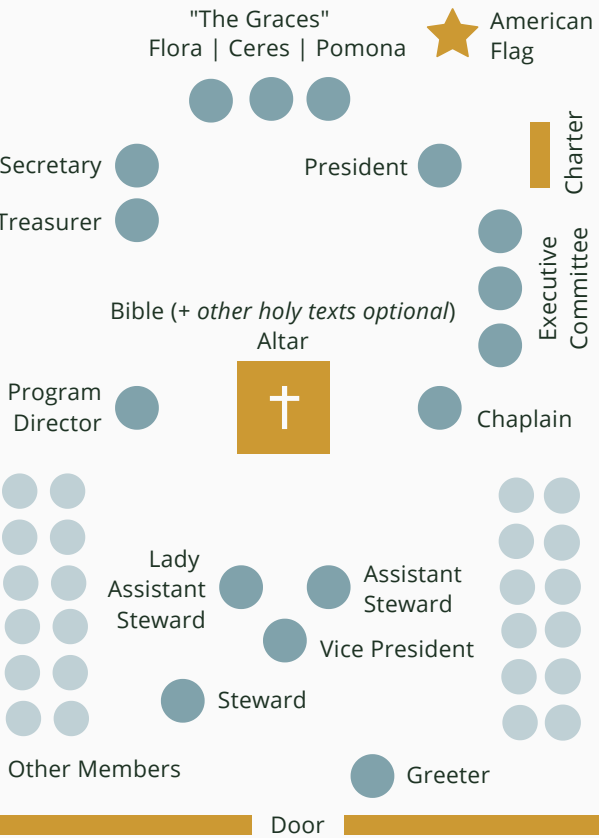


TIPS FOR PARTICIPATION

- When the President raps the gavel three times, all stand. One rap means all are seated. Two raps mean only officers of the Grange stand.
- The group may sing National Anthem or say the Pledge of Allegiance.

TRADITIONAL LAYOUT



NOTE

While an American flag and open Bible are required in a legal Grange meeting, other holy books and flags may be displayed at the request of the membership of the local Grange. When set up in traditional form and while the meeting is in progress, members should not walk between the Graces and the open Bible.

