



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws
Revised: 07 December 2007*

Original Header:

Revised 8/93

KEMPSSVILLE CHAPTER ORDER OF DEMOLAY

BY-LAWS

This Chapter, under charter from the International Supreme Council of the Order of DeMolay, shall be governed first by the Constitution, Statutes, and Chapter Regulations of the International Supreme Council of the Order of DeMolay; and second by the following By-Laws; [No Change]

ARTICLE I

Section I- The Stated Meetings of the Chapter shall be held at the Kempsville Masonic Temple on the first and third Thursdays of the month at 7:00 p.m. Deviations from which may only be authorized by dispensation from the Eastern Region Deputy Executive Officer or the Virginia State Executive Officer.

Original AI-SI:

Section I- During the months of September through May the stated meetings of the Chapter shall be held at Kempsville Masonic Temple on the second and fourth Sundays of the month at 2:00 p.m.

Section II- The Advisory/Councilors Meetings of the Chapter shall be held at the Kempsville Masonic Temple on the second and fourth Sundays of the month at 2:00 p.m. Deviations from which may only be authorized by the President of the Advisory Council or the Chapter Advisor.

Original AI-SII:

Section II- During the months of June through August the stated meetings of the Chapter shall be held at. Kempsville Masonic Temple on the first and third Thursdays of the month at 7:30 p.m. (REPLACED)

Section III- The Ritual Workdays of the Chapter shall be held at Kempsville Masonic Temple on the second and fourth Sundays of the month at 3:00 p.m. Deviations from which may only be authorized by the President of the Advisory Council or the Chapter Advisor. [NEW SECTION]

ARTICLE II



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws*

Revised: 07 December 2007

Section I- The Master, Senior, and Junior Councilors shall be elected every six months at the second stated meetings in January and July, with the installation of officers in March and September of each year. Deviations from this schedule may only be authorized by dispensation from the Eastern Region Deputy Executive Officer or the Virginia State Executive Officer.

Original AII-SI:

Section I- The Master, Senior, and Junior Councilors shall be elected every six months at the second stated meetings in January and July, with the installation officers by the first stated meetings of March and September each year.

Section II- All officers must be competent in all ritual for their respective offices before they can installed.

- (a) The Senior Councilor must be competent in all ritual for the office of Master Councilor as well as his own office before he can be installed.
- (b) The Junior Councilor must be competent in all ritual for the office of Senior Councilor well as his own office before he can be installed.
- (c) Any Officer may be installed if the Advisory Council determines that there are sufficient reasons for said officer not being competent in his ritual.

[Section II No Change]

Section III- In order to be elected to the Councilor offices, a member must have either attended KeyMan training or have completed or be working on the Leadership Correspondence Course at the time of elections, or have attended a Leadership Conference by the time of installation. Those working on the Leadership Correspondence Course at the time of the elections must complete it before the next election. **[Section III No Change]**

Section IV- The Scribe shall be elected every 12 months at the same time as the election of officers in March. **[Section IV No Change]**

ARTICLE III [No Change]

Section I- The Sweetheart shall be elected by secret ballot at the meeting of the election of officers.

Section II- The identities of those nominated for Sweetheart shall remain secret and



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws*

Revised: 07 December 2007

never leave the Chapter Room.

Section III- The identity of the elected Sweetheart shall be known only to the Scribe, Chapter Dad, and one other person whose duty it shall be to see that the elected Sweetheart is present at the Installation of Officers. The Scribe shall inform the Master Councilor who shall inform the Marshall at the appropriate time on the night of Installation as to the identity of new Sweetheart.

ARTICLE IV [No Change]

Section I- The initiation fee for the degrees in the Chapter shall be forty-five dollars (\$45.00). The fee shall be payable in total with the submission of the petition or in two parts, if desired. First: Twenty-two dollars and fifty cents (\$22.50) accompanying the petition. Second: Twenty-two dollars and fifty cents (\$22.50) before the candidate receives his DeMolay Degree.

Section II- The fee for affiliation in this Chapter shall be five dollars (\$5.00).

Section III- Each petition presented should be accompanied by a recent photograph of the candidate in which he is readily recognizable before the vote can be taken on the petition.

