the Council of his/her Lodge. It will then be forwarded to the State Recording Secretary for submission to the Lodge which the member wishes to join. The receiving Lodge must submit this application to a secret vote and an absolute majority in favor of or against will constitute acceptance or rejection. *(June, 1995)*
- C. Within the week after the meeting in which a Transfer application is accepted, the Recording Secretary of the receiving Lodge must inform the Recording Secretary of the Lodge from which the member transferred and the State Recording Secretary of the acceptance of the member. *(June, 1995)*

MARYLAND ARTICLE 12C

The member who has been transferred shall be vested of all the rights and privileges which he/ she has acquired and was entitled to in the Lodge of origin.

MARYLAND ARTICLE 12D

The transfer of rights and the transfer of duties of the member who has obtained a Transfer Card goes into effect on the first of the month immediately succeeding the month the Transfer Card was accepted, and all financial obligations, including dues and Per Capita Tax, up to that date are to be paid to the Lodge from which the member transferred. The receiving Lodge shall forward any of said sums collected by it to the Lodge to which the member transferred. *(June, 1995)*

MARYLAND ARTICLE 12E

If the Transfer Card is rejected by a vote of the receiving Lodge, or it ceases to be valid because it is not used within the prescribed sixty (60) days from the date of its issuance, the member of a Local Lodge must return it at the following meeting of his/her Lodge, and must pay, at the same meeting, his/her dues and taxes which have matured in the meanwhile, to place himself/herself in good financial standing and to reacquire all of his/her rights. *(June, 1995)*

CHAPTER FIVE - LOCAL LODGES - NATURE AND CHARACTER

MARYLAND ARTICLE 13

The name proposed to be given to a new Lodge (composed of at least twenty-five (25) new members) shall not be in conflict with the purposes and objectives of the Order, and shall be submitted to the Grand Council and the Supreme Council for approval, without whose consent it cannot be adopted. If the proposed name of a new lodge identifies a deceased person, the latter must have been deceased for at least one year. *(June, 1999)*

MARYLAND ARTICLE 13A

A Local Lodge whose numerical strength is under twenty-five (25) members in good standing shall be subject to dissolution, as provided by National Article 44, or subject to the merger provisions of National Article 46, unless the Grand Council decides it is inadvisable to either dissolve or merge the Lodge. *(June, 1999)*

MARYLAND ARTICLE 17

Immediately upon receipt of the Charter, the Grand Council shall fix a date for the initiation of the new Lodge and notify the Charter Members who will immediately call a meeting for the election of the officers enumerated in the By-Laws of the Order.

MARYLAND ARTICLE 17A

The Grand Council shall select a sponsoring Lodge, which will take part in the initiation ceremony of the new Lodge and shall invite the other Lodges in the same locality and vicinity to send a delegation to the ceremony.

MARYLAND ARTICLE 17B

The initiation ceremony shall be conducted through the auspices of the Commission on Membership and Expansion.

MARYLAND ARTICLE 17C

All the members of the Grand Council and the Chairpersons of its Commissions shall be invited and shall attend, if possible.

MARYLAND ARTICLE 17D

All members of the Council of the sponsoring Lodge shall be invited and shall attend, if possible.

MARYLAND ARTICLE 21

Any member of the Lodge in good standing who has been a member of the Order for six (6) months prior to his nomination for office, is eligible to run for any office in the Council of the Lodge, with the exception of President.

MARYLAND ARTICLE 21A

To be eligible to run for the office of President of the Lodge, the member must have been an Officer in the Council of the Lodge for at least one (1) term. *(June, 1999)*

MARYLAND ARTICLE 21B

The above requirements as to eligibility for officers in the Council do not apply to new Lodges which have been in existence less than a year. In such cases, any member of the new Lodge has the right to be elected to any office.

MARYLAND ARTICLE 21C

Officers of Local Lodges may be elected to more than one (1) consecutive term.

MARYLAND ARTICLE 21D

The term of office for elective offices shall be one (1) year for officers of the Lodge, unless otherwise provided by the laws of the Lodge. However no term shall be more than two (2) years. *(June, 1999)*

MARYLAND ARTICLE 21E

At the close of each term of office, the Council must present to the Lodge for its approval, during the meeting in which the new officers are to be installed the following documents and accounts:

- A. A complete financial accounting for the entire term of office.
- B. An accounting for the last quarter of the term of office.
- C. A record containing the complete inventory of all the property and money consigned by the outgoing officers to the new Council, signed by the officers of both Councils.
- D. Guaranty bonds for the new financial officers. *(June, 1999)*

DELEGATES

MARYLAND ARTICLE 34

Each Lodge shall elect and send as its representative to the Grand Lodge Convention, one (1) State Delegate for each thirty (30) members or fraction thereof greater than fifteen (15). Each Lodge shall elect one (1) alternate Delegate for each of its State Delegates. The term of office shall be for two (2) years.

- A. In the event that the membership of the Grand Lodge of Maryland shall exceed 3,000 members, but not more than 4,000, then each Lodge shall elect one (1) State Delegate for each forty (40) members or fraction thereof greater than twenty (20). Each Lodge shall elect a corresponding number of alternate Delegates.
- B. In the event that the membership of the Grand Lodge of Maryland shall exceed 4,000 members, but less than 5,000, each Lodge shall elect one (1) State Delegate for each fifty (50) members or fraction thereof greater than twenty-five (25). Each Lodge shall elect a corresponding number of alternate Delegates.
- C. In the event that the membership of the Grand Lodge of Maryland shall exceed 5,000 members but less than 6,000, each Lodge shall elect one (1) State Delegate for each sixty (60) members or fraction thereof greater than thirty (30). Each Lodge shall elect a corresponding number of alternate Delegates.
- D. Local Lodges may send an elected Delegate to the Grand Convention if it has at least twenty-six (26) members.
- E. Future increases in membership beyond 6,000 shall follow the format of above Article 34 (a), (b) and (c).
- F. Each local lodge shall forward payment of their delegate convention fees assessed to the Grand Lodge of Maryland by 4/15 of that year, based on the number of delegates their lodge is allowed per Maryland Article 34. This assessment is to be paid without consideration of the intent of any delegate to attend. (*May, 2000*)

MARYLAND ARTICLE 34A

The President as a matter of right, is a State Delegate and shall act as Chairperson of the Lodge's State Delegation, and shall call all necessary meetings and preside over these meetings.

MARYLAND ARTICLE 35

Notice for a regular meeting of the Lodge shall be mailed to the members at least five (5) days in advance; notice for special or emergency meetings at least twenty-four (24) hours in advance.

MARYLAND ARTICLE 35A

Lodge meetings shall be valid, if called in compliance with the aforesaid provisions as to notice and if the number of members present, who are in good standing, totals ten (10) or more.

MARYLAND ARTICLE 36

No Lodge can vote any assessment or obligatory tax without first notifying each and every member by inserting the relative proposal in the notice of the call of the meeting in which the proposal is to be discussed and voted upon. Said notice must be sent at least ten (10) days before the meeting.

