

BY-LAWS OF THE ALASKA STATE GRANGE

(Revised 1 May 2010)

ARTICLE I – TITLE

1.1.1 This Grange shall be known and distinguished as the Alaska State Grange of the Order of Patrons of Husbandry.

1.1.2 This Grange shall operate under the rules and regulations of the constitution, by-laws, and code as adopted by the National Grange and published in the Digest of Laws of the National Grange.

ARTICLE II – MEMBERS

1.2.1 The State Grange is a delegate body. Masters of Subordinate and Pomona Granges shall, by virtue of their office, be delegates to the State Grange. If the master's spouse cannot attend State Grange or the master is unmarried, a second delegate shall be elected by the Subordinate/Pomona Grange. If a master cannot attend, the Subordinate/Pomona Grange shall elect, by vote, all delegates to the State Grange. These delegates can be any member of the Subordinate/Pomona Grange who is in good standing, whether married or unmarried.

ARTICLE III – APPLICATIONS AND DUES FOR MEMBERSHIP

1.3.1 Any person having no interests in conflict with our purpose, at the age of fourteen years, duly proposed, elected and complying with the rules and regulations of the Order, may be received as a member of a Subordinate Grange. Petitions for membership must always be accompanied by the requisite fee. If the candidate is not approved, the money and the application shall be returned. Applicants must come recommended by one member in good standing. A majority vote determines election to membership. The 4th degree shall be granted upon becoming a member.

1.3.2 The minimum application fee and subsequent dues for membership in the Subordinate Grange shall be an amount equal to what is required to cover State and National Grange fee requirements. Payment must accompany the application.

1.3.3 The minimum application and subsequent dues fee for membership in the Pomona Grange shall be \$1.00. A Pomona Grange may increase this fee by vote of the Pomona Grange. (5th Degree Conference)

1.3.4 The application and subsequent dues fee for membership in the State Grange shall be \$7.50 as well as an amount equal to what is required to cover national grange fee requirements. (6th Degree Conference)

1.3.5 The application and subsequent dues fee for active and honorary membership in the Junior Grange shall be One Dollar (\$1.00)

1.3.6 Subordinate Grange Affiliate Membership – a fourth degree member may not be a member of more than one Subordinate Grange at the same time except that fourth degree members may be elected to membership in one additional Subordinate Grange as an Affiliate Member. Proposals for Affiliate Membership and election thereto shall be the same as regular membership. Election shall be by majority vote on paper ballot. An Affiliate Member shall pay the applicable membership dues and be entitled to hold office and vote in the additional Subordinate Grange, provided that Affiliate Members are clearly designed as such in reports to the Secretary of the State Grange, and the National Grange further provided that such Affiliate Members shall not hold the same office in two Subordinate Granges at the same time.

1.3.7 Associate Membership – A person, business or organization with an interest in the advancement of agriculture and improvement of rural life may be elected to Associate Membership in the Grange, and shall become an Associate Member upon payment of the annual dues as prescribed in Article X, Section 1.10.2. Associate Members shall be entitled to receive Subordinate and/or State Grange publications and participate in Subordinate and/or State Grange services. Associate Members shall not be entitled to vote on matters of Grange policy, or participate in Grange sponsored contests that are designated for Grange members only.

ARTICLE IV – MEETINGS

1.4.1 The State Grange shall begin regular annual meetings on the first Saturday in May (as long as that date does not immediately precede Mothers Day i.e. May 1-6 or 14), at such place as the delegate body may from time to time determine. Should the delegate body fail to select a place, the State Grange Executive Committee shall make the selection. Special meetings may be called by the Master and Secretary, by giving written notice to each Subordinate and Pomona Grange thirty days preceding, or by vote of the State Grange at a regular meeting.

1.4.2 A simple majority of the Subordinate Granges of the State being represented shall constitute a quorum for the transaction of business at any meeting, but a less number may close the Grange from day to day.

1.4.3 All resolutions to be considered at the State Session must be received by the State Grange Secretary by the opening of the State Session.

ARTICLE V – OFFICERS AND COMMITTEES

1.5.1 The Officers of the State Grange shall consist of and rank as follows: Master (President), Overseer (Vice President), Lecturer, Steward, Assistant Steward, Lady Assistant Steward, Chaplin, Treasurer, Secretary, Gatekeeper, Ceres, Pomona, Flora, and an Executive Committee of three members. It shall be their duty to see that the laws and rules of the Order are faithfully executed.

ARTICLE VI – ELECTIONS

1.6.1 Officers of the State Grange, except for the Executive Committee member whose term is not expiring, shall be chosen at the regular annual meeting every even numbered year for a two-year term. One member of the Executive Committee shall be elected each year to a three-year term.

1.6.2 Vacancies occasioned by death, resignation, or otherwise in the State Grange, shall be filled at a special election at the next regular meeting. Officers so chosen shall fill the unexpired term of their immediate predecessor and be at once installed. The Executive Committee of the State Grange shall have the right to fill the vacant office until the next regular meeting of the State Grange if it so determines that filling it is in the best interest of the Order.

