

RECEIVED
MAY 04 2023

BY LAWS
FRATERNAL ORDER OF EAGLES WEEKI WACHEE AERIE #4372

Article I

Name and Authority

- Section 1.1 The name and address of this organization shall be the **FRATERNAL ORDER OF EAGLES WEEKI WACHEE AERIE #4372 INC** and is instituted by the authority of the **GRAND AERIE OF THE FRATERNAL ORDER OF EAGLES** on April 20, 1996. The physical address is: 8263 Cortez Blvd., Weeki Wachee Hills, FL 34607-1919. The mailing address is 6252 Commercial Way, PO Box 217, Weeki Wachee, FL 34613-6329.
- Section 1.2 This Aerie was incorporated under the laws of the State of Florida on September 20, 1996 and assigned document number N96000004975.
- Section 1.3 This Aerie is included in a group ruling issued to the Fraternal Order of Eagles Grand Aerie and is exempt under section 501.(c).8 with the group exemption number 0102 of the Internal Revenue Code.
- Section 1.4 The Federal Identification Number of this Aerie is 59-3352266

Article II

Fiscal Year

- Section 2.1 The fiscal year shall be the same as the Fraternal Order of Eagles Grand Aerie from June 01 to May 31.

Article III

Membership

- Section 3.1 Any application for membership will be in conformity with Statutes, Section, 70.1 through 70.17.
- Section 3.2 No person shall be eligible to be elected to membership unless such person is over Twenty-one (21) years of age.
- Section 3.3 Any applicant convicted of an immoral act or supplying invalid information on any membership document will be subject to immediate rejection.
- Section 3.4 The application fee for new and re-enrolling, non-beneficial membership shall be Twenty Dollars (\$20.00) and shall be paid at the time the application is submitted.
- Section 3.5 All Aerie candidates for membership shall be elected by majority vote of those members present and voting by secret ballot at the first regular monthly meeting of the Aerie.

Article IV

Dues

- Section 4.1 The dues for non-beneficial members shall be payable in advance on May 31st. of each year.
- Section 4.2 The dues for non-beneficial membership shall be Thirty-Five Dollars (\$35.00) per year.
- Section 4.3 The dues for non-beneficial, dual membership shall be Thirty-Five Dollars (\$35.00) per year.
- Section 4.4 The dues shall be prorated monthly, effective subsequent to November 1st. for non-beneficial new and re-enrolling and dual members, at a rate of Three Dollars (\$3.00) per month. One Dollar and seventy-two cents (\$1.72) will be designated to the General Fund and One Dollar and twenty eight cents (\$1.28) shall be designated to the Benefit Fund.
- Section 4.5 The dues shall be prorated monthly for transferring members subsequent to the period for which the transferring member has paid his dues in advance in the Aerie from which he is transferring through April 30th at a rate of Three Dollars (\$3.00) per month and designated to the accounts listed in Section 4.4.

Article V

Life Membership

- Section 5.1 Non-beneficial life membership may be granted to any member in good standing. The fees for such life membership shall be:
- (a) Twenty-One (21) years of age to Thirty-Nine (39) years of age, Five Hundred Dollars (\$500.00)
 - (b) Forty (40) years of age to Forty-Nine (49) years of age, Three Hundred Seventy-Five Dollars (\$375.00)
 - (c) Fifty (50) years of age to Fifty-Nine (59) years of age, Three Hundred Dollars (\$300.00)
 - (d) Over Sixty (60) years of age, Two Hundred Fifty Dollars (\$250.00)
 - (e) Per Section 71.11: A member in good standing who has been a member of the Order for thirty (30)

years or more and has reached the age of sixty-five (65) years or over and has retired from business or employment or is drawing a public or private pension or retirement pay may apply to the Aerie for exemption from further payment of dues. If the Aerie approves his application, it may authorize the Secretary to issue to him a receipt designating him as a "Golden Age Eagle" Such member upon receiving such receipt is not required to pay further dues to the Aerie which shall pay his dues into the Aerie from the General Fund. Once designated as a "Golden Age Eagle" our Aerie will pay all required State and Grand Aerie per capita taxes.

