

RULES AND REGULATIONS
Grand Bethel of the Grand Guardian Council of Kansas
Job's Daughters International

ARTICLE I
NAME AND AUTHORITY

Section 1. The name of this organization is Grand Bethel of the Grand Guardian Council of Kansas of Job's Daughters International.

Section 2.

- (a) This Grand Bethel derives its authority from the Grand Guardian Council of Kansas.
- (b) The jurisdiction of the Grand Bethel shall be limited to the State of Kansas.

ARTICLE II
OBJECT

The object of this Grand Bethel shall be to preserve the ideals and principles of Job's Daughters International.

ARTICLE III
MEMBERSHIP

Section 1. All active members of all Bethels in the State of Kansas shall be eligible for membership.

Section 2.

- (a) The dues shall be one dollar (\$1.00) per member until majority.
- (b) A registration fee of one dollar (\$1.00) shall be paid at each annual meeting.
- (c) All active members of all Bethels in the State of Kansas may, upon paying the registration fee, be granted an honorary membership during the annual meeting for which the registration fee is paid. Honorary members, thus enjoy all rights and privileges of membership except the right to vote and hold office.

ARTICLE IV
GRAND BETHEL OFFICERS

The officers of this Grand Bethel shall be a Grand Bethel Honored Queen, Grand Bethel Senior Princess, Grand Bethel Junior Princess, Grand Bethel Guide, Grand Bethel Marshal, Grand Bethel Recorder, Grand Bethel Treasurer, Grand Bethel Chaplain, Grand Bethel Librarian, Grand Bethel Musician, First, Second, Third, Fourth, and Fifth Messengers, Grand Bethel Senior and Junior Custodians, Grand Bethel Inner and Outer Guards, and one (1) Grand Bethel Representative for each state, province, territory or country wherein, Job's Daughters International exists, except California and Indiana. They may have more than one (1) representative. The number of representatives is to be decided upon at the discretion of the Board of Directors of Grand Bethel.

ARTICLE V
SELECTION OF GRAND BETHEL OFFICERS

Section 1. Eligibility

(a) Requirements:

(1) Honored Queens of the current year and Past Honored Queens who have not reached their twentieth (20th) birthday or been married prior to becoming twenty (20) years old. Any Grand Bethel Honored Queen, past or present, shall be ineligible for Containers No. 1, No.2 and/or No. 3.

(2) Active member of Grand Bethel.

(3) Registered for the current annual meeting.

(4) Present to accept the office.

(5) Submitted Grand Bethel Letter of Intent (Form KS 13) is required only for those desiring to be considered for Grand Bethel Honored Queen, Grand Bethel Senior Princess, Grand Bethel Junior Princess, Grand Bethel Guide and Grand Bethel Marshal.

(6) Grand Bethel Letter of Intent (Form KS 13) must be received by the Board of Directors of Grand Bethel to be eligible for Containers No. 1 and No. 2. The Grand Bethel Letter of Intent shall be sent "Certified Mail, Return Receipt Requested".

(b) Definition of forms.

(1) Grand Bethel Letter of Intent (Form KS 13): a standard form, obtained from the Board of Directors of Grand Bethel, to be furnished each Honored Queen of the current year or Past Honored Queens, upon request, stating the responsibilities and expectations of each office. This form should ask for the girl's name, age, Bethel number, previously held offices, her future plans (for example, college), why she wants an office, her ideas for Grand Bethel, and if she would like to be considered for a line officer or other office.

The girls shall have this form completed, signed by parent, guardian or custodian, and submitted to the Grand Bethel Guardian of the Board of Directors of Grand Bethel by May 1 preceding the Annual Session of the Grand Guardian Council. The Grand Bethel Letter of Intent (Form KS 13) shall be sent "Certified Mail, Return Receipt Requested", postmarked before May 1.

Section 2. Procedure.

(a) There shall be five (5) containers.

