

CONSTITUTION
AND
LAWS, RULES AND REGULATIONS
GRAND LODGE
and
RULES AND REGULATIONS
FOR THE GOVERNMENT
of
DANIA LADIES SOCIETY
DANNEBROG
of
CALIFORNIA AND NEVADA

2018-2023

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ARTICLE I
NAME AND OBJECT OF THE SOCIETY
Motto—Unity Gives Strength

Par. 1. The name of this Society is: DANIA LADIES SOCIETY DANNEBROG OF CALIFORNIA AND NEVADA.

Par. 2. The Society is a non-profit, mutual benefit organization.

Par. 3 The object of the Society is to promote sociability among its members, and to assist THE DANISH SOCIETY DANIA OF CALIFORNIA AND NEVADA.

Par. 4. The Society consists of a Grand Lodge and local Branches.

ARTICLE II
GRAND OFFICERS

Par. 1. The Society shall be ruled by the Grand Officers, elected by the delegates from the different Branches assembled in convention.

Par. 2. The officers of the Grand Lodge shall consist of the following: Grand Past President, Grand President, Grand Vice-President, Grand Secretary, Grand Treasurer, Grand Marshal, Grand Vice-Marshal and three (3) Grand Trustees.

(a) The Executive Committee is composed of the Grand Past President, Grand President, Grand Secretary, Grand Treasurer, and the three (3) Grand Trustees.

ARTICLE III
GRAND OFFICERS' DUTIES

Par. 1. It is the duty of the Grand Past President to aid and assist the Grand President and other Grand Officers with counsel and service, and to serve as the installing officer at the Convention.

Par. 2. The Grand President shall:

- (a) Preside over all Grand Lodge Meetings.
- (b) Preserve order, follow and uphold the laws.
- (c) Give a clear and complete report of all work during the term of office.
- (d) Appoint all standing and special committees at the Convention.
- (e) Declare the results of all voting and judge on all questions. The Grand President's decision shall stand, unless an appeal is made to the delegates, who will then have the deciding power. Such an appeal must have a two-thirds (2/3) majority vote.
- (f) As far as possible, see that the Grand Officers fulfill their duties.
- (g) Appoint an assistant in each Branch.
- (h) Examine the books and reports of the Grand Officers before the Convention opens.
- (i) Visit each Branch at least once during The Grand President's term.
- (j) Install the newly elected officers in each Branch.
- (k) Install new Branches and present the charter to the Branch, unless prevented by illness or other unavoidable circumstance. In such case the Grand Vice-President will act, and if unable to, the Grand Past President; there after one of the Past Grand Presidents residing near by.

Par. 3. The Grand Vice-President shall assist the Grand President in the duties and in case of absence or death of the Grand President shall at once take over the duties The Grand President.

Par. 4 The Grand Secretary shall:

- (a) Keep a correct and true account of all proceedings at the Convention meetings.
- (b) Conduct all correspondence between the local Branches.
- (c) Receive and give receipt for all incoming money and forward same to the Grand Treasurer.
- (d) Draw warrants for the payment of all bills and expenses of Grand Lodge.
- (e) Give a complete report at the Convention of the work during the year, together with a report of the financial standing of the Society.
- (f) A Committee of three shall be appointed to approve the final set of written minutes and the Grand Secretary shall have the completed report printed and forwarded to the local branches.
- (h) Keep the Grand Lodge Seal, being the only person permitted to use same.

Par. 5 The Grand Treasurer shall:

- (a) Receive and forward receipts to the Grand Secretary for money received, at least once a month.
- (b) Write checks for the payment of all bills and expenses of the Grand Lodge.
- (c) Keep an exact account of all incoming and outgoing money.
- (d) Deposit all monies entrusted to the Treasurer in substantial banks, as decided by the Executive Committee.
- (e) Give a complete report at the Convention.
- (f) The Dannebrog Convention shall conduct a Green March at the meeting of the convention for the benefit of the Dannebrog Scholarship Fund and a Green March at the Saturday meeting for the benefit of the Dania-Dannebrog Senior Assistance Fund (OAF). The Treasurer shall forward same to the proper accounts.

Par. 6. The Grand Marshal shall:

- (a) Obtain the password at the Convention meetings, and fulfill any order the Grand President may give.
- (b) Assist the Grand President at installations of officers in the local Branches and in organizing new Branches.

Par. 7. The Grand Vice-Marshal shall:

- (a) Obtain name and password at the door during the Convention, see that the door is closed and admit no one without proper credentials.
- (b) Assist the Grand Marshal at Convention meetings.
- (c) In the absence of the Grand Marshal, assume the Grand Marshal's duties.

Par. 8. The Grand Trustees shall:

- (a) See that all monies, valuables and other securities are deposited in substantial banks as decided by the Executive Committee.
- (b) Examine the Grand Secretary's and Grand Treasurer's books and reports.
- (c) Submit a complete report at the Convention.

