

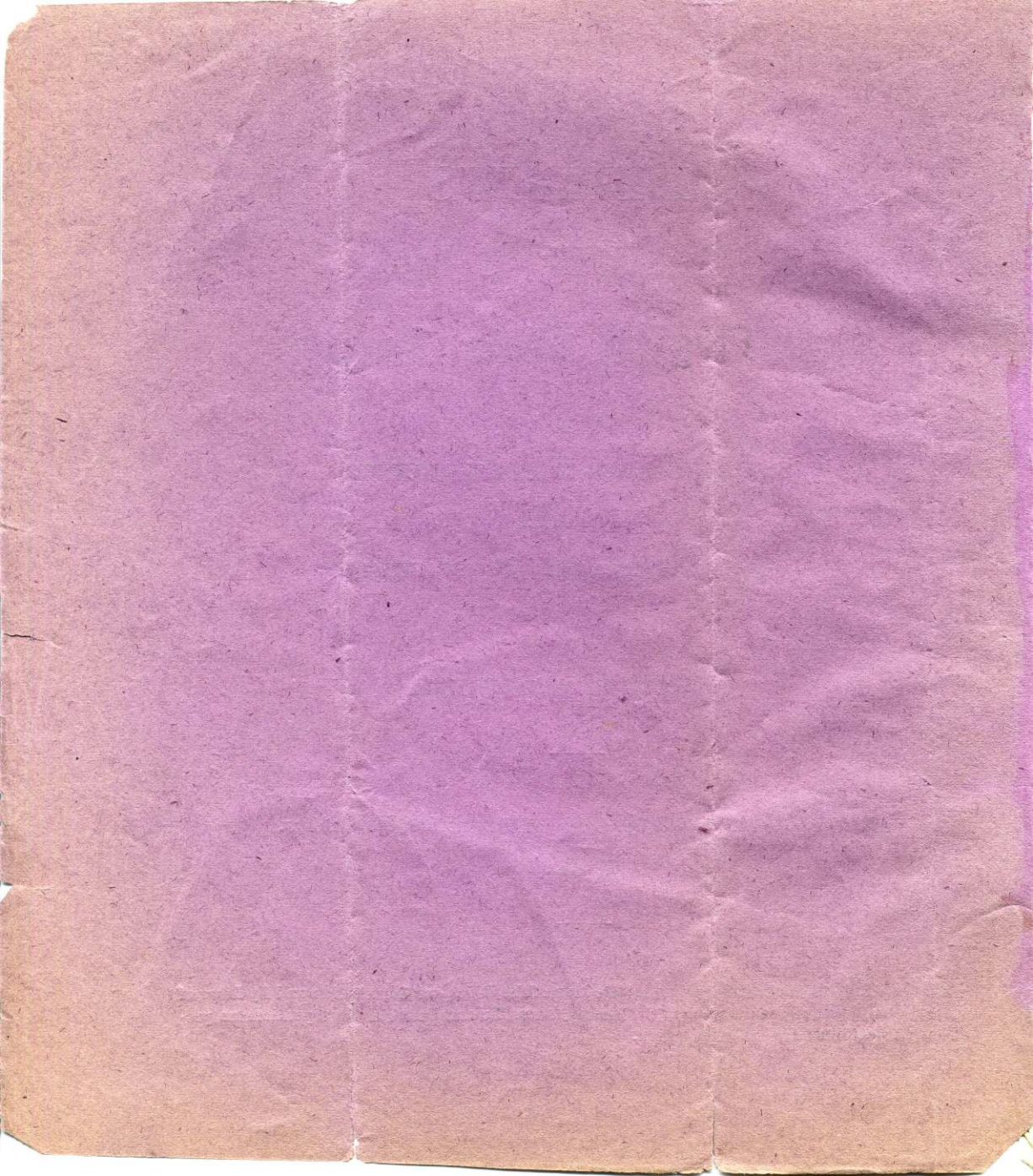
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BY-LAWS
OF THE
West Virginia State Grange.
AND
RULES AND REGULATIONS
FOR THE
ORGANIZATION AND GOVERNMENT
OF
POMONA GRANGES.

Revised and Printed by order of Executive Committee.

1878.

1878 For full duties of Officers and complete laws of the Order, see Constitution and By Laws of the National Grange in conjunction with these By Laws. To avoid unnecessary repetitions no provisions of the former are embraced herein.



BY LAWS.

ARTICLE II.—TITLE.

This Grange shall be known and designated as the WEST VIRGINIA STATE GRANGE OF THE PATRONS OF HUSBANDRY.

ARTICLE II.—MEMBERS.

