

**UNIFORM CODE OF BYLAWS
OF BETHEL NO. 107
OF INDIANA**

**INTERNATIONAL ORDER OF
JOB'S DAUGHTERS**

December 2006

**SUPPLEMENTAL INSTRUCTIONS NUMBER 11
FORMAT FOR BETHEL BYLAWS**

**BYLAWS FOR BETHEL NO. 107
OF BROWNSBURG, INDIANA
OF THE INTERNATIONAL ORDER OF JOB'S DAUGHTERS**

**ARTICLE I
NAME**

Section 1

(a) This organization is known as Bethel No. **107** of **Brownsburg, Indiana** of the IOJD.

Section 2

(a) This Bethel was instituted **March 14, 1959** and operates under authority of a Charter granted by the GGC of **IN May 2, 1959**.

**ARTICLE II
OBJECT**

Section 1

(a) The object of this organization is to band together girls, here-inafter designated, for spiritual and moral upbuilding, to develop leadership, to seek knowledge, to teach love of God, love of Country, respect for its Flag, love of home and family, and reverence for the teachings of the Holy Scriptures.

**ARTICLE III
MEMBERSHIP**

Section 1 Eligibility

(a) Girls between the ages of ten (10) and twenty (20) years who bear a Masonic relationship shall be eligible for membership. Masonic relationship shall be interpreted to mean a relationship by blood, marriage, or law to:

1. Master Mason (see SI 2),
2. his wife or widow
3. a member of Job's Daughters
4. or a MM of JDs.

(b) A woman under the age to twenty (20) years who has been married, divorced, whose marriage has been annulled or who is pregnant or has ever been pregnant, except in the case of rape (or its equivalent terminology) or incest is not eligible for membership.

Section 2 Petitions

(a) Members shall be received by Petition for Membership (Form 130). Members may also be received by Petition for Affiliation (Form 131) when accompanied by a demit (Form 210).

(b) Petitions for membership must be received and read at a regular Bethel meeting held previous to the date of the initiation. (See SI No. 14.20)

(c) A petition may be withdrawn by consent of the Bethel at the request of the petitioner at any time before the ballot is taken. If the petition is withdrawn or rejected, the fee shall be returned to the petitioner.

(d) Election to membership shall be by a majority vote of the Executive members of the BGC present at a regular or special meeting of the Executive BGC. The ballot shall be secret.

Section 3 Investigation

(a) Official investigation forms (Form 132) shall be given to an Investigating Committee consisting of three (3) members of the Bethel and one (1) Executive member of the BGC who shall return completed report to the BG before the next regular meeting of the Bethel.

ARTICLE IV MEETINGS

Section 1 Time and Place

(a) The regular meetings of this Bethel shall be held on the **1st and 3rd Wednesday at 7:00 pm** each month.

(b) The place of meeting shall be at: **Brownsburg Masonic Temple; 314 East College Avenue; Brownsburg, IN 46112.**

(c) A special meeting of the Bethel may be called at any time by the Executive members of the BGC, due notice of said meeting being given to all Bethel members. No business shall be transacted other than stated in the call. Special meetings shall be held only by dispensation granted by the GG

Section 2

(a) The meetings of this Bethel shall be conducted in accordance with the Ritual of the Order and in conformity with the laws of the GGC and the latest edition of Robert's Rules of Order Revised.

(b) No meeting can be held without the presence of the Dispensation or Charter and seven (7) members of the Bethel, including one (1) of the first three (3) officers. There shall also be present at least one (1) Executive member of the BGC, or the GG or the SG or Deputy, or an officer of the GGC or SGC.

(c) In the event membership has declined to the point where the required seven (7) members are not available, a meeting for the purpose of reading petitions, initiating, processing affiliates, voting to move or merge, or installing members of the BGC, may be held with a lesser number providing at least one (1) of the first three (3) Officers, at least one (1) Executive member of the BGC, or the Deputy, or an Officer of the GGC, and the Charter be present.

(d) The vacation period for this Bethel shall be the months of **N/A** and **N/A**. (Not to exceed two (2) months)

(e) Bethels shall dispense with their meetings during the AS of the GGC.

(f) At regular meetings the ritualistic work is confidential until the HQ instructs the IG to inform the OG that the Bethel is closed. The doors are then opened and anyone may see the Cross, Square and Compass, or Triangle Formation.

