

BY-LAWS OF _____ PARLOR NO. _____

NATIVE DAUGHTERS OF THE GOLDEN WEST

ARTICLE ONE

NAME

1.1 This Parlor shall be known as _____ Parlor No. _____, Native Daughters of the Golden West, located in _____, California.

1.2 The objective of the Parlor shall be to further the aims and objects of the Order of the Native Daughters of the Golden West, as defined in the Constitution and By-Laws of the Grant Parlor, Native Daughters of the Golden West.

ARTICLE TWO

MEMBERSHIP

2.1 Application for Membership must be in accordance with the Constitution for the Government of Subordinate Parlors, Native Daughters of the Golden West, and shall be accompanied by the Initiation Fee and six months' dues.

2.2 Every person, on being admitted to membership, shall sign the Membership Roll. The Member-at-Large will sign the Obligation Declaration and a copy will be retained with the Membership Roll Book. She shall keep the Recording Secretary and Financial Secretary advised of her current mailing address and telephone numbers (and email address if available) as long as she is a member.

2.3 Dual Membership and Members-at-Large shall be allowed as defined in the Constitution for the Government of Subordinate Parlors.

2.4 Membership in this Subordinate Parlor shall be limited to individuals who are citizens of the United States, born in the State of California, or born outside of the State of California while a California resident parent was serving on active duty in the United States Military, or in a medical facility across the California border in Oregon, Nevada or Arizona since needed specialized medical services were unavailable in the California town of mother's residence. Persons of Japanese descent born to California resident parents in internment camps in the United States shall also be allowed membership in Native Daughters of the Golden West. Situations of birth outside of California shall be indicated on the application for Membership.

ARTICLE THREE

MEETINGS

3.1 The regular meeting(s) of this Parlor shall be held on the _____ (and _____) _____ of each month at _____ a.m./p.m.

3.2 Meetings of the Parlor shall be held in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE FOUR

OFFICERS

4.1 Officers of this Parlor shall be as defined in the Constitution for the Government of Subordinate Parlors.

4.2 Officers of this Parlor shall be elected annually (or semi-annually) by ballot at the regular meeting in June (December) and installed at the regular meeting in July or August (January).

ARTICLE FIVE

NOMINATION AND ELECTION OF OFFICERS

5.1 Nomination and election of Officers shall be held in accordance with the Constitution for the Government of Subordinate Parlors.

5.2 Nominations shall be held at the last regular meeting in May (and November) and election shall be held at the first regular meeting in June (and December).

5.3 Nominations may be reopened on the night of election by consent of a majority of Members present and voting.

ARTICLE SIX

DUTIES OF OFFICERS

6.1 The duties of Officers shall be as defined in the Constitution for the Government of Subordinate Parlors, the Ritual, the Manual of Instructions, the Funeral Ceremony, the Installation Ceremony, and such other duties as the Parlor may require.

6.2 The President of the Parlor shall announce Officers excused before Roll Call, in accordance with the Constitution for the Government of Subordinate Parlors.

6.3 Any Officer who cannot attend a meeting must be responsible for having all books and papers pertaining to her office at the meeting.

ARTICLE SEVEN

FEES AND DUES

7.1 The fees and dues of this Parlor shall be as defined in the Constitution for the Government of Subordinate Parlors.

7.2 The Dues of this Parlor shall be \$_____ per year payable in advance to the Financial Secretary on an annual (semi-annual, quarterly, monthly) basis.

7.3 The Initiation Fee of this Parlor shall be \$_____.

7.4 Admission by Transfer Card shall be in accordance with the Constitution for the Government of Subordinate Parlors.

7.5 Dues shall be charged against a Member from the first of the month if she is initiated before the fifteenth; otherwise, from the first of the following month.

7.6 A Dual Member shall be assessed the same dues and fees as a regular Member.

7.7 The Grand Parlor Per Capita Tax, ~~and~~ the Native Daughters of the Golden West Home Assessment, the California Star Assessment, the liability insurance premium, and any additional assessments levied by Grant Parlor shall be paid by the Parlor.

ARTICLE EIGHT

COMMITTEES

8.1 Standing Committees shall be appointed as required by the Grand Parlor and are to cooperate with the Standing Committees of the Grand Parlor.

8.2 The Standing Committees of this Parlor are as follows:

(List Parlor Standing Committees here)

8.3 Special Committees may be created as the need arises to handle functions and duties not covered by the Standing Committees. Special Committees of this Parlor of this Parlor are as follows:

(Special Committees may be listed here or indicate "None")

8.4 All Standing Committee Chairmen and Special Committee Chairmen shall submit written reports to the Parlor itemizing monies received and disbursed.

