

ST. LOUIS AREA LINE OFFICERS' CLUB BY-LAWS  
AS OF MARCH 6, 2011

ARTICLE I  
NAME

- Section 1. This organization shall be known as the St. Louis Area Line Officers Club, hereafter referred to as either SLALOC or the club.
- a. The St. Louis area is defined as that area which is the Eastern part of the state. Any Bethel closer to St. Louis than Kansas City is eligible to join.

ARTICLE II  
PURPOSE

- Section 1. The purpose of the organization shall be to provide a means by which the Line Officers of the St. Louis Area shall become better acquainted and to encourage cooperation and the exchange of ideas for the good of Job's Daughters and to provide such programs which would be beneficial to all members.
- Section 2. The emblem shall be the owl.

ARTICLE III  
MEMBERSHIP

- Section 1. All Line Officers and Past Line Officers in good standing or Bethels in the St. Louis area, State of Missouri, **Job's Daughters International**, who are not married, and are not on the Council of a Bethel, and who have not attained the age of twenty-five (25) years are eligible to become members of this organization.
- Section 2. A Line Officer or Past Line Officer, meeting the requirement in Section 1 of this Article, may become a member of SLALOC by payment of club dues.
- Section 3. Initiation of new members shall be held in January and July, or whenever necessary.

ARTICLE IV  
MEETINGS

- Section 1. The regular meetings of the club shall be held on the second Sunday of each month, at 1:30 p.m., except when the regular meeting falls on a date which is determined to be inconvenient for members by the Sponsor and Co-Sponsor, in which event the regular meeting shall be changed to an alternate Sunday.
- a. The meeting shall be stated at the previous meeting, **a flyer shall be distributed by the Vice-President and notice will be made to the webmaster of the Missouri Job's Daughters website.**
  - b. A Bethel shall be appointed to serve as the Host Bethel for each meeting and to provide refreshments.
    - 1. The appointment of the Host Bethel shall be made by the Vice-President, and approved by the Sponsor and Co-Sponsor prior to the meeting in which the Vice-President makes the appointment. The Host Bethel shall notify the Vice-President within one (1) week if they are unable to serve.
  - c. There shall be no meeting in June, August, or December.
  - d. Special meetings may be called, if necessary, by the President with the approval of the Sponsor and Co-Sponsor.
  - e. The January meeting shall include a Past Sponsor and Past Co-Sponsor Luncheon. The host Bethel shall make the arrangements for the luncheon, or in case they are unable to do so, then by a Bethel to be appointed by the President.
  - f. The May meeting shall include a Mothers' Luncheon. The host Bethel shall make the arrangements for the luncheon, or in case they are unable to do so, then by a Bethel to be appointed by the President.
  - g. The September meeting shall include a Past Presidents' Luncheon. the host Bethel shall make the arrangements for the luncheon or in case they are unable to do so, then by a Bethel to be appointed by the President.

- h. The November meeting shall include a Fathers' Luncheon. The host Bethel shall make the arrangements for the luncheon, or in case they unable to do so, then by a Bethel to be appointed by the President.
- i. The attire for each meeting will be at the discretion of the President with the approval of the Sponsor and Co-Sponsor. Said attire for each meeting shall be stated at the previous meeting, and included in the **flyer distributed by the Vice-President with notice made to the webmaster of the Missouri Job's Daughters website.**

Section 2. The SLALOC Club Song shall be as follows

Hey look us over  
Lend us an ear  
Our Missouri Bethels  
Are always in high gear.

We're out for fun girls  
We're out for play  
We're always ready to help and serve  
In every single way.

And we're so proud to be Job's Daughters  
The fairest in the land  
We try whenever possible  
To lend a helping hand.

So, no matter, whatever is asked of us  
We'll do it cheerfully  
True Job's Daughters  
We will be!

#### ARTICLE V DUES

Section 1. Dues shall be one dollar (\$1.00) per term, if paid by the first or second regular meeting of the term, or in case of new members, the first or second meeting attended. After that they shall be delinquent and shall be one dollar and fifty cents (\$1.50)

- a. The first meeting of the term shall be the first regular meeting following the installation of Officers.

