

**BY-LAWS
OF
GRAND LODGE OF COLORADO
OF THE
ORDER SONS OF ITALY IN AMERICA**

The Grand Lodge of Colorado is a duly organized State Lodge chartered on April 22, 1995 by the National Lodge of the Orders Sons of Italy in America. Hereafter referred to as the State Lodge of Colorado.

The State Lodge and its filial lodges duly formed under its jurisdiction is subject to all the laws and regulations of the National Lodge, now in effect or hereinafter put to effect, and the following laws are in adjunct to the general laws of the Order.

CHAPTER ONE

STATE LODGE

ART. 1 The State Lodge of Colorado of the Order Sons of Italy in America is a fraternal organization instituted the 22nd day of April, 1995, authorized by the State of Colorado to transact its proper fraternal business and which derives its origin and its existence from the National Lodge of the Order Sons of Italy in America.

 The State Lodge of Colorado exercises jurisdiction on all lodges and members of the Order within the confines of the State of Colorado and those lodges outside this State as may be placed under its jurisdiction by the National Lodge.

ART. 2 The components through which the Grand Lodge functions when not in convention assembled are:

- (a) The Executive Committee of the State Council
- (b) The State Council

ART. 3 The Executive Committee will meet when called together by the State President or when requested by (3) three members of the State Executive Committee of the State Council.

 The Executive Committee of the State Council consists of the following:

- (a) State President
- (b) First State Vice President
- (c) Second State Vice President
- (d) Third State Vice President
- (e) Ex-State President
- (f) State Orator
- (g) State Recording Secretary
- (h) State Financial Secretary
- (i) State Treasurer

STATE COUNCIL

ART. 4 The State Council is the executive body of the State Lodge and it exercises the powers of the State Lodge when the State Lodge is not in convention assembled.

The State Council has the power to issue orders and decrees in case of necessity in matters not otherwise provided for under the laws of the Order; provided no order or decree shall impose new dues or assessments; and provided further that it shall not annul any law of the Order imposing such dues or assessments.

The orders or decrees of the State Council go into effect immediately upon adoption. All such orders or decrees adopted by the State Council during the interval between State Conventions shall be submitted to the next State Convention for ratification by the State Lodge. The failure to so ratify these orders or decrees shall not nullify their effect retroactively, but such action will put an end to the orders or decrees as of that date.

The State Council shall meet at least once every three months in regular session. It shall meet in special session whenever the meeting is called by the State President or called at the written request of five (5) State Officers, who shall do so only in emergency considerations.

ART. 5 The State Council is composed of the following officers:

- (a) The State President
- (b) The First State Vice President
- (c) The Second State Vice President
- (d) The Third State Vice President
- (e) The Past State President
- (f) The State Orator
- (e) The State Recording Secretary
- (f) The State Financial Secretary
- (g) The State Treasurer
- (h) The State Historian
- (i) 5 State Trustees
- (j) All past state presidents, ex-officio, with the right to vote

Election to each office should be listed separately on the ballot, each office should be elected by

separate vote on said ballot.

ART. 6 Only members who have served for a term as a National, State or Filial Lodge Officer can be elected State President, and only members who have served for an entire term as a State Delegate can be elected to any office in the State Council.

Term of Office: As a general rule all officers are subject to serve a tenure of office not to exceed two consecutive terms unless a majority of delegates on the floor of the convention draft said officer for another consecutive term.

ART. 7 Candidates will be selected from the components of the State Lodge present at the convention. Exception is made for those who, for justifiable reasons, are absent. He/she can be nominated and elected to an office provided that declaration is made in writing to the State President the reasons for his/her absence, and stating the specific office for which he/she will accept nomination and election.

STATE OFFICERS

ART. 8 The State Officer is an officer of the State Lodge, and he/she owes to the lodge of which is a member no other responsibility other than the obligation to pay dues and taxes. Rights and position as a State Officer cannot be questioned or disputed, regardless of the position the lodge to which he/she belongs finds itself in with respect to the State Lodge.

The State Officer cannot be elected to an office in a filial lodge, and he/she is not bound to the rules of attendance that applies to regular members.

The State Officer member of a filial lodge shall always be considered as a representative of the State Council. If any lodge wishes to have a state officer attend or officiate at any ceremony that request must be made to the State Council in writing.

The State Officer is obliged to attend the meetings of the State Council and the sessions of the State Lodge, and if he/she absents himself/herself without a just cause from three consecutive meetings he/she automatically loses his/her position as a State Officer.

The prerogatives of the State Officers, duties and responsibilities are as prescribed in the National By-Laws.

POWERS OF THE STATE LODGE

ART. 9 The State Lodge has all those powers which is expressly or impliedly derived from the Constitution and the General Laws of the National Lodge. These powers are legislative, executive, administrative and judicial in character, and are exercised directly and exclusively within the limits of its jurisdiction, and also by means of subsidiary, dependent and auxiliary organizations.

The legislative power belongs exclusively to the State Lodge in session, and, in the exercise of this power it can make laws to regulate its conduct, its administration, its functions, and also the conduct, administration and functions of its auxiliary, subsidiary, and dependent organizations; laws to regulate the activities and functions of the lodges within its jurisdictions, such as the rights and duties of filial lodge members; laws to regulate the relations and the reports of the various subsidiary organizations of the Order within its jurisdiction; and, in general, laws to supervise and protect the material and moral interests of the Order within its jurisdiction, but every law must not be in contravention of the National Laws and must be submitted for its approval to the National Council before it is promulgated.

