

**KANSAS STATE CHAPTER
ORDER OF DEMOLAY
CONSTITUTION**

ARTICLE I: NAME

The name of this body shall be the Kansas State Chapter, Order of DeMolay. The jurisdiction of the State Chapter shall be the State of Kansas. The seal of the Kansas State Chapter shall be circular, with the outside circle being composed of points; inside this circle are the words "State Chapter of Kansas" around the top of the circle and "ORDER OF DEMOLAY" around the bottom; an inner circle composed of points has the following inside of it: "INSTITUTED SEPTEMBER 7, 1923" around the top and "WICHITA" around the bottom; in the center of the seal is a sunflower on a stylized sunflower, in the center of which is a Templar cross with KANSAS above and DEMOLAY below.

ARTICLE II: PURPOSE

The Purpose of the Kansas State Chapter shall be to unite the DeMolays in the State of Kansas by promoting brotherhood and comradeship; to foster fellowship through competition; to coordinate state-wide activities and conventions; to generate Masonic support; and to promote the welfare of the Order, under the direction and supervision of the DeMolay International Executive Officer assigned to the jurisdiction.

ARTICLE III: POWERS

The State Chapter is hereby constituted under the authority of the Executive Officer of DeMolay International for the jurisdiction of Kansas, and shall possess no legislative powers except to provide regulations for the conduct of its own affairs, all of which shall be subject to the approval of the Executive Officer, and in conformity with the By-Laws and Rules and Regulations of DeMolay International.

ARTICLE IV: DEFINITIONS

As used in this Constitution, the following definitions apply:

Active member: one having been regularly initiated, currently in good standing, and not having attained the age of twenty-one years.

Annual Congress: the annual convention of the State Chapter, usually two or more days in duration.

Chapter: any DeMolay Chapter or DeMolay Leaders Club chartered by, or working under Letters Temporary, of the Supreme Council of DeMolay International.

Chapter Roll Call: a voting procedure where the vote is taken by calling the roll of Chapters alphabetically by city, and then by Chapter name, in accordance with the report of the Committee on Credentials.

Voting Member: See Article IV, Section 2.

Roll Call: a voting procedure where the vote is taken by calling the roll of Voting Members for one Chapter, and may be requested by any member of such Chapter.

Roll Call of All Chapters: a voting procedure where the vote is taken by calling the roll of all of the Voting Members of all of the Chapters, and may be ordered by the State Master Councilor.

Division of the House: appeal to a voice vote whereby all voting members vote by standing.

Fully registered: having paid in full the prescribed registration fee.

Fully registered members: active members of the Order of DeMolay who have paid in full any prescribed registration for the Annual Congress.

Jurisdiction: the area within the geographic limits assigned to the Executive Officer.

Order, or Order of DeMolay: a fraternal organization operated or chartered by, or appendant to, the Supreme Council of DeMolay International.

Special Meeting: a meeting other than the Annual Congress of the State Chapter. A meeting other than one held during the Annual Congress.

State Chapter: an association of the members of the Chapters in the jurisdiction of Kansas, constituted under the authority of the Executive Officer of the Supreme Council of DeMolay International, for the jurisdiction of Kansas.

State Officer Meeting: A meeting of State Officers called by the State Master Councilor.

ARTICLE V: MEMBERSHIP

Section 1. General. The membership of this State Chapter shall be all Active Members of DeMolay International affiliated with the instituted Chapters in the State of Kansas.

Section 2. Voting Members. The Voting Members of the State Chapter shall be:

First, the Master Councilors, Senior Councilors, Junior Councilors, and Past Master Councilors, not having attained the age of twenty-one (21) years, of Chapters within this jurisdiction, who meet the qualifications enumerated in Section 3, or the duly selected alternates of the present Master Councilor, Senior Councilor or Junior Councilor, of such Chapters within this jurisdiction, if said officers are unable to be present at the Annual Congress.

Second, the President, Vice President and Past Presidents, not having attained the age of twenty-one (21) years, of DeMolay Leaders Clubs within this jurisdiction, who meet the qualifications as enumerated in Section 3, or the duly selected alternates of the present President or Vice President, of such Clubs within this jurisdiction, if said officers are unable to be present at the Annual Congress.

Section 3. Qualifications for Voting Members and Chapters. Qualifications for Voting Members and Chapters shall be:

First, every voting member to the State Chapter shall be an Active member in good standing of the Chapter he represents.

Second, every Chapter must be duly constituted by, and in good standing with, and bearing due allegiance to, DeMolay International, and presently recognized as such on the records of the Supreme Council.

Third, every voting member of the State Chapter must be fully registered at the Annual Congress or Special Meeting to which he is accredited.

