

ORDER OF BUSINESS

Ritual references – 2010 Revision

1. Opening of Assembly – *Ritual: Small Ritual, page 28; Large Ritual, page 25; Gold Book of Instruction, page 9.*
2. Introductions – Use approved Introduction guidelines.
3. Roll Call – including Advisory Board Members. Names are read and attendance are kept in a bound book.
4. Minutes
5. Treasurer’s Report
Must be read at the meeting to transact any financial business.
6. Bills and Communications
** If having Initiation, move to here.*
7. Unfinished Business
8. New Business
If having Elections, have them as first item of New Business. Other business can be completed while ballots are being counted.
9. Miscellaneous Business
 - Reports on projects
 - Sunshine/birthdays
 - Request for Applications of Membership
10. Receiving of Applications of Membership
 - Appoint a Visitation Committee – 2 members, 1 Advisory Board member
 - Reports on Visitations
11. Balloting – *Ritual: Small Ritual, page 22; Large Ritual, page 20; Gold Book of Instruction, page 20.*
12. Conferring of Degrees – **move and follow Bills and Communications*
Ritual: Small Ritual, page 47; Large Ritual, page 42; Gold Book of Instruction, page 23.
 - Historian
 - Lecture
 - Orator
 - Rose Lecture
13. Good of the Order
 - Introductions – use approved introduction guidelines
 - Responses
14. Announcements
15. Thank You – don’t forget pro-tems
16. Invitation to refreshments - optional
17. Closing – *Ritual: Small Ritual, page 87; Large Ritual, page 75*
18. Retiring March
19. Rainbow Song