

**CONSTITUTION AND BY-LAWS OF THE  
MINNESOTA ELKS ASSOCIATION, INC.**

**Preamble**

This Association of the Benevolent and Protective Order of Elks Lodges of the State of Minnesota is formed to unite all Elks in the closer bonds of fraternity; to further good fellowship among the lodges; to protect and promote the interests of this order in the State of Minnesota; to exchange ideas beneficial to the lodges of this State; and to bear true allegiance to the Constitution and Laws of the Benevolent and Protective Order of Elks of the United States of America.

**ARTICLE I. Name**

Section 1. This Association shall be known as the Minnesota Elks Association.

**ARTICLE II. Membership and Meetings**

Section 1. Every lodge in the State of Minnesota shall be eligible for membership upon compliance with the provisions of the Constitution and Laws hereinafter expressed.

The President and Secretary shall provide and furnish, at the expense of this Association, suitable membership certificate under their hands and the seal of this Association. When a lodge lapses in its membership, the membership certificate shall be surrendered to the Secretary of this Association.

Section 2. Each subordinate Lodge of Elks in the State of Minnesota, that is a member in good standing in this Association, shall be entitled to representation at all its meetings. The representation to which each member lodge shall be entitled at each Annual Convention, Midyear Conference or Special Meeting as outlined under Article II, Section 10 of these laws, shall consist of the following:

All Lodges of this association shall be entitled to no more than fifteen (15) voting delegates at any meeting.

Registered delegates shall possess the right and authority to represent their respective lodges in the transaction of business coming before any meeting. The delegates representing member lodges in good standing

in this Association, sufficient in number to constitute a quorum as herein defined, are invested with the power and authority to transact all business of this Association at any of its meetings subject only to the Constitution, By-Laws and rulings of the Grand Lodge.

The credentials committee in its report to any meeting shall state separately the number of delegates from each lodge present at the meeting. On subsequent votes the Secretary shall state the number of votes allowed to each lodge. Voting shall be by secret ballot when two or more members are running for an elective office, when two or more lodges are in competition for a meeting site, or when called for on other matters by a majority vote of the delegates present at any given meeting. Voting on other matters shall be done by the usual voting procedure of the Elks, except that such voting may be by a roll call vote of the lodges when determined by the President to be necessary or when called for by a majority of the delegates present at any meeting. A lodge is entitled to only as many votes at any meeting as it has qualified delegates in attendance while the vote is being taken and never more than a total of fifteen (15) whole votes.

Section 3. Delegates shall be named at least fifteen (15) days prior to an Association Meeting. They shall be elected at a regular meeting of the member lodge, or the lodge may authorize its Exalted Ruler to appoint the delegates in accordance with Article II, Section 2, and report same to the lodge at their next regular meeting. Local Lodge secretaries will send a list of authorized voting delegates and their alternates to their District Credentials Committee person one week prior to any Association Meeting.

Section 4. All legislative powers of this Association are vested exclusively in the Annual Convention, Midyear Conference, or Special Meeting as outlined in Article II, Section 10.

Section 5. The quorum necessary to transact business of this Association shall consist of delegates from at least one more than one-half the number of member lodges of this Association, who are in good standing, and such delegates shall be not less than forty-five (45) in number.

Section 6. Each meeting of this Association shall convene on the first day so designated for such meeting and continue through succeeding days so designated, or longer if necessary, until all business properly

presented shall have been transacted. Unless otherwise designated herein, Roberts Rules of Order shall apply to the conduct of all meetings.

Section 7. The Annual Convention, Midyear Conference, or Special Meeting as outlined in Article II, Section 10, shall have the power and authority to grant all Elks in good standing, other than the delegates, the privileges of the floor, but said Elks shall not have the right to vote.

Section 8. The Annual Convention shall be held during the month of June of each year. The site for such meetings of the Association shall be determined by a majority vote of the delegates assembled at the Annual Convention held two (2) years in advance of the year the convention will be hosted.

Lodges desiring to host an Annual Convention must state their intentions at the Annual Convention held during the year immediately preceding the year when their bid will be voted on. This will enable examination of their facilities by the Meetings Committee, who shall make a preliminary report of their findings at the following Midyear Conference and a final report to the Annual Convention at which the actual selection will be made.

The dates for such meeting shall be fixed by the President in consultation with the host lodge and then shall cause notice thereof to be mailed to the Secretary of each member lodge at least thirty (30) days in advance of said meeting.

If for any cause the Annual Convention should fail to designate the place for holding such Annual Convention, the ensuing Midyear Conference shall then have the power to designate the site for such convention. If such meeting should fail to designate a site, or if after such meeting a lodge selected as a host lodge should withdraw, the State President along with the District Presidents shall be invested with the authority to select a new site.

Section 9. The Midyear Conference shall be held between October 15th and December 15th of each year. The site for such meetings of the Association shall be determined by a majority vote of the delegates assembled at the Midyear Conference held two (2) years in advance of the year the conference will be hosted.

Lodges desiring to host a Midyear Conference must state their intentions at the Midyear Conference held during the year immediately preceding the year when their bid will be voted on. This will enable examination

of their facilities by the Meetings Committee, who shall make a preliminary report of their findings at the following Annual Convention and a final report to the Midyear Conference at which the actual selection will be made.

The dates for such meeting shall be fixed by the President in consultation with the host lodge and then shall cause notice thereof to be mailed to the Secretary of each member lodge at least thirty (30) days in advance of such meeting.

If for any cause the Midyear Conference should fail to designate the place for holding such Midyear Conference, the ensuing Annual Convention shall then have the power to designate the site for such conference. If such meeting should fail to designate a site, or if after such meeting a lodge selected as a host lodge should withdraw, the State President along with District Presidents shall be invested with the authority to select a new site.

Section 10. Special Meetings of this Association may be called any time by its President or at the request of its Board of Trustees and thirty (30) days written notice shall then be given to each member lodge by the Secretary of this Association. Such meetings shall be empowered to act on only the specific matters for which said meeting is called.

Section 11. This Association shall not be liable for the expenses incurred by the delegates of member lodges attending its meetings. Such expenses shall be arranged for between the lodges and their respective representatives

Section 12. As soon as practicable after each meeting, the Secretary shall prepare and mail to each member lodge a detailed report of the business transacted at such meeting.

Section 13. The State shall be divided into districts to correspond with the District Deputy Districts of the Grand Lodge. The member lodges of the several districts shall conduct Fall and Spring District Meetings. The District President shall be the chairperson of such meetings and shall be responsible for the affairs of the district. The District President shall appoint such committees as is deemed necessary to arrange for and conduct the business of the district and shall appoint a District Secretary to assist in handling the affairs of the district.

Each lodge of the district shall be entitled to be represented in the district meetings by its Exalted Ruler, Secretary, Esteemed Leading Knight, Chairman or designated member of its

Board of Trustees, all qualified members of the various district committees and in accordance with Article II, Section 2.

District Meetings shall have no legislative power but shall be empowered as follows:

- (a) To receive and act upon reports of district committees set up in conformity with Articles VIII and IX, to the extent necessary to conduct district business.
- (b) To set up such special committees as the district deems necessary, except that said special committees shall not be allowed to make recommendations contrary to the statutes of this Association or of the Grand Lodge.
- (c) To act in a semi-legislative capacity if a district problem is brought before the assembly, action upon which would in no way affect lodges of other districts, and provided further that such action is in conformity with regulations of this Association and of the Grand Lodge.
- (d) To elect at each Fall District Meeting a District President for a term of one year dating from the next Annual Convention, plus one member from the district who shall serve for a period of two years as a director of the Minnesota Elks Youth Camp, plus one member from the district who shall serve for a period of two years as a director of the Minnesota Elks Bowling Association, plus one member from the District who shall serve for a period of two years as a director of the Minnesota Elks Golf Association.

