

# **GUIDEBOOK FOR JUNIOR GRANGES**

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## ***NATIONAL GRANGE HEADQUARTERS***

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## **AVAILABLE MATERIALS LIST**

### **Items available from the National Junior Director:**

Guidebook for Junior Granges (*red 8 1/2" X 11"*)  
Merit Badge Program which includes Presentation Ceremony and How to Make a Badge Sash  
Merit Badge Order Form  
Junior Grange Application with information brochure  
Junior Grange Application  
Junior Member Cards – (*red/black letters -- while supplies last*)  
Junior Lecturer's Program Helps (*currently putting this together for future release*)  
How to Make Junior Officers Collar and Pattern  
List of available seals for various uses (countries, states, and others)  
Continuous Membership Certificates (*blank line for # of years*)  
Junior Graduation Certificates  
Creative Writing Certificates (*for every entry, no topic listed*)  
Achievement Merit Award Certificates for Junior Granges  
Leadership Award Certificates for Junior Grange Leaders  
"Outstanding Junior Grange" Certificates and Program Seals for Junior Grange Activities  
(*formerly called "Action Proclamation Certificates"*)  
(*Note: Some of the above certificates may have been ordered by your State Jr. Dir. for presentation of awards.*)

### **Items available from the National Grange Sales Dept.**

Guidebook for Junior Granges (*red 8 1/2" X 11"*)  
Junior Grange Application with information brochure  
Junior Grange Application  
The Junior Secret Work (*also called unwritten work*)  
Merit Badge Program which includes Presentation Ceremony and How to Make a Badge Sash  
Merit Badge Order Form  
Official Flag Presentation  
National Grange Sales and Supply List  
Some other free materials are also available

### **The following items may be purchased from the National Grange Sales Dept.**

Junior Grange Manuals (*1999 newest edition. This contains the Ritual and instructions for opening/closing the Grange meeting, Junior Degree, Diagrams, Balloting, Installation and Memorial Services, Graduation Ceremony, and more.*)  
Official Junior Grange Obligation Ceremony (*used by permission of your State Grange*)  
Junior Member Pins (*small dark red*)  
Honorary Member Cards (*white/red letters*)  
Merit Badges (*Member Badge 2-1/4" size, plus current category badges 1-1/2" size*)  
"Junior Grange" Decals (*2" and 4"*)  
Many more items are also available.

*You should keep a Jr. membership list and update yearly. You should have the name, address and phone numbers of the Jr. Deputy in your area, State and National Junior Directors for any questions that may come up. Keep them informed of meetings, addresses, phone numbers and any changes.*

## **HISTORY OF THE JUNIOR GRANGE**

Some of the earliest recollections of many rural children are of Grange meetings which they attended with their parents. In this way, the true spirit of this great organization has been deeply imbedded in the hearts and minds of thousands of people.

The first Junior Grange was organized in Texas in 1888. The Texas State Grange adopted a ritual for Juvenile Granges, as they were called at that time, in August 1888. In November 1888, at the 22<sup>nd</sup> Annual Convention of the National Grange in Topeka, Kansas, the Texas Juvenile Ritual was referred to the Committee on Ritual. The Committee on Ritual reported it back to the body and asked that it be referred to the Executive Committee and the Lecturer of the National Grange to be put in suitable form for Juvenile Granges. At the 23<sup>rd</sup> Annual Meeting of the National Grange in Sacramento, California, Sister Joe Bailey of Mississippi moved that the ritual of the Texas State Grange for Juvenile Granges be adopted as the ritual for the Juvenile Granges of all the states. On motion of Brother E. W. Davis of California, the subject of ritual for Juvenile Granges was referred to the Executive Committee. At the 24<sup>th</sup> Annual Meeting of the National Grange in Atlanta, Georgia, in 1890, a ritual for Juvenile Granges was adopted. Jonathan J. Woodman of Michigan, Past Master of the National Grange, is credited with writing the Juvenile Ritual. There have been two very minor changes in the wording of the Junior Grange Pledge in the 1980's, but otherwise, it remains as it was written well over 100 years ago.

From the very beginning of the Grange, children have taken part in the literary programs. In the past, various arrangements were made for the entertainment and instruction of the children of the members of the Grange.

Later on, before the Juvenile Grange was introduced in Michigan, Mrs. Dora Stockman instituted a number of "Four Leaf Clover Clubs" among Grange children of that state. These served as useful purposes in the way of entertainment, character development and the education of the children in these groups. These little groups of Grange children, under the supervision of Sister Stockman, used a little four-leaf clover badge as their emblem. It is rather significant that these little groups were one of the seeds that later grew into our great 4-H Club movement, and also that the club emblem itself was borrowed from the group movement among the Grange children of the State of Michigan.

Ohio was one of the first states to take a vigorous hold of Juvenile Grange work. Mrs. C. E. Harris was appointed as State Juvenile Grange organizer, and in 1900 organized German Juvenile Grange No. 1 in Darke County. The movement grew slowly at first, but in a few years it began to gather momentum and for some time Ohio was the leading state in this line of Grange activity.

At the 56<sup>th</sup> Annual Meeting of the National Grange in Wichita, Kansas, in November 1922, National Master Sherman J. Lowell appointed a Special Juvenile Grange Committee consisting of Mrs. Hattie C. Manning of New York, A. B. Cook of Michigan, and Harry A. Caton of Ohio. This committee drew up a careful report of provisions which was the nearest approach to a definite set of rules governing Juvenile Grange work that had ever been adopted by the National Grange. This report formed the basis of the chapter in the Grange Digest relating to Juvenile Grange work.

One of the significant and outstanding provisions of this report was a section, which provided that, in the future, the National Grange would issue dispensations and charters for Juvenile Granges. Before this time, all records of Juvenile Grange work had been kept by the individual states and the dispensations and charters issued by the states.

The report further stated, "That the Ritual and Secret Work be changed so as to provide for the same officers as in the Subordinate Grange and the Assistants receive the work from the Overseer the same as in the Subordinate Grange; That the officers be elected annually at the last meeting in December (Note: The times of electing Subordinate Grange officers in a state applies to Junior elections also. Some states elect earlier in the year.); That a Sessions Committee on Juvenile Granges be appointed; That a Juvenile Installation Service be prepared; They further recommended Rules and Regulations that should apply to Juvenile Granges in all states; and that the position of National Superintendent of Juvenile Granges be established, the appointment to be made by the National Master and the Executive Committee." All of these recommendations were adopted.