ORDER OF BUSINESS

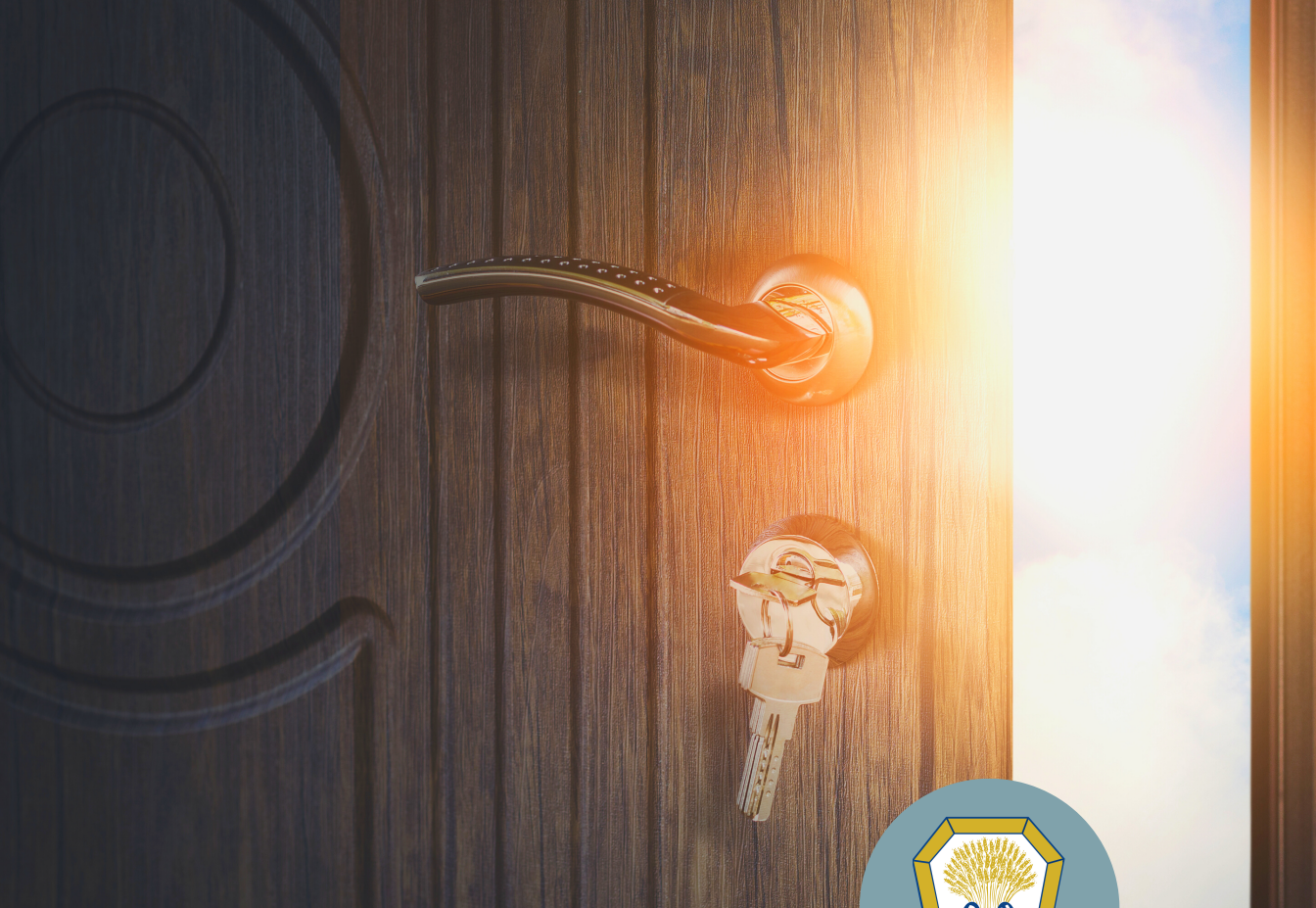
1. Opening the Grange & Flag Salute
2. Roll call of officers
3. Reading records of last meeting
4. Proposals for membership
5. Balloting for candidates
6. Conferring degrees
7. Reports of standing committees
8. Report of special committees
9. Report of Grange services
10. Communications
11. Have the reports of the Pomona and State Grange been duly and promptly made?
12. Bills and accounts
13. Unfinished business
14. New business
15. Is any member sick or in distress?
16. Lecturers program
17. Suggestions for the good of the Order
18. Reading and adopting minutes (Optional)
19. Closing the Grange

OPENING

The opening ceremony, often referred to as ritual, includes the traditional call to order, closing of the meeting entrance (known as the "gate"), prayer and salute to the flag. This is still done as a way to honor our heritage and protect the sanctity of the meeting in which members are encouraged to leave behind partisanship and other beliefs that often hold us apart and discuss openly and with civility issues of importance to their community.

CLOSING

A short closing ceremony where members are reminded of basic values of the Grange and encouraged to leave as peaceful citizens.



OUR DOORS ARE OPEN

PLACE YOUR
GRANGE MEETING
INFORMATION HERE

SNEAK
PEEK

WHAT TO EXPECT
WHEN YOU VISIT A
GRANGE MEETING

CONDUCTING BUSINESS

Granges meet at least once a month at a designated day and time to enjoy fellowship, provide mutual support, learn, laugh and conduct business. As such, business meetings should be run in an orderly fashion, respecting the time of the members in attendance.

Meetings are run with the parliamentary procedure including motions, seconds and votes. The President is expected to conduct the meeting effectively, command civility of discussion and encourages all voices to be heard.

Meeting minutes are taken by the Secretary and adopted by the members. These serve as vital documents for history, transactions with other Grange entities and outside entities such as banks.

DISCOVERY, GROWTH AND FELLOWSHIP

A special time is set aside during each meeting for an educational, entertaining or inspirational program to be presented, called the Lecturer's Program. **This allows Grange members to meet one of our charges - to help members grow to their fullest potential - and provides a time for the community to learn from and interact with our Order.** The Program Director, or Lecturer, is in charge of this time, however, they are encouraged to allow other members to present based on their skills or knowledge or bring in outside speakers to expand the knowledge of all in attendance including those who have not yet joined the Grange.

