

## **Bylaws - Draft 2007**

Working draft, edited by Bylaws Committee – after April 20 meeting, and initial Council responses)

### **Article I - Name**

The name of this Order shall be “The Order of the Daughters of the King, Inc.”

### **Article II – Object**

The object of this Order shall be the extension of Christ’s Kingdom through Prayer, Service and Evangelism.

### **Article III – Membership**

#### **Section 1. Requirements for Membership**

- A. All members of the Order must be women communicants of the Episcopal Church, the Anglican Communion, or women members of churches with the Historic Episcopate or of other denominations in communion with the Episcopal Church. Such a denomination shall be called a Qualifying Denomination. (Any member of the Order is referred to as a Daughter in these Bylaws, without regard to the Qualifying Denomination to which she may belong.)
- B. The Rule of Life: Every women who becomes a Daughter shall take the vow to observe the two Rules of the Order, the Rule of Prayer and the Rule of Service, at a Service of Admission in her church or another appropriate location.
- C. The Rule of Prayer: Each Daughter promises, in addition to seek to grow daily in a life of prayer, to pray daily for the spread of Christ’s kingdom; for God’s blessing on all Daughters, and for the spiritual growth of her church.
- D. The Rule of Service: Each Daughter promises to take part regularly in the worship, study and work of the Church; to undertake a personal program of evangelism to bring others to Christ; to give aid to the clergy of her church for its upbuilding; and to minister to God’s people wherever she is.
- E. Corporate Communion of the Order: In addition to faithful participation in the Eucharist, each Daughter shall consider it her duty and privilege to prepare for and attend, if possible a Corporate Communion of the Order on All Saints Day.
- F. Preparation Period: Each Daughter shall participate in a three month period of concentrated study, training, prayer and service.

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### Section 2. Membership

- A. In general, no woman should be admitted to the Order, except through and within a chapter, either existing or one coming into being.
- B. In the case where a chapter already exists in a church formally affiliated with a qualifying denomination: A woman who is a member in good standing of the church where the chapter exists, is approved by the senior clergy of the church, and who accepts the two Rules of the Order, shall be eligible for membership as a Daughter in that chapter after a three-month period of concentrated study, training, prayer and service.
- C. In the case where no chapter already exists: A woman who is a member of a church of a qualifying denomination, with the approval of the senior clergy of the church, may affiliate with an existing chapter. (Also see Article IV, Chapters, Sec 1, A, re: forming a new chapter, where none exists.)
- D. Daughters at Large
  - 1. A woman who is a Daughter and who is not affiliated with an existing chapter shall be called a Daughter at Large.
  - 2. Whereas it is highly preferable that a Daughter be a member of a chapter and each Daughter should make every effort to affiliate with a chapter, a Daughter at Large is responsible for fulfilling all the obligations of her membership in the Order and shall keep the President of her Diocese (or President's designee) current concerning her address and other contact information, and whether she has become affiliated with a chapter.
- E. Junior Daughters of the King

The Junior Daughters of the King shall be under the general direction of the National Council, which shall be responsible for setting the policies and procedures of the Junior Daughters. One of the members of the National Council shall be appointed Chair for the Junior Daughters. A Junior Chapter shall be under the guidance and support of a senior chapter at the church where it is formed. The Directress of a Junior Chapter shall always be a Senior Daughter.

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### Section 3: Resignation or Death

- A. Resignation - If a member finds she cannot fulfill her vows, she may resign from the Order, after consultation with her clergy. She or the Secretary of her Chapter shall return the cross of the Order to the National Office and ask that her name be removed from the membership list. There shall be no refund of dues or registration fees.
- B. Any member unable to attend meetings or fulfill some obligation of the Order because of advanced age, failing health or invalidism should not feel it necessary to, or be required to, resign or return her cross.
- C. Death - When a Daughter dies, the National Office shall be notified immediately by her Chapter President or by the Diocesan President if she is not a member of a chapter. The cross should be returned to the National Office by the Chapter or Diocesan President, or it may be buried with the Daughter.