ARTICLE VI  
ELECTION AND INSTALLATION OF OFFICERS

- Section 1. Election of Officers shall be by paper ballot, with nominations from the floor. A majority of the votes cast, minus blanks, shall elect.
- Section 2. To be eligible to hold office, a member must have dues paid in full for the ensuing club term before installation in May or November.
- a. Only members having regular attendance for the entire term are eligible to hold office. Regular attendance is defined as being present at all meetings unless excused
    - 1. The excused absences are: out of town, term project, sickness, school function which determines grade, and other reasons approved by the Sponsor and Co-Sponsor.
  - b. Only one member from a Bethel shall serve as an officer at any given time unless all eligible Bethels are represented.
  - c. Only Honored Queens and Past Honored Queens are eligible to hold the offices of President and Vice-President.
  - d. The Vice-President shall succeed the President, unless the Sponsor and Co-Sponsor show reason for the Vice-President not moving up.
- Section 3. Election shall be held at the regular April and October meetings.
- Section 4. Installations of the newly installed Officers shall take place at the May meeting following the Mother's luncheon and the November meeting following the Father's luncheon.
- a. Upon installation each officer shall be presented with her badge of Office by her predecessor. The badge shall be an owl pin with the name of the office underneath. If such pin is lost, it will be the responsibility of the respective office holder to make reimbursement.
- Section 5. The term of office shall be for a period of six months, or until a successor has been elected or appointed. No officer shall succeed herself in the same office.

Section 6. A vacancy in an office, occurring after the regular July or January meeting, shall be filled by appointment by the Sponsor and Co-Sponsor. A vacancy in office occurring prior to the regular July or January meeting shall be filled by special election.

Section 7. An officer not performing the duties of her office, as described in ARTICLE VII, shall be removed from office, at the discretion of the Sponsor and Co-Sponsor. Her successor shall be elected by the membership, or appointed by the Sponsor and Co-Sponsor as described in ARTICLE VI, Section 6.

a. An officer having two unexcused absences shall be removed, and her successor shall be elected by the membership, or appointed by the Sponsor and Co-Sponsor as described in ARTICLE VI, Section 6.

#### ARTICLE VII DUTIES OF OFFICERS

Section 1. President: The President shall preside at all meetings; appoint all necessary committees as outlined in Article VII, decide on agenda with approval of Sponsor and Co-Sponsor; provide member and adult attendance prizes for all meetings; appoint Bethels for gifts and entertainment for appropriate meetings: i.e. January meeting Past Sponsor and Co-Sponsor, May meeting Mothers, September meeting Past Presidents, and November meeting Fathers: decide attire for each Meeting as outlined in Article IV: shall plan and execute at least one fund raiser as outlined in ARTICLE IX, shall coordinate the SLALOC Spirit Dance as outlined in ARTICLE XV, and shall exercise general Supervision over the club's affairs.

Section 2. Vice-President: The Vice-President shall assist the President, and shall assume her duties in her absence. She shall serve as the Chairman of the Hospitality Committee, appointing the Host Bethel for SLALOC meetings as outlined in Article IV. The Vice-President shall prepare a roster which shall include all SLALOC members in good standing, newly elected Bethel Officers of Bethels within the SLALOC area, and the club song. This roster shall be distributed at the July meeting for the May term and in January for the November term. **She shall distribute a notice of meeting no later than one week after the stated meeting.**

- Section 3. Recording Secretary: The Recording Secretary shall keep accurate minutes and attendance records of all club meetings. **She shall compile the information given from the Bethel reports and send to the webmaster of the Missouri Job's Daughters website for updating no later than one week after the stated meeting.**
- Section 4. Treasurer: The Treasurer shall keep accurate records of all receipts and disbursements for the club and collect the dues of the members.
- Section 5. Chaplain: The Chaplain shall open each meeting with the Lord's Prayer, and close each meeting with an appropriate prayer, to be approved by the Sponsor or Co-Sponsor. She shall also give the Table blessing before each luncheon.
- Section 6. Historian: The Historian shall be in charge of keeping a history of the club, having an appropriate report for each meeting, and keeping the scrapbook updated. She shall be reimbursed for expenses incurred in the performance of her duties upon presentation of a bill, and by vote of the SLALOC membership.,

#### ARTICLE VII COMMITTEES

- Section 1. Auditing: The committee shall consist of the Treasurer, two (2) members of the club appointed by the President and the Co-Sponsor.
- a. The Auditing Committee shall, prior to each meeting, audit the bills received by the club,
  - b. The Auditing Committee shall, prior to the first meeting of the term, audit the books for the previous term and provide a written report to the club with signatures of all members of the committee
- .Section 2. Cheer: This committee shall consist of one member of the club appointed by the President. It shall be her duty, upon approval of the Sponsor and Co-Sponsor, to send cards to club members, their immediate family and/or others on appropriate occasion. She shall give a report at each meeting by asking all Bethels before the meeting if they have appropriate cheer to be announced. She shall be reimbursed for the expenses incurred in the performance of her duties upon presentation of a bill, and by vote of the SLALOC membership.
- Section 3. Dance Committee: As outlined in ARTICLE XIV.

