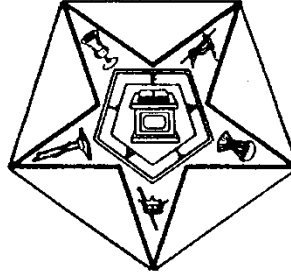


CODE and DIGEST



Compiled by the Authority of the

IDAHO GRAND CHAPTER

Annual Session June 2025

Code & Digest Revision Committee

Constitution and By-Laws
Rules, Regulations (except Articles I, II)
Book of Instructions

Adopted June 2024
Adopted June 2025
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BY-LAWS AND RULES OF THE GRAND CHAPTER OF IDAHO

ARTICLE I CONFORMING TO THE RITUAL

The Grand Jurisdiction of Idaho shall conform to the Ritual and to the Ritualistic Work in the General Grand Chapter Book of Instructions. When changes are made in Ritualistic Work or Resolutions pertaining to Ritualistic Work are adopted in General Grand Chapter, they shall IMMEDIATELY BE IN FORCE in the Jurisdiction.

ARTICLE II ANNUAL SESSIONS

Section 1. Grand Chapter Sessions shall be held where the Board of Trustees can find the best accommodations for our session at the most reasonable price.

Section 2. The Worthy Grand Matron will select a district to assist with Grand Chapter and be considered Hostess Chapters. The districts shall be:

- A. West District Chapters will include all chapters west of Gooding and South of McCall.
- B. East District Chapters will include chapters east of Glens Ferry and South of Salmon.
- C. North District Chapters will include all chapters north of McCall.

ARTICLE III ORDER OF BUSINESS

Section 1. The Grand Chapter shall normally convene informally on the second Sunday in June for church service, ESTARL awards, Memorial Service, and Draping of the Altar. The afternoon session shall convene to honor Golden Stars, Masonic Youth organizations, General Grand Chapter Appointees and introduce the General Arrangements Committee. The times and the suggested order of business for the informal session may be modified at the discretion of the Worthy Grand Matron.

Section 2. The informal evening session shall convene for the presentation of flags and introduction of Distinguished Guests and Session Assistants. The times and the suggested order of business for the informal session may be modified at the discretion of the Worthy Grand Matron.

Section 3. The formal opening shall convene the following morning, at which time the Worthy Grand Matron shall see that the stations are properly filled, ascertain the presence of a quorum and open Grand Chapter. The signs and passes shall not be given during the Grand Chapter opening.

Section 4. The order of business shall be:

- A. Formal Opening
- B. Presentation of the American flag, only
- C. Introductions*
- D. Announcement of changes in Grand Officers and Standing Committees
- E. Partial Report of Registration Committee
- F. Elections (10:00 a.m.)

- G. Report of Unfinished Business Committee
- H. Worthy Grand Matron report*
- I. Worthy Grand Patron report*
- J. Grand Secretary report*
- K. Grand Treasurer report*
- L. Board of Trustees report*
- M. Benevolent Board report*
- N. Reports of Jurisprudence*
- O. Report of Standing Committees*
- P. Grand Chaplain report*
- Q. Reports of Special Committees*
- R. Other reports*
- S. The business shall be completed prior to Installation
- T. Closing, per Grand Officer Handbook
- U. Open Installation of Grand Officers, per Ritual
- V. Appointment of Standing Committees

* May be interspersed with the order of business at the discretion of the presiding officer.

Section 5. All business shall be conducted in accordance with Robert's Rules of Order, Newly Revised, except as may be specifically designated in this Code.

Section 6. Each voting delegate shall be issued an official voting credential in addition to their badge at the time of registration.

Section 7. Only those with an official badge showing proof of registration shall be admitted to any formal Grand Chapter session.

Section 8. Any member or person causing a breach of order during a session may be reprimanded and/or expelled from the session at the discretion of the presiding officer.

ARTICLE IV REVENUE

Section 1. The revenue of this Grand Chapter shall be derived from the following sources:

- A. The annual per capita assessment for 2026 shall be increased to \$15.00(fifteen dollars) plus the GGC assessments; increased in 2027 by \$2.50 for a total of \$17.50(seventeen dollars and fifty cents) plus GGC assessments; increased in 2028 by \$2.50 for a total of \$20.00(twenty dollars) plus GGC assessments; increased in 2029 by \$2.50 to \$22.50(twenty-two dollars and fifty cents) plus GGC assessments and increased in 2030 by \$2.50 for a total of \$25.00(twenty-five dollars) for 2030 plus GGC assessments. ⁽²⁰²⁵⁾
- B. Grand Chapter session registration fees of thirty dollars (\$30.00).
- C. Fines assessed for late report filings will be \$2.50 per day, up to \$50.00, and the loss of secret work will be \$5.00.
- D. Sale of supplies from the Grand Secretary's office.
- E. Dispensations to form new chapters, including necessary supplies, two-hundred twenty-five dollars (\$225.00).
- F. Funds and sale of property of defunct chapters.
- G. Contributions, bequests or gifts from chapters or individuals.

responsible for any error or omission which might occur as a result of the annual review of the Grand Chapter.

E. Fraternal Correspondence

This committee shall consist of three (3) members: the Associate Grand Conductress as Chairman, the Grand Conductress, and the Grand Sentinel. They shall review all proceedings from other Grand Jurisdictions and reports of attendance by our own Grand Representatives and prepare a summary report.

F. Golden Stars ⁽²⁰²⁵⁾

This committee shall consist of three (3) members, one of whom shall be appointed annually for a term of three (3) years. The member having served the longest will be the chairman.

The committee shall:

1. recognize and honor our Fifty (50) Year members during the annual session of Grand Chapter
2. communicate with the Worthy Grand Matron for her input
3. communicate with the Board of Trustees with estimated expenses (Refer to Expenses, Article V, Sec 12 B)
4. receive Golden Star membership list from subordinate chapters
5. send a letter to each Golden Star inviting them to Grand Chapter
6. obtain a list of registered Golden star members
7. prepare introduction cards for the Grand Conductresses
8. present a final report during Grand Chapter and electronically submit the report to the Grand Secretary. This report shall include the number of letters sent, number of members that attended the honor session and a description of the program or method to honor these members.
9. by the end of the session, submit an expense report with receipts to the Board of Trustees and Grand Secretary.

G. Historian

This committee shall consist of one (1) member and shall be appointed for a term of two (2) years.

The Historian shall:

1. maintain a current record of subordinate chapter histories.
2. provide a form to be included in the Secretary packets distributed at each Grand Chapter session and will be made available on the Idaho OES website.

H. Jurisprudence

This committee shall consist of nine (9) members and be comprised of the following: Three (3) Past Grand Matrons/Past Grand Patrons and six (6) Past Matrons/Past Patrons. One (1) Past Grand Matron/Past Grand Patron and two (2) Past Matrons/Past Patrons shall be appointed each year to serve for a term of three (3) years. The Past Grand Matron or Past Grand Patron member having served the longest shall be chairman. A period of one (1) year shall elapse before a retiring member can again be appointed to this committee. The committee shall:

1. Act in an advisory capacity to the Worthy Grand Matron involving questions relating to the Constitution, Laws and Regulations regarding Eastern Star law and practices. Decisions or interpretations of the law, whether verbal or written, shall be verified in writing to the Worthy Grand Matron immediately.
2. Review the Associate Grand Matron's and the Worthy Grand Matron's proposed appointments for eligibility, prior to announcement, except for special appointments.
3. Advise Grand Chapter committees on all questions of usage when requested, forwarding a copy of all such correspondence concerning the questions and interpretations to the Worthy Grand Matron.

4. Furnish an opinion whenever a member of the Grand Chapter has a question of fraternal law or usage, with the understanding that the opinion is only advisory and that the Worthy Grand Matron is the only one authorized to make binding decisions. A copy of all such questions and opinions must be forwarded to the Worthy Grand Matron.
5. Review all decisions, actions and appointments made by the Worthy Grand Matron after receipt of the annual report, and their conclusions reported to the Worthy Grand Matron by June 1 preceding the Grand Chapter annual session.
6. Act upon each question requiring action by the Grand Chapter, whose decision shall be final.
7. Consider all proposals to amend the Code and Digest of the Grand Chapter, to verify the legality of any proposed resolution, correct any inconsistency, clarify the intent, and report to the Grand Chapter for consideration.
8. Submit a final report, which shall include a complete summation of all actions and decisions made during the year and at the Grand Session.
9. Appoint a Past Grand Matron to act as Worthy Grand Matron if all line officers are incapacitated.

I. Registration

This committee shall consist of six (6) members, two (2) of which shall be appointed annually for a period of three (3) years. The Worthy Grand Matron shall appoint the chairman. The committee shall:

1. Provide the pre-registration forms to the General Arrangements Committee.
2. Check current receipts for dues of all members and visitors, collect the registration fee, and issue an official badge. Members shall receive an official badge, voting credential, annual reports, and proposed legislation. No ballots shall be issued after 9:30 a.m. on the first day of Formal Opening. A registration fee shall not be required for the Most Worthy Grand Matron and Most Worthy Grand Patron, nor Masonic and Youth Leaders (Refer to By-Laws and Rules, Article V) and Fifty-Year Members who attend only the ceremony in which they are being honored.
3. Keep an accurate record of all voting delegates present and report the number of voting credentials issued.
 - a. Before the formal opening, confirm the presence of a quorum.
 - b. Preceding election, ascertain the total number of eligible votes that can be cast.
4. Register distinguished guests and visitors in conjunction with the Distinguished Guests Committee.
5. Annually report the total number registered and the revenue collected. All revenue shall be given to the Grand Secretary for deposit.
6. Issue a new badge for lost or misplaced badges after verification with the Registration Committee.
7. Close registration at 2:00 p.m. on the first day of Formal Opening.

J. Scholarship

This committee shall consist of three (3) members, one (1) of whom shall be appointed annually for a term of three (3) years. The member having served the longest shall be chairman.

1. The Scholarship Fund is derived from the interest accrued from the Educational Endowment Fund, \$0.10 (ten cents) from the annual per capita, and contributions from chapters and individuals.
2. Scholarships shall be awarded in accordance with procedures and regulations formulated by the committee. The scholarship form will be made available on the Idaho OES website. They shall authorize the Grand Secretary to issue warrants in the specified amounts. Contributions to the Scholarship Fund and the total yield received each year from the Educational Endowment Fund

should be awarded, if possible.