### Section 4: Reinstatement

- A. A member may be reinstated with the approval of her senior clergy at a Service of Rededication and the payment of dues for the current year. A Daughter at Large may be reinstated in a similar manner, with the approval of the Bishop of the Diocese.

### Section 5: Dues and Membership

- A. If a member is unable to pay her dues, her Chapter is encouraged to pay them for her, or she should seek scholarship funds from the Diocesan or Province President or the National Office.
- B. Any Daughter who has failed to pay her dues for two consecutive years shall receive a letter of warning from her Diocesan or Province President, and if a member fails to pay dues for three consecutive years, she shall be deemed to have resigned as a Daughter. **(Please review carefully.)** Rationale: This reflects the necessary current policy of our National Office, for dues to be paid.

- C. The Triennial Convention of the Order shall set dues for individual Daughters. The National Council shall have the authority to set special registration fees and assessments.

**Section 6: No Money-Making Policy**

- A. Daughters shall not raise money in the name of the Order; however, they may participate in church affiliated organizations and events whose purpose is to raise money.
- B. Donations may be accepted to further the work of the Order.

**ARTICLE IV - CHAPTERS**

**Section 1: Organization of Chapters**

- A. Three or more women who are members in good standing in a church, who accept these Bylaws, and with the approval of their senior clergy of the church and with the consent of the Diocesan President (or her designee) may organize as a chapter. The chapter shall be deemed to be a chapter of the diocese in which it is located, or if that diocese has not yet been organized by the Order, the Provincial Chaplain and Provincial President shall serve the roles of diocesan officers with regard to that chapter.
- B. For extraordinary reasons, a chapter may be organized within a diocese outside of a church with the approval of the Diocesan President and with the approval of the Diocesan Chaplain, who shall serve as Chaplain for that chapter or appoint another clergy to serve as chaplain. (Bishop's chapter/ institutional chapter).
- C. Three or more chapters, all associated with the same qualifying denomination and all located in the same diocese, may organize their diocese and form a Diocesan Assembly. They are otherwise subject to the same policies and rules governing the formation and conduct of Daughters. They may develop their own bylaws subject to the approval of the National Council of the Order. Their bylaws must be consistent with these Bylaws. Similarly, three or more organized dioceses within a province may organize at the provincial level. (See Article IV, Section 3.)

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- D. Three or more organized dioceses within the same nation may organize at the national level. They are otherwise subject to the same policies and rules governing the formation of Daughters. They may develop their own bylaws, subject to approval by the National Council, and provided that they are consistent with these Bylaws. They must make annual reports on their activities to the Council. The President of such a national organization shall have seat, voice and vote at the Triennial Convention of the Order. **(Review carefully, please.)**
  
- E. Chapters located in dioceses of denominations other than their own must make one of the following elections. An election once made, may be changed later if conditions so warrant.
  - 1. A Chapter may affiliate with an organized diocese in which it is located, in which case it shall fall under the authority of the diocesan organization.
  - 2. The chapter may affiliate with an organized province in which it is located, in which case it shall fall directly under the authority of that provincial organization.
  - 3. Where there are at least three chapters of the same denomination in a diocese of that denomination, the chapters may choose to organize at the diocesan level within their own denomination. All Daughters at Large and all existing and subsequent chapters in that diocese shall fall under that diocesan organization.
  
- F. All chapter and diocesan officers shall assume office on September 1 of the year in which they are elected. **(Review carefully, please.)**

### **Section 2: Inactive Chapters**

- A. Removing an Inactive Chapter - If a chapter has fewer than three members who are current in the payment of their dues, it shall be removed from the list of active chapters after three years. A final notice shall be sent by the Diocesan President, or other appropriate officer of the Order, to the senior clergy of that chapter, to the Chapter President, the National Office, and to each member, drawing attention to the action, at least three months before the action takes place. Those members who wish to continue their membership may do so as members of another chapter, or as Daughters at Large.
  
- B. Reinstating a Chapter - A chapter having been inactive for three years or less may, upon approval of the Diocesan President or other appropriate Officer of the Order and the senior clergy of the church, be reinstated by paying dues for all members for the current year, and by renewing vows at a Service of Rededication.