Rules and Regulations governing Junior Grange may be found in the Grange Digest. Each Subordinate Grange should have the latest Grange Digest which should be made available to the Junior Leader for careful study of the portions that deal with Junior work.

With a definite set of rules to govern the work, and having been made an integral part of Grange activity under the guidance of the National Superintendents and with the cooperation of the State Superintendents and Deputies, the Juvenile Grange rapidly expanded in size and in its scope of general activity.

The first Juvenile Handbook was issued by Sister Dosia Eckert while she served as National Superintendent.

It is interesting to note that at first, the Manuals were bound in blue, and the rods and other regalia were also blue, the Subordinate Grange color. Later, dark red was adopted as the color of the Juvenile Grange, thus giving it a distinctive color. The Manuals are bound in red and the regalia, including the collars, the design of which was adopted in 1926, are also red.

When he was National Secretary, C. M. Freeman prepared a little booklet for the help of juvenile workers; later on, National Secretary Harry A. Caton revised and enlarged the booklet into a "Booklet of Juvenile Information" for deputies and workers. This booklet has been periodically updated. The information currently is part of this publication, "Guidebook for Junior Granges."

In 1929 the National Grange began to issue Honor Certificates to Juvenile Granges who met certain definite requirements. Among the requirements was increased membership, and in this field the advance was remarkable. One of the most useful requirements was one dictating that the Juvenile Grange receiving the National Honor recognition had to perform some community service.

At the meeting of the National Grange in Portland, Oregon, in November 1938, a special program was devoted to the celebration of the Golden Jubilee or 50<sup>th</sup> Anniversary of the Juvenile Grange as an organization. This anniversary meeting was under the direction of Mrs. Susan W. Freestone of New York, who was the National Juvenile Superintendent.

Up until March 1945 there had been no direct reports of Juvenile Granges through the State Granges to the National Grange, but beginning with the quarter ending March 31, 1945, State Secretaries were required to submit a report each quarter from the Juvenile Granges with a small per capita dues for each member. These reports are now made annually.

At the Annual Meeting of the National Grange in Atlantic City, New Jersey, in 1964, the delegates voted to change the name from Juvenile Grange to Junior Grange.

In 1966 the Honor Grange project was replaced with the Achievement Program. And in 1972 a separate Community Service Contest and the title of Junior Director was established.

A merit badge program was begun in 1970 by Sister Agnes Ingwersen, patterned after a program originating in New York State, with 16 colorful felt badges. Requirements were set up for each badge. Badges covered a variety of subjects including Grange ritualism, citizenship,

membership, talent, nature, conservation, etc. An official ceremony was used for the presentation of the badges to members. Badges were sewn onto a dark red sash. Shortly afterward, a gold bar was introduced, and soon a green bar was added, with requirements to further the work on the subject of a particular badge. Two new badges were added to the program in 1978; another two were added in 1979; and in 1982 the program reached its peak, having 25 badges.

At the Annual Meeting of the National Grange in 1978, the title of Junior Grange Leader was adopted by the delegates to replace the titles of Matron and Patron.

The 100<sup>th</sup> Anniversary of the National Junior Grange was celebrated at the National Grange meeting in Syracuse, New York, in November 1987. Following the convention was a yearlong celebration by Junior Granges across the nation, culminating with another celebration at the 1988 National Grange convention in Redding, California. These celebrations were under the auspices of Mary Beth Heberer who served as National Junior Director at the time.

In 1992 a new project called "Help Save Our Earth" was added to the National Junior Program, encouraging an awareness of current environmental problems and promoting action by Junior Granges in taking steps to help preserve our earth and natural resources. In the fall of 1994, this program name was changed to "Our Earth Needs You."

On January 1, 1995, the Merit Badge program was revised, changing to button type metal pin badges that could be worn on the badge sash or on T-shirts, jackets, caps, etc. The badges fall into three categories and are available for a 4-year period on a rotating basis so that new badges are added every year. This revision in the Merit Badge program was headed by Emalee Colver who was serving as National Junior Director at the time.

In an effort to teach peaceful alternatives to violence, and help children make wise choices in tough situations, the "Stop The Violence" program was introduced in the fall of 1996.

At this time, the Junior Grange is operating in all sections of our Grange territory, but its greatest strengths are in Ohio, New York, Pennsylvania, the New England States, the Pacific Coast States, and in some areas of the Midwest.

Today the Junior Grange is well organized and has an established record of achievement. It takes its place in the field of the youth movements with a background of service without equal.

As we look forward, we seek the challenge of continuing to lead the organization of Grange youngsters so that they may have a progressive and useful influence in their future in America.

## **NATIONAL DIRECTORS OF JUNIOR GRANGE ACTIVITIES**

Annually, at each of the National Grange Convention, the National Master appoints a National Director of Junior Grange Activities for the following year. This procedure was adopted in 1922 and has continued ever since. In 1972 the title was changed from Junior Superintendent to Junior Director. The National Junior Director keeps in close contact with State Junior Grange Directors, and also with the Junior Grange work across the nation providing resources, materials, suggestions and help wherever needed. Specific work may be delegated to the National Junior Grange Director by the National Master and the National Grange Executive Committee.

Those having served in the position are:

1922 – Mrs. Harriet Dickson, Ohio	1964 – Mrs. Agnes Ingwersen, Kansas
1925 – Mrs. Dosia A. Eckert, Illinois	1977 – Mrs. Patricia Carncross, Michigan
1928 – Mrs. Susan W. Freestone, New York	1980 – Mrs. Mary Beth Heberer, Illinois
1939 – Mrs. Margaret H. Caldwell, North Carolina	1988 – Wayne & Peggy Miller, Washington

1946 – Mrs. Elizabeth Carstensen, Washington  
1948 – Mrs. Alice L. Pearson, Minnesota  
1951 – Mrs. Lucille Frederick, Ohio

1991 – Wayne Miller, Washington  
1992 – Mrs. Emalee Colver, Illinois  
2000 – Mrs. Sherry A. Harriman, Maine

## **STATE DIRECTORS OF JUNIOR GRANGE ACTIVITIES**

These are appointed by the State Masters unless otherwise provided for in the State Grange By-laws. Their duties are to promote Junior Grange work in their respective states, establish programs, projects, contests, and activities specifically designed for their individual states and to provide materials and resources for these programs. Some suggested programs are: Community Service, Conservation & Environment, Creative Writing & Crafts, Family Issues, Grange Work, Merit Badge, Right to Read and Safety. Not all programs work equally well in all areas, some need to be altered somewhat to be right, give your ideas a chance to work before discarding them altogether. Keep in close contact with the Junior Leaders, Junior Deputies, State Junior Committee, your State Master and the National Junior Grange Director. Keep them informed of your successes, problems, concerns and needs. Specific duties may be assigned to State Junior Directors by the State Master and the Executive Committee of that State Grange.