(1) Container No. 1 shall be for Grand Bethel Honored Queen. It shall contain the names of the Honored Queens of the current year and the Past Honored Queens who sent in a Grand Bethel Letter of Intent (Form KS 13). There shall be a minimum of three (3) names in this container, representing at least two (2) different Bethels, no maximum, who have been selected, using the Grand Bethel Letter of Intent (Form KS 13) by the Grand Guardian with the assistance of the Board of Directors of Grand Bethel.

(2) Container No. 2 shall be for Grand Bethel Senior Princess, Grand Bethel Junior Princess, Grand Bethel Guide, and Grand Bethel Marshal. It shall contain the names of the Honored Queens of the current year and the Past Honored Queens who sent in a Grand Bethel Letter of Intent (Form KS 13). The names in Container No. 2 will be those names who have been selected, using the Grand Bethel Letter of Intent (Form KS 13) by the Grand Guardian with the assistance of the Board of Directors of Grand Bethel whose names were not selected for Container No.1.

(3) There shall be a minimum of five (5) names in Container No.2, no maximum, once the remaining names from Container No. 1 have been placed in Container No. 2.

(4) Container No. 3 shall contain the names of those Honored Queens of the current year and Past Honored Queens who sent in a Grand Bethel Letter of Intent (Form KS 13) but were not selected for Containers No. 1 or No. 2.

(5) Container No. 4 shall contain the names of all Honored Queens of the current year and Past Honored Queens who did not send in a Grand Bethel Letter of Intent (Form KS 13) who wish to be selected as a Grand Bethel Officer.

(6) Container No. 5 shall contain the Bethel number of all Bethels represented at the annual meeting.

(b) A container shall be provided for each Bethel represented and shall contain the names of each registered member other than the Honored Queens of the current year and Past Honored Queens.

(c) The drawing shall proceed as follows:

(1) Select a name from Container No. 1. The name drawn shall be the Grand Bethel Honored Queen. All names remaining shall be placed in Container No. 2.

(2) Select a name from Container No. 2. The name drawn shall be the Grand Bethel Senior Princess. Continue drawing until all line officers have been filled in respective order. All names remaining shall be placed in Container No. 3.

(3) Select a name from Container No.3. The name drawn shall be the Grand Bethel Recorder. Proceed in the same manner to select the Grand Bethel Treasurer, Grand Bethel Chaplain, Grand Bethel Librarian, Grand Bethel Musician, Grand Bethel First, Second, Third, Fourth, and Fifth Messengers, Grand Bethel Senior Custodian, Grand Bethel Junior Custodian, Grand Bethel Inner Guard, and Grand Bethel Outer Guard. If all names have been drawn and there are remaining offices then proceed to Container No. 4. When all offices have been filled, any names remaining in Container No. 4 shall be placed in their respective Bethel container.

(4) In the event there are not enough names in Container No. 3 to fill the Grand Bethel Offices then draw from Container No. 4 until all offices are filled. If there are still not enough names to fill all offices, after exhausting all names in Containers No. 1, No. 2, No. 3 and No. 4 then draw a Bethel number from Container No. 5 (containing Bethel numbers) and then select a name from the container corresponding to the Bethel number drawn. Continue in like manner until all offices and representatives are filled.

(5) Any girl whose name is drawn from a container for a Grand Bethel office who does not wish to be a Grand Bethel Officer but would like to have a chance to be a Grand Bethel Representative may request that her name be put back into her Bethel's container before Grand Bethel Representative names are drawn.

ARTICLE VI INSTALLATION AND TERM OF OFFICE

Section 1. Installation

(a) Officers of the Grand Bethel for the following year shall be installed at the close of the Annual Meeting of the Grand Bethel.

(b) The retiring Grand Bethel Honored Queen shall serve as the Installing Officer.

