



*United National Supreme Council
Ancient and Accepted Scottish Rite Freemasons of the World,
33rd and Last Degree and Order of Eastern Star, Inc.*

*810 Wooster Street
Wilmington, North Carolina 28401
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III. James E. Smith, 33^o
The Most Puissant Sovereign Grand Commander

III. William Blythe, 33^o
The Puissant Lieutenant Grand Commander

Unique Lady Robbie Horton-Garriett
Most Ancient Worthy Grand Matron

Unique Lady Annette Williams
Unique First Lieutenant

What is the name of the Organization?

United National Supreme Council, Ancient and Accepted Scottish Rite Free Masons of the World, 33rd and Last Degree and Order of Eastern Star, Inc.

Where do we get our rights to operate?

From the Secretary of State in Raleigh, North Carolina. We also have rights to operate in South Carolina, Georgia, Texas, Alabama, New Orleans, Florida, Virginia, New York, New Jersey, Maryland, and Illinois.

Who is the Registered Agent?

Ill. James E. Smith, 33^o

Who is the Chief Executive Officer?

Ill. James E. Smith, 33^o
The Most Puissant Sovereign Grand Commander

Who is the Most Ancient Worthy Grand Matron?

Unique Lady Robbie Horton-Garriett

What is the age a person may join United National?

Any able bodied person between the age of 7 and 60. Persons over the age of 60 must be granted special permission from the Supreme Council.

What is the minimum amount of dues that I must pay each month to the National Office?

\$8.00

What if I want to pay my dues annually?**There are 3 ways to pay:**

Regular Member: \$99.00 plus \$20.00 for each higher degree

Honorary member: \$57.00 plus \$20.00 for each higher degree

Higher Degree Dues: \$20.00 – Per Degree

Regular dues plus higher degree dues must be paid in full and received in the National Office by **March 31, to receive a laminated Blue Dues Card.** Dues must be paid through your lodge or chapter.

What do I get if I pay my Annual Dues by a certain date?

If you pay your dues in full by January 31, you will pay at a discounted rate of **\$340**. This price includes: Annual Dues, Fire & Disaster, Higher Degree Dues and Registration for the National Functions.

**Get a gold laminated dues card and
Separate registration area at National functions.**

If you pay your dues in two (2) installments, the cost is **\$355**. You must pay \$177.50 by January 31 and \$177.50 by May 31.

**Get a silver laminated dues card and
Separate registration area at National functions.**

How do I become an Honorary Member?

You must be at least 65 years of age and has paid dues in United National for at least five (5) consecutive years and then submit your name to the General Congress for approval.

United National's Joining Fees

Joining Fee: \$62.00 - \$31.00 to National Office
Reinstatement Fee \$62.00 - \$31.00 to National Office
Healing Fee: \$62.00 - \$31.00 to National Office

(Fees are as outlined, unless there is a Membership Drive)

**Dues sheets should be received in the National Office by the
25th of each month to be posted as current.**

All dues are posted in the month they are received.

What happens if a member does not pay dues?

If dues are not paid for at least 3 consecutive months, the member will be dropped from United National's roll on the 4th month.

If a person drops from a lodge/chapter within a calendar year, they may come to their December meeting; pay all their back dues and assessments and shall be allowed to vote and hold an office. If the member does not attend the December meeting and wants to come back, they must petition for reinstatement to the lodge or chapter.

Local Lodges/Chapters

Annual Assessment to United National:

\$250.00 to be paid by May 31 of each year.

(\$50 each for WM, Secretary, Lodge/Chapter Registration and a minimum of \$100 for King, Queen, Father or Mother Contest)

State Higher Degree Departments Annual Assessment of \$100.00, must be paid directly to the National Higher Department at least thirty (30) days prior to the Higher Degree's convention as a Registration Fee.

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What happens in case of death?

- A sympathy card will be sent to the family.
- If the member is a participant in United National's Insurance Program, their designated beneficiary will receive benefits according to the deceased member's age as outlined in United National's Insurance Program policy.