Section 4. Suspension. Chapters that have been suspended by DeMolay International shall stand suspended from this State Chapter, and voting members from such Chapters shall likewise stand suspended. Chapters which fail to pay fees prescribed by the State Chapter shall, after one year, stand suspended from membership, upon the approval of the Executive Officer, and voting members from such Chapters shall likewise stand suspended. Active Members of Chapters whose charters have been revoked by DeMolay International shall be members-at-large of the State Chapter.

ARTICLE VI: OFFICERS

Section 1. Titles. The officers of the State Chapter and their titles are as follows:

ELECTIVE (based on membership of the State Chapter):

Less than 200 members - State Master Councilor, Deputy State Master Councilor, State Sweetheart, and State Associate Sweetheart.

More than 200, but less than 400 members – State Master Councilor, State Senior Councilor, State Junior Councilor, State Sweetheart, State Senior Attendant, and State Junior Attendant.

More than 400 members – State Master Councilor, Deputy State Master Councilor, State Senior Councilor, State Junior Councilor, State Sweetheart, State Senior Attendant, and State Junior Attendant. (2015)

Section 2. Qualifications. The qualifications for holding office in the State Chapter are:

First, all elective officers of this State Chapter shall be Active Members in good standing of a Chapter within the jurisdiction of Kansas at the time of election, and may, if majority is attained before the conclusion of their term of office, continue in such office until their successors are elected and installed.

Second, all officers of this State Chapter must be fully registered members at the Annual Congress where their election shall take place, and shall be present at the time of election and

installation.

Third, the Chapters of the officers of the State Chapter must be in good standing with DeMolay International.

Fourth, all officers, if in school, shall have maintained an above average (2.0 or equivalent) grade point average during the school term prior to their election, and shall continue to maintain such average during their term of office.

Fifth, appointive officers shall have attained the rank of Junior Councilor, Senior Councilor, Master Councilor, or Past Master Councilor, of a DeMolay Chapter, or President, Vice President or Past President, of a DeMolay Leaders Club.

Sixth, all, elective officers shall be Master Councilors or Past Master Councilors of a DeMolay Chapter, or President or Past President of a DeMolay Leaders Club, and shall have been designated Representative DeMolays, shall have successfully completed all five (5) parts of the Leadership Correspondence Course, and shall be sixteen (16) years of age or older.

Seventh, (the Deputy State Master Councilor) the State Senior Councilor shall be seventeen (17) years of age but not more than 19 years of age, proficient in the ritual of the Master Councilor, and be willing to make visitations that would not penalize himself or his vocation. (2012)

Section 3. Elective Officers. The offices of (Deputy State Master Councilor,) State Senior Councilor and State Junior Councilor shall be elected at large from over the State. The member elected (Deputy State Master Councilor) State Senior Councilor shall serve one (1) year in that office, and one (1) year as State Master Councilor. (2012)

Section 4. Letter of Intent. An aspirant for elective office in this State Chapter must submit to the Executive Officer, or his designated representative, a letter of intent to become a candidate, to be received not later than **60 days** prior to the opening of the Annual Congress. This letter must include the office the candidate is seeking, his qualifications for office as listed in Section 3 of this Article, and the following signatures of authorization: the candidate, his parent or guardian, the Chapter Advisor and the Chairman of the Advisory Council of his Chapter. If the Candidate is a member-at-large of the State Chapter, his letter must include the office he is seeking and the following signatures of authorization: the candidate, his parent or guardian, and the State Chapter Dad or Executive Officer. No candidate for elective office will be eligible to seek elective state office without this letter of intent. Candidates for the office of State Master Councilor shall include with their Letter of Intent a plan for their term in office and a membership growth program. In the event that no letters of intent are received by the deadline, the Executive Officer shall determine what procedure shall be followed to fill the offices.

Section 5. Adult Interference in Elections. The participation of any Senior DeMolay, Advisor, Parent, or Master Mason in the selection of officers for this State Chapter is prohibited, and any such activity shall be cause for the removal of the offending adult from the State Chapter Room.

Section 6. Election. Election of State Officers shall occur at the Annual Congress of the State Chapter. All elective offices shall be filled by a majority vote of those voting members of the State Chapter present and voting. If there are three (3) or more candidates for any elective State Office, and no candidate receives a majority after two (2) ballots, the candidate with the least number of votes shall be dropped, and a third ballot held. Votes cast as abstentions shall be considered as uncast votes and majorities shall be recalculated.

Section 7. Appointments. All appointive officers, if any, shall be appointed by the State Master Councilor following his election, with the approval of the Executive Officer, from among the voting members to the State Chapter attending the Annual Congress where such election takes place, and they shall serve at his pleasure.

Section 8. Appointment Guidelines. The State Master Councilor shall, where possible, strive to follow the guideline in appointments of one Chapter, one Officer.