3. Scholarships shall be awarded only to members of Idaho Grand Chapter or their direct relationships including their sons, daughters, grandsons, and granddaughters. Preference will be given to sons, daughters, and members of the Eastern Star.
4. Awards may be variable in amount and will be awarded on the basis of funds available, number and qualifications of applicants. Scholarships to be used for tuition and books shall be available to juniors and seniors in regular collegiate courses, students pursuing advanced degrees, and students pursuing full time accredited courses in Vocational Technical Schools. Awards are to be made for one (1) year subject to renewal. A check shall be issued in the amount of one half ($\frac{1}{2}$) the award to the school at the beginning of each semester, so long as the student is enrolled full time.
5. Preference should be given to Idaho Institutions; however, scholarships can be allowed when an eligible student attends an accredited school, college, or university out of state.
6. Awards are to be made in the form of a certificate presented to the student or a representative of the sponsoring Chapter. A check in the amount of one-half ($\frac{1}{2}$) the award will be sent to the school at the beginning of each semester, so long as the student is enrolled in an accredited school. The money is to be used for books, tuition, board, clothing, or medical aid.
7. Applicants must be sponsored by an Idaho Chapter, signed by the Worthy Matron and Secretary, and the seal of the Chapter affixed on the application.

K. Service Dogs

1. This committee shall consist of three (3) members, one (1) of whom shall be appointed annually for a term of three (3) years. The member having served the longest shall be chairman.
2. If an Idaho member is appointed to the General Grand Chapter Service Dog Committee, that individual shall also serve as an ex-officio member of this committee.
3. This committee shall promote an annual service dog project to be selected by the Worthy Grand Matron. The organization selected for the project shall be an IRS 501 (c)(3) non-profit corporation.
4. The monies earned from the project may be presented each year at the Grand Chapter session to the selected organization. All proceeds shall be used for the benefit of an Idaho resident.

L. Star Information

This committee shall consist of one (1) member, who shall be appointed annually.

1. They shall request information from Subordinate Chapter Secretaries, of sojourning members and provide information of the member's new location to the nearest Chapter.

M. Tellers

This committee shall consist of three (3) members, one (1) of whom shall be appointed annually for a term of three (3) years. The member serving the longest shall be chairman.

1. The Chairman shall:
 - a) Be in charge of the annual election and shall assign duties to the Assistant Tellers by dividing them into appropriate groups to facilitate collection of concurrent ballots, and to ensure that they have the opportunity to cast their ballots.
 - b) Supervise and coordinate all election activities until completed.
 - c) Maintain the official tally book and report the results on request of the Presiding Officer. The Teller's final report, as recorded in the official tally book, shall include votes cast and received for each elected member.
 - d) Destroy the ballots and tally sheets at the conclusion of elections.
2. A committee member shall remain in the counting area and be responsible for coordination of all activities within the counting area until completed.

3. The third committee member shall have the responsibility of conveying the official tally results from the counting area to the Teller Chairman.

N. Vendor Committee

1. This committee would consist of two (2) members, one (1) of whom shall be appointed annually for a term of two (2) years. The member having served the longest shall be chairman.
2. Prior to Grand Chapter, contact each vendor who, having permission from the Worthy Grand Matron, will be selling their merchandise during Grand Chapter. Obtain from each vendor a signed contract, provided by the Board of Trustees, as to the fees, terms, and conditions of their participation and to maintain contact with them throughout their stay at Grand Chapter.
3. All fees received from vendors shall be given to the Grand Secretary for deposit. These fees will become part of the General Fund and used to help defray expenses of Grand Chapter. Any donations received from vendors will go into the requested fund.

O. Youth

This committee shall consist of three (3) members, one (1) of whom shall be appointed annually for a term of three (3) years. The member having served the longest shall be chairman.

1. They shall be responsible for promoting, within the state, the welfare and growth of Idaho Job's Daughters International, Order of DeMolay, and Washington/Idaho International Order of the Rainbow for Girls
2. Recognize and honor the youth at the Grand Chapter session and encourage their participation.

Section 3. The Session Committees shall consist of as many members as deemed necessary, or as hereinafter provided:

A. Assistant Tellers

This committee shall consist of a minimum of seven (7) members, divided into groups, who shall work under the direction of the Tellers Committee in collecting and tabulating the ballots. ⁽²⁰²⁵⁾

B. Distinguished Guests

This committee shall consist of the Junior Past Grand Matron and the Junior Past Grand Patron. They shall serve in conjunction with the Hospitality Committee in extending courtesies to all Distinguished Guests. (Refer to By-laws and Rules, Article V) A list of distinguished guests receiving Honorary Membership Certificates shall be submitted to the Grand Secretary.

C. General Arrangements

This Committee shall work with the Worthy Grand Matron, the Board of Trustees, and the hostess chapters to plan the annual Grand Chapter session.

D. Hospitality

This committee shall work in conjunction with the Distinguished Guests Committee to extend courtesies to all Grand Chapter attendees.

E. Unfinished Business

This committee shall examine the minutes, proceedings, and all available information of the preceding year's session and report all matters requiring action at the upcoming annual Grand Chapter session.

Section 4. Special Committees shall consist of as many members as deemed necessary and shall have their duties defined and designated by the Worthy Grand Matron.

- A. Benevolent Fund General and District Chairmen
- B. ESTARL General and District Chairmen
- C. Scholarship General and District Chairmen
- D. General Grand Chapter Special Projects
- E. Worthy Grand Matron Special Projects

Section 5. Special appointments may be made by the Worthy Grand Matron as deemed necessary, such as: Assistant Grand Sentinels, Assistant Grand Warders, Bible Bearer, Emblem Bearers, Memory Book Chairmen, Musicians, Pages, Parliamentarian, Prayer Givers, and Ushers.

ARTICLE XI ELECTION

Section 1. Prerequisites: The Presiding Officer shall read the following election procedure to the delegates prior to balloting.

- A. Official voting credentials will be issued to voting delegates at the time of registration.
- B. Voting credentials will not be issued after 9:30 a.m. on the first day of formal opening to facilitate the Registration Committee's report of the total number of voting delegates.
- C. Elections shall commence on the first day of Formal Opening at 10:00 a.m.
- D. The Oath of Secrecy shall be given to the Tellers by the Associate Grand Patron prior to election. (Refer to By-Laws and Rules, Article VII, Section 5)
- E. Only duly appointed tellers shall be authorized in the counting room during the time elections are in progress.
- F. Only duly appointed tellers shall be authorized to collect ballots.
- G. The election shall continue until all Grand Officers and three (3) Board of Trustees members are elected. (Refer to Constitution, Article VIII) The Presiding Officer may declare a recess during elections only when the results of a ballot for any given office have been announced.
- H. The Grand Sentinel and Assistant Grand Sentinels will permit no one except the Tellers to enter the Grand Chapter room during the time elections are in progress, except as herein stated.
- I. Balloting for election shall be permitted only in the Grand Chapter room. Tellers and the Grand Sentinel may cast their ballots at their assigned stations if appropriate.
- J. Committees, except the Tellers Committee, shall suspend all activities during election.
- K. Entry and exit from the Grand Chapter room during the time elections are in progress shall be permitted only through the stations of the Grand Warder and Grand Sentinel. During the election the assistant Grand Sentinels will be stationed on the inside of the Grand Chapter room doors.
- L. A majority of all votes cast, exclusive of blanks, shall be necessary for an election. The exception to this is election by acclamation.

Section 2. Officer and Board election criteria:

- A. The election of the top nine officers shall proceed as follows:
 - 1. They shall be elected by secret ballot or as herein-after provided and declared in the following sequence:
 - Worthy Grand Matron
 - Worthy Grand Patron
 - Associate Grand Matron
 - Associate Grand Patron
 - Grand Secretary
 - Grand Treasurer
 - Grand Conductress
 - Associate Grand Conductress
 - Grand Sentinel
 - 2. They shall be duly nominated by an official voting delegate from their own chapter and be a member of the Idaho Grand Chapter.
 - 3. If there is not more than one (1) nomination, election may be had by acclamation.

4. If more than one (1) nomination is submitted for each office, those nominated and willing to accept a designated office if elected, will be introduced, and will spell their full name prior to the ballot.
- B. The Board of Trustees shall be elected by secret ballot or as herein-after provided:
One (1) Past Grand Matron or Past Grand Patron
One (1) Past Matron
One (1) Past Patron

Section 3. Procedure for balloting:

- A. Established rules and procedures for election and balloting shall be adhered to.
- B. The Presiding Officer shall instruct the voting delegates to cast their vote on the specified ballot after nominations are closed for each designated office.
- C. The Presiding Officer shall instruct the teller groups to collect the specified ballots and, after declaring the ballot closed, direct them to secure the ballots, and retire to the counting area.
- D. After the tellers complete and reconcile the tally for the designated office, they shall return to the Grand Chapter room. The responsible teller shall convey the count to the Teller Chairman, who shall verify and enter the results into the official tally book, and report to the Presiding Officer, who will then announce the results of the ballot.
- E. If a majority vote is reached, elections will proceed to the next office in the sequence. If the majority of votes cast for each designated office is not carried by anyone (1) candidate after two (2) consecutive ballots, a successive ballot shall be cast to decide the top four (4) candidates receiving the most votes. Balloting will then be held for those candidates.
- F. Elections shall proceed by this method for each designated office until the officer is elected, only permitting concurrent balloting between Worthy Grand Matron and Worthy Grand Patron, Associate Grand Matron and Associate Grand Patron, and Associate Grand Conductress and Grand Sentinel, until completed.
- G. Candidates for their respective office may withdraw at any time during the election procedure.
- H. As each succeeding designated office within the sequence is presented for election, the same procedure will be followed.
- I. After elections are complete, the ballots shall be destroyed.

ARTICLE XII ANNUAL PROCEEDINGS

Section 1. The annual Proceedings shall be compiled and published by the Grand Secretary with editing assistance of the Junior Past Grand Matron. The Proceedings shall be printed before the next annual session.

Section 2. The Proceedings shall contain:

- A. A complete record of all transactions of the regular and special sessions of Grand Chapter.
- B. A tabular listing of all elective past Grand Officers since the organization of this Grand Chapter.
- C. Names of Idaho Past Grand Matrons and Past Grand Patrons, including the Subordinate Chapter name and number.
- D. Memorial pages for deceased members of our own Jurisdiction.
- E. Names of all Grand Secretaries and Secretaries of the Subordinate Chapters of Idaho.
- F. Names of Grand Representatives of other Grand Jurisdictions in Idaho and Grand Representatives of Idaho in other Grand Jurisdictions with commission dates.
- G. Balance Sheet and Income Statement of the Grand Chapter.
- H. All contributions regarding Subordinate Chapters.
- I. Such other matters as necessary.

Section 3. The format of the annual Proceedings will be at the discretion of the Board of Trustees.

Section 4. Complimentary copies shall be distributed as follows:

- A. One (1) copy to each Idaho Grand Officer for the year they served.
- B. One (1) copy to each Idaho General Grand Chapter Appointee.
- C. Two (2) copies to each Idaho Subordinate Chapter.
- D. One (1) copy each to all other Grand Jurisdictions.
- E. One (1) copy to the Chairman of Unfinished Business, and all members of the Jurisprudence Committee and the Board of Trustees.
- F. The requested format to General Grand Chapter.

Section 5. Additional electronic copies of the Proceedings shall be available for sale to members.