What happens in case of fire or disaster?

- Participation is **mandatory** for all members. Each member is required to pay three (\$3.00) each year in December at their Annual Meeting for this fund.
- The member dues must be current in order to receive a donation from the fire/disaster fund.
- Only an active member in good standing must notify the National Office of the fire/disaster,
- A certified copy of the fire/disaster report must be submitted to the National Office within thirty (30) days after the incident.
- Once a determination of the incident has been completed, a donation will be sent to the member if their paperwork is in order.

What is the name of United National's youth auxiliary?

The Field of Moral

Who may join and what is the joining fee for the Field of Moral?

Girls: Age 7 – 18 Boys: Age 7 – 21

Joining Fee: \$5.00 (This remains in the Court)

Purpose: To promote well-rounded youths in the area of education, sports and musical abilities. Must be a “C” grade average to maintain membership.

Chaperones: Three supervisors of which two are to be Eastern Stars and one a Master mason and are to be members of the Chapter under which the Field of Moral shall work.

What are the Field of Moral dues?

\$1.00 per month (This remains in the Court. You must send a copy of the dues sheet to the National Office for record keeping purposes.)

The Field of Moral Charters are \$10.00

Who is eligible for the Scholarship fund and when do you have to apply for it?

United National’s Scholarship Committee will award a minimum of four scholarships per year:

- **Two (2) \$500** awards will be awarded to students enrolled at a Community college with at least twelve (12) credit hours or more
- **Two (2) \$1000** scholarship to students enrolled at a four-year accredited institute with at least twelve (12) credit hours or more.
- Only High School Seniors are eligible for the scholarship.
- The student must be sponsored by a parent or grandparent who has been a member of United National for at least 3 years or more.
- The student must be accepted at an accredited college or university of their choice.
- Scholarship applications must be submitted by March 1.
- Scholarship applications are available from the National Scholarship Director.
- Recipient must attend the September banquet to receive the scholarship. If the recipient does not attend the September banquet, the scholarship will be forfeited.
- The sponsor must register for the September Convention.

Organizing Lodges and Chapters

- A petition for Charter must be signed by not less than seven (7) members, with application fees paid and presented to the Supreme Council.
 - a. The entire membership application fee (\$62.00) for the **first seven new members** joining a new lodge/chapter must be sent to the National Office. Afterwards, only 1/2 of the application fee for a new member is sent to the office.
- The petition must delegate the first two (2) officers and the Secretary.
- The petition must state the time and place of meeting.

Charter Application Fee is \$100.00

Within ninety (90) days after the issuance of a Charter:

- a. The officers must be able to perform the ritual, the opening, ritual closing and initiate its members and conduct the Memorial Services.
 - b. Lodge/Chapter must have a complete set of by-laws, which have been approved by the Supreme Council.
 - c. Lodge/Chapter must have an account at a local bank, the account must have at least three (3) signatures. The Worshipful Master or Worthy Matron, Senior Warden or Associate Matron and Treasurer. Only two of the signatures listed are required for disbursements.
- If the membership falls below seven (7) dues paying members, the Lodge/Chapter will be placed on probation for ninety (90) days.
 - At the end of ninety (90) days, if membership is still below seven (7) dues paying members, the Charter must be returned to United National's Office; the remaining members will be added to the National Lodge/Chapter.
 - Once the membership increases back to seven, the original charter may be reinstated for \$50.00.

Demits

If a member is leaving from one lodge/chapter and going to another lodge/chapter; they must get a Demit from the lodge/chapter they are leaving from before they will be permitted to join another lodge/chapter. All dues and assessments must be paid up to date before a Demit is issued to the member.

The new lodge/chapter the member is joining, should send \$5.00 along with the Demit form to the National Office for their new certificate.

Lodges/Chapters can be organized on college campuses.