## **JUNIOR DEPUTIES AND STATE JUNIOR COMMITTEES**

The State Master appoints Junior Deputies. In some states, a Junior Deputy is appointed who has supervision over the entire state. Some states appoint the Master of each Subordinate Grange as Deputy within the Jurisdiction of his/her Grange. Some states appoint a State Junior Committee to assist the State Director and Deputies. They usually work in a specific area of the state promoting programs, projects, activities, and assisting with Grange work where needed.

## **JUNIOR GRANGE LEADER**

It is really inspiring to be a Junior Leader – but it requires a great deal of time and energy. Investing time, in order to help direct the thinking and actions of young people, is our best tool for working towards leadership potential in our young Granges and towards world peace. In the Junior Grange we should strive to inculcate lessons in honor, patriotism, and truth, to keep ever before the minds of the children the beauty and worth of good morals and good manners. In all phases of Junior work the Leader guides and suggests, assuming just as much of the responsibility as is necessary. The Leader should insist on quiet and orderly conduct both in session and out. Junior Grange meetings and activities should always be a benefit rather than a burden. The age of the membership, the meeting place, and the size of the Junior Grange all determine just how much responsibility children can accept. There is no set rule. Materials are available for all phases of Junior work.

## **DUTIES OF A JUNIOR GRANGE LEADER**

*“To have the oversight and general supervision of your Junior Grange, advising, encouraging and assisting the Officers in their work; as well as the care, comfort and welfare of all the members.” The Junior motto is “IMPROVEMENT.” You must be a Subordinate Grange member to become a Junior Grange Leader, but the sponsoring Subordinate Grange may select a member of another Subordinate Grange for the position if they so choose.*

1. Teach correct Grange procedure (ritualistic work). Work with the members and officers, explain proper conduct in the meetings, where each office is, how to set up the hall, proper opening/closing of the Grange and encourage memorization of the Junior Pledge and other parts.
2. Make a yearly calendar of events in cooperation with your Subordinate Grange, including State activities and special events. Attend conferences or activities planned for Leaders and Junior members on all levels.
3. Hold at least one business meeting (opening & closing in full form) a month. Hold special meetings/programs when appropriate. Confer with the Junior Degree at least once a year. Have an award program and graduation when indicated. Have Juniors present a program for the Subordinate or Pomona meeting.
4. Pass out program books and contest information (if any) for local and/or State, materials and other available information. Set aside time to work on projects, teaching crafts, as well incorporating other parts of the State and National programs in your activities. Don't forget Merit Badges.
5. The Leader of the Junior Grange shall have the authority to select an Assistant. (The Assistant Leader does not have to be a Subordinate member.)
6. Ask your Subordinate Master to appoint a Junior Committee and work with them so activities do not cease if you must be absent.
7. Keep a Junior membership list and update it yearly, adding and subtracting names or making changes as needed. (Junior membership is available to persons from 5 to 14 years who have not already joined a Subordinate Grange.) It should include the following information: child's name, address, age, birth date, parent's name(s) and phone number. Your State Grange Secretary and State Junior Director should also receive a copy of this information.
8. Membership reports and dues payments need to be filed from this information. (Check with your State Secretary or State Junior Director if you are required to send reports quarterly, bi-annually or annually, as each state sets their own rules.) Encourage payment of dues early for the next year. (Set a good example by paying your annual dues on time.)
9. The Leader usually has control of the Junior Grange accounts, (not the Junior Treasurer) this needs to be taken up with the Subordinate Grange. Also, the Junior Grange account should have at least two (2) names on the checking or banking account and the Junior Grange name and telephone number. The second name should not be a child and should not be someone in your household. Someone else needs to have access in case of emergency or death. Remember your Junior record and account books need to be audited along with the rest of the Grange's account books. Whether your accounts are with the Subordinate Treasurer or not, the Subordinate Master and Grange still have the right to examine all your books. Some Granges have a finance committee, auditing committee or the Executive Committee to perform the audit. Please make the effort to have your books on hand when requested.
10. You should be reporting periodically to the Subordinate Grange any financial activity your Junior Grange is involved in. Keep the Subordinate, Pomona and State Granges informed of your plans, progress and problems.

## SUGGESTED STEPS IN ORGANIZING OR REORGANIZING A JUNIOR GRANGE

*Local conditions will encourage variations in the procedure of setting up a Junior Grange. The following is suggested as an orderly procedure in most cases. In many cases the preliminary work may be shortened, but all the fundamental steps should be observed so that the new Junior Grange gets off to a good start.*

1. Discuss organizing a Junior Grange with the Subordinate Grange. The Leader must be a Subordinate Grange member. (A sponsoring Grange may select a Junior Leader from some Grange other than the sponsoring Grange if, in its judgment, it is in the best interest of the Junior Grange to do so.)
  - A. To organize a Junior Grange you must have **at least** 13 children ages 5-14 inclusive, at least four of who must be boys and four of who must be girls. Children who have already joined a Subordinate Grange are not eligible for membership. *(The State Grange Master may, under unusual circumstances, authorize the organization of a Junior Grange with fewer than 14, but not less than seven members of whom there shall be not less than two of either sex.)*
  - B. The Junior Grange shall have the same name as the sponsoring Grange but have a separate number. *(All Junior Granges must be sponsored by a Subordinate, Pomona, or State Grange.)*
    - 1) A vote must be taken by the Subordinate Grange to sponsor a Junior Grange. This may be done prior to getting enough children or when you have reached the required total number of 13 boys and girls. (If sponsored by a Pomona Grange, a meeting place and time should be agreed upon.)
    - 2) After the Subordinate or Pomona Grange votes to sponsor the Junior Grange, they will elect a Junior Leader. The Leader and the sponsoring Grange will decide when the meetings will be held and how the finances of the Junior Grange will be handled.
  - C. The Subordinate Grange is to provide a suitable meeting place for the Junior Grange and can offer financial assistance but the Junior Grange should eventually become financially self-sufficient. (The Charter fee is \$10.00 at the time of organizing or reorganizing.)
  - D. The minimum fee for initiation is \$1.00 and the minimum annual dues are \$1.00. (These amounts are set by the Junior Grange in agreement with State Grange policy).
2. Sometimes it is advisable to appoint a Survey Committee. Make a list of prospective contacts and what announcements will be sent out. Post notices and posters, send newsletters, advertise in papers and on bulletin boards. (Please be sure to ask permission from the proper authorities before doing anything.) Give date, starting time, approximate ending time, place of meeting and contact person.
3. Plan and hold an informational meeting including the children, parents, prospective Leader, Junior Deputy, Junior Committee, and all interested in the Junior Grange. Also, include the State Director, so they can help with information and answer questions for you.
  - A. Discuss possible Junior Grange activities, goals and benefits. Explain some of the words and terms we use in the Grange (ritual and secret work), and the duties of the members and officers.
  - B. Tell interested people about the programs, activities, and contests of the Junior Grange and when the meetings will be held. Let them know what is to be expected of the children and of the parents.
  - C. Make a list or sign up sheet of all attending and note if they would like to join or not. If the children want to join that day and parents agree, they will need to fill out an application and pay the initiation fee and dues. (Or the application and fees can be returned later.) Announce the date, time and place of the Organizational meeting.