ARTICLE XIII MEMBERSHIP ROSTER

Section 1. The Membership Roster shall be published electronically by the Grand Secretary every year and shall include the following:

- A. A numerical listing of Subordinate Chapters, including the date and time of their stated meetings and charter date.
- B. Alphabetical listing of membership by Chapter.
- C. Names of Past Matrons and Past Patrons shall precede members' names and not be listed again among the members.
- D. All changes in membership status.

Section 2. A copy shall be provided to each Idaho Subordinate Chapter Secretary, Idaho Grand Chapter elective officer, member of the Jurisprudence Committee, member of the Benevolent Board, and the Chairman of the Registration Committee prior to March 1. The Roster shall not be used for commercial purposes.

Section 3 Electronic copies of the Roster shall be available to members.

ARTICLE XIV AMENDMENTS

Section 1. All propositions to amend the By-Laws and Rules shall be introduced in writing, signed by two (2) members of this Grand Chapter, and received by the Grand Secretary no later than March 25th prior to the annual Grand Chapter session. If adopted by two thirds (2/3) vote, they shall become a part of the By-Laws.

Section 2. These By-Laws and Rules shall not be suspended except by unanimous consent of the Grand Chapter.

Section 3. Approved decisions and recommendations made by the Worthy Grand Matron, the Worthy Grand Patron, and any Committee do not become a part of the law until presented as amendments, handled by the Jurisprudence Committee, and adopted by a vote of Grand Chapter.

RULES AND REGULATIONS IDAHO SUBORDINATE CHAPTERS

ARTICLE I CHARTERED CHAPTERS

Section 1. The existence and authority of all Subordinate Chapters in this Grand Jurisdiction shall be evidenced by a charter or dispensation granted by this Grand Chapter, or a dispensation granted by the Worthy Grand Patron, attested to by the Grand Secretary and authenticated by the seal of the Grand Chapter of Idaho.

- A. Every chartered Chapter shall choose a name and within thirty (30) days from the date of its granted charter, procure a suitable seal, bearing the name, number, and location of the chapter, and by which all its documents shall be authenticated.
- B. Each constituted chapter shall have a photo static copy of its charter filed with the Grand Secretary.
- C. There shall be eighteen (18) officers and none can be added or subtracted from this number.
- D. Every chapter is entitled to have four (4) copies of the secret work in its possession. The secret work must not be written or copied as specified in the Ritual. One or more of the four copies should be given to the prompter(s) to use for prompting during the ritualistic work.‡
- E. Every Chapter shall file the annual statistical report and pay the per capita tax at the required time. Any Chapter failing to submit the report shall not be allowed representation in the Grand Chapter. A Chapter failing to do so for two (2) consecutive years shall forfeit its Charter, and its effects shall revert to the Grand Chapter.

Section 2. The powers of a Subordinate Chapter are granted by a Charter or Dispensation, by the Ritual of the Order, the Constitution, By-Laws, and Rules of the Grand Chapter (Idaho Code and Digest) and by a code of By-Laws framed by itself, which must be consistent with the laws of Grand Chapter. Uniform By-Laws to establish minimum requirements may be purchased from the Grand Secretary.

- A. Legislation enacted at a Grand Chapter session, which requires a change in the By-Laws of Subordinate Chapters shall take effect on the date of adoption by the Grand Chapter.
- B. Changes made in the By-Laws of a Chapter must be presented in writing at a stated meeting, signed by two members of the Chapter, read, and held over until the next stated meeting. After the second reading a two-thirds (2/3) vote is required for adoption. Amendments do not become effective until approved by the Worthy Grand Matron.

Section 3. A member in good standing is defined as one whose dues are current, and against whom no charges are preferred or pending.

Section 4. Each Chapter shall have power of discipline over its members, but all action shall be subject to appeal to the Grand Chapter. In the event disciplinary action of the Worthy Matron or Worthy Patron is necessary, an appeal shall be made to the Worthy Grand Matron.

- A. Members are subject to reprimand, suspension, or expulsion contingent on trial action. (see Penal Code).

- B. Non-affiliated members shall be subject to the same discipline as the members of the chapter within whose jurisdiction they reside.
- C. A member may be deprived of membership for non-payment of dues.
- D. The suspension, expulsion, or demission of a brother from a Lodge of Master Masons deprives him of all rights and privileges of membership in this Order until satisfactory evidence of his reinstatement by said Lodge has been presented to the Worthy Patron.

Section 5. Ballot upon candidates must be without debate and kept secret. The name of a rejected candidate shall not be reported to any person not a member of the Order. No one shall plead ignorance to this rule and any violation shall be subject to trial, which may result in reprimand, suspension, or expulsion from the Order. (See Article XX, Section 2, Book of Instructions)

Section 6. The jurisdiction of a chapter extends in every direction to the geographical center measured by air line, between it and adjacent chapters but not beyond the jurisdiction of the Grand Chapter. ■

In matters concerning the eligibility of an individual for membership in a chapter, statewide concurrent jurisdiction is established among the constituent chapters of the Grand Chapter of Idaho.

Section 7. Revenue and expense of Subordinate Chapters shall be set forth in their By-Laws.

Section 8. All officers should have in their possession a current copy of:

- A. The Ritual of the Order
- B. The Idaho Code and Digest
- C. The By-Laws of the Chapter

Section 9. Each member shall be provided with a copy of the Chapter By-Laws. Members may purchase a Ritual and the Idaho Code and Digest.

Section 10. All business shall be conducted in accordance with Robert's Rules of Order Revised, except as may be specifically designated in this Code.

Section 11. A Chapter may endorse Job's Daughters International and/or the International Order of Rainbow for Girls.

Section 12. Auxiliary Organizations are no part of a Chapter; therefore, the funds are not part of the Chapter funds. If the funds of an Auxiliary Organization are donated to a Chapter they shall be handled by the Chapter in the regular manner.

ARTICLE II CHAPTER MEETINGS

Section 1. The Chapter By-Laws must provide for at least one (1) stated meeting each month, except July and August or two other months more desirable.

- A. The day, hour and place shall be specified in the by-laws and no business shall be transacted before the time stated.
- B. No meeting shall be postponed if a quorum is present. Seven (7) members including one (1) of the first four officers (Worthy Matron, Worthy Patron, Associate Matron and Associate Patron) shall constitute a quorum, unless the By-Laws shall prescribe a larger number. When there are not enough officers to fill all the stations the following must be filled: Worthy Matron (or Worthy Patron), Associate Matron, Secretary, Conductress, Chaplain, Warder, and Sentinel. If one of the first four officers is not present, the chapter cannot be legally opened.

- C. Meetings shall be held in Masonic Halls if possible.
- D. All officers, if present, shall fill their regular offices and not relinquish their duties to another member without good and sufficient reason. Absent officers shall not appoint their own substitute.
- E. A change in a Chapter meeting place, ♦date and/or time will require the vote of the Chapter and a dispensation from the Worthy Grand Matron. In the event of an unforeseen disaster, a dispensation may be requested without a previous vote of the Chapter.
- F. All Eastern Star communications shall be read in open Chapter. All correspondence submitted by a Subordinate Chapter for general distribution to other Subordinate Chapters regarding legislation shall be approved and signed by the Worthy Grand Matron.■

Section 2. Special meetings may be called by the Worthy Matron or, in case of her absence or disability, by her lawful representative. All resident members shall be notified of such meeting and no business shall be transacted except that for which the meeting is called.

- A. Special meetings shall be opened and closed in regular form. If a stated meeting follows immediately, the special meeting may be closed with one (1) rap of the gavel and the stated meeting opened with one (1) rap of the gavel, provided the specified time for opening has arrived.
- B. Sunday meetings shall be restricted to open installation of officers only.

Section 3. No business shall be transacted at a Chapter meeting unless there is a Charter or Dispensation, a Holy Bible, and an American Flag present.

In the event the Charter is lost or destroyed, a copy shall be requested from the Grand Secretary.

Section 4. The Chapter shall be opened promptly at the hour specified in the By-Laws and in regular form.

Short form opening shall be used no more than five (5) times by Chapters holding two (2) stated meetings per month and no more than three (3) times by Chapters holding one (1) stated meeting per month. This rule shall apply to the period between each annual Installation.

Section 5. The five Star Point signs shall be given at every stated meeting. In the event of a Star Point Officer's absence/vacancy, the signs should be exemplified by the Conductress or at the closing as stated in the Ritual.

Section 6. The initiatory work must be given or exemplified at least two (2) times during each Chapter year. Exemplification at the Worthy Grand Matron School of Instruction does qualify.

Section 7. There shall be an annual meeting to host the official visit of the Worthy Grand Matron. Written invitations should be extended for "The official visit of the Worthy Grand Matron". The purpose of the official visit is to (*2022) inspect the ritualistic work of the Order. If there is no candidate, the initiation ceremony shall be exemplified.

Section 8. The Obligation, as specified in the Secret Work, and the General Regulations and Landmarks, as specified in the Ritual, shall be presented in open Chapter at least once a year.

Section 9. The annual reports submitted at Grand Chapter, including the irregularities, questions, and answers, as well as the adopted changes to the Idaho Code and Digest, shall be reviewed at a stated meeting, (no later than November 1) and the Worthy Grand Matron notified by the Chapter Secretary.

Section 10. All members of a Chapter are entitled to vote on questions properly submitted. The vote shall be taken by a show of hands unless a standing vote is requested.

Section 11. Pictures must not be taken during any Ritualistic ceremony. The only exception is during open installation.

Section 12. Newspaper publicity should be encouraged, however the name of a person who has petitioned a Chapter must not be made public. The membership list shall not be made available for the purpose of solicitation.

Section 13. Chapter matters which should be kept secret shall not be discussed over the telephone, or in public places with non-members.

Section 14. Political matters shall not be introduced or discussed.

Section 15. Children over one (1) year of age shall be excluded from all stated, special or rehearsal meetings.

Section 16. Lighted (open flame) candles and smoking are prohibited during the Chapter meeting.

ARTICLE III ELECTION (2025)

Section 1. Seeking election to an office is contrary to all Eastern Star principles. Nominations for elective officers may be made from the floor or a nominating ballot may be used. If there is more than one nominee, officers are selected by secret ballot. When there is only one nominee, election may be by acclamation.

Section 2. Election shall be held at the first stated meeting in April. The first eight (8) officers of a chapter shall be elected by a separate majority ballot, excluding blanks. After the election of the Worthy Matron, other officers are elected in the following sequence: Worthy Patron, Associate Matron, Associate Patron, Secretary, Treasurer, Conductress, and Associate Conductress. Failure to elect at the prescribed time will require a special dispensation from the Worthy Grand Matron.

Section 3. At the request of the presiding officer, a member elected to office shall signify their willingness to serve.

Section 4. Absent members shall not be elected to office unless their willingness to serve can be ascertained before the election is closed.