8.5 Each Standing Committee Chairman shall submit a written report of that Committee's activities to the State Chairman as specified in the Standing Rules of the Constitution of the Grand Parlor for inclusion in the Annual Report.

ARTICLE NINE

RESIGNATIONS AND SUSPENSIONS

9.1 Resignations from this Parlor shall be acted upon as defined in the Constitution for the Government of Subordinate Parlors.

9.2 Suspensions from this Parlor shall be acted upon as defined in the Constitution for the Government of Subordinate Parlors.

ARTICLE TEN

TRANSFERS AND DUAL MEMBERSHIP

10.1 Requests for Transfers shall be granted in accordance with the Constitution for the Government of Subordinate Parlors.

10.2 Transfers received shall be acted upon in accordance with the Constitution for the Government of Subordinate Parlors.

10.3 Requests for Dual Membership shall be granted in accordance with the Constitution for the Government of Subordinate Parlors.

10.4 Dual Membership requests received shall be acted upon in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE ELEVEN

DELEGATE(S) TO THE GRAND PARLOR ANNUAL MEETING

11.1 Delegate(s) and Alternate(s) to the Grand Parlor Annual Meeting shall be nominated at the last regular meeting in March and elected at the first regular meeting in April in accordance with the Constitution for the Government of Subordinate Parlors and the Constitution of the Grand Parlor. Nominations may be reopened the night of election by a favorable vote of the majority of Members present.

11.2 Delegate(s) must submit a written report to the Parlor within _____ days after the close of the Grand Parlor Annual Meeting in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE TWELVE

THE FLAGS

12.1 The flag of the United States of America and the California State Flag shall be provided by the Parlor and used at all regular meetings and special meetings in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE THIRTEEN

FUNDS AND DISBURSEMENTS

13.1 Money received by the Financial Secretary shall be deposited by the Treasurer in a bank designated by the Parlor under the name of _____ Parlor No. _____, Native Daughters of the Golden West, in accordance with the Constitution for the Government of Subordinate Parlors.

13.2 All bills presented to the Parlor must be accompanied by itemized invoices or receipted bills. All bills must be paid by check.

13.3 All monetary gifts made by individuals in the name of the Parlor for a specified purpose shall be paid into Parlor funds and be disbursed by check.

13.4 All bank transactions requiring signatures must be in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE FOURTEEN

AMENDMENTS

14.1 These By-Laws may be amended, repealed, or altered in whole or in part by a two-thirds favorable vote of the Parlor Members at any duly organized meeting of

the Parlor, provided such notice of the proposed change(s) is included in the notice of such meeting.

14.2 A draft of all proposed amendments shall be submitted to the State Committee on Laws and Supervisions for approval.

ARTICLE FIFTEEN

PRECEDENCE OF THESE BY-LAWS

15.1 Upon the adoption of these By-Laws, all previous By-Laws shall be deemed annulled.

15.2 No provision of these By-Laws shall be construed to be in conflict with laws and regulations adopted by the Grand Parlor.

15.3 These By-Laws shall continue in force subject to amendment or modification, in accordance with the Constitution for the Government of Subordinate Parlors.

ARTICLE SIXTEEN

AUTHORITY

16.1 Robert's Rules of Order, Newly Revised shall be the authority in the decision of all questions of parliamentary procedure not covered by these By-Laws, the Constitution for the Government of Subordinate Parlors, or the Constitution of Grand Parlor.

We do hereby certify that the foregoing is a true and correct copy of the Constitution of
By-Laws for the Government of _____ Parlor No.
_____, Native Daughters of the Golden West.

Date of First Reading: _____

Date of Second Reading: _____

Date voted on at the regular meeting
for submission to Laws and
Supervision Committee for approval: _____

Signed by:

President: _____

Recording Secretary: _____

Parlor By-Laws Committee: _____

Parlor Seal (imprint)

Approved _____, 20__

GRAND PARLOR COMMITTEE

LAWS AND SUPERVISION

Chairman:

Committee Members:

The aforesaid By-Laws, as amended, and approved by the Grand Parlor Committee Laws and Supervision, have been adopted by _____ Parlor No. _____, Native Daughters of the Golden West, at its regular meeting held _____, 20_____.

President: _____

Recording Secretary: _____