

## **National Bylaws 2018-2021**

### **The Order of the Daughters of the King® Bylaws as enacted through the 2018 Triennial.**

#### **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. MEMBERS**

Section 1. All members must be women communicants of the Episcopal Church, or of other churches in communion with it, or of churches with the Historic Episcopate but not in communion with it.

Section 2. Every woman who becomes a member of The Order of the Daughters of the King® 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 the church.

A. The Rule of Prayer: Each member promises, in addition to seeking to grow daily in a life of prayer, to pray daily for the spread of Christ’s Kingdom; for God’s blessing upon all members of The Order; and for the spiritual growth of the parish.

B. The Rule of Service: Each member 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 priest in charge for the up-building of the parish; and to minister to God’s people wherever she is.

C. Corporate Communion of The Order: In addition to faithful participation in the Eucharist, each member shall regard it as her duty and privilege to prepare for and attend, if possible, a Corporate Communion of The Order on All Saints’ Day.

Section 3. Membership:

A. Becoming a Member

1) Upon approval of the priest in charge, any woman communicant of a parish or mission who accepts the two Rules of The Order: the Rule of Prayer and the Rule of Service, shall be eligible for membership after a three-month preparation period of concentrated study, training, prayer and service.

2) Any baptized woman communicant in a church-related or non-church-related institution who accepts the two Rules of The Order: the Rule of Prayer and the Rule of Service, and is

approved by its Chaplain or the Bishop if it is a non-church related institution (retirement, assisted living or prison) shall be eligible for membership after a three-month preparation period of concentrated study, training, prayer and service.

B. Daughters at Large:

- 1) Daughters who are not members of a chapter shall be called Daughters at Large.
- 2) Daughters in good standing who leave their church to become members of churches in which chapters may be formed but in which no chapters have yet been formed may become Daughters at Large subject to their vows and their obligations to continue to pay membership dues.
- 3) They shall pay annual dues and any offering to the National Office.
- 4) Contact should be maintained with the National Chair for Daughters at Large whose name and address appears in *The Royal Cross* and with the Provincial and Diocesan Assembly Chairs.

C. Junior Daughters of the King:

- 1) Junior Daughters are baptized girls from 7 to 21 years of age who accept the two Rules of The Order: the Rule of Prayer and the Rule of Service for as long as they remain members.
- 2) The Junior Daughters shall be under the general direction of the National Council. A member of the National Council shall be appointed chair for Junior Daughters.
- 3) The directress of the chapter shall be a senior Daughter who is at least 21 years of age.
- 4) A Junior member 16 years of age or older who has met the Daughters' membership requirements may transition to senior member following a period of study and with the approval of her Junior Directress, Chapter President and priest in charge of her church.

Section 4. Resignation or Death:

A. If a member finds that she cannot fulfill the vow, she may resign from The Order after consultation with her priest in charge. She or the president of the 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 upon resignation.

B. Any Daughter unable to attend meetings because of advanced age, failing health or invalidism should not feel it necessary to, or be required to, resign and return the cross. She has taken the vow and is entitled to wear the cross in good faith.

C. When a Daughter dies:

- 1) The National Office should be notified by her chapter president, or by the Diocesan Assembly president if the deceased is a Daughter at Large.
- 2) The cross may be buried with her or placed in her urn, or returned to the National Office by the chapter president.

Section 5. Reinstatement:

- A. A Daughter who is not in good standing may be reinstated at a Service of Rededication following a period of renewal and study with the approval of her priest in charge and upon payment of dues for the current year and a nominal reinstatement fee, set by the National Council.
- B. A Daughter at Large may be reinstated in a similar manner with the approval of the diocesan assembly chaplain.

Section 6. Dues and Fees:

- A. New member fees are set by the National Council to reflect current costs.
- B. Dues are established at the National Convention.
- C. Dues may be paid online via The Order's website or mailed to the National Office.
- D. Dues are payable annually to the National Office.
- E. Lifetime members: A Daughter becomes a lifetime member by making a one-time contribution that frees her for the rest of her life from the obligation to pay annual dues.
  - 1) The amount of this contribution shall be linked to the annual dues set by the National Convention of The Order.
  - 2) This contribution shall become part of the Endowment II Lifetime Fund and the income generated by this fund will offset her annual dues.
- F. Chapter Relief Status: Upon reaching the age of 85 a Daughter may apply through her chapter or diocesan assembly president for relief of the obligation to pay dues. Upon approval of her application she would be relieved from paying annual dues for the remainder of her life.

Section 7. No money-making policy:

- A. Daughters of the King shall not raise money in the name of The Order.
- B. Individual members shall not be excluded from participating in church-affiliated organizations whose purpose is to raise money.
- C. Donations may be accepted to further the work of The Order.

**ARTICLE IV. CHAPTERS**

Section 1. Organization of Chapters within the United States.

- A. Three or more women communicants in any parish or mission of the Episcopal Church, or of other churches in communion with it, or of churches with the Historic Episcopate but not in communion with it, who accept these Bylaws, with the approval of the priest in charge, may organize as a chapter.

- B. Three or more women communicants in a church-related institution, with the approval of the head of the institution or chaplain, may organize as a chapter.
- C. A Chapter may be organized in a non-church related institution with the approval of the Bishop of the Diocese in which such institution is situated. Chapters so formed shall be under the supervision of the Bishop or a deputy appointed by the Bishop.
- D. A Junior chapter of at least three eligible girls may be organized in any parish in which a Daughters chapter is eligible to be formed with the approval of the priest in charge and a senior Daughter serving as Directress.
- E. Three or more women in parishes or missions without a chapter, who are in good standing in a diocese, who accept these Bylaws may, with the approval of the Diocesan Assembly president and Bishop, organize a Diocesan chapter, sometimes called a Bishop's Chapter. In a diocese where there is no Diocesan Assembly, the approval of the Bishop is sufficient.
- F. All chapter officers shall assume office on September 1st of the year in which they are elected.

## Section 2. Organization of Chapters outside the fifty United States.

- A. The Order of the Daughters of the King® may be organized outside the 50 United States in any autonomous church of the Anglican communion, in a church in communion with it, or in churches within the Historic Episcopate but not in communion with it. Such chapters shall be called International Chapters.
  - 1) International Chapters must subscribe to our two Rules of the Order: the Rule of Prayer and the Rule of Service. They must subscribe to our Bylaws with the exception of portions that may be in conflict with their own church polity.
  - 2) The three-month preparation period for membership shall be required.
  - 3) At a Service of Admission the members shall take vows of Daily Prayer and Service for the purpose of the extension of Christ's Kingdom.
  - 4) Any International chapters thus established shall report annually to the U.S. National Office of The Order of the Daughters of the King®, or to their National President. The report will include the number of members, contact information, and a summary of participation in Prayer and Service.
  - 5) In a country with six or more chartered Chapters an International Assembly may be formed. These Assemblies may develop their own convention, council support system, Bylaws, dues and handbook.
  - 6) International Assemblies of The Order shall report to the U.S. National Office the number of chapters, number of members, national officers and contact information, their convention plans and a summary of participation in Prayer and Service.

7) A member of the US National Executive Board or their appointed representative shall have seat and voice but no vote at conventions of all International Assemblies.

8) National officers of assembled countries or their appointed representative shall have seat and voice but no vote at national conventions of The Order in the U.S.

### Section 3. Inactive Chapters:

A. If a chapter has fewer than three members who are current in the payments of dues, it shall be removed from the list of active chapters after three (3) years.

B. To disband a chapter - A chapter wishing to disband, after consultation with the priest in charge and the Diocesan Officers, shall notify the National Office and return to the National Office its charter and the crosses of those who relinquish membership, along with all monies pertaining to the chapter. Those who wish to continue their membership may do so as members of a Diocesan (Bishop's) Chapter, if there is one, or as Daughters at Large.

C. Reinstatement of a chapter - A chapter that has been inactive for two years or less, may upon approval of the priest in charge, be reinstated by paying dues for all members for the current year and by renewing vows at a Service of Rededication.

### Section 4. Diocesan and Provincial Assemblies:

A. When three or more chapters are chartered in a Diocese they shall form a Diocesan Assembly to strengthen The Order and to facilitate communication with each other. A Diocesan Assembly is entitled to a delegate and an alternate to the National Convention.