SEC. 1. Masters of Subordinate Granges and their wives, who are Matrons, are entitled to membership and to hold office in the State Grange; but only those acting Masters and their wives, who are Matrons, chosen as representatives, shall be voting members of the State Grange.

SEC. 2. Representatives in the State Grange shall consist of one delegate from each county, with power to cast as many votes as there are Subordinate Granges in his county; provided, however, that any Subordinate Grange may send its acting Master or Past Master, and wife, if a Matron, or any fourth degree member, delegates, and that such Master, Past Master or delegate, shall have the power to cast the vote of his individual Grange such vote or votes to be deducted from the number of votes which the county delegate would be entitled to cast. Delegates and their alternates shall be chosen by the Masters of the Subordinate Granges, and their wives, who are Matrons, who shall meet in convention for that purpose, at such places as may be designated. The meeting, for the election of said delegate shall be held on the second Saturday of September in each and every year.

The certificate of the delegate elect, and his alternate, shall be signed by the President of the Convention, or Master of the Pomona Grange, and attested by the Secretary, and their names

forwarded promptly, by the latter, to the Secretary of the State Grange.

The delegate (if any) from the Subordinate Grange shall be chosen at the regular meeting of the Subordinate Grange, preceeding the meeting of the Convention; a certificate of such election, attested by the Secretary of the Subordinate Grange, with seal of his Grange attached, and forwarded to the Secretary of the State Grange.

SEC. 3. No Subordinate Grange, which elects to send its own representative, shall be entitled to vote in the County Convention.

SEC. 4. No Subordinate Grange shall be entitled to representation, in the State Grange, whose dues are unpaid for two quarters.

ARTICLE III.—OFFICERS.

SEC. 1. The Officers of this Grange shall be the same as provided for in Constitution of National Grange.

SEC. 2. Vacancies by death or resignation to be filled by Executive Committee until next regular meeting. All elections shall be by ballot and a majority shall elect.

SEC. 3. The Executive Committee of the State Grange shall consist of five members to be elected by ballot. The chairman to hold office for three years, the other four members to hold office for two years; except those first elected under this section, two of whom, to be designated by lot or ball lot at this election, shall hold office for only one year. Annually thereafter, two shall be elected for two years. Three of whom shall constitute a quorum.

SEC. 4. The Chairman shall receive five dollars per day; and the other members two dollars per day, and all expenses paid when engaged on business for the Grange.

SEC. 5. They shall have authority to act on all matters of interest to the order, when the State Grange is not in session, shall provide for the welfare of the order in business matters; shall provide and publish twice during the year a confi-

dential circular; a copy of which they shall send to each Subordinate Grange in the State; make all necessary arrangements for sales and purchases; examine all the books and accounts of all officers quarter y; shall audit and pass all accounts, and draw upon the Treasurer for same; inspect and direct all matters as to printing records and By Laws; and shall make, on the first day of the regular annual meeting of the State Grange, a full and detailed report of all their proceedings, itemizing and aggregating all orders drawn by their order, upon the Treasurer.

SEC 4. On the first day of every annual meeting of the State Grange, or any special meeting thereof, the following committees shall be appointed, viz;

1. Credentials.
2. Reports of Officers.
3. Finance.
4. Good of the Order.
5. Cooperation and Business Agents.
6. By Laws.
7. Claims and Grievances.
8. Correspondence.
9. Legislation and Education.

All Committees shall consist of three members (except the 4th. and 7th. which shall consist of five members) a majority shall be appointed by the Master and the remainder by the Overseer.

ARTICLE IV.—MEETINGS.

The State Grange shall hold its regular annual meeting at such time and place as the Grange or Executive Committee, may, from time to time, determine. Special meetings may be called by the Executive Committee, by giving written notice to each Subordinate Grange thirty days preceding, or by a vote of the grange at regular meeting.

ARTICLE V.—QUORUM.

Fifty Subordinate Granges, being represented shall constitute a quorum.

ARTICLE VI.—DUTIES OF OFFICERS.

SEC 1. It shall be the duty of the Master to open and preside at all meetings of the Grange; to see that all officers and members of committees properly discharge their duties; to see that the Constitution and By-Laws of the National Grange and of the State Grange, and the usages of the Order, are observed and obeyed; and to perform all other duties properly pertaining to his office.

SEC 2. He shall also be required to visit every county in the State, in the interests of the Order, at least once, during his term of office.

SEC 2. Overseer—It shall be the duty of the Overseer to assist the Master in preserving order; to preside over the Grange in the absence of the Master; and, in case of a vacancy in the office of Master, to fill the same until next annual meeting.