Section 4. Float Committee: This committee shall be appointed by the President with approval of the Co-Sponsor. It shall be their responsibility to decorate the float prior to the Shriner's parade and promote its use. The committee may be assisted by other members of SLALOC for clean-up and decorating.

ARTICLE IX  
FUND-RAISER

Section 1. The SLALOC Spirit Dance described in ARTICLE XIV, shall serve as a joint fund raiser for the President and Vice-President.

Section 2. In addition to the SLALOC Spirit Dance, each President shall plan and execute at least one fund raiser. This fund raiser, and the appropriation of the receipts from which, shall be subject to the approval of the Sponsor and Co-Sponsor.

ARTICLE X  
PAST PRESIDENT'S-JEWEL

Section 1. The President upon retirement from office, shall receive a Past President's jewel, meeting the following specifications: a silver disc charm, the size of a nickel, with a gavel thereon, the letters SLALOC engraved below the gavel and on the reverse side the term she was President.

- a. The Sponsor shall purchase the charm as outlined in Article XI and be reimbursed for the expense upon presentation of a bill, and by vote of the SLALOC membership.

ARTICLE XI  
SPONSORS

Section 1. The Sponsors of this organization shall be known as:

- a. The Sponsor, who shall be a woman who has served in the capacity of a Bethel Guardian for a least one calendar year.
- b. The Co-Sponsor, who shall be a man who has served in the capacity of an Associate Bethel Guardian for at least one calendar year.

Section 2. The Sponsor shall be elected in the even numbered years and the Co-Sponsor shall be elected in the odd numbered years, The election shall

be by paper ballot with nominations from the floor. A majority of the votes cast, minus blanks, shall elect.

- a. The Sponsors shall be nominated and elected at the November meeting.
- b. The Sponsors shall be installed at the January meeting by the President.
- c. Upon their installation, the sponsors shall be presented with the badge of their office by their predecessor. The badge shall be an owl pin. If such pin is lost, it will be the responsibility of the respective office holder to make reimbursement.
- d. In the event of a vacancy in either office of the Sponsor or Co-Sponsor, said vacancy shall be filled by a special election.

Section 3. The Sponsor and Co-Sponsor shall be elected for a period of two years and may not succeed themselves in office.

Section 4. The Sponsor and the Co-Sponsor shall not be from the same Bethel Guardian Council

Section 5. It shall be the duty of the Sponsor to contact the Shrine Circus Office each Spring and give her name, address, and phone number as the person to contact regarding the Job's Daughters float. She shall be responsible for seeing the appropriate members are dressed at the parade site.

- a. In November, she shall determine the Bethel with the highest attendance for the past club year and see that the traveling plaque with the Bethel number and year is presented to that Bethel at the November meeting. It shall be returned in October of the following year.
- b. She shall be responsible for the purchasing of a Past President's charm, to be given to the retiring president following the next installation.
- c. She shall procure sashes to be presented to the new SLALOC Spirit Queen, Senior and Junior Princesses at the SLALOC Spirit Dance. She shall be reimbursed for the expense of the sashes upon presentation of a bill, and approval of the SLALOC membership.

Section 6. The Co-Sponsor shall contact the hall in which the SLALOC Spirit Dance is to be held, and make arrangements for its rental.

ARTICLE XII  
JOB'S DAUGHTERS FLOAT

Section 1. Five (5) active SLALOC members shall be chosen to ride in the Shrine Parade, as well as the Grand Bethel Trio, the Miss Missouri Trio, and SLALOC Trio **and a Jobie-2-Bee representative.**

a. The officers shall consist of Honored Queen, Senior Princess, Junior Princess , Guide, and Marshal. Such riders shall be determined in the following manner:

1. The President of SLALOC shall ride dressed in the Honored Queen's regalia. The Vice-President shall ride dressed in the Sr. Princess Regalia. If the President or Vice-President cannot ride, another member shall be chosen, by drawing, to wear the regalia. The wearing of the regalia is subject to the member's eligibility to wear such regalia.