B. Three or more Diocesan Assemblies within a Province of the church may form a Provincial Assembly. The President, or appointed representative, of such an Assembly is entitled to representation on the National Council.

C. All Diocesan Officers shall assume office on September 1st of the Triennial Year. Such officers may be elected at any time.

D. Provincial Officers' terms of office shall coincide with those of the National Council.

## **ARTICLE V. NATIONAL COUNCIL**

### Section 1. Members:

A. The National Council of The Order shall be composed of fifteen (15) members elected by ballot at the National Convention and a representative from each Provincial Assembly. The representative shall be the elected president of that Provincial Assembly. Where there is no Provincial Assembly, a Provincial Representative shall be appointed by National Council.

B. All members shall have the same status, except that only the National Council members who have been elected by ballot at the Convention shall be eligible to become National Officers of The Order.

C. The term of all officers shall commence at the beginning of the fiscal year after adjournment of the National Convention at which they are elected.

D. The president or appointed representative of an International Assembly may attend meetings of the National Council with seat and voice but no vote.

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

A. The National Council shall have the power to elect the officers of The Order.

B. It shall have the power to invoke Roberts' Rules of Order for the transaction of business and to execute all legislation of The Order.

C. The National Council shall have power to enact Standing Rules for the transaction of business and to execute all legislation of The Order between conventions.

D. National Council Members, with permission from the National president, shall have the right to invite Honorary members to attend meetings where they shall have seat and voice but no vote.

#### Section 3. Meetings:

A. The National Council shall meet face to face at least annually. Other meetings may be conducted via teleconferencing, video conferencing or other electronic means.

B. Special meetings may be called by the National President, or at the written request of three (3) members of the Council, or of members of The Order from fifteen (15) dioceses.

C. Quorum: one half (1/2) of the members shall constitute a quorum.

### **ARTICLE VI. OFFICERS**

#### Section 1. Elected Officers:

A. The officers of The Order shall be elected by the National Council after the adjournment of the National Convention for a term of three (3) years.

1. Eligible nominees are submitted for the office of National president.

2. Voting shall be by ballot, separately and sequentially for each office: President, 1st Vice President, 2nd Vice President, Secretary and Treasurer, the person with the highest number of votes for each position being elected.

3. If only one nominee is presented for secretary or treasurer, the election may be by acclamation.

4. In the event that no elected member of the National Council feels qualified to be National Treasurer, the Executive Board may select a member from The Order who shall sit on National Council with voice but no vote.

5. No elected member of the National Council shall be eligible to be elected president until she has served at least one elected term on the National Council or two full terms as Province president.

6. A vacancy in any office shall be filled by the president with the consent of the Executive Board.

7. All National Council members shall serve no more than three full terms. A term is defined as greater than 24 months.

#### Section 2. Duties of the National Officers:

##### A. President:

1) The president shall preside at all meetings of the National Council and the Executive Board.

2) She shall appoint all committees, subject to the approval of the National Council.

3) She shall be an ex-officio member of all committees.

4) She shall perform all duties pertaining to her office.

5) She shall have power to fill all vacancies in the Convention elected membership of the Council, with the consent of the Executive Board. Any officer or National Council member thus appointed shall serve for the remainder of the term.

##### B. Vice Presidents:

1) In the absence of the president, the 1st Vice President, or if she is absent, the 2nd Vice President, shall perform the duties of the president.

2) In case of the resignation or death of the president, the 1st Vice President shall automatically become the president.

##### C. Secretary:

The Secretary shall keep all minutes of the meetings of the National Council, the National Convention and 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 monies belonging to The Order which pass through the National Office and shall render full statement of receipts and disbursements at each National Council Meeting and at the National 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.

4) She shall be bonded for the faithful discharge of her duties in such sum and such surety or sureties as shall be required by the National Council.

5) All financial records shall be audited by a Certified Public Accountant annually coinciding with the end of the fiscal year. The National Executive Board may also require an audit when the office of either the Treasurer or National Office Administrator is vacated.