(c) The other installing officers, with the exception of the Installing Musician, shall, as far as practical, be selected from Past Grand Bethel Honored Queens and Past Grand Bethel Honored Queen pro tems. If enough Past Grand Bethel Honored Queens and Past Grand Bethel Honored Queen pro tems are not available, installing officers may be filled from current Grand Bethel Officers or Past Honored Queens with the approval of the Grand Bethel Board of Directors.

Section 2. Term of Office

(a) The term of office shall be until the next Annual Meeting of the Grand Bethel.

(b) Vacancies shall be filled by the Board of Directors of Grand Bethel.

(c) Any Grand Bethel Officer or Grand Bethel Representative who becomes ineligible during her term of office must notify the Grand Bethel Guardian of the Board of Directors of Grand Bethel, who shall declare the office vacant and appoint another member to fill that office when possible from the same Bethel and in attendance at the previous Annual Session of the Grand Guardian Council.

(d) Any Grand Bethel Officer or Grand Bethel Representative who is not present at any Grand Bethel meeting after the Annual Session of the Grand Guardian Council of Kansas shall be removed from office unless excused by the Board of Directors of Grand Bethel. The Grand Bethel Guardian of the Board of Directors of Grand Bethel will then declare that office vacant. The removed member would also forfeit her eligibility to be selected as a Grand Bethel Officer or Representative at the following Annual Meeting of Grand Bethel.

(e) Conduct that reflects discredit upon Job's Daughters International or deliberate disobedience to the laws of the Order shall be considered cause for removal from office by the Board of Directors of Grand Bethel.

ARTICLE VII MEETINGS

Section 1. The Grand Bethel shall meet in annual meeting on a date determined by the Board of Directors of Grand Bethel and the Executive Grand Guardian Council.

Section 2. The Grand Bethel of Kansas shall hold one (1) formal meeting per year and may hold additional meetings, the dates of which may be determined at a meeting of the Board of Directors of Grand Bethel.

Section 3. The Grand Bethel of Kansas may, upon request of the Grand Guardian or the Grand Guardian Council and/or the Board of Directors of Grand Bethel, with the approval of the Grand Guardian, participate in activities such as Supreme visitations, schools of instruction, ritual exemplifications, conferral of The Degree of Royal Purple, institution of new Bethels, special meetings, receptions, and other appropriate ceremonies.

ARTICLE VIII DUTIES OF GRAND BETHEL OFFICERS

Section 1. Grand Bethel Honored Queen. It shall be the duty of the Grand Bethel Honored Queen to:

- (a) Preside over all convocations of the Grand Bethel of Kansas.

- (b) Promote the good of the Order at all times.
- (c) See that she and her Grand Bethel Officers render all assistance, whenever possible, to the Bethels in the State of Kansas.
- (d) Appoint, with the approval of the Board of Directors of Grand Bethel, whatever committees are necessary to function until the next Annual Meeting of the Grand Bethel.
- (e) (If requested to do so by the Grand Guardian):
 - (1) Provide entertainment of the Bethel Daughters during the Annual Session of the Grand Guardian Council.
 - (2) Assist the Grand Guardian of Kansas in any way possible.
- (f) Conduct the drawing for the selection of Grand Bethel Officers and Grand Bethel Representatives for the ensuing term, under the direction of the Board of Directors of Grand Bethel.
- (g) Prepare and present a report on her activities to the Grand Bethel at each meeting of the Grand Bethel of Kansas.
- (h) Prepare and submit an article to each issue of the 6th Messenger.

Section 2. Grand Bethel Senior Princess. It shall be the duty of the Grand Bethel Senior Princess to:

- (a) Communicate with the other Grand Bethel Officers to determine their ideas and interests for Grand Bethel. Following each Grand Bethel Board meeting, report on the actions of the Grand Bethel Line Officers to the other Grand Bethel Officers.
- (b) Select the special ceremonies to be performed by Grand Bethel in consultation with a committee of Grand Bethel Officers appointed by the Grand Bethel Honored Queen.
- (c) Select and administer the Grand Bethel Philanthropy Project in consultation with a committee of Grand Bethel Officers appointed by the Grand Bethel Honored Queen.
- (d) With the Grand Bethel Junior Princess, work with the Grand Bethel Board of Directors and the Session Arrangements Committee to make preparations for the Grand Bethel Banquet.
- (e) Prepare and present a report on her activities to the Grand Bethel at each meeting of the Grand Bethel of Kansas.
- (f) Prepare and submit an article to each issue of the 6th Messenger.