ARTICLE IV INSTALLATION (2025)

Section 1. General regulations and detailed instructions for the installation of officers for open and closed installation is found in the Ritual of the Order.

Section 2. Members in good standing of a chapter are eligible to hold any office in the Chapter. (Refer to Rules & Regulations, Article I, Chartered Chapters, Section 3)

Section 3. A member against whom charges have been filed cannot be elected or installed as an officer of a chapter.

Section 4. Elective officers shall not be installed unless they hold a proficiency certificate.

Section 5. Officers shall be installed within thirty-five (35) days after election and shall hold office until their respective successors are installed. A chapter failing to install the elective officers within the prescribed period must obtain a special dispensation from the Worthy Grand Matron.

Section 6. Worthy Matrons and Worthy Patrons who serve once after installation are considered Past Matrons and Past Patrons.

Section 7. The Worthy Matron shall receive in her charge, at the time of installation, the Charter, the current Code and Digest governing this Grand Jurisdiction, and the Uniform By-Laws of the chapter.

Section 8. The completed installation report shall be submitted to the Worthy Grand Matron, Associate Grand Matron, Grand Secretary and Grand Conductress within ten (10) days after installation.

ARTICLE V VACANCIES (2025)

Section 1. Vacancies in an elective office may occur by:

- A. death, illness, injury, or demission
- B. advancement to fill a vacancy
- C. moving from the jurisdiction
- D. absence from three (3) consecutive meetings without good and sufficient reason
- E. failing to appear within thirty-five (35) days from the date set for installation, unless excused by a majority vote of the chapter
- F. being subjected to reprimand, suspension, or expulsion. Resignation from an elective office is subject to one of the above reasons, and except in the event of death, must be in writing and accepted by the chapter. A special dispensation to elect and install an officer to fill a vacancy shall be granted by the Worthy Grand Matron.

Section 2. Vacancies occurring in elective offices before November 1 shall require the following:

- A. the vacancy declared at a stated meeting
- B. a special dispensation from the Worthy Grand Matron to elect
- C. notification sent to resident members of a special election
- D. election held at a stated meeting
- E. installation at either a stated or special meeting

Section 3. Vacancies occurring in elective offices after November 1:

- A. the office of Worthy Matron and/or Worthy Patron shall be filled by the Associate Matron and/or Associate Patron.
- B. other elective offices shall be filled at the discretion of the presiding officer.

Section 4. The Worthy Matron may declare a vacancy in an appointive office at any stated meeting provided sufficient reason or circumstances exist. In the event such a vacancy occurs, a dispensation from the Worthy Grand Matron is not required to appoint and install.

ARTICLE VI
POWERS AND DUTIES OF OFFICERS
(2025)

Section 1. All officers shall review and conform to the instructions set forth in the Ritual of the Order, the Idaho Code and Digest and the By-Laws of their Chapter. It is their duty to memorize their ritualistic work.

Section 2. The **Worthy Matron** shall:

- A. preside at all meetings, to see that chapter business is properly conducted, and see that the Laws and Regulations of the Grand Chapter, and the Uniform By-Laws of the chapter are implicitly obeyed
- B. have sufficient knowledge of parliamentary procedures to ably transact the business of the chapter
- C. ascertain that the chapter room is properly prepared for all meetings
- D. appoint all non-elective officers and committees
 - 1. Appoint at the time of installation, three (3) members to the Finance and Relief committees, and an appropriate number of members to the Sick and Visiting committees
 - 2. Appoint any other committees as needed
- E. serve as ex-officio chairman of the chapter Relief Committee and request immediate relief for a recipient in need from the Worthy Grand Matron
- F. ascertain that any Benevolent Applications for assistance and Benevolent Renewal Application forms are completed and returned to the Chairman of the Benevolent Board
- G. call special meetings and rehearsals when required for the good of the Order
- H. appoint a new Investigating Committee on a petition for membership if the original committee fails to report at the expiration of thirty (30) days and requests no further extension of time
- I. in the event a petition for membership is rejected within the chapter, or upon notification of a rejection from a concurrent chapter within the jurisdiction, immediately read Article 1, Section 5, Rules and Regulations for Subordinate Chapter
- J. ascertain that the proper returns are made, and the per capita assessment paid to the Grand Secretary
- K. sign the necessary reports submitted to Grand Chapter
- L. have the authority to examine the Secretary and Treasurer books at any time
- M. if a vacancy occurs in the office of the Secretary and/or Treasurer, assume charge of the books, secure a financial review, and deliver the same to the duly appointed or elected and installed successor
- N. have the authority to request a financial review of the chapter financial records by the Finance Committee as deemed necessary
- O. sign all warrants, minutes, and demits authorized by the chapter
- P. direct that the Uniform By-Laws of the chapter be amended immediately to conform with the legislation enacted at each session of the Grand Chapter and General Grand Chapter if applicable
- Q. prior to November 1, read at a stated meeting the irregularities and questions and answers, and summarize and report on the adopted changes to the Idaho Code and Digest
- R. consult with the Worthy Patron on all matters of importance
- S. prior to each stated meeting, confer with the Secretary regarding correspondence received and any business to come before the chapter

- T. ensure that at least two members are authorized as signatories on the chapter checking and savings accounts, one of which is the Treasurer
- U. appoint a member to carry the flag if desired
- V. appoint an official prompter and appoint the Associate Matron to prompt the Associate Patron
- W. appoint members to fill offices pro tem, or ask any officer to fill another position pro tem
- X. at the conclusion of the chapter year, return to the Secretary all chapter properties received at installation
- Y. welcome the new members and refer them to the chapter Secretary regarding the current dues requirement
- Z. preside, or appoint a lawful representative at any trial by the chapter
- AA. convene the chapter and surrender the gavel to the Worthy Grand Matron when she visits the chapter in an official capacity other than the annual Official Visit
- AB. in the event the chapter dissolves, surrender the chapter's Charter, all copies of the Secret Work, all permanent chapter records (minutes, financial records, and the membership ledgers), and monies to the Worthy Grand Matron. Chapter paraphernalia shall be disposed at the discretion of the chapter members

Section 3. The Worthy Patron shall:

- A. preside during the ceremony of initiation and at other times when requested to do so by the Worthy Matron
- B. be responsible for one (1) copy of the Secret Work and any transfer shall be recorded by the Secretary
- C. advise and assist the officers in their duties and the ritualistic work of the Order
- D. conduct the proficiency examination
- E. perform all other duties and exercise such powers as prescribed by the Ritual of the Order
- F. in the absence of both the Worthy Matron and Associate Matron, appoint any Sister in good standing to fill the office pro tem, using a Past Matron if possible
- G. be responsible for violations of all laws of the Order by his chapter
- H. report to the chapter all demits, suspensions, expulsions, and reinstatements from the Masonic Lodge of Brothers who are members of the chapter
- I. verify that Brothers, including officers, members, or visitors are Master Masons in good standing through dues cards and/or Lodge Secretaries

Section 4. The Associate Matron shall:

- A. perform the duties pertaining to her office, and in the event of vacancy, absence, or disability of the Worthy Matron, assume her station, powers, and duties
- B. assist the Marshal in the preparation, removal, and storage of the chapter paraphernalia

Section 5. The Associate Patron shall:

- A. perform the duties pertaining to his office, and in event of vacancy, absence, or disability of the Worthy Patron, assume his station, powers, and duties
- B. be responsible for one (1) copy of the Secret Work and any transfer shall be recorded by the Secretary
- C. assist the Marshal in the preparation, removal, and storage of the chapter paraphernalia

Section 6. The Secretary shall:

- A. have custody of the chapter seal, affixing the same to all properly signed minutes, dues receipts, demits, warrants, correspondence, and all other official documents
 - 1. ensure that the chapter seal is present at each meeting
 - 2. the Secretary or the Secretary pro tem is the only officer authorized to use the seal
- B. properly record the proceedings of the chapter following the order of business and affix the seal following chapter approval and signature of the Worthy Matron.
The minutes shall:
 - 1. state the official time of opening (when the Worthy Patron asks non-members to retire)
 - 2. reflect in full any special dispensations which were read
 - 3. indicate if an installed officer is present and the name of any pro tem officer
 - 4. indicate only that the report of the Investigating Committee was given. The minutes shall not state if the report was favorable or unfavorable
 - 5. not include attachments, pictures, news articles, or publicity
 - 6. be recorded in a loose-leaf book if desired
 - 7. not be omitted at a stated meeting unless the special order of business is used at the Official Visit
- C. prior to each stated meeting, confer with the Worthy Matron regarding any correspondence received and any business to come before the chapter
- D. obtain approval from the Worthy Matron for all correspondence using the chapter name and number and when submitting invitations for the annual official visitation of the Worthy Grand Matron
- E. verify that the Benevolent Application and Benevolent Renewal Application forms are completed, signed, affixed with the chapter sealed, and mailed to the Chairman of the Benevolent Fund Board
- F. receive all monies due the chapter, pay them promptly to the Treasurer, taking their receipt, keep an accurate account, and record the receipts in the minutes
- G. have the permanent books, membership ledger sheets, minutes, and warrant books current and available for the annual financial review and/or upon the request of the Worthy Matron
- H. issue warrants, signed by the Worthy Matron and affixed with the chapter seal, to the Treasurer for payments authorized by the chapter
- I. issue all dues receipts affixed with the chapter seal, designating chapter name, number, and location
- J. inform new members regarding dues requirements
- K. by January 1 of each year, issue a dues receipt to each Life Member and each Voluntary Prepaid Life Member
- L. issue two (2) dues receipts (one for the current year and one for the delinquent year) to reinstated members
- M. maintain a ledger sheet for each member, showing all transactions and pertinent information, including date of initiation and proficiency, all chapter, Grand Chapter, and General Grand Chapter offices and appointments held. This record must be kept in an inactive file when membership ceases

