

ARIZONA PRECEPTORY OF THE LEGION OF HONOR BY-LAWS

ARTICLE I NAME

This Preceptory, by authorization of the Executive Officer of the Jurisdiction of Arizona, for DeMolay International shall be known as the Arizona Preceptory of the Legion of Honor [hereafter called the Preceptory].

ARTICLE II PURPOSE

Section 1.

It shall be a purpose of the Preceptory to unite into one common body, all members of the DeMolay Legion of Honor and DeMolay Honorary Legion of Honor residing within the State of Arizona.

Section 2.

It shall be a purpose of this Preceptory to assist in promoting the welfare of DeMolay International and the Arizona State DeMolay Association [hereafter called the Association].

Section 3.

It shall be a purpose of this Preceptory to promote fraternal fellowship amongst its members.

Section 4.

It shall also be the purpose of this Preceptory to provide personnel assistance and financial support for the Arizona DeMolay Association's leadership development programs, when requested.

ARTICLE III MEETINGS

Section 1.

The meetings of the Preceptory shall be called by the Dean with at least thirty (30) days written or electronic notice given to all members. Three (3) regular meetings shall be held each year and shall be known as the Traditional Banquet, The Investiture Service, and the Annual Business Meeting.

Section 2. The Traditional Banquet

- a. The Preceptory shall meet on or about March 18 of each year for the traditional Legion of Honor banquet observance, at a place or places selected by the Dean.
- b. This is an obligatory service and may be observed at more than one location, on different days, within the Jurisdiction of Arizona.

- c. Normally, no business of the Preceptory will be conducted at the Traditional Observance, but should it be necessary, all members will be given 30 days written or electronic notice. The business may be transacted at separate observances, within the same fiscal year—ballots shall be combined to reflect the full will of the membership.

Section 3. The Investiture Service

The Investiture Service (or Services) shall be performed in accordance with the DeMolay International Monitor of Public Ceremonies. It shall be held at any time or times after the annual session of the International Supreme Council, as determined by the Dean, with approval of the Executive Officer for Arizona.

Section 4. Annual Business Meeting

The Annual Business Meeting shall be held during the months following the annual session of the International Supreme Council on a day, time, and at a place selected by the Dean.

Section 5. Special Meetings

Special meetings may be called by the Dean or upon a petition signed by ten (10) or more members and 30 days written or electronic notice to all members.

Section 6. Quorum of Members

Five (5) members present at any regular or special meetings shall constitute a quorum sufficient to transact any business that may come before the body.

ARTICLE IV OFFICERS

Section 1. Elected Officer and Term of Office

The elected officers of this Preceptory shall be Dean: Vice Dean: and Secretary/Treasurer. They shall be elected and installed at the Annual Business Meeting to serve a term of two (2) years.

Section 2. Appointed Officers and Term of Office

The Chaplain and Sergeant-at-Arms may be appointed by the Dean for a term of two (2) years.

Section 3. Dean

- a. The Dean shall be the chief executive officer of the Preceptory and, under the authority of the Executive Officer, Jurisdiction of Arizona, shall have general supervision, direction, and control of the business and officers of the Preceptory. He shall preside at all meetings of the Preceptory.
- b. He shall have general powers and duties of management and shall have such other powers and duties as may be prescribed by these by-laws or the Arizona Executive Officer.

Section 4. Vice Dean

The Vice Dean shall assume the powers and duties of the Dean in his absence and perform such other duties as prescribed by the Dean.

Section 5. Secretary/Treasurer

- a. The Secretary/Treasurer shall record the minutes of all meetings of the Preceptory, keep an accurate record of the membership, maintain all records of the Preceptory, and handle all correspondence and publication of notices.
- b. He shall receive all funds and disburse such monies as are required in the operation of the Preceptory, collect dues from each member and issue a receipt therefore, deposit all funds in the depository approved by the Dean.
- c. He shall render to the Dean or the Executive Officer, whenever requested, an account of all his transactions as Treasurer and report on the financial condition of the Preceptory.
- d. He shall prepare and give a complete financial report to the membership at the Annual Business Meeting, and have such other duties as may be assigned by the Dean.