In the event of a vacancy on the Minnesota Elks Youth Camp, the Minnesota Elks Bowling Association, or the Minnesota Elks Golf Association, the district at its next meeting shall elect a replacement to fill the unexpired term, or if deemed necessary, call a special district meeting to fill the vacancy.

Each district committee chairperson shall prepare and present a written report of their committee's activities to the District Secretary at each district meeting.

Action confirmed by a majority of the delegates present at any district meeting shall be considered binding upon member lodges of such district providing that such action is not

contrary to the statutes of this Association or of the Grand Lodge.

### **ARTICLE III. Dues and Assessments**

Section 1. The annual dues of this Association shall be \$3.50 per member for each member lodge of the Association as evidenced by the roster of members last certified to the Grand Lodge with such monies to be used to conduct the affairs of this Association and maintain its welfare projects. In addition \$5.00 per member per year, as set forth above, shall be payable to the Minnesota Elks Youth Camp Corporation for its use in maintaining, expanding and operating the Minnesota Elks Youth Camp.

To be members in good standing in this Association, each Minnesota lodge must have paid the allocated sum due the Association for general expenses and welfare work plus the allocation due the Minnesota Elks Youth Camp Corporation for each year since April 1, 1955, that the lodge has been a member of this Association, provided that any lodge acknowledging to the Board of Trustees of this Association any past due amounts due said Association, and who have paid their current annual dues to the Association and to the Youth Camp Corporation, shall be recognized as a member lodge in good standing.

Section 2. A lodge that is not now a member of this Association may become a member at any time and on joining this Association shall pay a membership fee according to the rate of assessments due for the then current fiscal year on a pro-rata basis. Lodges who have lost their membership in this Association may be reinstated on such terms as the elected officers and trustees may fix, but in no case, shall such lodge seeking reinstatement pay less than the pro-rata amount of the then current assessments.

Section 3. Upon receiving a statement of the assessments for the ensuing fiscal year, it shall be the duty of each member lodge to draw two checks on its treasury and forward them to the Treasurer of this Association on or before May 1st of the current Association year. One check shall be made payable to the Minnesota Elks Association Treasurer and the other to the Minnesota Elks Youth Camp Treasurer, and such checks shall be in accordance with the amounts due as set forth in Section 1 of this Article.

Section 4. This Association shall have the power and authority to govern this Association.

#### **ARTICLE IV. State Meeting Requirements**

This Association, by a majority vote of its delegates assembled, shall have the power and authority to define the minimum requirements which a host lodge must meet as a condition for entertaining an Annual Convention or a Midyear Conference and to set the format for holding such meetings. If such minimum requirements cannot be met with regard to proper housing accommodations, suitable meeting quarters, suitable lodge and club facilities and proper local civic support, or if the elected officers and the trustees of this Association, acting in good faith, believe that such minimum requirements will not be met, the elected officers and trustees are then invested with the power and authority to annul the selection previously made and select another site for holding such meeting, providing of course, that there shall be no intervening Annual Convention or Midyear Conference at which the delegates assembled could choose a new site.

No two consecutive regular meetings of this Association (i.e., Annual Convention or Midyear Conference) will be held in the same host city. Should any lodge have two or more bids pending at any one time for such meetings and is then awarded a meeting on one of the bids, the next effective bid shall automatically be considered as cancelled.

#### **ARTICLE V. Reporting to Grand Lodge**

Section 1. The proper officers of this Association shall furnish from time to time to the Grand Exalted Ruler, the Grand Secretary, the Chairperson of the Committee on State Associations of the Grand Lodge, the elected officers of this Association, the Secretaries of the districts and all State Committee people the following:

- (a) Copies of its Constitution, By-Laws, Rules and Regulations, and all amendments thereto or changes therein.
- (b) A copy of the proceedings of each meeting.
- (c) All printed documents, general letters, circulars and papers issued by it or under its authority.
- (d) A correct list of its officers and the lodges composing it together with the correct post office address of its President, District

Presidents, Secretary, Treasurer, Trustees and the Secretaries of the various districts.  
(e) A copy of the Annual Report of its Treasurer.

All such information shall be promptly furnished and shall be kept up to date so as to show all changes or corrections therein. In addition, it shall furnish to any of said officers or to the Grand Lodge any other information that may be requested.

#### **ARTICLE VI. Officers**

Section 1. The officers of this Association shall be a President, a District President from each district, a Secretary, a Treasurer, a Board of Trustees consisting of a member from each district, an Esquire, a Chaplain, an Inner Guard, a Tiler, an Organist and a Parliamentarian. All of said officers, except the District Presidents and the appointive officers, shall be elected by the delegates assembled at each Midyear Conference, for a term of one year dating from the next Annual Convention, excepting Trustees who shall be elected for alternating terms of four years. District Presidents shall be elected in accordance with Article II, Section 13(d).

- (a) A President, having served one full term, cannot succeed himself; a District President may not serve more than five years in such capacity; and a Trustee may not serve more than two consecutive full terms.
- (b) The Esquire, Chaplain, Inner Guard, Tiler, Organist and Parliamentarian shall be appointed by the President for a term of one year. Installation of all state officers shall take place during the Annual Convention, at which time the retiring officers shall transfer to the incoming officers all official records and properties of the Association which are in their possession.

Any officer in the State Association may run for any other office in the State Association without resigning his office. Upon his installation in the new office, he will automatically vacate his former office.

Section 2. In case of a vacancy in any elective office, other than that of District President, said vacancy shall be filled at the next Annual Convention, or the President may call a Special Meeting in accordance with Article II, Section 10, for the purpose of filling the vacancy. In case of a vacancy in the office

of President, the Chairperson of the Board of Trustees shall assume the duties of such office until a new President is elected. In case of a vacancy in an office of District President, the Trustee from that district shall assume the duties of such office until the Trustee can arrange for a Special Meeting of that district to fill the vacancy.

Section 3. **PRESIDENT.** The President shall be the chief executive officer of the Association, who shall preside at all state meetings, preserve order, appoint committees, decide all questions of order subject to appeal to the Association, fill all vacancies unless otherwise specified and perform all other duties that may be imposed upon the President by law and such as are customary to be performed by presiding officers. He shall be an ex-officio member of the governing bodies of this and all other corporations and associations as outlined in Section 3 of Article VII of these by-laws. As such, the President shall be notified of and entitled to attend all meetings and shall receive a copy of the minutes and proceedings of these governing groups. The President's approval is required of all vouchers substantiated by actual bills or invoices submitted by the Secretary and then shall forward approved vouchers to the Treasurer for payment. The President shall attend the Grand Lodge Convention. Provisions for reimbursement of authorized expenses shall be set forth in the annual budget, except that the amount allocated for the following expenses shall be computed as follows:

State President's Expense to the Grand Lodge  
5 days at the Grand Lodge per diem rate  
2 days travel at the Grand Lodge rate  
2 roundtrip coach airfares to the Grand Lodge convention city

Section 4. **PRESIDENT'S OFFICIAL VISITS.** It shall be the duty of the President to make such official visits to the member lodges composing this Association as may be deemed proper in the interests of the Association. The President shall have the power to direct any of the District Presidents or any other member of the Association to make such visits for any discretion when it may deem such action to be proper. Anyone making such a visit under the direction of the President shall promptly make a report in writing thereof to the President.

Section 5. **DISTRICT PRESIDENTS.** The District President shall be the presiding officer of their District as provided for in Article II, Section 13. The District Presidents shall make

a written report on the proceedings, decisions and progress of their District at each Midyear Conference. They shall make such official visits to member lodges of the District as they may deem necessary or as may be directed by the President. Provisions for reimbursement of authorized expenses shall be set forth in the annual budget, except that the amount allocated for the following expenses shall be computed as follows:

Housing Chairman's Expense to the Grand Lodge

6 days at the Grand Lodge per diem rate  
2 days travel at the Grand Lodge rate  
2 roundtrip coach airfares to the Grand Lodge convention city

Section 6. **SECRETARY.** The Secretary shall attend all meetings of the Association, keep a true record of the proceedings of same by recording devices as provided, preserve all books and documents, attend to all correspondence, prepare and submit an annual accounting of the activities and report to the Association on its true condition. The Secretary shall establish a suitable office address and shall equip said office with suitable files and necessary supplies in order to perpetuate all present and future records. All bills against the Association must be presented to the Secretary for approval. The Secretary shall prepare a voucher and attach said bill or invoice thereto and upon the approval forward same to the President for approval. The Secretary shall also perform such other duties as may properly be required of the office. The Secretary shall, before assuming the duties of the office, execute and deliver to the Trustees such bond for the faithful discharge of the secretary's duties as may be required by the Trustees with the expense of such bond, if any, to be paid by the Association. Provisions for an annual contingency fund and other authorized expenses for the operation of the office shall be set forth in the annual budget, except that the amount allocated for the following expenses shall be computed as follows:

State Secretary's Expense to the Grand Lodge  
5 days at the Grand Lodge per diem rate  
2 days travel at the Grand Lodge rate  
1 roundtrip coach airfares to the Grand Lodge convention city

Section 7. **TREASURER.** The Treasurer shall attend all meetings of the Association, receive monies, issue receipts therefore, and be the custodian of all monies belonging to the Association. The Treasurer shall pay out all

monies of the Association only upon a proper voucher drawn by the Secretary and countersigned by the President. The Treasurer shall, before assuming the duties of the office, execute and deliver to the Trustees such bond for the faithful discharge of the duties as may be required by the Trustees with the expense of such bond, if any, to be paid by the Association. The Treasurer shall submit a report at each meeting of the Association showing the transactions of the office since the last meeting. In addition, the Treasurer shall submit a report at the Annual Convention showing the transactions of the office during the preceding year. Provisions for reimbursement of authorized expenses shall be set forth in the annual budget.

The Treasurer of this Association shall also be the Treasurer of the Minnesota Elks Youth Camp Corporation and the Youth Camp Memorial Fund and, as such, shall perform such duties as may be agreed upon by the Board of Trustees of this Association and the Board of Directors of the Minnesota Elks Youth Camp Corporation.

Section 8. TRUSTEES. The Board of Trustees shall have custody of the property of this Association, including the supervision of the funds in the possession of the Treasurer; cooperate in establishing and submitting for approval at each Annual Convention a balanced budget for the various activities of the Association; and perform such other services and functions as will protect the rights and promote the objects of this Association, including the employment of a qualified auditor to examine and audit the books and records of the Association, the Minnesota Elks Youth Camp Corporation and the Youth Camp Memorial Fund; and they shall submit such audits to each Annual Convention. The fee for these audits shall be included in each Annual Budget and any recommendations of the auditor or the Board of Trustees shall be a part of the Trustees report to each Annual Convention.

It shall also be the duty of the Trustees to devise such a system of financial accounting as may be necessary to safeguard and protect the interest and welfare of the Association.

Provision for reimbursement of authorized expenses shall be set forth in the Annual Budget.

Section 9. ESQUIRE. The Esquire shall organize all state meetings and insure that all equipment and materials are in place and

operational. The Esquire shall execute the orders of the President, assist in preserving order, act as Marshal on public occasions, and, in case of a closed meeting, shall assist the Inner Guard and the Tiler in examining the qualifications of all persons presenting themselves for admission. The Esquire shall select such deputies as may be needed to assist in the discharge the duties.

Section 10. CHAPLAIN. The Chaplain shall conduct the devotional exercises such as invocation and benediction at all state meetings and perform such other duties as may pertain to the office, or as prescribed by the President.

Section 11. INNER GUARD and TILER. The Inner Guard and Tiler shall have charge of the doors of the hall in which Association Meetings are held. They shall allow none to enter except those duly qualified and shall perform such other duties as may be prescribed by the President.

Section 12. ORGANIST. The Organist shall provide such music as may be required for the various proceedings of the Association.

Section 13. PARLIAMENTARIAN. The Parliamentarian shall advise the presiding officer on all questions of Parliamentary law and rules of the Association.

Section 14. QUALIFICATIONS FOR OFFICE. All Elks in good standing in a lodge in good standing in this Association and residing within its jurisdiction shall be eligible for any office, whether elective or appointive, except that the President must be a member of the Grand Lodge and at the time of the election must have been currently serving as a District President of the Association and, in addition, must have served at least one full term as a District President of this Association.

In order to qualify as a candidate for office in the Association, the Elks member's legal residence shall be within the jurisdiction of this Association, and the member shall be in actual residence of its jurisdiction for at least nine months of the year in which that member is elected to serve.

Section 15. REMOVAL FROM OFFICE. The President and the District Presidents, sitting as a Board, shall have the authority to remove from office any State Association Officer who neglects the duties of the office, is guilty of contumacy, or of conduct injurious to the Association by issuing a written order specifying the grounds for such dismissal. Such order shall be served on the officer personally, or sent by Certified Mail with a

Return Receipt Requested, to the last address of record with a copy to the Association Secretary. If the "Accused" should happen to be one of the above officers, that person will not then be permitted to sit as a member of such Board.

Such officer, within ten (10) days of receipt of the order, may appeal to the Association's Board of Trustees, sitting as an Association Forum, by filing a written notice of appeal with the Association's Secretary. The decision of such Forum shall be final. If the "Accused" should happen to be a member of the Board of Trustees, that person will not then be permitted to sit as a member of such Forum.

Section 16. SEAL. The President and Trustees shall have the authority to make up the seal of this Association and such seal shall be kept by the Secretary of this Association and delivered to the successor in office. This Association has been incorporated under the laws of Minnesota in the name of and for the benefit of all member lodges forming this Association. It is recorded with the Secretary of the State of Minnesota under the name of the Minnesota State Elks Association, Inc.

## **Article VII. Budget and Fiscal Policy**

Section 1. BUDGET. It shall be the duty of the Finance Committee to formulate a balanced budget for each fiscal year. Such budget shall contain a detailed estimate of the funds which will be available for expenditure by the Association and the apportionment of such funds for the various activities of the Association, its officers and its committees.

A copy of such proposed budget shall be presented to the Board of Trustees not less than one month before each Annual Convention; and thereupon, the Board of Trustees shall examine, approve or modify such budget. As so approved or modified, said budget shall then be presented to the Annual Convention for final approval. When so acted upon by the Annual Convention, such budget shall control the expenditures of the Association's activities for the succeeding fiscal year unless altered at a subsequent meeting.

Section 2. PROPERTY. All property of this Association, including the records and the correspondence pertaining to their respective offices and committees, shall be delivered by the officers and committee chairperson of this Association to their successors and receipts secured thereto. Such receipts shall be

delivered to and safely kept by the Trustees who shall check the accuracy thereof. It shall be the duty of the President to enforce this provision within thirty (30) days after assuming the duties of the office.

Section 3. SUBORDINATE CORPORATIONS. This Association shall have supervision and control over the operations and finances of the Minnesota Elks Bowling Association, the Minnesota Elks Youth Camp Corporation, and the Minnesota Elks Golf Association. In the event of the dissolution of any of these corporations, the assets thereof shall be transferred to the Minnesota Elks Association, Inc., a charitable organization, or shall otherwise be disposed of at the discretion of the Minnesota Elks Association.

The Minnesota Elks Youth Camp Corporation shall be authorized to receive donations and endowments for the Elks Youth Camp Memorial Fund, provided that all such funds shall be set aside and earmarked for the Youth Camp Memorial Fund and that all such contributions shall be under the jurisdiction and control of the Youth Camp Memorial Fund Investment Board. All donations or endowments shall be made payable to the Minnesota Elks Youth Camp Memorial Fund and forwarded to the Treasurer of the Minnesota Elks Association. Costs and expenses for the administration of the Youth Camp Memorial Fund shall be paid by the Treasurer prior to the investment of funds received.

The purpose of this fund is to perpetuate the Minnesota Elks Youth Camp. The earnings, appreciation, and interest from this fund, plus, if need be, a percent of this fund determined by the Minnesota Elks Youth Camp Memorial Fund Investment Board, annually to cover the coming year's cost of operation of the Youth Camp. The rate to be determined cannot exceed 5 percent of the total fund value based on the average value of the fund for the past three (3) calendar years; and these funds must be spent for Youth Camp purposes only, and then only in accordance with proper authorization from the Youth Camp Memorial Fund Investment Board.

The Youth Camp Memorial Fund Investment Board shall be composed of five (5) members consisting of four (4) elected members, one from each district, and the Chairperson of the Board of Trustees of the Minnesota Elks Association, who shall elect their own Chairperson and other necessary officers. The four (4) elected members shall be

elected at this Association's Midyear Conference, one each year, for four (4) year terms. The four (4) elected members of this Board should be thoroughly familiar with the investment and/or control of large sums of money and, in addition, must be a member in good standing of a member lodge of this Association.

This Board shall be authorized to invest and disburse funds, as outlined above, in accordance with the Constitution and By-Laws of the Minnesota Elks Association and shall be responsible to such Association for all funds under its control. A separate set of records shall be maintained covering the handling of all such funds and all funds received must be acknowledged by the issuance of a proper certificate to the donors. This Board shall make an appropriate report at each Annual Convention of this Association covering all transactions for the previous year up to and including March 31st of that year.

All actions of this Board shall be taken only at official meetings where a quorum is present. A quorum consists of a majority of the Board. Meetings shall be held no less than two (2) times per Association year by call of the Chairperson or by call of a majority of the members of the Board.

**\*\*In honor of the devotion to our Youth Camp of a dedicated Elk, James Felton of Hibbing Lodge # 1022, and his foresight as the primary instigator of the Memorial Fund, it is hereby noted, that he held the Honorary Position of Lay Advisor to the Investment Board from its onset until his death, at which time such position was abolished.\*\***

Section 4. ASSOCIATION FUNDS. In order to provide for unforeseen emergencies, it shall be the responsibility of the Board of Trustees and all other elected officers of the Association to plan and budget in such a way as to ascertain that the Association shall have a reserve of no less than forty thousand (\$40,000.00) dollars on hand at all times. Permission to expend monies from such reserve shall require the consent of a regular meeting of this Association and must be preceded by thirty (30) days written notice to all member lodges setting forth the reason for such expenditure.

It shall also be unlawful for any official or committee of this Association to transfer or cause to be transferred the monies of this

Association from one fund to another without the consent of a regular meeting of this Association. Thirty (30) days written notice to all member lodges explaining the point at issue is required before any action can be taken at a regular meeting of this Association on the expenditure or transfer of funds exceeding five hundred (\$500.00) dollars.

Consent for any such proposed actions shall require a two-thirds vote of those present and qualified to vote and attached to the record of such vote shall be a written statement stating the facts warranting such action. Special Meetings of this Association shall not be empowered with authority to take action on such matters.

Section 5. FISCAL YEAR. The fiscal year of the Association shall be the period of time between the first day of April and the last day of March of the next succeeding year.

Section 6. Provisions for payment of all authorized expenditures shall be set forth in the annual budget. Presentation of bills, for travel expenses where authorized, for activities of the Association and its subordinate corporations shall be based upon a uniform mileage rate as set forth in each annual budget and shall cover only that mileage involved in traveling directly to and from destination.

## **ARTICLE VIII. Committees**

Section 1. The President of this Association shall appoint the members to the following committees who shall hold office until the next Annual Convention of the Association, or until their successor are appointed, and in addition may appoint such other committees as is deemed necessary.

ADVISORY COMMITTEE  
AMERICANISM COMMITTEE  
BUSINESS PRACTICES COMMITTEE  
CREDENTIALS COMMITTEE  
DRUG AWARENESS COMMITTEE  
FINANCE COMMITTEE  
GOVERNMENT RELATIONS  
COMMITTEE  
HOOP SHOOT COMMITTEE  
LAPSATION COMMITTEE  
LAWS AND RESOLUTIONS COMMITTEE  
LODGE ACTIVITIES COMMITTEE  
MEETINGS COMMITTEE  
MEMBERSHIP COMMITTEE  
MEMORIAL FUND PROMOTIONS  
COMMITTEE

- MINNESOTA ELKS DISASTER RELIEF COMMITTEE
- NATIONAL FOUNDATION COMMITTEE
- NEW LODGE COMMITTEE
- PUBLIC RELATIONS COMMITTEE
- RITUALISTIC COMMITTEE
- SCHOLARSHIP COMMITTEE
- SOCCER SHOOT OUT COMMITTEE
- VETERANS NATIONAL SERVICE COMMITTEE
- YOUTH ACTIVITIES COMMITTEE

Section 2. The duties of each committee shall be as outlined in the Constitution and Statutes of the Grand Lodge, the Constitution and By-Laws of this Association and as may be outlined by the President in accordance with the aims and purpose of this Association.

Section 3. All committee reports as are required shall be submitted in writing at each Association meeting and filed with the Secretary prior to or during each such meeting.

**ARTICLE IX. Duties of Committees**

Section 1. ADVISORY COMMITTEE. This committee shall consist of the Past Presidents and the Past Trustees of this Association who shall stand ready at all times to give counsel, advice and aid to the officers and committees of this Association in guiding, promoting and planning for the furtherance of Elkdom in Minnesota. They shall meet at least twice a year at the Midyear Conference and at the Annual Convention and shall elect their own officers consisting of a Chairperson, Vice-Chairperson and Secretary-Treasurer.

Section 2. AMERICANISM COMMITTEE. This committee shall aid the member lodges in promoting civic affairs pertaining to our flag and patriotic endeavors throughout the state. They shall also promote good citizenship activities and such programs as may be set forth by the Grand Lodge and this Association.