Another essential element that makes Grange special is the desire to unite people in fellowship. Before or after meetings, Granges often hold social hours or potlucks. Some Granges choose to gather twice a month and hold aside one of those meetings for activities, entertainment and other various types of programming.

KEY TERMS & OBJECTS

OFFICERS

Each Grange has 16 officers. Traditionally the President was referred to as Master and Vice President as Overseer. The use of these terms has been discouraged since the early 2000s because they do not reflect the role of these offices and people may feel marginalized. In addition, there is a Greeter, formerly referred to as Gatekeeper, Program Director, originally called Lecturer, as well as Steward, Assistant Steward, Lady Assistant Steward, Chaplain, Treasurer, Secretary, three Executive Committee Members and three "Graces" - Pomona, Flora and Ceres - that represent various agricultural products.

STAVES

Four officers - the Steward, Assistant Steward, Lady Assistant Steward and Greeter - each carry Staves - large poles with an emblem attached at the top to represent their office. Officers would be happy to tell you more about their emblems. Feel free to ask them after the meeting.

COMMITTEES

Traditionally, standing committees include the agriculture, legislative, communications, Youth, Junior, women's or family activities, building, events and/or fundraising, deaf activities, community service and membership committees, however your Grange may choose to have only a few of these. Committees are constituted of members assigned by or with agreement of the President and are encouraged to meet and discuss topics of relevance, then provide the Grange with recommendations on which they wish members to act at future meetings.

Granges may create additional committees based on the interests or needs of their membership and community. Special committees may be created for short-term projects at the direction of the President.

BALLOTING FOR CANDIDATES

Grange membership is open to anyone of good moral character. Similar to other fraternal societies, **in order to become a member, candidates must fill out an application and have it signed by two current Grange members** - not necessarily in the Grange for which they are seeking membership. This is an important step that allows the Grange to ensure they are admitting individuals who will respect the rules by which the organization operates, including nonpartisanship, grassroots action, charitable outreach and proper stewardship of the treasury and real property of the local Grange.

DEGREES

Degrees are essentially short plays that provide a lesson using the farm as its setting. Each of the Four Degrees typically performed as a way to introduce new members to Grange values is set in a different season and the **lessons they teach are faith, hope, charity and fidelity.** For the first century of the Grange's existence, members had to see these four degrees before they could vote or hold office. Today, members join with full rights immediately but are still encouraged to witness the degrees or read them in the Subordinate Grange manual. This is open to view, so if you have any concerns, ask a Grange officer to borrow a copy of the manual to read the degrees as well as the Oath of Membership prior to submitting your application. In total, there are seven degrees, with the fifth offered at the Pomona level, sixth at the State level and seventh at the National level, all of which build upon the teachings in the first four.

SALUTATION

At the end of each degree, members are taught a sign that represents that lesson. Put together, the first four signs and lessons become the salutation - "A good Patron places Faith in God, nurtures Hope, dispenses Charity, and is noted for Fidelity."

DUES

Membership price for the year, "the lifeblood of the Order," which is traditionally remitted quarterly from the local to State Grange, which sends \$14/member annually to the National Grange, and keeps a portion to the State Grange. The remainder of the dues amount set stays at the local Grange. Local Granges are encouraged to institute a dues amount that reflects the needs to maintain their Grange and provide funds that will allow full participation in the Order, such as sending delegates to State Convention, expenses related to the Grange Hall or meeting space, seed funds for community service projects and related financial requirements.

POMONA & STATE GRANGE

The Grange has four levels of hierarchy. **Primary membership and activities happen at the local, or subordinate, Grange level.** Pomona Granges are a collection of Granges in the region and serve various functions including review of resolutions and a stepping stone to State contests. The State Grange represents all Granges in its boundaries. The National Grange provides services to all members and delegates to it help to establish the set of rules all Granges adhere to.

STILL CURIOUS?

With its more than 150 years of tradition and action, there is much to learn about the Grange. If there is something else you see while at a Grange meeting that strikes your curiosity, ask an officer or member for an explanation, or contact the National Grange membership director for more details at membership@nationalgrange.org.