

CONSTITUTION OF THE MARYLAND STATE ASSOCIATION OF DeMOLAY CHAPTERS

ARTICLE I

NAME AND ALLEGIANCE

Section 1. NAME

The name of this association is: The Maryland State Association of DeMolay Chapters.

Section 2. ALLEGIANCE

This Association acknowledges the authority of, and yields allegiance to DeMolay International, of which Frank S. Land was founder, and to the Executive Officer in the State of Maryland, under whose authority and supervision this Association shall be governed.

ARTICLE II

PURPOSE

The purpose of this Association will be to:

- (1) Coordinate DeMolay activities in the State of Maryland;
- (2) Promote the improved welfare of DeMolays and Advisors in Maryland; and
- (3) Unite the DeMolay Chapters in Maryland in a program of activities which are interesting, fun, and will promote the educational and physical development of all participants.

ARTICLE III

MEMBERSHIP

Section 1. MEMBERS

All legally constituted DeMolay Chapters in the State of Maryland are members of this association.

Section 2. REPRESENTATION

- a. Each chapter shall be represented by three (3) delegates of their respective chapter.
- b. All chapters will elect alternate(s) to serve if the designated delegate(s) are not present.
- c. All delegates will have one (1) vote; except as provided in this Constitution for the election of officers. It is the duty of the Advisory Council to ensure the presence of all delegates of their Chapter. The Advisory Council may appoint a qualified member(s) to serve in the event the Chapter fails to elect alternate(s).
- d. Any Chapter that has failed to file any reports, or has not paid all sums due to the Association, as required by the Executive Officer, will not be seated, heard in debate, or allowed to vote.
- e. Any member representing a Chapter must be a member in good standing of said chapter and have passed both obligations having received an obligation card, being present on a list provided by the chapter.

Section 3. REPRESENTATION BY PROXY

- a. A Chapter that will not have any members present at a meeting of this Association may designate one (1) DeMolay from another Chapter to represent them as their proxy delegate.
- b. A DeMolay representing a Chapter as a proxy shall not represent any other Chapter as a proxy or delegate.

ARTICLE IV

OFFICERS

Section 1. ELECTED OFFICERS

- a. The elected officers of this Association will be a **State Master Councilor** and two (2) **Deputy State Master Councilors**.
- b. Each elected officer shall serve for one year, or until his successor is elected and installed; unless sooner removed for cause by the Executive Officer or by a two-thirds (2/3) vote of the delegates present and voting at a meeting of this Association.

Section 2. ELIGIBILITY

- a. Each officer of this Association must, at the time of his election or appointment, be a member in good standing of a DeMolay Chapter that is a member in good standing of this Association.
- b. Elected officers must be unmarried at the time of their election, and must remain unmarried while in office.
- c. Candidates for **Deputy State Master Councilor**:
 - i. Must be at least fifteen (15), but no more than nineteen (19) years of age at the time of their installation;
 - ii. Must have completed course number three (3) of the Leadership Correspondence Course;
 - iii. Must have served as an appointed State Officer;
 - iv. May not serve more than two (2) terms as a Deputy State Master Councilor; and
 - v. Must file a letter of intent with the Executive Officer stating the office(s) for which he is a candidate. The letter of intent must be countersigned by one of his parents or guardians, and either the Chairman of the Advisory Council or the Chapter Advisor of his chapter. The letter of intent must comply with the procedures established by the Executive Officer specifying the format, content and due dates.
- d. Candidates for **State Master Councilor**:
 - i. Must have served in a subordinate elected state office;
 - ii. Must have completed course number five (5) of the Leadership Correspondence Course or have attended a DeMolay Leaders Conference or Key-Man Conference; and
 - iii. May not succeed himself in office.
 - iv. Must comply with the evaluation procedures for candidates for State Master Councilor established by the Executive Officer, including:
 - a) File a letter of intent with the Executive Officer;
 - b) Present a term plan and term budget to the Executive Officer for his approval; and
 - c) Interview with the review board designated by the Executive Officer to evaluate candidates.

Section 3. ELECTIONS

- a. Each elected officer will be elected at the Conclave meeting of this Association, by an affirmative vote of a majority of the Chapters present and voting.
- b. Each Chapter shall be entitled to one vote regardless of their number of delegates present.
- c. Unless a candidate is unopposed, elections shall be conducted by written ballot.

Section 4. VACANCIES

- a. When a vacancy occurs in the office of State Master Councilor, a special election will be held to fill the vacancy. The Chapters shall be given at least three (3) weeks notice of the special election. The Executive Officer may appoint one of the Deputy State Master Councilors or a past Deputy State Master Councilor as the interim State Master Councilor until the special election or the next regular election at the Conclave meeting as he determines is appropriate to the proper functioning of the Association.
- b. A Letter of Intent for the special election must be filed with the Executive Officer no later than ten (10) days prior to the election.
- c. When a vacancy in the office of State Master Councilor is filled by a special election, the brother will be eligible for one subsequent full term as State Master Councilor.

Section 5. INSTALLATION

The installation of officers will be held during the annual Conclave unless otherwise directed by the Executive Officer.

Section 6. APPOINTED OFFICERS

The State Master Councilor may designate brothers to execute specific duties, with the approval of the Executive Officer, such additional officers as may seem appropriate to be proper functioning of the Association. Such appointed officers will serve at the will and please of the State Master Councilor and the Executive Officer.

ARTICLE V

COMMITTEES

The State Master Councilor may appoint, with the approval of the Executive Officer, such committees as may seem appropriate to the proper functioning of the Association. Such committees and their chairmen will serve at the will and pleasure of the State Master Councilor and the Executive Officer.