MARYLAND ARTICLE 37

No expenditures, except such expenditures as have previously been approved by the Supreme Lodge General Laws, Grand Lodge By-Laws or Local Lodge By-Laws, shall be made unless authorized by the assembly of the Lodge by a majority vote. Previously approved payments shall be made immediately by the officers charged therewith, without the necessity of approval by the assembly.

MARYLAND ARTICLE 38

The Local Lodge is prohibited from obtaining loans from members or other persons for the purpose of meeting the expenses incident to the administration of their affairs in conformity to the laws of the Order, unless the consent of the Grand Council is first obtained in writing.

- A. This prohibition shall not preclude the Lodge from borrowing money which may be necessary to pay in part for the purchase of the building, or the remodeling of premises or edifices to be used by the Local Lodge for the purposes of the Order, providing that the repayment of the money so borrowed shall be secured only by mortgaging the premises involved.

MARYLAND ARTICLE 38A

Every Lodge shall have the power to acquire and administer real and personal property necessary for its functions and activities, subject to the following:

- A. All Local Lodges are absolutely forbidden, individually or as a group, to purchase or sell real estate, unless specifically authorized to do so by the Grand Council in writing.
- B. The funds and assets of a Local Lodge, however constituted, cannot be liquidated or divided among the members.

CHAPTER SIX - GRAND LODGE

MARYLAND ARTICLE 47

The Grand Lodge of Maryland of the Order Sons of Italy in America, duly incorporated and recorded among the records of the Department of Assessments and Taxation of the State of Maryland on April 19, 1920, is a fraternal organization and derives its origin and its existence from the Supreme Lodge of the Order Sons of Italy in America, which was created by the State of New Jersey on June 22, 1905 by the authority of the Supreme Lodge. In conformity with the Constitution and By-Laws of the Supreme Lodge, the Grand Lodge of Maryland exercises jurisdiction over all Lodges and members of the Order within the State of Maryland.

MARYLAND ARTICLE 47A

The Grand Lodge is composed of the following entities:

- A. The representatives of the Lodges in the State of Maryland, called STATE DELEGATES.
- B. All members of the Grand Council, called STATE OFFICERS.

CHAPTER SEVEN - *GRAND COUNCIL*

MARYLAND ARTICLE 49

The Grand Council is the executive body of the Grand Lodge and it exercises the executive powers of the Grand Lodge when the Grand Lodge is not in convention assembled. The Grand Council has the power to issue orders and decrees in case of necessity in matters not otherwise provided for under the laws of the Order; provided no order or decree shall impose new dues or assessments; and provided further that it shall not annul any law of the Order imposing such dues or assessments. The Grand Council shall be elected at the Biennial Grand Convention and its term of office is two (2) years.

The Orders or decrees of the Grand Council go into effect immediately upon adoption. All such orders or decrees adopted by the Grand Council during the interval between Grand Conventions shall be submitted to the next Grand Convention for ratification by the Grand Lodge. Failure to so ratify these orders or decrees shall not nullify their effect retroactively, but such actions will put an end to the orders or decrees as of that date.

The Grand Council shall be elected (exceptions noted by *) at the Biennial Grand Convention and its term of office is two (2) years and until their successors are duly elected and qualified:

- A. State President
- B. State First Vice President
- C. State Second Vice President
- D. State Third Vice President
- E. State Immediate Past President in good standing (*)
- F. State Orator
- G. State Recording Secretary
- H. State Financial Secretary
- I. State Treasurer
- J. State Trustees
- K. All Past State Presidents in good standing (*)
- L. All Local Lodge Presidents in good standing (*).

Only duly elected State Delegates, State Officers and Presidents of Grand Lodge Commissions who have indicated their availability may be elected or re-elected to the Grand Council.

The State Cabinet shall be composed of all Local Lodge Presidents. The purposes of this Cabinet shall be to consider, discuss and make recommendations to the Grand Council on any programs or problems which the State President, Grand Council, or State Cabinet, on its own motion, may present to said Cabinet for consideration, discussion and recommendation.

The State Cabinet will meet when called to order by the State President but no less than once each quarter.

The State Cabinet will consist of:

- A. Executive Committee of the Grand Lodge
- B. All Local Lodge Presidents in good standing.

MARYLAND ARTICLE 49A

Notice for a regular meeting of the Grand Council shall be mailed to the members at least five (5) days in advance; notice for special or emergency meetings at least twenty-four (24) hours in advance. No regular or special meeting of the assembly of the Grand Council shall be declared open unless a quorum is present. Not less than fourteen (14) members shall constitute a quorum.

MARYLAND ARTICLE 49B

The Grand Council shall be presided over by the State President and in his absence, by the State First Vice President. In the absence of the latter, the next ranking Grand Officer shall preside.

MARYLAND ARTICLE 49C

Any member of the Order who is in good standing in every respect with his/her own Lodge may attend meetings of the Grand Council in plenary session, but he/she shall have no right to speak or vote.

MARYLAND ARTICLE 49D

To be re-elected to the office of State President after having served two (2) consecutive two-year terms as State President, the nominee must receive a 2/3 majority of the votes cast.

MARYLAND ARTICLE 49E

Only State Delegates who have served at least one full two-year term can be elected to the offices of State President, State First, Second or Third Vice President, or State Orator.

MARYLAND ARTICLE 49F

Officers of the Grand Council may serve for more than two (2) consecutive terms.

MARYLAND ARTICLE 49G

An elected State Officer is obliged to attend the meetings of the Grand Council and the sessions of the Grand Lodge. If he/she absents himself/herself without justifiable excuse from three (3) consecutive meetings, he/she automatically forfeits his/her position as a State Officer. When for any reasons vacancies occur, the Grand Council will fill the vacancies as stated in National Article 50.

MARYLAND ARTICLE 49H

No member of the Grand Council shall act as Chairperson of any social affair being conducted by an affiliate lodge.

MARYLAND ARTICLE 49I

The Giuseppe Marconi and the Regina Elena Lodges shall be placed under the direct authority and administration of the Grand Council and their records and equipment shall be placed in the custody of the Grand Lodge.

MARYLAND ARTICLE 49J

The Grand Council will meet on the third Monday of each month or at a time determined by the State President.

STATE PRESIDENT

MARYLAND ARTICLE 52

The State President shall have the power to call special meetings of the Grand Council or Executive Committee of the Grand Council, whenever he/she deems it necessary.

MARYLAND ARTICLE 52A

The State President as a matter of right, is a National Delegate and shall act as Chairperson of the delegation, call all necessary meetings and preside over these meetings.

MARYLAND ARTICLE 52B

No later than three (3) months after being elected and inducted into office, the State President shall make all appointments to commissions, committees, sub-committees and officers, as provided by the By-Laws of the Grand Lodge.