(g) Supreme, Grand or Bethel Honors and other proficiency work shall be given by Bethel Daughters only at a closed Bethel meeting or exemplification of ritualistic work.

(h) The HQ shall preside during the regular meetings of the Bethel. In case of emergency, the position of HQ may be filled by an active PHQ. In the event there is no PHQ present, the succession of officers shall be SP, JP, Guide and Marshal.

(i) There shall be no pictures taken at a closed meeting.

(j) There shall be no open flame equipment, such as candles and/or candelabra, at any Bethel meeting. Electrified candles and candelabra may be used.

(k) There shall be an official Worship Service during each Bethel term. This service shall be held in an appropriate place of worship to be chosen by the HQ and approved by the Executive members of the BGC.

(l) A suitable ceremony honoring Mrs. Ethel T. Wead Mick, the founder of the IOJD, shall be held by this Bethel during March, the month of her birth.

(m) Bethel members shall:

(1) Enter the Messengers' semicircle when entering or retiring from a Bethel while it is in session.

(2) Give honors and other proficiency work only in closed Bethel meetings or exemplification of the ritualistic work.

(3) Assume the attitude of prayer while the Chaplain is at the Altar.

(4) Take part in the Purging Ceremony.

(5) Show a receipt for dues and be examined unless vouched for by a Bethel member, MM, or a member of the Supreme, Grand or BGC.

**ARTICLE V
OFFICERS**

Section 1 Elective

(a) The elective officers shall be HQ, SP, JP, Guide and Marshal.

Section 2 Appointive

(a) The appointive officers shall be Recorder, Treasurer, Chaplain, Librarian, Musician, First Messenger, Second Messenger, Third Messenger, Fourth Messenger, Fifth Messenger, Sr. Custodian, Jr. Custodian, Inner Guard, and Outer Guard.

Section 3 Substitute

(a) The HQ, with the approval of the Executive members of the BGC, may appoint substitute officers to learn the ritualistic work of the offices to which they are appointed, and to pro-tem for absentee officers. In an emergency arising from the absence of both the regular officer and the substitute officer, a member requested to serve pro-tem may read the work.

**ARTICLE IV
ELECTION/APPOINTMENT OF OFFICERS**

Section 1 Eligibility for Election

(a) To be eligible for election to any elective office, a Daughter shall have satisfactorily passed the Proficiency Test, current edition of the Ritual, and except in case of a new Bethel or one being reorganized for lack of participating members, she must have been a member of the Bethel in regular attendance during the entire term in which the election is held.

(b) Regular attendance shall be interpreted to mean present at all regular meetings of the Bethel unless excused by the Executive members of the BGC for good and sufficient reasons.

Section 2 Election

(a) The HQ, SP, JP, Guide and Marshal shall be elected semi-annually by a majority vote of members present at the second (2nd) meeting in May and November.

(b) The election shall be by ballot without nomination. A Majority vote shall elect.

(c) The method of balloting shall be:

(1) Secret ballot.

(d) Detailed procedure to be followed in conducting the election shall be determined by the Executive members of the BGC.

(e) Election shall be from members present, except in case of sickness or other unavoidable absence. The Executive members of the BGC present shall decide upon and announce the eligibility of the absentee.

(f) All members shall be entitled to vote until the end of the term even though they become twenty (20) years of age during the term.

(g) Bethels may provide in their Bylaws for the election and installation of Bethel officers at a time other than specified in Sec 1(a) above, subject to the approval of the GG and the Jurisprudence Committee of the GGC of IN.

Section 3 Appointment

(a) Appointive officers shall be appointed by the HQ-elect, with the approval of the Executive members of the BGC.

**ARTICLE VII
TERM OF OFFICE**

Section 1

(a) If the Bylaws of a Bethel provide for a vacation period, the remaining months shall be divided into two (2) equal terms, affording each HQ the same number of meetings.

(b) Any officer becoming twenty (20) years of age after she has been elected or appointed to an office shall complete her term of office but shall not be reelected or reappointed.

(c) A Daughter marrying while holding a Bethel office shall immediately resign from such office and be issued a MM certificate. Failure to do so shall be cause for immediate expulsion from the Order.