Article VI

Meetings

- Section 6.1 The regular Aerie meetings shall be held on the 2nd and 4th Tuesday of each and every month, to begin at 7:00 p.m.
- Section 6.2 The regular Aerie Officers meeting shall be held on the 2nd and 4th Tuesday of each and every month, to begin at 6:30 p.m.
- Section 6.3 Any changes in the meeting dates or times shall be made only by a majority vote of the members in attendance at a regular scheduled Aerie meeting. If the lives of the membership are in danger due to natural disaster or legally restricted by the authorities, the presiding officer has the right to postpone the meeting.
- Section 6.4 Special Aerie meetings shall be held in conformity with Statutes, Section 72.2.
- Section 6.5 The location of all Aerie meetings shall be at 8263 Cortex Blvd., Weeki Wachee, Florida 34607-1919.
- Section 6.6 Seven (7) members of the Aerie, of which two (2) must be elected officers shall constitute a quorum for the transaction of business at any Aerie meeting.

Article VII

Aerie Officers

- Section 7.1 The officer of the Aerie shall be the Junior Past Worthy President, Worthy President, Worthy Vice President, Worthy Chaplain, Worthy Secretary, Worthy Treasurer, Worthy Conductor, Inside Guard and Five (5) Trustees. The office of Outside Guard is abolished.
- Section 7.2 The Five (5) Trustees shall be elected for a term of:
1. One (1) Three (3) year Trustee
 2. One (1) Two (2) year Trustee and
 3. Three (3) One (1) year Trustees.
- Section 7.3 The Secretary, while serving as such, shall not serve as a member of the Board of Trustees nor shall she serve as Secretary of the Board of Trustees.
- Section 7.4 The Junior Past Worthy President, while serving as such may, if elected, serve as a member of the Board of Trustees.

Article VIII

Duties and Power of Office

- Section 8.1 Each officer shall be given a copy of the Grand Aerie Articles of Incorporation Constitution and Statutes, the Aerie Officer's handbook, Aerie #4372 By-laws and House Rules, current edition, upon their election at the first meeting in May. Officers are required to read the Aerie Officers' handbook, Aerie #4372 By-laws and House Rules and make themselves familiar with the duties and responsibilities of their respective office and those of their fellow officers.
- Section 8.2 The Worthy President may provide temporary financial aid to any member who may be in dire circumstance not to exceed Three Hundred Dollars (\$300.00). The financial aid so extended shall be paid out of the General Fund. The Worthy President shall report the action to the Aerie at the next regular meeting and thereafter such matter of additional funds shall be discussed.
- Section 8.3 If any officer is absent from any Three (3) consecutive Aerie regular membership meetings without being excused by vote of the Aerie membership in regular session, the office of said officer shall be declared vacant by the presiding officer.
- Section 8.4 Acceptable excuses of absence are:
- (1) Illness
 - (2) Employment
 - (3) Emergencies and
 - (4) Vacations of no more than Four (4) consecutive weeks

- a. All officers must notify the Worthy president in writing of vacation plans at least Three (3) days prior to the next regular Aerie membership meeting to which they will not be in attendance.
- b. All officers must contact the Worthy President when unable to attend the regular Aerie membership meeting in reference to 8.4, (1), (2), and (3) within 3 hours prior to the regular Aerie meeting.