## **ARTICLE VII. MEETINGS**

### Section 1. National Convention:

A. The Order shall hold a National Convention in the year of the General Convention of The Episcopal Church.

B. The Convention is the governing body of The Order. It shall be composed of one delegate from each chapter, one delegate from each Diocesan Assembly, and one Daughter at Large delegate from each of the eight Provinces, together with the members of the National Council of the Order, including the Provincial Representatives.

1) Each delegate is entitled to one vote.

2) Each delegate may have an alternate who may take her place in the delegate's absence.

3) If a chapter does not have at least three members who are current in the payment of dues, that chapter shall be disqualified from representation at the Convention.

C. Quorum: one third (1/3) of the voting delegates shall constitute a quorum.

D. Nominations:

1) At the opening of the Convention, the president shall announce a committee of three (3) to present nominations for membership to the National Council.

2) Additional nominations may be made from the floor by a delegate of a Diocesan Assembly which has not proposed a nominee. Written consent of a proposed nominee must be secured with a resume of her qualifications in writing, given to the Committee on Nominations twenty-four (24) hours before nominations are opened.

3) Each Diocesan Assembly may nominate one member of The Order for election to National Council, having obtained her consent. The name and qualifications of the member nominated must be submitted on the National Council Nominee Form to the National Office by January 15 of the National Convention year.

4) Eligibility for nomination: To be eligible for election to National Council, the nominee must have been a Daughter for at least three (3) years, must be current in the payment of dues and must have served in an elected or appointed position at the Diocesan or Provincial Assembly level.

## **ARTICLE VIII. EXECUTIVE BOARD**

Section 1. The elected officers of the National Council and one elected member of National Council appointed by the National President with concurrence of the elected officers shall constitute the Executive Board.

Section 2. The President may appoint a past National Council President or a past National Vice President to serve as advisor to the Executive Board with seat and voice but no vote.

Section 3. The Executive Board shall conduct the business of the National Council between meetings with general power to transact the business. The business shall be conducted face to face, via teleconferencing, videoconferencing, or other electronic means.

Section 4. The Executive Board shall determine the policies of The Order, except as instructed or limited by vote of the National Council or by provisions of these Bylaws.

Section 5. The Executive Board shall assist the president as she shall request in transacting the business of The Order.

Section 6. The Executive Board shall inform the National Council of any decisions in writing.

Section 7. Four (4) members shall constitute a quorum.

#### **ARTICLE IX. PROVINCIAL REPRESENTATIVES**

Section 1. The primary duty of the Provincial Assembly Representative is to interpret the work, ideals and aims of The Order from the National Council to the Daughters in her Province and in turn to interpret the work and problems of her Province to the Council.

Section 2. She shall attend all National Council meetings and the National Convention and shall submit a written report covering the state of her Provincial Assembly to the National Council and to the Convention.

#### **ARTICLE X. U.S. NATIONAL OFFICE**

The U.S. National Office shall be managed by a person in a paid position who shall be under the direction of the President of The Order.

#### **ARTICLE XI. EMBLEM, COLORS, MOTTO**

Section 1. The Emblem of The Order is a Greek modified 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 the members.

Section 2. The colors of The Order shall be White and Blue.

Section 3. The motto of The Order shall be "For His Sake":

"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 will you have me do?"

## **ARTICLE XII. OFFICIAL MAGAZINE**

Section 1. The official magazine of The Order shall be *The Royal Cross*.

Section 2. The Editor and an Assistant Editor, if needed, shall be selected by the National Council of The Order.

Section 3. A report shall be made to the National Council annually and to the National Convention.

## **ARTICLE XIII. NATIONAL CHAPLAIN**

The National President shall appoint the National Chaplain, with the approval of the Executive Board.

## **ARTICLE XIV. FISCAL YEAR**

The Fiscal Year shall begin on September 1<sup>st</sup> and end on August 31<sup>st</sup> of each year.

## **ARTICLE XV. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order (Newly Revised) shall govern the proceedings of The Order of the Daughters of the King® in all cases to which they are applicable and in which they are not inconsistent with these Bylaws.

## **ARTICLE XVI. AMENDMENT**

These Bylaws, as a whole or in part, may be amended at any National Convention by a two-thirds (2/3) vote of all delegates present and voting at any National Convention, provided the amendment(s) has been submitted to the chapters in writing at least three (3) months before the National Convention convenes.