Section 3. Grand Bethel Junior Princess. It shall be the duty of the Grand Bethel Junior Princess to:

- (a) Communicate with the Grand Bethel Representatives to ensure that they are fulfilling their duties. Following each Grand Bethel meeting, report on the actions of the Grand Bethel Line Officers to the Grand Bethel Representatives.

(b) Select and administer the Grand Bethel Fundraiser in consultation with a committee of Grand Bethel Officers appointed by the Grand Bethel Honored Queen.

(c) Select and administer fun projects at each Grand Bethel meeting in consultation with a committee of Grand Bethel Representatives appointed by the Grand Bethel Honored Queen.

(d) With the Grand Bethel Senior Princess, work with the Grand Bethel Board of Directors and the Session Arrangements Committee to make preparations for the Grand Bethel Banquet.

(e) Prepare and present a report on her activities to the Grand Bethel at each meeting of the Grand Bethel of Kansas.

(f) Prepare and submit an article to each issue of the 6th Messenger.

Section 4. Grand Bethel Guide and Grand Bethel Marshal. It shall be the duty of the Grand Bethel Guide and Grand Bethel Marshal to:

(a) Work with the Grand Bethel Board to make arrangements (i.e. programs, carrying pieces, etc.) for the Grand Bethel Installation.

(b) In consultation with the Grand Bethel Chaplain, plan and conduct a worship service at each Grand Bethel weekend.

(c) Provide publicity for the Grand Bethel by supplying articles for each issue of the 6th Messenger and for each issue of the Supreme News Exchange.

(d) Plan and execute any Grand Bethel HIKE(s) in consultation with the Grand Bethel Messengers.

(e) The Grand Bethel Guide and Grand Bethel Marshal shall each prepare and present a report of her activities to the Grand Bethel at each meeting of the Grand Bethel of Kansas.

Section 5. Grand Bethel Recorder. It shall be the duty of the Grand Bethel Recorder to keep proper record of all regular and special meetings, are read same at the next meeting of Grand Bethel, and to perform all other duties assigned to her.

Section 6. Grand Bethel Treasurer. It shall be the duty of the Grand Bethel Treasurer to give a financial report at each meeting of the Grand Bethel.

Section 7. Grand Bethel Musician. It shall be the duty of the Grand Bethel Musician to provide music for all Grand Bethel meetings and ceremonies.

Section 8. Grand Bethel Officers. It shall be the duty of all officers to:

(a) Visit as many Bethels as possible.

(b) Be familiar with the official Ritual of Job's Daughters International, in order to provide assistance to any Bethel, when requested to do so, by filling any station necessary.

(c) Attend the Annual Meeting of the Grand Bethel and any other meetings held during their term of office.

(d) Perform such other duties as may add interest and promote the welfare of Grand Bethel and Job's Daughters International.

Section 9. Grand Bethel Representatives. It shall be the duty of each Grand Bethel Representative to:

(a) Correspond with as many Bethel members or Grand Bethel Representatives as possible in the state, province, territory or country she is selected to represent.

(b) Submit a written report at the Annual Meeting of the Grand Bethel, and at other times when requested to do so, of her activities during the year and her knowledge of the activities of her jurisdiction. No reply to her inquires should be so stated in her report.

ARTICLE IX ESCORT, HONORS, AND DRESS

Section 1. Title and Honors. A Grand Bethel Officer is distinguished by the title of her respective Grand Bethel Office. THERE ARE NO GRAND BETHEL HONORS.

