



\_\_\_\_\_  
Day-Mo-Yr

Grand Commander  
Grand of Washington

Listen Cootie,

The revised By-Laws for the Grand of Washington as amended in \_\_\_\_\_ of this year \_\_\_\_\_  
have been reviewed and are approved.

By Direction of the Supreme Commander

Yours in L.O.T.C.S.

Supreme Judge Advocate

**Military Order of the Cootie  
Of the  
United States of America**  
The Honor Degree of the Veterans of Foreign Wars  
**MOC GRAND OF WASHINGTON**  
**BY-LAWS**

**ARTICLE I**

**OBJECT**

A. The objects of this organization are to be the Official Honor Degree of the Veterans of Foreign Wars of the United States. To promote social and reunion features among its own members, and to keep alive therein the spirit of optimism and humor so characteristic of the service man/woman.

**ARTICLE II**

**Organization**

A. The name of this Organization shall be the Grand Pup Tent of Washington, Military Order of The Cootie of the United States.

B. It shall be composed of the several duly constituted units, as may Be, from time to time, organized within its jurisdiction and under the provisions set forth in the current By- Laws of the Supreme Pup Tent, 'Military Order of the Cootie of the United States.'

## **ARTICLE III**

### **SUBORDINATION**

#### **Section 301. Governing Body**

A. The Pup Tent's shall be governed by the Grand Scratch, and be Subordinate to the Supreme Scratch.

#### **Section 301. Composition**

A. The Composition of the Grand Scratch shall be as prescribed in section 404, Article IV, current By-Laws of the Supreme Pup Tent, Military Order of the Cootie.

#### **Section 302. By-Laws**

A. The Grand Scratch may affix Grand Pup Tent By-Laws, not in conflict with the Supreme Pup Tent By-Law's and / or changes thereto are submitted for approval to the Supreme Commander and shall then become effective immediately upon such approval.

## **ARTICLE IV**

### **OFFICERS**

#### **Section 401. Roster**

A. The Officers of the Grand Pup Tents of Washington shall consist of the same Officers that compose the local Pup Tent, with the addition of a Chief of Staff Deputy, Deputy Chief of Staff, Inspector, Deputy Inspector, VAVS

Representative, Deputy VAVS Representative, and an Aide-de-Camp. All Officers shall prefix the word "Grand" to their title.

B. Elective Officers of the Grand Pup Tent shall be: Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Surgeon, Judge Advocate, Chaplain, and Historian.

C. The Grand Council of Administration shall consist of the Commander, all past Commanders in good standing, all elected and appointed Grand officers and at least one appointed member by each Pup Tent not represented in such a position to ensure all Pup Tents are represented. Council Members shall act as an Auditing Committee.

D. Additional appointed Officers may be appointed by the Grand Commander pending approval by the Grand Counsel of Administration.

### **Section 402. Eligibility**

A. All active Third Degree Members of the Grand of Washington, Military Order of the Cootie, in good standing, shall be eligible to hold any Office in the Grand Pup Tent, provided, however, no member shall hold two (2) elective offices in the Grand Pup Tent at the same time.

B. A Grand Pup Tent Officer, elected or appointed and installed in Office, shall continue to hold Office for which elected, or if appointed during the pleasure of the appointed power, provided they remain in good standing in the Pup Tent of which they are a member provided they are not a member at Large.

### **Section 403. Election of Officers**

A. The Commander, Senior Vice Commander, Junior Vice Commander, Quartermaster, Judge Advocate, Surgeon, Chaplain, Historian, shall be elected by roll call vote or ballot at the Annual Grand Scratch of the Pup Tent each year.

- B. The Pup Tent's not represented shall have until the next Grand C of A to present their Council of Administration Appointee.
- C. In the case of a ballot for Officers, a majority of all the votes cast shall be necessary for a choice of winner. If no winner is determined on the first two (2) ballots, the name of the Cootie receiving the lowest number of votes shall be dropped, and so on in successive ballots, until a winner is determined and an election made.

#### **Section 404. Term of Office**

- A. Officer thus elected shall be installed before the adjournment of the Grand Scratch at which they were elected and shall enter immediately upon their duties and shall continue to hold Office until their successors are duly elected or appointed and installed.
- B. All vacancies in elective Offices shall be filled by the Grand Council of Administration, providing however that in the vacancy of the Office of the Grand Commander, the Senior Vice Commander shall assume the duties of that office: the Junior Vice Commander shall assume the duties of the Office of the Senior Vice Commander: and the Grand Council of Administration shall convene to elect a Junior Vice Commander from a list of Candidates submitted by the Pup Tents.