- 1) The Organization meeting can take place on this same day, provided you have the required number of children and you have made the proper arrangements. (It may take too long to do everything the same day.)
- 2) Use a separate piece of paper, including the following information: Child's name, address, age, birth date, parent's name(s) and phone number, then transfer the information neatly to the proper form later.
6. Plan the actual date, time and place of the Organization/Reorganization meeting. Let the parents and children know when this meeting will take place. Please remember to include the State Junior Director, the Junior Deputy and/or the people who will be involved with the Charter Ceremony, Installation of Officers and explanation of the duties of the new or reorganized Junior Grange. (Allow about 1½ hours for these ceremonies and discussions.) Let everyone know when the next scheduled meeting will be held.
  - A. The Installation of Officers ceremony may be performed at this same meeting, or at a later date. It may be too time consuming to try to do it all in one day. The Junior Grange Officers are appointed by the Leader. (You may elect officers, but it is much easier to appoint officers when just starting out.)
7. At the Organizational meeting, the Junior Director, Junior Deputy and/or other authorized person will sign two copies of the original National Organization or Reorganization forms. (Check with your State Sec. or Dir. to see what other forms may be needed in your State.)
  - A. Neatly and completely fill in the requested information for all those present. (Note: Only those present at the official organizational meeting may be listed on the charter form.)
  - B. Send one of the original forms to your State Grange Secretary include a check for \$10.00, made payable to "The National Grange." Your State Grange Secretary will send that form and other necessary forms on to the National Grange office for Charter issue.
    - 1) If you are requesting the Junior Grange Supply Kit, be sure to check it on the report form. (This kit is only available when you send in your paperwork for organization or reorganization. Supplies may be purchased separately at any other time.)
    - 2) Your supply kit should arrive in about 2 weeks from the time the National Grange receives your Organization or Reorganization form and check from your State Secretary.
8. At the next meeting, start working with the members and officers, explain proper conduct in the meetings, where each office is, how to set up the hall, and the proper opening and closing of the Grange. Encourage memorization of the Junior Pledge and other parts.
9. Pass out program books, local and/or State contest information, materials and other information if you haven't done so already.
10. Keep a Jr. membership list and update it yearly, adding and subtracting names or making changes as needed. It should include the following information: child's name, address, age, birth date, parent's name(s) and phone number.
  - A. Your State Grange Secretary and State Junior Director should also receive a copy of this information.
  - B. Membership reports need to be filed from this information. (Check with your State Secretary or State Junior Director if you are required to send reports quarterly, bi-annually or annually, each state sets their own rules.)
11. You should have the name and contact information for the Jr. Deputy in your area and the State and National Directors. Keep them informed of meetings, info and any changes.
12. Set up a calendar; keep your members informed of your meetings and other events. Keep your Subordinate Grange informed of your plans and needs.

## **SUGGESTED BY-LAWS FOR JUNIOR GRANGES**

1. This Junior Grange shall be known as \_\_\_\_\_ # \_\_\_\_\_
2. The regular meetings of this Junior Grange shall be \_\_\_\_\_ & \_\_\_\_\_ of every month and the meeting time shall be \_\_\_\_\_ year round.
3. Children 5 years old to 14 years old (inclusive) are eligible to join the Junior Grange.
4. Junior membership shall terminate when the Junior member joins Subordinate Grange, reaches their 15<sup>th</sup> birthday, or fails to keep their annual dues paid up to date.
5. The initiation fee for all active and honorary members of this Junior Grange shall be \$\_\_\_\_\_. (Minimum initiation is one dollar - \$1.00).
6. The annual dues for active and honorary members of this Junior Grange shall be \$\_\_\_\_\_ payable in advance, provided however, the Junior Grange and State Grange which has jurisdiction over such Junior Grange, may increase the dues for members as may be necessary for the good of the Order. (Minimum annual dues is one dollar - \$1.00).
7. All Junior Granges shall be required to pay dues promptly to the State Grange. State Secretaries will furnish the Junior Grange with the proper report forms.
8. When a Junior Grange drops below a membership of 13, the Charter will be revoked.
9. The books of the Secretary and Treasurer may be opened for inspection at any time by the Subordinate Master, Deputy, Chief Junior Deputy, Junior Director, and/or State Master and must be audited yearly.
10. The Master and Leader of the Junior Grange are answerable to the Master of the sponsoring Grange.
11. Officers of the Junior Grange shall be ranked and titled as follows: Master, Overseer, Lecturer, Steward, Assistant Steward, Lady Assistant Steward, Chaplain, Treasurer, Secretary, Gatekeeper, Ceres, Pomona, Flora, and Executive Committee.
12. The officers of this Grange shall be chosen at a regular meeting in June and installed in September.
13. All elections shall be by paper ballot, and a majority of all the votes cast shall be necessary for a choice.
14. If only seven members are present for a meeting, the following offices must be filled: Master, Overseer, Steward, Assistant Steward or Lady Assistant Steward, Chaplain, Secretary, and Gatekeeper.
15. Seven members of your own Junior Grange shall constitute a quorum of a legal meeting. (*Note: Leaders or Honorary members do not count as part of the quorum members.*)
16. It is suggested that committees be appointed by the Leader.
17. The Leader of a Junior Grange shall have the authority to select an Assistant. (The Leader must be a Subordinate member but the Assistant is not required to be a Subordinate member.)
18. Special meetings may be called by the Leader.
19. The Charter fee for all Junior Granges is \$10.00 (ten dollars) payable at the time of organization or reorganization. Make checks payable to: "The National Grange."
20. The proper forms must be submitted to your State Grange Secretary accompanied with the Charter fee for all organizations and reorganizations, they will forward all relevant information to the National Office.