MARYLAND ARTICLE 52C

The State President shall sponsor annually, within three (3) months of Local Lodge and Grand Lodge elections, a one (1) day seminar on the laws, procedures, duties and responsibilities related to Local Lodge officers and conduct of Local Lodge meetings. Local Lodge Presidents, Orators, Financial Secretaries and Treasurers shall be required to attend the seminar for the purpose of receiving instructions in the performance of their duties as provided by the General Laws of the Supreme Lodge and the Grand Lodge.

STATE VICE PRESIDENTS

MARYLAND ARTICLE 53

The State First Vice President is the second ranking officer of the Grand Council. In case the State President is absent or unable to act during the sessions of the Grand Council or of the Grand Convention, the State First Vice President assumes the office of State President and acts in his stead, with like powers and prerogatives. If for any reason the State President ceases to occupy his position, the position shall be filled by the State First Vice President.

MARYLAND ARTICLE 53A

The State Second Vice President is the third ranking officer of the Grand Council. In the event that the State First President is absent, unable to act or for any reason ceases to occupy his position, the State Second Vice President shall assume the office of State First Vice President and act in his stead, with like powers and prerogatives.

MARYLAND ARTICLE 53B

The State Third Vice President is the fourth ranking officer of the Grand Council. In the event that the State First and Second Vice Presidents are absent, unable to act or for any reason cease to occupy their positions, the State Third Vice President shall assume the office of State First Vice President and act in his stead, with like powers and prerogatives.

IMMEDIATE PAST STATE PRESIDENT

MARYLAND ARTICLE 54

The immediate predecessor of the State President in office is a member of the Grand Council with the qualifications and the title of Immediate Past State President. He/she is the fifth ranking officer of the Grand Council. During the absence of the State President and the three State Vice Presidents, the Immediate Past State President exercises all the attributes of the State President. When the Immediate Past State President in office ceases, for any reason, to take part in the Grand Council, his immediate predecessor shall succeed him as a matter of right.

STATE ORATOR

MARYLAND ARTICLE 55

The State Orator is the sixth ranking officer of the Grand Council. Whenever requested by the State President, the State Orator shall give opinions on the interpretation of the Laws of the Order. He/she is also charged with the duty of enforcing the Judiciary Code of the Order.

STATE RECORDING SECRETARY

MARYLAND ARTICLE 56

The State Recording Secretary shall be an ex-officio secretary of the Commission on Public Relations.

MARYLAND ARTICLE 56A

Recording Secretaries of Local Lodges when corresponding with the State Recording Secretary, shall send one copy of the correspondence to the State President.

MARYLAND ARTICLE 56B

The State Recording Secretary must prepare an annual written inventory of the equipment of the Grand Lodge, which must be submitted to the Grand Council on June 1.

MARYLAND ARTICLE 56C

The State Recording Secretary shall be paid an honorarium of \$100 every three months.

STATE FINANCIAL SECRETARY

MARYLAND ARTICLE 57

The State Financial Secretary is responsible for assuring that the budget line items are in compliance with the financial authorization; that all Grand Lodge expenditures are in conformance with the approved budget; and that adequate records are kept to allow periodic auditing by the State Trustees. The State Financial Secretary shall publish a monthly financial report stating the actual disbursements to date compared to the initial budget amount and balance thereof for each line item.

MARYLAND ARTICLE 57A

The State Financial Secretary shall be paid an honorarium of \$100 every three months.

MARYLAND ARTICLE 57B

The State Financial Secretary is the only official of the Grand Council authorized to collect or receive monies or revenue on behalf of the Grand Lodge, except where these By-Laws provide otherwise.

MARYLAND ARTICLE 57C

Receipts related to financial transactions of the Lodge or Grand Lodge shall be in duplicate, signed by the person receiving the money and the Financial Secretary of the Lodge or the Grand Lodge. Each receipt shall be numbered in sequence and accounted for and audited by the Trustees of the Local Lodge and the State Trustees of the Grand Lodge. Violations of this Article will constitute sufficient reason for suspension of membership in accordance with the laws related to suspension of members in the Order.

STATE TREASURER

MARYLAND ARTICLE 58

The State Treasurer is the custodian of the funds of the Grand Lodge and must keep the funds deposited in the bank and other depository designated by the Grand Council. All deposits are to be made within three (3) days after receiving them from the State Financial Secretary. The State Treasurer shall not make payments unless the appropriate voucher bears the signature of the State President, the State Financial Secretary and the State Treasurer.

MARYLAND ARTICLE 58A

The State Treasurer shall be paid an honorarium of \$100 every three months.

STATE TRUSTEES

MARYLAND ARTICLE 59

At the State Convention there shall be elected a minimum of 15, but no more than 19, At-large State Trustees to serve on the Grand Council. The number of Trustees per Local Lodge shall be limited to one (1). (*June, 1999*)

MARYLAND ARTICLE 59A

The State Trustees shall:

- A. Examine and audit the records of the State Financial Secretary and State Treasurer and verify their operations.
- B. A majority of those present must sign the quarterly statements, the account to be presented at the Grand Convention, and the inventory. However, there should be no less than ten (10) signatures of the State Trustees.
- C. Examine and audit the bank books, verify assets and collateral, and examine quarterly the financial situation, not only of the Grand Lodge, but of the subsidiary commissions and committees as well, and examine and audit the Mortuary Fund.
- D. Verify the validity of the bonds furnished by the State Financial Secretary and the State Treasurer.
- E. Examine the inventory of the property of the Grand Lodge at least once a year.
- F. A member of the State Trustees will be nominated for the office of Senior Trustee by the Executive Committee and approved by the Grand Council.

EXECUTIVE COMMITTEE OF THE GRAND COUNCIL

MARYLAND ARTICLE 60

The Executive Committee of the Grand Council shall be composed of the State President, the three State Vice Presidents, the Immediate Past State President, the State Orator, the State Recording Secretary, the State Financial Secretary and the State Treasurer. *(June, 1999)*

MARYLAND ARTICLE 60A

The Executive Committee shall act in lieu of the Grand Council when the latter is not in session, and it may exercise all of the powers and prerogatives of the Grand Council, except the authority to issue decrees.

MARYLAND ARTICLE 60B

The Executive Committee will meet when called together by the State President or by four (4) members of the Executive Committee.

MARYLAND ARTICLE 60C

The Executive Committee may spend \$30.00 per illness and/or \$50.00 for deaths (a death notice and/or obituary will also be placed in the local newspaper) for a member of the Grand Council. There will be no exceptions.

MORTUARY FUND

MARYLAND ARTICLE 64

The Grand Council shall control, manage and administer the Mortuary Fund heretofore created by the Grand Lodge at the time of its organization in 1920, pursuant to the powers of its corporate charter, providing for totally funded death benefits to current mortuary fund members in the amount of \$400 for the Regina Elena Lodge, \$450 for the William Paca Lodge and \$500 for the Giuseppe Marconi Lodge.