ARTICLE VIII INSTALLATION

Section 1

- (a) The installation shall take place during the months of June and December. The first or second meeting in June or December may be for the purpose of installation without formal opening and closing.
- (b) An officer, elected or appointed, not present at the time the officers were installed, shall be installed at the next regular meeting of the Bethel unless excused by the Executive members of the BGC.
- (c) A Daughter shall not be installed into office unless her dues are paid to the end of the ensuing term.
- (d) No officer shall be installed by proxy.
- (e) There shall be no open flame equipment used such as candles and/or candelabra at any Bethel installation. Electrified candles and candelabra may be used.
- (f) Officers may be installed at open installations and the taking of pictures at such installation may be permitted if it does not in any way detract from the ceremony.
- (g) By special dispensation of the GG, the Bethel may install officers at a time other than that prescribed in Sec. 1(a) above.
- (h) The IO of a Bethel shall be their own retiring HQ. The other IOs shall be PHQs of the Bethel. Where PHQs cannot serve, MMs may be asked to act as IOs. If an HQ-elect has a special relative or friend who is a PHQ or MM of another Bethel of the IOJD, she may, with the approval of her Executive members of the BGC, invite not more than one (1) such person to serve as one (1) of the IOs, but not as the IO.
- (i) The HQ-elect shall have the privilege of selecting the IOs, with the approval of the Executive members of the BGC.
- (j) Where there are not enough PHQs or MMs of a Bethel to act as IOs, Bethels may ask HQs and PHQs of other Bethels to act for them.
- (k) When it is impossible to fill the station of Installing Musician according to the requirements above, a musician without these qualifications may serve provided the Executive members of the BGC approve.
- (l) Whenever possible assisting IOs, i.e., Hostess, Flag Bearer, Narrator, Bible Escort, etc., shall be members of the IOJD. Adults with proper Masonic relationship may be used as Master or Mistress of Ceremonies or as Host or Hostess.

ARTICLE IX COMMITTEES

Section 1

- (a) After installation, the HQ shall appoint the following committees and such other committees as are deemed advisable by the Executive members of the BGC.
 - (1) Auditing Committee, composed of three (3) members. Refer to the Ritual for an explanation of duties.
 - (2) Pledge Committee, composed of three (3) members assisted by an Executive member of the BGC, preferably the ABG. IT shall be the duty of this committee to give the Pledge of Secrecy to late unobligated visitors (see Ritual).
 - (3) Proficiency Committee, composed of at least three (3) members. It shall be the duty of this committee to assist the members in learning the information necessary to pass the Proficiency Test.
 - (4) It shall be the duty of the Sunshine Committee to administer the Sunshine Fund (See Article XX)
- (b) Each Committee shall consist of three (3) or more members and one (1) member of the BGC.

ARTICLE X VACANCIES

Section 1

- (a) Should the HQs station become vacant during the term of office, the Executive members of the BGC shall appoint a substitute in the office. A PHQ, or if no PHQ is available, a MM, neither of whom has been married or pregnant, shall be appointed to fill such vacancy.
- (b) However, when a vacancy occurs in any elective office, and if deemed advisable by the Executive members of the BGC, a special election may be held to fill such vacancy.
- (c) A vacancy in an appointive office shall be filled by a member appointed by the HQ and approved by the Executive members of the BGC.

ARTICLE XI FINANCES

Section 1 Receipts

(a) All monies collected in the name of the Bethel shall be received by the Recorder and turned over to the Bethel Treasurer.

Section 2 Fees

- (a) The initiation fee shall be **\$15.00**
- (b) The affiliation fee shall be one-half (1/2) the initiation fee.

Section 3 Annual Fee

(a) The fee shall be **\$20.00** per year, payable in advance. **Dues can be paid in two installments with \$10.00 being due in January and \$10.00 being due in June.** Members whose dues have not been paid for a period of one (1) year shall be considered delinquent.

Section 4 Exemption

(a) Petitioners and members residing in Masonic Homes or homes sponsored by an organization based on Masonic membership or Masonic relationship shall not be required to pay initiation fees or dues.

Section 5 Disbursements

(a) Monies shall be expended only by a majority vote of the members present at a regular meeting and by and with the consent of the Executive members of the BGC. When duly authorized a warrant shall be issued which shall be signed by the BG, Recorder and HQ. Upon receipt of the properly signed warrant the Bethel Treasurer, or Guardian Treasurer shall write and sign checks. All checks shall be countersigned by the Guardian Treasurer or other authorized Executive member of the BGC. All checks shall have two (2) signatures. When the checks have been issued the warrant shall be signed by the Guardian Treasurer.

ARTICLE XII OFFICIAL REGALIA

Section 1

(a) The official regalia of the Order shall be worn by Officers and Bethel choir at all meetings. It shall consist of the white Grecian robe, long white slip which may be full or half, white hose which may be long or knee high, white flat shoes or white sandals without color, capes and crowns for HQ, SP, and JP, headbands for all other Officers. Headbands shall be worn by the Bethel Choir.

(b) The robe shall be of light or heavy material, with white cords for Officers, except HQ, SP, and JP, and purple cords for Bethel Choir members. It shall be made with wing sleeves and yoke dimensions according to the pattern supplied through the Supreme Office.

(1) Cords shall be tacked along the bottom of the yoke seam to within three (3) inches of each side of center front (measured on the curve of the yoke), crossed at center front three (3) times, then passed around the waist once and tied at center front with a square knot one (1) inch below the natural waistline. The seam at the yoke shoulder may be taped to the undergarment if desired.

(2) Robes shall be a length of three (3) inches from the floor, with a four (4) inch hem, and the underslip a length of four (4) to six (6) inches from the floor.

(c) Crowns, capes, cords and headbands shall be as prescribed by the SGC, the official capes to be of purple velvet or velveteen, trimmed with white Grecian design, or if not available, white trim as approved by the Board of Trustees, lined with purple material, or unlined as desired. No additional trimming shall be used on the capes.

Section 2 Wearing of Regalia

(a) Officers and Bethel Choir shall wear official robes at all meetings.

(1) At each meeting the official regalia for officers and choir shall be official robes, long white slip, white flat shoes, white hose, capes and crowns for the HQ, SP and JP and headbands for all other officers, choir and members. Robes shall have white cords for officers, except for HQ, SP and JP, and purple cords for choir members.

(2) All members, including the HQ and Princesses, shall wear headbands when visiting another Bethel in Indiana.

(b) Members to be installed into office or into the Bethel Choir shall wear official robes for the Ceremony of Installation except that members serving as IOs may be installed while wearing their dress with the following limitations.

- (1) The IO shall not install herself into any office or the Bethel Choir.

- (2) Any member being installed as the HQ or Princess shall wear an official robe.
- (c) Official capes, crowns, and headbands shall be worn by Bethel members only with official robes.
- (d) Jewelry worn with official robes shall be limited to regulation membership and/or officers' jewels, awards, a wristwatch and one (1) additional piece of jewelry in keeping with the regalia of the Order and approved by the Executive members of the BGC. (See SI 14.24)
- (1) Jewelry worn with official robes shall be limited to regulation membership and/or officers' jewels, awards, a simple wristwatch, and one (1) additional piece of jewelry in keeping with the Regalia of the Order and approved by the Executive members of the BGC. (Exception: Miss Indiana Job's Daughter may wear her cape and crown as a Promotional image except when wearing official regalia.)
- (e) The wearing of official regalia of the Order in public is permissible for promotional purposes only and only with the consent of the Executive members of the BGC.
- (f) Active members shall take part in the purging ceremony. MMs may take part if they so desire.

ARTICLE XIII DISCIPLINE

Section 1

(a) All members shall be under the direct supervision of the Executive members of the BGC who shall have the power to investigate, reprimand, suspend or expel officers or members for cause.

Section 2 Loss of Office

(a) A Bethel officer shall lose her office and the honors thereof if absent from three (3) regular Bethel meetings without good and sufficient cause. The Executive members of the BGC shall determine the validity of the cause.

Section 3 Suspension

(a) Insubordination, non-payment of dues, or the retention of money or property of the Bethel shall be considered cause for reprimand or suspension.

(b) Suspension, except for the non-payment of dues, shall not exceed a period of six (6) months. After that period of time the suspended member shall be reinstated or expelled by a majority vote of the Executive members of the BGC.

(c) Non-payment of dues for a period of one (1) year by a Bethel member shall be cause to warrant suspension of such member from the Order by the Executive members of the BGC, provided the member has been notified by mail of delinquent dues. Until such suspension shall become actually effective, the member shall retain all rights and privileges of a member in good standing.

(d) Non-payment of dues owed the Bethel at the time of marriage or the attainment of the age of twenty (20) years by a Bethel Daughter shall be cause to warrant the suspension of such Daughter from the Order by the Executive members of the BGC.

Section 4 Expulsion

(a) Conduct that reflects discredit upon the Order or flagrant or deliberate disobedience to the laws of the Order shall be considered cause for expulsion.