Par. 9. The Executive Committee shall have power to act in all matters arising during the period between conventions. They shall without personal liability decide in what banks the Grand Lodge monies shall be deposited and also the buying of securities.

Par. 10. A Grand Lodge officer must as far as possible attend all meetings in their own Branch, except in case of illness or in case of attending the Convention or a meeting in another Branch in the interest of Dannebrog.

ARTICLE IV THE CONVENTION

Par. 1. The Society shall assemble in Convention at the same time and place the Society Dania holds Convention.

Par. 2. The Grand Lodge consists of the Grand Officers, Past Grand Presidents, and elected delegates from the local Branches.

Par. 3. The last installed Past President of a Branch at the time of Convention is first delegate without being elected, if has attended the required number of meetings. Any other Past President can be elected as a delegate or alternate if has attended not less than one-half of the meetings held in the Branch during the year. Following this, any officer who has attended at least one-half of the meetings may be elected to fill the required number of delegates.

(a) If enough Past Presidents or present officers cannot be secured as delegates, then any member in good standing who has attended the required number of meetings may be elected as a delegate and shall be eligible to hold any office in the Grand Lodge, but must take the office of President in the local branch before being installed as Grand President.

(b) A Branch has the privilege of sending two (2) delegates for the first fifty members or under. Therefore one for each fifty (50) members or fraction thereof.

(c) Delegates are elected in proportion to membership as of December thirty-first (31st) of each year, on which Grand Lodge tax is paid.

(d) Grand Officers and Past Grand Presidents have the privilege to speak and exercise full voting rights whether delegates or not.

Par. 4. It is the duty of each delegate to be present at all meetings during the Convention and remain until the closing.

(a) If a delegate is ill or otherwise absent from meeting, a duly elected alternate may be seated for the remainder of the Convention, provided the Grand Secretary has been notified.

(b) If a delegate is absent from the first day's session of the Convention because of illness or some unavoidable circumstances, may be seated upon the approval of the delegates.

Par. 5. Committees and their duties

(a) **Finance:** Shall study the bills presented for payment and present their report to the Convention for discussion and acceptance.

(b) **Premium:** Shall report on the membership gains and make awards to Branch and member(s) who qualify.

(c) **Law:** Shall study the Resolutions, Recommendations and Proposals presented and report their findings, with changes, if any, to the Convention delegates.

(d) **Resolution:** Shall present a resolution of Thanks for all Convention amenities and courtesies extended.

(e) **Scholarship:** Shall be governed by the Executive Committee, who shall screen the applications, in accordance with Policies adopted, and present their findings to the Convention.

(f) **Nominating:** (To be appointed by the Grand President-elect, for the ensuing year.) Shall present a slate of Grand Officers to the Convention for consideration. Shall have the authority to solicit nominees for Grand Officer.

Par. 6. The Convention shall have authority to make rules and laws which shall be enforced in all Branches.

Par. 7. All business of the Grand Lodge must be conducted in the English language.

Par. 8. All Convention business must be attended to before installation of Grand Officers.

Par. 9. The Convention shall have authority to require each Branch to levy an annual tax for each member on its books as of December thirty-first (31st). Same shall be used for Grand Lodge Dannebrog. This must be paid to the Grand Lodge not later than January tenth (10th). All checks must be sent to the Grand Secretary, but made payable to Grand Lodge Dannebrog.

- (a) Grand Lodge tax must be paid on all members including life members.
- (b) Tax to Dania-Dannebrog Senior Assistance Fund (OAF) must be paid according to membership in accordance with rules of the Senior Assistance Fund (OAF).
- (c) The Secretary of each Branch must file a report with the Grand Secretary properly filled out and signed stating the membership, meeting place, the name and address of the Branch President and Secretary as of December thirty-first (31st) of each year.

Par. 10. Laws and Amendments. Alterations or amendments to this Constitution can only take place at a lawfully assembled Convention of the Grand Lodge, and such alterations or amendments must be adopted by a two-thirds (2/3) majority of all votes cast.

- (a) Any Branch proposing a motion to alter or amend a paragraph must present it in writing signed by the legally installed President and Secretary of the Branch as well as carry the seal of the Branch, and must include the original paragraph as well as the proposed paragraph, as altered or amended, and must point out the change desired.
- (b) Five or more delegates acting together may present recommendations or resolutions in writing for consideration.
- (c) All new or amended paragraphs shall be in force and effect thirty (30) days after their adoption, unless the Grand Lodge shall provide otherwise.

Par. 11. Election of Grand Officers.