*Note: All regulations must conform to the Constitution of the Order, the Articles of Incorporation, By-Laws and Grange Laws as adopted by the National Grange.*

## SAMPLE NOTICES

We have a great Organization, let's promote and prolong it. Using the Junior brochure/application on a poster or as part of your letter provides a great deal of information. Make use of any material you have available. Let the kids draw pictures of their own, to put onto a poster, showing what they think the Jr. Grange is or what they like to do. Include some individual activities your Grange is involved with and a list of any contests and crafts available. You can make it sound fun but you must also let them know that there is a serious part of Grange work. Copy or combine these notices, adjusting the wording to fit your needs or make up your own. Something similar to these notices can be sent home from school, church, or other public forum, for new members. Make a list of prospective contacts and what announcements will be sent out. Post notices & posters, send newsletters, advertise in papers and on bulletin boards. **Please be sure to ask permission from the proper authorities before doing anything.**

1. \_\_\_\_\_ **Junior Grange is open to boys and girls ages 5 to 14 (inclusive).** The meetings involve Grange ritual (the working and running of meetings), crafts, Merit Badge programs, and a variety of contests. At most meetings there is time for a snack. Members are encouraged to take a part in local or state events such as: \_\_\_\_\_ etc., and camp is also available for ages: \_\_\_\_\_.

Parents may attend at any time, and can become honorary Jr. Members, but do not have to join the Subordinate (regular/local) Grange. Parents may be called upon on occasion to assist with snacks, or to act as drivers or chaperones for special events.

Dues are \_\_\_\_\_ per year, plus a \_\_\_\_\_ fee when you first join. Meetings are held \_\_\_\_\_ monthly, on the \_\_\_\_\_ and \_\_\_\_\_ (day \_\_\_\_\_) from/to (time). Those riding the bus (afternoon meetings) need to have a permission note on file with the school from parents. Parents are expected to pick up children at (time.)

Any questions call \_\_\_\_\_ Leader at (phone), or \_\_\_\_\_ at (phone).

2. **WANT TO HAVE SOME FUN THIS YEAR?** Join the Junior Grange. Would you like to enter contests for crafts, cooking sewing, woodworking, art photography, creative writing, or vegetable growing and maybe win ribbons and prize money? Do you want to earn Merit Badges, do community service work, and help with environmental projects? Then maybe the Junior Grange is something you've been looking for. Any boy or girl ages 5 to 14 (inclusive) can join. We have our own business meetings and each child has a vote in what is going on. Parents may become honorary members of the Jr. Grange if they wish to, but do not have to belong to the Subordinate Grange. Any Subordinate (regular/community) member may become an honorary member.

Our dues are \$\_\_\_\_\_ a year. We meet (day, time place). If you are interested, bring your parents to an informational meeting on (day, time, place – include street address) or contact (name & phone) for more information.

3. **JOIN JUNIOR GRANGE.** Have you ever wondered what goes on in a Grange Hall? Would you be interested in crafts, cooking, sewing, art, creative writing, finger spelling and many other contests, which are all divided into different age categories? Earn Merit Badges in which only a few require record keeping. Then join the Junior Grange. Membership is open to any girl or boy ages 5 to 14 (inclusive). Dues are \$ \_\_\_\_\_ a year and we meet \_\_\_\_\_ a month at (day, time, place). Come to the \_\_\_\_\_ Grange Hall on (day, time) or call (name & phone) for more information.

## WHAT YOU WILL NEED TO RUN THE JUNIOR GRANGE MEETING

It is really inspiring to be a Junior Leader – but it requires a great deal of work. In all phases of Junior work the Leader guides and suggests, assuming just as much of the responsibility as is necessary. The type of children holding office, the age of the membership, the meeting place, and the size of the Junior Grange all determine just how much responsibility children can accept. There is no set rule. Materials are available for all phases of Junior work.

\*\* Check with your Grange to see if you have any of these materials or items available. Let the Subordinate Grange, Junior Director, Junior Deputy, and/or State Master know if you require additional materials.

1. A Junior meeting is run in the same manner as the Subordinate Grange and the Juniors have their own emblem, password and salutation. The Officers stations, Altar and Graces emblems are the same as the Subordinate Grange and you should be able to use theirs unless the meeting is at the same time in a different room.
2. Officer collars (13-16 dark red) marked with initials or names of each officer. Also a dark red sash for the Leader. (It may say Patron or Matron but this is fine.)
3. Four (4) dark red rods (about 4' tall) with a ball on the top and holders.
4. A small Bible (for small children to handle easier.)
5. A small American Flag and holder (for small children to carry easier.)
6. \*Junior Grange Emblem (4" disc with "Junior Grange"), with stand or holder to stand on Master's station. (Suggest: An "L" shaped plastic photo frame.)
7. \*Junior Manuals (at least one for each officer and Leader, 1999 is latest printing.)
8. \*Junior Member Buttons (at least one for each member, Leader plus extras.)
9. \*Secretary's record book, receipt book, and roll book.
10. \*Two (2) gavels.  
*When sending in your Organizing or Reorganizing Charter form, the Junior Grange Supply Kit may be ordered from the National Grange which includes these items (\*) and other materials for Jr Grange work.*
11. Junior Grange Charter (issued from National Grange, after receiving the proper Charter forms from the State Grange Secretary. New Organizations will receive a new Charter. Reorganized Junior Granges will use the old Charter, if it is found, if not, a new one will be issued with the original number.)
12. Ask your State Junior Director for all materials for programs, activities and contests for Junior Grange members.

\*The National Junior Grange Supply Kit (**ordered only** with Charter form for Organization or Reorganization of a Junior Grange.) Supplies are: 13 Junior Manuals; 13 Junior Member Pins; 1 Junior Grange Decal; 1 Secretary's Record Book; 1 Dues Account Book; 2 Walnut Gavels; 13 Member Badges; 10 Honorary Junior Membership Cards; 1 Junior Songbook; 1 Lift Up Your Hands Songbook; 1 Junior Secret Work; 25 Junior Applications; 1 National Grange sales order form; 1 National Junior Grange Guidebook and 2 Merit Badge Program Booklets.

## **THINKING ABOUT STARTING A JUNIOR GRANGE**

### **Are You Prepared to Make a Time Commitment?**

#### **Do You Have Others to Help You?**

Have you thought about your personal time needed per meeting and how many meetings a month you will have? What day and time will work the best for you and for those involved? Bookkeeping, reports, crafts and supplies, programs and activities in the meeting, fund raising, and transportation are all part of being the Leader. How much time will be needed for extra activities planned other than meetings? It takes a couple of years to get a Junior Grange running smoothly. It doesn't look good to start a Junior Grange one month and disband it three months later.