- N. upon receipt of signed Uniform By-Laws from a chapter conducting a courtesy initiation, enter on the membership roll the name of the member with the date of initiation, name, and location of the chapter conferring the degrees
- O. under the seal of the chapter, request a courtesy initiation and provide a copy of the Uniform By-Laws for the candidate to sign. This copy shall be returned to the chapter for its records
- P. have in their possession or readily available all current official documents, such as petitions, demits, Certificates of Transfer, Rituals, Idaho Code and Digest, Uniform By-Laws, and other supplies
- Q. on or before January 31, forward to the Grand Secretary the annual report for the preceding year, affixed with the chapter seal and, signed by the Worthy Matron and Secretary
- R. pay all per capita assessment and International Headquarters Fund monies to the Grand Secretary to be included with the annual report
- S. within ten (10) days after each installation, complete and transmit to the Worthy Grand Matron, Associate Grand Matron, Grand Secretary, and Grand Conductress, an installation report or follow-up installation report affixed with the chapter seal and signed by the Worthy Matron and the Secretary
- T. submit to the Grand Secretary immediately:
 - 1. twenty (20) times the annual dues paid for Voluntary Prepaid Life Memberships, Memorial Voluntary Prepaid Life Memberships, or Associate Voluntary Prepaid Life Memberships
 - 2. the proceeds of all wills and bequests made to the Grand Chapter of Idaho
- U. send the changes to the chapter Uniform By-Laws plus three (3) copies of the complete Uniform By-Laws, as amended by the chapter, Grand Chapter, or General Grand Chapter legislation to the Worthy Grand Matron. Two (2) copies of the approved Uniform By-Laws are returned to the chapter, one to be in the possession of the Secretary and the second one to be given to the Worthy Matron. Amendments initiated by the chapter must be approved by the Worthy Grand Matron before becoming effective. The Secretary shall then update the official chapter Uniform By Laws, which shall be available to all members
- V. furnish a copy of the most recent approved chapter Uniform By-Laws to the Worthy Grand Matron when she inspects the minutes
- W. upon the request of a chapter who has accepted a member with a Certificate of Transfer, immediately issue a demit and report at the next meeting. The Secretary must receive the demit of an Affiliated Member before they can sign the chapter Uniform By-Laws. However, failure to sign does not void membership
- X. verify that all petitions for membership are complete and accompanied by the proper fee and required documents. All petitions must remain in the Secretary's possession (except during balloting when the Worthy Matron has possession). If a request to have a petition removed and the fee returned is made before the petition has been read to the chapter, the Secretary shall return the fee
- Y. request from the Worthy Grand Matron a special dispensation when instructed to do so:
 - 1. to initiate within two (2) weeks, provided three (3) days have elapsed after election of candidates
 - 2. to elect officers out of time at a stated meeting and to install elected officers out of time at a special or stated meeting
 - 3. to change place of meeting, provided the building is appropriate and approved
 - 4. to change date and/or time of stated meeting
 Special dispensations, accompanied by the fee of \$1, to be submitted to allow sufficient time to complete the the request before the Grand Chapter annual session

Z. Notify:

1. by September 1, all members who will, on January 1 of the following year, be in arrears for the current year's dues
2. all petitioners of the results of the ballot and, if rejected, immediately return the fee and demit or Certificate of Transfer, if applicable
3. the Grand Secretary of a Petition for Reinstatement from a previous member in Idaho suspended for non-4. payment of dues from a chapter which no longer exists. State member's name, name, and number of the former chapter and year of suspension. Verification of previous membership must be received from the Grand Secretary before the petition is read
4. the Worthy Grand Matron of all requests for waivers from other Grand Jurisdictions. Her reply must be received before a ballot is taken
5. the Grand Chaplain, using the current Notification of Death form, of all deaths occurring in the chapter as soon as possible
6. other chapter Secretaries on the death of a plural member
7. all resident members of special meetings.
8. the primary chapter of a plural member who has passed the proficiency test
9. on or before January 25, the Star Information Committee of changes in the chapter Roster
10. on or before January 25, the Golden-Star Committee Chairman, of the names, contact information, and years of service of all 50-year members
11. the chapter at the last stated meeting in October, the names of all members whose current year's dues will be in arrears on January 1 of the following year
12. the Grand Secretary of a receipt of a petition for plural membership from another Grand Jurisdiction. The Grand Secretary shall ascertain whether the Grand Jurisdiction in which the membership is held permits plural membership

In case of plural membership petitions from this or other Grand Jurisdictions:

- a) If the petitioner is elected to plural membership, the Secretary of the electing chapter shall notify the primary chapter and the Grand Secretary of this Grand Jurisdiction
- b) In case of suspension, expulsion, demit, or death, the Secretary shall notify the plural member's chapter(s) and the Grand Secretary

- AA. upon the death of a Past Grand Matron, Past Grand Patron, or Grand Officer, send a brief life history of the deceased to the Grand Secretary
- AB. on January 1, issue notices of suspension to all members suspended for non-payment of dues as of December 31 of the previous year
- AC. at the first stated meeting of each calendar year, read those members suspended for nonpayment of dues, and record the names in the minutes
- AD. verify that the incoming Worthy Matron has the latest versions of the Ritual, Idaho Code and Digest, and Uniform By-Laws of the chapter
- AE. provide the current Idaho Code and Digest, Uniform By-Laws of the chapter, and Secret Work to the Installing Officer to present to the proper officers at time of Installation
- AF. collect the Secret Work from the outgoing Worthy Patron, Associate Patron, Conductress, and Associate Conductress and properly record the return of the same

- AG. provide the newly installed Worthy Patron, Associate Patron, Conductress and Associate Conductress with a copy of the Secret Work and properly record the receipt of same
- AH. collect the International Headquarters Fund fee from all initiated, affiliated, and plural members to be included with the annual report
- AI. no later than April 1, forward to the Grand Secretary all monies collected for the Benevolent Fund, ESTARL, Scholarship Fund, Service Dogs, and special projects
- AJ. receive:
 1. two complimentary copies of the proceedings of Grand Chapter; one (1) for the chapter and one (1) for the Worthy Matron whose year coincides with the Worthy Grand Matron
 2. one (1) copy of the membership roster
- AK. deliver to their successor all chapter properties in their possession
- AL. in the event the chapter dissolves, surrender all chapter permanent record books, minute books, membership ledger sheets, and financial records to the Worthy Matron
- AM. immediately disburse all Benevolent Funds when received from Grand Chapter as instructed
- AN. retain the chapter's permanent records per the records retention requirements issued by the Grand Secretary
- AO. in the event of a merger, the Secretary of the subordinate chapter receiving the list of Voluntary, Memorial, or Associate Memorial Prepaid Life Memberships shall inform the Grand Secretary and Grand Treasurer prior to December 31 of that year

Section 7. The Treasurer shall:

- A. issue receipts for money received from the Secretary and deposit the money as soon as possible
- B. issue checks in payment of warrants affixed with chapter seal, received from the Secretary and signed by the Worthy Matron
- C. report annually, or upon request from the Worthy Matron, the beginning and ending balances and a summation of financial activity
- D. keep an accurate account, in permanent books, of all transactions
- E. deliver to their successor all chapter property and money in their possession
- F. in the event the chapter dissolves, surrender all chapter permanent record books, financial records, and monies to the Worthy Matron
- G. have the permanent books, financial records, receipt books, checkbooks, and supporting documentation available for the annual financial review and/or upon the request of the Worthy Matron

Section 8. The Conductress shall:

- A. ascertain that all visitors have a current, sealed, and properly signed dues receipt at all chapter meetings and the Worthy Grand Matron's school of instruction. She shall greet all visitors, assist in having them sign the Visitors' Register, and see that they are introduced to the Worthy Matron and other members. If she cannot vouch for a visitor, she shall notify the Worthy Matron
- B. instruct newly initiated members on or before the next meeting on:
 1. how to enter and retire while chapter is in session
 2. how and when to use the reverent attitude
 3. the meaning of the raps of the gavel
 4. how to ballot
- C. present, introduce, and escort members and visitors

- D. be responsible for one (1) copy of the Secret Work and any transfer shall be recorded by the Secretary
- E. assist the Marshal in the preparation, removal, and storage of the chapter paraphernalia
- F. instruct a proficiency class for members. A proficiency test should be taken within six (6) months from date of initiation

Section 9. The Associate Conductress shall:

- A. assist the Conductress with:
 - 1. the examination of visitor dues receipts
 - 2. the instruction of newly initiated members:
 - a). how to enter and retire while chapter is in session
 - b). how and when to use the reverent attitude
 - c). the meaning of the raps of the gavel
 - d). how to ballot
 - 3. the preparation of members for the proficiency test
 - 4. introductions when needed
- B. ensure proper preparation and location of the ballot box prior to a meeting in which balloting is likely to occur
- C. be responsible for one (1) copy of the Secret Work and any transfer shall be recorded by the Secretary
- D. assist the Marshal in the preparation, removal, and storage of the chapter paraphernalia

Section 10. The Marshal shall:

- A. Prepare the Chapter room for all Chapter meetings, and at the close see that all paraphernalia is removed and properly stored.
- B. Present, or escort, the American flag when directed to do so.

ARTICLE VII COMMITTEES (2025)

Section 1. Benevolent: The committee shall consist of no fewer than three (3) members whose primary function is to develop activities to promote and increase the Benevolent Fund during the month of October. The committee shall see that the chapter makes an annual contribution to the Benevolent Fund. The committee shall report to the District Chairman on any promotional and fundraising activities and donations made.

Section 2. ESTARL: The committee shall consist of no fewer than three (3) members whose primary function is to develop activities to promote and increase the ESTARL Fund during the month of February. The committee shall see that the chapter makes an annual contribution to the ESTARL Fund. The committee shall also distribute Idaho Grand Chapter ESTARL scholarship applications to potential awardees and assist them in attaining sponsorship of the chapter. The committee shall report to the District Chairman on any promotional and fundraising activities and donations made.

Section 3. Examining: The committee shall consist of three (3) members, one of whom shall be a Brother. All should be thoroughly familiar with the secret work. They shall examine all visitors without proper avouchment and must be satisfied that the visitor is a member of the Order.

Section 4. Finance: The committee consisting of no fewer than three (3) members shall be announced at the time of installation. This committee shall review the chapter financial records of the most recent term, including the Secretary's permanent books, membership ledgers, minutes, and warrant books, and the Treasurer's permanent books, receipt books, checkbooks, financial records, and other supporting documentation. They will report on the results of the review to the chapter before June 30. Additional reviews may be performed upon the request of the Worthy Matron.

Section 5. Investigating: The committee shall consist of at least three (3) members, one (1) of whom shall be a Brother. No member who signed the petition recommending the person may serve as a member of the Investigating Committee. Members of the committee are appointed by the Worthy Matron upon receipt of a petition for membership and discharged at the conclusion of their investigation of a petitioner. Their duty shall be to promptly and diligently:

- A. investigate the character of the petitioner and eligibility requirements for membership as defined in the Ritual
- B. ascertain that the petitioner has resided within the State of Idaho for six (6) months prior to the date of the petition
- C. waive residency requirements for petitioners serving in the military service of their country or for students attending school outside this Grand Jurisdiction
- D. have the Brother investigate the eligibility of all Masonic petitioners for the degrees with reference to their Masonic standing
- E. sign the investigation section of the petition before a ballot is taken
- F. request an extension of time if the investigation report is not completed within thirty (30) days.
If a request is not submitted at the end of thirty (30) days, the Worthy Matron will assign a new investigating committee to perform the investigation as required

Section 6. Relief: The committee consisting of not fewer than three (3) members, with the Worthy Matron serving as the ex-officio chairman, shall be announced at the time of installation. This committee shall investigate all applications for relief made to the chapter. In cases requiring immediate relief, funds may be drawn as established in the chapter's Uniform By-Laws. The committee shall assist applicants in applying to the Grand Chapter Benevolent Board in cases requiring additional benefits.