2. The three (3) other riders shall be chosen by drawing. All active members present who have attended three (3) meetings during the current Grand Guardian Council year shall be eligible for the drawing. The first name shall portray the Junior Princess, the second the Guide, the third name the Marshal. The wearing of the Junior Princess regalia is subject to the member's eligibility to wear such regalia. No member may ride a second time unless she is President, Vice-President, or a member of the Grand Bethel Trio, Miss Missouri Trio, or the SLALOC Trio.

3. The Grand Bethel Trio shall be asked to ride the float in their regalia. If one or more of the Trio is unable to ride, no others shall ride in their place.

a. **The Jobie-2-Bee representative shall be the Jobie-2-Bee Queen as selected by the Grand Bethel Honored Queen. If she is unable to ride or there is no Jobie-2-Bee Queen selected that year, the Jobie-2-Bee representative will be selected in a manner as approved by the Sponsor and Co-Sponsor.**

4. The Miss Missouri Trio shall be asked to ride the float. They shall wear their regalia and appropriate dresses. If one or more of the Trio is unable to ride, no others shall ride in their place.
5. The SLALOC Trio shall be asked to ride the float. They shall wear their regalia and appropriate dresses. If one or more of the Trio is unable to ride, no others shall ride in their place.

Section 2. The drawing shall be held at a regular SLALOC meeting at least one month prior to the Shrine Parade.

### ARTICLE XIII ORDER OF BUSINESS

Section 1. Order:

- a. Call to Order.
- b. Pledge of Allegiance.
- c. Lord's Prayer
- d. Welcome by President.
- e. Introductions (At the discretion of the President)
- f. Roll Call.
- g. Reading of the Minutes.
- h. Treasurer's Report
- i. Communications.
- j. Report of Committees
- k. Unfinished Business.
- l. New Business
- m. Report of Bethels.
- n. Receipts
- o. Bills
- p. Initiation of New Members
- q. Presentations
- r. Remarks
- s. Benediction
- t. Club Song
- u. Closing

### ARTICLE XIV SLALOC SPIRIT DANCE

Section 1. The SLALOC Spirit Dance shall be during the fall term.

Section 2. The site of the dance shall be an appropriate hall decided upon by the President, Vice-President, Sponsor and Co-Sponsor.

- a. The Co-Sponsor shall contact the hall, and make arrangements for its rental

Section 3. The dance shall serve as the charity project of both the President and Vice-President.

- a. Twenty-five (25) percent of the net profits shall go to the charity(s) chosen by the President and Vice-President. Twenty five (25) percent of the net profits shall go to the HIKE Fund. The remaining fifty (50) percent shall go to the SLALOC treasury.

Section 4. Dance Committee

- a. Decoration Committee: To consist of members and adults of the retiring Spirit Queen's Bethel, or in case they are unable to do so, then by a Bethel to be appointed by the President, subject to the approval of the Sponsor and Co-Sponsor. This Committee shall be responsible for decorating the hall where the dance is to be held. Said Bethel shall be reimbursed for the decoration expenses, not to exceed **fifty dollars (\$50.00)**, upon receipt of the bill, and authorization of the SLALOC membership.
- b. Refreshments Committee: To consist of members and adults of the retiring Spirit Senior Princess' Bethel, or in case they are unable to do so, then by a Bethel to be appointed by the President, which shall be responsible for the procuring and serving of refreshments during the dance. All refreshments shall be approved by the President, Sponsor, and Co-Sponsor. If refreshments are sold, all money collected will be turned over to the SLALOC Co-Sponsor at the conclusion of the dance. Said Bethel shall be reimbursed for the refreshments upon receipt of the bill, and authorization of the SLALOC membership.
- c. Clean-Up Committee: To consist of members and adults of the retiring Spirit Junior Princess' Bethel, or in case they are unable to do so, then by a Bethel to be appointed by the President, which shall be responsible for cleaning up the hall where the dance has been held.
- d. Entertainment Committee: To consist of the Co-Sponsor and two members, who will be responsible for procuring entertainment for the dance. They will work with the President, Vice-President, and

Sponsor to choose entertainment appropriate to any theme which may be chosen for the evening. Payment for said entertainment shall be made in accordance with any contractual arrangements with the entertainment.