The Grand Lodge, when in session, has, in addition, the following powers:

a. to impose a personal or per capita tax to be paid by every member of Lodges within its jurisdiction in order to provide for the needs of its administration. It may impose other supplementary taxes for the maintenance and for the functioning of its subsidiary and auxiliary bodies, and also to provide for the development of the

Order within its jurisdiction. It may determine the manner, method, and terms for

the collection of these taxes;

b. to control, ratify, and annul the deliberations of the Grand Council and of its other auxiliary and dependent bodies, excepting the State Arbitration Board;

c. to establish the administrative procedure for the functioning of its offices;

d. to establish the place and days of its sessions;

e. to elect and remove the Grand Council, the State Arbitration Board, and the

National Delegates;

- f. to elect any past State President as Honorary State President for life by a two-thirds vote of its members;
- g. to purchase and administer property necessary for its purposes;
- h. to establish and maintain funds for assistance known as:
The Mortuary Fund, for the benefit of members of the Lodges within its jurisdiction;
- i. to establish and maintain commissions and committees of the Grand Lodge;
- j. to establish and maintain a monthly publication as its recognized official publication;
- k. to revise and amend its by-laws;
- l. to decide by an absolute majority of its members, the prolongation for one, or more days of its session;
- m. to provide scholarships and assist to educational endeavors.

STATE DEPUTY

ART.10 The State Deputy is the representative of the State President to the Local Lodges.

The State Deputy's duties are:

- (a) To see that the laws of the Order are complied with by the Local Lodges and by their officers and members;
- (b) To exercise administrative control in conformity to the laws of the Order;
- (c) To assume the function of presiding officer in the Local Lodge whenever the officer presiding fails to maintain order in the assembly

and to exact respect from those present for ranking units and prerogatives of the Order;

- (d) To install the officers of the Council, unless otherwise provided by the Grand Council;

- (e) To give a report to the Grand Council of conditions which the State Deputy finds in the Local Lodges whenever the State Deputy is sent to investigate the affairs of the Local Lodge; provided that, in emergency cases, the State Deputy shall communicate with the Grand Council at once, pointing out those matters which require immediate attention;
- (f) To perform such other duties as may be assigned to the office by the Grand Council or which the office may be required to perform by the laws of the Order; except that the State Deputy shall not be qualified to act as State Deputy in the Local Lodge of which the State Deputy is a member;
- (g) State Deputy shall visit lodges under his jurisdiction once every 3 months and make the necessary reports to the State Council;

CONVENTIONS AND SESSIONS

ART. 11 The State Lodge upon the discretion of the State Council will meet at least 4 times a year in ordinary session.

ART. 12 The State Lodge will meet in extraordinary session when convoked by deliberation of the State Council, by the State President or by the request of the majority of the State Delegates so recognized at the immediate preceding convention, who belong to lodges which are then in good standing with their obligations to the State Lodge.

ART. 13 Not less than thirty (30) days before each State Convention, the State Recording Secretary must send to each lodge the credentials for each State Delegate. These credentials must be validated previous to issuance by the President and the Financial Secretary of the Lodge, attesting that the State Delegate is current with its financial obligations to the Lodge.

ART. 14 The State Convention shall be legally opened when a majority of the members are present. The State Delegates are the representative of the local lodge to the Grand Lodge. The

State Delegates are elected in the manner prescribed by the laws of the Grand Lodge. The local lodge president of each local lodge attends the state convention by virtue of incumbency in office and not by election as a state delegate. The number of State Delegates to be elected by each local lodge shall be determined on the basis of one (1) delegate per 20 filial lodge members of the local lodge in good standing at the end of the last quarter of the year preceding the election of delegates for whom the local lodge paid per capita tax to the Grand Lodge at the end of such quarter. In which case the quarter would be the fourth quarter of the year preceding the convention.

ART. 15 The order of day of every ordinary convention shall be as follows:

- (a) opening of the convention according to ritualistic form;
- (b) announcements of convention committees and their members
previously appointed by the State President for the convention;
- (c) report of the Credential Committee;
- (d) reading of the minutes of the previous convention;
- (e) assignment of proposals and resolutions to the proper committees
for study and recommendations;
- (f) reports of officers of the State Lodge;
- (g) reports of Commissions and Committees of the State Lodge;
- (h) unfinished business;
- (i) new business;
- (j) election of the State Officers; the State Arbitration Committee;
and the National Delegates;
- (k) selection of site for the next convention;
- (l) installation of State Officers; and
- (m) closing of the meeting according to the ritual.

Section "i" and "j" shall be eliminated from the order of the day in every convention when an election is not required by law.

The business of the State Convention is to be transacted in conformity with the laws of the Order and under the Rules and Parliamentary Procedure as described in Robert's rules of Order (revised). In case of conflict, the laws of the Order shall prevail.

ADMINISTRATIVE DEFECTS

ART. 16 "Administrative Defect" means the erroneous application of the laws of the order. The member has the right to appeal to the State Council in the first instance against an administrative defect committed by a filial lodge, if the member is damaged or suffers injuries to their rights by reason of said defect within ten (10) days from its occurrence, and may further appeal the decision of the State Council to the National Council within ten (10) days from the date that is notified of the decision of the National Council.

ART. 17 Against an "administrative defect" that is committed by the State Lodge, the member, lodges and entities who are damaged thereby may appeal to the National Council within ten (10) days.

The general laws of the Order as prescribed in the National By-Laws will be followed and apply in all instances.

AMENDMENTS TO THE CONSTITUTION

ART. 18 As prescribed by the General Laws of the Order, the Constitution of the National Lodge may be amended whenever a proposal is made and notice given to the National Delegates in advance, the same as is provided for changes of the General Laws of the Order, and approved by two-thirds (2/3) of the members of the National Convention duly assembled.