#### **Do You Have Potential Members?**

You need **at least** 13 children (at least four of them must be girls and four must be boys) to **start** and keep a Junior Grange.

Recruit children who live near your Grange Hall and from Grange families. It is a good idea to have some Grange families, if possible, in your charter group. Notices could be sent home from school, church, or other public forum, for new members. Make a list of prospective contacts and what announcements will be sent out. Post notices and posters, send newsletters, and advertise in papers and on bulletin boards.

Once you have your charter group you still cannot sit back and relax. Children grow beyond Junior Grange age, lose interest, move away, or have scheduling conflicts. Finding members is an ongoing process.

#### **Do You Know the Junior Grange Work?**

Do you have someone in your Grange who does know the Junior Grange work? You must be a Subordinate Grange member to become a Junior Grange Leader. The Junior Manual provides information and details for the meeting but the everyday book work and running of the meetings is up to you. Ask your State Junior Director and other Department Directors for all materials for programs, activities and contests for Junior Grange members.

#### **Is Your Local Grange Willing to Sponsor a Junior Grange and You?**

All Junior Granges must be sponsored by a Subordinate, Pomona, or State Grange, by a vote of that Grange. The Junior Grange shall have the same name as the sponsoring Grange but have a separate number. The sponsoring Grange usually provides a meeting place. It may also supply some leadership help and financial assistance. However, a Junior Grange should not be a drain on the sponsoring Grange. Try to be self-supporting. Hold a fund raiser, either on your own or with help from your sponsoring Grange or try to develop some other source of income.

#### **Does Your Junior Grange Have a Place to Meet?**

The Junior Grange usually meets in the same hall/building as the sponsoring Grange. Sometimes using the same room, sometimes another room at the same meeting time, or separate building. Whether your Grange has its own hall or rents its hall, you need to check availability for your meetings and find out if there will be any additional rental fees and insurance questions. You may need to look for a room in a Community Center, School, Church, Fire Station or other public building to use as a meeting place. Please be sure to explain, in as much detail as you can, what you do in the Junior Grange, including the fact we do have the Flag and Bible as part of our ceremonies. Show them the manuals and program materials that are used. Invite them to your informational meeting.

## **“JUNIOR GRANGE PLEDGE”**

**I solemnly promise that I will obey all the rules of the Order, that I will never reveal any of its words or signs, nor tell any of the secrets of the Order.**

**I further promise that I will endeavor to follow the advice of my parents and teachers and will not knowingly wrong a Brother or Sister of the Order.**

**I will try to avoid bad company, intemperate habits, the use of tobacco, illegal drugs and all intoxicating drink; and will guard against the sinful habit of taking the name of God in vain. We Will Help Each Other to Keep the Pledge.**

## **THE JUNIOR COMMITTEE of the SUBORDINATE GRANGE**

### **Committee Duties Where the Grange Sponsors a Junior Grange**

1. Report to Junior Leader for duty, help where needed. (Always under the advise of the Leader.)
2. Report JG activities to Subordinate meeting – unless Juniors are doing the reporting.
3. Keep a close check on the community for new Junior Grange members ages 5 – 14.
4. Report upcoming activities, local and state contests open to children and grandchildren of Subordinate members (you might get some of these children interested in becoming members.)

### **Committee Duties Where there is no Junior Grange**

1. Survey the community relative to children ages 5-14 who could be interested in establishing a Junior Grange. Remember – parents need not be Grange members.
2. Present survey to Subordinate Grange and if feasible, urge the sponsoring and organization of a Junior Grange. (A good Leader is essential and must be a Subordinate member.)
3. Report portions of State and National programs and activities, especially those involving children and grandchildren of Subordinate members; thus sparking interest in joining the Junior Grange.

## **Charter Ceremony for Organization or Reorganization**

### INSTALLATION OF OFFICERS AND PRESENTING CHARTER

If unable to secure another Junior Grange to come and give the degree work to the Charter Members of a newly organized or reorganized Junior Grange, the following installation ceremony may be used. Before the meeting begins, the hall should be set up in proper order for a Grange meeting and chairs placed for the officers at the left of the Master for installation. (It would also help the children, if the name of the office was on the chairs during installation.) Flag in position, Bible open, and extra chairs near the Master's station for Leader, Directors, Installing Officers, organizing Junior Deputy/Deputy (whoever is authorized by State Master) and Subordinate Master. (A Junior Grange MUST be officially organized by the Master of a State Grange or Grange Council or a member delegated by said Master, who will instruct the new organization and who will make the report to the State Secretary and to the National Grange on the proper Junior Grange Organization or Reorganization Form.

**Director, Junior Deputy or other authorized person** -- Call to order. "Worthy Chaplain, as no work can prosper without the favor of God, we will unite with you, and seek His aid."

**Chaplain** – Opening Prayer. "Our Father who art in Heaven, we thank Thee that we are again permitted to meet together. Help us to heed the counsel of our parents and teachers. Help us to control our spirits, and to do to others as we would have them do to us; and as we grow in years, may we gain in knowledge and usefulness. Teach us to be worthy members of this Grange, and of society. May we live uprightly, honor our parents, and do good to others. We ask all in Thy Holy name. Amen!"

OPENING SONG -- musician's choice or yours.  
SALUTE TO THE FLAG -- "Pledge of Allegiance."

**Director or Junior Deputy** -- "Honored Guests, Worthy Patrons; We are gathered here today to welcome this Junior Grange to our Order. Ours is an educational Order, in which all learn to do by doing. I welcome you, because your presence here will benefit us and we can do you good as well. Will the Charter Members come forward and form a semicircle around the Altar. Will the Subordinate Members and parents please form a semicircle behind the children." (While this is taking place, the visiting Junior Master or other appointed person will join the Director behind the Altar.)

**Master of visiting Junior Grange or other authorized person** -- "My Friend, in joining the Grange you have acted wisely. With us you will ever find friends. In your search for the good, the beautiful and the true, may you never falter. You will now be prepared to give the pledge by placing your right hand over your heart and repeat after me."

"I solemnly promise -- that I will obey -- all the rules of the Order -- that I will never reveal -- any of its words or signs -- nor tell any of the secrets -- of the Order.

I further promise -- that I will endeavor -- to follow the advise -- of my parents and teachers -- and will not knowingly -- wrong a Brother or Sister of the Order.