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- C. Disbanding a Chapter - A chapter wishing to disband, after consultation with its senior clergy and Diocesan President, or other appropriate officer of the Order, shall notify the National Office and return its charter and the crosses of those who will relinquish membership to the National Office, along with all funds belonging to the chapter. Those members who wish to continue their membership may do so as members of another chapter, or as Daughters at Large.

### **Section 3: Diocesan and Provincial Assemblies**

- A. Diocesan Assembly - When three or more chapters are chartered in a diocese, they may form a Diocesan Assembly to facilitate communication with each other and to strengthen the Order. A Diocesan Assembly is entitled to a delegate and alternate to the Triennial Convention of the Order.
- B. Provincial Assembly - Three or more Diocesan Assemblies may organize to form a Provincial Assembly. Such an Assembly is entitled to representation on the National Council by its elected President.
- C. The terms of the Provincial Officers shall coincide with those of the National Council.

## **ARTICLE V - NATIONAL COUNCIL**

### **Section 1: Members**

- A. The National Council shall be composed of fifteen members selected by ballot by the Triennial Convention, plus the elected President of each Province where there is a Provincial Assembly. Where there is no Provincial Assembly, but there are at least three organized dioceses within the provincial boundaries, a Provincial Representative shall be appointed by the National Council.
- B. Only members of the National Council elected by the Triennial Convention are eligible to become National Officers of the Order.
- C. The term of all National Officers of the Order shall commence at the adjournment of the Council Meeting that follows the Triennial Convention at which the members of the Council are elected.

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### **Section 2: Powers of the National Council.**

In addition to the power elsewhere delineated in these Bylaws, the Council shall have the following powers:

- A. The National Council shall elect the Officers of the Order.
- B. The Council may make and implement policy and regulations for the good of the Order between meetings of the Triennial Convention, and generally oversee the ordinary business of the Order, Provided that:
  - 1. The Triennial Convention must approve changes to individual dues, and
  - 2. The Triennial Convention must approve changes to the Bylaws, **which would take effect on September 1 following their approval. (?? Keep or omit)**
- C. The Executive Board may declare a change in dues or bylaws necessary by exigent circumstances, with the approval of 3/4 of National Council. This change must be brought to the next Triennial Convention for consideration and approval. If not approved by the Triennial Convention, the change shall be deemed null and void, and no longer in effect. This change, or a substantially similar one, may not then be re-enacted by the National Council during the next three years. **(Review carefully, please.)**

### **Section 3: Meetings.**

- A. The National Council shall meet immediately following the election of members at the Triennial Convention, to elect officers and organize for the coming term. In addition, regular meetings shall occur no less than annually.
- B. Special meetings shall be called by the President, or at the written request of three members of the Council, or of members of the Order from fifteen dioceses. The call for a special meeting must specify clearly the reason for the call, and the matter in question must be considered at the special meeting. Members of the Council must be given at least three weeks' notice of a special meeting. If a regular meeting was scheduled to occur within six weeks of the call for a special meeting, the matter in question may be deferred until the regular meeting, unless the President and a majority of the Executive Committee consider the matter of sufficient gravity that it requires consideration at the earliest possible date.
- C. Meetings shall generally take place at the National Office, currently the Margaret Franklin Center in Atlanta, Georgia, although for good reason and with the consent of the Executive Board, the President may hold the meeting in another location.

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- D. One-half of the members of the Council shall constitute a quorum.
- E. The President, in Consultation with the Executive Board, sets the agenda for the regular meetings of the Council. A member of the Council who wishes some item placed on the agenda should notify the President of the item in a timely fashion.

### **ARTICLE VI - OFFICERS**

#### **Section 1. Election of Officers**

- A. The officers of the Order shall be elected by the National Council, after the adjournment of the Triennial Convention business meeting. Each officer shall serve for three years.
- B. Voting shall be by secret ballot, separately and sequentially for each officer: President, First Vice President, Second Vice President, Secretary, and Treasurer. The person with the highest number of votes for each position shall be elected. If only one nominee is presented for any position, the election may be by acclamation.
- C. No elected member of the Council shall be eligible to stand for President or First Vice President until she has served at least one term on the Council.
- D. If no elected member of the Council feels qualified to serve as Treasurer, the Executive Board may select a Daughter who shall then sit on the Council with voice but no vote.
- E. A vacancy in any office shall be filled by the President, with the consent of the Executive Board.
- F. No council member may serve more than three terms.

