

**JOB'S DAUGHTERS INTERNATIONAL  
FORMAT FOR RULES AND REGULATIONS  
MOTHERS', FATHERS', OR PARENTS' CLUB**

(Location\_\_\_\_\_)

(Note: These Rules and Regulations shall be submitted to the Jurisprudence Committee of the SGC by Clubs associated with Bethels under Supreme. GGCs may use these Rules and Regulations if desired. No changes are to be made in these Rules and Regulations as printed, except to delete words "Mothers'", "Fathers'", or "Parents'" as appropriate.)

**ARTICLE I  
NAME**

**Section 1.**

- (a) The name of this organization shall be the Mothers', Fathers', or Parents' Club of Bethel No. \_\_\_\_\_ located in \_\_\_\_\_, JDI.

**ARTICLE II  
PURPOSE AND POLICIES**

**Section 1.**

- (a) The sole purpose of this organization is to be of service to the members of Bethel No.\_\_\_\_\_, at \_\_\_\_\_, in all ways possible and to further any activity approved by the BGC that the members of this Bethel should vote to undertake.

**Section 2.**

- (a) This organization shall function under Supreme jurisdiction for Bethels under Supreme, otherwise under the GGC jurisdiction in which it is located.

**Section 3.**

- (a) No indebtedness shall be incurred by the Mothers', Fathers', or Parents' Club of Bethel No. \_\_\_\_\_ in excess of the funds in its Treasury, unless written consent has been obtained from the Executive Members of the BGC of Bethel No.\_\_\_\_\_.

**Section 4.**

- (a) At such time as it is proven that said organization is no longer functioning for the good of the Bethel, this organization may be disbanded by a majority vote of the Executive Members of the BGC of Bethel No. \_\_\_\_\_ and with the approval of the Supreme Guardian or the Grand Guardian in whose jurisdiction it has functioned.

**Section 5.**

- (a) If this organization is disbanded, all rights and title to its money and property shall be vested in Bethel No. \_\_\_\_\_. If the Bethel Charter has been revoked, all rights and title to money and property shall be vested in the SGC or the GGC under which it has functioned.

**ARTICLE III  
MEMBERSHIP AND DUES**

**Section 1. Membership**

- (a) The membership of this organization shall consist of Mothers, Fathers, and Guardians of the members of Bethel No. \_\_\_\_\_ and members of the BGC who are willing to abide by and conform to those policies as described in Art. II above.

**Section 2. Dues**

- (a) The dues shall be \$ \_\_\_\_\_ per year, payable in advance.

**ARTICLE IV  
OFFICERS**

**Section 1.**

- (a) The elective officers of the organization shall consist of a President, Vice President, Secretary, and Treasurer. If the club is in the USA, Canada or Australia, the officer shall be on the current list of CAVs provided by the Executive Manager. These offices shall be held by members of this organization who are not Executive Members of the BGC of Bethel No. \_\_\_\_\_. The term of office shall be \_\_\_\_\_ or until a successor has been elected to fill the vacancy. In addition to these elective officers, the Bethel Guardian shall be the Counselor to the Mothers' Club. The Associate Bethel Guardian shall be the Counselor to the Fathers' Club. The Bethel Guardian and the Associate Bethel Guardian shall be the Counselors to the Parents' Club.

**ARTICLE V  
DUTIES OF OFFICERS**

**Section 1. President**

- (a) It shall be the duty of the President to preside at all meetings, to appoint standing committees and such other committees as may be deemed necessary, and to serve as member ex officio of all committees other than the nominating committee.

**Section 2. Vice President**

- (a) In the absence of the President, the Vice President shall preside and assume the duties of the President.

**Section 3. Secretary**

- (a) It shall be the duty of the Secretary to keep accurate account of all the meetings and be prepared to read on call the records of the previous meeting.

**Section 4. Treasurer**

- (a) It shall be the duty of the Treasurer to receive dues and all other monies for the Club and pay all outstanding bills when approved by the Auditing Committee and by a majority vote of the members present at the meeting.