AMENDMENTS TO THE STATE LODGE LAWS

ART. 19 This State Lodge will adhere to the General Laws of the Order as prescribed. The proposal to amend the laws of the Order may be exercised by a Council of a local lodge and by the State Council, and by a regular member of a local lodge in accordance with the following

procedure:

(a) When made by a local lodge Council, the Recording Secretary of the filial lodge shall forward the proposal to the State Recording Secretary no less than three months prior to the date fixed for the State convention. If the proposal affects the laws of the National Lodge, the proposal shall be reviewed by the State Council and, if it is endorsed by this body, it shall then be forwarded to the National Recording Secretary. If the proposal is received within the time prescribed by this article, the State Recording Secretary shall refer the proposal is to be reported to the State Convention. Any appeal from the decision of the Law Committee may be taken on the Convention floor.

(b) All proposals to amend the laws of the State Lodge must be sent to the Grand Orator, no later than thirty (30) days before the opening date of the convention and said Grand Orator shall present all such amendments to the delegation on the floor of the convention for approval.

EFFECTIVE DATE OF LAWS

ART. 20 The laws of the State Lodge and amendments thereto are to be promulgated by the legislative body which adopted them. The laws of the Order and amendments thereto become effective:

(a) immediately upon approval by the State Convention, providing it is not in contravention of the National Laws;

(b) immediately upon approval by the State Council when the laws and amendments thereto have been adopted by the assembly, providing it is

not in contravention of the National Laws;

(c) immediately upon approval of the Council of a filial lodge when the laws and amendments thereto have been adopted by the assembly, providing it is not in contravention of the State Laws.

INCOMPATIBILITY OF OFFICE

ART. 21 As a general rule, it is the intention of the Order to give to the greatest number of its members who have the necessary qualifications, talent and time to devote themselves to good service of the Order, the privilege to participate in the directing activities of the Order.

To effect this policy, no member shall be allowed to hold offices in more than one lodge, which is inconclusive of the State Lodge.

The National Laws shall apply in this jurisdiction but the State Lodge will adhere to its own rules and regulations unless in conflict with the said National Laws.

ACCOUNTING OF THE STATE LODGE

ART. 22 The fiscal year of the State Lodge opens on the first of April and closes on the 31st of March of each year.

ART. 23 In convention, the State Lodge approves its expenditures for the preceding term or year and establishes the budget for the ensuing term or year.

ART. 24 The State Financial Secretary, may during the interim period between conventions, transfer funds between accounts when properly necessary and shall submit these transactions in its financial report for approval by the State Lodge.

ART. 25 The State Council will keep a comprehensive annual inventory of the assets of the State Lodge. This inventory will be a part of the financial report and budget submitted for the approval of

the State Lodge. All vouchers for payments shall be signed by the State President and the State Financial Secretary.

DISBURSEMENTS

ART. 26 The State Treasurer shall pay each approved voucher by check within the limits of the funds established in the budget. All checks shall be signed by two (2) - the State President

and the State Treasurer or State Financial Secretary.

The State Lodge and/or State Council may make the following proposals as prescribed by the National Laws:

- (a) to pay the capita tax due to the National Council, which is paid within thirty (30) days from the end of each quarter;
- (b) to pay the ordinary expenses of the office administration;
- (c) to pay extraordinary expenses which are authorized by the State President or State Financial Secretary, or which are authorized by the State council as prescribed within the limits of the laws of the Order.
- (d) limitation of expenses by the State President without approval of the State Council not to exceed over \$300.00
- (e) reimbursement of expenses to State Council members incurred while on State Lodge business, provided that the costs and expenses receive the prior approval of the Council.

CHAPTER TWO

FILIAL LODGES

ART. 27 The filial lodge is the smallest collective unit of the Order, and is composed of three types, masculine, when it is composed of all men, feminine, when it is composed of all women; and mixed, when it is composed of men and women.

(Revised 6-2005)

Each lodge shall be distinguished by a name and a number. The number of a lodge is assigned to it by the National Council, and the name must be in accord with the purposes and ideals of the Order, and in every case must be submitted for the approval of the State Council who subsequently forwards the choice of names to the National Council.

NEW LODGES

ART. 28 One or more lodges can be instituted in any community in the State approved by the State Lodge and National Council. The rules and laws prescribed in the National Laws will be followed for the proper formation of new lodges.

POWERS OF THE FILIAL LODGES

ART. 29 Every lodge has the following powers:

- (a) to legislate on all matters that concern the material and moral welfare of its members, in accordance with the laws of the National Lodge and of the Grand Lodge;
- (b) to exercise its executive power within the limits of the above mentioned laws when it is in session, and by means of its council, when it is not in session.
- (c) to exercise its judicial power for violations of laws by its members, by means of an Arbitration Board;
- (d) to admit as members persons of good reputation and in conformity with the requirements contained in the General Laws and in these By-Laws;
- (e) to establish and collect a monthly tax from its members and any and all other supplementary taxes and/or assessments which it deems necessary for its development;
- (f) to determine and pay to its disabled members a benefit according to their internal By-Laws, and to provide, if it is necessary, a health service for its members and mortuary benefits;
- (g) to suspend the payment of disability benefits for any length of time by a majority vote, provided that a written notice of the proposal for the suspension of disability benefits is sent to each and every member at least five days before the meeting at which the proposal is to be discussed and voted upon. If the lodge should vote to suspend the payment of disability benefits, it must be approved by the Grand Council before it can be put into effect;

(h) to administer its funds according to the rules established hereinafter, and in conformity with the General Laws and these By-Laws;

(i) to control, ratify, or annul the deliberations of the Council;

Grand (j) to present every year during the month of January, for each session of the Lodge, one or more proposals or resolutions which must be forwarded to the State Recording Secretary not later than the last day of the same month;

(k) to promote and conduct social functions for its purposes;

(l) all those powers which it expressly and impliedly derives from the General laws of the Order or from these By-Laws.

ART. 30 No lodge can vote any assessment or obligatory tax without first notifying each and every member by inserting the relative proposal in the notice of the call of the meeting in which the proposal is to be discussed and voted upon. Said notice must be sent at least five days before the meeting.

ORGANIC STRUCTURE OF FILIAL LODGES

ART. 31 The filial lodge is composed of:

(a) the members

(b) the council

(c) the arbitration committee

(d) chairmen of appointed committees

(e) state delegates

The Council is an entity of the lodge and acts on its behalf as the administrative and controlling body of the lodge when the Assembly is not in session. The council does not have the power to impose new assessments. The National Laws are expressly clear as to the limitations of authority of the Council.

The Council is constituted of the President, the Vice President, the Orator, the Recording Secretary, the Financial Secretary, the Treasurer, and five (5) Trustees, the two Master of Ceremony and the Guard.

The Council meets in ordinary session once each month and in special session whenever the meeting is called by the President or at the written request of five (5) of its members.

The Council is prohibited from:

- (a) imposing taxes or new assessments;
- (b) incurring expenditures that are not of an ordinary administrative nature except in cases of emergency when it can , by a majority vote, spend a sum not to exceed \$ 300.00 always shall be ratified by the lodge at its next meeting in the Council's financial report;
- (c) modifying, altering or annulling deliberations of the assembly nor the rules a decrees of superior authorities.

MEETING OF FILIAL LODGES

ART. 32 Meetings of filial lodges are composed of ordinary and extraordinary meetings. The regular meetings of the lodge are called ordinary meetings and they must be held at least once a month at the time and place designated by the Lodge. Extraordinary meetings are called by the order of the President, or by deliberations of the Council, or upon written demand of at least one-third of the members of the lodge in good standing.

ART. 33 The notice of the call of an extraordinary meeting must be sent to each and every member in good standing at least five (5) days before the date established for the meeting, notifying them of the time, date and place of the meeting, and it must contain the information and order of the day for which the meeting is called.

ORDER OF BUSINESS OF A FILIAL LODGE

ART. 34 Ten members in good standing of a lodge are necessary to constitute a quorum to open a meeting and ten members must be present at all times to continue to transact the business of a meeting legally. The meeting must be opened, conducted, and closed according to ritualistic requirements.

The order of business of an ordinary session shall be as follows:

- (a) opening according to ritual
- (b) roll call of officers
- (c) reading of minutes of previous regular and/or special meetings
- (d) report of committees
- (e) unfinished business
- (f) consideration of applications for new members
- (g) initiation of new members
- (h) new business
- (i) treasurer's report

- (j) good and welfare of the Order
- (k) closing of meeting

ART. 35 Every deliberation taken by a filial lodge that is in conflict with the National Laws and/or the State Lodge Laws, is null and void as a matter of fact and right.

ART. 36 Vacancies which occur in the Council must be filled by additional elections at a subsequent meeting in which the vacancies are recorded in the minutes of the meeting, except in cases provided for in the subsequent article.

ART. 37 If the President of a lodge absents himself from three (3) consecutive meetings without just cause, his position is declared automatically forfeited during the third meeting of his absence under "new business" of the lodge, by then presiding officer. The Vice President shall then be installed by the State Deputy as President for the rest of the term, and a new Vice President shall be elected.

ART. 38 Any officer of a lodge who absents himself for three (3) consecutive meetings of his lodge without just cause, his or her position is declared automatically forfeited under "new business" of the lodge during the third meeting of the absence by the President.

ART. 39 At the close of each term of office, the Council must present to the lodge for its approval, during the meeting in which the new officers are to be installed, the following documents and accounts:

- (a) complete financial accounting for the entire term of office;
- (b) a record containing the complete inventory of all property and funds consigned by the outgoing officers to the new Council, signed by the officers of both the old and new Council, and the State Deputy.
- (c) guaranty bonds for the new financial officers.

STATE DELEGATES AND ALTERNATES

ART. 40 The election of the State Delegates and their alternates shall be held by every lodge from among its members in good standing every two (2) years in the month of February, preceding

the Convention in which the State Council is elected, and the election can be declared by a relative majority vote by deliberation of the lodge at the same meeting. The President in chair of each lodge at the time of the State Convention are State Delegates Ex-officio and in addition to the elected State Delegates. All State Council officers are delegates automatically to the convention. The State President in chair at the time of the National Convention is a National Delegate in addition to the elected delegates, the Immediate Past President is an automatic National Delegate. Also, if the Grand Lodge has a national officer at the time of the convention, that national officer is a delegate ex-officio to the state convention.

ART. 41 Each lodge shall have the right of an elected representation to the State Lodge of one delegate for every twenty (20) members as determined by the number of members of the lodge in good standing.

ART. 42 Any member who has completed at least one (1) year in good standing or as an

officer of a lodge previous to his nomination as State Delegate is eligible to be elected State Delegate or alternate, provided he/she has attended not less than fifty percent (50%) of the meetings of his lodge during the previous year.

ART. 43 The presence at the meetings is established by his signing the Register of the lodge. Each lodge shall maintain a Register upon which every member shall sign at each meeting attended.

ART. 44 The preceding article does not apply to Founders of Lodges which have been in existence for less than one year at the time of election, all of whom are eligible candidates for the office of Delegate and alternate.

ART. 45 The number of State Delegates and alternates of any lodge shall not change for a period of two years, regardless of the variations of numerical strength of the lodge.

ART. 46 The lodge shall advance to its State Delegates the sum of a pre determined rate plus the per diem as established by each lodge for each day of the Grand Convention and travel.

ART. 47 The State Delegate or alternate who is absent from three (3) State Lodge meetings, and his absence is not excused by the State President or Grand Council shall lose his rights as State Delegate or alternate.