Section 7. Scholarship: The committee shall consist of no fewer than three (3) members whose primary function is to develop activities to promote and increase the Scholarship Fund during the month of September. The committee shall see that the chapter makes an annual contribution to the Scholarship Fund. The committee shall also distribute Idaho Grand Chapter scholarship applications to qualified students and assist them in attaining sponsorship of the chapter. The committee shall report to the District Chairman on any promotional and fundraising activities and donations made.

Section 8. Service Dogs. The committee shall consist of no fewer than three (3) members whose primary function is to develop activities to promote Service Dogs during the month of November. The committee shall see that the chapter makes an annual contribution to the Service Dog project. The committee shall report to the District Chairman on any promotional and fundraising activities and donations made.

Section 9. Sick and Visiting: The committee shall be announced at the time of installation and visit the sick and grief-stricken members of the chapter and other members of the Order.

ARTICLE VIII
FEES
(2025)

Section 1. The initiation fee for conferring the degrees shall be established by the chapter Uniform By-Laws.

Section 2. A member desiring a Voluntary Prepaid Life Membership (VPLM) shall be assessed a fee of twenty-one (21) times the annual dues of the chapter. A member in good standing shall pay the fee before December 31 of the current year.

Section 3. The International Headquarters Fund fee shall be paid by all petitioners in order that all chapters show 100% participation.

Section 4. No fee shall be charged for affiliation other than regular chapter dues as defined in the chapter Uniform By-Laws.

Section 5. No fee shall be charged for reinstatement other than the required prior and current year's dues.

ARTICLE IX
DUES
(2025)

Section 1. Subordinate chapter dues shall be set forth in their Uniform By-Laws. Dues may be pro-rated from the date of initiation. However, in no event shall the chapter dues be less than the Grand Chapter per capita assessment requirement.

Section 2. Chapter dues extend from January 1 through December 31 of the same calendar year and become due on January 1 of each year.

Section 3. Members failing to pay dues on or before the first stated meeting in March shall be considered delinquent and excluded from attending any chapter other than their own in this Grand Jurisdiction until dues are paid or remitted.

Section 4. Any member failing to pay dues on or before December 31 of the same year shall on January 1 of the following year be suspended from all rights and privileges of membership until reinstated.

- A. Members suspended for non-payment of dues and desiring reinstatement shall petition the chapter and submit the equivalent of two (2) years dues (the prior year's and the current year's). If rejected, the amount paid shall be refunded.
- B. A member suspended for non-payment of dues cannot petition another chapter until reinstated and issued a demit.
- C. If the suspended member's original chapter no longer exists due to a merger or surrendering of their Charter, previous membership must be verified through the Grand Secretary.

Section 5. A chapter may pay the dues of any member of the chapter upon a majority vote at a meeting prior to December 31 of the current year.

Section 6. No member may be installed as an officer of the chapter unless they are a member in good standing.

ARTICLE X DONATIONS (2025)

Section 1. Donations may be received from individuals and organizations to supplement charitable projects or chapter expenses.

Section 2. Donations to charitable causes other than Eastern Star or Masonic purposes shall be left to the discretion of the chapter.

Section 3. Public solicitation and/or correspondence shall be approved by the Worthy Grand Matron.

- A. Letters concerning the raising of funds for the Benevolent, ESTARL, Scholarship Funds, and Service Dogs shall not need the prior approval of the Worthy Grand Matron.
- B. Letters to neighboring chapters inviting visitation to their chapter meeting and participating in such special events, such as dinners, luncheons, money making projects and other events associated directly with chapter meetings shall not need prior approval of the Worthy Grand Matron.

ARTICLE XI EXPENSES (2025)

Subordinate chapter expenses shall consist of the following:

- A. Grand Chapter Per capita assessment
- B. Chapter supplies
- C. Fines:
 - 1. Two dollars and fifty cents (\$2.50) per day for late submission to the Grand Secretary of the annual report and the installation reports, up to a maximum of fifty dollars (\$50.00)
 - a). reports not submitted by the required due dates will be considered delinquent and subject to fine
 - b). Installation reports are due within ten (10) days after chapter installation and the Annual Report is due no later than January 31
 - 2. Five dollars (\$5.00) for loss of each copy of the Secret Work
- D. Special dispensations, as required
- E. Other expenses as defined in the Uniform By-Laws of the chapter

ARTICLE XII
PETITIONS
(2025)

Section 1. Membership in the Order of the Eastern Star is to be free choice, however prospective members who are eligible may be informed of their eligibility.

Section 2. No publicity shall be given on petitions for membership.

Section 3. All petitions for the degrees shall:

- A. be made in writing, signed by the petitioner, with their full name and residence
- B. require applicants to reside within the State of Idaho for six (6) months prior to the date of the petition, unless a waiver of Grand Jurisdiction is granted
- C. state the current Masonic standing, relationship, or sponsorship
- D. be accompanied by letters of sponsorship from a Sister and a Brother, both of whom are members of the Order, if the petition is for a woman being sponsored
- E. be recommended by two (2) members of the chapter who cannot be appointed to the investigating committee
- F. be accompanied by the required fee and certificate, or its equivalent, of proper Masonic affiliation, relationship, or sponsorship. (Refer to Ritual, General Regulations, sections titled Membership and Petitions)
- G. be presented at a stated meeting, properly recorded, and referred to an investigating committee

Section 4. All petitions for affiliation shall be:

- A. made in writing, signed by the petitioner, and include the petitioners full name and residence
- B. without residency qualification requirements
- C. recommended by two (2) members of the chapter who cannot be appointed to the investigating committee
- D. accompanied by a demit, certificate of transfer, or its equivalent from the chapter to which the petitioner formerly belonged
- E. presented at a stated meeting, properly recorded, and referred to an investigating committee

Section 5. A petition for plural membership shall be:

- A. made in writing, signed by the petitioner, with the full name and residence
- B. recommended by two (2) members of the chapter who cannot be appointed to the investigating committee
- C. accompanied by a certificate or letter of good standing
- D. presented at a stated meeting, properly recorded, and referred to an investigating committee
- E. the Grand Secretary of this Grand Jurisdiction shall ascertain whether the Grand Jurisdiction, in which the membership is held, permits plural membership before the petition for plural membership may be received

Section 6. A petition for reinstatement shall be:

- A. submitted by a member suspended for non-payment of dues in the chapter from which they were suspended, and does not require residence qualification or Masonic relationship, except that a Brother must be an affiliated Master Mason in good standing
- B. presented to any chapter, only after previous membership in an Idaho chapter which no longer exists due to a merger, or the surrender of their chapter Charter is verified through the Grand Secretary. Verification must be obtained before the petition may be received. All qualifications for residency, Masonic relationship, sponsorship, and dues, as stated in this section, will apply
- C. accompanied by one (1) year's delinquent dues and the full current year's dues
- D. presented at a stated meeting, properly recorded, and referred to an investigating committee. By-Laws do not need to be signed again if reinstating in an original chapter. However, they must be signed if reinstated as specified in B of this section

Section 7. A minimum of three objections, in open chapter, by members in good standing is required to prevent the reception of a petition for membership. An objection against a petitioner can only be made by members of the chapter in which the petition is received.

Section 8. A petition may be withdrawn at the request of the petitioner, before the petition has been read to the chapter, and the amount of the fee shall be refunded.

Section 9. The petition and fee shall be returned and no ballot taken if the petitioner is found ineligible.

Section 10. When the petition has been read and the Investigating Committee appointed, the petition cannot be returned under any circumstances.

Section 11. There shall be no physical disqualification for membership in the Order, except that a petitioner must be able to give satisfactory explanation of the signs and passes for the purpose of identification as a member.

Section 12. An unfavorable report of the Investigating Committee shall not reject the petition without a ballot. If rejected, the amount of the fee shall be refunded.

Section 13. If the Investigating Committee fails to report on a petition at the expiration of thirty (30) days, and requests no further extension of time, they shall be discharged by the Worthy Matron and a new committee appointed.

Section 14. A rejected petition for the degrees may be submitted to any other chapter within this Grand Jurisdiction.

Section 15. A rejected petition for affiliation may be renewed in any chapter within the Grand Jurisdiction of Idaho and does not affect the standing of an applicant. The demit or certificate of transfer and the International Headquarters Fund fee accompanying the petition shall be returned to the applicant.

Section 16. A rejected petition for reinstatement may be renewed in the chapter from which the member was suspended.

Section 17. A chapter may receive the petition of a person residing in another Grand Jurisdiction.

- A. an Investigating Committee shall be appointed and waiver of Grand Jurisdiction requested through the Worthy Grand Matron of Idaho
- B. said waiver must be received before the Investigating Committee reports and the ballot is cast
- C. a request for waiver from another Grand Jurisdiction shall be:
 - 1. to the Worthy Grand Matron of Idaho
 - 2. in writing, bearing the seal of the chapter, and stating name and address of the petitioner

ARTICLE XIII
BALLOT
(2025)

Balloting shall be governed by the Ritual and the following rules:

- A. Ballots on petitions for the degrees, affiliation and reinstatement shall be by secret ballot at a stated meeting.
- B. A properly prepared ballot box must contain at least six (6) black cubes and enough white balls in the open compartment to provide each voting member a choice. Should there be no choice at any time, the Worthy Matron shall be notified, and the ballot declared void. The ballot box will be corrected, and a second ballot will be taken.
- C. During balloting, the ballot box shall be placed upon the Altar at the left of the Holy Bible, unless passed to voting members.
- D. Separate ballots may be taken on each petition or collective ballots on two (2) or more petitioners. However, petitions for affiliation and/or reinstatement cannot be combined with petitions for initiation.
- E. A clear ballot is necessary to elect. The ballot is considered clear if no more than two black cubes appear.
- F. The Sentinel, or member appointed to serve as Sentinel, will be the only one permitted to enter or retire after the Worthy Matron has instructed the Associate Conductress to take charge of the ballot box. No member present shall be excused from balloting.
- G. The use of more than one ballot box is prohibited.
- H. no ballot shall be taken upon a petition unless the Worthy Patron, or a Brother who is acting as Worthy Patron, is present to inspect the ballot box.
- I. A ballot once commenced must be continuous, without postponement or debate, and when completed must be declared and cannot be reconsidered, except as may be directed by the Worthy Grand Matron in case of an appeal.
- J. No one shall be permitted to examine the ballot except the Worthy Matron, Worthy Patron, Associate Matron, and Associate Patron. After the ballot has been declared by the Worthy Matron, she shall destroy the ballot, to prevent any member from inspecting it.

- K. No inquiries or statements as to the reason of a member's ballot shall be permitted. Members are forbidden from disclosing how they voted, discussing the rejection of a petitioner, or informing a rejected petitioner whom they think cast the black cube.
- L. A member is justified in using the black cube only when they know the petitioner is not of good moral character or may be a known troublemaker who would cause discord in the chapter. The black cube is placed there for our protection and should never be used thoughtlessly, carelessly, or without reason. The Golden Rule should be remembered when a ballot is cast.