1.6.3 All elections authorized by the By-Laws of the State Grange shall be by ballot, and a majority of all votes cast shall be necessary to constitute a choice. If no candidate receives the necessary majority, only the names of the two candidates receiving the most votes will be considered for the second ballot.

1.6.4 The State Secretary shall request each Subordinate Grange to submit names of members willing to serve as State Grange Officers prior to the opening of the annual meeting. The list of names shall be accompanied by the name of the Subordinate Grange to which each nominee belongs, a short biography (no more than one half page), and paragraph explaining their interest in that particular position. No nominating speeches shall be allowed in any Grange. It shall be permissible for a member to present the name of another member for election to any Grange office, with the name and number to the Subordinate Grange to which the member belongs.

1.6.5 The State Executive Committee shall act as a nominating committee to review Subordinate Grange nominations as well as offer additional candidates for each State Grange Office to be installed by regular election.

1.6.6 The Officers of the State Grange shall be installed at the same meeting at which they are elected.

ARTICLE VII – DUTIES OF OFFICERS

Section 1 - Master (President)

1.7.1.1 It shall be the duty of the Master to preside at all meetings of the State Grange; to preserve order and enforce the rules; to see that all the officers and committees perform their respective duties; to take care that the National Grange Constitution, Digest of Laws, and State Grange By-Laws, and the usages of the same are observed and obeyed; to approve all bills, and, in conjunction with the Secretary, call special meetings of the State Grange when the good of the order requires it.

1.7.1.2 The Master shall declare the result of all balloting and other votes of the State Grange.

1.7.1.3 The Master shall serve ex-officio on all committees, and provide leadership and oversight of Grange programs.

1.7.1.4 The Master shall monitor the status of Subordinate Granges by observing the quarterly reports which are submitted to the State Grange office and take appropriate action to enforce National Grange Digest of Laws rules concerning delinquency in dues payments.

1.7.1.5 The Master shall sign all orders drawn on the state treasury with the consent of the Grange.

1.7.1.6 The Master has the authority to appoint a Membership Coordinator and Deputies who shall serve at the direction of the State Master.

1.7.1.7 The Master shall be an ex officio member of the Executive Committee also known as the Board of Directors and serve as its Chair.

Section 2 - Overseer (Vice-President)

1.7.2.1 It shall be the duty of the Overseer to substitute for the Master when that position is temporarily vacant. When in a substituting role the Overseer shall carry out all duties of the Master (President).

1.7.2.2 The Overseer shall act as the lead in appointment and organization of committees.

1.7.2.3 The Overseer shall provide guidance and assistance to the Membership Coordinator in Grange Growth and Revitalization activities.

1.7.2.4 The Overseer shall serve as an ex officio member of the Executive Committee (Board of Directors).

Section 3 – Lecturer (Program Director)

1.7.3.1 The Lecturer shall provide a well planned program at all State meetings; meet with other officers in planning the annual state meeting and other details of the Grange program for the year; include in the program items of interest to all members, Sisters and Brothers, older and younger members; strive for balanced programs containing information, inspiration, entertainment and recreation.

1.7.3.2 The Lecturer shall endeavor to secure participation of every member of the Grange sometime during the year.

1.7.3.3 The Lecturer shall foster and promote the foundation principles of the Grange.

1.7.3.4 The Lecturer shall serve as an ex officio member of the Executive Committee (Board of Directors).

Section 4 - Steward

1.7.4.1 The Steward of the State Grange shall preside in the absence of the Master, Overseer and Lecturer.

1.7.4.2 The Steward shall see that the meeting room is properly prepared.

Section 5 – Recording Secretary

1.7.5.1 The Secretary of the State Grange shall keep an accurate record of all proceedings of the State Grange.

1.7.5.2 The Secretary shall prepare all necessary non-financial reports to the National Grange.

1.7.5.3 The Secretary shall prepare and counter sign official documents;

1.7.5.4 The Secretary shall keep accurate records of lifetime membership longevity.

1.7.5.5 The Secretary shall serve as an ex officio member of the Executive Committee (Board of Directors) and serve as its Secretary.

Section 6 – Treasurer

1.7.6.1 The Treasurer of the State Grange shall live within 100 miles of the State Master.

1.7.6.2 The Treasurer shall receive, deposit and keep an accurate account of all moneys paid to the State Grange.

1.7.6.3 The Treasurer shall pay bills out on the order of the Master with the consent of the State Grange Executive Committee.

1.7.6.4 The Treasurer shall report quarterly the condition of the State Grange accounts to the State Master and Executive Committee

1.7.6.5 The Treasurer shall make all necessary reports to the National Grange.

1.7.6.6 The Treasurer shall present the State Grange financial records to the auditing committee when called upon to do so.