Section 9. Term of Office. The terms for officers of the State Chapter shall begin at the time of their installation and shall conclude at the time of the installation of their successors.

Section 10. Removal, Resignation, Vacancies. Appointive officers serve at the pleasure of the State Master Councilor, and may be removed from office for neglect of the duties of such office, and the vacancy filled by him. Elective officers may be removed from office for neglect of the duties of such office by the State Master Councilor, in consultation with the Executive Officer, and the vacancy filled by them. The State Master Councilor may be removed from office for neglect of duties or actions unbecoming a DeMolay, by the Executive Officer, and the office shall be filled by appointment of the Executive Officer. Any State Officer may resign, if reasons of health, or personal reasons, make it impossible for him to carry out the duties of his office. Vacancies by resignation shall be filled in a like manner.

Section 11. Duties. The duties of the various officers are:

- (a) The State Master Councilor is the presiding officer of the State Chapter. He is required to report in writing to the State Chapter at its Annual Congress, on the condition of the Order in Kansas. He shall fill all appointive offices of the State Chapter and all committees and vacancies occurring therein, with the approval of the Executive Officer. He shall perform such other duties as may enhance the position of the Order in Kansas. He shall also have

the express duty to represent DeMolay at the Annual Communication of the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of Kansas, the Annual Grand Chapter Session of the Order of the Eastern Star in Kansas, and at other Concordant and Appendant meetings as required by the Executive Officer.

- (b) The (Deputy State Master Councilor,) State Senior Councilor and State Junior Councilor, are responsible for communicating with the State Master Councilor concerning the condition of Chapters they visit, through bimonthly reports, the first of which is due sixty (60) days following the Annual Congress where their installation took place. Each elective officer above named is required to report in writing to the State Master Councilor fifteen (15) days prior to the close of his term concerning the activities of this office during his term. All elective officers shall make every attempt to attend the Grand Lodge Communication and the Grand Chapter Session during their term of office, and other Concordant and appendant bodies as requested by the Executive Officer.
- (c) The remaining officers are to work loyally with the State Master Councilor, performing whatever part of the common task may be assigned to them. Each appointive officer is required to report in writing to the State Master Councilor fifteen (15) days prior to the close of his term concerning the activities of his office during his term.

Section 12. Officer Leaving Jurisdiction. Any state officer who shall permanently remove his residence from within the jurisdiction or shall leave the state with the declared intention of an absence of four months or more, is required to resign from office.

Section 13. State Sweetheart. The State Sweetheart, State Senior Princess and State Junior Princess, shall be selected according to the procedure as outlined in the State Sweetheart Court Manual.

Section 14. Campaign Material. Campaign materials for candidates for state office are strictly prohibited.

ARTICLE VII: MEETINGS

Section 1. Annual Congress. The State Chapter shall meet annually at such time and place as fixed by it, to conduct the business of the State Chapter, and to elect and install officers.

Section 2. Quorum. Voting Members representing one third of the Chapters in this jurisdiction shall constitute a quorum.

Section 3. Special Meetings. The State Chapter shall hold such Special Meetings or Conclaves as the State Master Councilor may call, each having the approval of the Executive Officer and the chapters being given proper notice of the meeting.

Section 4. State Officer Meetings. The officers of the State Chapter shall hold such meetings as the State Master Councilor may call, each having the approval of the Executive Officer, and the officers being given proper notice of the meeting.

Section 5. Notices. The State Scribe shall give written notice to the Annual Congress, and all Conclaves and Special Meetings of this State Chapter, to the Chapter Advisors and Master Councilors of Chapters in Kansas, and to the Club Advisors and Presidents of the Clubs in Kansas, sixty (60) days in advance thereof, stating the time, place, and general purposes of such session. The State Scribe shall give written notice to all State Officer Meetings to all State Officers thirty (30) days in advance thereof, stating the time, place and general purposes of such session.

ARTICLE VIII: VOTING

Section 1. Voting at the Annual Congress. Each voting member of the State Chapter, as specified in Article IV, Section 2, shall be entitled to vote at the Annual Congress to which he is accredited, with these restrictions:

- (a) His Chapter must have its Chapter or Club Advisor, or his representative, fully registered and present at the Annual Conclave in question, and,
- (b) Must be present at the time of voting.

Section 2. Voting Procedure. For most regular business of the State Chapter, other than the election of officers, the vote of the voting members shall be taken viva voce (by the voice.) For the election of officers, or if the chair is in doubt as to the outcome of a vote, the chair shall call for a vote by Chapter Roll Call, in alphabetical order by city, and then by Chapter name, in accordance with the report of the Committee on Credentials. Any voting member may demand a Roll Call Vote of his own chapter, but he may not demand a Roll Call Vote of another Chapter. If, in the opinion of the chair, there is a serious question as to whether a sufficient number of voting members is present for the consideration of the business at hand, he may call for a Roll Call of all Chapters, in accordance with the report of the Committee on Credentials. Any voting member may demand a Division of the House. For the election of officers only, any voting member may call for a secret ballot, and the State Scribe shall assist the Committee on Credentials by providing ballots for the election.