- Section 8.5 The Board of Trustees shall enforce:
- (1) All Aerie House Rules governing the premises and the conduct of Aerie members and guests.
 - (2) House rules governing the premises and conduct of the members and guests shall be adopted and amended in the same manner as the By-Laws of the Aerie.
 - (3) By-Laws and House Rules shall always be posted in a conspicuous place in the Aerie Social Room and Meeting Room.
- Section 8.6 (1) The Board of Trustees has jurisdiction over all compensation of Aerie employees, Non-employees, volunteers and contracted services. They have full control over the hiring, firing and acceptance of resignations. Contractors must be self-insured. Non-Employees and Contractors who are unincorporated must file a W-9, Request for Taxpayer Identification Number and Certification to be filed with the Aerie Secretary. Contracts for regular services such as janitorial and lawn maintenance will be put out for bid and issued once a year in the month of June, first to members in good standing and if there are no viable applicants' contracts will be put out for public bid. Contracts must be approved by vote of the Aerie membership at a regular Aerie meeting.
- (2) The employee paid positions are as follows:
- a. Bartenders shall be paid not more than Fifteen Dollars (\$15.00) per hour and shall not work more than thirty (30) hours per week.
 - b. Contracted Janitorial services shall be paid not more than Two Hundred Fifty Dollars (\$250.00) per week.
 - c. Contracted Lawn maintenance services shall not be paid more than One Hundred Dollars (\$100.00) per service.
 - d. Musicians shall not be paid more than Six Hundred Dollars (\$600.00) per performance for not more than Five (5) hours of entertainment.
 - e. The Board of Trustees must meet all minimum wage laws established by the State of Florida.
- Section 8.7 The Board of Trustees by a written Manager agreement, approved by the Aerie, shall employ a Manager of the buffet and social rooms and properties of the Aerie and delegate to said Manager such duties and authority as provided in the Manager Agreement. The Manager so employed shall become a member of the Order within 60 days. The maximum salary of the Manager shall not exceed One Hundred Fifty dollars (\$150.00) and hours worked shall not exceed Ten (10 hours).
- Section 8.8 The Board of Trustees shall maintain a PETTY CASH FUND to be used by the Aerie Trustees for the purchasing of resale items and supplies in the Aerie buffet.

Article IX

Nominations and Elections

- Section 9.1 The annual nominations, elections and installation of officers shall be as provided in Statutes, Section 91.1 through 91.7.
- Section 9.2 The Aerie shall elect annually a Worthy President, Worthy Vice President, Worthy Chaplain, Worthy Secretary, Worthy Treasurer, Worthy Conductor, and Inside Guard.
- Section 9.3 All elective officers whose terms are about to expire shall be nominated at the last regular meeting in April as follows:
- (1) The election of officers shall be at the first meeting in May.
 - (2) The polls shall open at 12:00 p.m. and close at 6:30 p.m.
 - (3) The election of officers shall be by printed ballot.
 - (4) The names of the candidates for the respective contested offices shall appear in order of:
 - (a) Senior incumbency and
 - (b) Seniority
- Section 9.4 The installation of officers shall take place on or before the first meeting in June.
- Section 9.5 Officers shall assume their official duties effective the first meeting of June under New Business.
- Section 9.6 A candidate for the office of Worthy President must have served One (1) year as an officer of this Aerie. CKK/TC

~~Section 9.7 When an Officers position becomes vacant, the Worthy President or Past Worthy President will have the power to appoint a new Officer to the vacancy, in the presence and with the majority approval of Three (3) additional Aerie #4372 Officers. OK/ta~~

