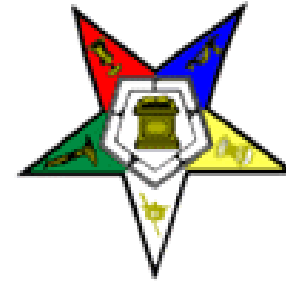


**Common Abbreviations — Terms**

DI	-	Deputy Instructor
ESTARL	-	Eastern Star Training Awards for Religious Leadership
GGC	-	General Grand Chapter
OES	-	Order of the Eastern Star
OV	-	Official Visit by WGM to review Ritual Work and inspect chapter records
PAGO	-	Past Appointed Grand Officer
PGM	-	Past Grand Matron
PGP	-	Past Grand Patron
PM	-	Past Matron
PP	-	Past Patron
WGM	-	Worthy Grand Matron
WGP	-	Worthy Grand Patron
WM	-	Worthy Matron
WP	-	Worthy Patron

# NEW OES MEMBER GUIDEBOOK



**We are pleased to WELCOME YOU to our Chapter as a new member of the Order of the Eastern Star.**

You are now a member of the largest fraternal organization in the world for both men and women. Our membership is composed of both men, who are Master Masons, and women with specific Masonic relationships. In addition, membership comes from two youth organizations; the International Order of Rainbow and the International Order of Job's Daughters.

Eastern Star encircles the world with members in the United States, Canada and over 18 other countries. Subordinate Chapters are grouped together to form a jurisdiction called a Grand Chapter. Our Chapter is a member of the Grand Chapter of Washington, Order of the Eastern Star. The Grand Chapters are under the jurisdiction of the General Grand Chapter.

Though our teachings are based on the Bible, our Order of the Eastern Star is not a religion, and is neither secret nor political. Our spiritual symbol is the Star of Bethlehem. Thus, the five-pointed star is our accepted emblem. Your initiation was symbolic of the road of life. This guidebook may help you better understand the teachings, obligation, and lessons of our Order.

Eastern Star as a fraternal service organization strives to build a better, more fulfilling way of life. Many of our members dedicate themselves to supporting a variety of local and national charities. Millions of dollars are raised annually in support of humanitarian causes.

As you read this New Member Guidebook, you may have a number of questions. You may have been assigned a Mentor to assist you in discovering the world of Eastern Star. If so, your Mentor will be contacting you to visit with you about your initiation experience and to welcome you. It would be helpful to sit with your Mentor at Chapter meetings whenever possible.

### **Additional Resources**

After attending several meetings, you may wish to explore the following resources. The chapter secretary will be able to assist you in obtaining copies of these items (if they were not presented to you when you were initiated).

- ◆ By-Laws and Standing Rules (of your chapter)
- ◆ Book of Instruction (of WA Grand Chapter)
- ◆ Constitution & By-Laws (of WA Grand Chapter)
- ◆ Ritual (of the General Grand Chapter)

### **Business Meeting**

An organization has a certain amount of business that must be transacted. The chapter will use Robert's Rules of Order as a guide.

Participation is encouraged.

To address the chapter, stand and wait until you are acknowledged and start your comments with, '*Worthy Maron . . .*' or the title of the presiding officer.

To make a motion, stand and be acknowledged. Then begin with, 'Worthy Matron, I move that . . . .'

Members vote by raising the **right hand**. The presiding officer declares the motion passed or failed.

Sometimes a secret ballot is used. This may be by use of the ballot box or by a secret written ballot.

### **Balloting on Petitions**

Ask your mentor, or the Worthy Patron, to explain the proper procedure for balloting. (*As a guideline, we always use the **right hand**, when possible, for balloting.*)

### **Farewell**

At the close of each meeting, the Worthy Matron addresses the chapter with a Farewell. Each member's response is 'Farewell' with a slight bow.

### **Mizpeh Benediction**

May be recited at the closing of chapter meetings.