SEC 3. It shall be the duty of the Lecturer and his assistants to visit, for the good of the Order, such portions of the State as the Executive Committee may direct. Applications, for the services of the Lecturers, where the expenses are paid by the State Grange, shall be made direct to the Executive Committee.

SEC 4. Stewart—It shall be the duty of the Stewart to have charge of the innergate, and to perform such other duties as are required by the Ritual.

SEC 5. Assistant Stewart—The Assistant Stewart shall assist the Stewart in the performance of his duties.

SEC 6. The Secretary shall keep an accurate record of the proceedings of the Grange; make out all necessary returns to the National Grange; keep the accounts of the Subordinate Granges with the State Grange, and pay over, in thirty days, to the Treasurer, all moneys coming into his hands, and take a receipt for the same.

SEC 7. He shall make a quarterly report, in writing, to the Executive Committee, of all matters and moneys which may come into his hands, and a full list of the Subordinate Granges in the State up to date of said report, and the name and address of each Master and Secretary.

SEC 8. He shall, also, at the end of each fiscal year, send to each Subordinate Grange in the State and to the members of the Executive Committee, and officers of the State Grange, a tabulated statement, giving the number of each Grange, and the sum paid by each during the year. Said statement to be sent out in sixty days after the 31st day of December of each year, or be prepared and presented at each State Meeting and printed with the Proceedings.

SEC 9. Treasurer—It shall be the duty of the Treasurer to receive all moneys, giving his receipt for the same; to keep an accurate account thereof; to pay all orders promptly which may be drawn upon him by proper authority; to render, in writing, a quarterly report to the Executive Committee of all moneys received and paid out; to render, in writing, a full report for the year at the annual meeting of State Grange, and shall deliver to his successor in office all books and papers belonging or appertaining to his office.

SEC 10. Gate Keeper—It shall be the duty of the Gate Keeper to see that the gates are properly guarded, and that each member is properly attired on entering the Hall.

SEC 11. Chaplain—The duties of the Chaplain and lady officers shall be such as are defined in the manual adopted for our use.

ARTICLE VII.—DEPUTIES.

SEC 1. The Master of the State Grange shall appoint Deputies, for the different parts of the State whenever deemed necessary. Said appointments shall expire at each annual session of the State Grange. The Master shall notify the Executive Committee and Secretary of the State Grange of all such appointments. Retiring Deputies shall promptly forward to the Secretary of the State Grange all property in their hands pertaining to their office.

SEC 2. The Executive Committee may appoint one or more Deputies for the State at large, whose duty it shall be to visit those counties where no Granges exist, and such other portions of the State as the good of the order may require.

SEC 3. It shall be the duty of Deputies to care-

fully guard the interests of the order; to organize and instruct new Granges, and to see that the laws and usages of the order are observed within their jurisdiction; to lecture Granges and install officers when called upon; to make quarterly reports to the Executive Committee of all Granges organized, and any violation of the laws of the Order. Any failure to comply with these duties shall be good cause for removal.

SEC 4. Deputies shall receive five dollars for each Grange organized, and five cents mileage going and returning, to be paid out of the funds of the grange, or granges, organized.

ARTICLE VIII.—APPLICATIONS.

Applications for membership shall be by petition to the Subordinate Grange of the district in which the applicant resides, if there be one working therein; but if not, then to the grange nearest the residence of the petitioner. But for sufficient reasons any grange may admit an applicant as a member, being responsible to the State Grange for the abuse of this privilege.

SEC 2. Any member, who is in good standing, clear on the books of his grange and has attained the fourth degree, is entitled to a Demit or Withdrawal Card as a matter of right. Persons bearing the former may be admitted, without additional fees, to membership in another grange, subject to the same form of application except a majority vote shall elect.

SEC 3. A Withdrawal shall be held to mean a total severance of membership from the Order.

ARTICLE IX.—TRIAL OF OFFICERS.

SEC 1. All members are amenable to their respective Granges.

SEC 2. Charges against an acting Master shall be investigated by the Grange of which he is a member, by a committee of three, one of which to be appointed by the Master, one by the Overseer and one by the Grange. If the Master declines to make an appointment the Grange shall appoint the entire committee. Said Committee shall reduce the evidence to writing, and forward same to the Executive Committee for decision thereon.

ARTICLE X. FORMATION OF GRANGES.

No Subordinate Grange shall be formed within five miles of another Grange already organized unless by permission of said Grange or the Executive Committee of State Grange.

ARTICLE XI. ORDER OF BUSINESS.