ARTICLE IX: COMMITTEES

Section 1. Standing Committees. The Standing Committees of the State Chapter are:

Jurisprudence
Credentials
Membership

Section 2. Special Committees. The State Master Councilor shall appoint such Special Committees as may be necessary for the conduct of business of the State Chapter.

Section 3. Committee Membership. Each Standing and Special Committees shall be composed of three (3) or more voting members of the State Chapter, appointed by the State Master Councilor and approved by the Executive Officer, one of whom shall be designated Chairman; and one (1) Advisor, appointed by the State Chapter Dad or the Executive Officer, upon the nomination of the State Master Councilor.

Section 4. Duties. The duties of the various committees are:

- (a) The Committee on Jurisprudence shall examine, and put in proper order, proposed amendments to this Constitution, shall examine, and put in proper order, proposed resolutions to come before the State Chapter, and shall formulate itself such resolutions as should be made concerning appreciation for services rendered the State Chapter. It shall make a report to the State Chapter of these proposed amendments and resolutions, and its recommendations concerning them.
- (b) The Committee on Credentials shall examine the reports submitted by the Chapters attending the Annual Congress, and shall make a report to the State Chapter and shall see that a seat is provided in the State Chapter Room for each voting member. This committee shall also see that a seat is provided in the State Chapter Room for each registrant who is not a voting member; the voting member and non-voting member seating being separated. All voting members from one Chapter shall be seated together.
- (c) The Committee on Membership shall publish membership statistics to all chapters, and assist the State Master Councilor with his membership program.

ARTICLE X: PROCEDURE

Section 1. Resolutions and Motions. Resolutions and motions, other than those required in the usual conduct of the business of this State Chapter, shall be in writing and presented to the State Scribe and State Master Councilor prior to being read.

Section 2. Voting Members Only May Present. Only a voting member may present a resolution or a motion on the floor of this State Chapter.

ARTICLE XI: FINANCE

Section 1. Fees. This State Chapter shall establish a lifetime membership fee as will insure the successful financial operation of the State Chapter.

ARTICLE XII: APPENDANT ORGANIZATIONS

There may be authorized by the Executive Officer, DeMolay Leaders Clubs, Manors of Squires of the Round Table, a State Sweetheart Court, a State Priory of the Chivalric Knights of the Holy Order of the Fellow Soldiers of Jacques DeMolay (Order of DeMolay Knighthood), a State Court of Chevaliers, and a State Council of Representative DeMolays, which may meet under the jurisdiction of the State Chapter, and which shall have no legislative powers except to provide regulations for the conduct of its own affairs.

ARTICLE XIII: STATE CHAPTER ADVISORS

Section 1. The Executive Officer may appoint an accredited advisor to be the State Chapter Dad, to act as an advisor to the elected State Chapter Officers and perform whatever other duties may be assigned by the Executive Officer.

Section 2. The State Scribe is required to record all proceedings of the State Chapter, and to superintend the publication and distribution thereof within ninety (90) days after the close of each Annual Congress. He shall record all proceedings of Special Meetings and State Officer Meetings, and superintend the publication and distribution thereof within thirty (30) days after such meeting. He shall keep a current, accurate record of Chapter Master Councilors and Chapter Advisors in Kansas. He shall issue calls to Annual Conclaves, Special Meetings, and State Officer Meetings. He is required to report in writing to the State Chapter annually concerning the activities of his office during the preceding year.

Section 3. The office of State Treasurer shall be in charge, with the Executive Officer, of the moneys, funds and property of the State Chapter, and shall make regular reports of the status of these items to the Executive Officer and to DeMolay International.

ARTICLE XIV: MISCELLANEOUS

Unless otherwise provided, the By-Laws and Rules and Regulations of DeMolay International shall apply, and if needed, Roberts Rules of Order.

ARTICLE XV: AMENDMENTS

This Constitution may be amended at any Annual Congress of this State Chapter, by a two-thirds majority vote of those voting members present and voting, provided that sixty (60) days notice of the proposed amendment has been mailed to the Executive Officer, the State Scribe and all Chapters within the jurisdiction, and the Executive Officer has approved the amendment.

July 8, 2016
Kansas State Chapter

Constitution

Page 9 of 10
Order of DeMolay

Entire Constitution
adopted by the
State Chapter

State Master Councilor

State Scribe

Executive Officer

July 8, 2016

Page 10 of 10