(Revised 6-2005)

ELECTIONS

ART. 48 The lodge will nominate members authorized to run for its offices in October and hold elections in November of each even year. At such elections the assembly is to elect:

- (a) The President
- (b) The Vice President
- (c) The Orator
- (d) The Recording Secretary
- (e) The Financial Secretary
- (f) The Treasurer

- (g) Five (5) Trustees
- (h) Two (2) Masters of Ceremony
- (i) The Guard
- (j) the Arbitration Committee
- (k) The Historian

ART. 49 In order to be eligible to be elected President, or Vice President, of a lodge, a member must have served an entire term in a subordinate position of the council, and in order to be eligible for any other office of the council, a candidate must have been a member of the Order for at least six (6) months prior to nomination to office.

ART. 50 The above requirements do not apply to cases of Founders of a lodge which has less than one year of existence, in which case, any member has the right to be elected to any office.

PREROGATIVES AND ATTRIBUTES OF OFFICERS OF LODGES

PRESIDENT

ART. 51 The President is the highest ranking officer and the leader of the Local Lodge and as such:

- (a) Calls and presides over all the meeting of the Council and of the assembly.
- (b) Sees that the laws of the Local Lodge are observed and the deliberations of the Council and of the assembly are carried out.
- (c) Sees that the laws of the Order are respected and observed, and the orders of the Supreme Lodge and of the Grand Lodge are obeyed.
- (d) Controls the affairs of the Local Lodge and supervises the performance of duties by the other officers of the Council.
- (e) Signs the minutes of the meetings of the assembly and all orders of payment, checks, correspondence and all documents which invests the responsibility of the Local Lodge.
- (f) Unless the laws of the Local Lodge provide otherwise, the President appoints all committees of the Local Lodge, of which the President is an ex-officio member.
- (g) Refrains from making proposals at the meetings of the assembly; participates

in discussions only to clarify the issues presented, and votes only in case of a tie.
(h) After hearing the opinion of the Orator, the President rules upon controversies involving the application of the laws. The member who disagrees with the ruling and the interpretation of the President shall appeal within 10 days to the State President, in case the Local Lodge is under the jurisdiction of the Grand Lodge, and to the National President, in case the Local Lodge is under the direct jurisdiction of the Supreme Lodge.

(i) When disorder arises in the meeting of the assembly or of the Council, the President may silence or censure the member or members causing such disorder.

If such member or members persist in causing disorder, the President may fine, silence or expel the member or members from the hall or suspend the meeting.

(j) May appoint a Chaplain whose primary duties shall be to conduct, whenever practicable, all religious exercises of the Local Lodge. The Chaplain shall also perform such other duties relating to the office, as shall be assigned to the office from time to time by the President.

VICE PRESIDENT.

ART. 52 The Vice President is the second ranking officer of the Local Lodge. As such, the Vice President assists the President and takes the President's place when the President is absent or unable to act. In the absence of the President, the Vice President performs the duties and exercises the prerogatives of the President to the same extent and with like power which the President would have, if present.

IMMEDIATE PAST PRESIDENT

ART. 53 The office of Immediate Past President shall be given to the member who has served one complete term as President of the Local Lodge immediately preceding the incumbent. If, on account of death, disqualification, resignation or removal, the office of Immediate Past

President becomes vacant, the office shall be filled from the preceding former Presidents in the inverted order of their tenure of office. In case there is no preceding former Presidents, the office of the Immediate Past President shall be filled by electing such officer from among the members of the Local Lodge who have served a full term as officers of such Local Lodge. The Immediate Past President assumes the office of President whenever the President and the Vice President are unable to act or are absent from the meeting of the Council or of the assembly, and performs the duties and exercises the prerogatives of the President to the same extent and with like powers as the President, if present.

ORATOR

ART. 54 The Orator gives opinions concerning the application and interpretation of the laws of the Order and sees that the laws of the Order are observed and properly allied. In matters which relate to the administration of the affairs of the Local Lodge, the Orator is subordinate to the President. In matters relating to the exercise of Judicial Power, the Orator is subordinate to the State or National Orator.

The Orator, either on the Orator's own initiative or upon complaint being made to the Orator, shall have power to prefer written charges against a member who has violated the laws of the Order.

RECORDING SECRETARY

ART. 55 The Recording Secretary is the custodian of the archives and the keeper of the seal of the Local Lodge. The Recording Secretary's duties are:

- (a) To take and record the minutes of the meetings of the Council and of the assembly, which minutes are to be read at the successive meeting.
- (b) To make up and keep up to date the membership roll of the Local Lodge.
- (c) To care for correspondence and write letters which the Recording

Secretary is directed to write by the President or other higher officer in the ranking units of the Order.

- (d) To be the sole officer through whom a member may communicate with the Grand Council.
- (e) To write and send notices for meetings.
- (f) To act as the clerk of the Local Lodge Arbitration Commission when such Commission is in session, except in case the Recording Secretary is an interested party.
- (g) Within ten days after receipt, to forward to the State Recording Secretary all appeals referred or presented to the Recording Secretary by members because of administrative irregularities. The appeals when forwarded, shall be accompanied by a report of the views expressed by the Council.
- (h) To carry out all orders which the Recording Secretary may receive, in matters pertaining to the office, from the President or from the higher ranking officers of the Order.

FINANCIAL SECRETARY

ART. 56 The Financial Secretary is the collector and accountant of the Local Lodge. The Financial Secretary's duties are:

- (a) To collect dues and assessments, giving proper receipt therefor.
- (b) To write orders of payment, affixing the Financial Secretary's signature thereon, together with that of the President.
- (c) To present orders of payment to the Treasurer, who issues checks thereon, which checks the Financial Secretary presents to the parties to whom they are payable, exacting at the same time money due from such parties to the Local Lodge.
- (d) To make up and keep up to date financial records, particularly those entrusted to the Financial Secretary by the Grand Lodge or Supreme Lodge. Those financial records are: The ledger, the journal book, the financial statements, and the orders of payments.

