

LOYAL ORDER OF MOOSE



MINNESOTA MOOSE ASSOCIATION

POLICIES OF THE MINNESOTA MOOSE ASSOCIATION

The Policy number indicates the date of the Meeting where the policy/amendment was approved by Membership. It also includes a number to indicate if more than one Policy was established on the same day.

Example:

Policy 20210220.001 is the first policy established at the meeting held February 20,2021.

Any amendments will be noted under the initial policy

Example:

Policy 20150801.001 – Trainers will be paid mileage at 45 cents per mile, which is the current Moose International mileage rate with mileage being calculated from point A to point B of travel and return.

Amended 2017-09-15 – Trainers will be paid mileage at the current Moose International mileage rate, with mileage being calculated from point A to point B of travel and return.

DISTRICT COMPOSITION

Policy 20210220.001 – In accordance with the MN Association By-Law ARTICLE V – DISTRICT COMPOSITION, the Districts shall be:

District 1 (a.k.a 1st District) which will contain the following:

Baudette #742 1096, Cloquet #1274, Proctor #1302, Two Harbors #1463 and Grand Rapids #2023

District 4 (a.k.a 4th District) which will contain the following:

Aitkin #1060, Braham 1#544, Coon Rapids #38, Ortonville #407 and St Cloud #1400

District 5 (a.k.a 5th District) which will contain the following:

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Albert Lea 1703, Faribault #2098, Maplewood #963, St Charles #1114, and South St Paul #1088

ELECTED OFFICERS

Policy 20210220.002 – Association President will be eligible for up to a maximum of \$1,000 to cover their expense for attending the International Convention. This amount is to cover a \$30 per day per diem, as well as mileage. If the Association Secretary is unable to attend the Moose International Convention, the Association President shall not have access to the Association Secretary's funds. Monies will distributed after receiving receipts and travel vouchers for the amount requested.

Policy 20210220.003 – Association Secretary will be eligible for up to a maximum of \$1,000 to cover their expense for attending the Moose International Convention. This amount is to cover a \$30 per day per diem, as well as mileage. If the Association President is unable to attend the International Convention, the Association Secretary shall not have access to the Association President's funds. Monies will distributed after receiving receipts and travel vouchers for the amount requested.

Policy 20210220.004 – Association Secretary will be eligible for up to a maximum of \$150 to cover their expense for attending any training required for their position. An examples of would be 2-HOTT (2-days Hands On Technical Training).

Policy 20210220.005 – The Association Secretary shall be eligible for a reimbursement covering internet access fees. Total is not to exceed \$30.00 per month, payable upon receipt of a bill presented to the Executive Board.

Policy 20210220.006 – Trainers will be paid mileage at the current Moose International mileage rate with mileage being calculated from point A to point B of travel and return.

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Policy 20210220.007 – The Association Secretary shall be allowed pay the ‘on-going’ operational bills as they are received prior to Board review and/or Membership approval. These bills include, but are not limited to:

Monthly Statement of Account from Moose International
World Famous Chocolates (or other fundraising vendor)
Membership incentive awards

BOARD OF OFFICERS

Policy 20210220.008 – The Association Junior Past President shall serve as the Association By-Laws, Policies and Resolutions Chairperson.

NOMINATION AND ELECTION OF OFFICERS

Policy 20210220.009 – The nominees for Association Board of Officers shall not be more than one person per Lodge. This may be amended by the Board of Officers in a single year/term if there is no qualified candidate is available.

Policy 20210220.010 – The nominees for Association Board of Officers shall not have any immediate family member on the elected board of officers.

MEETINGS

Policy 20210220.011 – All member lodges and chapters shall be represented at one hundred percent (100%) of District Meetings as outlined in the General Laws of the Order.

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Policy 20210220.012 – All LOOM members, except for Official Visitors, shall pay the registration fee for the Association Annual Convention and Association Mid-Year Conference. Official Visitor’s registration fee shall be covered by the Association.