Section 3. BUSINESS PRACTICES COMMITTEE. This committee shall be responsible for providing the lodges of this Association with such information as will assist them in a more efficient operation of their various business activities. In addition it shall carry out such programs as may be suggested by the Grand Lodge or as may be assigned to it by this Association.

Section 4. CREDENTIALS COMMITTEE. This committee shall examine the credentials of all delegates and their alternates and of all Elks who are by this constitution authorized to

participate in the deliberations of this Association at any of its meetings. It shall consider and pass upon the same and make a report thereon to each meeting of this Association along with any recommendations it may deem proper.

Section 5. DRUG AWARENESS COMMITTEE. This committee shall be responsible for handling the drug program of the Grand Lodge and such other drug related activities as may be assigned to it by this Association with an over-all goal of reducing drug usage within the nation.

Section 6. FINANCE COMMITTEE. This committee shall consist of four (4) members, one from each district, who shall be responsible for preparing a preliminary balanced budget for the Association for presentation to the Trustees.

Section 7. GOVERNMENT RELATIONS COMMITTEE. This committee shall investigate any legislation proposed, pending or passed which may in any way effect Elks programs and keep the Association and its member lodges advised on suggested action regarding such legislation.

Section 8. HOOP SHOOT COMMITTEE. This committee shall be responsible for handling the Hoop Shoot program of the Grand Lodge and such other activities as may be assigned to it by this Association.

Section 9. LAPSATION COMMITTEE. This committee shall propose ideas for reducing lapsation within the member lodges of this Association and shall propose ideas for restoring to the rolls former members who have been dropped.

Section 10. LAWS AND RESOLUTIONS COMMITTEE. Proposed legislation, amendments to the Constitution and By-Laws of this Association, and all proposed resolutions shall be submitted to this committee in writing at least thirty (30) days prior to any Association meeting. The committee shall investigate such proposals and report on them to the Association at the earliest meeting possible with its recommendations. It shall also recommend to each session of this Association such legislation and amendments as may be deemed advisable or desirable. This committee shall originate and submit such resolutions as they may deem proper at all Association meetings.

Section 11. LODGE ACTIVITIES COMMITTEE. This committee shall promote within the member lodges of this Association the various activities of the Grand Lodge for the

improvement of Elksdom within each lodge and in its community.

**Section 12. MEETINGS COMMITTEE.**

This committee, when possible, shall be composed of the Chairperson from the host lodges of the last two state meetings and the two immediate Past State Presidents. Their duties shall be to examine cities bidding for an Annual Convention or a Midyear Conference as to the availability of proper housing, suitable meeting quarters, suitable lodge and club facilities and assurance of local civic support. This committee shall make reports as required under Article II, Sections 8 and 9 along with such recommendations as may be appropriate. Their final report for each such meeting shall be made prior to the order of business covering the selection of the site for either the Annual Convention or the Midyear Conference. The lodge selected to host either an Annual Convention or a Midyear Conference shall work with this committee in setting registration fees for the delegates and in planning the meeting in accordance with the guidelines adopted by this committee in accordance with Article IV of these laws.

**Section 13. MEMBERSHIP COMMITTEE.**

This committee shall propose ideas for increasing membership within the member lodges of this Association and shall handle problems arising in connection with membership in this Association.

**Section 14. MEMORIAL FUND PROMOTIONS COMMITTEE.** This committee shall encourage contributions and endowments to the Youth Camp Memorial Fund of this Association and promote such other activities as may be desirable to raise monies for such fund.

**Section 15. MINNESOTA ELKS DISASTER RELIEF COMMITTEE.** This committee shall consist of the Disaster Relief Coordinator as chairman, appointed by the State President, the District Presidents, and the Trustees of this Association, who shall stand ready to give financial assistance to victims of a state, national, or Grand Lodge declared disaster. This committee shall have the authority to promote and collect funds from lodges, individual donations, charitable gambling, but not from the General Fund or reserves of the Minnesota Elks Association without following Article VII, Section 4. They will have the authority to expend monies to the victims of said declared disaster that are collected in the Disaster Relief Fund as money

is available, as prescribed in the Minnesota Elks Disaster Relief Plan. Reporting of funds available will be reported at each state meeting.

**Section 16. NATIONAL FOUNDATION COMMITTEE.** This committee shall work closely with the Grand Lodge in promoting and selling the National Foundation Program to the member lodges of this Association and to their members.

**Section 17. NEW LODGE COMMITTEE.** This committee shall promote the establishment of new lodges within the state and working with various civic groups acquainting them with all the advantages of having an Elks Lodge in their community.

**Section 18. PUBLIC RELATIONS COMMITTEE.** This committee shall be responsible for the implementation of public relations programs for the promotion of Elksdom within the state and shall carry out such activities as may be suggested by the Grand Lodge.

**Section 19. RITUALISTIC COMMITTEE.** This committee shall promote ritualistic work within the state. A state ritualistic contest shall be conducted prior to March 31 of each Association year at a place to be selected by this committee. This committee shall advise the Finance Committee, who in turn will advise the Board of Trustees, as to the amount that shall be set forth in each year's budget as to the Association's share of expenses for the State Championship Team, a candidate and a coach, to attend the Grand Lodge Convention for the purpose of competing in and representing Minnesota in the National Ritualistic Contest. Such sum shall be in accordance with Chapter 4, Section 4.240 of the Constitution and Statutes of the Grand Lodge with a maximum attendance time at the National Convention of three days, except that this Association will allow only coach air fare by the most direct route to and from the National Convention with a maximum expense for any one year for the team, the candidate and the coach of \$7,500.00.

**Section 20. SCHOLARSHIP COMMITTEE.** This committee shall conduct such youth scholarship contests as may be required by the Grand Lodge and this Association and, as required, shall certify the winners of such contests to the Grand Lodge for further consideration.

**Section 21. SOCCER SHOOT OUT COMMITTEE.** This committee shall be responsible for handling the Soccer Shoot Out

program and such activities as may be assigned to it by this Association.

Section 22. VETERANS NATIONAL SERVICE COMMITTEE. This committee shall be composed of appointees of the Grand Lodge, and its chairperson shall submit to the regular meetings of this Association a report of its activities.

Section 23. YOUTH ACTIVITIES COMMITTEE. This committee shall be responsible for handling the youth programs of the order, except those for which this Association may see fit to establish separate committees.

### **ARTICLE X. Order of Business**

Section 1. The order of business of all meetings of this Association, unless otherwise changed by a majority vote of the delegates assembled, shall be as follows:

1. Call to Order
2. Invocation
3. Roll Call of Officers
4. Adoption, without reading, of the minutes of the previous session as printed, unless objections of fact be made.
5. Reports of Officers and District Deputies
  - a. District Deputies submit report at Annual Convention
  - b. District Presidents submit reports at Midyear Conference
6. Report of Committee on Credentials
7. Election of Officers
8. Reports of Committees
9. Unfinished Business
10. New Business
11. Good of the Order
12. Selection of Site for next Annual Convention or Midyear Conference
13. Installation of New Officers
14. Closing and Adjournment

### **ARTICLE XI. Authority**

Section 1. In all cases where subjects are not herein covered, the Grand Lodge Statutes shall govern.

Section 2. The rules contained in the current edition of *Robert's Rule of Order Newly Revised* shall govern the Association in all cases to which they are applicable and which they are not inconsistent with the Constitution

and Bylaws and any special rules of order the Association may adopt.