Section 2. All members of the Grand Bethel shall provide their own official regalia of the Order to be worn at the annual Meeting and Installation of Grand Bethel and any formal meeting during the year they hold office. It shall consist of a white Grecian robe, long white slip, white hose, white flat shoes and headband as required. The Grand Bethel Honored Queen, Grand Bethel Senior Princess and Grand Bethel Junior Princess shall wear the approved Grand Bethel capes and crowns.

(b) When making Bethel visits, attending other functions or when authorized by the Grand Guardian or Grand Bethel Guardian, the Grand Bethel Honored Queen and Princesses of the Grand Bethel shall be permitted to wear capes and crowns with long white dresses. When short dresses are deemed more appropriate by the Grand Guardian or Grand Bethel Guardian, The Honored Queen of the Grand Bethel and Princesses of the Grand Bethel shall be permitted to wear their tiaras and sashes with approved short white dresses.

(c) All Grand Bethel Officers and Grand Bethel Representatives shall be encouraged to wear their medallions when attending Bethel meetings, receptions, and Installations of Job's Daughters International and the meeting of the Grand Bethel of Kansas.

ARTICLE X
FINANCES

Section 1.

(a) An official Past Grand Bethel Honored Queen's jewel (J-111PHQ GF) shall be purchased from Grand Bethel funds and presented to each Grand Bethel Honored Queen at the conclusion of her term. If the Grand Bethel Honored Queen prefers a different jewel, she may pay the additional amount to Grand Bethel at the time the order is placed with the official jewelry supplier.

(b) All funds of the Grand Bethel shall be received by the Secretary of the Board of Directors of Grand Bethel. All bills properly authorized by the Board of Directors of Grand Bethel shall be paid by warrant.

(c) No indebtedness shall be incurred without the approval of the majority of the members of the Board of Directors of Grand Bethel.

(d) If the Grand Bethel Honored Queen attends Supreme Session, a reasonable monetary gift to supplement the expenses shall be given to her not to exceed one hundred dollars (\$100.00).

(e) Registration fee and All Membership Banquet fee for the annual Session of the Grand Guardian Council of Kansas shall be paid for the Grand Bethel Honored Queen, Grand Bethel Guardian, and the Associate Grand Bethel Guardian if they attend.

(f) The Grand Bethel Honored Queen shall be required to submit bills and/or receipts for her expenses for consideration for reimbursement by the Board of Directors of Grand Bethel.

ARTICLE XI
BOARD OF DIRECTORS OF GRAND BETHEL

Section 1. A Board of Directors, consisting of eight (8) members, of which four (4) shall be elected by members of the Grand Guardian Council.

(a) Four (4) members of the Board of Directors of Grand Bethel shall be the Grand Guardian, Associate Grand Guardian, Vice Grand Guardian and Vice Associate Grand Guardian during their term of office.

(b) Election of the remaining four (4) members, a Grand Bethel Guardian (a woman), Associate Grand Bethel Guardian (a Master Mason), Secretary (a woman), and Custodian (a Master Mason) shall follow the election of officers for the Grand Guardian Council. Members elected to the Board of Directors of Grand Bethel shall not serve more than two (2) consecutive years.

(c) Any member of the Board of Directors of Grand Bethel who resigns her/his office or has completed two (2) consecutive years, shall not be reelected or

reappointed to the Board of Directors until one (1) year has expired.

(d) Those eligible for election shall be Bethel Guardians or Past Bethel Guardians and Associate Bethel Guardians or Past Associate Bethel Guardians.

(e) The five (5) line officers shall be included on the Board of Directors of Grand Bethel as non-voting members, to be excused before the voting.

ARTICLE XII VACANCIES IN OFFICE

Section 1. Vacancies:

(a) Should a vacancy occur on the Board of Directors of Grand Bethel between annual sessions of the Grand Guardian Council, it shall be filled from the permanent membership of the Grand Guardian Council by appointment by the Grand Guardian, and the one appointed shall serve for the unexpired term of the member originally elected.