Grand Lodge/Chapters

Grand Lodges and Chapters are the governing bodies of the state in which they are chartered and shall be constituted as follows:

- Grand Lodges/Chapters must have at least three (3) Subordinate lodges/chapters with at least seven (7) members paying dues consecutively for three (3) months before applying for a charter.

Grand lodge/chapter Charters are: \$100.00

State Higher Degree Charters: \$100.00



United National's Annual Conferences

Council of Deliberation & Red 'n' White Ball

(Around the 14th of February each year)

United National's Anniversary Celebration

(Around the 2nd weekend in April)

The General Congress Meeting

(The last full week in June)

Shrine & Daughters of Isis Creation and Ball

(The last weekend in September)

WHAT IS LEADERSHIP?

Leadership is the process in which a person enlists the aid and support of others in the accomplishment of tasks.

The emphasis is on the
LEADERSHIP
Rather than the
LEADER.

Are Leaders Born or Made?

Colin Powell said, “effective leaders are made, not born.” They learn from trial and error, and from experience. When something fails, a true leader learns from the experience and puts it behind him. “You don’t get reruns in life,” he said. “Don’t worry about what happened in the past.”



BORN LEADERS

- Must possess intelligence.
- Must have ability to assist others in achieving results.
- Must accomplish goals.
- Must have drive.
- Must be willing to make decisions.

MADE LEADERS

- Leaders **LEARN** by watching others and emulating their behavior (Mentors).
- Leaders **IMPROVE** by getting feedback.
- Leaders **CRITIQUE** their performance
- Leaders **TRY** new things.

EFFECTIVE LEADERS

- Effective leaders are not the smartest people in the room - **YET** they have to be smart enough to do the job they are elected or appointed to.
- There's **NO MAGIC FORMULA** for developing **QUALITY** leaders; but they can be shaped with training, feedback, and doing the job.
- Effective leaders know how to influence people. In most organizations, it's not authority; it's about influence.

Our Leaders

**The Most Puissant
Sovereign Grand Commander**

&

**Unique Most Ancient
Worthy Grand Matron**



Unique Lady
Robbie Horton-Garriett

Ill. James E. Smith, 33°

ELECTION OF OFFICERS

National & Grand Elections

- National/State Elections are held at the Annual Meeting on the even year. All members whose dues and assessments are paid up-to-date are eligible to vote.
- Male elections are presided by the Lt. Puissant Grand Commander.
- Female elections are presided by The Most Puissant Sovereign Grand Commander
- An Audit Committee must review and approve (prior to the meeting) the books for the purpose of election. The books must also be reviewed and approved by the National Audit Committee in order for elections to take place.
- The minutes of the Annual Meeting must be submitted to the National Office and the Secretary of that Department.

Local Elections

- Local elections are held annually on the 1st meeting in December. In order to hold elections at an irregular time, approval must be granted by the National Department Head. All members who are paid in full are eligible to vote and hold office.
- The Grand Master will appoint a Master Mason to hold Lodge elections.
- The Grand Patron will assign a Patron to hold Chapter elections.
- The person presiding over the elections can not run for an elected position.
- An Audit Committee must review and approve (prior to the meeting) the books for the purpose of elections.
- The minutes of the Annual Meeting must be submitted to the National Office.

State Higher Degree Department

- 14th Degree elections must be presided over by any member holding the degree not running for an office.
- 18th Degree election must be presided over by any member holding the degree not running for an office.
- 32nd Degree elections must be presided over by any member holding the degree not running for an office.
- Shrine Degree elections must be presided over by any member holding the degree not running for an office.
- Amaranth elections must be presided over by a Brother holding the Amaranth Degree.
- Heroines of Jericho must be presided over by a Brother holding the Heroines of Jericho Degree.
- Daughters of Isis must be presided over by a member appointed by the National Illustrious Commandress.

(A Brother cannot hold elections for this degree.)