(b) A Daughter who marries or becomes pregnant while holding a Bethel office shall immediately resign from such office. Failure to do so shall be cause for expulsion from the Order.

Section 5 Appeal

(a) Bethel members shall have the right to appeal against any act or decision of the Executive members of the BGC which may abrogate any rights and privileges specifically guaranteed them by these Bethel Bylaws and the C & BL of the SGC.

(b) If no appeal is taken within sixty (60) days after the act or decision, the aggrieved parties shall lose the right of appeal.

(c) Notice in writing stating cause of discipline and outlining the process of appeal shall be sent to the Bethel member.

Section 6 Reinstatement

(a) A member who has been suspended from the Order not more than one (1) year for non-payment of dues may be reinstated by the payment of all unpaid dues to the date of suspension. A written request for reinstatement after one (1) year must be accompanied by a fee equal to one-half (1/2) of the initiation fee and all unpaid dues to the date of suspension. Reinstatement shall be by a majority vote of the Executive members of the BGC. In the case of a Bethel who has lost its Charter, a suspended member may write the GS. Reinstatement shall be by a majority vote of the Executive members of the GGC.

(b) A member who has been expelled from the Order may apply for reinstatement three (3) months or more after final action is taken in her case, by written application to the Executive members of the BGC of the Bethel from which she was expelled. Such application shall be in duplicate and mailed to the Guardian Secretary who shall notify all concerned.

(c) The Executive members of the BGC shall act upon the application at a meeting held not later than thirty (30) days after receipt of same. If the applicant is not satisfied with the action of the Executive members of the BGC, an appeal may be made as provided in the law of Appeals and Grievances of the GGC.

ARTICLE XIV DEMITTS

Section 1

(a) A member in good standing and clear on the books who desires to withdraw from the Order or who desires to transfer membership for any reason shall, upon written request to the Executive members of the BGC, be granted a Demit (Form 210) which will entitle her to the privilege of visiting Bethels for a period of six (6) months from the date of issuance.

(b) A demit (Form 210) shall be attached to a Petition for Affiliation (Form 131). If the Daughter is elected to membership, the Guardian Secretary of the Bethel shall complete the second, third, and fourth sections of the form and mail them to the officers designated thereon. If the petition is to another Bethel in the same state or province, the fourth section is unnecessary and may be destroyed. The first section shall be permanently attached to the petition for affiliation and retained in the Bethel files.

(c) If the demit is more than six (6) months old, dues for the six (6) month period shall be paid in addition to the affiliation fee.

(d) An active member who has demitted from the Order may renew her membership by presenting to the Bethel with which she desires to affiliate a Petition for Membership by Affiliation (Form 131). If application is made within the stated six (6) months' period, it must be accompanied by the Demit and an affiliation fee equal to one-half (1/2) of the initiation fee. If application is made at a later date, dues for the six months' period as well as a Demit and affiliation fee must accompany the petition. The petition must be investigated in the regular manner and approved by a majority vote of the Executive members of the BGC present at a regular or special meeting. Thereupon, the petitioner shall, upon signing the Bylaws of the Bethel, be enrolled as a member.

ARTICLE XV AMENDMENTS

Section 1

(a) The Uniform Code for Bethels may be amended by following the procedures given in SI-1, #2 Amendments.

Section 2 Perogatives of a Bethel

(a) The following portions of this Uniform Code may be amended by a Bethel.

- (1) Art I, Sec 1. City/Location(s) in which the Bethel meets,
- (2) Art IV, Sec 1. Week, day, time and place of regular meetings, and Sec 2, vacation period,
- (3) Art VI, Sec 2. Months in which election is held.
- (4) Art VIII, Sec 1. Months in which installation is held.
- (5) Art XI, Sec 2 & 3. Amount of initiation fee and dues.
- (6) Art XX, Sec 1(b). Number of days before gifts are sent.
- (7) Art XX, Sec 2(a). Number of days before cards are sent.
- (8) Art XX, Sec 3(a). Floral design determination.
- (9) Art XXI, Sec 2(b). Amount of fine for destroying property.

(b) Amendments shall be made by presenting to the Bethel in writing the proposed amendment, and a copy of the proposed amendment sent to each member of the Bethel, after which it shall lay over at least one (1) regular meeting of the Bethel before action thereon.

A two-thirds (2/3) affirmative vote of Bethel members voting shall be necessary to adopt such amendment(s).