I will try to avoid bad company -- intemperate habits -- the use of tobacco, illegal drugs and all intoxicating drink; -- and will guard against -- the sinful habit -- of taking the name of God in vain. We Will Help Each Other to Keep the Pledge." "You may put your hands down."

(Ceremony continued from previous page.)

“All Honorary members, even if you are already an Honorary member, please place your right hand over your heart and repeat after me.” “I hereby solemnly promise – that I will in no way reveal – any of the secrets or ceremonies – of the junior Grange – and I willingly pledge to it – my active support and influence. You may put your hands down.”

“I will now instruct you in the signal, sign and salutation, password, voting sign, use of the gavel and grip. The sign of recognition will be demonstrated to you at a later time” **(IF USED)**.

**GIVE THE SECRET INSTRUCTIONS (IF USED)**, see extra booklet. (Demonstrate each item as you go, check to see if all are doing each part correctly.)

**Director or Deputy** -- “My young friends, we believe that you are worthy and will keep your pledge. We are confident that you will strive to be ever truthful, brave, honorable, gentle, loving and kind. Think what a good world this would be if everybody would keep such a promise. May God help you to be faithful to the pledge you have given, and to press forward in the beautiful path of life you have this day chosen. I now decorate you with the regalia of our Order.” (Pins Junior member button on each child.)

**Visiting Junior Master or other person** -- “I now proclaim you members of \_\_\_\_\_ Junior Grange No. \_\_\_\_\_. At some time in the future the Worthy Leader will review with you the lessons you have this day received.”

**Director or Deputy** -- “You may now return to your seats. Those who have been selected to an office will take the seats at the left of the Master’s station. We will help you with the order and the office.” (Introduce Junior Master or other persons taking part in organizing.) (Then introduce installing Officer who will give you instructions as to the Obligations of your office.)

**INSTALLATION OF OFFICERS (IF USED.)** – (page 20 in 1999 Junior manual, up to point of closing song. If charter has arrived or is available continue with Charter presentation before closing song, then continue with closing song and benediction of the Installation Ceremony.)

## **PRESENTATION OF CHARTER**

**Director or Deputy** -- (to Leader) “Worthy Leader, youth is the springtime of life, and habits formed in youth, like seed sown in the spring, will bear fruit, for good or ill, through all years of life. (Hands Charter to Leader,) I present this Charter to you, and together we will strive to build a strong Junior Grange for our Order.”

**Leader** – (presents Charter to Junior Master of new Grange) “I entrust the Charter to your care. Together we will work hard and be ever watchful to guard and preserve our Charter.”

CLOSING SONG –musicians choice or yours.

**Installing Chaplain** -- “May our Father and our God, who has filled the earth with His Goodness, fill our souls with His love, that our every word and work may be blessed with abundant harvests of joy and peace. Amen.” (This concludes the Organization Ceremony. You may end however you wish. About 1 ½ hrs.)

**Welcome to the Junior Grange, Good Luck and Enjoy!**

## THE GRANGE AT WORK AND THE JUNIOR DEGREE

The Junior Grange is a citizenship-building organization, teaching appreciation of the USA, understanding of other nations, and the responsibility that goes with freedom. The Junior Grange also builds for a good life which has a sincere faith, love of the out-of-doors and a definite place for fun and happiness. Latent abilities are developed in all areas. To this end, the **IDEAL** Junior Grange would function something like this:

1. Start the meeting promptly at the stated hour. Practice the opening and closing, the presentation of honored guests, balloting, etc. You could appoint a substitute officer for each regular officer (or let them try different ones once in a while) to rehearse and practice, too. Sometime during the year, have the substitutes conduct the complete meeting. Keep your standards high, youngsters can and will measure up. Music and marching are very important, impressing on the members that the loud beat is the left foot. If there is no music available stress the importance of marching together and always starting on the left foot.
2. The Junior ritualism is beautiful and it is one of the features of our organization that makes it “more” than many youth organizations. Conduct the ritualism with dignity, seriousness and in accordance with both the Ritual and Grange parliamentary procedure. Each Junior Grange should exemplify this work as often as possible, the Degree work at least once a year. With parts committed to memory especially the Master’s part for the Secret Work (even the younger children can learn their parts), it makes all the work more instructive and impressive.
3. Make the plans in advance. Plan to have some specific business at each meeting, including Community Service. Plan an exhibit, (have Juniors make something for the display), fall festival or be part of Booster night with the Subordinate Grange (be sure to know exactly what will be expected of you and your Juniors). Have each Junior select a hobby suitable for discussion and have them give a report at each meeting on their project. This gives everyone a chance to express themselves and to have a definite part in it becoming “**HIS GRANGE.**”
4. Have the Lecturer’s program at the appointed place in the order of business except on special occasions. The Master will declare the Grange at “recess” for moving about. (Note: you should know the difference between “at recess” and “at ease” in the Grange meetings). Close the Grange before involved recreation is done, and have assigned responsibility for this portion of the meeting.
5. Have discussions in the Junior Grange letting all have a say without ridicule. Junior Grangers will think seriously with you for short period of time and have some great ideas. Secure a blackboard or easel for your work and let the children use it.
6. Crafts should be worked into the Junior meeting as the Junior Leader sees fit. Many give instructions for the craft project during the meeting with the actual work being done after or between the meetings. Use crafts to the best advantage of your Junior Grange and members.
7. Take an inventory of you Grange hall and find out “what you can and can’t do inside or out.” Check with the Subordinate Grange before helping to make changes or beautify the surroundings. If you do not have a hall then look about the community for buildings and/or parks to work on, but always ask for permission first.
8. Call on the Junior Community in the Subordinate Grange to help in any way that fits your situation - assist with contests, crafts, music, help Secretary or Lecturer, ask Hon. Members to attend each meeting, and report to the Subordinate Grange. Keep Juniors informed of adult plans.

## GRANGE WORDS AND TERMS

This information is to explain some of the Grange terms and words that are part of the Grange work.

**RITUAL OR RITUALISTIC** The prescribed form or order of conducting a meeting. This is a set way of doing things, a manual or book of directions. The same basic format (ritual) is used at every meeting on all levels. It has instructions and speeches to be used by the Officers and Leader, including a salute to the flag, the display of an open bible, and opening and closing prayers. The wording varies a little on each level of the Grange, but the actual running of the meetings and procedure are the same. During the meetings, members may discuss activities, community service projects, fund raising or other issues they may be involved with. Each person may speak on any issue, no matter what age or what office they hold and each member has a vote. This helps build self-confidence in speaking to a group, and teaches the democratic way of doing things. Most meetings have time for programs, activities and games. There are a variety of contests and crafts available for all members and some available to non-members.