- (e) To notify by mail those members who are in default with the payment of dues and assessments.
- (f) to announce members in default with the payment of dues and assessments to the assembly.
- (g) To communicate, at the end of each meeting of the assembly, the total collections and disbursements made on the day of the meeting.
- (h) To make a quarterly financial report, which report is to be audited and signed by no less than three trustees, a copy of which is to be sent to the State Financial Secretary.
- (i) To make payment of the Capita Tax, computed on the basis of the number of members listed on the membership roll at the end of each quarter, which payment shall be made, without the necessity of deliberation on the part of the assembly of the Local Lodge, not later than January 15th, April 15, July 15th and October 15, of each year.
- (j) To carry out all orders which the Financial Secretary may receive in matters affecting the office, from the President and from higher ranking officers of the Order.

TREASURER

ART. 57 The Treasurer is the custodian of the funds of the Local Lodge. The Treasurer's duties are:

- (a) To receive at the end of each meeting all money collected by the Financial Secretary and to issue proper receipt therefor.
- (b) To record in and keep up to date the Cash Book of the Local Lodge, in which record the Treasurer shall register monthly income and disbursements of the Local Lodge.
- (c) Not later than three days after each meeting, to deposit in previously designated banks the funds received by the Treasurer in accounts opened in the name of the Local Lodge.

- (d) To issue and sign checks upon the receipt of proper order of payment and consign them to the Financial Secretary for delivery to the payee thereof.
- (e) To withdraw funds from savings accounts opened in the name of the Local Lodge; provided the withdrawal slip bears the signature of the President, of the Financial Secretary, and of at least one Trustee, in addition to the Treasurer's; and provided further that the assembly of the Local Lodge may dispense with the signature of the Trustee when deemed advisable.
- (f) To carry out such orders which the Treasurer may receive, in matters pertaining to the office, from the President or from the higher ranking officers of the Order.

TRUSTEES

ART. 58 The Trustees supervise the affairs of the Local Lodge and are members of the Council. Their duties are:

- (a) To examine and audit the books kept by the Financial Secretary and the Treasurer of the Local Lodge.
- (b) To examine and audit the quarterly report of the Financial Secretary, certifying as to its correctness by affixing their signatures thereon; provided, however, that such report shall not be valid unless it bears the signature of no less than three Trustees in addition to that of the Financial Secretary.
- (c) To perform such additional duties, in matters pertaining to their office, imposed upon them by the laws of the Order or by the deliberations of the assembly of the Local Lodge.

MASTERS AND/OR MISTRESSES OF CEREMONIES

ART. 59 The Masters and/or Mistresses of Ceremonies are officers of the Local Lodge who

participate in ceremonial activities prescribed by the laws of the Order during the course of the meetings of the assembly of the Local Lodge.

GUARD

ART. 60 The Guard is the doorkeeper of the Local Lodge. The Guard's duty is to exclude strangers from the meetings of the assembly and to admit those members who have identified themselves by announcing their presence to the President, who in turn, orders the Guard to either admit or exclude such members.

HERALD

ART. 61 The Herald is a ceremonial officer of the Local Lodge appointed for the occasion by the presiding officer during the meetings of the assembly of the Local Lodge. The duties of the Herald are to assist the presiding officer, in conformity to the laws of the Order and in due ritualistic form, on the occasion of the institution of the Local Lodge, the installation of officers and the initiation of new members in the Local Lodge.

LOCAL LODGE ARBITRATION COMMISSION

ART. 62 The Local Lodge Arbitration Commission is the judicial tribunal of the Local Lodge. The rules and regulations which prescribe the mode of procedure, the jurisdiction, the powers and the revenue incident to the functioning of the Local Lodge Arbitration Commission are set forth in the Judicial Code of the Order

The Local Lodge Arbitration Commission is composed of five (5) regular members, known as Commissioners, and five alternate members, known as Alternate Commissioners. The Local Lodge Commissioners and the Local Lodge Alternate Commissioners are elected at the annual meeting for electing officers of the Local Lodge for a period of one (1) year and shall serve until their successors are elected and installed. Local Lodges holding biennial elections shall elect their Arbitration Commission members for a period of two (2) years and shall serve until their successors are elected and installed. Whenever a vacancy occurs among the Commissioners, it shall be filled by the Alternate Commissioner who received the highest number of votes during the election of the Alternate Commissioners.

HISTORIAN - Lodges can elect a Historian, whose duties are to compile and keep the records of the history of the lodge.

ART. 63 Voting in a general or special election shall be by written or printed ballot for all offices and shall be held as prescribed in the State Lodge Laws. Only by unanimous consent however, a speedier method of voting may be adopted.

ART. 64 The elections, general or special, are to be conducted under the supervision of the Electoral Board. The Electoral Board is composed of one President and four members and any additional assistant as may be required, appointed by the presiding officer of the assembly.

ART. 65 The Electoral Board shall follow the rules of election procedures as prescribed in the National Laws.

ART. 66 The proclamation of those who are elected must be made by the President of the Electoral Board.

ARRANGEMENT AND EQUIPMENT IN THE ASSEMBLY HALL

ART. 67 The regalia, which must be procured from the State Lodge is as follows:

- (a) a regalia for each officer of the Council
- (b) a regalia for the State Deputy and Herald
- (c) 8 ritual books
- (d) 2 gavels
- (e) a United States of America flag
- (f) an Italian Republic flag
- (g) a banner with the emblem of the Order
- (h) a ballot box
- (i) 5 copies of the By-Laws of the State Lodge, and 2 copies of the National Laws
- (j) all books and necessities for its proper administration
- (k) a Colorado flag

ART. 68 The arrangement of the Assembly Hall must have four chairs placed at the ends of

a cross in a rectangular hall. The first chair, at the head of the hall, shall be reserved for the President

or presiding officer; the second in the rear of the hall land facing the President, for the Vice President, the third to the right of the supposed cross, for the Past President and the fourth, facing the latter to the left of the hall for the Orator; or as so arranged by each President at the sole discretion of the President of the filial lodges.