### **Visiting Another Chapter**

When visiting another chapter you may be asked to:

- Show your current dues card
- Have a member vouch for you, or
- Be examined by the Examining Committee. (*Ritual, p. 17.*)
- Remember, you're a guest, free to participate in the fun activities, but should **never** take part in their business.

### **Where do I start? What will be expected of me?**

#### **What is the meeting all about?**

Your recent initiation into the Order of the Eastern Star has entitled you to all functions both here and in chapters around the world. You received a lot of information during your initiation which you may only vaguely remember. Don't worry, we have all been in this same situation. Attending chapter meetings is important, and as you do, things will become more familiar to you.

**Dues Card:** Sign your dues card when it is received. Carry your dues card with you to chapter meetings and when visiting other chapters as the Sentinel and Warder should ask to see it prior to you entering the chapter room.

#### **Your First Chapter Meeting(s):**

1. Participation in the affairs of the Chapter is encouraged. Ask questions or request clarification on any point of business.
2. Try to arrive at least 15 minutes early.
3. Sign the Sentinel's register before you enter the Chapter room.
4. Your Chapter may have a printed program, sometimes called an Ode book, and a calendar. Ask for a copy and check for special events.
5. Your Chapter may have an opening and closing ode (songs). They will be in the Ode book or special hand-out.
6. If an officer needs assistance with the Ritual memory work, the assigned Prompter will help.
7. There is a specific way to enter or leave a chapter when in session. Ask for help in understanding how it's done.
8. Refreshments may be served each meeting. Use this time to socialize and get to know everyone.

### **What to Wear**

Our custom is not to wear any hats or gloves in the Chapter room. Typically, ladies wear dresses/skirts; men wear a suit, or slacks with a shirt/sweater. Jeans are discouraged for any stated or called meetings, but may be okay for fun nights or work events. *(There may be need for exceptions to this, please check with the Worthy Matron, if in doubt.)*

### **Entering or Leaving a chapter meeting while in session**

1. Set your purse or other items down in the West.
2. Stand in front of the AM and AP, facing the East.
3. Give the Salutation Sign. *(You can ask for help).*
4. After the response from the East, take a seat.
5. If retiring, wait for the Warder to open the door.

### **Respect for the Bible and Ritual Work**

When the Bible is open on the Altar, no one should walk between the open Bible and the East, except during initiation and installation.

It is not customary to applaud the ritualistic work.

### **Reverent Attitude**

1. Ask your mentor or another member to demonstrate the Reverent Attitude *(Ritual, page 16)*.
2. The Reverent Attitude is assumed during all altar ceremonies when an officer enters the Labyrinth, and held until they leave the Labyrinth *(the area encircled by the Star-points)*. Introductions at the Altar are not considered Altar ceremonies.
3. The Attitude of Prayer is the Reverent Attitude with head bowed.
4. Bow your head as the Chaplain kneels (or begins prayer).
5. At the end of the prayer, join in the prayer response.

### **Your Response to the Presiding Officer's Gavel**

\*\*\* Three raps calls the entire Chapter to stand at their seats.

\*\* Two raps calls up the Officers only.

One rap:

- \* Calls the Chapter to order
- \* Completes Opening and Closing of Chapter
- \* Completes each order of business
- \* Affirms each declaration of the Presiding Officer
- \* Seats those standing *(except after chapter is declared open, stay standing for Flag ceremony)*

### **Flag Presentation and National Anthem**

Upon WP's order to present the flag, turn to face the flag.

As it is presented, do not follow the flag with your eyes or body. Drop the salute when flag is grounded in its stand.

With the flag posted in the East, when directed to recite the Pledge of Allegiance, face the flag and salute, holding until after singing of the National Anthem.

### **Introductions and Grand Honors**

When distinguished guests are introduced at the Altar and then escorted to the East, they are entitled to Grand Honors.

As they leave the Altar, the Presiding Officer will give three raps. Please stand and applaud as they are escorted to the East.

Turn toward the East as the Presiding Officer says, *'Sisters and Brothers . . . '*

Grand Honors are given with one motion, by crossing the arms over the breast, the left over the right with hands open, and giving a slight bow.