MARYLAND ARTICLE 64A

No further applications for participation in the death benefits of the Mortuary Fund shall be accepted by the Local Lodges and the Grand Lodge. The mortuary and conjugal benefit program of the Grand Lodge are abolished, except for the payment of death benefits to the current Mortuary Fund members of the Regina Elena Lodge, the William Paca Lodge and the Giuseppe Marconi Lodge. Any funds remaining in the Mortuary Fund after the death of the last member shall become part of the general fund of the Grand Lodge.

MARYLAND ARTICLE 64B

The right to legislate in all matters concerning the Mortuary Fund shall be vested in the State Delegates of the Grand Convention assembled.

MARYLAND ARTICLE 64C

The funds of the Mortuary Fund shall be considered as a Trust Fund and as such, shall be deposited in savings banks and other institutions approved by the State of Maryland, or shall be invested in securities as legal for trust funds.

MARYLAND ARTICLE 64D

A conjugal benefit shall be paid to eligible members of the Mortuary Fund in the amount of \$200, if the member's spouse predeceased the member. The aforesaid conjugal benefit shall be paid for only one spouse.

MARYLAND ARTICLE 64E

Death benefits shall be payable to the beneficiary designated by the member in writing, on a form approved by the Grand Council, and shall take precedence over any other document, including last will and testament. In the absence of a duly appointed beneficiary, the Grand Council may, in its discretion, recognize directions and dispositions of the last will and testament of the deceased member. For want of a valid and legal document, such as a last will and testament, the Grand Council shall, in its discretion, pay the amount of the death benefit to the Funeral Director, in part or full payment of expenses of the funeral or burial, or the estate of the deceased.

MARYLAND ARTICLE 64F

The Grand Council shall decide any controversy which may arise from beneficiaries or heirs claiming death benefits.

The beneficiary or heir of a member to whom the Grand Council refuses to pay the death benefit shall have the right to appeal to the Arbitration Committee. Claimants must exhaust all remedies within the jurisdiction of the Order before resorting to the Courts.

MARYLAND ARTICLE 64H

The current members of the Regina Elena Lodge, the William Paca Lodge and the Giuseppe Marconi Lodge, who are participants in the Mortuary Fund, are forever exonerated from the payment of any dues, assessments or contributions for death benefits provided by the Mortuary Fund and the spouse program of the Grand Lodge.

MARYLAND ARTICLE 64I

In addition to death and spouse benefits, each participant in the Mortuary Fund shall be sent flowers. If there are no pall-bearers available, at the discretion of the State President, the expense of providing such pall-bearers shall be paid by the Grand Lodge.

GRAND LODGE MEETINGS

MARYLAND ARTICLE 65

The Grand Lodge shall meet:

- A. In ordinary session, called the GRAND CONVENTION, in the odd numbered years, during the month of June, in the town or city established by the preceding Convention, and for as many days as the Grand Council determines to be necessary for the accomplishment of its business.
- B. In extraordinary session, whenever it is called by a deliberation of the Grand Council and passed by an absolute majority vote.
- C. In extraordinary sessions, upon the written request of an absolute majority of the State Delegates.

MARYLAND ARTICLE 65A

The order of the day for every extraordinary session shall be determined by the Grand Council unless it is determined upon the request of an absolute majority of the State Delegates, in which case it shall be based upon their request.

MARYLAND ARTICLE 65B

The Ritual of the Supreme Lodge shall be the Ritual of the Grand Lodge. However, the Grand Council, in its discretion, may authorize a dispensation or change in form or application.

MARYLAND ARTICLE 65C

The Grand Lodge when in session has the following powers:

- A. To legislate in all matters concerning the Mortuary Fund, its administration and management.
- B. To establish and maintain a publication as its recognized official publication.

RECEIPTS AND DISBURSEMENTS OF THE GRAND LODGE

MARYLAND ARTICLE 66

The "Capita Tax" establishes the right of the Lodge and its members to membership in the Order, and its payment shall take precedence over any other payment that the Lodge must make. Unjustified failure to make such payment within the prescribed period shall effect the suspension of the Lodge and all rights and benefits of its members.

MARYLAND ARTICLE 66A

Each Local Lodge of the Grand Lodge shall impose a Capita Tax in conformity with National By-Laws and this will be remitted by April 15 of each year, to the Grand Lodge of Maryland. New or reinstated member applications will not be processed without payment of the initiation fee and capita tax. The Capita Tax will be prorated by fifty percent (50%) for new or reinstated members who join between July 1 and December 31.

With each membership application or reinstatement submitted by the Local Lodge to the Grand Council, an initiation fee payable to the Grand Lodge of Maryland shall be submitted, in the amount determined by National guidelines. In the event that the membership application is rejected by the Grand Council, the initiation fee shall be returned to the Lodge. *(June, 1995)*

MARYLAND ARTICLE 67

The State Financial Secretary, upon receipt of the Capita Tax from each of the Local Lodges, shall immediately set aside that portion fixed by the Supreme Lodge as the Capita Tax to be paid to the Supreme Council, and shall remit quarterly the share of the Supreme Lodge to the National Financial Secretary, within thirty (30) days from the end of the quarter.

MARYLAND ARTICLE 67A

The financial operations of the Grand Lodge shall be by a biennial budget estimating revenues and appropriation on an annual fiscal year basis, to be prepared by the State Executive Committee and submitted to the Grand Council no later than three (3) months prior to the date of the Grand Convention, for its consideration, approval and submission to the Grand Convention. The biennial period shall begin on the 1st day of April and end on the 31st day of March of the year in which the Grand Convention is held. The biennial budget shall be classified and designated so as to show separately each commission, committee function and special event for which an appropriation is recommended. The incumbent chairpersons shall provide the Executive Committee, for their approval, estimated budget items for all commissions, committees, and special events for inclusion in the forthcoming biennial budget.

MARYLAND ARTICLE 67B

The State Financial Secretary shall send to the State Delegates, not less than thirty (30) days prior to the call of the Convention, a copy of the proposed biennial budget. The Grand Council may, upon the recommendation of the State Financial Secretary, modify the budget within the authorized budget limits by a two-thirds (2/3) vote.

MARYLAND ARTICLE 67C

All bank accounts, bonds, securities, property and goods belonging to the Grand Lodge of Maryland shall be registered or listed in the name of the Grand Lodge of Maryland, Order Sons of Italy in America. All business transactions authorized by the Grand Council of whatever nature by any officer, committee, or persons shall be transacted in the name of the Grand Lodge of Maryland. The State Treasurer shall make reports regarding the status of all financial transactions of the above Grand Lodge assets at regular Grand Lodge meetings.

MARYLAND ARTICLE 67D

All payments, including the Capita Tax, due the Grand Lodge by the Local Lodges, shall be remitted to the State Financial Secretary within fifteen (15) days of the due date. Failure to make payment within the fifteen (15) day period shall result in an additional ten percent (10%) penalty of the amount not paid.

