



*General Order #6*  
*March - April 2024*

Auxiliary Members,

1. **Local Auxiliaries**. Nominations and Elections: Elections in all local Auxiliaries should be almost completed and all newly elected officers installed. Congratulations to all and I pray you all have a very fun filled and successful year.

2. **Grand Conventions**: It is Grand Convention time and right around the corner in July comes the Supreme Convention. All Grands have been assigned a Supreme Representative. These Representatives will be contacting you. Grand Presidents, please assign a someone to your Supreme Representative, especially if they are not familiar with your area. A reminder on Nominations, Election, Installation and Term of Office. **Nominations are NOT done prior to the Grand Conventions.**

**Sec. 407 – Nomination, Election, Installation, and Term of Office**

- a. The **Elective Grand Officers shall be nominated and elected by roll call at the annual Grand Convention.** A majority of all votes cast shall be necessary for a choice. Should there be no election on the first roll call, the name of the nominee receiving the lowest number of votes shall be dropped, and so on in successive roll calls, until an election is made. Officers shall be installed before adjournment of the Convention and assume their duties at the same time as the Grand Pup Tent officers. The installation shall be conducted by a member in good standing who is a Past Grand President, or one who has held a higher office in the M.O.C. Auxiliary.
- b. An officer elected and installed shall continue to hold office for the period to which elected and until their successor is installed, unless removed in accordance with Section 601, provided they remain a member in good standing in the Auxiliary.

**3. Delegates: Sec. 322 – Delegates to Conventions**

- a. Delegates and alternates to the Grand Convention shall be elected at a regular meeting of the Auxiliary held not less than thirty (30) days prior to the Grand Convention; one (1) delegate and one (1) alternate for each ten (10) members or fraction thereof in good standing in the Auxiliary at the time of the election.
- b. Delegates and alternates to the Supreme Convention shall be elected at a regular meeting of the Auxiliary held not less than thirty (30) day prior to the Supreme Convention; one (1) delegate and one (1) alternate for each fifteen (15) members or fraction thereof in good standing in the Auxiliary at the time of the election.

- c. If any money is to be allowed to any delegate to attend any Convention, a motion shall be made before election.

4. **Installing Officers**: It is your responsibility to see that the Installation Report is filled out completely. Please do not abbreviate or use nicknames as the Supreme Roster is prepared from these reports. Whenever possible, please provide email addresses for all Officers and Chairmen. Ensure the copies go to the proper persons. If the Supreme Treasurer does not receive the Installation report, your Auxiliary will not receive its membership kit containing your 2025 membership cards and will not be included in the Supreme Roster.

5. **Grand Presidents**: Your Secretaries and Treasurers books should be ready for audits and inspections by the Supreme Representative that attends your meeting. Treasurers should have an EIN for their Auxiliary and by now they should have filed their 990n e-postcard online with the IRS. They should have an updated ledger, with current Audits, Bank statements for last three months, CD statements, saving accounts, etc. Representatives assigned to your Grand Convention is required to sign your ledger, check book and bank statements as well as the secretary's book.

6. **Outgoing officers and Chairmen**: It is your responsibility to turn over all records and paraphernalia to your successor when he/she takes office. Please mentor your successor with the council and experience that you have gained during your term of office.

If you have any questions, please ask your Rep. If they don't have the answer call please contact me. We will try to get you the answer.

To those who are ill, our best wishes for a speedy recovery. To those who have lost loved ones, we extend our sympathy and prayers.

Attested By:

*Georg Jean Zimmerman*  
Supreme Secretary

By Order of

*Billie Cassidy*  
Supreme President