#### **Section 2: Duties of the Officers**

- A. The President
  - 1. The President shall preside at all meetings of the Council, the Executive Board, and the Triennial Convention.

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2. She shall appoint all committees, subject to the approval of the Council, and shall be an ex-officio member of each committee. She may also appoint the Chair of each committee, where the Chair is not otherwise designated in the Bylaws, or may allow a committee to elect its own Chair.

3. She shall have the power to fill vacancies for Assembly-elected members of the Council, subject to approval by the Executive Board. Anyone thus appointed shall serve for the remainder of the term. An incomplete term shall not be counted as a term for purposes of determining eligibility to stand for President or toward the three terms total a Council member is permitted to serve.

4. She shall perform other duties as assigned by the Council, the Triennial Convention, or the Executive Board.

### B. Vice Presidents

1. In the absence of the President, the First Vice President, or if she is absent, the Second Vice President, shall perform the duties of the President.

2. In the case of resignation or death of the President, the First Vice President shall automatically become President. If the First Vice President is unable to serve as President, then the Council shall elect a President from those eligible to be elected, and the woman elected shall serve the remainder of the term of the President she is replacing.

### C. Secretary - The secretary shall keep minutes of the meetings of the Council, the Triennial Convention, and of the Executive Board Meetings.

### D. Treasurer

1. The Treasurer shall have charge of all money belonging to the Order.

2. She shall receive written monthly reports of all money belonging to the Order which pass through the National Officer and shall render full statements of income and expenses at each Council meeting and at the Triennial Convention.

3. She shall invest any funds of the Order under the direction of the Finance Committee, appointed by and accountable to the National Council.

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4. She shall be bonded for the faithful discharge of her duties in such sum and surety or sureties as the Council may require.

5. All financial records shall be reviewed and reconciled by a CPA annually and/or when the office of either the Treasurer or the National Administrator is vacated. At the end of each interim year, the financial records shall be reviewed by a competent financial advisor appointed by the Executive Board.

### ARTICLE VII - MEETINGS

**A. Triennial Convention.** The Order shall hold its Triennial Convention every three years on a date and at a location to be determined by the President, with the approval of the Council.

**B.** The Triennial Convention is the Governing Body of the Order. It shall be composed of one delegate from each chapter and one delegate from each diocesan assembly, together with the National Council, including Provincial representatives.

1. If a chapter does not have at least three members current in payment of dues, that chapter shall be disqualified from representation at Assembly.

2. Delegates' names must be submitted to the National Office and Credentials Committee not less than thirty days prior to the opening of Assembly.

**C.** Each delegate shall have one vote, and each delegate may have an alternate who may take her place in the delegate's absence.

**D.** One third of the voting delegates shall constitute a quorum.

**E.** Nominations for National Council.

1. Each Diocesan Assembly may nominate one member of the Order for election to Council, having obtained her consent. The name and qualifications of the member nominated must be sent to the National Office by January 1 of the year in which Triennial Convention is held.

2. To be eligible for election to Council, a Daughter must be current in the payment of her dues, must have held some office in a Chapter, Diocesan Assembly, or Provincial Assembly, and must have been a member of the Order for at least three years.

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3. At the opening of the Triennial Convention, the President shall appoint and announce a committee of three Daughters to present nominations for election to Council.

4. Additional nominations may be made from the floor by the delegate of a Diocesan Assembly whose Diocese has not yet proposed a nominee. Written consent of the proposed nominee must be secured, with a resume of her qualifications in writing, given to the Committee on Nominations 24 hours before Nominations are opened.

### ARTICLE VIII - EXECUTIVE BOARD

**Section 1: Members of Executive Board** - The elected officers of the Council, plus the Chairman of the Finance Committee, and one additional Committee Chair, chosen by the officers, shall constitute the Executive Board.

