

Name: _____ Bethel #: _____ Email: _____

Job's Daughters International
Ritual and Bylaws
Correspondence Course

Lesson Number 3

Subject Matter

Book of Ceremonies
JDI Constitution and Bylaws
Certified Adult Volunteer

Reference

Book of Ceremonies
JDI Constitution and Bylaws
Youth Protection Program

READ EACH QUESTION CAREFULLY:

SECTION 1

Circle the correct answer.

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| 1. A member of JDI must be related to a Master Mason who is, or was at the time of his death, a member in good standing in the jurisdiction in which the petition was presented. | T | F |
| 2. A woman under 20 years of age who has had her marriage annulled is eligible for membership in the Order. | T | F |
| 3. A Majority Member is exempt from further payment of dues. | T | F |
| 4. A Majority Member between the ages of 21 and 25 are not entitled to vote in a Bethel. | T | F |
| 5. The Guardian Secretary is responsible for obtaining addresses of Majority Members. | T | F |
| 6. The Bethel Flag Bearer is an appointed officer. | T | F |
| 7. A Bethel Meeting may be dispensed with during the Supreme Council Session. | T | F |
| 8. Dues for Members MUST be paid annually and in advance. | T | F |
| 9. Only the Honored Queen is privileged to remain in office if, during her term she becomes 20 years of age. | T | F |

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| 10. A Majority Member may be Installing Officer at an Installation of Bethel Officers and Choir. | T | F |
| 11. The selection of appointed officers by the Honored Queen-elect must have approval of the entire Bethel Guardian Council before they may be installed. | T | F |
| 12. A Daughter MUST be present at the meeting for election of officers to be considered eligible for election of office. | T | F |
| 13. Children may be used in any part of the Installation Ceremony at any time. | T | F |
| 14. A Majority Member is subject to the same discipline as an active member. | T | F |
| 15. A member becomes a Majority Member when she reaches the age of 20 or married under that age once she receives the Majority Ceremony. | T | F |
| 16. It is not necessary to re-install a BGC member who has been reappointed to the same office. | T | F |
| 17. There are 8 sections of the JDI Book of Ceremonies. | T | F |
| 18. All leaders and authority figures must be a CAV. | T | F |
| 19. An Installing officer must be a CAV. | T | F |
| 20. A Daughter who turns 20 during her term must become a CAV to continue out her term. | T | F |
| 21. The entire BGC has the authority to remove a Bethel Officer from office. | T | F |
| 22. A married woman, who is a CAV Majority Member, may protem a station. | T | F |
| 23. Honors and other Proficiency Work are given only in closed Bethel Meetings or exemplifications of ritualistic work. | T | F |

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| 24. An officer who reaches 20 years of age before the end of the term is not permitted to vote. | T | F |
| 25. With approval of the Executive members of the BGC, a Bethel member may be installed by proxy. | T | F |
| 26. Every Bethel is required to honor Mrs. Ethel T. Wead Mick with a suitable ceremony during March. | T | F |
| 27. If an officer is absent from 3 regular meetings without good and sufficient cause she shall lose her office and the honors. | T | F |
| 28. Any member of the BGC may debate questions arising in a Bethel meeting. | T | F |
| 29. A member who has been expelled from the Order may be reinstated. | T | F |
| 30. An active member who has demitted from the Order cannot renew her membership. | T | F |

SECTION 2

The following section contains a set of completion questions. Answer the questions and/or fill in the blanks.

1. An explanation of the Object of Job's Daughters is found in Article _____ of the Bethel Constitution.
2. The age limit for membership in the Order is _____ and _____.
3. When does a Daughter in good standing become a Majority Member?

4. The Visitation Committee shall consist of _____ members of the Bethel who shall return a completed report to the _____ before the _____ meeting of the Bethel.
5. A request by a Daughter for a Demit from a Bethel is sent to the _____ of the Bethel Guardian Council.
6. What reasons may Demits be requested? _____

7. A Demit entitles a Daughter to visit Bethels for a period of _____ from the date of _____.
8. Job's Daughters law recognizes the age of _____ as the transition to being an adult.
9. There are _____ appointed officers in a Bethel.
10. Who appoints a member to fill a vacancy in an appointed office? _____

11. A Bethel meeting shall be conducted in accordance with: _____

12. A Bethel cannot be opened unless there are present _____ members of the Bethel including _____ of the first three (3) Officers, at least _____ Executive member of the BGC, or the Deputy, or an officer of the SGC or GGC, and the _____ or _____.