### **ARTICLE XII. Amending Procedure**

Section 1. AMENDMENTS. Amendments to this Constitution and By-Laws shall be presented in writing to the Laws and Resolutions Committee at least thirty (30) days prior to any regular meeting, and said committee shall make a report thereon to this Association as soon as possible. Such amendment or amendments shall be considered as a part of this committee's report, and a two-thirds affirmative vote of the delegates present shall be required for the adoption of any amendment.

Original Constitution and By-Laws were drafted by Leonard Erikson, Fergus Falls Lodge No. 1093, and adopted June 20, 1941, at the Annual Convention at Brainerd, Minnesota, with Joseph L. Becker as President and Maynard R. Nelson as Secretary.

1st Revision approved at the Annual Convention at Duluth, Minnesota, June 5, 1953, and approved by the Grand Lodge July 24, 1953.

2nd Revision approved at the Midyear Conference at St. Paul, Minnesota, November 8, 1962, and Approved by the Grand Lodge February 27, 1959.

3rd Revision approved at the Annual Convention at St. Cloud, Minnesota June 8, 1962, and approved by the Grand Lodge August 17, 1962.

4th Revision approved at the Annual Convention at Duluth, Minnesota, June 11, 1966, and approved by the Grand Lodge June 26, 1967.

5th Revision approved at the Midyear Conference at St. Paul, Minnesota, November 24, 1968, and approved by the Grand Lodge July 8, 1969.

6th Revision approved at the Midyear Conference at St. Paul, Minnesota, November 3, 1974, and approved by the Grand Lodge April 7, 1975.

7th Revision approved at the Annual Convention at Albert Lea, Minnesota, June 20, 1981, Lodge September 3, 1981.

8th Revision approved at the Midyear Conference at Winona, Minnesota, November 9, 1985, Lodge May 14, 1986.

9th Revision approved at the Annual Convention at Alexandria, Minnesota, June 23, 1990, and approved by the Grand Lodge July 18, 1990.

10th Revision approved at the Midyear Conference at Hopkins, Minnesota, October 22, 1994, and approved by the Grand Lodge March 2, 1995.

11th Revision including all amendments adopted since October 22, 1994 was approved at the Midyear Conference at Mankato, Minnesota, on October 17, 1998, for submission to the Grand Judiciary Committee for approval and was approved by them on November 10, 1999.

12th Revision, including all amendments adopted since November 10, 1999, was approved at the State Midyear Conference at Willmar, Minnesota, on October 22, 2005, for submission to the Grand Judiciary Committee for approval and was approved by them on March 18, 2006.

The Laws and Resolution Committee was composed of Fred Knudsen, Chair, Owatonna Lodge No. 1395; Royce Bottin, Red Wing Lodge No. 845; Tom Herzog, Alexandria Lodge No. 1685; and John Nicholson, Thief River Falls Lodge No. 1308.

**ARTICLES OF INCORPORATION  
OF  
MINNESOTA ELKS YOUTH CAMP**

Pursuant to a resolution duly adopted at the 50th Annual Convention of the Minnesota Elks Association in Rochester, Minnesota, on 4 June 1954, and in accordance with the provisions of Chapter 317 Minnesota Statutes Annotated, the following Articles of Incorporation are executed.

I

The corporate name is Minnesota Elks Youth Camp.

II

The corporate purpose is to provide recreation for deserving youth of the State of Minnesota who might not otherwise have the opportunity to obtain the wholesome recreation available at a camp.

III

The corporation shall not offer pecuniary gain, incidentally or otherwise, to its members.

IV

The corporation has no capital stock. Each member in good standing of every Elks Lodge in the State of Minnesota is a member of the corporation. There is no personal liability of members for corporate obligations other than the payment of membership dues and obligations imposed by the Minnesota Elks Association and its subordinate lodges.

V

The period of the corporate existence is perpetual.

VI

The place of business and the registered office of the corporation are at Brainerd, Minnesota.

VII

The names and addresses of the incorporators are as follows:

George O'Brien, Brainerd,  
Minnesota  
Louis LeJeune, Minneapolis,  
Minnesota  
Norman Hansen, Alexandria,  
Minnesota  
H. J. Erickson, Bemidji,  
Minnesota

VIII

The Board of Directors shall consist of eight members, two from each Elks district within the State of Minnesota who shall govern the affairs of the corporation and the operation of the camp. The Chairperson of the Board of Directors shall be one of these members chosen by them each year, at an organizational meeting held during the course of each Annual Convention of the Minnesota Elks Association and their selection announced at each such convention. Each year there shall be elected one member from each district to hold office for two years.

IX

The officers of the corporation shall consist of the Chairperson of the Board of Directors, the Vice-Chairperson of the Board of Directors, a Secretary and a Treasurer. The Treasurer of the corporation shall be the same individual as the elected Treasurer of the Minnesota Elks Association. All other officers shall be chosen by the Board of Directors from their members.

X

Amendments to these Articles of Incorporation shall be proposed and adopted in accordance with the procedures set forth in the Constitution and By-Laws of the Minnesota Elks Association whose membership is identical to that of this corporation.

XI

In event of the dissolution of the Minnesota Elks Youth Camp, the assets thereof shall be transferred to the Minnesota Elks Association Incorporated a charitable corporation, or any charitable organization within Elksdom selected

by the Minnesota Elks Association  
Incorporated.

In witness thereof the incorporators have  
signed these Articles of Incorporation on 24  
July 1954,

(S) George O'Brien  
(S) Louis LeJeune  
(S) Norman Hansen  
(S) H, J, Erickson

State of Minnesota  
County of Crow Wing  
Acknowledgment

at each Annual Convention of the Minnesota  
Elks Association.

Amended at the Annual Convention at  
Alexandria, Minnesota on June 14, 1974 to  
provide that the Treasurer of this corporation  
shall be one and the same individual as the  
Treasurer of the Minnesota Elks Association  
Incorporation.

On this 24th day of July 1954, before me a  
Notary Public in and for Crow Wing County,  
Minnesota, personally appeared George  
O'Brien, Brainerd, Minnesota; Louis LeJeune,  
Minneapolis Minnesota; Norman Hansen,  
Alexandria, Minnesota; H. J, Erickson, Bemidji,  
Minnesota personally known to me to be the  
persons whose names are subscribed to the  
foregoing Articles of Incorporation and who said  
that was executed the same in accordance with  
a resolution of the Minnesota Elks Association,  
dated 4 June 1954 and as one of the  
incorporators, and acknowledged said Articles  
of Incorporation to be their own free act and  
deed and the free act and deed of the  
Minnesota Elks Association.

(S) Carl E. Erickson  
Carl E. Erickson, Notary Public  
Crow Wing County, Minnesota  
(Seal) My Commission expires 27 August  
1960

Amended at the Midyear Conference on  
November 11, 1956 to add Articles X and XI.

Amended at the Midyear Conference at  
St Paul, Minnesota on November 24, 1968 to  
strike the word "State" from the names of the  
Minnesota State Elks Association and the  
Minnesota State Elks Youth Camp and to  
increase the number of directors from six (6) to  
eight (8), two (2) from each district, because the  
Minnesota Elks Association has now been  
divided into four (4) districts rather than three  
(3). Reword Article X.