At the head of the hall on the right of the President there shall be an American flag and on the left the Italian flag. In the center of the hall there shall be a stand known as the "Alter" upon which the Lion, emblem of the Order, a Bible and the Supreme Laws of the Order shall be placed.

At a table to the left of the President shall be seated the Financial Secretary and Treasurer; at another table to the right of the President shall be seated the Recording Secretary and, whenever necessary, the Herald. The trustees shall be seated in a row in front of the Vice President.

To the right and to the left of the President there shall be seats reserved for visiting national and State Officers and other dignitaries that may require special recognition, bearing in mind that the first seat on the right of the President shall be reserved for the National or State Deputy.

Other seats arranged in a row facing the President, shall be reserved for visiting Presidents and other dignitaries. In front and on each side of the President and opposite to each other shall be seated the two Masters of Ceremonies.

The members shall be seated wherever possible and convenient, except in the seats reserved and they must remain with hats removed during the meeting. The Sentinel will guard the entrance door and will see that the intervening space between the President and Alter shall not be trespassed.

CLASSIFICATION OF MEMBERS

ART. 69 All members of the Order shall be known as "Brothers" or Sisters". The active members shall be divided into the following classes and as defined in the National Laws:

- (a) Regular members
- (b) Associate members

- (c) Meritorious members
- (d) Honorary members
- (e) Social members
- (f) Junior members

Regular members are those members who are of Italian birth or descent; also, the spouses of those of Italian lineage, or those who have been adopted by a person or persons of Italian lineage, and the spouses of such adopted persons; widows, widowers and divorced spouses of current or former members. Regular members are those over the age of 18 and under the age of 55 when joining a lodge which provides mortuary benefits. The Grand Lodge in its laws may establish rules regulating the benefits payable to regular members.

Associate members shall not participate in the benefits afforded by the Mortuary Fund nor share in the economic and material benefits afforded by the Order except those special benefits which may be afforded by the Grand Lodge or Local Lodge. Associate members shall otherwise enjoy the rights of regular members and are subject to the same duties of regular members. Associate members are over the age of 18 years.

Social members are those members not of Italian descent and not related or married to one of Italian descent. Social members may not hold office or vote on the business of the lodge but may serve as social committees.

Junior members are those of the age that are greater than 8 years and less than 18 years of age. Junior members may not hold office or vote on the business of the lodge but may serve as social committees.

Merit Members are those nominated directly by the Grand Council or by proposal of a subordinate lodge and ratified by the Grand Council. These shall be enrolled in the proposing lodge or in that lodge indicated by the Grand Council, and the ceremony of initiation shall consist of the consignment of the pertinent diploma. These members do not have any of the rights of Regular or Associate Members.

The essential requisites for nomination of a Merit Member are:

1. Distinguished service and exemplary conduct.
2. Outstanding service rendered to the Order.
3. Conspicuous achievements in cultural, moral, social, economic and scientific

fields.

Honorary members are nominated by the State Officers and State Delegates in convention assembled or by the Grand Council, on its own initiative or at the request of the council of a filial lodge. The names of "Honorary Members" are to be inscribed in the Roll of Honor, which consists of a permanent record kept by the Grand Lodge. To the Roll of Honor shall likewise be inscribed the names of the Honorary State Presidents.

Nomination to Honorary Membership shall be restricted to men and women, distinguished in learning, outstanding in achievements, or conspicuous in cultural attainments, who have given proof of their sympathy and good will toward the Order, its principles and ideals. The nomination to Honorary Membership shall be evidenced by an appropriate certificate to be presented to the Honorary Member at the initiation ceremony. The initiation ceremony is to be marked by appropriate solemnity. The presentation of the certificate is to be made by the Grand Council of the Grand Lodge.

In order that due and proper recognition may be made and recorded in the archives of the State Lodge of Colorado and announced throughout the Order, special honors may be conferred upon certain worthy persons. Meritorious, Beni Emeritus, State President Emeritus, President Emeritus and such honorary titles may be conferred upon worth members and non-members of the Order, all of whom, through their distinguished services and exemplary conduct in the community and/or within the Order, have added significantly to the principles and ideals of the Order.

STATE AND FILIAL LODGES COMMISSIONS AND COMMITTEES

ART. 70 Each Commission and Committee is to be regarded as an auxiliary and dependent organ of the State/Filial Lodge.

The State/Filial Lodge will appropriate funds necessary for the proper activities of a Commission or Committee to carry out the program as directed by the State Convention.

Other than the Committee on Arbitration, which is an elective Committee, Commissions and Committees are appointive by the State President and approved by the State Council.

No filial officer or state officer who accepts an elective or nominative position on a committee or commission can receive any compensation for such a position without the express authority of the State Council.

The State Lodge hereby organizes and institutes the following commissions, committees and trusts:

- a. Mortuary Fund Commission
- b. Judiciary Commission
- c. Membership Commission
- d. Scholarship Commission

- e. Italian Language and Culture Commission
- f. Youth Commission
- g. Social Justice Commission

MORTUARY FUND COMMISSION

ART. 70A

The Mortuary Fund Commission is optional to filial lodges and its chair is appointed by the State President. It is the subsidiary organization that administers the funds and benefits of the filial lodge. It is composed of a President and four (4) members who serve for a term of two (2) years.

The lodge that institutes the mortuary fund is responsible for its solvency.