1. Opening Grange.
2. Appointing Committees on Credentials.
3. Calling Roll of Members.
4. Public Addresses.
5. Announcement of Committees.
6. Addresses of Officers.
7. Report of Executive Committee.
8. Report of Business Agents.
9. Calling Roll by Counties.
10. Resolutions.
11. General Business.

DAILY ORDER OF BUSINESS.

1. Reading Minutes.
2. Calling Roll.
3. Unfinished Business.
4. Reports of Standing Committees.
5. Reports of Special Committees.
6. New Business, by Roll.
7. Suggestions for good of the Order.

SPECIAL BUSINESS.

1. Elections.
2. Installation.
3. Conferring Degrees.

ARTICLE XII.

All officers and members of the State Grange are required to be properly attired in regalia during the session of the Grange.

SEC 2. The Worthy Master, may attend the meetings of the Executive Committee, take part in their deliberations, without voting, and bring before them any suggestions for the good of the order.

ARTICLE XIII.—EXPENSES OF DELEGATES.

County, and Subordinate, Granges shall defray the expenses of their delegates to the State Grange, but the State Grange shall pay the expenses of its own officers, except those provided for by Law.

ARTICLE XIV.—QUARTERLY DUES.

The Secretary shall see that the quarterly dues of

the Subordinate Granges are promptly paid, and if the dues remain unpaid two quarters, the delinquent grange shall be reported to the Master of the State Grange. On receiving such notice, it shall be the duty of the Master to warn the delinquent grange, and if the dues are not paid in thirty days the Master shall advise the Master of the National Grange of such delinquency, and recommend the revocal of the charter of the delinquent grange; and any grange, whose charter has been thus revoked, may petition the State Grange for reinstatement.

ARTICLE XV.

Questions of administration and jurisprudence, arising in and between Subordinate Granges, and appeals from the action and decisions thereof, shall be referred to the Executive Committee of the State Grange, whose decisions shall be respected and obeyed until overruled by the action of the State Grange.

ARTICLE XVI.

All books, papers, seal and charter, shall be surrendered to the Secretary of the State Grange within three months after a grange has ceased to work; other property to be disposed of at the option of the members.

ARTICLE XVII.

SEC 1. If any brother or sister resorts to litigation, against any other brother or sister, without first having used any available means in his or her power to make an amicable adjustment of their differences, shall be expelled from the order.

SEC 2. It is further provided that if any member of our order shall reflect disgrace upon the same by grossly immoral or improper conduct, or if his acts show him to be in sympathy with our enemies and is disposed to obstruct or defeat the work of our order, such person shall be adjudged to have forfeited membership, and upon proof being made shall be expelled from the order.

SEC 3. Upon the filing with the Master of a Subordinate Grange the complaint of five members, specifically charging that any member of his Grange is guilty of a violation of any of the pro-

visions of 1 and 2 of this Article, it shall be his duty to investigate, without delay, the ground upon which such charges are made, using reasonable diligence to bring the offender to trial thereon, notifying said complainants of the time and place at which said investigation will be held.

SEC 4. It is further provided that should any Subordinate Grange with which complaint is filed as provided in Section 3 of this Article, refuse to entertain said complaint, or neglect to bring its accused member to speedy trial thereon, it shall thereby forfeit its membership in this body, with all benefits accruing therefrom; and it shall be the duty of the Master to recommend the revocation of the charter of the offending grange.

ARTICLE XVIII. — SALARIES.

SEC 1. The Master shall receive for his compensation the sum of Three Hundred Dollars per annum, and necessary expenses, when on duty for the Grange.

SEC 2. The Lecturer, and his Assistants, shall receive Two Dollars per day, and necessary expenses when on duty for the Grange.

SEC 3. The Treasurer shall receive a commission of five per cent on all moneys received, and shall be required to give bond in the sum of three thousand dollars (\$3,000) for the faithful discharge of his official duties.

SEC 4. The Secretary shall receive, as compensation for his services, the sum of Three Hundred Dollars per annum; and he shall give bond in the sum of One Thousand Dollars, to be approved by the Executive Committee.

SEC 5. No officer shall receive additional compensation for services after the same shall have been rendered.

ARTICLE XIX.

These By-Laws can be amended at a regular meeting of the State Grange. When presented, and there be no objection thereto, the same shall be considered adopted. If objection is made, and the amendment is not seconded, it is lost; but if seconded, it will be open for debate, but cannot be finally adopted without a three-fourths majority vote until next regular meeting of the State Grange, at which time a majority vote shall adopt.

REGULATIONS and BY LAWS

FOR THE

ORGANIZATION AND GOVERNMENT

OF

POMONA GRANGES.

ORGANIZATION.