ARTICLE XIV

INITIATION

(2025)

Section 1. The chapter room shall be properly prepared for the ceremony of initiation before the meeting is opened, with all paraphernalia in place.

Section 2. When there is only one candidate, the Conductress works alone. However, if there is an uneven number of candidates, a member may be used to form even couples.

Section 3. An objection to prevent the conferring of degrees upon a candidate who has been elected must be made by at least three (3) members in good standing of the chapter. The reason for each member's objection must be filed, in writing, to the Worthy Matron no later than twenty-four (24) hours preceding the time appointed for initiation. The fact objections were made, and not the names of the objectors, nor the reasons, shall be declared by the Worthy Matron and entered upon the records of the chapter. An objection has the same effect as a black cube. Two (2) objections shall not debar the conferring of degrees. If one of the three objections is not removed, the fee must be returned, and the petitioner may again petition the chapter at the end of two (2) months.

Section 4. Special meetings may be called by the Worthy Matron for the purpose of initiation without dispensation provided two (2) weeks have elapsed since the election of the candidate. A special dispensation may be obtained from the Worthy Grand Matron to initiate within two (2) weeks of election, provided three (3) days have elapsed. Balloting and initiation on the same petition cannot be held on the same day.

Section 5. Chapters may initiate candidates elected to membership in another Grand Jurisdiction only when instructed to do so by the Worthy Grand Matron of Idaho. Chapters desiring elected candidates to be initiated in another Grand Jurisdiction must make the request through the office of the Worthy Grand Matron of Idaho, giving all necessary information. The fee belongs to the chapter in which the candidate was elected.

Section 6. Chapters may initiate candidates elected to membership in another chapter in Idaho upon request from that chapter. Chapters asking for a courtesy initiation should do so under the seal of the chapter. When a request for a courtesy initiation is received by a chapter, the Chapter should make every effort to hold the initiation as soon as possible.

Section 7. If any petitioner fails to appear for initiation within six (6) months from date of election and without good cause, the election shall be void and the fee forfeited.

Section 8. When an applicant for the degrees is illegally elected and initiated by a chapter, and is an innocent party to the transaction, they shall not be deprived of membership in the Order.

ARTICLE XV

DEMITTS

(2025)

Section 1. A demit terminates membership in a chapter and certifies that the member was in good standing at the time it was granted.

Section 2. Any member whose dues are current may submit a written request for a demit. The reason for requesting a demit is not necessary. When a member has been declared incompetent, a relative or guardian may submit the request.

Section 3. A request for a demit must be presented and granted at a stated meeting. A vote of the chapter is not required, and no fee is charged. An objection against the granting of the demit is equivalent to charges against the applicant. The demit will be withheld until the next stated meeting and if charges are not submitted, the demit must be granted. A member whose dues are paid to December 31 and who applies for a demit to be read at the first stated meeting after December 31, shall be deemed to be clear on the books and entitled to demit.

Section 4. Duplicate demits may be issued to members upon request but shall be so marked and reasons given for issuance. If a former member of a chapter which has merged requests a duplicate demit, the existing chapter Secretary may issue a duplicate, after verifying date of original demit.

Section 5. A member may submit a petition for affiliation to the chapter from which the demit was granted. The petition must be acted upon in the regular manner. (refer to Rules and Regulations, Article XII, Section 4) If the petition is rejected, the member may still visit any chapter for one (1) year from the date the demit was issued.

Section 6. A demitted member is not permitted to visit on a demit after one year from date of issuance, except to present a petition for affiliation. Visitors with demits must be properly vouched for, or pass a satisfactory examination, and present their demit in lieu of a dues receipt.

Section 7. A demit may be presented at any time to accompany a petition for affiliation, regardless of when the demit was issued.

ARTICLE XVI
CERTIFICATE OF TRANSFER
(2025)

Section 1. A Certificate of Transfer enables a member to transfer membership from one chapter to another chapter without losing membership.

Section 2. Any member in good standing, who is not an elective officer, and desires to transfer membership to another chapter, may request a certificate of transfer. The request must be presented at a stated meeting and granted when requested if the member's dues are current. A vote of the chapter is not required and no fee is charged. A Certificate of Transfer is valid for one (1) year, and the holder remains a member of the original chapter and responsible for dues.

Section 3. A petition for affiliation accompanied by a Certificate of Transfer shall be acted upon in the regular manner. (Rules and Regulations Article XII, Section 4)

Section 4. Upon election of the member into the new chapter, the Secretary of the new chapter will request a demit from the original chapter which is sent immediately. Both chapter Secretaries will report at the next stated meeting.

Section 5. Chapters are authorized to accept Certificates of Transfer from other Grand Jurisdictions. If a Grand Jurisdiction does not issue Certificates of Transfer or Certificates of Good Standing, the chapter receiving the petition is authorized to accept the petitioner's current dues receipt in lieu thereof.

ARTICLE XVII
MEMBERSHIP
(2025)

Section 1. A primary chapter is defined as the member's original chapter if it is still active, and the member has not demitted from that chapter.

- A. if the original chapter has closed or the member has demitted, then the chapter in which the member has held active membership for the longest time is the Primary chapter.
- B. if the original chapter has merged with another chapter, that chapter becomes the primary chapter. In such case, if the member has moved away before the merger and desires to make a chapter in another city the primary chapter, they must demit from the original chapter (or the chapter it merged with). They may then make the chapter in the new city their primary chapter.
- C. if a plural member, you may choose whichever chapter you wish to be honored as.

Section 2. Life Membership: Any chapter may, at its discretion, elect to life membership any member of the chapter under the following conditions:

- A. the honor shall be conferred only on members of the chapter who have held fifty (50) years cumulative membership or have given meritorious service to the Order of the Eastern Star.
 - 1. The member must be in good standing. (Refer to Rules and Regulations Article 1, Section 3).
 - 2. The member must be a member of the chapter conferring the honor.
- B. the name must be proposed in writing at a stated meeting, signed by at least two (2) members of the chapter, read, and held over until the next stated meeting. After the second reading a two-thirds (2/3) vote is required for election.

- C. a life membership shall be issued without cost to the member and will exempt the holder from payment of dues. The chapter must pay the annual per capita assessment.
 - 1. If chapter correspondence to a life member has been returned for two (2) years and that life member cannot be located, the chapter secretary will so note “unable to locate” on the annual return and the chapter will cease payment of per capita assessment on that member.
 - 2. If the life member is later located, the name will be added to the annual return and the chapter will pay the per capita assessment beginning with the current year.
- D. a certificate of Life Membership shall entitle the member to an official dues receipt issued annually.
- E. fifty Year Members, when receiving their pin, shall be escorted through the labyrinth to the East, and given Grand Honors.

Section 3. Plural Membership: This membership is available to all members of the Grand Jurisdiction under the following conditions:

- A. The member must be in good standing. (Refer to Rules and Regulations Article 1, Section 3)
- B. They may acquire membership in any other chapter(s) in Idaho or any Grand Jurisdiction that permits plural memberships.
- C. A member of a chapter of any Grand Jurisdiction that permits plural membership or a chapter under the jurisdiction of General Grand Chapter, may acquire plural membership in chapter(s) in this Grand Jurisdiction.
- D. A petition for plural Membership shall be presented the same as any other petition for affiliation. (Refer to Rules and Regulations Article XII, Section 5)
- E. Plural members must pay dues in all chapters.
- F. Plural members shall be entitled to all rights and privileges of membership in all chapters.
- G. Chapters shall pay per capita assessment on all plural members.
- H. A member holding plural membership in this Grand Jurisdiction may demit from any chapter without affecting their membership in the other chapter(s).
- I. Suspension of a plural member for nonpayment of dues in any chapter shall not affect membership in the remaining chapter(s). If that loss of membership is in the primary chapter, the first chapter affiliated with becomes the primary chapter. (Refer to Rules and Regulations Article XVII, Section 1)
- J. Suspension for other than nonpayment of dues, or expulsion, of a plural member from membership in any chapter shall constitute loss of membership in all chapters. (Refer to Rules and Regulations Article VI, Section 6, S, 3b)

Section 4. Voluntary Prepaid Life Membership (VPLM): This membership is available to all members of this Grand Jurisdiction under the following conditions:

- A. the member must be in good standing. (Refer to Rules and Regulations Article 1, Section 3).
 - 1. a fee shall be assessed at twenty-one (21) times the annual dues of the chapter in which a member desires the VPLM. One year's dues shall be retained by the chapter and the balance sent to the Grand Secretary.
 - 2. the fee shall be paid before Dec. 31 of the current year.

- B. per capita assessment shall be paid to the Grand Chapter on all members holding a VPLM. No per capita assessment shall be paid on a deceased VPLM.
- C. VPLM shall receive an official dues receipt no later than January 1 of each year.
- D. the interest generated from the VPLM investments remain the property of the subordinate chapter upon the death of a VPLM, Memorial VPLM or Associate Memorial VPLM, or if a VPLM demits from this Grand Jurisdiction.
- E. if a subordinate chapter dissolves or surrenders its Charter, the total amount of the accrued interest shall revert to the Grand Chapter Benevolent Endowment Fund.
- F. the suspension, expulsion, or demission of a Brother from a lodge of Master Masons deprives him of all rights and privileges of membership in this Order until satisfactory evidence of his reinstatement by said Lodge has been presented to the chapter. The VPLM funds shall remain the property of the subordinate chapter.
- G. if the chapter of a VPLM, a Memorial VPLM or an Associate VPLM merges with another chapter in this Grand Jurisdiction, the total funds shall be transferred to the new chapter with no additional fees required even though the new chapter may have higher dues.
- H. a member may transfer VPLM funds when affiliating with another chapter in this Grand Jurisdiction. In the event the new chapter has higher dues, the VPLM will pay the difference in amount to equal twenty-one (21) times the yearly dues of the chapter to which they are affiliating.
- I. transfer of VPLM, Memorial VPLM or Associate Memorial VPLM funds out of the Grand Jurisdiction of Idaho shall not be permitted under any circumstance.
- J. in the event of a merger, the subordinate chapter Secretary receiving the Voluntary, Associate or Memorial Prepaid Life Membership shall inform the Grand Secretary and Grand Treasurer prior to December 31 of that year.

Section 5. Memorial Voluntary Prepaid Life Membership: This membership may be purchased by others to honor a deceased member of this Grand Jurisdiction. A fee equal to twenty (20) times the yearly dues of the chapter shall be required. No per capita assessment shall be paid on Memorial VPLMs.

Section 6. Associate Memorial Membership: This membership may be purchased by a subordinate chapter in the names of two or more deceased members when the chapter has accumulated a total amount equal to twenty (20) times the annual dues. No per capita assessment shall be paid on Associate Memorial Memberships.

Section 7. Honorary Membership: This membership may be conferred only upon members of another chapter, by a motion and unanimous vote of the chapter extending the courtesy. The name of the member so honored shall not be listed with the regular membership. Honorary Members shall enjoy all privileges of membership except those of voting or holding office. No per capita assessment shall be paid on Honorary Members.