#### **Section 405. Duties**

- A. The duties of the Officers shall be as prescribed in section 410 to 424 inclusive, Article IV, current Bylaws of the Supreme Pup Tent, Military Order of the Cootie of the United States.

#### **Section 406. Delegates to the Grand Scratch**

- A. Election: Each Pup Tent shall elect its delegates to the Grand scratch on the strength of its' regular monthly report for the period prior to the Grand Scratch, provided the Members elected hold a paid up dues card and the Pup Tent has paid the per capita tax no later than the month preceding the Grand Scratch.

B. Delegates Strength: Pup Tents shall be entitled to one (1) Delegate and one (1) Alternate for each ten (10) or fraction thereof, (Members in good standing).

C. New Pup Tents: Pup Tents instituted within forty-five (45) Days of the convening of the Grand Scratch shall on the night of installation or as soon thereafter as possible, elect Delegates and Alternates as provided in the above Paragraph.

### **Section 407. Fees**

A. A Registration Fee of five (\$5.00) shall be paid at all Grand Scratches by each delegate and alternate, visitor, and Grand Officers, including Past Grand Commanders and COOTIES visiting from elsewhere.

B. A Registration fee of five (\$5.00) shall be paid at all Council of Administration meetings by each Delegate and Alternate, visitor, and Grand Officers, including Past Grand Commanders and COOTIES visiting from elsewhere.

C. Additional fees may be set by the Grand Council of Administration, from one Grand Scratch to another, by a majority vote.

### **Section 408. Per Capita Tax**

A. A Per Capita tax of five (\$5.00) dollars per annum per member shall be levied on each member subordinate within the Grand's jurisdiction. Said tax to be forwarded by the Pup Tent to the Grand Quartermaster at the same time as the Supreme Per Capita tax is forwarded to the Grand Quartermaster.

### **Section 409. Representation**

A. Pup Tents failing to comply with the provisions of section 326 and 328, Article III, current By-Laws of the Supreme Pup shall be denied

representation meeting until compliance with the appropriate By-Laws has been accomplished.

### **Section 410. Voting**

A. Each delegate, whose fee has been paid and is present at the Grand Scratch, shall be entitled to a vote. The vote of any paid delegate that is absent and not represented by an Alternate may be cast by the remaining Delegates of the Pup Tent: or in the absence of any Delegate and Alternate, the Seam Squirrel may cast the Pup Tent's voting strength and not vote as a Seam Squirrel. In the absence of the Seam Squirrel and Delegates and Alternates, The Vice Commander of the Pup Tent may cast the Pup Tent's Vote.

B. The Seam Squirrel of each Pup Tent present at a Grand Scratch shall be entitled to one (1) vote, providing the proper fee has been paid and that he is not voting the Pup Tent Delegate strength. Voting by proxy shall NOT be allowed.

C. Roll Call Vote: Roll Call vote shall begin with the lowest Pup Tent number present and shall proceed through the Roster of Pup Tents and all eligible votes in attendance. The next roll call, should it be necessary to vote again for any Candidate or issue, shall reverse the voting procedure by starting with the highest Pup Tent number present and so on through the Roster with the Grand Commander voting last. This procedure shall then be reversed back and forth for each roll call vote.

### **Section 411. Grand Council of Administration**

**A. Composition.** The Grand Council of Administration shall consist of the Commander, all past Commanders in good standing, all elected and appointed Grand officers and at least one appointed member by each Pup

Tent not represented in such a position to ensure all Pup Tents are represented. Council Members shall act as an Auditing Committee.

**B. Budget.** Immediately following the installation of the Grand Officers, the newly elected officers comprising the Grand Council of Administration shall convene to prepare and approve a Grand Budget for the ensuing year. Allowances to help defray the expenses incurred by the Grand Officers, in performance of their duties in their respective offices, shall be set in the annual budget by the Grand Council of Administration.

**C. Administration of Affairs between Conventions.** The Grand Council of Administration shall be responsible for administering the affairs and transacting the business of the Grand between Grand Conventions. The Council shall be governed in its duties by the mandates of the Supreme Convention, the Congressional Charter, By-Laws, Ritual and Laws and usages of the Military Order of the Cootie of the United States as well as by the mandates of the Grand Convention, Charter and By-Laws.