**Section 2: Appointed Advisor** - The President may appoint a past National Council President to serve as an advisor to the Executive Board, with seat and voice but no vote. **(Should this be expanded to past members of the Executive Board? Please consider carefully.)**

**Section 3: Duties** - The Executive Board shall conduct the business of the Council and determine the policies of the Order between meetings of the full Council, except as instructed or limited by vote of the Council or the provisions of these Bylaws.

- A. The Executive Board shall inform the Council in writing of any decisions, listing those members who voted and how they voted.
- B. Four members of the Board constitute a quorum.
- C. The Executive Board shall set the agenda and standing rules for the Triennial Convention. These may be modified by 2/3 vote of the delegates present and voting at the Triennial Convention when these are moved.

**ARTICLE IX - PROVINCIAL REPRESENTATIVES**

- Section 1: Duties** - The Primary Work of the Provincial Representative is to interpret the work, ideals and aims of the Order from the Council to the Daughters of the Province, and in turn, to interpret the work and problems of the Province to the Council.
- Section 2:** She shall attend all Council meetings and the Triennial Convention and shall submit a written report covering the state of her Province to the Council and the Triennial Convention.

**ARTICLE X - NATIONAL ADMINISTRATOR**

The National Office shall be managed by a person, to be called the National Administrator, in a salaried position, under the direction of the President. The President shall have the power to hire or fire the Administrator, with the approval of the Executive Board. The Administrator shall have general administrative oversight of the National Office, subject to all policies of the Order and these Bylaws.

**ARTICLE XI - EMBLEM, COLORS, MOTTO**

- Section 1: Emblem** - The emblem of the Order shall be a modified Greek Fleury cross of silver or silver-colored metal, inscribed with the words, “Magnanimiter Crucem Sustine,” and the letters, “FHS.” It shall be worn faithfully by members.
- Section 2: Colors** - The colors of the Order shall be white and blue.
- Section 3: Motto** - The motto of the Order shall be:

“For His sake.....  
I am but one, but I am one.  
I cannot do everything, but I can do something.  
What I can do, I ought to do.  
What I ought to do, by the grace of God, I will do.  
Lord, what would you have me do?”

**ARTICLE XII - OFFICIAL MAGAZINE**

- Section 1:** The Order shall publish a magazine called *The Royal Cross*, which shall be the official magazine of the Order.
- Section 2:** The Editor, and an Assistant Editor, if needed, shall be selected by the Council.
- Section 3:** A report concerning the magazine shall be made to the Council annually and to the Triennial Convention.

**ARTICLE XIII - NATIONAL CHAPLAIN**

- Section 1: Selection** - The President shall nominate the National Chaplain, with the approval of the Council. The Chaplain must be from a qualifying denomination.
- Section 2: Duties of the Chaplain**
- A. The Chaplain shall have seat and voice, but no vote, on the National Council and Executive Board.
  - B. The Chaplain shall provide theological and ecclesiastical advice to, and conduct services, including Eucharist, for the President, the Council and Executive Board.
  - C. The Chaplain shall support the Order through prayer, service and counsel.
  - D. The Chaplain may perform such other tasks as may be requested by the President, the Executive Board, and the Council.
  - E. Similarly, each chapter, diocese, and province shall have a Chaplain.

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### **ARTICLE XIV - PARLIAMENTARY AUTHORITY**

Business at the Triennial Convention shall be conducted according to *Robert's Rules of Order (Newly Revised)*, in all cases in which they are applicable and not inconsistent with these Bylaws or the Standing Rules that the Triennial Convention may adopt. By motion, properly moved and adopted, a meeting of the Council or Executive Board may also be governed by *Robert's Rules*.

### **ARTICLE XV - AMENDMENT**

These Bylaws, as a whole or in part, may be amended by any Triennial Convention, by a 2/3 vote of all delegates present and voting, provided that the amendment(s) has/have been submitted to chapters in writing at least three months prior to the date the Triennial Convention convenes. **Bylaws changes will be made effective on September 1 after their approval. (Keep or omit.)**