

SUGGESTED BY-LAWS

OF

\_\_\_\_\_ AERIE, FRATERNAL ORDER OF EAGLES.  
(State, Province, Etc.)

Pursuant to the authority granted by Section 35, Statutes, F.O.E., and for the purpose of securing a more efficient organization of, and strengthening the bond of fraternity between the several Local Aeries and their membership within the \_\_\_\_\_ of \_\_\_\_\_, under the Charter  
(State, Province, Etc.)

granted by the Grand Aerie, Fraternal Order of Eagles, the \_\_\_\_\_ Aerie 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 \_\_\_\_\_ Aerie shall meet annually prior to the Grand Aerie Convention at such place and time as may be fixed and designated by its \_\_\_\_\_.

Section 1.2 Between the annual sessions of this \_\_\_\_\_ Aerie, the President and the \_\_\_\_\_ shall have and exercise all the powers of this \_\_\_\_\_ Aerie whenever any emergency arises.

MEMBERS

Section 2.1 This \_\_\_\_\_ Aerie shall be composed of Delegates from the Local Aeries of the \_\_\_\_\_ of \_\_\_\_\_ as follows:

- (a) The presently serving Officers of this \_\_\_\_\_ Aerie,
- (b) All of the Past Presidents of this \_\_\_\_\_ Aerie,
- (c) Representatives elected by the Local Aeries comprising this \_\_\_\_\_ Aerie,

provided, however, that no individual shall be eligible to vote or sit in the deliberations of this \_\_\_\_\_ Aerie unless he is in good standing in the Local Aerie of which he is a member.

Section 2.2 Each member Local Aerie which has filed its required reports and paid its per capita tax in full, and is otherwise qualified by the laws of the Grand, Local and this \_\_\_\_\_ Aerie shall be entitled to one vote for each (\_\_\_\_\_) one hundred, (\_\_\_\_\_) fifty, (\_\_\_\_\_) twenty-five members on whom the per capita tax has been paid, or major fraction thereof, on its rolls in December preceding the annual convention.

OFFICERS

Section 3.1 The Officers of this \_\_\_\_\_ Aerie shall be as follows:

- A Junior Past President
- President
- \_\_\_\_\_ Vice-Presidents
- Chaplain
- Conductor
- Secretary
- Treasurer
- Inside Guard
- Outside Guard
- \_\_\_\_\_ Trustees

Where more than one Vice-President is elected, they shall be designated in numerical order and shall rank each other numerically for all purposes. The Board of Trustees shall consist of an uneven number of at least three (3) and not more than seven (7) members as designated above.

OFFICERS (Continued)

Section 3.2 All officers except the Junior Past President and Secretary shall be nominated and elected at the annual Convention for a term of one year.

Section 3.3 The term of office of the Secretary of this \_\_\_\_\_ Aerie shall be for \_\_\_\_\_ years.

Section 3.4 No person other than a Past Worthy President or Ten-Year Secretary of a Local Aerie shall be eligible for the office of President, Vice-President or Secretary of this \_\_\_\_\_ Aerie, nor shall any person be eligible to hold office as President, Vice-President, Secretary, Treasurer, or Trustee, unless he shall at the time of his installation as such officer be of legal age, as defined by the laws of this \_\_\_\_\_, nor unless he shall be a member in good standing in his own Local Aerie.

Section 3.5 No person shall be placed in nomination for any office unless he be in good standing, shall be present at the time such nomination is made, or if unable to be present has given his written consent to have his name placed in nomination for such office.

Section 3.6 The annual election of officers shall be by secret printed ballot, bearing the names of all candidates nominated for the various elective offices. There shall be no identifying marks on the ballot which might disclose the name of the person casting the ballot. All ballots shall remain in the custody of the Judges of the Election until such time as the member appears to cast his ballot. The member shall produce his credentials and official dues receipt, indicating that he is in good standing in his Local Aerie before receiving his ballot and his office receipt shall be so stamped to indicate that the member has voted. Upon receiving the ballot, the member shall proceed at once to the voting booth, mark his ballot and 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 an Eagle and shall have charges filed against him by the Judges of the Election; and if found may be expelled from the Order.

Section 3.7 Vacancies. Except as otherwise provided by the Laws of the Order, should a vacancy occur in any State Aerie Office other than Trustee, Secretary, and Treasurer, by reason of death, removal from office, removal from State, or resignation, the Board of Trustees and/or the Executive Board shall fill such vacated office by advancing each officer (below that of the vacated office) one office and shall fill the office of Outside Guard by appointment.

Should a vacancy occur in the office of Trustee, the President shall appoint a successor to fill that office.

Should a vacancy occur in the offices of Secretary or Treasurer, the Trustees and/or the Executive Board shall elect a successor to occupy such vacated office.

PER CAPITA TAX

Section 4.1 Each Local Member Aerie shall pay to this \_\_\_\_\_ Aerie an annual per capita tax in the sum of \_\_\_\_\_ for each member whose name appears on the membership roll of the Local Aerie on the date upon which the per capita tax is due, the same to be paid \_\_\_\_\_ or \_\_\_\_\_ (quarterly) (semi-annually).

SALARIES

Section 5.1 All serving Officers and Past \_\_\_\_\_ Presidents serving as members of any Committee, and attending the sessions of this \_\_\_\_\_.

Section 5.2 The \_\_\_\_\_ President shall receive annually a salary of \$ \_\_\_\_\_ payable \_\_\_\_\_, and in addition thereto an annual allowance shall be made for his respective office expense in such amount as shall be fixed by the budget as adopted by this \_\_\_\_\_ Aerie.

Section 5.3 The \_\_\_\_\_ Secretary shall receive annually a salary of \$ \_\_\_\_\_ payable \_\_\_\_\_, and in addition thereto an annual allowance shall be made for his respective office expense in such amount as shall be fixed by the budget as adopted by this \_\_\_\_\_ Aerie.

SALARIES (Continued)

Section 5.4 The \_\_\_\_\_ Treasurer shall receive annually a salary of \$ \_\_\_\_\_ payable \_\_\_\_\_.

Section 5.5 Duly appointed Deputy \_\_\_\_\_ Presidents and \_\_\_\_\_ Aerie Representatives shall receive as per diem expenses compensation as \_\_\_\_\_ follows: \_\_\_\_\_ plus \_\_\_\_\_ cents per mile if traveling by automobile or actual expense of railroad or bus fare. Reports on such duties shall accompany all expense vouchers.

Section 5.6 The \_\_\_\_\_ Aerie Legal Advisor shall be paid a retainer fee of not in excess of \$ \_\_\_\_\_ per year, payable \_\_\_\_\_, for which fee the Legal Advisor is to counsel and advise with the \_\_\_\_\_ Aerie Officers on matters of a legal nature which are of concern to the welfare of the \_\_\_\_\_ Aerie and its Local Aeries. He shall attend the \_\_\_\_\_ Aerie sessions and such other sessions or meetings as are held by the \_\_\_\_\_ Aerie where his presence is required and he shall be paid an additional per diem expense compensation of \_\_\_\_\_ for his attendance at such meetings.

If the Legal Advisor is called upon to represent this \_\_\_\_\_ Aerie in any legal action which requires his appearance or attendance in a civil court involving the \_\_\_\_\_ Aerie or any of its Local Aeries, he will be allowed such additional legal fee as is commensurate with the service rendered by him. The fee, of course, to be paid by the \_\_\_\_\_ Aerie or Local Aerie, whichever is involved. If this \_\_\_\_\_ Aerie comprises more than one \_\_\_\_\_ a Legal Advisor for each such \_\_\_\_\_ (State, Province, Etc.)

\_\_\_\_\_ may be appointed.  
(State, Province, Etc.)

Section 5.7 The Ritualistic Judges shall receive not in excess of \$ \_\_\_\_\_ per day, and actual railroad and pullman fare, or \_\_\_\_\_ cents per mile if traveling by automobile, while going to, returning from, and while in actual attendance at the annual convention of this \_\_\_\_\_ Aerie.

