

**BYLAWS of the  
GRAND BETHEL OF MARYLAND**

ARTICLE I  
POWERS AND DUTIES OF EGBC, GBHQ, GBS and GBT

Section 1.

(a) The EGBC shall consist of the GBHQ, GB Senior Princess, GB Junior Princess, GB Guide, GB Marshal, GBG and GBAG.

(b) The GBS shall be invited to take minutes of the EGBC meetings. The GBT shall be invited to give the financial statement at the EGBC meetings, and if unavailable she shall give her financial statement to the GBS to be read at the EGBC meeting. The GB Marshal-elect may be invited to the meetings of the EGBC.

Section 2. The EGBC shall:

(a) Approve the appointive officers and representatives before their appointment by the GBHQ-elect.

(b) Determine whether or not an officer or representative shall be excused from a meeting.

(c) Serve as the Audit Committee, to see that the bills are audited before each meeting and complete an entire audit of the GB books before the end of each term.

Section 3. The GBHQ shall:

(a) Preside over all convocations of the GB, supervise its affairs and promote the good of the Order at all times. The succession of officers in case of emergency shall be GB Senior Princess and GB Junior Princess.

(b) Appoint the following committees and such other committees as deemed necessary:

(1) Promotion

(2) Activities

(3) Ways and Means.

Section 4. The GBS shall:

(a) Keep an accurate record of all business and EGBC meetings.

(b) Keep an accurate record of all financial transactions of the GB.

(c) Keep an up-to-date file of information on all GB members.

(d) Be the custodian of the GB official documents.

(e) Send out notices prior to the Semi-annual Session, notices of special election, dues notices, and all other correspondence requested of her by the EGBC.

(f) Follow the procedure defined for recommendation for the new GBG and GBAG.

(g) Upon receipt of changes to the Supreme Constitution and Bylaws and/or Maryland Manual of Rules and Regulations, distribute to all EGBC members.

(h) Keep an accurate copy of the Grand Bethel Bylaws which shall be distributed to all new members.

Section 5. The GBT shall:

(a) Keep an accurate record of all financial transactions of the GB.

(b) Make a bank deposit within five (5) business days following each GB meeting for all monies received at the GB meeting.

(c) Prepare and read the financial statement at all GB meetings.