Article X

Compensation of Officers

- Section 10.1 For the faithful performance of their duties, the Worthy President shall receive upon completion of the elected term Two Hundred Dollars (\$200.00) to be paid out of the General Fund.
- Section 10.2 For the faithful performance of their duties, the Junior Past Worthy President, the Worthy Vice President, the Worthy Chaplain, the Worthy Conductor, and the Inside Guard upon completion of the elected term shall each receive One Hundred Dollars (\$100.00) to be paid out of the General Fund.
- Section 10.3 For the faithful performance of their duties the Worthy Secretary shall receive a per capita compensation payable monthly, based on the number of Aerie members who are in good standing and who are not more than One (1) month in arrears, One Dollar and twenty-five cents (\$1.25) per month, per member from the General Fund
- Section 10.4 For the faithful performance of their duties the Aerie Worthy Treasurer shall receive One Hundred Fifty Dollars (150.00) per month payable monthly from the General Fund.
- Section 10.5 For the faithful performance of their duties each Trustee shall receive Two Hundred Dollars (\$200.00) per month payable monthly from the General Fund.
- Section 10.6 The Aerie Officers shall not be paid until the duties required, as provided in Statues, Section 80.1 through 89.11 and all reports due have been completed and transmitted to those entitled to receive them.

Article XI

Compliance, Insurance & Bonds

- Section 11.1 Compliance requirements with the Grand Aerie can be accessed through the Worthy Secretary by using the MMS system and are as follows:
- (1) General Liability Insurance with the Grand Aerie listed as additionally insured.
 - (2) Bond/Employee Dishonesty Coverage.
 - (3) Liquor Liability Insurance.
 - (4) Most recent signed Affiliation Agreement to the Grand Aerie.
 - (5) A copy of our most recent 990 on file.
 - (6) No money owed to the Grand Aerie
- Section 11.2 No Officer shall be permitted to assume or discharge the duties of their office until bonded.

Article XII

Committees & Outside Services

- Section 12.1 The Worthy President shall appoint committees as provided in Statues, Section 100.1 through 101.3.
- Section 12.2 The Worthy President shall appoint the Nominations and Elections Committee.
- Section 12.3 The Worthy President shall appoint Three (3) tellers for the purpose of tallying the election ballots. The tellers cannot be officers or candidates on the ballot. Candidates may have one member in good standing view the tallying process but, the member viewing the tallying process cannot be an officer or candidate on the ballot.
- Section 12.4 For the faithful performance of their duties the Membership Chairman upon completion of a yearly term shall receive Fifty Dollars (\$50.00) to be paid out of the General Fund.
- Section 12.5 Immediately upon the installation in office of the Worthy President they shall appoint, preferably from among our Aerie membership, an experienced and competent Aerie Auditor.
- Section 12.6 For the faithful performance of their duties, the Aerie Auditor shall receive compensation in the amount of One Hundred Fifty Dollars (\$150.00) per month payable monthly from the General Fund.
- Section 12.7 The Aerie may hire a professional Accountant/s to prepare Financial Statements and/or to prepare the Federal Non-Profit Income Tax Form 990. Compensation will be negotiated, announced, and voted on at the first regular membership meeting in June.
- Section 12.8 The Aerie Auditor and the Aerie Accountant/s shall not be paid until such time as the duties required by the laws of the Order have been fulfilled, all reports due have been completed and transmitted to those entitled to receive them. OK/ta

Section 12.9 The Aerie may hire a professional payroll service to process weekly payroll and non-Employee compensation timely and in full. Compensation will be negotiated, announced, and voted on at the first regular membership meeting in June.

Article XIII

Funds and Benefits

Section 13.1 All monies received from any and all sources shall be as provided in Statues, Section 110.1 through 115.6.

Section 13.2 The following funds are established for the Aerie:

- (1) Benefit Fund
- (2) General Fund
- (3) Social Fund and
- (4) Building Maintenance Fund

Section 13.3 The Aerie shall designate a banking institution into which each of the said funds shall be deposited. Such deposits shall be made only in the name of the Aerie.

Section 13.4 All dues received for non beneficial members, including dual members will be divided and deposited as follows:

Section 13.4 (1) Point Forty-One Four Four percent (.4144%) or Fourteen Dollars and Fifty Cents (\$14.50) deposited into the Benefit Fund.

(2) Point Fifty-Eight Five Eight percent (.5856%) or Twenty Dollars and Fifty Cents (\$20.50) deposited into the General Fund.