- (a) The nomination and election of Grand Officers shall take place on the day before installation
- (b) Two officers cannot be elected to the Grand Lodge from the same Branch, the Grand Secretary, Grand Treasurer and Grand Trustees not included.
- (c) When two or more candidates are nominated for an office, the Grand President shall appoint three tellers who take their places in the center of the hall. The Grand Marshal and the Grand Vice-Marshal distribute the ballots. Balloting shall be by roll call, the tellers shall count the same and announce the results. At the order of the Grand President one of the tellers shall open each ballot, acquaint them self with the contents and pass the ballot to the second teller, who shall read the contents aloud and pass the ballot to the third teller. The Grand Secretary shall keep an accurate list of the number of votes for each candidate and shall read the results aloud after each vote. In case of a tie or irregularities in the voting, a new vote shall be taken.
- (d) A candidate must receive an absolute majority of votes cast to be elected.
- (e) Where there are three or more candidates for an office and no one receives an absolute majority on the first ballot, the name of the candidate receiving the smallest number of votes shall be dropped and this same procedure followed until a decisive result is obtained.
- (f) When there is only one nominee for an office, the nominee can be declared elected to that office by acclamation.

ARTICLE V RULES OF ORDER—GRAND LODGE

Par. 1. The Grand President shall maintain order during the meetings. The Grand President shall announce the result of every vote and judge in all questions of dispute, and The Grand President's decision is final unless an appeal is made to the delegates, who then must decide. In such a case, the Grand Vice-President shall put the matter to a vote.

Par. 2. When a motion is made and seconded, the Grand President shall put the motion before the meeting. A written motion must be signed by at least two (2) delegates. When a motion is put before the meeting by the Grand President, it shall be open for discussion, and the proposer shall at any time be privileged to withdraw the motion before it is voted on. When all who wish to have expressed themselves, the Grand President shall put the motion to a vote.

Par. 3. When a motion is before the meeting, nothing else shall have consideration except as follows:

- (a) To adjourn
- (b) To lay on the table
- (c) To close debate
- (d) To postpone to a definite time
- (e) To give to a Committee
- (f) To amend
- (g) To postpone indefinitely

They shall have precedence in the order named.

Par. 4. The motion to close debate must carry with at least two-thirds (2/3) majority vote and when the proposal to adjourn the meeting is made before general discussion, it must carry with at least two-thirds (2/3) majority vote.

Par. 5. No interruption of the delegate speaking shall be allowed and any one doing so shall be called to order or an explanation demanded.

Par. 6. A delegate on being called to order shall resume their seat until the question is decided and may then continue by permission.

Par. 7. When a delegate desires to speak, the delegate shall arise and request permission from the Grand President. If two or more rise at the same time, the Grand President decides who shall speak first.

- (a) A delegate getting permission to speak shall give name and local Branch number before speaking on the subject for discussion.
- (b) A delegate shall upon speaking confine them self to the matter under consideration and shall avoid all personalities.

Par. 8. No one may speak more than once on the matter until all who wish to do so have expressed themselves.

Par. 9. A motion to reconsider a vote can be made by two (2) delegates who have voted with the majority.

Par. 10. Should the Grand President desire to join in the discussion, the Grand President may do so by turning the meeting over to the Grand Vice-President.

Par. 11. A Committee cannot be discharged until all of its bills have been paid and all duties completed.

Par. 12. No one may leave the meeting without permission of the Grand President and giving the sign.

Par. 13. A single paragraph of this article or part of such paragraph can be suspended during the meeting by a two-thirds (2/3) majority vote, but permanent changes to these rules of order must be

proposed and carried in the same manner as done in regard to changes in the laws governing the Grand Lodge.

ARTICLE VI MEMBERSHIP OF BRANCHES **Amended 2016**

Par. 1. Eligibility. **Amended 2016**

- (a) Persons interested in maintaining Danish heritage.
- (b) Must be twelve (12) years of age or over.

Par. 2. An applicant must sign the Society's application and submit to the regular rules for admission.

Par. 3. If a person applying for membership has formerly belonged to another Branch, it shall be the duty of the Secretary to write to the former Branch and ask the reason of the withdrawal before the former member can be initiated.

Par. 4. An applicant for initiation either by transfer or as a new member must submit to balloting. The rules for balloting must be in accordance with rules of balloting as found in the Ritual.

Par. 5. A Branch shall have the privilege of appointing an investigating Committee to be used when a membership application is received, and shall in that Branch's Bylaws state the rules and regulations for its administration.

Par. 6. A member wishing to transfer to another Branch shall be provided with a transfer card, stating full name, place of birth, date of initiation, and financial standing to the Branch, signed by the President and the Secretary and stamped with the Seal. A transfer card is not valid after thirty (30) days and must be renewed. Said member continues to belong to the former Branch until accepted by the Branch to which member wishes to transfer. A member who is indebted to the Branch cannot receive a transfer card until the debt has been cleared.

Par. 7. A member wishing to visit another Branch or attend a Convention must present a receipt or a membership card showing that said member is in good standing before being entitled to admission or password.

Par. 8. When a member has been suspended for non-payment of dues, the individual cannot again become a member before the debt is paid and also such initiation fee as the Branch might decide. Balloting must also take place. After two years, the individual can be initiated on the same condition as a new member.

Par. 9. When a member withdraws from a Branch in good standing but rejoins within one year, no initiation is necessary, but the oath must be taken.

Par. 10. A person must be a member for six months before becoming entitled to hold office.

Par. 11. Members initiated into a Branch of the Dania Ladies Society Dannebrog shall abide by all rules in this Constitution and the Bylaws of the Branch to which the member is initiated.

ARTICLE VII
LAWS FOR BRANCHES **Amended 2016**

Par. 1. A Branch may only be organized when ten (10) persons who qualify under the laws of the Society wish to organize same.

Par. 2. It shall not be permitted to install any new Branch until all the Grand Officers have been notified through the Grand Secretary.

Par. 3. A Branch must select a name. The Grand Lodge will assign a number.

(a) Each Branch shall have a perforating seal of circular pattern consisting of the words DANIA KVINDEFÖRENING DANNEBROG, encircling the Danish flag, Branch name and number and date of said Branch charter. The seal of each Branch shall be used on all papers and documents requiring the signature of the President, Secretary or Treasurer.

(b) The membership emblem is a small Danish flag. All members attending meetings under the Society of Dannebrog shall wear this membership emblem as stated in the Ritual.

(c) All Branches of Dannebrog shall as far as possible follow the rules and ritual adopted by Grand Lodge.

Par. 4. Each Branch shall hold at least one monthly meeting and at the regular meeting in June or December shall have election of officers.

(a) A friend or relative visiting a member of Dannebrog may be admitted to the meeting. Someone interested in becoming a member may be invited to attend one meeting.

(b) All Branches of Dannebrog may conduct a business meeting on the night of said Branch installation of officers.

(c) A Branch has the privilege of using either the Danish or English language during its meeting.

(d) All books of the Branch must be closed and all business concluded by the thirty-first (31st) of December of the current year.

Par. 5. Each Branch shall consist of the following officers: Past President, President, Vice-President, Secretary, Treasurer, (Financial Secretary if desired), Marshal, Vice-Marshal, at least one Trustee and one Auditor and not more than three Trustees and three Auditors. Trustees shall give such bonds as the Branch may desire.

(a) Any officer may only be absent from three meetings in succession unless granted leave of absence by the Branch.

(b) If both the President and Vice-President of a Branch are absent at a meeting, the Past President shall preside. If the Past President is not present, the Secretary shall appoint the last outgoing Past President to preside.

(c) The Branch Secretary shall call the names of Past Presidents at the same time that the names of officers are called and record kept of the same.

(d) No officer or Past President shall be marked present unless they are in the meeting hall to hear the business.

(e) A Past President attending a meeting in another Branch the on Past President's own Branch meeting night shall not be counted as absent. A Past President attending a Convention shall not be counted absent in their own Branch even if they are not delegates.

(f) Only Grand Officers or installed officers or substitutes may wear regalias at the meeting.

Par. 6. Election of above officers shall be done in accordance with rules and regulations found in this Constitution under the title ELECTION OF GRAND OFFICERS.

(a) Each Branch has the authority to hold whatever type of installation they wish, either joint or separate, so long as the prescribed ritual is used, without change and formal order of installation of

the Danish Society of Dania is maintained.

(b) If the member nominated for President and/or Vice-President cannot take the office, the next line officers or a Past President may be elected.

(c) Any elected officer not installed at the time of the official Branch installation should be sworn in and installed by the Grand President or an assistant, or by a Past Grand President.

(d) An officer installed by proxy must be installed in person at the first meeting at which present.

Par. 7. A Branch shall have a standing cheer and funeral Committee. The duty of same shall be clearly stated in the Branch Bylaws.

Par. 8. When a member in the district of another Branch is taken sick, it shall be the duty of the visiting Committee and members of the Branch nearest, to visit the sick and report at the next meeting. A report shall then be forwarded to the sick member's home Branch by the Secretary of the Visiting Branch.

(a) When a Past Grand President or Past Grand Officer of Dannebrog passes away, it shall be the duty of the Branch of which they were a member or Branch nearest their residence at the time of death to send flowers or appropriate memorial not to exceed fifteen dollars (\$15.00) from Grand Lodge and send the bill to the Grand Secretary, who will take the necessary steps to reimburse said Branch.

Par. 9. A Branch shall have the privilege to act as a sick and funeral benefit for its members, and shall in its Bylaws state the rules and regulations for its administration.

Par. 10. The Bylaws of all Branches must be sent to the Grand Secretary and be approved by the Executive Committee of Grand Lodge.

Par. 11. A Branch cannot dissolve as long as seven (7) members in good standing vote against it.

(a) If a Branch dissolves, it must turn over to the Grand Lodge its Charter, Seal, Monies and other records.

(b) If a Branch consolidates with another Branch of Dannebrog, all remaining properties should be turned over the said Branch.

(c) When a Branch of Dannebrog has been dissolved and its members have fulfilled all lawful requirements, then all members who wish to remain members of Dannebrog may transfer to another Branch of their choice, or may retain membership under the jurisdiction of the Grand Lodge itself.

(d) The annual dues for such members of Grand Lodge shall be \$10.00, including the per capita tax and \$2.00 to the Senior Assistance Fund tax. The Grand Secretary shall keep a list of such members.

