

INDIANA MOOSE ASSOCIATION

POLICIES AND PROCEDURES

- 1 - Pursuant to Article V, District Composition Section 3-** Between annual conventions of the Association, each district within the Association shall hold a minimum of 6 regular Meetings and 1 Executive Meeting (for the purpose of electing new Officers).

- 2 – Pursuant to Article XI, Nomination and Election of Officers Section 2-** The Nominating Committee shall place in nomination at least one (1) candidate for each office to be filled. Members desiring to be nominated shall submit their name and resume to the Association Secretary prior to August 1st of the annual election. All request will be given due consideration.

- 3 – Pursuant to Article XI, Nomination and Election of Officers Section 4-** Each district shall hold a meeting at least 2 weeks prior to August 1st for the purpose of selecting their recommendation for District President, and electing their District Vice President, Chaplain, Secretary and Treasurer. The selection for President of the District shall be submitted in writing to the Association Secretary who shall receive the same on behalf of the Association Nominating Committee. The written notice from the district should contain a resume' of the person selected. The Association Nominating Committee shall only consider the district selection as a recommendation by the district.

- 4 – Pursuant to and in Addition to Article XII Meetings –** Each lodge shall be represented at each District Meeting, Association Mid-Year Conference and Annual Convention. Any lodge not having representation at meetings can be placed as “Not In Good Standing” status with Association. This status would not allow any member of the lodge to participate in any Association Sporting Activities or competitions sanctioned by the association. It is

important that the Lodge President and Administrator be at all Roll Calls of the Association.

- 5 – Pursuant to Article XIII, Association Dues Section 1-** Each lodge of the Association shall remit to the Secretary, a sum equivalent to not less than \$2.25 per active member on the rolls of the lodge, the exact amounts and payment to be determined by the Association Board of Officers. The computation shall be based upon certified reports of the lodges within the Association submitted to Moose International for the period ending October 31st and payable by February 1st of each year. In no case shall the payment of the Association Dues for any lodge exceed \$3,500.00.
- 6 – Pursuant to Article XIII, Association Dues in addition to Section 2-** Any lodge unable to pay Association Dues in Full prior to February 1st shall contact the Association Secretary and establish a sufficient Payment Plan and be current on Payment Plan to be considered in Good Standing.
- 7 – Pursuant to Article XIV, Duties Of Officers Section 11 Secretary-** All money received by the Districts must be submitted to the Association Secretary to be held in the Association Account less a small petty cash fund that is determined by the District and the Association Executive Committee. The Higher degree money was mandated several years ago to be handled the same way. The Higher degree and the Districts are part of the Association, they are not their own entity. The money is not covered by the Association unless it is in their account. It should be put into a sub-account on the Association QuickBooks for each individual District and Higher Degree.
- 8 – Honorary Past President –** The Association may, at its Annual Convention, after the recommendation by the Resolutions Committee, confer the title of Honorary Past President of the Association upon a member of the Association.
- 9 – Moose International Convention –** The Association President and Secretary shall represent the Association. Both shall be eligible for

compensation such as Daily Per Diem and mileage or airfare whichever is most economical.

10 – Executive Board and Chairperson Per Diem and Mileage – In the case of more than 1 Executive Board member, Moose International representative or Chairperson that reside at the same residence or carpool together, only 1 can claim mileage. Both are eligible for Per Diem. For attending Mid-Year Conference, State Officer - Chairperson Meeting and Annual Convention.

11 – District and Higher Degree Funds – All District and Higher Degree funds shall be reviewed every year by the Association Financial Review Committee.

CERTIFICATE OF ADOPTION

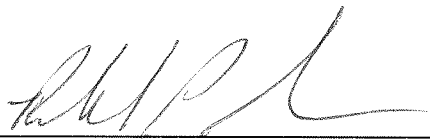
We the undersigned, do hereby certify that we are respectively President and Secretary of the Indiana Moose Association. We do further certify that we have carefully examined the foregoing Policies and Procedures of said Association and they constitute a true and correct copy of the Policies and Procedures adopted by the Indiana Moose Association by two thirds (2/3) vote at its Convention held at Indianapolis Indiana on March 20th, 2021 at which a quorum was present. We do further certify that the original copy of said Policies and Procedures is on file with the Association secretary.

In witness thereof, we have hereunto subscribed our names on this 20th day of March 2021.



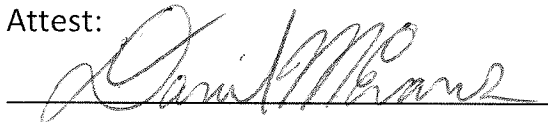
Edwin Chandler, President

Association Seal



Richard Schuyler, Secretary

Attest:



Dan Evans, Duly Authorized Moose International Representative

CERTIFICATE OF APPROVAL

I, the undersigned, do hereby certify that I am the Chief Compliance Officer of Moose International. I do further certify that I have examined the foregoing Policies and Procedures of the Indiana Moose Association, Inc. and find that they are in accordance with the Constitution and General Laws of Moose International and The Moose.

IN WITNESS THEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME AND AFFIXED THE SEAL OF Moose International this 31st day of March 2021.


Chief Compliance Office Representative

MOOSE INTERNATIONAL SEAL:

