

BY-LAWS OF
Michigan State Auxiliary, Fraternal Order of Eagles



Pursuant to the authority granted by Section 37, Statutes, Fraternal Order of Eagles, and for the purpose of securing a more efficient organization of, and strengthening the bond of fraternity between the several Local Auxiliaries within the State of Michigan under the Charter granted by the Grand Aerie, Fraternal Order of Eagles, The Michigan State Auxiliary hereby enacts and adopts these By-Laws for the government of its affairs, and repeals any and all other Constitutions and/or By-Laws, if any, heretofore adopted.

MEETINGS

Section 1.1 This Michigan State Auxiliary shall meet annually prior to the Grand Aerie. F.O.E., Session, at such place and time as may be fixed by its Executive Board.

Section 1.2 Between the annual sessions of this Michigan State Auxiliary, all current serving State Officers and Past State Madam Presidents shall act as the Executive Board and shall be subject to the Laws of the Order, have and exercise all of the powers of this State Auxiliary whenever the necessity of exercising such powers arises, all in accordance with Section 42.1, Rules and Regulations for the Government of Ladies Auxiliaries, or Laws amendatory thereof.

Section 1.3 Whenever the regular Annual Convention of the Michigan State Auxiliary cannot be held, due to the nation being engaged in war or other national emergencies, the governmental, legislative and all other powers, functions rights and duties of the delegates in session shall be exercised by the Executive Board, each of whom shall have one vote in all matters, until such convention can be held. In the event annual conventions are not thus held, the Executive Board shall meet at least once a year.

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MEMBERS

Section 2.1 This State Auxiliary shall be composed of Delegates from the Local Auxiliaries of the State of Michigan as follows:

- (a) The presently serving Officers of the State Auxiliary.
- (b) All of the Past Madam Presidents of this State Auxiliary.
- (c) All of the Ten-Year Secretaries of this State Auxiliary who are not also Past Madam Presidents.
- (d) Representatives selected by the Local Auxiliaries comprising this State Auxiliary.
- (e) All of the Past Madam Presidents and Ten-Year Secretaries of Local Auxiliaries comprising this State Auxiliary.
- (f) Only one vote will count if you are a Past Madam President or a Ten-Year Secretary, no matter how long you served.

Provided, however, that no individual shall be eligible to vote or sit in the deliberations of this State Auxiliary unless she is in good standing in the Local Auxiliary in which she is a Member.

Section 2.2 Each member Local Auxiliary which has filed its required reports and has paid its per capita tax in full, and is otherwise qualified by the Laws of the Grand Aerie, Local and this State Auxiliary shall be entitled to one vote for each (25) twenty-five members and fraction thereof on its rolls in December preceding the annual convention. *gmg*

OFFICERS

Section 3.1 The Officers of this State Auxiliary shall be as follows:

A Junior Past Madam President
Madam President
State Madam President Elect
Madam Vice President
Madam Chaplain
Madam Conductor
Madam Secretary
Madam Treasurer
Madam Outside Guard
Madam Inside Guard
5 Madam Trustees

The Board of Trustees shall consist of an uneven number (5) five Trustees as designated above.

Section 3.1a The line of succession of State Officers shall be in no set pattern.

Section 3.2 All Officers except the Junior Past Madam President and Madam President shall be nominated and elected at the annual convention for a term of one year.

Section 3.3 The term of the Office of the Secretary shall be a two (2) year term. The office of Treasurer of this State Auxiliary shall be for one (1) year, and said officers shall be Past State Madam Presidents.

Section 3.4 No person other than a Past Madam President or Ten-Year Secretary of a Local Auxiliary shall be eligible for any office of this State Auxiliary and shall be a member in good standing from her home Auxiliary located within the State of Michigan and a full-time resident of the State of Michigan.



Section 3.5 The name of no person shall be placed in nomination for office unless she is in good standing and shall be present at the time of such nomination or, if unable to be present, has given her written consent to have her name placed in nomination for office.

Section 3.5a No person shall be eligible to hold any office and/or committee in the Michigan State Auxiliary unless that person shall be a member in good standing in a local Auxiliary and had not at any time been removed from office therein or had resigned there from on demand of the Grand Secretary or the Grand Worthy President, or any Official representative of either thereat provided, however that she may be restored to eligibility to be nominated for and to hold office in and or committee, in the Michigan State Auxiliary with the written consent of the Grand Secretary, or the Grand Worthy President or after 3 consecutive elections by the Grand Aerie Agent.

