

# **Your New Member Guidebook**



**The Ohio Order of the  
Eastern Star**

New Member:

Date Initiated:

Chapter Meeting Location:

Meeting Days and Times:

Notes

Worthy Matron:

Worthy Patron:

Associate Matron:

Associate Patron:

Secretary:

Treasurer:

Conductress:

Associate Conductress:

Chaplain:

Marshal:

Organist:

Adah:

Ruth:

Esther:

Martha:

Electa:

Warder:

Sentinel:

## A Rewarding Future

In order to get the most out of your membership, you will want to:

- Attend meetings
- Enjoy social events
- Assist with projects
- Get to know your brothers and sisters
- Stay involved

Give to the Order the best you have,  
And the best will come back to you!

Your Mentor is:

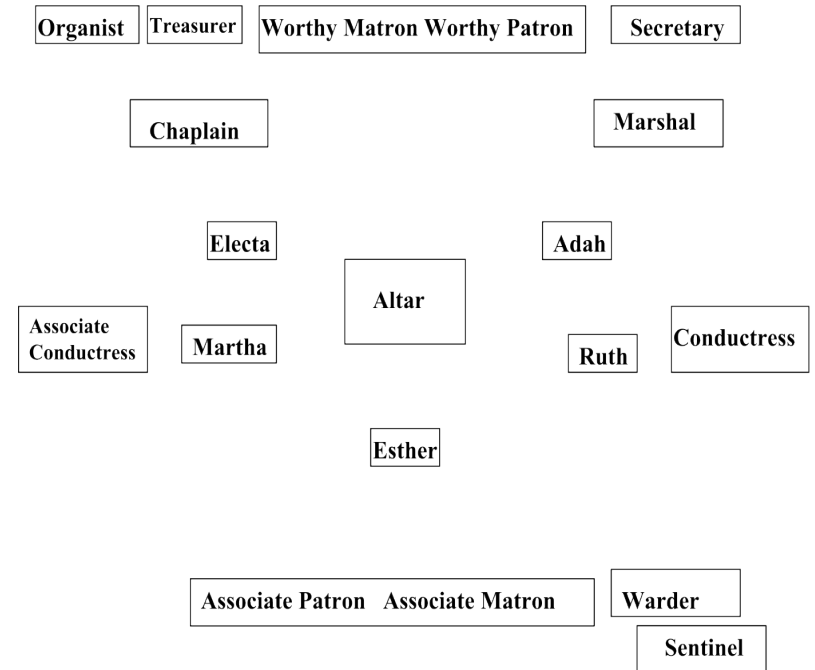
Address:

Phone:

Email:

## Typical Chapter Room

### East



Tradition has it that the Worthy Matron and Worthy Patron preside in the East. The Associate Matron and Associate Patron stations are in the West. The Conductress station is in the South, and the Associate Conductress station is in the North.

## **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 members are comprised 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 for Girls and the International Order of Job's Daughters. Eastern Star encircles the world with members in the U.S., 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 Ohio, 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, the Order of the Eastern Star is not a religion, and is neither secret nor political. Our spiritual symbol is the Star of Bethlehem. The five-pointed star is our emblem. Your initiation was symbolic of the road of life. This guidebook is designed to 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 have been assigned a Mentor to assist you in discovering the world of Eastern Star. Your Mentor will be contacting you to talk about your initiation experience and welcome you. It would be helpful to sit with your Mentor at Chapter meetings whenever possible.

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

#### **Dues Card**

Sign your dues card when it is received. Carry your dues card with you to Chapter meetings and when visiting other Chapters.

## **Grand Chapter of Ohio**

The Grand Chapter of Ohio, Order of the Eastern Star warmly welcomes you into an organization dedicated to making the world a better place. We hope you will, with passion, embrace your new membership and your new worldwide family of sisters and brothers.

### **The Order of the Eastern Star**

- Is an International Fraternal Organization for Women and Men; a part of the Family of Freemasonry.
- Conducts Fraternal, Social and Charitable activities; local and national charities, religious and other scholarships, homes for seniors.
- It is comprised of persons with religious convictions, but is not a religion.
- It is respected for family values, honesty in business and life, service in the community and fraternal love among its members.
- Eastern Star is many things to many people, but most important of all, it is a way of life.