Section 5.8 This \_\_\_\_\_ Aerie's Representative to the Grand Aerie Sessions shall receive as his expense compensation, a sum not to exceed \$ \_\_\_\_\_ per day, plus the approved registration fee and actual railroad and pullman fare, or, if traveling by automobile, not in excess of \_\_\_\_\_ cents per mile, while going to, returning from and while in actual attendance at the Grand Aerie Session.

Section 5.9 The compensation of the other Officers and Employees shall be as follows:

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\_\_\_\_\_  
\_\_\_\_\_

BUDGET

Section 6.1 The Finance Committee shall report, and this \_\_\_\_\_ Aerie adopt a budget of the anticipated per capita tax and other income, and authorized expenditures and appropriate the money from the \_\_\_\_\_ Aerie Treasury to finance the same. Such appropriations shall not be exceeded except by unanimous approval of this \_\_\_\_\_ Aerie's Board of Trustees. The appropriations shall include expenses of Officers, bond premiums, salaries, expenses of the President's and Secretary's Offices, expenses of the Treasurer, Deputies, Representatives and all other expenses of this \_\_\_\_\_ Aerie.

## REPORTS

Section 7.1 The Secretary of each Local Aerie comprising this \_\_\_\_\_ Aerie shall make a semi-annual and/or quarterly report to the Secretary of this \_\_\_\_\_ Aerie on such forms and in such manner as may be prescribed by the Secretary of this \_\_\_\_\_ Aerie and in conformity with Section 35.3, Statutes, F.O.E., or laws amendatory thereof. Any change in the office of a Local Aerie Worthy President and/or Secretary shall be forthwith reported by such Local Aerie to the Secretary of this \_\_\_\_\_ Aerie.

## DISTRICTS

Section 8.1 This \_\_\_\_\_ Aerie shall be divided into Districts or Zones and the Districts or Zones shall be as prescribed by this \_\_\_\_\_ Aerie.

## MISCELLANEOUS

Section 9.1 The registration fee for Delegates at the annual convention of this \_\_\_\_\_ Aerie shall be in the sum of \$ \_\_\_\_\_ and shall be mailed to the Secretary of this \_\_\_\_\_ Aerie, along with the Delegate's credentials.

Section 9.2 In opening and closing this \_\_\_\_\_ Aerie 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 Aerie attending or belonging to or affiliated with this \_\_\_\_\_ Aerie 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, or laws amendatory thereof.

Section 9.4 No Amendment, alteration or addition to these By-Laws shall take effect unless made in accordance with the requirements of 35.4, Constitution and Statutes, Fraternal Order of Eagles, or laws amendatory thereof. All Amendments to these By-Laws shall be proposed in writing and shall be signed by at least three delegates to the State Convention. The method to be used by this State Aerie to adopt Amendments, Alterations, or Additions to these By-Laws shall be \_\_\_\_\_

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Proposed By-Laws and Amendments shall be adopted by a two-thirds vote of all the delegates of the State Convention and present and voting.

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

Section 9.6 Where the Constitution and Statutes of the Fraternal Order of Eagles and the Rules and Regulations of the Fraternity and these By-Laws do not cover or control, then Roberts' Rules of Order (revised) shall govern the actions and deliberations of this \_\_\_\_\_ Aerie.

THEREFORE, BE IT RESOLVED, by the Delegates of this \_\_\_\_\_ Aerie, in Convention assembled at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_, that we hereby adopt the foregoing as the By-Laws immediately upon their approval by the Grand Secretary, F.O.E.

Original reading \_\_\_\_\_ ) A.M.  
\_\_\_\_\_ ) P.M. 19\_\_\_\_\_

BY-LAWS COMMITTEE \_\_\_\_\_ CHAIRMAN

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Brother \_\_\_\_\_ of Aerie No. \_\_\_\_\_ moved the adoption of these By-Laws on third reading. Seconded by Brother \_\_\_\_\_ of Aerie No. \_\_\_\_\_.

Vote was \_\_\_\_\_ adopted this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_.

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_  
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Grand Secretary, Fraternal Order of Eagles