OUR LEADERS

GRAND MASTERS - GRAND MATRONS

- The Grand Master & Grand Matron of each state preside over the state meetings.
- They have a general supervision of the order of the State.
- The Grand Master makes a monthly report to The Most Puissant Sovereign Grand Commander.
- The Grand Matron makes a monthly report to the Most Ancient Worthy Grand Matron.
- All Worshipful Masters report to the Grand Master on a monthly basis.
- All Worthy Matrons report to the Grand Matron on a monthly basis.



What the Constitution Says.....

- A. The Grand Master and Grand Worthy Matron of each State shall preside in all state meetings. They shall have the general supervision of the order of the State and shall sign all orders of the Grand Treasurer and other documents that require their signature.
- B. They shall have the power to appoint all deputies for the State, fill all vacancies and remove any Worshipful Master or Worthy Matron under his/her administration for neglect of duty, immoral conduct and incompetence, after due investigation.
- C. They report each month to The Most Puissant Sovereign Grand Commander's office and the Most Ancient Worthy Grand Matron's office, failure to do so could result in his or her being removed from office.
- D. On the first day of the Annual Communication or as soon thereafter as possible, the Grand Master and Grand Matron shall lay before or cause to be laid before the Grand Lodge and Grand Chapter their annual addresses; giving an account of their official acts during recess, an account of the State, the condition of the Grand Lodge and Grand Chapter and recommend such as he or she deem expedient and necessary after appointing committees. Committees should have reasonable time to work on any legislation the Grand Lodge and Grand Chapter may see fit to consider from the report of the Grand Master or Grand Worthy Matron.
- E. They shall have four (4) communications yearly with the Worshipful Masters and Worthy Matrons. The Grand Conclave can be counted as one of the communications.
- F. Taxation and Finance must have the approval of the Finance Committee before going to the floor.
- G. Legislation must have the approval of the Resolution Committee.
- H. They may exercise such powers as are warranted and perform such duties as are required of them by Ancient Regulations and Customs, provided that they shall have no power to suspend the operation of any law of the Grand Lodge and Grand Chapter. The Trustees will report to the Grand Master and Grand Worthy Matron, when requested to do so.
- I. They shall have a seal which he or she shall use to authenticate such documents or orders that require his or her official attestation.

WORSHIPFUL MASTERS - WORTHY MATRONS

- The Worshipful Master & Worthy Matron have a general supervision of their lodge or chapter.
- All Worshipful Masters report to the Grand Master and All Worthy Matrons report to the Grand Matron on a monthly basis.
- They are **REQUIRED** to open their lodge/chapter each month.
- They **MUST** have a **QUORUM** to open the lodge/chapter.

What the Constitution Says.....

- A. The Worshipful Masters and Worthy Matrons are set forth in the fundamental practices of Free and Accepted Masonry and the Order of Eastern Star. Organizationally, the Worshipful Master and Worthy Matron shall preside in their meetings. They shall have the general supervision of the Lodge and Chapter and shall sign all orders of the Treasurer and other documents that require their signature.
- B. The Worshipful Master and Worthy Matron shall have the power to appoint all officers for appointed positions in the Lodge and Chapter, fill any vacancies in the appointive offices.
- C. The Worshipful Master and Worthy Matron must make a monthly report to the Grand Master and Grand Worthy Matron. Failure to do so could result in his or her being removed from office.
- D. On the first day of the Annual Communication or as soon thereafter as possible, the Worshipful Master or Worthy Matron shall report to the Grand Lodge and Grand Chapter the minutes of the Annual Meeting with a list of the elected officers for the following year.

NATIONAL HIGHER DEGREE DEPARTMENT HEADS

- The National Department Heads (male) report directly to The Most Puissant Sovereign Grand Commander and the National Department Heads (female) report directly to the Most Ancient Worthy Grand Matron.
- They are responsible for the National Higher Degree Department's Annual Meeting.
- Their job is to ensure the local Higher Degree Department Heads have meetings and workshops.
- They are **REQUIRED** to make a **QUARTERLY** report to The Most Puissant Sovereign Grand Commander (male) and the Most Ancient Worthy Grand Matron (female).