ARTICLE V [No Change]

Section I- No smoking or use of tobacco is permitted inside the Chapter Room or at a DeMolay function by an active DeMolay.

ARTICLE VI

Section I- Any officer who misses three consecutive stated meetings unexcused, during his term, shall be removed from his office. [Section I No Change]

Section II- Any officer who misses four stated meetings unexcused, during his term, shall be removed from his office. [Section IV No Change]

Section III- Each officer is responsible for informing an Advisor, before the stated meeting, of the reason for his absence. The reason for the absence shall be communicated to the Chapter Dad or presiding Senior Advisor who will make a determination if the reason constitutes an excused absence. All absences are considered unexcused unless approved as indicated in this section.



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws
Revised: 07 December 2007*

Original AVI-SIII:

Section III- Each officer is responsible for informing an Advisor or other Chapter member if he cannot be present at a stated meeting.

Section IV- A roll call of all members and Advisors should be taken at all stated meetings. The Scribe shall maintain a record of attendance for review, on request, by the Advisory Council.

Original AVI-SIV:

Section IV- A roll call of all officers should be taken at all stated meetings.

ARTICLE VII

Section I- The dress for officers and members of this chapter for stated meetings shall be DeMolay Capes, shirt, tie, slacks, shoes and socks. A sweater may be worn over the shirt and tie. No tennis shoes may be worn.

Original AVII-SI:

Section I- The dress for officers of this chapter during the winter months shall be coat, shirt, tie, slacks, or a sweater with a shirt and tie may be substituted. No tennis shoes may be worn.

Section II- The dress for officers and members for workdays shall be casual dress.

Original AVII-SII:

Section II- The dress for officers during the summertime months shall be the same except that the coat may be omitted.

Section III- The dress for candidates to receive the Initiatory and DeMolay Degrees shall be coat, shirt, tie, slacks, shoes and socks.

Original AVII-SIII:

Section III- The dress for anyone other than officers shall be the same except ties do not have to be worn.

**Section IV- The dress for all other events shall be identified in the event details.
[New Section]**

ARTICLE VIII [No Change]

Section I- The Master Councilor is responsible for appointing any committee that he sees fit, subject to the approval of the Advisory Council.



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws*

Revised: 07 December 2007

Section II- The Master Councilor shall be the Ex-Officio Chairman of each committee.

Section III- The Master Councilor, Senior Councilor and Junior Councilor must attend all committee meetings.

ARTICLE IX

Section I- The Master Councilor elect shall submit to the Advisory Council, for their review and approval, a copy of his proposed calendar and his proposed slate of officers not later than two weeks prior to the chapter elections (Article II, Section-1).

Original AIX-SI:

Section-I The Master Councilor elect shall submit to the Advisory Council for their approval a copy of his proposed calendar and his slate of officers within one week of his election.

Section II- The Master Councilor elect shall offer the first nomination for each elected position with the chapter members provided the opportunity to add additional nominations as desired. Elections shall be by acclamation if unopposed and secret ballot if multiple candidates are identified.

Original AIX-SII:

Section-II The slate of officers shall remain secrete until approved by the Advisory Council and shall be announced by the Chairman of the Advisory Council no later than the first stated meeting of the month following the one in which the elections

Section III- The Master Councilor elect shall announce his selections for all appointed positions after the completion of the elections. [New Inserted Section]

Section IV- The Master Councilor elect shall provide each active member listed in the Chapter roles and each new member with a complete calendar and phone list for his term after the calendar has been approved by the Advisory Council. Each new member shall receive a copy of the By-Laws. Providing guidance on retrieving these documents from the Kempsville DeMolay Web Site will suffice for this responsibility.

Original AIX-SIII:

Section-III The Master Councilor shall provide each active member listed in the Chapter roles and each new member with a complete calendar and phone list for his term after the calendar has been approved by the Advisory Council. Each new member shall receive a copy of the By-Laws.

ARTICLE X



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws*

Revised: 07 December 2007

Section I- The Almoner’s Fund shall be used to purchase flowers, cards, and pay for refreshments, and be dispersed at the discretion of the Chapter by a majority vote.