(e) A member of the Grand Lodge whose dues are in arrears for a period of six (6) months shall be dropped from the rolls, provided that the Grand Secretary notify such member by certified mail at least thirty (30) days before being dropped. **Amended 2016**

Par. 12. The Branch Secretary shall officially notify the Grand Secretary in writing before the Convention of the number of members with their names and by whom recommended, that have been initiated into said Branch, also names and if Past Presidents, of members who have passed away, from January first (1st) through December thirty-first (31st) of the year previous to the Convention. The Secretary shall also include the total membership of said Branch as of December thirty-first (31st). (See also Article IV, paragraph 9, Section (c).)

Par. 13. When a Past President of a Branch is suspended, withdrawn, transferred, or deceased, it is the duty of the Branch Secretary to notify the Grand Secretary at once so that proper notation can be recorded in the Grand Secretary's books.

- (a) A Past President transferring from one Branch to another does not lose their rights to become a delegate, however they must attend the required number of meetings.
- (b) A Past President who withdraws or is suspended for non-payment of dues loses all rights and privileges. A Past President must again become a member, be elected to the several offices, and again be declared a Past President.

Par. 14. Delegates and alternates to the Convention and also representatives to Dania-Dannebrog Old Age Fund meeting shall be elected at the last meeting in December and names sent to the Grand Secretary not later than January tenth (10th). An alternate whose name was not sent to Grand Secretary by January tenth (10th) may bring a letter from the Branch Secretary under the seal of the Society stating that the member is legally elected as such. A delegate does not need to be present at the last Branch meeting before Convention.

Par. 15. In the event the local lodge of Dania with a membership of less than fifty (50) members no longer desires to meet in separate session, then an agreement to meet jointly must be drawn up with the local lodge of Dannebrog in order that the members of both lodges can fulfill their obligations to the Grand Lodge Dania and Grand Lodge Dannebrog.

ARTICLE VIII RULES OF ORDER FOR BRANCHES

Par. 1. The President shall preserve order during the meetings. The President shall declare results of all voting and decide in all doubtful questions. The President's decision must stand unless an appeal is made to the members who will then have deciding power. In such cases the Vice-President presides. The President in the Branch is entitled to vote for new officers and delegates.

- (a) If the President wishes to express an opinion on any matter, the Vice-President shall preside.

Par. 2. When a motion is made and seconded, the President shall put it before the members. A written motion must be signed by at least two (2) members in good standing. When the President has stated the motion, it is open for discussion, however, the member who made the motion can withdraw same any time before the voting. If no one wishes to speak, the President puts the motion up for voting.

Par. 3. When a motion is before the members, no other motions can be put up except:

- (a) To adjourn
- (b) To lay on the table
- (c) To close debate
- (d) To postpone to a definite time
- (e) To give to a Committee
- (f) To amend
- (g) To postpone indefinitely.

They shall have precedence in the order named.

Par. 4. A motion to close the meeting can be made any time but, if made before the good of the order, it must be decided by a two-thirds (2/3) majority vote.

Par. 5. No one may interrupt a member speaking and anyone so doing shall be called to order or an explanation demanded.

Par. 6. If a member is called to order, the member shall take a seat until the question is determined, and if permitted, can again speak.

Par. 7. A member wishing to speak shall raise and ask permission of the President. If two or more rise at

Par. 8. When a member speaks, it shall be confined to the question under debate and shall avoid all personalities.

Par. 9. No member shall be permitted to speak but once on a subject until all who wish have expressed themselves.

Par. 10. A motion to reconsider a vote can be made by two (2) members who voted with the majority.

Par. 11. A Committee cannot be discharged until all its bills are paid and duties completed.

Par. 12. No one shall be permitted to leave the room after the meeting is open without the permission of the President and giving the sign.

Par. 13. Changing of Bylaws and adding to Bylaws can only be made with procedure found under LAWS AND AMENDMENTS under the heading THE CONVENTION, Article IV, paragraph 10.

RULES, REGULATIONS AND POLICIES:
RE: APPLICANTS FOR THE GRAND LODGE DANNEBROG SCHOLARSHIP

1. An Applicant must meet the following qualifications:
 - (a) Must be a member in good standing, for a minimum of six (6) months, of the Grand Lodge Dannebrog or subordinate local Branch of the Grand Lodge Dannebrog, where applicable; must have paid the required dues to the local Branch or Grand Lodge; or be the child (boy or girl) of a member in good standing for a minimum of six months.
 - (b) Applicant will be eligible for Scholarship if she/he has, prior to filing an application, received a degree or certificate of graduation from an accredited State college or university.
 - (c) Applicants may apply as often as they wish; however, no more than four (4) Scholarships will be granted to any one applicant.
2. All Applicants seeking a Scholarship under the terms of this Resolution must fill out an application form provided by the Grand Lodge, return the completed application to the Grand Secretary by February 15th preceding the school year for which application for Scholarship is made.
3. Any application filed with the Grand Lodge will be reviewed by the Executive Committee of the Grand Lodge prior to Convention in the Spring. The name (s) of the recipient (s) will be announced at the Convention meeting.
4. A separate interest earning account will be set up for the Fund, with the Executive Committee in charge of administering the account, and a detailed accounting presented yearly for audit. The amount of any Scholarship granted by Grand Lodge will be an amount of ~~\$200.00~~ \$250.00 not to exceed ~~40~~ 8 scholars for full time attendance at a recognized and accredited:
 - (a) Licensed Trade School of Advanced Training; (b) Junior College; (c) State College; (d) University.
5. The total of all Scholarships granted by the Grand Lodge in one year shall not exceed one-quarter (1/4) of the balance in the Fund.
6. The number of Scholarships and the dollar amount may be changed at any Grand Lodge Convention.