13. The Affiliation fee shall be equal to _____ of the initiation fee.
14. If a Daughter, desiring to join a Bethel, presents a Demit which is more than six months old, what monies, in addition to the affiliation fee, must she pay? _____
15. If an Honored Queen resigns from office due to unforeseen circumstances, she may be known as a Past Honored Queen provided she _____

16. Petitions for Membership residing in a Masonic Home are not required to pay _____ or _____.
17. An Honored Queen is required to appoint what committees? _____

18. What is the penalty for a Daughter who, while holding office, marries and does not resign? _____
19. A Bethel Officer may be removed from Office if she has _____ unexcused absences from regular meetings, subject to the discretion of the _____
_____.
20. If a Daughter from one Jurisdiction wishes to transfer membership to a Bethel in another Jurisdiction, she must present what to the new Bethel? _____

21. If a Bethel has 23 members voting in an election of officers, how many votes must a member receive to be elected? (Assume no blanks or ineligible votes are cast) _____
22. Can Bethels and/or individuals submit multiple CAV application forms in the same envelope? _____
23. All leadership/authority positions must maintain continual CAV status. What happens if such person no longer has a valid CAV card? _____

24. Detailed procedures to be followed in conducting the election of Bethel Officers shall be determined by the _____.

25. The following steps are observed in amending Bethel Bylaws:

- a. The written proposed amendment is presented to the _____.
- b. A copy of the proposed amendment is sent to: _____

- c. The proposed amendment shall layover _____
of the Bethel before action is taken.
- d. An affirmative vote of _____ of the voting members present is required to adopt.
- e. Copies are sent by the _____ to designated officials and to the Jurisprudence Committee as determined by Supreme/Grand Guardian Council Law.
- f. Amendments become effective when the Bethel receives the _____
_____ sent to them by the Jurisprudence Committee.

26. Article II of the Constitution of a BGC states that the object of the Council is to provide _____ of all Bethel _____ and _____ held in the name of JDI.

27. A BGC shall consist of not more than _____ members, _____ of whom are _____ members and _____ are _____ members.

28. Associate Members of the BGC consist of a minimum of two from what 4 positions?

29. The Supreme Guardian, with the consent of the _____, may appoint five (5) eligible _____ to serve as _____ of the BGC in jurisdictions where Masons are prohibited by Masonic law from being Associate Bethel Guardians.

30. The Installing Officer of a BGC appointed by a Grand Guardian shall be a member of the _____ or _____.

31. The Installing Officer of a BGC appointed by the Supreme Guardian may be who?

38. Election of Officers shall be held at the second meeting in the months of _____ and _____.

39. In an election where 44 ballots are cast and five are blank, a majority for election would be _____.

40. List the areas of coverage included under the insurance program of the SGC.

41. Amendments to the Manuals of Rules and Regulations must be approved by _____ and the _____.

42. At least _____ copies of a written proposed amendment will be sent to the appropriate person per Bethel Bylaws.

43. At an open meeting for Installation, what part of our ritualistic work shall not be used?

44. What part of a Bethel meeting may be omitted if the Bethel has a dispensation to exemplify the ritualistic work for adult bodies? _____

45. If the Honored Queen becomes ill during a Bethel meeting, or for some other emergency, and cannot continue the meeting, who shall preside and in what order? _____

46. Which Book is not a narration for Installations?

- a. Book of Gold
- b. Book of Silver
- c. Book of Glory
- d. Book of Music

47. How many Narrations for Installation are there? _____

57. The powers to investigate, reprimand, suspend, or expel Bethel members for cause is under direct supervision of the _____.

58. What is identified as causes for suspension in the Constitution and Bylaws?

59. What is identified as causes for expulsion? _____

60. How may a member suspended two (2) years ago for non-payment of dues be reinstated in the Order? _____

61. Cords shall be tacked along the bottom of the yoke seam to within _____ of each side of center front (measured on the curve of the yoke), crossed at center front _____, then passed around the waist once and tied at center front with a square knot _____ below natural waistline.

62. Robes shall be a length of _____ from the floor, with a _____ hem, and the underslip a length of _____ from the floor.

63. It is permissible to wear the official regalia of the Order in public for _____ purposes only and only with the consent of the _____.

64. According to Law, what standing committee does not report at the annual meeting of the SGC? _____

65. Bethel members have the right to appeal against any act or decision of the Executive members of the BGC if such appeal is taken within _____ days after the act or decision.

66. When can the Degree of Royal Purple be given? _____

SECTION 3

Each of the following statements identifies a situation which may or may not require a special dispensation. For each question circle the appropriate answers.

Note: There are two (2) answers for each situation.

	<u>Disp. Required</u>		<u>Fee Required</u>	
	Yes	No	Yes	No
1. A Bethel plans a dinner to raise funds immediately prior to a Bethel meeting. This will require that the meeting start one hour later than usual.	Yes	No	Yes	No
2. The Guide of the Bethel resigns from office after the Bethel's Installation. A special election is to be held.	Yes	No	Yes	No
3. A PHQ has been properly appointed as 5 th Messenger. On the night of the Bethel's Installation, the same PHQ served as an Installing Officer. It is desired that the 5 th Messenger be installed at the next regular meeting.	Yes	No	Yes	No
4. The Bethel desires to hold a third meeting in a month to honor the Bethel's birthday.	Yes	No	Yes	No
5. A regular meeting falls on Memorial Day and the Bethel desires to change the meeting date.	Yes	No	Yes	No