STATE HIGHER DEGREE DEPARTMENT HEADS

- The State Higher Degree Department Heads report directly to the National Department Head and are required to have a meeting each quarter, of which the last quarter is an election.
- The meetings should be held:
 - √ January
 - √ May
 - √ August
 - √ December (Elections)

HIGHER DEGREE DEPARTMENT

Degree	Department Head
Royal Arch - York Rite (4 - 7th Degree)	National/State Excellence High Priest
Lodge of Perfection Scottish Rite (4 - 14th degree)	National/State Thrice Puissant Grand Master
Knight of the Rose Croix (18th degree)	National/State Most Wise and Perfect Master
Sublime Prince of the Royal Secret (32nd Degree)	National/State Commander-in-Chief
Nobles of the Mystic Shrine	National/State Imperial Potentate
Royal & Exalted Order of the Ama- ranth	National/State Royal Matron
Heroines of Jericho	National/State Most Ancient Matron
Daughters of Isis	National/State Illustrious Commandress

- A. The term of each elected National officer shall be two (2) years with the option to succeed themselves and shall commence immediately upon installation which shall be at the close of the Annual Meeting. The term of appointed officers shall be at the pleasure of the appointee.
- B. Each National Higher Degree Department shall meet once each year to further the welfare of its jurisdiction and carry into effect the laws and programs of the department and to make recommendations to the General Congress. The Amaranth Court must have a Royal Patron present to conduct business. The Heroines of Jericho Court must have a Most Worthy Joshua present to conduct business.
- C. The term of each elected State officer shall be two (2) years with the option to succeed themselves and shall commence immediately upon installation which shall be at the close of the Annual Meeting held in December. The term of appointed officers shall be at the pleasure of the appointee.
- D. Each State Higher Degree Department shall meet a minimum of three (3) times per year, once for the purpose of elections, to further the welfare of its jurisdiction and carry into effect the laws and programs of the department. The Amaranth Court must have a Royal Patron present to conduct business. The Heroines of Jericho Court must have a Most Worthy Joshua present to conduct business.

SECRETARY

- The primary duty of the Secretary is to keep a record of the works, deliberations and transactions of the lodge, chapter, etc.
- The minutes of the Secretary should reflect the meeting agenda and be preserved in a suitable book for record keeping.
- All monies should be received and recorded by the Secretary and paid to the Treasurer with proper record (receipt).

What the Constitution Says.....

- A. To attend the communications of the Lodge or Chapter, to verify the credentials of all members; to observe and record the proceedings of the Lodge and Chapter and preserve the same in a bound book kept for this purpose. They shall at the beginning of each session of the Lodge and Chapter read a typewritten report of the minutes of the preceding session before any other business shall be done. A copy shall be furnished to the Grand Lodge or Grand Chapter when required.
- B. To receive all monies due the Lodge and Chapter, transfer the same to the Treasurer, receive a receipt of the same, update the Monthly Dues Report, and remit the appropriate amount of funds to United National.
- C. To have custody of the seal of the Lodge or Chapter.
- D. To serve upon several committees appointed by the Master or Matron.
- E. Notify in writing any member who is behind in their dues and assessments each month. At the end of the third (3) month, if the member has not paid their arrearage, the Secretary must notify United National that the member has been dropped from the roll. If this procedure is not followed, in the event of death of said member, the Lodge or Chapter will assume United National's responsibility for payment of the Death Benefit.

DUES SHEET

Dues sheets are emailed to the: Master, Matron and Secretary once dues are received in the National Office and posted.

Dues sheet are sent to the National & Grand Masters and Matrons monthly.

[illegible]

TREASURER

- The primary duty of the Treasurer is to receive all monies from the Secretary and deposit in the same in a bank immediately.
- He/she shall pay all amounts upon the order of the Master, Matron or Department Head and consent of the body. (Members).
- A Treasurer's Report shall be presented at each meeting.