1.7.6.7 The Treasurer shall serve as an ex officio member of the Executive Committee (Board of Directors).

Section 8 – All Other Officers

1.7.8.1 All other officers of the State Grange shall carry out their duties as listed on the National Grange internet web site under “Duties of Officers & Committees”.

Section 9 – Executive Committee

1.7.9.1 The Executive Committee of the State Grange shall consist of the Master, Overseer, Lecturer, Secretary, Treasurer (all ex officio members) and three members elected by ballot, who shall hold their office for three years, one being elected each year.

1.7.9.2 The Executive Committee shall have authority to act on matters of interest to the order when the State Grange is not in session; shall provide for the welfare of the Order in business matters, and shall report their acts, to the State Grange at each meeting.

1.7.9.3 The Executive Committee shall provide such oversight as may be required to insure the safety and security of the property of the State Grange.

1.7.9.4 The Executive Committee shall be responsible for an audit of the books of the State Grange on an annual basis.

1.7.9.5 The Executive Committee shall have authority to remove officers of the State Grange upon a unanimous vote should circumstances require that action.

Section 10 – All Other Committees

1.7.10.1 Unless otherwise ordered, standing and special committees may be appointed as needed by the Master and Overseer.

ARTICLE VIII – MEMBERSHIP COORDINATOR AND DEPUTIES

Section 1 – Membership Coordinator

1.8.1.1 The Membership Coordinator for the State Grange shall organize and provide support for all Grange Growth and Revitalization activities.

1.8.1.2 The Membership Coordinator shall establish a Membership Liaison in each Subordinate Grange and will meet with each one at least once a year to determine Subordinate Grange membership health and the need for membership recruitment support.

Section 2 – Deputies

1.8.2.1 There shall be appointed by the State Master, a sufficient number of State Deputies to properly encourage and advance Grange activities throughout the state in the most efficient and economical manner possible. The duties of the Deputies shall be to organize and reorganize Granges, to see that duly elected Officers of Granges are properly installed, and to aid in the promotion of all Grange programs. They shall be vigilant that no disorder shall exist in the Granges within their jurisdiction.

1.8.2.2 Deputies shall receive for organizing new Granges such amounts as are granted and stipulated for this purpose by the National Grange. In addition, they shall receive such compensation from the State Grange as may be determined by the Executive Committee.

1.8.3.3 Deputies shall be appointed for two-year terms but shall be subject to removal at the discretion of the State Master.

ARTICLE IX – FISCAL YEAR

1.9.1 The fiscal year of the State Grange shall commence on the first day of January and end on the last day of December in each year.

ARTICLE X – DUES

1.10.1 The Secretary of the Subordinate Grange shall remit dues to the State Grange Office in the amount required by state and national offices each quarter.

1.10.2 The Treasurer of the State Grange shall remit dues to the National Grange Office in the amount required by the national office each quarter.

1.10.3 The State Grange exempts Gold Sheaf honorary members from the payment of dues, pursuant to Section 6.6 in the National Grange Digest.

1.10.4 The minimum dues for Associate Members shall be \$100.00 per year. The Secretary of the Subordinate Grange shall report all Associate Members and remit \$20.00 per member per quarter to the State Grange. (If an entity joins as an Associate Member of the State Grange the State Grange would receive the full \$100.)

1.10.5 The minimum dues in the Junior Grange shall be \$1.00 per year. The Secretary of the Subordinate Grange shall report the number of members in their Junior Grange each quarter to the State Grange.

1.10.6 New Subordinate Grange members shall pay an application fee based on the quarters remaining in the Grange fiscal year.

1.10.7 The Secretary and Master of each Subordinate Grange shall make the appropriate quarterly reports and remit the amounts due within 30 days following the end of each quarter – March 31, June 30, September 30, and December 31. The Master of the State Grange shall take such action which may be appropriate, and in accordance with the Digest of Laws of the National Grange, toward those Granges which are determined to be delinquent.

1.10.8 The State Grange shall remit dues to the National Grange within 60 days following the end of each quarter the amount required for each subordinate and associate member (gold sheaf members exempted).

1.10.9 Any dues increase approved by the State delegate body shall be implemented the following January [first after being passed at State Session], except for a National Grange dues increase.

ARTICLE XI – AMENDMENTS

1.13.1 These By-Laws may be amended or revised at any regular meeting of the State Grange by two-thirds vote of the delegates present and voting. With the exception of fee increases, revisions become immediate upon approval unless ordered differently in the resolution for change. Any fee increase approved by the State delegates becomes effective the following January, except for National Grange dues increases.

1.13.2 Any proposal to amend these By-Laws shall include the recommended language for the change and be submitted in writing to the State Recording Secretary. These proposed amendments shall be distributed to all State Grange Officers, the State Executive Committee and all Subordinate Granges.

Approved by State Grange delegates on May 1, 2010

State Grange Master

Date

State Grange Secretary

Date