ARTICLE XIII DUTIES OF THE BOARD OF DIRECTORS OF GRAND BETHEL

Section 1. It shall be the duty of the Grand Bethel Guardian to:

(a) Preside at all meetings of the Board of Directors of Grand Bethel.

(b) Supervise the activities, meetings, and programs of the Grand Bethel as set forth in these Bylaws and to perform such duties as may be for the welfare of the Grand Bethel.

(c) Make a report to the Grand Guardian Council at the Annual Session.

(d) Execute plans for the Annual Meeting of the Grand Bethel and such special meeting of the Grand Bethel Officers and/or members as may be deemed advisable.

(e) Attend the Annual Meeting of the Board of Directors of Grand Bethel at such place and date as approved by a majority of the members of said board, and such other meetings as may be called by the Grand Bethel Guardian or by majority of the members of the board.

(f) Determine the location, cost and all details of the fall and spring Grand Bethels in consultation with the Grand Guardian.

(g) Approve or disapprove all Grand Bethel activities at the Annual Session of the Grand Guardian Council.

(h) Appoint the Grand Bethel Director of Epochs by recommendation to the Grand Bethel Board of Directors with a majority vote approval of the Board. The Grand Bethel Director of Epochs shall be a Majority Member of Job's Daughters between the ages of twenty (20) and thirty five (35).

Section 2. It shall be the duty of the Associate Grand Bethel Guardian to:

- (a) Be in charge of the properties of the Grand Bethel.
- (b) Assist the Grand Bethel Guardian in the performance of her duties.
- (c) Attend the Annual Meeting of the Board of Directors of Grand Bethel at such place and date as approved by a majority of the members of said board, and such other meetings as may be called by the Grand Bethel Guardian or by majority of the members of the board.

Section 3. It shall be the duty of the Secretary of the Board of Grand Bethel to:

- (a) Set up registration for the Annual Meeting of the Grand Bethel.
- (b) Prepare the minutes of each meeting of the Board of Directors of Grand Bethel and distribute such minutes to the members of the Board of Directors of Grand Bethel and to each member of the Executive Grand Guardian Council within two (2) weeks following the meeting.
- (c) Prepare a record of all Grand Bethel meetings.
- (d) Supervise the work of the Grand Bethel Recorder and receive typed minutes of all Grand Bethel meetings and installations within thirty (30) days of the meeting or installation.
- (e) Assist the Grand Bethel Honored Queen and other Grand Bethel Line Officers in preparing all correspondence and submit it to the Grand Secretary of the Grand Guardian Council for mailing. All correspondence shall be approved by the Grand Bethel Board of Directors.
- (f) Receive all reservations and registrations for the fall and spring Grand Bethel meetings.
- (g) Receive all money belonging to the Grand Bethel of Kansas and keep record of same.
- (h) Prepare a financial statement of the balance on hand after each meeting of the Grand Bethel and of the Board of Grand Bethel within two (2) weeks, listing all receipts and disbursements. This report shall be distributed to the members of the Board of Directors of Grand Bethel and each member of the Executive Grand Guardian Council.
- (i) Prepare an annual financial statement of all transactions of the Grand Bethel funds to be presented at the Annual Meeting of the Grand Bethel of Kansas.
- (j) Attend the Annual Meeting of the Board of Directors of Grand Bethel at such place and date as approved by a majority of the members of said board, and such other meetings as may be called by the Grand Bethel Guardian or by majority of the member of the board.

Section 4. It shall be the duty of the Custodian of the Board of Directors of Grand Bethel to:

- (a) Assist the Associate Grand Bethel Guardian in caring for the properties of the Grand Bethel of Kansas.
- (b) To supervise the preparation of the Grand Bethel room.
- (c) To maintain an inventory of the properties of the Grand Bethel of Kansas.
- (d) Attend the Annual Meeting of the Board of Directors of Grand Bethel at such place and date as approved by a majority of the members of said board, and such other meetings as may be called by the Grand Bethel Guardian or by majority of the members of the board.