Section 3.6 The annual election of officers shall be by secret printed ballot bearing the names of all candidates nominated for the various offices. There shall be no identifying marks on the ballot which might disclose the name of the person casting the ballot. The member shall produce her credentials and official dues receipt indicating that she is in good standing in her Local Auxiliary before receiving her ballot and her Official Receipt shall be so stamped to indicate that the member has voted. The member shall then proceed at once to the voting booth, mark her ballot, place same in the ballot box and retire from the voting area. Any member found casting the ballot of another member shall be guilty of conduct unbecoming a member of the Ladies Auxiliary, F.O.E., and shall have charges filed against her by the Judges of the Election and if found guilty may be expelled from the Order.

Section 3.7 Vacancies in office shall be filled as provided in Section 44.3 Rules and Regulations for the Government of Ladies Auxiliaries, F.O.E.



Section 3.7a In the event of the death, resignation, removal or other disability of the State Madam President, the office shall be filled by a State Past Madam President in good standing according to their most recent term of service, excluding the current serving State Jr. Past Madam President.

Section 3.7b In the event of the death, resignation, removal or other disability of the State Madam President-Elect, the State Madam Vice-President shall succeed to that office for the remainder of the term.

Section 3.8 Any Officer of this State Auxiliary that has been charged, brought to trial & found guilty of a violation of the Rules & Regulations of this Fraternal Order, or conduct considered by the State Executive Board as detrimental to the State Auxiliary, may be removed from the State Office by a majority vote of the State Executive Board.

Section 3.9 As per Official Circular No. 140, dated April 1988, upon completion of the term of Madam President, the Madam President-Elect shall succeed to the office of Madam President without further confirmation by election in order to attain that office.

PER CAPITA TAX

Section 4.1 Each Local Auxiliary shall pay to this State Auxiliary an annual per capita tax in the sum of \$2.00 per year for each member whose name appears on the membership rolls of the Local Auxiliary on the date upon which the per capita tax is due. No Local Auxiliary member will be eligible to participate in any District, Mid-Winter Conference or other State function unless the per capita tax is paid.

Section 4.1a If the Grand Aerie or the State Auxiliary is requested to address compliance or any other issues at a local Auxiliary, that Auxiliary will be invoiced \$25.00 by the State Auxiliary at the completion of a cursory Grand Auxiliary survey.



COMPENSATION

Section 5.1 All serving Officers attending the sessions of this State Auxiliary may receive an expense allowance not to exceed sixty-five (\$65.00) dollars per diem plus forty-five (.45) cents per mile, unless said officer is a paid delegate from her local Auxiliary. Per diem not to exceed six (6) days.

Section 5.1.1 All State Past Madam Presidents serving as members of any Committee and attending the sessions of this State Auxiliary may receive an expense allowance not to exceed sixty-five (\$65.00) dollars per diem plus forty-five (.45) cents per mile, unless said Past Madam President is a paid delegate from her Local Auxiliary. Per diem not to exceed six (6) days.

Section 5.2 The State Madam President shall receive annually a compensation of \$1,000.00, payable quarterly, and in addition thereto an annual allowance may be made for her office expense in such amount as shall be fixed by the budget adopted by this State Auxiliary.

Section 5.3 The State Madam Secretary shall receive annually a compensation of \$7,500.00, payable quarterly, after the completion of each quarterly audit, and in addition thereto an annual allowance may be made for her office expense in such amount as shall be fixed by the budget adopted by this State Auxiliary.

Section 5.3a The State Madam Secretary shall be allowed to have assistants, as deemed necessary, with compensation not to exceed twelve hundred (\$1,200.00) dollars, payable quarterly.

Section 5.4 The State Madam Treasurer shall receive annually a compensation of \$1,500.00, payable quarterly, after the completion of each quarterly audit.

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Section 5.5 Duly appointed Deputy State Madam Presidents to weak Auxiliaries appointed by the State Madam President, in conjunction with the State Secretary, may receive a per diem expense allowance as follows:

Forty (\$40.00) dollars per diem plus forty-five (.45) cents per mile. Reports on such duties shall accompany all itemized expense vouchers. State Officers to be notified of any problems in their District.