CHAPTER EIGHT - CHARTERS AND ARTICLES OF INCORPORATION

MARYLAND ARTICLE 103

Local Lodges may be incorporated under the laws of the State of Maryland, provided

- A. The purposes for which they are incorporated do not conflict with the laws, ideals and purposes of the Order;
- B. The Articles of Incorporation include among its articles a statement that the corporation is subject to the Laws of the Grand Lodge of Maryland and of the Supreme Lodge of the Order Sons of Italy in America;
- C. Before the Articles of Incorporation are filed with the Department of Assessments and Taxation of the State of Maryland, they should be submitted to the Grand Council for approval.

CHAPTER NINE - PROPOSALS TO AMEND THE GENERAL LAWS

MARYLAND ARTICLE 104

All By-Laws of the Grand Lodge of Maryland heretofore enacted as provided by and pursuant to its corporate charter (originally created under the style name of "The Grand Lodge of the Sons of Italy in America of the State of Maryland, Incorporated", on April 19, 1920 and recorded among the records of the Department of Assessments and Taxation of the State of Maryland in Liber No. 20, Folio 541, which corporate name was subsequently changed to "Grand Lodge of Maryland, Order Sons of Italy in America, Incorporated" by Articles of Amendment dated and recorded on September 5, 1962 among the records of the said Department in Liber F 320, Folio 40) are hereby repealed in their entirety, saving and excepting and vested substantive rights heretofore acquired by any regular or associate member of the Grand Lodge.

CHAPTER ELEVEN - INCOMPATIBILITY OF OFFICE

MARYLAND ARTICLE 105

No husband and wife, brother or sister, or parent and child, shall serve together as an officer of a Local Lodge or of the Grand Lodge, unless by a majority vote of all those present and eligible to vote. Any election to office in violation of this By-Law shall be null and void and of no effect.

CHAPTER FOURTEEN - ELECTIONS

MARYLAND ARTICLE 110

Elections, general as well as special, must be held by secret ballot and by means of a single or cumulative ballot as determined by a majority of the vote cast by the Grand Lodge or the Local Lodge.

MARYLAND ARTICLE 110A

A written or printed ballot shall be provided by the Electoral Board for each contested election according to the hierarchy of the Order, commencing with the State President of the Grand Lodge or the President of the Lodge.

MARYLAND ARTICLE 110B

No member shall be nominated to any office in absentia unless a letter of acceptance is presented to the Electoral Board prior to the beginning of the nomination procedure for all offices. No such letter of acceptance of the nomination shall be acted upon unless the members of the Grand Lodge or Local Lodge, by a majority vote of those present and qualified to vote, agree that the nominee is necessarily absent for good cause.

MARYLAND ARTICLE 110C

The rule of absolute majority requires one-half (1/2) plus one (1) of the votes cast, which are recognized as valid by the Electoral Board. The rule of relative majority requires the highest number of votes, even though it is less than one-half (1/2).

MARYLAND ARTICLE 110D

Whenever the assembly so deliberates, the election of officers and of Grand and Supreme Delegates may be affective if the candidates receive a relative majority of the votes cast for each office.

MARYLAND ARTICLE 110E

Local Lodges must hold elections of officers and State Delegates no later than March 1. A list of the elected officers and State Delegates must be forwarded to the State Recording Secretary by the Recording Secretary of the Lodge no later than April 1.

The number of elected delegates shall be based on the capita tax paid by the Lodge for the end of the fourth calendar (December 31), and paid by April 15. For those Lodges organized after December 31, the number of delegates shall be based on the number of charter members set forth in the Charter application. Every effort shall be made to seat at the State Convention all new Lodges whose charters have been approved by the Supreme Council 30 days prior to the Convention. *(June, 1999)*

The number of delegates per Local Lodge shall remain unchanged until the end of the calendar year, except when a Local Lodge charter has been revoked, suspended, or surrendered, the vote of the said Local Lodge shall be null and void.

CHAPTER FIFTEEN - STANDING RULES

Standing rules are previously adopted main motions and like By-Laws, have continuing effect until they are amended, modified or rescinded by a two-thirds (2/3) vote without previous notice or a majority vote with previous notice.

Between Grand Conventions, the Grand Council can adopt, amend, or rescind Standing Rules subject to the ratification, amendment, or rescission by the next Grand Lodge Convention.

SR- 1 OFFICIAL HYMN

- A. All official meetings of the Grand Lodge and the Local Lodges may be opened and closed with the official hymn of the Order:

SONS OF ITALY IN AMERICA

America! America!
Home of the brave and of the free.
America! We cherish thee
Your faithful Sons of Italy.

You give to all true Liberty,
Equality, Fraternity,
America! We'll die for thee
Your loyal Sons of Italy.

America! America!
Light of the earth and of the sea.
America! Most proud of thee
Are we the Sons of Italy.

Through storm and strife with bravery,
We will defend our loved country
America! Fidelity
Pledge we the Sons of Italy.

SR- 2 PUBLIC RELATIONS COMMITTEE (June, 1999)

- A. The Committee on Public Relations shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson, who shall be appointed by the State President. The State Recording Secretary, who shall be an ex-officio member of this Committee shall act as Secretary.
- B. The duties of the Committee on Public Relations are as follows:
1. To completely supervise the publication of the official publication of the Grand Lodge, known as *IL GIORNALE*, except for editorial and news contents, which shall be sent to all members in good standing (at least one to a household) of the Local Lodge under the jurisdiction of the Grand Lodge of Maryland at a cost per member or household as determined by the Grand Council. (*June, 1997*)
 2. To prepare a biennial budget of all receipts for advertisements, contributions and other income and of expenses for publication cost and mailing for the official publication, *IL GIORNALE*, to be submitted to the Grand Convention for its approval; and to recommend as assessment to balance the budget, so that said publication shall be self-sustaining. (*June, 1997*)
 3. To gather news items from officers, committee members and other media for submission to the Editor-in-Chief for publication. It shall be the duty of each Chairperson of committees of the Grand Lodge to forward copies of all reports, programs and activities of his/her respective committees to the Committee on Public Relations.
 4. To furnish local newspapers, television and radio stations, and other news agencies with prepared stories and pictures of:
 - a. Activities of the Grand Lodge and all of its Local Lodges.
 - b. Activities of the Supreme Lodge.
 - c. Visitations to the jurisdiction of the Grand Lodge of Maryland of dignitaries and government officials from the Republic of Italy.
 - d. Activities of Conventions and plenary session meetings.
 - e. To induce the Public Relations Committee of each of the Local Lodges of the Grand Lodge to prepare and submit news of members, such as illnesses, deaths, trips, marriages, public attainments, biographies of members, etc.
 - f. To advise the Grand Council of any forthcoming events in which it would be good public relations for the Grand Lodge to participate.

- g. To perform all other duties as may from time to time be delegated by its Local Lodges and members.
- C. The Editor-in-Chief of the official publication of the Grand Lodge *IL GIORNALE* shall be appointed by the State President. He/she shall consult with the Committee of Public Relations but shall otherwise have the freedom and discretion to determine the editorial and news contents of the official publication and to appoint a staff to assist him. **(June, 1997)**

The Editor-in-Chief shall be the custodian of all materials, photographs, equipment, copy and newspaper related to or used in conjunction with the preparation and publication of *IL GIORNALE*; and shall render an annual report of inventory to the State Recording Secretary on January 1 of each year.