For more information about the Grand Chapter of Ohio OES, contact:

Website: [www.ohiooes.org](http://www.ohiooes.org)

Deputy Grand Matron for

Phone: \_\_\_\_\_

## **Common Abbreviations:**

|       |                                        |
|-------|----------------------------------------|
| OES   | Order of the Eastern Star              |
| WM    | Worthy Matron                          |
| WP    | Worthy Patron                          |
| PM    | Past Matron                            |
| PP    | Past Patron                            |
| DGM   | Deputy Grand Matron                    |
| WGM   | Worthy Grand Matron                    |
| WGP   | Worthy Grand Patron                    |
| PGM   | Past Grand Matron                      |
| PGP   | Past Grand Patron                      |
| GGCCM | General Grand Chapter Committee Member |
| COA   | Chairman of Arrangements               |

## **Your first Chapter meetings:**

1. Please ask your mentor or Worthy Matron about appropriate attire for chapter meetings.
2. Before entering the chapter room, you will be asked to sign the chapter register.
3. Your chapter may have a printed program, sometimes called an Ode Book, and a calendar. Ask for a copy. Check for special events on the chapter calendar. The chapter may hold social events, host Honor Nights for Grand Officers, or meet for special projects, etc.
4. Your chapter may have an Opening and Closing Ode [songs]. These are usually found in the chapter program.
5. If an officer needs assistance with the Ritual memory work, the assigned prompter will help.
6. Try to sit with your mentor or another chapter member who can help you better understand the meetings.

## **Entering or Leaving a Chapter Meeting while in session:**

1. Proceed to a position in front of the Associate Matron and Associate Patron and face the East.
2. Give the Salutation Sign. [Your mentor will discuss and practice this with you.]
3. If entering, take a seat on the sidelines.
4. If retiring, wait for the Warder to open the door of the chapter room.
5. Leaving due to illness or an emergency may be done without giving the Salutation Sign.

## **Respect for the Bible:**

1. When the Bible is open on the altar, no one should walk between the open Bible and the East, except during initiation and installation.
2. No pictures should be taken while the Bible is open.
3. It is not customary to applaud the ritualistic work.

## **Reverent Attitude:**

1. Ask a member to demonstrate the Reverent Attitude.
2. This Reverent Attitude is assumed during all altar ceremonies, when the Conductress or Chaplain enters the Labyrinth, and held until they leave this area.
3. The Attitude of Prayer is the Reverent Attitude with the head bowed.
4. Bow your head as the Chaplain kneels or begins the prayer.
5. At the end of the prayer, join in the prayer response. [Your mentor will review this with you.]

**Your response to the Presiding Officer's gavel:**

1. Three raps calls the entire Chapter to stand at their seats.
2. Two raps calls up the Officers only.
3. One rap:
  - a. Calls the Chapter to Order.
  - b. Completes Opening and Closing of the Chapter.
  - c. Seats the Chapter when standing [Exception: after the Chapter is declared open, remain standing for the Flag Presentation.]
  - d. Completes each order of business.
  - e. Affirms each declaration of the Presiding Officer.

**Flag Presentation and National Anthem:**

1. Upon the Worthy Patron's order to the Marshal to present the Flag, turn to face the Flag in the southeast corner of the Chapter room.
2. As the Marshal touches the Flag, place your right hand over your heart.
3. When directed to recite the Pledge, with hand over heart, repeat the Pledge of Allegiance to the Flag.
4. As the Flag is brought to the East, follow its movement by turning your body toward the Flag. After the Marshal has placed the Flag in the stand, drop your hand.

**Introductions and Grand Honors:**

1. Those entitled to Grand Honors are introduced at the altar and then escorted to the East.
2. As those to receive Grand Honors leave the altar, the Presiding Officer will give three raps. Please stand and applaud as they are escorted to the East.
3. Turn toward the East as the Presiding Officer says, "Sisters and Brothers..."
4. Grand Honors are given with one motion and a slight bow. [Your mentor will review this with you.]

**Business Meeting:**

Any organization has a certain amount of business that must be transacted. The Chapter will use *Roberts Rules of Order* as a guide for conducting business meetings.

1. Participation in the affairs of the Chapter is encouraged. Ask questions or request clarification on any point of business.
2. If you wish to address the Chapter, stand and wait until you are acknowledged and start your comments with, "Worthy Matron..."
3. A motion can be made by standing and being acknowledged by the Worthy Matron. Then, begin with, "Worthy Matron, I move..."
4. A vote is taken by raising the right hand. The Worthy Matron declares a passed or failed vote.
5. In some circumstances, a secret ballot is used. You will be asked to vote by a written ballot.

**Balloting on Petitions:**

Ask your mentor or any officer to explain the proper procedure 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.

**Visiting Another Chapter:**

You may be asked to:

1. Show your dues card.
2. Have a member vouch for you.
3. Be examined by the Examining Committee.

**Additional Information:**

After attending several meetings, you may wish to explore the following resources. The Chapter Secretary will be able to assist you in attaining copies of these items:

1. The Chapter Bylaws and Standing Rules
2. The Ritual
3. The Grand Chapter Constitution and Bylaws
4. The Grand Chapter Book of Instruction
5. The Book of Protocol