

**THE  
COLORADO STATE GRANGE  
CONSTITUTION**

**Article I – Title**

This Grange shall be designated as the Colorado State Grange, of the Order of Patrons of Husbandry; and in all of its acts it shall be subordinate to the Constitution of the National Grange.

**Article II – Officers**

Section 1. The officers of a Grange, either Junior, Subordinate, Pomona, State or National, shall consist of and rank as follows: Master, Overseer, Lecturer, Steward, Assistant Steward, Lady Assistant Steward, Chaplain, Treasurer, Secretary, Gatekeeper, Ceres, Pomona, and Flora and an Executive Committee of at least three (3) members.

Section 2. The officers of the Subordinate Grange shall be elected annually at a regular meeting at any time after June 1<sup>st</sup> and before September 1<sup>st</sup> and shall be installed as soon after election as practicable. Subordinate Granges are permitted to use a nominating committee as long as no one is denied the privilege of nominating from the floor. In Pomona Granges the officers shall be elected at such time as each Pomona Grange may determine. In the Colorado State Grange the officers shall be elected once in two years, on the odd numbered years. All elections shall be by ballot and a majority of all ballots cast shall be necessary to a choice. The Officers of the Colorado State Grange may be elected to the same position no more than four consecutive terms (three terms for Executive Committee

It shall be the duty of the Secretary of each Subordinate and Pomona Grange in the State to report to the Secretary of the Colorado State Grange immediately after election of officers, the names, addresses and phone numbers of the newly elected officers of the Grange, and other information as the State Secretary may request.

Section 3. There shall be an Executive Committee consisting of the Master and at least three (3) members in the Colorado State Grange, to be elected in accordance with the By-Laws of the State Grange. The Overseer shall be a member of the State Grange Executive Committee with full voting privileges. The Secretary, and Treasurer shall be consulting members of the State Grange Executive Committee.

It shall be the responsibility of the Executive Committee to act for the Grange between meetings of the Grange. One member of the Executive Committee shall be elected each year to serve for a term of three years.

A quorum shall consist of any two voting members and the State Master or State Overseer. At a scheduled meeting if the State Master is unable to be present the Overseer shall assume the responsibilities. All members of the Executive Committee shall be notified of any regular or special meetings.

Section 4. There should be appointed by the Executive Committee of the Colorado State Grange a Legislative Committee, which will include the State Master and the State Secretary as ex-officio members of the Committee. The Legislative Committee shall serve under the direction of the Executive Committee of the Colorado State Grange until their successors are duly appointed.

Section 5. Nominations for officers may be made if a Grange so decides. No nominating speeches shall be allowed but a nominee may be identified as to Grange membership and most recent office.

### **Article III – Voting**

The representatives from the Subordinate Granges and the Pomona Granges of Colorado to the annual convention shall be two (2) delegates from each Subordinate or Pomona Grange in the state, to be elected from each Grange and shall be the only members entitled to vote. A delegate representing a Pomona Grange cannot also represent a Subordinate Grange. One Youth Delegate as selected by each Pomona or Area be given full constitutional rights to voting privileges at the Colorado State Convention.

### **Article IV – Meetings**

The Executive Committee of the Colorado State Grange shall be authorized to set the opening day of the State Grange convention at a time to be decided by the Grange and/or Executive Committee. Should the State Grange adjourn without selecting a place for the next meeting it shall be the duty of the Executive Committee to select a place for such meetings.

### **Article V – Quorum**

The representatives of eight (8) Subordinate and Pomona Granges shall constitute a quorum for the transaction of business.

When a quorum is not reached, the requirement for a quorum may be suspended by a vote of the delegates present with the approval of the three Executive committee members.

## Article VI – Duties of Officers

Section 1. It shall be the duty of all officers to see that the laws of the Order shall be carried out.

Section 2. It shall be the duty of the Master of the Colorado State Grange to preside at all meetings of the State Grange; to decide all questions of laws and usage; to see that the laws are faithfully and promptly enforced; to have a general over-sight of the interests of the Order; and to perform such other duties as the Good of the Order may require.

Section 3. It shall be the duty of the Secretary of the Colorado State Grange to:

3.1 make and keep complete and accurate records of all the proceedings of the meetings of the State Grange.

3.2 make all necessary returns to the National Grange.

3.3 pay over to the Treasurer, within the time prescribed by the Constitution of the National Grange, all monies coming into his/her hands, and take a receipt from the Treasurer for the same. He/she shall draw and countersign all orders upon the treasury.

3.4 conduct the correspondence of this Grange and perform such other duties as generally devolve upon such officer, under the direction of the Master and Executive Committee.

3.5 publish and submit the Journal of Proceedings of the Annual State Grange Session prior to February 1.

3.6 keep an accurate register of the name and number of each Pomona, Subordinate and Junior Grange in the State, with names and addresses of the Masters, Lecturers, and Secretaries.

3.7 prepare the Colorado State Grange Roster and have it distributed no later than January 1.

Section 4. It shall be the duty of the Treasurer of the Colorado State Grange to:

4.1 oversee the invested funds (in conjunction with the Executive Committee).

4.2 receive all monies of the State Grange from the hands of the Secretary. And give a receipt for the same.

4.3 keep an account of all monies received and pay the same, upon approval of the Master and State Executive Committee.

4.4 give a full statement of the condition of the Treasury at each Executive Committee meeting, and when ever called upon by the Executive Committee to do so.

4.5 give a full statement of the condition of the Treasury for the past year at the annual State Session

Section 5. It shall be the duty of the Overseer to assist the Master in preserving order. He/She shall preside over the Colorado State Grange in the absence of the Master; and in case of vacancy in the office of Master of the Colorado State Grange, he/she shall fill the office until the next annual meeting of the Colorado State Grange.

Section 6. The duties of the Executive Committee of the Colorado State Grange shall be to exercise a general supervision of the affairs of the Order during the recess of the State Grange; to pass upon all orders issued by the Secretary and signed by the Master; to provide for the general welfare of the Order in all matters; and to report their proceedings in detail, with itemized statements of their expenses at the next meeting of the State Grange. The Executive Committee shall hold regular meetings upon the call of the State Master, or when in the opinion of any three (3) members of the Executive Committee a meeting may be necessary for the welfare of the Colorado State Grange; at such time and place as may be determined for the meeting by the Master or by those calling the meeting.

Section 7. Each officer of any Grange – State, Pomona or Subordinate, shall at the expiration of his/her term of office deliver to his/her successor all books, papers, moneys, implements or property of any description pertaining to his/her office. In case any officer of any Grange – State, Pomona or Subordinate, shall vacate the office before the expiration of the term of office, he/she shall deliver all property of the Grange pertaining to the office to the Executive Committee of the Grange, to be delivered to the incoming officer when the vacancy shall have been legally filled.

#### **Article VII – Bonds**

The Secretary and Treasurer of the State, Pomona and Subordinate Granges shall give bonds in such sums as the Executive Committee of their respective Granges may require, payable to the Executive Committee; and in case of forfeiture the proceeds of said bonds, when collected, shall be paid into the treasury of the Grange.

#### **Article VIII – Associate Members**

The Colorado State Grange shall authorize a classification of Associate Members.

#### **Article IX – Amendments**

The constitution may be altered or amended at any regular session of the Colorado State Grange by a two thirds (2/3) vote of the members present, provided the amendment is proposed at one day's session and voted upon at another day's session.

*Revised September 28, 2018*