Section 5. It shall be the duty of the Grand Bethel Director of Epochs to:

- (a) Attend all meetings of the Grand Bethel of Kansas.
- (b) Conduct all practices of the Grand Bethel of Kansas/
- (c) Be in charge of mailing all ceremonial work to the Grand Bethel Officers in their speaking parts.
- (d) Assist the Grand Bethel Guardian in instructing the Grand Bethel Officers in their speaking parts.
- (e) Prompt officers during the Grand Bethel meetings.
- (f) Assist the Grand Bethel Senior Princess and the committee of Grand Bethel Officers appointed by the Grand Bethel Honored Queen in selecting the special ceremonies to be performed by the Grand Bethel Officers.

Section 6. Upon expiration of their term of office at the close of the Annual Meeting of the Grand Bethel, all officers of the Board of Directors of Grand Bethel shall turn over to their successor all properties and/or records belonging to the Grand Bethel of Kansas before leaving the Annual Session of the Grand Guardian Council.

ARTICLE XIV QUORUM

Five (5) members of the Board of directors of Grnad Bethel shall constitute a quorum.

ARTICLE XV GRAND BETHEL NEWSPAPER

Section 1. The Grand Bethel Newspaper Committee shall consist of a minimum of six (6) members.

(a) The Editor of the Grand Bethel Newspaper, appointed by the Grand Guardian, shall be a member of the Grand Guardian Council or a Majority Member.

(b) The remaining five (5) members of the Grand Bethel Newspaper Committee shall consist of Job's Daughters from throughout the state, appointed by the Grand Guardian.

Section 2. The duties of the Grand Bethel Newspaper shall be:

(a) To promote subscriptions and article contributions to the Grand Bethel Newspaper.

(b) To publish and distribute the Grand Bethel Newspaper to each Kansas Bethel and subscriber September 1st, December 1st, March 1st and June 1st of each Grand Guardian Council year.

Section 3. Subscriptions:

(a) Subscription rate shall be dependent upon the cost of printing and distribution and agreed upon by the committee and the Grand Bethel Board of Directors.

(b) Subscriptions shall run from the date of payment until the following Grand Session.

(c) All receipts of the Grand Bethel newspaper Committee shall be turned over to the Secretary of the Board of Directors of Grand Bethel for deposit.

Section 4. Expenses:

(a) All expenses incurred by the Grand Bethel Newspaper Committee shall be presented to the Grand Bethel Board of Directors for consideration and approval of payment.

ARTICLE XVI PARLIAMENTARY AUTHORITY

The Robert's Rules of Order Revised (latest edition) shall govern the meetings of the Grand Bethel and the Board of Directors of Grand Bethel in all cases to which they are applicable and in which they are not inconsistent with these Rules and Regulations.

ARTICLE XVII
AMENDMENTS TO RULES AND REGULATIONS

Proposed changes to these Rules and Regulations, approved by a majority vote of the Grand Bethel members present at a meeting, are subject to the approval of the Grand Guardian Council of Kansas, providing proposed amendment is signed by one (1) Grand Bethel member and has been sent in writing to the Grand Bethel Guardian of the Board of directors of Grand Bethel at least sixty (60) days before said Grand Bethel meeting. The Grand Bethel Guardian shall then forward a copy of the proposed amendment to each Bethel at least thirty (30) days before said Grand Bethel meeting. Proposed amendments approved by the Grand Bethel membership must then be submitted to the Grand Guardian Council by a bona fide member of that body for approval as outlined in the Manual of Rules and Regulations of the Grand Guardian Council of Kansas (KS SI 1). Proposed changes to the Rules and Regulations of the Grand Bethel of Kansas may also be submitted by a bona fide member of the Grand Guardian Council of Kansas as outlined in the Manual of Rules and Regulations of the Grand Guardian Council of Kansas (KS SI 1).