Section 5.5a State Auxiliary Representatives assigned for official visitation appointed by the State Madam President, in conjunction with the State Madam Secretary, will be in line of succession, beginning with the State Madam President, State Madam President-Elect, on down the line, excluding the State Madam Secretary and State Madam Treasurer, who are Past State Madam Presidents, may receive allowance as follows:

Forty (\$40.00) dollars per diem plus forty-five (.45) cents per mile. Reports on such duties shall accompany all itemized expense vouchers.

Section 5.6 This State Auxiliary's Representative to the Grand Auxiliary Session shall receive as her expense compensation the sum of \$800.00 plus the approved registration fee and Auxiliary Members Banquet Ticket while in actual attendance at the Grand Auxiliary Session. Said Representative shall be a State Jr. Past Madam President, and an Alternate shall be elected by the State Auxiliary from among the State Past Madam Presidents who shall have the same duties, powers, prerogatives as a delegate to the Grand Auxiliary in the event the State Jr. Past Madam President cannot attend said convention.

Section 5.7 The compensation of State Officers and Past State Presidents who attend the East Central Regional and/or Great Lakes Regional Conference and/or Mid-Winter Conference shall be allowed a gratuity of one hundred (\$100.00) dollars per conference. If any Sister is compensated by the Grand Aerie or by her Local Auxiliary, she shall receive none.

Section 5.8 A yearly inventory shall be conducted of the State Auxiliary office and property by two State Trustees each to receive compensation in the amount of fifty (\$50.00) dollars.

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BUDGET

Section 6.1 The Finance Committee shall report, and this State Auxiliary adopt, a budget of the anticipated per capita tax and other income, and authorized expenditures and appropriate the money from the State Auxiliary Treasury to finance the same. Such appropriations shall not exceed by unanimous approval of this State Auxiliary's Board of Trustees. The appropriations shall include expenses of Officers, Bond premiums, compensations, expenses of the State Madam President and State Madam Secretary's Offices, expenses of the State Madam Treasurer, Deputies, Representatives and all other expenses of this State Auxiliary.

REPORTS

Section 7.1 The Secretary of each Local Auxiliary comprising this State Auxiliary shall make an annual report to the Secretary of the State Auxiliary on such forms and in such manner as may be prescribed by the Grand Aerie and in conformity with Section 33.4 of the Rules and Regulations for the Government of Ladies Auxiliaries or Laws amendatory thereof. Any changes in the office of a Local Madam President and/or Madam Secretary shall be forthwith reported by such Local Auxiliary to the Secretary of this State Auxiliary.

DISTRICTS

Section 8.1 This State Auxiliary may be divided into Districts, and the Districts shall be prescribed by this State Auxiliary. 

MISCELLANEOUS

Section 9.1 The registration fee at the annual convention of this State Auxiliary shall not exceed the sum of \$40.00 and shall be mailed to the Secretary of this State Auxiliary along with the delegate and member registration forms. Any delegate or member registration fees received by the Secretary of this State Auxiliary after the due date listed in the convention packet, or those registering at the convention, shall be assessed an additional \$10.00 per person late fee. These additional fees shall be deposited into the Michigan State Auxiliary Convention Fund.

Section 9.1a All Ritualistic Units must register for State Convention to be able to participate in competition.

Section 9.2 In opening and closing this State Auxiliary's Sessions and installing Delegates and Officers, the approved Ritual as provided by the Grand Aerie, Fraternal Order of Eagles, shall be used.

Section 9.3 Any violation of these By-laws by any member, officer, delegate or Local Auxiliary attending or belonging to or affiliated with this State Auxiliary shall constitute a violation of the Laws of the Order, and may be tried in the same manner and penalized to the same extent as a violation of the Constitution and Statutes, Fraternal Order of Eagles, the Rules and Regulations for the Government of Ladies Auxiliaries, the By-laws of a Local Auxiliary or Laws amendatory of either.

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Section 9.4 No Amendment, alteration or addition to these By-laws shall take effect unless made in accordance with the requirements of Section 42.1 of the Rules and Regulations for the Government of Ladies Auxiliaries or Laws amendatory thereto. All amendments to these By-laws shall be proposed in writing and shall be signed by at least three (3) delegates to this State Auxiliary Convention. The method to be used by this State Auxiliary to adopt Amendments, Alterations or Additions to these By-laws shall be read at two regular sessions including the session at which such By-law is introduced, & the final action thereon shall be taken at the regular session following the second reading thereof. Proposed By-laws and Amendments shall be adopted by a two-thirds vote of all delegates of this State Auxiliary Convention present and voting.