**ARTICLE VI  
MEETINGS**

**Section 1.**

- (a) Business meetings shall be held on the \_\_\_\_\_ of each month at \_\_\_\_\_ o'clock (July and/or August excepted) unless members are otherwise notified fifteen (15) days before said meeting date. The place of the meeting shall be determined by the members present at each previous meeting.
- (b) No meeting shall be held while a regular meeting of the Bethel is in session.

**Section 2.**

- (a) A quorum shall consist of \_\_\_\_\_ members.

**ARTICLE VII  
NOMINATIONS AND ELECTIONS**

**Section 1.**

- (a) In \_\_\_\_\_ of each year a nominating committee of three (3) members shall be elected by the members present who will make their report in \_\_\_\_\_. Following the report of the nominating committee, nominations may be made from the floor, provided the consent of the nominee has been obtained.

**Section 2.**

- (a) Election shall be held in \_\_\_\_\_, following the report of the nominating committee, and shall be by ballot.

**Section 3.**

- (a) In the event of a vacancy in the office of President, the Vice President shall assume the office and the duties thereof, and a special election shall be held for the purpose of electing a Vice President.

**Section 4.**

- (a) In the event of a vacancy in any elective office, except in the case of the President, a special election shall be held to fill the vacancy.

**Section 5.**

- (a) All members shall be notified of any special election fifteen (15) days prior to date of meeting for special election.

## ARTICLE VIII COMMITTEES

**Section 1.**

- (a) Immediately following election in \_\_\_\_\_, the President shall appoint the following committees: Publicity, Membership, Auditing (each consisting of three (3) members), Sunshine and such other committees as may be necessary. The President shall also appoint a Chaplain and a Parliamentarian.

**Section 2.**

- (a) It shall be the duty of the Auditing Committee to act upon all bills and approve such bills as are just claims against this organization and to audit the books at the close of each term. The Chairman of the committee shall make a report of all receipts and disbursements at the close of each term.

## ARTICLE IX AMENDMENTS

**Section 1.**

- (a) These Rules and Regulations may be amended at any regular meeting at which a quorum is present by a two-thirds (2/3) affirmative vote of members voting, provided the proposed amendment has been read at the meeting preceding the one at which the voting is to take place. Five (5) copies of the proposed amendment shall be mailed to the Chairman of the Jurisprudence Committee of the SGC or the GGC as appropriate, using the proper form as illustrated. Upon receipt of approval of the amendments by the said Committee and the Vice Supreme or Grand Guardian, it becomes effective.

**AMENDMENTS to the RULES AND REGULATIONS of  
MOTHERS', FATHERS', or PARENTS' CLUB**

(Note: Delete Mothers', Fathers', or Parents' as necessary) of Bethel No. \_\_\_\_\_ at \_\_\_\_\_,  
\_\_\_\_\_.

We the undersigned hereby certify that the minutes of the Mothers' (Fathers' or Parents') Club of Bethel No. \_\_\_\_\_  
show that:

At a regular meeting of the Club held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ at which a quorum was present, a  
proposed amendment was presented in writing that Article No. \_\_\_\_\_ of the Rules and Regulations which reads as  
follows: (copy from present Rules and Regulations or attach signed sheets if necessary) \_\_\_\_\_

be amended to read as follows: (or attach extra signed sheets if necessary) \_\_\_\_\_

That the proposed amendment was again read at a regular meeting of the Club held on \_\_\_\_\_ of \_\_\_\_\_ at  
which a quorum was present. The proposed amendment was presented for action before the Club and was adopted by  
a two-thirds (2/3) vote of all present and voting.

We certify that the foregoing is a true and correct record from the minutes of the Club so far as the same affects the  
foregoing amendment.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**APPROVED:** Jurisprudence Committee

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_

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Date

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Date

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\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Vice Supreme/Grand Guardian)

\_\_\_\_\_  
Date

Notice: Five (5) copies must be mailed to the Chairman of the Jurisprudence Committee and one (1) copy must be  
mailed to the Grand Guardian or to the Vice Supreme Guardian for Clubs under Supreme.