ARTICLE VI

MEETINGS

Section 1. **REGULAR MEETINGS**

The regular meetings of this Association will be held semi-annually and will be held at the annual Conclave and Congress. Chapters will be provided thirty (30) days written notice of time and place of the meeting.

Section 2. **SPECIAL MEETINGS**

The State Master Councilor, with the approval of the Executive Officer, may call a special meeting of this Association. Chapters will be notified promptly to the time and place of the special meeting.

ARTICLE VII

QUORUM

A quorum at all meetings will be considered established if delegates and proxy delegates from a majority of the member chapters in good standing are present. In the absence of a quorum, the Executive Officer may declare that the meeting is in order for the conduct of any and all business.

ARTICLE VIII

PARTICIPATION

Section 1. **MEMBERS**

All active DeMolays in good standing in a member chapter of this Association are eligible to attend all meetings. With the permission of the State Master Councilor, they may take part in the discussions on the floor and make constructive suggestions to the Association.

Section 2. REGISTRATION

In order to register for any meeting, all delegates must present a membership card and an obligation card attesting to their membership in a member chapter of this Association. Registration will be through an agent of the State Master Councilor prior to the opening of each session.

Section 3. COMPETITIVE ACTIVITIES

No DeMolay may participate in any of the competitive activities held under the auspices of this Association unless he is a member in good standing of a member chapter, in good standing of this Association, and has been issued an obligation proficiency card.

ARTICLE IX

VOTING

Section 1. MAJORITY VOTE

A majority vote of the delegates present and voting at any meeting will constitute the decision of this Association, unless otherwise required by this Constitution.

Section 2. METHOD OF VOTING

Voting may be done orally or by show of hands, unless otherwise required by this Constitution. The State Master Councilor will determine the method of voting, and besides the above, may call for a standing vote, or a written ballot.

ARTICLE X

DUTIES OF THE OFFICERS

Section 1. STATE MASTER COUNCILOR

The State Master Councilor will preside at all meetings of this Association; receive all distinguished guests and visitors; have the prerogative of being received with honors in all chapters of this jurisdiction; provide all reports necessary for the government of this Association; see that the administrative duties of his officers and appointments are conducted; and promote the Order of DeMolay throughout the jurisdiction. He will prepare a written report of his activities in office, and will present it at the Conclave meeting of this Association. It will become a part of the minutes of that meeting. He will transmit to his successor any records and paraphernalia pertinent to the administration of the office of State Master Councilor.

Section 2. DEPUTY STATE MASTER COUNCILORS

The two Deputy State Master Councilors will assist the State Master Councilor and Executive Officer in the promotion and operation of this Association. When designated, they will preside at meetings in the unavoidable absence of the State Master Councilor, and may be designated to represent the State Master Councilor and speak on behalf of Maryland DeMolay at meetings, functions and activities of various groups and organizations. The two Deputy State Master Councilors shall perform such duties as they are assigned by the State Master Councilor and prepare themselves as potential candidates to lead this Association in the future as State Master Councilor.

ARTICLE XI

FINANCIAL AUDITS

The Executive Officer will appoint an auditing committee to examine the books of the Association, and make a report to the Association.

ARTICLE XII

FEES

Section 1. FEES DUE

The Executive Officer shall from time to time, assess member chapters fees for insurance and any other charges deemed necessary.

Section 2. NOTICE OF FEES DUE

The Executive Officer will notify the chapters when these fees are due and to be paid. Chapters delinquent in their payment of sums due this Association may not participate in any sports or ritual competitions, nor may delegates be seated, heard in discussion, or vote at any meetings of the Association.

Section 3. REINSTATEMENTS

Upon payment of all delinquent sums, chapters will be reinstated and are eligible to once again participate in all Association activities, providing that such chapters are current with their Annual Advisor Certification.

Section 4. FUNDS

Funds belonging to this Association will be deposited in approved banks or other financial institutions / organizations as directed by the Executive Officer. Funds may be paid out in accordance with a budget approved by or upon order of the Executive Officer. All payments will be made by check requiring two (2) signatures. The Executive Officer will, from time to time, promulgate a list of authorized signatures for checks.

ARTICLE XIII

PROCEDURES

Robert's Rules of Order will govern the meeting procedures of this Association. The Executive Officer shall have the authority to render any part or parts of this Constitution overruled or negated when the best interest of the fraternity shall be served.

ARTICLE XIV

ACTIVITIES AND FUNCTIONS


All activities and functions of this Association, its member chapters, or appendant bodies, will be supervised by an advisor, who is an approved adult worker, as prescribed by DeMolay International. The advisor's duty is to ensure that the activity or function is governed in accordance with the Statutes of DeMolay International and this Constitution, as well as in accordance with the principles and precepts of the Order of DeMolay.

ARTICLE XV


AMENDMENTS

Amendments to this Constitution must be submitted in writing, to the Executive Officer at least forty-five (45) days in advance of the next meeting of this Association. Unless such amendments are determined to be contrary to the Statutes of the International Supreme Council, they will be forwarded to each chapter at least thirty (30) days prior to the next meeting of the Association. Amendments will be presented at the meeting, and will require a two-thirds (2/3) majority vote of the delegates present and voting in order to pass. Such amendments will go into effect immediately upon passage, unless otherwise directed by the Executive Officer.

Amended this 18th day of July, 2015



William C. Eppig
Executive Officer in Maryland

ATTEST: 

Carl A. Michel
Executive Secretary in Maryland