JUDICIARY COMMISSION

ART.70B

The Judiciary Commission, appointed by the President, composed of a President and four (4) members, has the general supervision of the publication, revision, addition, and

modification of the state laws and regulations. The proposals for changes, additions or repeal of the laws presented for each convention shall be referred to this commission for its study and consideration. With each proposal submitted, the commission shall report its opinion to the State Lodge in session. The President of the commission shall examine the by-laws of filial lodges, and recommend approval to the Grand Council, provided these by-laws are in accordance with the laws of the order. The President of the Judiciary Commission must keep a copy of these by-laws of the filial lodges in the records of the State Lodge. The Judiciary Commission must examine and keep in its files copies and originals of all legal documents.

MEMBERSHIP

ART. 70C

The Membership Commission shall administer, coordinate, and promote all activities, functions, and programs of the State Lodge to enroll new members, retain members, and create new lodges within the Order. The Commission shall consist of a President and such subcommittees, and subcommittees chairmen, as are necessary to carry out the mandate of this project. They shall be appointed by the President not to exceed the President's term of office.

SCHOLARSHIP

ART. 70D

The Scholarship Commission shall administer, coordinate and promote all activities, functions, and programs of the State Lodge pertaining to the award of Scholarships. This commission shall be composed of a President and such members as are deemed necessary to perform all functions of the Scholarship program of the State Lodge. The members shall be appointed by the President for a term not to exceed the President's term of office.

ITALIAN LANGUAGE AND CULTURE COMMISSION

ART. 70E

The Italian Language and Culture Commission is organized to promote programs that would encourage the use of and teaching of the Italian Language and to undertake activities that would promote the Italian Culture.

The Italian Language and Culture commission is composed of a President and two (2) members who are appointed by the President for a term not to exceed the President's term of office.

YOUTH COMMISSION

ART. 70F

The Youth Commission is organized to establish and promote the interest of the junior members of the State Lodge.

The Youth Commission is composed of a President and two (2) members who are appointed by the President's term of office.

SOCIAL JUSTICE COMMISSION

ARTICLE 70G

The Social Justice Commission is composed of a President and two (2) members, one member from each geographic division of the State Lodge. The President and each member is appointed by the President and shall serve for a period of two (2) years. The purpose of the commission is to promote the character and reputation of the Italian American in the community and in particular the media.

DEFAULTS, CANCELLATIONS, RESIGNATIONS, REINSTATEMENTS AND RE-ADMISSIONS

ART. 71 By being in default is meant the status of the member of lodge who has failed to pay to the Financial Secretary of the State of Filial Lodge the dues or financial tributes payable.

ART. 72 A default or failure to make proper payment deprives the member of lodge rights and privileges as prescribed in the National Laws.

ART. 73 Default by a member produces ipso facto the loss of office who occupies a position or office in a Council, Commission or Committee, expecting members of the State Council, no one

of whom loses his office because of being in default, unless the Financial Secretary of the Lodge to

which the members belong advises the individual of the indebtedness and notifies the State Council by registered letter as well and the State Officer fails to make the necessary payments within a month from the date of notification.

ART. 74 Lack of a letter from the Financial Secretary does not alter the status of a member who is always considered in default if the individual's debts to the lodge is such to determine his default.

ART. 75 The member, in order to place himself in good financial standing, must pay in full his/her membership dues on or before the general meeting of the fourth month of each year. Any member not in adherence shall have their membership canceled.

ART. 76 A member who has lost his office as State Delegate because he is in default, reacquires his office when the member attains the Status of being in good financial standing.

ART. 77 Members shall also be canceled from the rolls whenever dues, taxes and fines are payable and/or imposed and the amount to a sum equal to six monthly dues payments.

ART. 78 A cancellation of a member carries with it the loss of any and all rights in the Order.

ART. 79 Any application for reinstatement will be placed before the membership of the Lodge for approval.

ART. 80 To obtain a transfer from one lodge to another within the state of Colorado, a member must submit a written request for a transfer application from the Grand Lodge. Request should include a brief letter of explanation and a signature of the financial secretary from the transferring lodge. Transfer is not dependent on signature.

a. A member can only belong to two lodges if a founding member of the second lodge.

ART. 81 The granting authority of the transfer is within the power of the State Council within the State of Colorado, and in the power of the National Council for a transfer from one lodge in the State of Colorado to another lodge in another jurisdiction in this instance the member processes the request for transfer through the State Council to the National Council.

ART. 82 The State Council has the discretionary power to grant a transfer when such application is motivated by good and proper reasons.

PRECEDENCE IN THE APPLICATION OF LAWS

ART. 83 In case of conflict between the general National Laws, By-Laws of the State Lodge, and By-Laws of a filial lodge, the National Laws shall always prevail.

a. Dual Membership

A member can only belong to one lodge unless he or she is a founding member of another lodge.

ART. 84 In cases of conflict between the General National Laws and the Ritual, the National Laws shall always prevail.

ART. 85 In cases of conflict between the State Lodge Laws and the Internal By-Laws of a filial Lodge, the State Lodge Laws shall always prevail.

ART. 86 In cases of a conflict between the Ritual and the Internal By-Laws of a filial lodge, the Ritual shall always prevail.

ART. 87 Whether in the General National Laws, in the State by-Laws, or in the regulations of the Order, when general provisions conflict with a specific provision, then the specific provision shall always prevail.

ART. 88 To prevent any possibility of conflict of interest, all activities of the lodge will be approved by the State Lodge, (with disbursement of proceeds from said activities as follows: State Lodge 50%; other lodges a proportionate shall according to individual need. A committee shall be appointed to aid in the disbursement of all activity funds).

ART. 89 The State Lodge and/or the State Council will provide a budget for the purpose of subsidizing the operations and activities of all programs.

(Revised 6-2005)

There were no revisions to the by-laws at the June 9, 2007 6th state convention. The Colorado OSIA by-laws continue as revised June, 2005 at the 5th state convention.

Michael Salardino/State Orator

John Carochi/State President