

STANDING RULES FOR MONITOR LODGE as published in the November 1992 issue of the Monitor newsletter

These rules supplement the Local Lodge By-Laws and may be revised by Monitor Lodge when necessary.

1. This Lodge shall be known as Monitor Lodge No. 218 located in the city of Sacramento, California, and all members shall have the same rights.
2. Regular lodge meetings shall be held a minimum of nine times per year.
3. A qualified candidate who seeks membership in the Lodge shall present an official application for membership together with one (1) dollar, which shall constitute part of the regular initiation fee of ten (10) dollars.
4. All properly presented and accepted applications for membership shall be referred to a Membership Committee, which shall be composed of three (3) local lodge members in good standing. Every member is an unofficial emissary authorized to recruit new applicants. The sponsor shall be responsible for their members.
5. The following shall be appointed:
 - A. Children's Club Leader(s)
 - B. Friendship Committee; Chaplain, Vice Chairman and other members as needed
 - C. Hospitality Committee (2)
 - D. Librarian
 - E. Membership Committee (3)
 - F. Newsletter Publisher
 - G. Nominating Committee (3); consisting of the Past Chairperson, Recording Secretary, and one member at large.
 - H. Public Relations Committee (2)
 - I. Scholarship Committee (3)
 - J. Sweden Day Delegates (2)
 - K. Telephone Committee; 2 members for each lodge program page.
 - L. Vasa Star Correspondent
6. Candidates for local lodge office shall be members in good standing having attended six (6) consecutive regular meetings.

7. All elected positions must be balloted separately and a plurality of votes is sufficient to elect. The presiding Chairperson may ask the members to pass a unanimous ballot, to be executed by the Secretary.
8. Duties of officers;
 - A. The Vice Chairman shall be co-chair of the Friendship Committee. They take office with the understanding of becoming Chairperson.
 - B. The Recording Secretary shall be on the Nominating Committee.
 - C. The Assistant Recording Secretary shall assist the Recording Secretary and assume the duties of the Recording Secretary in his or her absence. Duties of the Assistant Recording Secretary include the following;
 - taking notes during meetings and writing up minutes,
 - helping to write vouchers for bills during meetings,
 - typing membership cards and applications for newly initiated members,
 - notifying various officers of address changes, etc. (District Secretary, Vasa Star Circulation Manager,) and,
 - helping to distribute program books.
 - D. The Chaplain shall perform all duties as prescribed by the Ritual of the Order and is Co-Chair of the Friendship Committee.
 - E. The Past Chairperson will chair the Nominating Committee.
9. Membership dues of the Chairperson, Recording Secretary, Financial Secretary and the Treasurer shall be paid by the Lodge while they are in office. A gratuity of twenty five (25) dollars shall be paid to the Recording Secretary at the end of the term. The Lodge pays the room rent for the Children's club. The Lodge pays the registration fees for the District Cultural Seminar for the Chairperson, Cultural Leader, Children's Club Leader, and a member of N&I och Tr[^]d. The Lodge pays the registration fees for the District Membership Seminar for the Chairperson and two (2) members of the Membership Committee.
10. The Lodge has an interest in the Swedish Language classes.
11. Monies collected from the Coin March and the Name Badge fines shall be used by the Friendship Committee to purchase plants and cards.