

**BYLAWS  
SONS OF NORWAY  
DISTRICT LODGE NO. 1**

**ARTICLE I – NAME**

1. The name of this District Lodge shall be “Sons of Norway District Lodge No. 1.”

**ARTICLE II – TERRITORY**

1. The territory of this District Lodge shall be the states of Minnesota, Iowa, South Dakota, Nebraska, Texas, Kansas, Missouri, Oklahoma, Arkansas, Louisiana and such other states as may be assigned by the International Board of Directors.

**ARTICLE III – MEETING**

1. The time for the District Lodge meeting shall be determined by the District Directors in consultation with the Host Lodge(s). The closing date shall not be less than 45 days prior to the opening of the International Lodge meeting of the same year.

**ARTICLE IV – DISTRICT OFFICERS**

1. The officers of the District Lodge shall be President, Vice President, Secretary, Treasurer, Social/Cultural Director, Publicity Director, Youth Director, Sports/Recreational Director, and one Director from each Zone for each 4,000 members or major fraction thereof in excess of the first 4,000 members, in accordance with the annual report as of January 1 prior to the District Convention.

**ARTICLE V – OFFICERS’ SALARIES AND BONDING**

1. The President, Vice President, Secretary, and Treasurer shall receive such compensation as determined from time to time by the District Lodge. The Board of Directors shall make recommendations to each District Convention with respect thereto.
2. The President and the Treasurer shall be bonded with a minimum amount of \$100,000 and any additional as decided by the Board of Directors.

**ARTICLE VI – TRAVELING EXPENSES**

1. Traveling expenses of the Delegates to the District Lodge meeting shall be the responsibility of the Local Lodge and their respective Delegates.

**ARTICLE VII – DISTRICT DUES**

1. Each adult member of the District shall be assessed a District Dues of \$5.50 per year, to be collected by the International Headquarters with the membership billing.
2. All income received from the said \$5.50 District Dues shall be used by the District to offset expenses of the District.

**ARTICLE VIII – ELECTION OF DELEGATES AND ALTERNATES TO THE INTERNATIONAL LODGE**

1. The delegates and alternates, from the District Lodge, to the International Lodge shall be elected on the bases of membership according to Zone. For this purpose, the District shall be divided into Zones as follows:
  1. **ARROWHEAD ZONE:** Aitkin, Carlton, Cass, Cook, Crow Wing, Itasca, Kanabec, Koochiching, Lake, Mille Lacs, Pine, and St. Louis Counties.
  2. **EASTERN MINNESOTA ZONE:** Anoka, Benton, Carver, Chisago, Dakota, Hennepin, Isanti, Le Sueur, McLeod, Meeker, Morrison, Ramsey, Rice, Scott, Sherburne, Sibley, Stearns, Washington, and Wright Counties.
  3. **NORTHWEST MINNESOTA ZONE:** Becker, Beltrami, Clay, Clearwater, Hubbard, Kittson, Lake of the Woods, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake, Roseau, and Wadena Counties.
  4. **WESTERN MINNESOTA ZONE:** Big Stone, Chippewa, Douglas, Grant, Kandiyohi, Lac Qui Parle, Lincoln, Lyon, Otter Tail, Pope, Redwood, Renville, Stevens, Swift, Todd, Traverse, Wilkin, and Yellow Medicine Counties.
  5. **SOUTHERN MINNESOTA ZONE:** Blue Earth, Brown, Cottonwood, Dodge, Faribault, Fillmore, Freeborn, Freeborn, Goodhue, Houston, Jackson, Martin, Mower, Murray, Nicollet, Nobles, Olmsted, Pipestone, Rock, Steele, Wabasha, Waseca, Watonwan, and Winona Counties.
  6. **SOUTH DAKOTA ZONE:** State of South Dakota.
  7. **IOWA, NEBRASKA, KANSAS, AND MISSOURI ZONE:** States of Iowa, Nebraska, Kansas, and Missouri
  8. **TEXAS, OKLAHOMA, ARKANSAS, AND LOUISIANA ZONE:** States of Texas, Oklahoma, Arkansas, and Louisiana.
2. In the event new lodges are established in the District, but not within any one of the Zones herein enumerated, the District Board shall assign such new lodges to the Zone within which territory it most logically belongs.
3. The District Board of Directors shall at a meeting prior to each convention, allocate to each Zone the number of delegates to which each Zone is entitled in proportion to its membership.
4. Before the order of business of elections, each Zone shall caucus and shall nominate from its members the delegates and alternates to which it is entitled.
5. The delegates and alternates from each Zone shall be elected separately, one Zone at a time. Additional nominations may be made from the floor of the convention, but such nominees may only be from the Zone whose delegates are then being voted on. The delegate alternate selection process shall follow one of the following:

A. Lodges Having Less Than 400 Members.

These lodges shall meet together with the Zone caucus chairperson at the District Convention and select the required number of delegates and alternates by popular vote, in descending order, i.e. person receiving the most votes would be first delegate, next highest vote the second delegate, etc. The election of alternates would be done in the same order.

B. Lodges Having 400 or More Members.

Each lodge would select its delegates and alternates, one for each 400 members, in order of preference. If a delegate cannot attend the International Convention, the District Secretary should first contact the Lodge President to see if one of the remaining alternates from that Lodge can serve. If no alternate can be found, the Secretary then goes to the next available alternate from part A above.

If no alternate can be found from either A or B the District Secretary will go to the District Pool Alternate list.

6. In addition to the two delegates from the District, (the District President and the District Secretary), provided for by the International Lodge Constitution, the remaining fraction of 400 members in each of the various Zones shall be pooled and an additional delegate will be chosen by the Zones contributing the greatest number of extra members to the pool. The greatest number gets the first delegate, the second greatest the second delegate, etc. This will continue in descending order until the additional delegate number from the pool is filled.

This procedure will continue for the alternates where it leaves off and begins again until the appropriate number of alternates are chosen. The first alternate will fill the first vacancy; the second alternate the second vacancy, etc. In the event an elected delegate from the pool is unable to attend the International Lodge Convention, his/her place shall be filled from the pool alternates in the same order as above. In the event the pool alternate list has been depleted the District Secretary would contact the caucus chairperson of the Zone in line for the next alternate as established above.

7. Only delegates to the International Convention who are seated and serve for the full Convention will be eligible for compensation from the District. Payment of said compensation will be made at the close of the Convention. In case of emergencies, alternate delegates will be compensated on a prorata basis, at the discretion of the District Executive Committee.

## **ARTICLE IX – ELECTION OF OFFICERS**

1. All nominations for candidates for the various offices of the District shall come from the floor. Nominations for directors shall come from each respective Zone.
2. Officers and Directors cannot succeed themselves after serving two successive terms in one office; except the Secretary and the Treasurer however may be reelected for more than two terms at the wish of the convention.

## **ARTICLE X – REPRESENTATION TO DISTRICT LODGE MEETING**

1. Per action of the District Lodge meeting in 1978, representation to District Lodge meetings shall not be more than two representatives for each lodge and one representative for every 100 members or major fraction thereof, that the lodge had according to the last semi-annual report before the election takes place.

## **ARTICLE XI – PARLIAMENTARY PROCEDURE**

1. All delegates elected to a Sons of Norway District Convention will be issued a Parliamentary Procedures Book by the District and included in the Convention packet that the Delegates receive upon registration at the Convention.
2. The First District Board of Directors shall hire a non-Sons of Norway member as a parliamentary person the First District meeting. The cost to be paid by the First District.
3. The District will use the most recent published edition of Roberts Rules of Order.

## **ARTICLE XII – NOMINATION OF INTERNATIONAL DIRECTOR**

1. After election of representatives and alternates to the International Lodge, the District Convention shall nominate its International Director(s) and Alternate(s) in accordance with such provision in the Constitution of the International Lodge.

## **ARTICLE XIII – AUDITOR**

1. The District Lodge authorizes its Board of Directors to elect, employ or appoint one or more competent auditors to audit the books of the District Lodge and who shall submit a written report of each audit at least once a year.

## **ARTICLE XIV – BYLAW AMENDMENT**

1. These bylaws may be amended at any regular meeting of the District Lodge No. 1, provided notice thereof has been given to the District Secretary at least 60 days prior to the date of said meeting.