- D. The Chairperson of the Committee on Public Relations must give reports of its programs and activities, in writing, to the Grand Council. **(June, 1999)**
- E. Each Committee member is obliged to attend the meetings of the Committee on Public Relations. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position as a member of said committee.

SR- 3 CHARITY AND HEALTH COMMITTEE (June, 1999)

- A. The Charity and Health Committee shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson, who shall be appointed by the State President.
- B. The Charity and Health Committee shall supervise and conduct charitable drives for members, as well as non-members, and on behalf of other charitable organizations, whenever it is directed to do so by the Grand Council. The Grand Council has the express power to authorize fundraising drives for worthwhile charities not connected with the Grand Lodge and for worthwhile recipients who are not members of the Order.
- C. The intent of this Article is to make the Grand Lodge a more meaningful instrument in the area of community betterment and to give it the place it deserves in the mainstream of community affairs.
- D. It shall be the duty of the Charity and Health Committee to collect funds, by private or public solicitation in the Order and outside of the Order, and it may adopt other means commonly used by similar charitable organizations. The Charity and Health Committee shall review all requests for donations for charity or charitable organizations proposed to the Grand Council. Committee recommendations for approval, modification, or disapproval, shall be presented to the Grand Council at the meeting following the proposal for their action.
- E. The Chairperson of the Charity and Health Committee must give a report of its programs, in writing, to the Grand Council.
- F. Among the official charities of the Grand Lodge shall be:
 - 1. Those programs related to research, prevention, treatment and cure of Alzheimer's. A Chairperson of the Charity and Health Committee. *(June, 1999)*

The committee chairperson shall assist the Local Lodges, upon request, in the raising of funds for the Alzheimer's Association. *(June, 1999)*

Those programs related to research, prevention, treatment and cure of Cooley's Anemia. A committee chairperson shall be recommended by the State President and appointed by the Chairperson of the Charity and Health Committee. *(June, 1999)*

The committee chairperson shall assist the Local Lodges, upon request, in the raising of funds for Cooley's Anemia. *(June, 1999)*
- G. Each member of the Charity and Health Committee, or any committee thereof, is obliged to attend the meetings of the Committee and/or committee to which he/she has been appointed. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position as a member of the Charity and Health Committee and/or any committee thereof.

SR- 4 EDUCATION AND SCHOLARSHIP COMMITTEE (June, 1999)

- A. The Education and Scholarship Committee shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson, who shall be appointed by the State President.
- B. The Education and Scholarship Committee shall supervise the diffusion of the ideals and purposes of the Order in the jurisdiction of the Grand Lodge by means of written publications or lectures, and by visitation ceremonies.

This Committee, as part of its education program, shall have the responsibility of study and evaluating the extent to which Americans of Italian descent participate in local, state and federal governments. Subject to the approval of the Grand Council, this Committee shall communicate to the appropriate government officials the results of its findings and shall recommend to such government officials corrective actions and suggestions so that the right of the members of the Grand Lodge to full and active citizenship may be recognized and fostered.

- C. The Education and Scholarship Committee shall initiate and carry out programs for the teaching of the Italian Language in the lodges under the jurisdiction of the Grand Lodge. Further, this Committee shall:
 - 1. Encourage the teaching of the Italian language in the public and private schools of Maryland.
 - 2. Study and determine how many public and private schools are teaching the Italian language and inform the Grand Council.
 - 3. Obtain information if schools have programs that inform its students of the great contributions of Italians to the Western civilization, and to encourage studies thereon.
- D. The Education and Scholarship Committee shall cooperate and assist students seeking admission to colleges and professional schools.
 - 1. A committee chairperson shall be recommended by the State President and appointed by the Chairperson of the Education and Scholarship Committee to a committee to be known as the "Grand Lodge Scholarship Committee".
 - 2. The members of this committee shall consist of five (5) members, who shall be appointed by the Chairperson of the Education and Scholarship Committee, and a representative recommended by the President of each Local Lodge desiring to participate in this program.
 - 3. This committee is authorized to sponsor fundraising events to supplement the scholarship fund, with the approval of the Grand Council.
- E. The Chairperson of the Education and Scholarship Committee is obliged to present to the Grand Council, in writing, a report of its programs and activities. ***(June, 1999)***
- F. Each member of the Education and Scholarship Committee or any committee thereof, is obliged to attend the meetings of the Committee and/or committee to which he/she has been appointed. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings,

he/she automatically forfeits his/her position as a member of the Education and Scholarship Committee and/or any committee thereof.

SR- 5 MEMBERSHIP AND EXPANSION COMMISSION

- A. The Commission on Membership and Expansion shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson, who shall be appointed by the State President.
- B. The Commission on Membership and Expansion shall supervise and conduct such membership drives as are approved by the Grand Council.
- C. The duties of this Commission are as follows:
 - 1. To meet with Americans of Italian heritage in the communities of Maryland and inform them of the purposes of the Order Sons of Italy in America and of its many worthwhile programs for the betterment of all citizens.
 - 2. To assume all responsibilities and take care of all details in finalizing the formation of new Lodges, consistent with the requirements of the Supreme Laws pertaining to the admission of new members and the creation of new Lodges.
- D. The Chairperson of this Commission shall assume full responsibility that new Lodge charters presented to the State President are consistent with the requirements of application for Local Lodge charters as provided by the Supreme Laws.
- E. The Chairperson of this Commission, with the advice and consent of the members of this Commission, shall prepare a budget to implement its Membership and expansion programs, to be submitted to the Grand Convention for its approval and funding. Provided, however, that the sum of \$1,000.00 annually may be disbursed from the General Fund of the purposes of this Commission, with the approval of the Grand Council.
- F. The Chairperson of the Commission on Membership and Expansion must give a report of its programs and activities, in writing, to the Grand Council. *(June, 1999)*
- G. Each Commission member is obliged to attend the meetings of the Commission on Membership and Expansion. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position as a member of said Commission.