The foregoing Rules, Regulations and Policies were adopted at the Convention April 21, 1989, amended 1999; amended 2008; amended 2013; amended 2023

RE: NOMINEES FOR THE GRAND LODGE DANNEBROG
MEMBER OF THE YEAR AWARD

1. A nominee must meet the following qualifications:
 - (a) Must be a member in good standing of the Grand Lodge Dannebrog or subordinate local Branch of the Grand Lodge Dannebrog, where applicable.
2. The Nominating Member shall contact the Grand Lodge Secretary to secure a Grand Lodge Dannebrog Application Form which should list the nominee's most significant achievements such as voluntary acts and/or services that portray the nominee's dedication within any local Branch and/or Grand Lodge Dannebrog. Also, describe the most significant reason why this individual is being nominated for the Member of the Year Award.
3. Nomination forms should be submitted to the Grand Lodge Secretary no later than December 31st following the adoption of this award. All the nominations will be reviewed by the Executive Committee of the Grand Lodge prior to the Grand Lodge convention in the spring.
4. The name of the nominee will be announced at the following convention and given the award at a special presentation at said convention.
5. ~~A current Member of the Executive Committee is not eligible to be elected as Member of the Year during their term of office.~~ Removed April 20, 2018

The foregoing Rules, Regulations and Policies were adopted at the Convention April 25, 2009.

Law Committee Members:

Doris Skow, Chairman Elizabeth Jensen
Tove Paulsen Ina Segesman Shirley Vegas

Grand President: Frances Kay Jensen
Grand Secretary: Natalie Heer

LAWS FOR DANIA-DANNEBROG
SENIOR ASSISTANCE FUND **Amended 2013**
(OLD AGE FUND)

ARTICLE I
NAME, OBJECTS, AND ORGANIZATION OF THE FUND

Section 1

The name of the Fund is the Dania-Dannebrog Senior Assistance Fund (OAF). **Amended April 2013**

Section 2

The purpose of the Fund is to provide financial aid to those members of the Danish Society Dania of California and Nevada, hereinafter called "Dania", and of the Dania Ladies Society Dannebrog of California and Nevada, hereinafter called "Dannebrog", who are in need of financial assistance.

Section 3

The Fund is the joint property of the Danish Society Dania of California and Nevada and the Dania Ladies Society Dannebrog of California and Nevada.

Section 4

The fund shall be controlled by a Committee named the "The Committee of Control for Dania-Dannebrog Senior Assistance Fund", hereafter called "Committee".

ARTICLE II
THE GENERAL ASSEMBLY

Section 1

Par. 1. At the same time as the local Branches of Dania and Dannebrog elect representatives to their respective annual conventions, each local Branch shall elect a representative to the Fund's General Assembly, together with an alternate.

Par. 2. That the Secretary of each local Branch of Dania and Dannebrog shall, at least two (2) months prior to the convening of the annual conventions of Dania and Dannebrog, mail the name and address of the duly elected representative to the General Assembly, and their alternative to the Secretary of the Fund.

Section 2.

The General Assembly for the fund must convene, either before or after the annual Conventions of Dania and Dannebrog, for the purpose of electing members to the Committee, and considering any and all business and appeals that may come before it.

Section 3

The Chairman of the committee shall preside over the General Assembly.

Section 4

Par. 1. Two (2) Committee members are elected annually at each General Assembly for a term of three (3) years.

Par. 2. No person may be elected to the Committee for more than two (2) consecutive terms. This term limit may be changed by a vote of the General Assembly. **Amended April 2015**

Par. 3. One (1) member shall be elected from the duly accredited representatives of the local Branches of Dania and the other member shall be elected from the duly accredited representatives of the local Branches of Dannebrog.

Par. 4. Save and except the Grand Presidents and Grand Secretaries of Dania and Dannebrog, no local Branch shall have more than one of its members on the Committee at the same time.

Par. 5. Only the duly accredited representatives from all of the local Branches of Dania and Dannebrog and from the Committee may vote upon all matters before the General Assembly. If a person has a right to vote in more than one capacity, they shall have a total of only one (1) vote.

ARTICLE III COMMITTEE

Section 1

The Committee shall consist of six (6) members elected by the General Assembly and the Grand President of Dania and the Grand President of Dannebrog.

Section 2

The Committee shall as soon as possible after the adjournment of the General Assembly, organize itself by electing a Chairman, one (1) or more vice-chairmen, and three (3) trustees.

Section 3

Five (5) members of the Committee shall constitute a quorum.

Section 4

Par. 1. Vacancies on the Committee, because of death or resignation, of a person shall be filled by appointment by the Grand President of Dania or the Grand President of Dannebrog; based on the original membership origin of the person to be replaced. Said appointments shall be made from the duly elected representatives of the last convened General Assembly.

Par. 2. If a member of the Committee fails to attend two (2) consecutive meetings without a valid or lawful excuse, the said member shall be deemed to have voluntarily resigned from their position on the Committee and the said position shall be deemed to be vacant.

Section 5

Committee meetings shall be conducted under the parliamentary rules as set forth in the latest edition of Roberts' Rules of Order.

Section 6

The Committee shall meet once a year at the annual convention of Dania and Dannebrog, or if there is a change to a recipient's status, or a new applicant, then a meeting shall be held in the month of October at a location designated by the Committee. **Amended May 1999**

Section 7

Par. 1. If two (2) or more members of the Committee vote in opposition to the payment of benefits in the sum of ONE HUNDRED FIFTY DOLLARS (\$150.00) or more, then any member of the Committee may, unilaterally, appeal the decision to the General Assembly, which has the final decision upon the matter.

Par. 2. If the payment of benefits has been appealed to the General Assembly, then the payment of the said benefits shall not be made until the appeal has been decided by the General Assembly; provided however that the Committee may vote for the payment of benefits to the applicant, below the sum of ONE HUNDRED FIFTY DOLLARS (\$150.00), until the General Assembly has decided the appeal.

Section 8

No member of the Committee shall be entitled to traveling expenses or salary.

ARTICLE IV OFFICERS

Section 1

CHAIRPERSON

Par. 1. The duty of the Chairperson is to preside over the meetings of the General Assembly and over the meetings of the Committee.

Par. 2. The Chairperson shall sign such checks, reports and documents as is required and authorized by these Laws and by the General Assembly and by the Committee.

Par. 3. The Chairperson shall not have the right of voting on matters before the General Assembly or the Committee, save and except in case of a tie wherein the Chairman's vote may break the tie.

Par. 4. If not otherwise called, a meeting shall be call of the Committee and General Assembly as is needed to carry out the business of the Fund.

Section 2
VICE CHAIRPERSON

Par. 1. There shall be two (2) Vice Chairperson, the first elected being called the First Vice Chairperson and the second one (1) elected being called the Second Vice Chairperson.

Par. 2. Each Vice Chairperson shall have the right of voting on all matters before the Committee save and except when one is acting as Chairperson.

Par. 3. Each Vice Chairperson shall perform such duties as directed by the said Chairperson.

Par. 4. In case of the absence of the said Chairperson, the First Vice Chairperson shall take over the duties of the Chairperson. In case of the additional absence of the First Vice Chairperson, the Second Vice Chairperson shall take over the duties of the Chairperson.

Section 3
SECRETARY

Par. 1. The Grand Secretary of Dania shall serve as Secretary of the Committee.

Par. 2. Shall keep an accurate record of all proceedings, conduct the correspondence of the Committee, receive and receipt for all monies paid into the Fund, and keep an accurate financial account of all receipts and disbursements of the fund.

Par. 3. Shall pay over to the Treasurer all monies that may come into the Secretary's possession, taking a receipt for same.

Par. 4. **Deleted April 1997**

Par. 5. Shall sign such documents, reports and checks as is needed to execute the duties of his office.

Par. 6. Shall have no vote on any matter before the General Assembly nor the Committee unless a duly elected representative to the General Assembly or a duly elected member to the Committee.

Section 4
TREASURER

Par. 1. The Grand Secretary of Dannebrog shall serve as Treasurer of the Committee.

Par. 2. Must give a receipt for funds received from the Secretary of the Committee. Must keep an accurate financial account of all monies in the Treasurer's possession and turn over to the Trustees all sums in excess of THREE THOUSAND and 00/100 (\$3,000.00).

Par. 3. Shall sign such documents, reports and checks as are needed to execute the duties of office.
Amended April 1997

Par. 4. Shall have no vote on any matter before the General Assembly nor the Committee unless a duly elected representative to the General Assembly or a duly elected member to the Committee.

Section 5
TRUSTEES

Par. 1. It shall be the duty of all three (3) Trustees, acting together to manage, control and deposit all monies in their possession in safe and sound banks, saving and loan associations and/or financial institutions, and in diversified investments, provided, however, that the consent of the Committee shall be obtained before the said Trustees buy or sell real or personal property, bonds, securities, stock, execute mortgages or deposit funds in accounts not insured by an agency of the United State of America.

Par. 2. The Trustees can only withdraw funds on deposit upon the vote of the Committee at their semi-annual meeting. **Changed April 1997**

Par. 3. At least two (2) Trustees must sign withdrawal checks before they are payable.

Par. 4. All of the Trustees shall sign such documents, reports as is needed to execute the duties of their office.

ARTICLE V
ANNUAL REPORTS

Section 1

The Secretary, Treasurer and Trustees shall prepare annual reports of the operations of the Fund before the annual meeting of the General Assembly.

Section 2

The Annual Reports must be audited by the Grand Vice Presidents of Dania and Dannebrog, after which they must be given to the respective Grand Lodges of Dania and Dannebrog.

ARTICLE VI Deleted April 1997

ARTICLE VII

SIGNATURES

All checks drawn for payment of benefits and bills from the Fund must be signed by the Chairperson, Secretary and Treasurer before they are payable.

ARTICLE VIII

USES OF THE FUND

Section 1

Only members of the societies Dania and Dannebrog shall be entitled to the benefits of the Senior Assistance Fund (OAF).

Section 2

Par. 1. Applicants for benefits must be at least 65 years of age.

Par. 2. The age limit, hereinabove set forth, may be reduced in cases where accidents, sickness, disabled war veterans or other reasonable causes prevent the applicant from earning a livelihood.

Par. 3. Applicants do not have to apply for State Old Age Pension in order to be eligible for benefit under this Fund.

Section 3

Par. 1. An applicant for benefits must have the endorsement of their local Branch, or, if a member of the Grand Lodge Dania or the Grand Lodge of Dannebrog, by the respective Grand Lodges or their respective Executive Committees.

Par. 2. The applicant must fill out a questionnaire which can be had from the Committee and which must be signed by the President and Secretary of the local Branch or, if not a member of a local Branch, applicant's respective Grand Lodge after a satisfactory report from applicant's local Branch or, if a member of the Grand Lodge, the Grand Lodge's investigating Committee. This questionnaire is to be submitted to the Committees Secretary (Dania Grand Secretary) annually before every convention of Dania and Dannebrog and in the month of September.

Section 4

Par. 1. Before benefits can be allowed, it is the duty of the Committee to get all the information possible regarding the applicant.

Par. 2. It shall be the duty of the local Branches and the Grand Lodge, if required, of Dania and Dannebrog to investigate carefully and thoroughly the financial circumstance of all applicants for benefits.

Par. 3. Only after the Committee has received thorough and complete reports from the applicant's local branch or from the respective Grand Lodge may the Committee vote to provide benefits as requested or in such other sums as the Committee deems necessary for the applicants needs.

Par. 4. An applicant who fails to make a full and truthful report of their financial circumstances and who receives benefits through fraud, shall be dropped from benefits at once.

Section 5

A member of either the Society of Dania or Society Dannebrog receiving benefits from the Fund cannot become in arrears with their dues. However, dues can be deducted from the benefits given or the local branch or the respective Grand Lodge may assume them.

Section 6

Benefits from the Fund can only be distributed by the following methods:

- a) Monthly assistance to a member while in their own home.
- b) Monthly payments towards room and board in a private home, not their own.
- c) Monthly payments towards a member living in an old age home.
- d) Or a sum of not over TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500.00) towards a member's admission into a senior citizen's residence of their own choosing, provided however, that the said applicant shall not be entitled to receive any benefits from the Fund until four (4)

years has passed from the date of the said payment

Section 7

All benefits must be paid to the applicant through their, local Branch, or if a member of The Grand Lodge, through their Grand Lodge.

ARTICLE IX

LAWS AND AMENDMENTS

Changes, modification, amendments and additions to these Laws must be made at the annual convention of the Societies of Dania and Dannebrog by the said Societies, pursuant to their respective rules, law and regulations for the amendment of their respective Constitutions.

DANIA—DANNEBROG OLD AGE FUND
LAW REVISION COMMITTEE

Vivian Olsen
Alfa #14

Elmer Jorgensen
Thyra #9

Deborah Mahler
Valborg #1

Paul W. Andersen
Danneskjold #17

Irma Knudsen
Thyra #3

Jan Alton Walker
Freja #6

Adopted by Danish Society Dania of California and Nevada, effective forthwith, on Friday, April 11, 1986.

Adopted by Dania Ladies Society Dannebrog of California and Nevada, effective forthwith, on Friday, April 11, 1986.

Amended April, 1997 by Danish Society Dania of California and Nevada

Amended April, 1997 by Dania Ladies Society Dannebrog of California and Nevada

Amended April, 1999 by Danish Society Dania of California and Nevada

Amended April, 1999 by Dania Ladies Society Dannebrog of California and Nevada

Amended April, 2011 by Danish Society Dania of California and Nevada

Amended April, 2011 by Dania Ladies Society Dannebrog of California and Nevada

Amended April, 2013 by Danish Society Dania of California and Nevada

Amended April, 2013 by Dania Ladies Society Dannebrog of California and Nevada

Amended April, 2015 by Danish Society Dania of California and Nevada

Amended April, 2015 by Dania Ladies Society Dannebrog of California and Nevada