Section 6. Sergeant-at-Arms

The Sergeant-at-Arms shall maintain order, permit no one to attend closed meetings but members in good standing and perform such other duties as may be assigned by the Dean.

Section 7. Chaplain

The Chaplain shall lead the Preceptory in its devotions.

ARTICLE V ELECTIONS

Section 1. Candidates

Candidates for election must be members in good standing.

Section 2. Eligibility to Ballot

All members in good standing and present at the meeting in which a ballot is called, shall be entitled to vote.

Section 3. Balloting Procedures

If there is more than one candidate for any office, the vote shall be by written ballot, and a majority vote of the members voting shall be required for election. If there is only one candidate for any office, the vote may be by acclamation. Voting by proxy and absentee balloting are not permitted.

ARTICLE VI MEMBERSHIP

Section 1. Qualifications for Membership

Any member of the DeMolay Legion of Honor or Honorary Legion of Honor who possesses the membership card and credentials issued by DeMolay International shall be eligible for membership.

Section 2. Application for Membership

Any person eligible for and desiring membership in the Preceptory shall file a written application for admission with the Secretary/Treasurer. Applicants shall be admitted upon receipt of said application and payment of dues, subject to certification of his qualifications.

Section 3. Dues/Life Membership

- a. The dues of this Preceptory shall be ten dollars (\$10. 00) per year, payable on or before December 31st of each year or
- b. A member may secure a life membership, in lieu of annual dues. Life membership in this Preceptory may be purchased for a fee of one hundred dollars (\$100) payable at the time the request for life membership is submitted to the Preceptory's Secretary/Treasurer.

Section 4. Resignation from Membership

Any member may resign from membership in this Preceptory by submitting his written resignation to the Secretary/Treasurer.

Section 5. Suspension from Membership

- a. Any member whose credentials are revoked by the DeMolay International shall automatically be suspended from membership in the Preceptory.
- b. Any member who is ninety (90) days in arrears with his Preceptory dues may be suspended from membership.

Section 6. Reinstatement

Any member who has been suspended from the Preceptory, or who has resigned, may be reinstated by making a written request for reinstatement and complying with the conditions prescribed by the elected officers for such reinstatement and confirmation of eligibility by DeMolay International.

ARTICLE VII COMMITTEES

All committees and their chairperson shall be appointed by the Dean and serve at his discretion.

**ARTICLE VIII
FINANCIAL**

Section 1. Fiscal Year

The Preceptory's fiscal year shall coincide with the calendar year (January 1 to December 31).

Section 2. Financial Obligations

No member or committee shall incur any financial obligation for the Preceptory except upon the express authorization of the Dean.

Section 3. Checks

Checks may be signed by the Dean, the Secretary/Treasurer, or the Executive Officer of Arizona DeMolay.

**ARTICLE IX
PARLIAMENTARY AUTHORITY**

Robert's Rules of Order shall govern the action of this Preceptory except in those cases where these by-laws or the DeMolay International By-laws or ritual provide for inconsistent behavior.

**ARTICLE X
AMENDMENT/REPEAL/REPLACEMENT**

These by-laws may be amended, repealed or replaced at the Annual Meeting of this Preceptory or at any special meeting, called for that purpose, by a two-thirds vote of the members present and voting. Notice in writing of any proposed change or addition to these by-laws shall be mailed or E-mailed to all members at least thirty (30) days prior to the meeting at which they are to be acted upon.

**ARTICLE XI
ALLEGIANCE**

Any part of these by-laws in conflict with the Constitution, Statutes, By-Laws, Rules, and Regulations of DeMolay International is hereby automatically amended to conform therewith.

These by-laws supersede and render invalid any previous by-laws of this Preceptory.

DATED: *September 12, 2009*



Brian A. Pilz
Dean

DATED: *October 30, 2009*



Gary A. Garafola III
Executive Officer