As provided by the National Grange, Subordinate Granges can form themselves into District or County Granges, to be called POMONA Granges, for the purpose of facilitating the transmitting of reports to State officers; election of delegates to State Grange; to aid, encourage and strengthen the Subordinate Granges in an educational and business way; and in general to promote the good of the order.

HOW TO ORGANIZE.

Two or more Subordinate Granges can form a Pomona Grange under these regulations, in any county or in different counties, but not more than one Pomona Grange can be organized in any one county except by authority of the State Grange or its Executive Committee.

CHARTER.

Charters for Pomona Granges shall emanate from the State Master and Secretary and shall be numbered according to date of organization.

APPLICATION FOR CHARTER.

Application for Charter shall be made to the State Secretary, on a blank prepared for that purpose; and if approved by him, a charter shall be filled out and signed by the Secretary, and sent to the Master for his signature, and by him forwarded to the officer making the organization, who shall deliver the same upon organization and installation.

ORGANIZATION. -- FEES.

The application for a charter shall be accompanied by a fee of Ten Dollars, and no other charge shall be made by the State or National Granges.

WHO SHALL ORGANIZE.

Pomona Granges shall be constituted, and the officers installed, by the Master of the State Grange or a deputy duly authorized by him.

MEMBERSHIP.

Masters, Past Masters and their wives, who are Matrons, and such fourth degree members as may be elected thereto by the Granges applying for a Pomona Grange, shall constitute the membership of the Pomona Grange by payment of the usual initiation fee and complying with these By Laws.

Masters, Past Masters, and their wives who are Matrons, are eligible to membership by virtue of their office. Fourth degree members must submit certificate of election with their application.

OFFICERS, COMMITTEES, &c.

Officers, Order of Business and Committees shall be the same as in the State Grange unless otherwise provided for.

ELECTION OF OFFICERS.

Officers shall be elected at the first meeting in the year and installed at the next or as soon thereafter as practicable.

VACANCIES.

Vacancies in office shall be filled by the Executive Committee for the unexpired term, or by an elec-

tion at a regular meeting of the grange.

OFFICIAL AND FISCAL YEAR.

The Fiscal year shall begin January 1st of each year. The Official year shall begin at the meeting for installation of officers.

MEETINGS.

Pomona Granges shall meet at least once every three months, at such times and places as may be determined. Special meetings can be called by three members with the Master and Secretary, or by seven members without them. All business shall be transacted in the fourth degree.

FEES AND DUES.

The initiation Fee shall be, for men, One Dollar and for women Fifty cents. There shall be a quarterly due of not less than ten cents per quarter for men and five cents for women. Otherwise the grange shall regulate its own dues.

STANDING OF MEMBERS.

Members of the Pomona Grange shall be required at the last meeting in each year, to bring a statement from their respective Subordinate Granges, showing them to be in good standing in their respective granges. Failure in this respect, or to pay dues, will deprive a member of his privilege in the Grange.

DUTIES OF SECRETARY.

The Secretary shall, at the first meeting in the year, prepare a roll of the voting members, with officers elect on that day, and make report of the number of members, with names of officers, to the Secretary of State Grange. He shall receive all business reports from and to the subordinate granges, and forward same if necessary.

DUTIES OF EXECUTIVE COMMITTEE.

The Executive Committee shall be, *par excellence*, the business arm of the order. They shall, in addition to other duties, make arrange-

ments for public and private meetings of the grange and to see that the orders of the Grange, both Subordinate, County and State are obeyed. They shall report at each meeting, and their compensation may be fixed by special by-law.

DUTIES OF MEMBERS.

It shall be the duty of each member of the Pomona Grange to make known, and use his influence to carry out, the wishes of his Subordinate Grange; to attend, for that purpose, the meetings of the Pomona and Subordinate Granges; and he shall, in no case, reveal any of the proceedings of this Grange, without authority, under penalty of expulsion, at the option of the Grange.

TIME OF SPEAKING.

No member shall speak more than twice on the same subject; and no member shall occupy more than five minutes in debate, or two minutes in bringing up new business, without consent.

DISPOSAL OF FUNDS.

When any funds accumulate in the treasury, from any source, beyond what is necessary for the incidental expenses of the grange, it may be used as a business fund, by order of the grange, under direction of the Executive Committee or business Agent. Subordinate Granges may, by the vote of two-thirds thereof represented in Pomona Grange raise a business fund by levy on the Subordinate Granges according to the membership thereof. Said fund to be used by the Executive Committee of the Pomona Grange for business purposes, and may be subscribed as stock to a Co-operative Association which can benefit the granges from which the stock was raised.

AMENDMENTS.

These By-Laws can be amended by the State Grange or its Executive Committee.

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