Section 13.5 The Aerie shall provide a tribute to the immediate family (spouse, parents, or minor children) on the death of a member, of a one-time payment not to exceed Two hundred Dollars (\$200.00) and shall be paid out of the Benefit Fund.

Section 13.6 All general functions that are held by the Aerie will donate Ten (10%) of the net profits to designated Eagle and/or local charities, except when a function is specifically proposed that all profits are to be donated to that specific charity.

Section 13.7 Whenever the Aerie, by properly adopted resolution, sends accredited representatives to the Grand Aerie Convention, State or Provincial Aerie Convention, Zone Conferences or Florida State Aerie Club Operations School, they shall be entitled to reimbursement of expenses, with proof of attendance at each scheduled meeting listed on the respective days for which they are being reimbursed as follows:

(1) Actual costs up to One Hundred Forty-Five Dollars (\$145.00) per night, per room, for accommodations.

(2) A mileage reimbursement of Sixty-five and 1/2 cents (\$.655) per mile, per vehicle.

Section 13.8 All registration fees and publications required for attendance to those specified in Article XIII, Section 13.8 shall be paid by the Aerie.

Article XIV

Parliamentary Authority

Section 14.2 The Aerie shall be governed by "Robert's Rules of Order, Newly Revised", current edition, on all points not covered by the Constitution and Statues of the Fraternal Order of Eagles current By Laws and House Rules.

Article XV

Eagle Riders

Section 15.1 The Eagle Riders is now an official part of this Aerie in accordance with the terms of Sec 116.4 of the Constitution and Statues of the Fraternal Order of Eagles and shall be conducted as provided therein. *CKC/ITS*

First reading of proposed By Law changes: March 28, 2023

Second reading of proposed By Law changes: April 11, 2023

Third reading of proposed By Law changes: April 25, 2023

Voted and approved:

Voted and approved: 4-25-2023 Total number of voting members 30

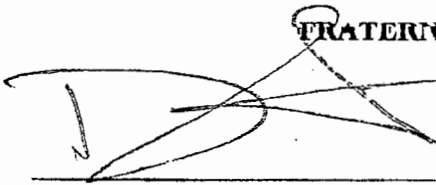
Total number of in favor votes: 30 Total number of votes against: 0

Percentage of votes in favor: 100% votes against: _____

BY LAWS

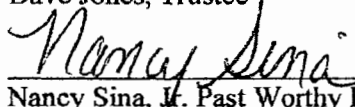
FRATERNAL ORDER OF EAGLES WELM WAHLEE AERIE #4372

By Laws Committee



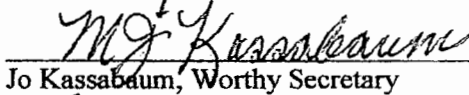
Dave Jones, Trustee

4/25/23
Date



Nancy Sina, Jr. Past Worthy President

04/25/2023
Date



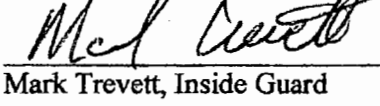
Jo Kassabaum, Worthy Secretary

Date



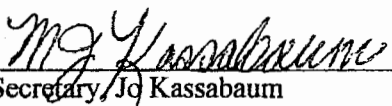
Sharon Carter

4/25/2023
Date

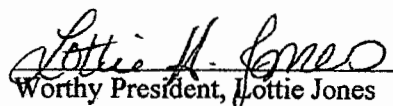


Mark Trevett, Inside Guard

4/25/2023
Date

Attest: 

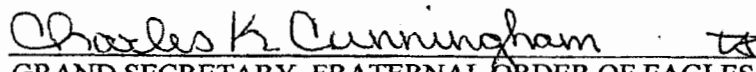
Worthy Secretary, Jo Kassabaum



Worthy President, Lottie Jones

SEAL OF
AERIE #4372

Approved this 12th day of May 2023



GRAND SECRETARY, FRATERNAL ORDER OF EAGLES