

GENERAL HOUSE RULES-STEVENS POINT ELKS LODGE # 641

ORIGINALLY ADOPTED ON OCTOBER 17, 2007 AMENDED ON NOVEMBER 18, 2009
AMENDED ON NOVEMBER 17, 2010

I. PURPOSE:

The purpose of these House Rules is to insure that the facilities are operated efficiently to provide maximum service and enjoyment to both members and guests.

Nothing in these House Rules is intended to be in conflict with any Grand Lodge Statutes, Wisconsin laws or applicable local ordinances and regulations. If any section, subsection, provision, or party thereof is declared to be invalid, the remaining provisions of these House Rules shall not be affected and shall continue in full force and effect.

II. HOUSE RULES

3. The House Committee, appointed by the Exalted Ruler, in accordance with Section 16.04 of the statutes, shall have the responsibility of administering the House Rules.
4. The House Rules shall be in effect from the time of their adoption and approved as required by Grand Lodge Statutes 17.06. They may be amended at a regular meeting of the Lodge, provided all proposed changes are published in the Jolly Cork prior to a vote. All approved changes shall be published in the Jolly Cork.
5. These House Rules replace any House Rules in effect prior to their adoption.
6. When adopted these rules will be published in the next issue of the Jolly Cork and subsequently a copy will be given to each new member.
7. The obligation rests on each member to familiarize himself/herself with the rules and to comply with their provisions. Any member's or guest's violation of any of the rules shall be referred to The House Committee for appropriate action
8. All members of the Order in good standing shall be entitled to all rights and privileges of the Lodge.
9. Nonmembers will not be admitted to the Lodge except as guests of the Lodge when accompanied by a Member in good standing. When the Member leaves the Lodge facilities, their guests must leave also. Members are responsible for the actions of their guests.
10. Private parties must be arranged through the Food & Beverage Coordinator(s). Guests of the private party must be sponsored by a Lodge Member who is then responsible for them.
11. As stated on the policy signs inside the entrance to the Lodge regarding nonmembers:
First Visit – Guest, Second Visit – Guest, Third Visit – Candidate. Requests for exceptions to this house rule will be evaluated on an individual case basis.
12. All visiting Elks are required to register in the Lodge's Visitor Book before extending to them the privileges of the Club.
13. All members shall display a current membership card upon request to an officer, House Committee member, Trustee or employee prior to obtaining service.
14. Members having taken a demit or those dropped for nonpayment of dues are not permitted to use the facilities of the Lodge, except those authorized by Grand Lodge Statutes 14.190.

15. No equipment or supplies of the Lodge are to be loaned to any Member without permission of The Trustees. Anyone removing, damaging or destroying Lodge property must pay for same and answer to The Trustees.
16. Complaints relating directly to the operation of the Club shall be submitted in writing to The House Committee Chairman and the Exalted Ruler. Said complaints shall be dealt with by appropriate means, and on a timely basis.
17. Members are not permitted to reprimand employees. Refer to #14.
18. Conduct unbecoming to an Elk and inappropriate language will not be tolerated at any time, by either a Member or guest, and can result in suspension of Lodge privileges for such time as may be determined by the House Committee, not to exceed one year.
19. The operating hours of the Lodge will be determined by the House Committee. These hours or operation will be posted in the Lodge. The House Committee may approve exceptions to these hours.
20. No animals of any kind will be allowed in any part of the Lodge. Personal assistance animals are an exception to this rule.
21. No credit shall be extended except by special permission of the House Committee.
22. Membership cards or key cards that are in possession of anyone other than the person they were properly issued to will be confiscated.
23. Applicants for membership will be permitted to take part in Lodge functions, except Lodge or committee meetings as soon as their membership application has been voted on and approved by the membership.
24. Members are requested not to ask special consideration from employees or to expect an employee to violate House Rules.
25. Should any Elk member consider any rules established by the House Committee to be improper, such member shall notify the House Committee in writing.
26. Trustees and the House Committee members may not be employees of the Lodge or Club.
27. In cooperation with the Food & Beverage Coordinator(s), the House Committee shall be responsible for setting wages, prices for food and beverages and for staffing.
28. The Lodge shall be smoke free as of Dec. 1, 2009. Effective January 1, 2011, consumption, use, or handling of tobacco or tobacco products within the Lodge building is strictly prohibited.
29. Good manners and proper etiquette shall govern the use/wearing of headgear.