Amended at the Midyear Conference at St.  
Paul, Minnesota on November 23, 1969 to  
allow the Board of Directors to elect their  
Chairperson from their members rather than  
having a separate Chairperson elected at large

**CONSTITUTION and BY-LAWS  
OF THE  
MINNESOTA ELKS BOWLING  
ASSOCIATION INC.**

Pursuant to a resolution adopted at the 49th Annual Convention of the Minnesota Elks Association in Duluth, Minnesota on June 5, 1953 the following Articles of Incorporation are executed.

**ARTICLE I - NAME AND PURPOSE.**

Section 1. This Association is named and shall be known as the Minnesota Elks Bowling Association, and shall operate within the State of Minnesota.

Section 2. The purpose of this Association is two fold: First, in a general way, to promote bowling among Elks in the State of Minnesota, and, Second, to specifically control, manage and operate the annual Minnesota Elks Bowling Tournament.

**ARTICLE II - MEMBERSHIP.**

Section 1. Every person who is a member in good standing of any Elks Lodge in the State of Minnesota is automatically a member of this Association, and may take part in promoting the general, as well as the specific, purposes of this Association; and may likewise participate in the Annual Tournament. There shall be no membership fee of any kind.

**ARTICLE III - GOVERNMENT.**

Section 1. Effective June 28, 1980, the government and management of the affairs of this Association shall be vested in a Board of Directors, consisting of eight (8) members, two (2) from each of the districts of the Minnesota Elks Association, who shall be elected, one (1) each year, at the Fall District Meetings of the Minnesota Elks Association, for alternating two (2) year terms.

The reduction from twelve (12) to eight (8) members on the Board of Directors shall be accomplished by attrition so that no directors will be elected at the 1981 Spring District Meetings of the Minnesota Elks Association to replace those directors whose terms expire in 1981.

Section 2. The officers of this Association shall be a President, a Vice-President, a Secretary and a Treasurer, each to be elected annually by the Board of Directors at their Annual Meeting, which meeting shall be held no later than four (4) weeks after the close of the Annual Tournament. The offices of Secretary and Treasurer may be held by one (1) person. The Secretary and/or Treasurer may be appointed by the Board of Directors from outside its membership. When such appointment is in effect, said Secretary and/or Treasurer shall not have a vote in board proceedings.

Section 3. If any member of the Board of Directors shall move from the State of Minnesota or resign the trust, such vacancy, for the remainder of such unexpired term, shall be filled by the appropriate district of the Minnesota Elks Association in accordance with the provisions of the Constitution and by-laws of that Association.

Section 4. The Trustees of the Minnesota Elks Association shall have the power and authority to audit the accounts of the Minnesota Elks Bowling Association.

The Secretary or some other designated MEBA director shall make a written bowling report, to be submitted to the Minnesota Elks Association at its Annual Convention.

**ARTICLE IV - ORIGINAL DIRECTORS AND OFFICERS.**

Section 1. The original Board of Directors with their addresses and terms of office are as follows:

NAME	ADDRESS	TERM
Dr. N. J. Rognlien	Bemidji, Minnesota	1 year
Gordon Reieron	Thief River Falls, MN	2 yrs
Guy A. Jodouin	Duluth, Minnesota	3 yrs
Lloyd E. Halstrom	St. Cloud, Minnesota	1 year
Owen V. Thompson	Fergus Falls, MN	2 yrs
Marty Hunziker	Willmar, Minnesota	3 yrs
F. L. Shearen	St. Paul, Minnesota	1 year
L. R. Ringhofer	Owatonna, Minnesota	2 yrs
Al Flookenstein	Faribault, Minnesota	3 yrs

Section 2. The original officers of this Association with their addresses and terms of office are as follows:

Owen V. Thompson, President, Fergus Falls, Minnesota, 1 year.  
Marty Hunziker, Vice-President, Willmar, Minnesota, 1 year.  
L. R. Ringhofer, Secretary/Treasurer, Owatonna, Minnesota, 1 year.

#### ARTICLE V - BY-LAWS.

Section 1. The Board of Directors of this Association shall have the power to make such by-laws for the government of this Association and the management of its affairs as said Board shall deem fit; but no such by-laws shall be inconsistent with Elkdom or with this Constitution, and shall be adopted by a majority vote of the Board of Directors. Amendments to by-laws shall be made in the same manner and by the same vote as the original.

#### ARTICLE VI - QUORUM.

Section 1. A majority of the Board of Directors shall constitute a quorum and may transact business.

#### ARTICLE VII - MEETINGS.

Section 1. Annual Meeting for the Board of Directors of the MEBA shall be held on the second weekend following termination of the annual tournament, and no later than the fourth Sunday following completion of said tournament, should postponement be necessary.

Section 2. Special Meetings may be held at any time following a 10 day notice, upon call of the President or a majority of the directors.

Section 3. President and Secretary, or their appointed substitutes from the Board of Directors, may attend special fall instructional meetings with committee members from the host lodge for the next tournament.

#### ARTICLE VIII - AMENDMENT OF CONSTITUTION.

Section 1. This constitution may be amended at any regular or special meeting of the Board of Directors by a majority vote, provided one month's written notice of said proposed amendment is given in writing to each member of the Board of Directors.

## BY-LAWS OF THE MINNESOTA ELKS BOWLING ASSOCIATION

### ARTICLE I - DUTIES OF OFFICERS.

Section 1. PRESIDENT. The duties of the President shall be to preside at all the meetings of the Board of Directors; call such meetings as are required and may be necessary; and perform such other duties as usually pertain to such office.

Section 2. VICE PRESIDENT. The Vice President in the absence or disability of the President shall perform or discharge the duties of the President.

Section 3. In the event both the President and the Vice President shall be absent or disabled for any meeting, the Board of Directors shall elect a President for that meeting, who shall then discharge and perform the duties of President.

Section 4. SECRETARY. The Secretary shall keep a correct record of all the meetings and proceedings of the Board of Directors; then shall immediately turn over to the Treasurer all money that may come into the Secretary belonging to the Association; then shall keep a permanent record of the report of each and every Annual Tournament of the Association, both financial and otherwise, and shall likewise perform and discharge such other duties as usually pertain to the office of Secretary.

Section 5. TREASURER. The Treasurer shall likewise keep a true and correct record and account of all money received by them for the Association and pay out such funds only upon the order of the Association; then shall make and submit a financial report of each Annual Meeting; then shall safely keep the funds of the Association in a bank account which is insured with the Federal Deposit Insurance Corporation.

### ARTICLE II - ANNUAL TOURNAMENT SHALL BE CONDUCTED AS FOLLOWS:

Section 1. SITE. The place for holding the Annual Minnesota Elks Bowling Tournament shall be determined by the Board of Directors of this Association.

The Annual Tournament shall be awarded to a North District Lodge for 2000, to a Metropolitan District Lodge for 2001, to a Central District Lodge for 2002, and to a South

District Lodge for 2003, with said four year rotation schedule to continue until amended.

Section 2. FEES. The entry fees to be paid by members who participate in the Annual Tournament shall be determined by the Board of Directors of this Association.

Distribution of each \$12.00 entry fee in the 1987 Annual Tournament, and until revised, shall be: Prize Money \$7.00, MEBA- \$.50 and Host Lodge \$4.50 for all Secretary fees, and their expenses including bowling fees, scorers, posters, entry blanks, telephone, taxes etc. All Events (\$2.00) returned 100 percent in prizes, one winner in 12, with 10% of entry to All-Events actual prize winner. All trophies, suitably engraved, to be provided by MEBA.