SR- 6 CIVIC, CULTURAL AND ETHNIC ACTIVITIES COMMITTEE (June, 1999)

- A. The Committee on Civic, Cultural and Ethnic Activities shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson, who shall be appointed by the State President.
- B. The programs sponsored by this Committee are the following:
 - 1. Columbus Day Celebration
 - 2. Any other programs approved by the Grand Council.
- C. A Committee chairperson for each of these programs shall be appointed by the Chairperson of the Committee on Civic, Cultural and Ethnic Activities, on the recommendation of the State President.
 - 1. The members of each committee shall consist of no more than five (5) members of the Committee on Civic, Cultural and Ethnic Activities, who shall be appointed by the Chairperson of this Committee; and no more than five (5) persons who shall be appointed by the State President from the membership of the Order in Maryland.
 - 2. Each committee chairperson shall submit the program and budget of his/her committee to the Committee on Civic, Cultural and Ethnic Activities for its approval.
 - a. The Committee on Civic, Cultural and Ethnic Activities shall submit all programs and budgets of its committees, approved by it, to the Grand Council for its consideration and final approval.
 - 3. The Committee Chairperson and the chairperson of each committee are authorized to expand their respective Committee or committees to include in an advisory capacity additional members, consisting of either the President of each Local Lodge or a representative of the Lodge designated by the President.
- D. The Chairperson of this Committee and the chairpersons of each committee shall inform the State Coordinator, the Chairperson of the Committee on Public Relations, State President and the Grand Council of the progress of their activities.
- E. The Committee on Civic, Cultural and Ethnic Activities is authorized to set up additional committees relating to the purposes of this Committee, subject to the approval of the Grand Council and the appointment of committee chairpersons by the State President.
- F. Each member of the Committee on Civic, Cultural and Ethnic Activities or any committee thereof, is obliged to attend the meetings of the Committee and/or committee to which he/she has been appointed. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position as a member of the Committee on Civic, Cultural and Ethnic Activities and/or any committee thereof.

SR- 7 BY-LAWS COMMITTEE (June, 1999)

- A. The Committee on By-Laws shall be appointed by the State President and shall consist of no more than eleven (11) members; from its members, one shall act as Chairperson, who shall be appointed by the State President.
- B. This Committee shall have general supervision of the publication, revision, addition and modification of the By-laws of the Grand Lodge. Proposals for changes, additions or repeal of laws must be referred to this Committee for its study and consideration. On each proposal submitted, the Committee shall report its opinion to the Grand Council; and subject to approval of the Grand Council, this Committee shall submit and defend its recommendation to the Grand Lodge in session.
- C. Proposals by Local Lodges or member in good standing for changes, additions, or repeal of State By-Laws must be submitted to the State Recording Secretary not less than 90 days prior to the convening date of the State Convention. The State President will have all proposals as approved by the Grand Council duplicated and one (1) copy sent to each Executive Officer, Lodge President, State Trustees, and State Delegates one (1) month prior to the convening date of the State Convention.
- D. Local Lodge By-Law changes, additions or repeals will be proposed at a regular meeting held in one month and then read, debated and adopted by no less than a two-thirds vote at the subsequent regular meeting of the Lodge. The Lodge changes will contain the following certification signed by the Lodge President and Recording Secretary:

"This is to certify that this resolution was proposed at a regular meeting of _____ Lodge # _____ held on the (date) day of (month/year); read, debated and adopted by a two-thirds (or unanimous) vote at a regular meeting of the Lodge held on (date) day of (month/year), there being ____ present."

- E. The By-Law change, addition or repeal will be presented by resolution in the following prescribed format:
 - 1. The resolution will be restricted to one subject and may encompass an entire Article of the constitution and By-Laws.
 - 2. The WHEREAS shall state the number of and the entire Article to be changed, added to, or repealed.
 - 3. The WHEREAS shall state the reason for resolution.
 - 4. The RESOLVED shall contain the exact wording of the entire Article as it is proposed to appear in the Constitution and By-Laws.
- F. The Committee on By-Laws will list all changes, additions, or repeal of By-Laws adopted by the Grand Council during the interval between State Conventions. This list will be submitted to the State President for distribution in accordance with above SR-7C.
- G. The Chairperson of this Committee must examine the By-Laws of the Local Lodges and recommend approval of them to the Grand Council, provided said By-Laws are in accord with the Laws of the Order. He/she must keep a copy of these By-Laws of Local Lodges in the records of

the Grand Lodge.

- H. The Chairperson of this Committee shall have the responsibility of having a Grand Lodge By-Laws Book printed, consistent with the format, structure and type of the Supreme Lodge Law Book, wherever possible.

The Grand Lodge By-Laws Book shall include the Constitution, General Laws and Judicial Code of the Supreme Lodge of the Order Sons of Italy in America.

The Committee is authorized to establish a price for the aforesaid By-Laws Book containing the laws of the Supreme Lodge and the Grand Lodge, to defray the cost of printing, subject to the approval of the Grand Council.

- I. Each Committee member is obliged to attend the meetings of the Committee on By-Laws. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position as a member of said Committee.

SR- 8 COMMITTEE FOR MANAGEMENT OF GRAND LODGE BUILDING (June, 1999)

- A. The Committee for Management of Grand Lodge Building shall be appointed by the State President and shall consist of no more than eleven (11) members. From its members, one shall act as Chairperson and another as Co-Chairperson, both of whom shall be appointed by the State President.
- B. This Committee shall supervise, manage and control the Grand Lodge Building. *(June, 1999)*
- C. The Chairperson of this Committee shall submit a proposed biennial budget for the operation and management of the Grand Lodge Building to the Grand Council for its approval.

The Grand Council shall submit the approved budget for the operation of this Committee to the Grand Convention for its consideration and approval.

- D. This Committee shall not enter in any lease agreement for the facilities of the Grand Lodge Building if the rental dates interfere with the functions of the Grand Lodge, or places in jeopardy the tax exempt status of the Grand Lodge.
- E. This Committee shall prepare guidelines for the use and rental of the Grand Lodge Building, subject to the approval of the Grand Council.
- F. Each Committee member is obliged to attend the meetings of the Committee for Management of Grand Lodge Building. If he/she absents himself/herself without justifiable cause from three (3) consecutive meetings, he/she automatically forfeits his/her position of said Committee.

SR- 9 JUNIOR MEMBERSHIP *(June, 1999)*

- A. To perpetuate the Order and its principles, the Local Lodges may accept junior members aged 0-18 years. The qualifications and requirements for membership are to be the same as those for general membership (National Article 1). Upon reaching the age of 18, those brothers and sisters can remain members of their affiliate lodge but will not remain a junior member. *(June, 1999)*
 - 1. Duly admitted members shall not pay Grand Lodge per capita but their Local Lodge must remit the National per capita to the Grand Lodge. *(June, 1999)*
 - 2. Junior members may be included in the computation of qualified members in good standing to determine the number of allowable delegates to the State Convention. *(June, 1999)*

SR- 10 GRAND COUNCIL MEETINGS ORDER OF BUSINESS

The order of business at meetings of the Grand Council shall be as follows:

- A. Opening of the meeting.
- B. Roll call of officers and members.
- C. Reading of the minutes of previous meeting.
- D. Correspondence.
- E. Report of Financial Secretary.
- F. Report of State Deputy.
- G. Committee reports.
- H. Old business.
- I. New business.
- J. Good of the Order (including new members and new Lodges).
- K. Closing of the meeting.

SR- 11 GRAND CONVENTION ORDER OF THE DAY (June, 1999)

The Order of the Day of every Grand Convention shall be as follows:

Convention Committee Chairperson welcome and introductions including introduction of the presiding officer, State President.

State President calls the first convocation to order according to the Order's ritual.

Roll Call of Officers.

Reading of the Principles of the Order.

Invocation.

Salute to the Flag.

Commemoration of Deceased Members.

National Anthem.

Reports of the Credential Committee. The members must be previously appointed by the State President and their selection announced no later than the May Grand Council meeting. If a quorum is present, the State President will call the first session of the convention legally open for business.

President distributes Certificates of Merit.

Announcements of:

Guard.

Mistress/Master of Ceremonies.

Electoral Board.

Convention Committee.

Minutes of the previous Convention.

Reports of Officers of the Grand Lodge.

Reports of the Judiciary and/or By-Law Committee.

Reports of special committees.

Nominations for State President.

Unfinished Business.

Election of State President.

Nominations of candidates for Executive Committee, At-Large Trustees, Arbitration Commission and National Delegates.

New business.

Election of Executive Committee, At-Large Trustees, Arbitration Commission and National Delegates.

Convention Site Selection.

Announcement of New Officers, Commission Members and National Delegates.

Adjournment of Convention according to ritual.

Installation of Officers at banquet or appropriate ceremony.

SR- 12 GRAND LODGE MEETINGS AND CONVENTIONS

- A. The sessions of the Grand Lodge must be regulated by the following parliamentary procedure and by other special rules that any or each may adopt in its wisdom:
1. The parliamentary rules of procedure set forth in Roberts' Rules of Order (Newly Revised) shall regular and govern the procedure and discussions in all matters not specifically covered by the laws of the Order, by the present rules, and by other special rules, and by other special rules which each Convention may adopt.
 2. All resolutions, changes, or modifications of law which have been received by the State Recording Secretary within the proper time established by law, must be assigned to the special committees immediately after the announcement to the Convention of the appointment of members of the committees.
 3. No member shall have the right to speak more than once on the same subject, except at the direction of the presiding officer and only after any and all other members who desire to speak on the subject have been given an opportunity to exercise their right to speak and be heard. Exception is hereby made for the members, however, who are making reports for the various committees, who shall have the right to speak again to close the discussion.
 4. The presiding officer cannot take part in the discussion unless he/she assigns his/her chair to another State Officer in order of precedence.
 5. The right to talk is limited to three (3) minutes. Exception is made, however, for a member who is making a report for a committee when making his/her report.
 6. The votes shall be taken by the upraised hand, exception being made for elections which shall be conducted by secret ballot and also excepting voting by roll call. A roll call vote shall be held when and if a majority of the members of the Grand Lodge request it.
 7. No motion can be discussed or voted upon if it is not seconded and announced by the chair.
 8. A motion for reconsideration can only be made and seconded by members who voted with the majority for approval or disapproval of the original motion.

SR- 13 GRAND LODGE EQUIPMENT

The equipment of the Grand Council is the custody of the Grand Council and may, with proper receipt given and responsibility assured, be used by the Local Lodges. The equipment must be returned within ten (10) days from the date of receipt to the custody of the Grand Council, in working order.

SR- 14 STATE EXECUTIVE DIRECTOR

There is hereby created the position of State Executive Director, appointed by the State President and approved by the Grand Council.

SR- 15 STATE EXECUTIVE DIRECTOR DUTIES

The State Executive Director shall be an employee of the Maryland Grand Lodge and shall perform such duties as directed by the State President with the advice and consent of the Executive Committee. The Executive Director will act as monitor of all absences of the Grand Council members and absences at any session of the Grand Lodge. He/she will be the only person to record absences and must also include the reason for the absences. When a member requests an excused absence, he/she must state the reason for the absence. If any question should arise regarding a justifiable excuse, the previously stated reason for the member's absence will be presented to the Grand Council for resolution.

SR- 16 GRAND LODGE EMPLOYEES QUALIFICATIONS

The position of State Executive Director and all other employees shall be held by members of the Maryland Grand Lodge, Order Sons of Italy in America.

SR- 17 SALARIED EMPLOYEES LEAVE

The State President shall regulate the granting of annual and sick leave for all full time salaried employees of the Grand Lodge. Each employee shall be entitled to leave as follows:

A. ANNUAL LEAVE (by calendar year)

1. If employed more than six (6) months and less than one (1) year, one (1) week leave with pay.
2. If employed more than one (1) year, two (2) weeks leave with pay.
3. Leave may be accumulated not to exceed four (4) weeks.

B. SICK LEAVE

1. Sick leave may be granted by the State President, for sick leave with pay, for minor illness (within reasonable bounds). Sick leave may not be accumulated.
2. Sick leave for major illness, with pay, authorized for a period not to exceed one (1) month at the discretion of the State President.
3. Sick leave for major illnesses, with pay, beyond a period of one (1) month shall be referred to the Grand Council for action accompanied with the recommendation of the State President.

SR- 18 TRAVEL AT GRAND LODGE EXPENSE

- A. The State President is the Chief Executive Officer of the Grand Lodge and as such, is empowered to authorize travel at Grand Lodge expense to permit State Officers and others to conduct State business. Such travel should be kept at an absolute minimum and information will be provided the Grand Council by the State President within thirty (30) days.
- B. Authorization of Grand Lodge expenses shall not exceed the amount of twenty cents (\$.20) per mile and per diem at the rate of one hundred dollars (\$100.00) per day at destination of Grand Lodge business.

SR- 19 MEMBERSHIP CERTIFICATES

- A. The State President, with the approval of the Grand Council, shall have prepared and awarded a 50- year and 25 - year Membership Certificate to honor members in good standing, either continuously or cumulatively, for each said respective periods.

SR- 20 STATE COORDINATOR

- A. The State President shall appoint the State Coordinator, who is charged with coordinating the dates of affairs of Local Lodges and the Grand Lodge. The State Coordinator shall compile all such data from the Local Lodges and submit monthly reports to the State Recording Secretary, the State President, and the Editor-in-Chief of the official publication of the Grand Lodge known as *IL GIORNALE*. (*June, 1997*)
- B. The State Coordinator shall assist the State Deputy in the formation of new Lodges, especially in the preparation of details and protocol of initiation, and plan, coordinate and implement all social functions on behalf of the Grand Lodge.

- C. Each Local Lodge President shall be consulted on matters related to the dates, times, locations and types of all Local Lodge activities, affairs and programs.

SR- 21 ELECTORAL BOARD MEMBERS

The Electoral Board shall be comprised of members who are not candidates for any State or National office.

SR- 22 THE EXECUTIVE COMMITTEE

The Executive Committee will meet on the second Monday of each month or at a time determined by the State President.

SR- 23 LOCAL LODGE BY-LAWS

Local Lodge By-Laws should be submitted to the Grand Lodge for review every four (4) years.

SR-24 National Education and Leadership Banquet (April, 2010)

The Grand Lodge President and his spouse or in the absence of a spouse a guest, will attend the Annual National Education and Leadership Awards Banquet sponsored by the OSIA National Foundation. The cost of two banquet tickets will be paid for by the Grand Lodge of Maryland.