[No Change]

Section II- The Almoner’s Fund shall have a ceiling of one hundred dollars (\$100.00) and donations and assessments shall be collected at all stated meetings.

Original AX-SII:

Section II- The Almoners Fund shall have a ceiling twenty-five (\$25.00) and be collected at all stated meetings.

Section III- The chapter may, by majority vote and with the approval of the Advisory Council, establish a list of penalty assessments to the Almoner’s Fund for breeches in conduct. No single penalty assessment shall exceed ten cents (10¢) and the total penalties for one meeting shall not exceed one dollar (\$1.00). The Master Councilor or Master Councilor Pro-Tem shall, without recourse, administer penalty assessments during the course of the stated meeting. Infractions by the Master Councilor will be assessed by the Chapter Advisor or, in his absence, the Senior Advisor present. The Assessments will be announced after the meeting. **[New Inserted Section]**

Section IV- The Almoner’s Fund may be used for purposes other than those designated by a majority vote of the chapter subject to the approval of the Advisory Council.

Original AX-SIV:

Section III- The Almoners Fund may be used for purposes other than those designated by a majority vote of the chapter subject to the approval of the Advisory Council.

ARTICLE XI [No Change]

Section I- The expenses of Advisors, one per ten members attending, for attendance at state conclave, shall be paid by the Chapter upon request.

Section II- The expenses of the current Sweetheart and her Chaperone, for their attendance at state conclave, shall be paid by the Chapter upon request.

Section III- All funds from one special project held each term and planned by the Councilor officers shall be put into a Conclave Fund to help defray the cost of the Conclave to all chapter members attending.

ARTICLE XII



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws*

Revised: 07 December 2007

Section I- The Sweetheart or anyone else providing the Chapter with refreshments shall be reimbursed from the Almoner's Fund upon presenting the Chapter with a bill. [No Change]

Section II- In lieu of available funds in the Almoner's Fund, the costs shall be borne by the Chapter treasury. [New Added Section]

Section III- The Mother's Club is authorized to collect monies from the members and guests for their sponsored events, expend the proceeds to support the Chapter at future events, and maintain a separate account for the management of the same. For costs exceeding available funds in the Mother's Club account, Article XII-Section I applies. [New Added Section]

ARTICLE XIII [No Change]

Section I- The Chapter shall meet at least once a term to clean Kempsville Masonic Temple, its grounds, or do any other work requested by the sponsoring body of Masons.

ARTICLE XIV

Section I- Only those members who have stood their proficiency in both degrees shall be eligible to vote concerning ballots for membership, election of officers, and amendments to the By-Laws of this Chapter.

Original AXV-SI:

Section I- Only those members who are proficient shall be eligible to vote concerning election of officers and amendments to the By-Laws of this Chapter.

ARTICLE XV

Section I- The portions of these Chapter By-Laws, not affected by the Constitution, Statues, and Chapter regulations of the International Supreme Council of the Order of DeMolay, can be amended at a regular stated meeting by the affirmation of two-thirds of those members eligible to vote; provided that the amendment has been read at least once in open Chapter or posted on the Kempsville DeMolay Website and its presence on the site announced at a stated meeting within thirty days of the vote. The proposed change will also be announced by e-mail to the Members, Advisors, and Parents of the Chapter. Such a change must be ratified by the Advisory Council prior to becoming effective.

Original AXIV-SI:

Section I- These Chapter By-Laws can be amended at a regular stated meeting by the affirmation of two-thirds of the qualified members; provided that the amendment has been read at least once in open Chapter within thirty days.

Revised 11/07



*Kempsville Chapter Order of DeMolay
Virginia Beach, Virginia
By-Laws
Revised: 07 December 2007*

ARTICLE XVI [No Change]

Section I- The Advisory council shall have the power to temporarily set aside any portion of these By-Laws not affected by the Constitution, Statues, and Chapter Regulations of the International Supreme Council of the Order of DeMolay.

ARTICLE XVIII [No Change]

Section I- The Chapter shall, by a two thirds vote of eligible members, have the power to temporarily set aside any portion of these By-Laws not affected by the Constitution, Statues, and Chapter regulations of the International Supreme Council of the Order of DeMolay, subject to the approval of the Advisory Council.