Section 3. TIME. The dates for holding the Annual Tournament shall be controlled by the Board of Directors of this Association, and set within 30 days after the Annual Meeting.

Section 4. LOCAL MANAGEMENT. The Board of Directors of this Association shall select an individual or group of individuals from the local Host Lodge to handle, conduct, and in all things manage said Annual Tournament.

#### ARTICLE III - CONDUCT OF MEETINGS.

Section 1. Conduct shall include roll call, reading of minutes and communications, reports of officers, reports of committees, unfinished business, new business, good of the Association, affirming of roll call and adjournment.

**CONSTITUTION AND BY-LAWS  
OF THE  
MINNESOTA ELKS GOLF ASSOCIATION,  
INC.**

Pursuant to a resolution adopted at the State Convention of the Minnesota Elks Association on June 27, 1998 in Austin, Minnesota the following Articles of Incorporation are executed.

**ARTICLE I – NAME AND PURPOSE**

Section 1. This Association in named and shall be known as the Minnesota Elks Golf Association, and shall operate within the State of Minnesota.

Section 2. The purpose of this Association is two fold: First in a general way to promote Golf among Elks in the State of Minnesota, and second, to specifically control, manage and operate the annual Minnesota Elks Golf Tournament.

**ARTICLE II - MEMBERSHIP**

Section 1. Every person who is a member in good standing of any Elks Lodge in the State of Minnesota is automatically a member of this Association, and may take part in promoting the general, as well as the specific, purposes of this Association, and may likewise participate in the Annual Tournament. There shall be no membership fee of any kind.

**ARTICLE III – GOVERNMENT**

Section 1. Effective June 28, 1998, the government and management of the Affairs of this Association shall be vested in a Board of Directors, Consisting of eight members, two from each of the Districts of the Minnesota Elks Association, who shall be elected, one each year, at the Fall District Meeting of the Minnesota Elks Association for Alternating two year terms. The first election will occur at the Meetings in the Spring of 1999.

Section 2. The officers of this Association shall be a President, a Vice-President, a Secretary, and Treasurer, each to be elected by the Board of Directors at their Annual Meeting, which will be held at the Fall Mid-Year Conference. The office of Secretary and Treasurer may be held by one person. The offices of Secretary and Treasurer may be appointed by the Board of Directors from outside its membership. When such appointment is in effect, said Secretary and/or

Treasurer shall not have a vote in board proceedings.

Section 3. The Trustees of the Minnesota Elks Association shall have the power and authority to audit the accounts of the Minnesota Golf Association. The Secretary or some other designated MEGA director shall make a written golf report to be submitted to the Minnesota Elks Association at its annual convention.

**ARTICLE IV - ORIGINAL DIRECTORS AND OFFICERS**

Section 1. The original Board of Directors with their addresses and terms of office are as follows:

NAME	ADDRESS	TERM
Bob Stein	Winona, MN	1 Year
Dave Clark	Rochester, MN	2 Yrs
Tom Fremgord	Faribault, MN	1 Year
Jerry Shoults	Maple Grove, MN	2 Yrs
Gary Lukkari	Wadena, MN	1 Year
Joe Syvrud	Alexandria, MN	2 Yrs
L.L. Jones	Thief River Falls, MN	1 Year
Mike Noland	International Falls, MN	2 Yrs

Section 2. The original officers of this Association with their Addresses and terms of offices are as follows:

Bob Stein, President, Winona, MN, 1 Year  
 Jerry Shoults, Vice President, Maple Grove, MN, 1 Year  
 Dave Clark, Secretary-Treasurer, Rochester, MN, 1 Year

**ARTICLE V - BY-LAWS**

Section 1. The Board of Directors of this Association shall have the power to make such by-laws for the government of this Association and the management of its affairs as said Board shall deem fit; but no such by-laws shall be inconsistent with Elkdome or with this Constitution, and shall be adopted by a majority vote of the Board of Directors. Amendments to by-laws shall be made in the same manner and by the same vote as the original.

**ARTICLE VI - QUORUM**

Section 1. A majority of the Board of Directors shall constitute a quorum and may transact business.

**ARTICLE VII – MEETINGS**

Section 1. Annual Meeting for the Board of the MEGA shall be held at the Fall Mid-Year Conference of the Minnesota Elks Association.

Section 2. Special Meetings may be held any time following a 10 day notice or upon call of the President or a majority of the Board of Directors.

Section 3. The President and Secretary, or their appointed substitutes from the Board of Directors, may attend special spring meetings with committee members from host Lodge for the next tournament and shall be compensated for their expenses.

#### ARTICLE VIII - AMENDMENTS OF CONSTITUTION

Section 1. This constitution may be amended at any regular or special meeting of the delegates at a convention by a majority vote, provided one month's written notice of said proposed amendment is given in writing to each member.

### BY - LAWS OF THE MINNESOTA ELKS GOLF ASSOCIATION

#### ARTICLE I - DUTIES OF THE OFFICERS

Section 1. PRESIDENT. The duties of the President shall be to preside at all the meetings of the Board of Directors; call such meetings as are required and may be necessary; and perform such duties as pertain to such office.

Section 2. VICE PRESIDENT. The Vice President in the absence or disability of the President shall perform or discharge the duties of the President

Section 3. In the event both the President and the Vice President shall be absent or disabled for any meetings the Board of Directors shall elect a President for that meeting, who shall then perform the duties of the President.

Section 4. SECRETARY. The Secretary shall keep a correct record of all the meetings and proceedings of the Board of Directors; shall immediately turn over to the Treasurer all money that may come into the Secretary belonging to the Association; shall keep a permanent record of the report of each and every Annual Tournament of the Association, both financial and otherwise; and shall likewise perform and discharge such other duties as usually pertain to the office of Secretary.

Section 5. TREASURER. The Treasurer shall likewise keep a true and correct record and account of all money received by him for the association and pay out such funds only upon the order of the Association; shall make and submit a financial report of each Annual meeting; and shall keep the funds of the Association in a bank account which is insured with the Federal Deposit Insurance Corporation.

#### ARTICLE II - ANNUAL TOURNAMENT SHALL BE CONDUCTED AS FOLLOWS:

Section 1. SITE. The place for holding the Annual Minnesota Elks Golf Tournament shall be determined by the Board of Directors of this Association. The Annual Tournament shall be awarded to a Central District Lodge for 1999, to a North District Lodge in 2000, a South District Lodge in 2001, and a Metro District Lodge in 2002, with said four year rotation schedule to continue until amended.

Section 2. FEES. The entry fee to be paid by members who participate in the Annual Tournament shall be determined by the Board of Directors. All expenses shall be paid by the MEGA from the entry fees; this will include prizes, green fees, and trophies. This will not include cart fees which are optional and paid by the participants. In addition the MEGA will give the host Lodge a minimum of \$400.00 for special hole prizes, to be spent at the hosting golf course pro-shop. In addition all mailings and printing of such shall also be paid for by the MEGA.

Section 3. TIME. The dates for holding the Annual Tournament shall be controlled by the Board of Directors of this Association, and set within 30 days after the annual meeting.

Section 4. LOCAL MANAGEMENT. The Board of Directors of this Association shall select an individual or group of individuals from the Host Lodge to assist in the running of the Annual Tournament.

#### ARTICLE III - CONDUCT OF MEETINGS.

Section 1. Conduct shall include roll call, reading of minutes and communications, reports of officers, reports of committees, unfinished business, new business, good of the Association, affirming of roll call and adjournment.