Section 9.5 The Madam President, Madam President-Elect, Madam Vice-President, Secretary, Treasurer, and Trustees of the State Auxiliary who handle monies of this State Auxiliary shall each give a surety bond conditioned for the faithful performance of her duties in the amount of \$3000.00. The premiums for such bonds shall be paid by the State Auxiliary. No such officers of the State Auxiliary who shall be required to be bonded shall be permitted to assume or discharge the duties of such office until so bonded and notification thereof forwarded to the office of the Grand Worthy President.

Section 9.6 Where the Constitution and Statutes of the Fraternal Order of Eagles, the Rules and Regulations of the Fraternity, the Rules and Regulations for the Government of Ladies Auxiliaries, Rituals and these By-laws amendatory thereto do not cover or control, then Roberts' Rules of Order, (revised) shall govern the actions and deliberations of this State Auxiliary.

Section 9.7 The retiring State Madam President to be presented with a State Past President's pin, cost not to exceed \$500.00.

Section 9.8 A Nominating Committee is to be provided for this State Auxiliary. The Nominating Committee to consist of all State Past Madam Presidents in attendance at the State Convention. Additional nominations may be made from the floor.



Section 9.8b At the Annual Convention of the Michigan State Auxiliary, election shall be held on Thursday afternoon from 1 p.m. to 3:30 pm.

Section 9.8c Nomination speeches and interviews for State Auxiliary Office will be open and may be observed by any Auxiliary delegate to this State Convention.

Section 9.9 The number of State Officers nominated and elected from any one auxiliary shall be limited to one (1) with the exception of the State Secretary and the State Treasurer's home Auxiliaries may nominate and elect a member for another State Office.

Section 9.10 The State Membership Director and the Bulletin Editor shall be appointed by the State Madam President, subject to the approval of the Executive Board. The membership activities shall be supervised and conducted under the direction of the State Membership Director, in cooperation with and subject to approval from the State Madam President and the State Madam Secretary.

Section 9.10a The State Madam President, wishing to appoint committees, other than our Charity Committees, must have the approval of the State Auxiliary Executive Board.

Section 9.11a The State Membership Director shall give her report to the State Madam Secretary to read at Mid-Winter Conference if she cannot be present.

Section 9.11b The State Madam President's Upper Peninsula/Northern Michigan tour will be determined by the Michigan State Aerie and Michigan State Auxiliary Presidents. The Upper Peninsula/Northern Michigan tour shall be set up by the State Secretary's office.

Section 9.13 All State Auxiliary Officers and State Past Madam Presidents to receive forty (\$40.00) dollars per diem not to exceed two (2) days and forty-five (.45) cents per mile when in attendance at the Fall board meeting. The meeting to be held on the weekend of the State Madam President's Testimonial Dinner.



Section 9.13a All State Auxiliary Officers and State Past Madam Presidents to receive forty (\$40.00) dollars per diem not to exceed two (2) days and forty-five (.45) cents per mile when in actual attendance at the Spring Board meeting. The board meeting to be held at a location determined at the Fall Board meeting by the State Executive Board.

Section 9.13b The School for Officers and Members shall be held on the 4th Saturday of April, if so approved by the Board.

Section 9.14 State Auxiliary to send funeral tribute joint with the State Aerie, not to exceed fifty (\$50.00) dollars each, for all currently serving State Aerie and Auxiliary Officers, and State Past Aerie and Auxiliary Presidents, spouses and children under eighteen (18) years of age living at home. State Aerie Secretary to place order for Aerie member, and State Auxiliary Secretary to place order for Auxiliary member.

Section 9.14a The State Auxiliary to send a get-well gift (flowers, gift card, fruit basket or donation to a favorite charity) to all State Past Presidents and State Officers in the hospital, one time per year only, not to exceed seventy-five (\$75.00) dollars.

Section 9.15 The retiring State Auxiliary Officers shall be presented a Past State Officer pin. one time only, cost not to exceed one hundred (\$100.00) dollars.

Section 9.16 The State Auxiliary to give a gift to the Grand Madam President on visitation, in the amount of one hundred (\$100.00) dollars on the first visit only.

Section 9.17 Any Officer serving or having served the Grand Auxiliary from the State of Michigan (including East Central Regional President and Great Lakes Regional President from Michigan), shall be shown appreciation of their efforts by their picture and greeting being put in the State Convention Book, also in the State of Michigan ad in the International Convention Book.



Section 9.17a Any Grand Auxiliary Officer or nominee from the State of Michigan shall be shown appreciation by placing an ad of support in the International Convention Book.

Section 9.19 The Michigan State Auxiliary Bowling Chairman to be allowed forty (\$40.00) dollars per diem not to exceed two days, for a pre-tournament set up, if needed, and not to exceed three (3) days per diem for opening weekend of the tournament plus forty-five (.45) cents per mile to travel to the State Bowling host city for the purpose of instruction of the Michigan State Auxiliary Bowling Tournament. All Auxiliaries submitting bids to host the Michigan State Auxiliary Bowling Tournament must have at least one team entered in the previous year's tournament. The Auxiliary bidding on the next year's tournament must have all per capita taxes paid up to date and keep them current or the tournament will be pulled.

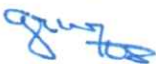
Section 9.21 No more than five (5) instructors for the Officers & Members School, the State Chairman and the State Secretary, not to exceed one (1) school per year, are to be compensated forty (\$40.00) dollars per diem not to exceed 2 days if in actual attendance plus forty-five (.45) cents per mile. The State President, State Secretary, State Treasurer and two (2) State Auditors will be assigned by the President to conduct a school for Presidents, Secretaries, Assistant Secretaries, Treasurers and Auditors. The time and location to be announced by the State Secretary. The five (5) instructors are to be compensated the same as the school instructors.

Section 9.21a The State Madam President shall appoint a Compliance Training Committee from the current seated Michigan State Auxiliary Officers. The committee shall include a Training Coordinator and 3 training assistants.

The Compliance Training Coordinator shall schedule at least 3 Compliance Training workshops, to be geographically spread across the state whenever possible.

The Training Coordinator and the 3 training assistants shall receive (\$40) dollars per diem per Compliance Training workshop, not to exceed two (2) days per training workshop and forty-five (.45) cents per mile. A report from the Training Coordinator on such training shall accompany all itemized expense vouchers.

No more than 2 training assistants plus the Training Coordinator are to be compensated per scheduled Compliance Training workshop.



Section 9.21b Following Michigan State Auxiliary Convention each year, every State Officer or Past State Madam President wishing to be assigned out to help troubled Auxiliaries must attend an annual training to be held within 3 months of the State Convention, with location and training committee assigned by the State Madam President. The assignment of trained personnel to go out and help troubled Auxiliaries will be determined by the State Madam President and the State Madam Secretary collectively.

Section 9.22 Two auditors to be appointed by the State Madam President, one being a State Past Madam President to audit books quarterly, June, September, December and March and a copy of the completed audit will be sent to all State Auxiliary Officers upon completion of each audit.

They are to be compensated forty (\$40.00) dollars per diem plus forty-five (.45) cents per mile.

Section 9.22a The State Audit will be conducted at an agreed upon location of the State Madam Secretary and the State Auditor in September, December and March, the June audit will be conducted at the State Auxiliary Convention. The State Secretary and the State Treasurer to be paid forty (\$40.00) dollars per diem for the final audit done at the State Auxiliary Convention. If asked to be present at the audit, the State Madam Treasurer will be compensated forty-five (.45) cents per mile and forty (\$40.00) dollars per diem for the September, December and March audit.

Section 9.23 If the State Madam President is requested for a second visitation to the same Auxiliary, and if she accepts, she must assume the responsibility at her own expense.

Section 9.24 The State Auxiliary Membership Director to the Grand Auxiliary Session may receive as her expense compensation, a sum not to exceed \$350.00.

Section 9.25 The State Madam President shall carry our State of Michigan flag at the International Convention. If unable to attend, the alternate Auxiliary Officer will be in line of succession.

Section 9.26 The State Jr. Past Madam President, as this State Auxiliary's Representative to the International Convention, shall carry the State votes. If unable to attend, the alternate Auxiliary Officer will be in line of succession.



Section 9.27 At the fall board meeting, the State President-Elect will give an update on her Charity and Membership pins so that they can be ordered and paid for by the State Auxiliary Secretary.

Section 9.28 The Michigan State Auxiliary adopts the Past Madam State Presidents Club (PSMP) as an internal unit. The unit will annually elect a Chairman and Secretary/Treasurer. The unit will establish guideline (by-laws) to conduct business, which shall be presented to the State Auxiliary at a session of the annual State Auxiliary convention. The unit will have autonomy to maintain its own bank account which shall be audited annually at the Michigan State Auxiliary convention by the Michigan State Auxiliary auditors.

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