**D. Audits-Accounts.** It shall be duty of the Grand Council of Administration to see that records of the Adjutant and Quartermaster be audited quarterly.

**E. Disposition of Property.** In the case of surrender or forfeiture of a Pup Tent charter, the Grand Council of Administration shall have the authority to make disposition of all properties in accordance with section 211 MOC Supreme and its action therein shall be final.

**F. Meetings, Stated.** The Grand Council of Administration shall meet in regular session not less than twice each year and shall hold such other meetings as the Grand By-Laws may provide.

**G. Special Meetings.** The Grand Commander may call a special meeting of the grand Council of Administration whenever the same may be necessary for the welfare of the Grand.

The Grand Commander shall call a special meeting upon written request Signed by a majority of the members of the Grand Council of Administration.

In case the Grand Commander refuses to call such meetings, the Grand Council of Administration may proceed to hold such meetings, due notice of which shall be sent to all members of the Grand Council of Administration by the Grand Adjutant not later than ten (10) days prior to the date of said meeting.

No meeting shall be transacted at any special meeting except that business for which the meeting is called, as set forth in the notice.

**H. Time and Place.** Meetings of the Grand Council of Administration shall be held at such times and places as the Grand By-Laws may provide, or as may be provided by majority vote of the Council. Special meetings shall be called at such times and places as may be decided by the Grand Commander, except in case of a special meeting ordered by a majority request of the Grand Council of Administration, which shall be held at such time and place as may be determined by those requesting the meeting.

**I. Quorum.** A majority of the members of the Grand Council of Administration shall constitute a quorum for the transaction of business, or at least 7 members.

**J. Voting.** Each member of the Grand Council of Administration present at a meeting shall be entitled to one vote and voting by proxy shall not be allowed. On matters requiring action by the Grand Council of administration between stated meetings, the Grand Commanders may direct the Grand Adjutant to conduct mail or Email ballots, the results of such ballots shall be reported for the record at the next stated meeting.

## **Section 412. Meetings**

A. The Grand Pup Tent shall have charge of all arrangement, programs and proceedings in connection with the Grand Scratch, through the Grand Council of Administration. The Grand Scratch is to be held in the month of May or as provided in Section 405. Article IV, current By-Laws of the Supreme

Pup Tent, Military Order of the Cootie of the United states., Officers will be elected and installed at the May Grand Scratch.

B. The Grand Council of Administration shall meet in session not less than two times a year with the summer session to be held in August, the fall session to be held in October, the winter session in January and the spring session in March. All locations are determined by Vote at the May Grand Scratch.

C. In any matter requiring action and/or vote by the Grand Council of Administration between regular or special meetings, the matter may at the option of the Grand Commander, be submitted to a mail or electronic vote of the Grand Council, except in the case of filling a vacancy in the office of the Junior Vice Commander. A majority vote of the Grand Council of Administration shall, in such mail or telegraphic/mail vote constitute a quorum for such vote provide that all copies of such voting be held for review by the Trustees.

## **ARTICLE V**

### **Miscellaneous Provisions**

#### **Section 501. Appropriate Degree for the Conduct of Business**

A. All business of the Grand Scratch and the Grand Council of Administration Meetings shall be conducted on the First Degree with appropriate signs and password for that Degree, provide however, all initiations be conducted in the appropriate Degree.

#### **Section 502. Order of Business**

A. The Order of Business at all Grand Scratches and at the Grand Council of Administration Meetings shall be in accordance with the By-Laws and Ritual of the Supreme Pup Tent.

#### **Section 503. Parliamentary Authority**

A. In all procedural matters, not otherwise provided for, Demeter's Manual of Parliamentary Law and Procedure shall be the authority.

## ARTICLE VI

### Amendments

#### Section 601. Amending the By-Laws

A. These Grand By-Laws may be altered or amended by a two thirds (2/3) majority vote of the Delegates present at any Grand Scratch Meeting, and approved however, that such changes or amendments have been submitted and approved by a Pup Tent or the Grand Council of Administration and a copy of said changes or amendments forwarded, by the Grand Commander, to each Pup Tent in the Grand of Washington not less than thirty (30) days prior to the convening of the Grand Scratch, No change or amendment shall become effective until the Supreme Commander has approved it.

Approved at the Grand of Washington Convention on 7 MAY 16.

Dwight I. Booth Jr.  
Grand Commander

*Dwight I. Booth Jr.*

Approved at the Supreme level on 26 MAY 16.

*Gordon Lam*

Gordon Lam  
Supreme Adjutant