ARTICLE XVIII

VISITORS

(2025)

Section 1. Visitors must present an official dues receipt to the Conductress or the Associate Conductress. A member of the Order shall have the right to visit any chapter, if there is no objection, provided they present an official dues receipt or a demit and have been properly vouched for or satisfactorily examined as prescribed in Rules and Regulations Article VII, Section 3.

Section 2. Any member shall have the unrestricted right to object to the visit of anyone not a member of their chapter-provided that the objector be present and makes the objection to the Worthy Matron in person. The Worthy Matron shall appoint a committee of three (3) members to hear the objection. If the committee upholds the objection, the visitor shall be requested to retire. Otherwise the visitor shall be allowed to remain. Lawful objections are:

- A. failure to exhibit an official dues receipt
- B. inability to pass a satisfactory examination
- C. unaffiliated with a demit more than one (1) year old
- D. under charges

ARTICLE XIX

MERGER OF CHAPTERS

(2025)

When two (2) or more chapters wish to merge, they shall notify the Worthy Grand Matron of their desire and proceed according to the following example: The chapter requesting the merger shall be designated as Chapter A, the other as Chapter B.

- A. Chapter A presents a resolution at a stated meeting naming the chapter with which they desire to merge.
- B. The Secretary of Chapter A shall notify each member of the proposed action at least thirty (30) days in advance of the time when the vote on the merger will take place.
- C. If a two-thirds (2/3) vote of the members present is in favor of the merger, Chapter A shall submit a written request to Chapter B, and the Worthy Grand Matron advised of the action.
- D. The Secretary of Chapter A shall notify all members of the result of the vote and ascertain if dues of all members are current.
- E. The request to Chapter B shall be accompanied by a financial statement and a list of the members in good standing, including the life memberships, if any.
- F. After the request of a merger has been read at a stated meeting of Chapter B, the Secretary shall notify each resident member that a vote on the merger will be taken at the next stated meeting.
- G. A two-thirds (2/3) vote of the members present of Chapter B at the stated meeting shall be necessary for the acceptance of the merger.
- H. If Chapter B favors the merger, the Secretary of Chapter B shall advise the Worthy Grand Matron and Chapter A.
- I. Chapter A at that time surrenders its charter and copies of the Secret Work to the Worthy Grand Matron. All records, property, paraphernalia, and funds belonging to Chapter A shall be sent to Chapter B. The Grand Secretary and Grand Treasurer shall also be notified.
- J. Chapter B retains its name, number, charter, and by-laws.

- K. Any member of Chapter A who desires a demit and is in good standing should request the same before the last stated meeting of Chapter A. If a VPLM receives such a demit and transfers to a chapter which has higher dues, other than Chapter B, the usual increase in investment will be required. If the demitted VPLM does not transfer to another chapter, the investment and accrued interest becomes the property of Chapter B.
- L. Members in good standing in Chapter A, desiring to continue their membership in Chapter B, shall be issued a current dues receipt without additional fees, by Chapter B at the time of the merger, including VPLM, Life Members and Golden Stars. They do not need to sign the by-laws of Chapter B.
- M. If the merger occurs at the end of the calendar year, dues will be payable to Chapter B on January 1 and a current dues receipt issued.
- N. When the merger is affected and granted under the signature of the Worthy Grand Matron and Worthy Grand Patron, attested by the Grand Secretary under the seal of the Grand Chapter, all members of Chapter A become members of Chapter B. The Secretary of Chapter B shall notify all members that the merger has been granted.
- O. Officers of Chapter B will remain in office until the next annual election and installation.

ARTICLE XX INSTITUTION OF CHAPTERS (2025)

Section 1. The institution of a new chapter shall proceed as follows:

- A. a petition to form a new chapter shall be obtained from the Worthy Grand Patron.
- B. it shall be signed by at least eighteen (18) and not more than fifty (50) persons with proper Masonic standing or relationship.
- C. not less than two (2) affiliated Master Masons and seven other members holding demits, Petitions for Plural Membership or Certificates of Transfer from regularly chartered chapters of the Order of the Eastern Star shall be included in the list of petitioners.
- D. the petition for dispensation shall be sent to the Worthy Grand Patron and shall be accompanied by a fee of two hundred twenty-five dollars (\$225.00). The following supplies shall be issued to chapters under dispensation: eighteen (18) Rituals, four (4) copies of the Secret Work, and one (1) each: Signet, Gavel, Minute Book, Membership Ledger, Secretary's Cash Book, Receipts for Dues, Book of By-Laws and Membership Roll, Warrant Book, Treasurer's Cash Book, Treasurer's Receipt Book and Officers, Members, and Visitors Register.
- E. petitioners who are not members of the Order shall be balloted upon by only those holding a Demit or Certificate of Transfer who have signed the Petition for Dispensation. Balloting shall be in accordance with the Ritual and in the presence of the Worthy Grand Patron.
- F. the Worthy Grand Patron shall call a meeting of the signers of the petition for the purpose of electing the Worthy Matron, Worthy Patron, Associate Matron, Associate Patron, Secretary, Treasurer, Conductress and Associate Conductress.
 - 1. A majority vote of all signers present shall be necessary for an election.
 - 2. Minutes of the meeting shall be kept and become a permanent record of the Chapter.
- G. the chapter shall be instituted by the Worthy Grand Patron following the granting of the dispensation. All petitioners shall be obligated by the Instituting Officer. Charter Members will be those obligated at the time the chapter is organized as well as those obligated and admitted during the period the chapter will work under Dispensation.

- H. the petitioners who have not been regularly initiated in a legally constituted or instituted chapter of the Order of the Eastern Star shall be initiated by a courtesy initiation immediately following the institution of the chapter.
- I. the Worthy Grand Patron shall visit the chapter under dispensation as soon as possible after the institution for the purpose of giving Ritualistic instruction.
- J. any petitioner who signed the petition for dispensation and failed to be obligated at the instituting of the chapter, must be initiated in the regular manner.

Section 2. The Worthy Grand Patron shall use the most current ceremony for instituting and constituting new chapters of The Order of the Eastern Star in Idaho as approved and adopted by the Grand Chapter of Idaho, which is on file with the Grand Secretary.

Section 3. The Worthy Grand Patron, following the instituting of a new chapter, shall submit a report to the Worthy Grand Matron and the Grand Secretary, which shall include the following: Names of assisting Officers, names of the Officers of the new chapter and minutes of the special session of Grand Chapter, all of which shall be incorporated in the Grand Chapter Proceedings.

ARTICLE XXI

CHAPTERS UNDER DISPENSATION

(2025)

Section 1. Chapters under dispensation (U.D.) shall have all the rights and privileges of chartered chapters, except the installation of officers and representation in Grand Chapter. Officers of chapters U.D. shall be instructed but not installed.

Section 2. Every chapter U.D. shall send to the Grand Secretary on or before June 1 following the date of institution, the following:

- A. the Dispensation
- B. three (3) copies of the proposed Uniform By-Laws (approved and signed by the Worthy Grand Matron). The proposed Uniform By-Laws shall then be referred to the Jurisprudence committee for approval.
- C. a record of its proceedings and application for a Charter

Section 3. No meeting shall be held by a chapter U.D. after the submission of the dispensation until a Charter or new Dispensation has been issued from the Grand Chapter.

Section 4. The Worthy Grand Matron shall have the power to remove any officer or discipline any member of a chapter U.D.

Section 5. When a Charter is granted, the Worthy Matron, Worthy Patron, Associate Matron, Associate Patron, if present, may be installed at the Grand Chapter session and are entitled to all the rights and privileges of a Grand Chapter Delegate.

- A. The newly installed officers shall be escorted to the Grand East for the presentation of the Charter and By-Laws by the Worthy Grand Matron and Worthy Grand Patron.
- B. The remaining Officers may be installed at the first meeting of the chapter following the receipt of the Charter.

ARTICLE XXII
DISSOLUTION OF CHAPTERS
(2025)

Section 1. Chapters may be dissolved by Grand Chapter or by voluntary surrender.

Section 2. Grand Chapter may suspend or revoke a Charter of a chapter for the following:

- A. disobedience to the Grand Chapter Laws and Regulations.
- B. disregard of the authority of the Worthy Grand Matron or Worthy Grand Patron.
- C. failure to meet for six (6) consecutive months.
- D. failure to make annual reports or pay per capita assessment for two (2) years.

Section 3. The Charter of a chapter shall not be suspended without due notice to give the chapter the opportunity to correct the condition which prompted the suspension. A suspension by the Worthy Grand Matron shall not extend beyond the next annual session of the Grand Chapter. She may, at her discretion, set aside a suspension at any time.

Section 4. A chapter desiring to dissolve by voluntarily surrendering its charter shall proceed as follows:

- A. a motion to surrender must be made in writing and read at a stated meeting.
- B. every member must be notified at least four (4) weeks previous to the time of action upon the motion.
- C. a Charter shall not be surrendered unless a two-thirds (2/3) vote of the members present is in favor of the surrender
- D. remitting dues and disposing of property prior to disbanding is illegal.

Section 5. In the event the chapter dissolves, it shall be the duty of the Worthy Matron to surrender the chapter's Charter, all copies of the Secret Work, all permanent chapter records (minutes, financial records, and the membership ledgers) and monies to the Worthy Grand Matron. Chapter paraphernalia shall be disposed of at the discretion of the chapter members.

Section 6. All members who are in good standing (Refer to Rules and Regulations Article 1, Section 3) at the time of surrender or revocation of the chapter Charter shall be given a demit. Any member who is in arrears may receive a demit by paying their dues in full.

ARTICLE XXIII
REINSTATEMENT OF CHAPTERS
(2025)

Section 1. A petition for a dispensation to reinstate a defunct chapter shall be as follows:

- A. the petition shall be signed by at least seven (7) members, one of whom must be a Brother, who were in good standing (Refer to Rules and Regulations Article 1, Section 3) in the original chapter.
- B. the request for the original Charter and number must be accompanied by a fee of one hundred dollars (\$100.00).
- C. upon reorganization, any monies, paraphernalia or proceeds from the sale of property surrendered to, or deposited with the Grand Chapter shall be returned, or an equivalent cash value shall be refunded to the reorganized chapter.
- D. any debt of the defunct chapter remaining unpaid to the Grand Chapter shall be deducted from the cash value returned to the reorganized chapter.

ARTICLE XXIV AMENDMENTS

Section 1. All propositions to amend the Rules and Regulations shall be introduced in writing, signed by two (2) members of this Grand Chapter, and received by the Grand Secretary, no later than March 25, prior to the annual Grand Chapter session. If adopted by a two-thirds (2/3) vote they shall become a part of the Rules and Regulations.

Section 2. These Rules and Regulations shall not be suspended except by unanimous consent of the Grand Chapter.

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