Section 5. Selection of the SLALOC Spirit Queen, SLALOC Spirit Senior Princess, and SLALOC Spirit Junior Princess.

- a. The SLALOC Spirit Queen shall be selected at the SLALOC Spirit Dance.
- b. Any girl who is a member in good standing in any Bethel within the SLALOC jurisdiction, who has not attained the age of 20 (majority) by the date of the SLALOC dance, and has not previously served as the SLALOC Spirit Queen, Senior Princess, or Junior Princess is eligible to enter the competition.
- c. The President shall provide **3 to 5** judges who will score the contestants, but shall not tally their scores, Judges shall be **chosen from past Presidents, past Sponsors, past Co-Sponsors and/or past Spirit Trios. These shall** be approved by the Sponsor and Co-Sponsor.
- d. The Vice-President shall provide a tally committee **of two (2) people** who will tally the judges' scores and give the results to the President. **The committee shall be chosen from past Presidents, past Sponsors, past Co-Sponsors and/or past Spirit Trios. These shall be** approved by the Sponsor and Co-Sponsor.
- e. The girl with the highest score shall be designated as the SLALOC Spirit Queen. The First and Second runners-up shall be designated as the SLALOC Spirit Senior and Junior Princess' respectively.
- f. The SLALOC Spirit Queen, Senior and Junior Princesses will be presented with crowns, which are to be passed down to the next year's selection.
- g. The SLALOC Spirit Queen, Senior, and Junior Princesses will each be presented with sashes, upon which shall be their title and the **year they served**. The sashes are theirs to keep. It shall be the responsibility of the Sponsor to procure the sashes. She shall be reimbursed for the expense of the sashes upon presentation of a bill, and approval by the SLALOC membership.
- h. The SLALOC Spirit Queen, Senior, and Junior Princesses shall be

presented with owl pins, which are to be passed down to their successors. These pins are to be worn on their respective sashes. If such pin is lost, it will be the responsibility of the respective office holder to make reimbursement.

- i. The SLALOC Spirit Queen, Senior Princess, and Junior Princess will each be presented with a bouquet of flowers. In addition, the retiring SLALOC Spirit Queen, Senior Princess, and Junior Princess shall be presented with a corsage. These flowers shall be procured by the Vice-President. **No more than fifty dollars (\$50.00) total on all six pieces shall be spent.** She shall be reimbursed for the expense of the flowers upon presentation of a bill, and approval by the SLALOC membership.

Section 6. The President shall provide a program. Printing shall be done at the Grand Secretary's office, unless the person has access to other free printing.

#### ARTICLE XV CALENDAR

**Section 1. The club will have a calendar on the SLALOC page of the Missouri Job's Daughters website with all activities reported at the SLALOC meeting. The Recording Secretary will send the updates to the webmaster of the Missouri Job's Daughters website no later than one week after the stated meeting. The Recording Secretary shall then send out a notice, by e-mail or phone, once the calendar has been updated. She shall send this to the Bethel Guardian, the Grand Guardian, the Associate Grand Guardian, the Vice Grand Guardian, the Vice Associate Grand Guardian, the Grand Bethel Trio, the Miss Missouri Trio, the SLALOC Spirit Trio, the SLALOC Officers, the SLALOC Sponsor, the SLALOC Co-Sponsor, the KCJD Line Club President, the KCJD Line Club Vice-President, the KCJD Line Sponsor, the KCJD Line Club Co-Sponsor, and others as designated by the Sponsor and Co-Sponsor.**

#### ARTICLE XVI FINANCES

Section 1. The financial funds of the organization shall be maintained in one account at a financial institution approved by the Sponsor and Co-Sponsor.

- a. The Co-Sponsor shall receive and deposit within ten (10) days, all funds due to SLALOC, keeping a detailed record of same.

ARTICLE XVII  
AMENDMENTS

- Section 1. These By-Laws may be changed by presenting proposed amendments in writing at a regular meeting to be read and then held over for a vote at the next meeting. A two-thirds (2/3) majority of the SLALOC members present and voting shall be necessary to pass the amendment.
- Section 2. Six (6) copies of the amendment shall be mailed to the Chairmen of The Committee on Jurisprudence of the Grand Guardian Council of Missouri. Upon proper receipt of approval of the amendment by said committee and the Grand Guardian Council, it shall become effective.