What the Constitution Says.....

- A. The Treasurer shall have charge of all funds, properties and jewels of the Lodge or Chapter.
- B. It shall be their duty to attend all communications of the lodge or Chapter, and when required to meet with the Officers and Committees and to produce all books and documents relating to his or her office; to make full reports at regular communications; to pay all order drawn on them by authority of the Lodge or Chapter; to receive all funds of the Lodge or Chapter and immediately deposit them in the depository approved by the Lodge or Chapter, to transfer to his successor in office all monies in hand, together with all books, papers, vouchers, securities, jewels and other properties in his or her possession belonging to the Lodge or Chapter taking duplicate receipts for same, one of which shall be delivered to the Secretary.
- C. To receive all monies paid into the Lodge or Chapter from the hands of the Secretary, keep a regular and just account of the same, and pay it out upon the order of the Worshipful Master or Worthy Matron and the consent of the Lodge or Chapter.

SAMPLE APPLICATION

FOR MEMBERSHIP

Print Form

*United National Supreme Council, Ancient and Accepted
Scottish Rite Freemasons of the World, 33rd and Last Degree
And Order of Eastern Star, Inc.*

810 Wooster Street, Wilmington, North Carolina 28401 - 910.763.7706 * (910) 763-7706



Date _____
 Lodge/Chapter _____ Number _____ City/State _____
 Name _____ Phone _____ Age _____ Date of Birth _____
 Address _____ City/State/Zip _____
 Single _____ Married _____ Sex: M _____ F _____ Occupation _____ Email _____

If found worthy in your presence, I am willing to be governed by all Laws and Regulations of the UNITED NATIONAL SUPREME COUNCIL, ANCIENT AND ACCEPTED SCOTTISH RITE FREEMASONS OF THE WORLD, 33rd and LAST ° AND ORDER OF EASTERN STARS, INC.

Beneficiary _____ Relationship _____ Date of Birth _____
 Address _____ City/State/Zip _____ Phone _____
 Have you been under the care of a Doctor in the last year? Yes _____ No _____ Name of Physician _____
 Name of Church _____ Minister _____ Voucher's Signature _____

LIST TWO PERSONS WHOM WE MAY REFER TO FOR REFERENCE

Name _____ Address _____
 Name _____ Address _____

Fees (Check to indicate which paid) Joining: _____ Masons \$62.00 _____ Eastern Star \$62 Healing: _____ Masons \$62.00 _____ Eastern Star \$62

Reinstatement: \$62.00 Date Initiated: _____ Sign Your Name in Full _____

Medical Examination is required if Applicant is in Poor Health or Under the Care of a Doctor – List Special Skills/Talents on Back

I'm the Member

I'm the member who was asked to join your organization. I'm the member who paid dues to join. I'm the member who stood up in front of all of you and promised to be faithful and loyal.

I'm the member who came to your meetings and no one paid any attention to. I tried several times to be friendly to some of the members, but they all had their own friends they talk to and sit next to.

I sat down several times but no one paid any attention to me. I hoped very much that somebody would have asked me to take part in a fund raising project or something, but no one saw my efforts when I volunteered.

I missed a few meetings after joining because I was sick and couldn't be there. No one asked me at the next meeting where I had been. I guess it didn't matter very much to the others whether I was there or not.

The next meeting I decided to stay home and watch TV. The following meeting I attended, no one asked me where I was when the last meeting was held.

You might say, I'm a good member, a good family person who holds a responsible job, loves my community and country.

You know who else I am? I'm the member who never came back!

It amuses me when I think back on how the heads of the organization and the members were discussing why the organization was losing members.

It amuses me now to think that they spent so much time looking for new members when I was there all the time.

**All they needed to do was make me feel
NEEDED, WANTED and WELCOME!**

- Author Unknown -