Policy 20210220.013 – The Association shall pay for 3 nights of hotel rooms for:

WOTM Official Visitor and LOOM Official Visitor

WOTM Deputy Grand Regent (or Officer in Charge of WOTM), LOOM Deputy Supreme Governor (or Officer in Charge of LOOM)

The Association’s elected Officers: President, Vice President, Prelate, Treasurer, Secretary, and Jr Past President

The Association’s Territory Manager (ATM)/ Regional Manager (ARM)/ Moose International Liaison (MIL)

The Int’l Moose Legion Area Manager and Int’l Moose Legion Ambassador

If any of the above request a smoking room, they shall pay the difference in cost between the rates negotiated for a non-smoking room vs a smoking room. **EXCEPTION:** WOTM and LOOM Official Visitors shall not be charged the difference.

Rooms for pro tem positions will not be paid for.

Note: a 4th night may be paid for the WOTM and /or LOOM Official Visitor, the ATM/ARM/MIL and/or the Association Secretary if they need to arrive a day early to coordinate event set-up, etc.

Policy 20210220.014 – If the Association hosts a hospitality room in conjunction with the Association Annual Convention or Association Mid-Year Conference, the Association shall pay for 2 nights of hotel for the Member hosting the Hospitality Suite if their room is not already paid or by the Association.

Policy 20210220.015 – The Association shall pay for any of the meals which require pre-registration for:

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WOTM Official Visitor and spouse/significant other, and LOOM Official Visitor and spouse/significant other

WOTM Deputy Grand Regent (or Officer in Charge of WOTM) and spouse/significant other, LOOM Deputy Supreme Governor (or Officer in Charge of LOOM) and spouse/significant other

The Association's elected President, President's spouse, Secretary and Secretary's spouse.

The Association's Territory Manager (ATM)/ Regional Manager (ARM)/ Moose International Liaison (MIL) and their spouse/significant other

Note: Meals paid for are any meals that are noted on the pre-registration form where pre-registration is required.

Policy 20210220.016 – Attendance incentive: Each Lodge shall receive a discount to their annual Association per capita for their attendance at the Association Annual Convention and Conference as detailed below. A maximum of 10% discount is available per fiscal year.

Lodge has a representative	1% discount
Lodge's Administrator in attendance	3% discount
Lodge's Governor in attendance	3% discount

Policy 20210220.017 – A return check fee in the amount of \$20.00 shall be charged to anyone whose check has been returned by the Association bank.

ASSOCIATION DUES

Policy 20210220.018 – Association Per Capita will be assessed on a quarterly basis following the end of each quarter, i.e. March 31, June 30, September 30 and December 31 (or otherwise designated by Moose International). Each member lodge and chapter shall receive a quarterly statement advising them of the current amount due from their fraternal unit to the Association. Dues shall be paid in their entirety no later than 30 days from the end of the quarter for which they are assessed.

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TRAINING

Policy 20210220.019 – All men and women elected or appointed to District and Association office shall be current in Lodge Leadership/Social Quarters Operations training.

HONORARY PAST PRESIDENT

Policy 20210220.020 – The Association may, at its annual convention, after recommendation by the Resolutions Committee, confer the title of Honorary Past President upon a member of The Moose.

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-END-

CERTIFICATE OF ADOPTION

We, the undersigned, hereby certify that we are respectively President and Secretary of the ___MINNESOTA___ Moose Association. We further certify that we have carefully examined the foregoing policies of the Association and they constitute a true and correct copy of the policies adopted by the ___MINNESOTA___ Moose Association by a two-thirds (2/3) vote at its Convention / Conference held at _____ on _____, 20__ at which time a quorum was present. The original of the policies will remain on file with the Secretary of the Association.

IN WITNESS THEREOF, we have hereunto subscribed our names this _____ day of _____, 20__.

President

Secretary

(Imprint or place Association Seal Here)

Attest:

Association Liaison

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CERTIFICATE OF APPROVAL

I, the undersigned, do hereby certify that I am the Chief Compliance Officer of Moose International. I do further certify that I have examined the foregoing policies of the ___MINNESOTA___ Moose Association, Inc. and find that they are in accordance with the Constitution and General Laws of Moose International and The Moose.

IN WITNESS THEREOF, I have hereunto subscribed my name and affixed the seal of Moose International this _____ day of _____ 20__.

Chief Compliance Office Representative

MOOSE INTERNATIONAL SEAL: