

FORMAT FOR RULES AND REGULATIONS
THE _____ (location) PROSPECTIVE MEMBERS CLUB
JOB'S DAUGHTERS INTERNATIONAL

Note: These Rules and Regulations shall be submitted to the Jurisprudence Committee of the SGC by Clubs associated with Bethels under Supreme. GGCs may use these Rules and Regulations if desired. No changes are to be made in these Rules and Regulations as printed.

ARTICLE I
NAME

Section 1 Name

The name of the prospective members club shall be the _____ (location) Prospective Members Club of Job's Daughters International, in _____ (state/province).

ARTICLE II
PURPOSE AND POLICIES

Section 1 Purpose and Policies

- (a) The purpose of this club is to enable the development of a Bethel to be instituted/reinstituted.
- (b) To foster fraternal relations of all prospective members, enabling fellowship, promotion and fundraising until the membership meets the requirements to institute/reinstitute a Bethel.

Section 2 Authority

- (a) This club shall function under the authority of the SGC/GGC of _____ (state/province) of JDI.
- (b) A letter of intent to form a Prospective Members Club (Form 285) shall be sent to the SGC/GGC. If applicable, a courtesy copy shall be sent to the JGC. The Executive members of the SGC/GGC shall vote on the request to form the Prospective Members Club within thirty (30) days of the receipt of the letter.

Section 3 Finances

- (a) No indebtedness shall be incurred by this Club, in excess of the funds in its treasury.
- (b) All checks require two (2) signatures.

Section 4 Dissolution

- (a) When this club is disbanded to form a Bethel, all rights and title to its money and property shall be transferred to the newly instituted/ reinstituted Bethel.
- (b) At such time as it is proven that the said club is no longer functioning for the good of the Order, this club may be disbanded by a majority vote of the Executive Members of the SGC/GGC of _____ (state/province) of JDI.
- (c) If this club is disbanded and no Bethel formed, all rights and title to its money and property shall be transferred to the SGC/GGC of _____ (state/province) of JDI.

ARTICLE III
MEMBERSHIP AND FEES

Section 1 Members

The membership of this club shall consist of girls and adults with the intent to institute/reinstitute a Bethel, and who are willing to abide by and conform to the policies in Article II.

Section 2 Fees

The membership fee shall be as determined by the adult membership.

**ARTICLE IV
OFFICERS**

Section 1 Adult Officers

- (a) The elective officers of this club shall consist of a:
- (i) President
 - (ii) Secretary
 - (iii) Treasurer, OR
 - (iv) Secretary/Treasurer
- (b) One of which shall be a Majority Member of JDI, a Master Mason or a member of a Masonic Family.
- (c) The officers of clubs in Australia, Canada, and the USA shall be on the current list of CAVs provided by the Executive Manager.

**ARTICLE V
DUTIES OF OFFICERS**

Section 1 The President shall:

Preside at all meetings and be proactive in promotional activities to develop girl and adult membership.

Section 2 The Secretary shall:

Keep an accurate account of all meetings and correspondence.

Section 3 The Treasurer shall:

Receive all monies and pay all approved bills.

**ARTICLE VI
MEETINGS**

Section 1 Meetings

Meeting time, date and venue shall be determined by the members.

**ARTICLE VII
AMENDMENTS**

Section 1.

- (a) These Rules and Regulations may be amended at any regular meeting at which a quorum is present by a two-thirds (2/3) affirmative vote of members voting, provided the proposed amendment has been read at the meeting preceding the one at which the voting is to take place. Five (5) copies of the proposed amendment shall be mailed to the Chairman of the Jurisprudence Committee of the SGC or the GGC as appropriate, using the proper form as illustrated. Upon receipt of approval of the amendments by the said Committee and the Vice Supreme or Grand Guardian, it becomes effective.

**AMENDMENTS to the RULES AND REGULATIONS of
PROSPECTIVE MEMBERS CLUB**

At a regular meeting of the Club held on the ____ day of _____ 20__ at which a quorum was present, a proposed amendment was presented in writing that Article No. ____ of the Rules and Regulations which reads as follows:

(copy from present Rules and Regulations or attach signed sheets if necessary) _____
 _____ be amended to read as follows: (or attach
 extra signed sheets if necessary) _____

That the proposed amendment was again read at a regular meeting of the Club held on _____ of _____ at
 which a quorum was present. The proposed amendment was presented for action before the Club, and was adopted by a
 two-thirds (2/3) vote of all present and voting.

We certify that the foregoing is a true and correct record from the minutes of the Club so far as the same affects the
 foregoing amendment.

 President Secretary

APPROVED: Jurisprudence Committee

 Chairman Date

 Vice Supreme/Grand Guardian Date

Notice: Five (5) copies must be mailed to the Chairman of the Jurisprudence Committee and one (1) copy must be mailed
 to the Grand Guardian or to the Vice Supreme Guardian for Clubs under Supreme.