(c) At least six (6) copies of Form 122, complete with Bethel seal, shall be submitted by the Guardian Secretary to the Chairman of the Jurisprudence Committee of the GGC who shall pass same on for approval.

(d) For Supreme only. Does not apply.

(e) Copies of amendment submitted by Bethels in a GGC Jurisdiction, when approved and signed in accordance with the GGC Manual of Rules and Regulations, shall be distributed as follows:

- (1) one (1) copy to the GG
- (2) one (1) copy to the VGG
- (3) one (1) copy to the Secretary's office of the GGC
- (4) one (1) copy to the permanent file of the Jurisprudence Committee.
- (5) two (2) or more copies to returned to the Bethel.

(f) Amendments shall not become effective until notice of approval has been sent to the Bethel by the Jurisprudence Committee of the GGC. Said amendments to the Uniform Code of Bylaws shall be returned to the Bethel within sixty (60) days after receipt.

ARTICLE XVI RECOMMENDATIONS FOR EXECUTIVE MEMBERS OF A BETHEL GUARDIAN COUNCIL

Section 1

(a) Bethel members shall be privileged to submit by secret ballot recommendations concerning those to be selected as Executive Members of the BGC.

(b) The ballot shall be collected and sealed in an envelope in the presence of the Bethel members by the Recorder who shall mail them to the VGG.

(c) Names of those receiving a recommendation shall be made in duplicate on Form 222 and forwarded to the VGG at least sixty (60) days prior to the AS of the GGC.

(d) Failure to file the list on Form 222 within the specified time shall render the Executive members of the BGC ineligible for reappointment as Executive members of the BGC and subject to fines as specified in the C & B of the IOJD.

ARTICLE XVII PAST HONORED QUEEN'S JEWEL

Section 1 Regular

(a) Each HQ who has faithfully served the Bethel for the period for which she was elected shall be presented a wallet-size PHQ's Certificate (Form 172) and an official PHQ's Jewel.

(b) If repeating a full term as HQ, a gift may be presented in recognition for services rendered, in lieu of a PHQ's jewel.

Section 2 Special

(a) Each HQ whose resignation from office becomes necessary due to unforeseen circumstances shall be known as a PHQ and entitled to all honors, including a wallet size PHQ's Certificate (Form 172) and an official PHQ's Jewel, in recognition for services rendered, provided she has qualified for the office to the satisfaction of the Executive members of the BGC.

- (1) The decision, with supporting reasons, shall be issued in writing.
- (2) In the case of a negative decision, the HQ shall be informed of the process for an appeal (SI 15).

**ARTICLE XVIII
SPECIAL MEMBERS**

Section 1 Majority Member

(a) Upon becoming twenty (20) years of age, or married prior to that age, each member in good standing shall become a MM. She shall immediately receive gratis a certificate of MM and shall be entitled to receive the Majority Degree at such time as may be convenient.

(1) If she turns twenty (20) she shall be entitled to all the rights and privileges through the end of the term.

(2) If she marries she shall be entitled to all the rights and privileges of a member except voting and holding office.

(b) She shall be exempt fro further payment of dues.

(c) It shall be the responsibility of the MMs to keep their Bethels informed of any change in name or address.

(d) Majority Certificates shall be issued by the GS, upon request of the Bethel Guardian Secretary, who shall include the maiden name of the MM when placing the order.

**ARTICLE XIX
LOSS OF HONORS**

Section 1

(a) Bethel Members who have resigned, or have been suspended, expelled or granted a demit which has expired, shall lose the right to be introduced by, or to use any titles earned during their time of membership.

(b) Reinstatement to membership shall automatically reinstate the right to the use of titles previously earned.

**ARTICLE XX
SUNSHINE FUND**

Section 1

(a) The penny collection shall constitute the Sunshine Fund.

(b) Flowers (or gifts) shall be sent to sick members who are confined to the hospital **two (2)** days.

Section 2

(a) Cards are to be sent to members who are ill **four (4)** days.

Section 3

(a) Floral design for the funeral of a Daughter shall be: **purple and white flowers in a triangle formation.**

(b) Price of such floral design to be determined by the HQ and the Executive members of the BGC.

**ARTICLE XXI
PROPERTIES OF THE BETHEL**

Section 1

(a) All members of the Bethel shall be responsible to the BGC for the proper care of the properties entrusted to them.

(b) Any member destroying or damaging said properties shall be subjected to a penalty or fine of **the replacement cost** levied by the BGC.