**SECRET WORK** The secret work of the Grange consists of a **PASSWORD** and **SALUTATION** –a special hand position and signal used at the meetings to ensure membership.

**DEGREE AND GRANGE DIVISIONS** This means the level of the Grange. All Degrees are based on the four seasons with lectures and information based on agriculture and the four seasons. 1<sup>st</sup> – 4<sup>th</sup> Degree is the Subordinate/Community Grange – *local, town or community Grange*; 5<sup>th</sup> Degree is the Pomona/County Grange – *county or area Grange made up of Subordinate Granges*; 6<sup>th</sup> Degree is the State Grange – *all Granges in one state*; 7<sup>th</sup> Degree is the National Grange – *all Granges around the nation*; and Junior Degree are for children ages 5 – 14 -- *sponsored by Subordinate Granges*.

**INITIATION** Bestowing the Degree, teaching the lessons, giving instructions and information about the work of the Grange, lectures are based on agriculture and the four seasons.

**CANDIDATE** The person waiting to receive the degree to become members.

**OFFICERS** Elected by the members during a regular meeting. Each officer has a specific duty during the meeting. The names of the officers are based on the titles of old English Estates.

**OPEN IN FULL FORM** The meeting must be opened in full form, following all the procedure in the manual, completely, at least once a month, with at least seven members present, (this is called a quorum) to be considered a legal meeting. In the Junior meeting, this seven does not include the Honorary Junior members or the Junior Leader. (Those over fourteen are Honorary members. They may attend the meetings but have no vote or say in the business of the Jr. Grange and do not count for the quorum number.)

## RESPONSIBILITY AND PERMISSION FORM

**JUNIOR MEMBERS** Any boy or girl ages 5 –14 inclusive (they must have had their 5<sup>th</sup> birthday and not have joined a Subordinate Grange .) Dues are paid annually, a minimum of \$1.00 per member, but each Junior Grange may set their own dues prices.

**HONORARY MEMBERS** Parents and any Subordinate member may join the Junior Grange as an Honorary member. They do not have a vote in the workings of the Grange but certainly can be an asset. (Parents do not need to be a member of the Community Grange to be an Honorary member.) Most Junior Granges have a one time admission fee for Honorary members some charge yearly dues.

**JUNIOR MEMBERS RESPONSIBILITY** Members are expected to participate in all activities, programs and crafts and are also expected to attend meetings as often as they can. Members should be on time and respect the serious times in the meetings, and should also cooperate with the Leaders and with each other. Members will have specific parts to play in the programs and the duties of the office to which they are elected. Members may be asked to help with community service, fund raising, supper or refreshments, and serving and cleanup.

**PARENTS RESPONSIBILITY** Parents are responsible for transportation of their children to and from the meetings. Please try to drop off and pick up your children on time. If you are unable to do so, please make arrangements ahead of time. A parent should let their Leader know if their child is unable to attend a particular meeting or event. Please feel free to attend any and all meetings and activities. You may be asked by the Leader to assist from time to time with refreshments, an activities or crafts. You may be asked to cook or help with fund raising. Some activities may require transportation, supervision and permission forms. Insurance information may also be required. Volunteer as much time as you can.

-----  
DATE \_\_\_\_\_

I, \_\_\_\_\_ AGREE THAT MY CHILD,  
\_\_\_\_\_ MAY JOIN THE JUNIOR

GRANGE AND PARTICIPATE IN THE MEETINGS, PROGRAMS AND ACTIVITES.

PARENT OR GUARDIAN SIGNATURE \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

## AIMS AND PURPOSES OF THE JUNIOR GRANGE

### **THE JUNIOR GRANGE ~ An Organization for America's Boys and Girls** **Junior Grange Motto: Improvement**

- \*\* Builds Character and Self Confidence
- \*\* Develops Respect, Responsibility and Cooperation
- \*\* Instructs, Entertains, and Elevates the Members
- \*\* Inculcates Honor, Patriotism, Truth and Morality
- \*\* Develops Creativity, Initiative and Talents
- \*\* Benefits the Community
- \*\* Provides Leadership Training
- \*\* Teaches Parliamentary Procedures
- \*\* Provides Social Interaction
- \*\* Promotes Interest in Agriculture
- \*\* Instills Desire to Help Others
- \*\* Strengthens the Grange

- **ONE OF AMERICA'S FIRST AND FINEST YOUTH MOVEMENTS**
  - Adopted as part of the National Grange in 1888.
- **A TRAINING SCHOOL FOR BOYS AND GIRLS AGES 5 – 14**
  - The gateway to individual development and Community involvement.
- **A FRATERNAL ORGANIZATION**
  - Develops a spirit of respect, cooperation and concern for others.
- **A TRAINING CENTER FOR FUTURE LEADERS**
  - Patterned after the parent organization, it develops Grange appreciation and trains members in Grange meaning and procedure to promote the future of the Grange.

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## HOW YOU CAN HELP A JUNIOR GRANGE ON A LOCAL OR STATE LEVEL

1. Attend meetings, as often as you can, take turns with others. Help the secretary and officers with their parts, activities, programs, crafts and with “group control.” (Always check with the Leader before helping.)
2. Provide transportation to meetings and events.
3. Volunteer to teach a craft or lead a program. (Hobby, Safety, Sign Language, Nature)
4. Help the children work on Merit Badges.
5. Volunteer to serve a meal at JG function or donate food for a lunch or state event.
6. Sponsor a child at Junior Grange Camp.
7. Donate scissors or craft supplies (ask the Leader what they need.)
8. Volunteer to judge a project or talent show, or bring crafts to state judging.
9. Donate prize money or ribbons for a contest.
10. Help with a fund raising project (supper, car wash, food sale, raffle, etc.)
11. Play the piano for a Junior Grange meeting or event.
12. Volunteer to supervise children below Junior age at the meetings. (Take turns with others.)



## **SUGGESTED PROGRAMS**

### **OUTSTANDING JUNIOR GRANGE CERTIFICATE AND PROJECT SEALS**

Junior Grange Report – This is a report from the Leader of each Junior Grange sent to State Dir and/or National Jr. Dir answering specific questions and supplying information about what was done in the JG during the year. This is not a contest, the report is used for information and recognition only. Project seals are given in recognition for involvement in a variety of programs.

### **COMMUNITY SERVICE**

Junior Granges and members are assisting and getting involved in their communities and are recognized for taking a leadership role by reaching out and showing their concern for their community, its citizens and to people with special needs.

### **CONSERVATION, EARTH AND ENVIRONMENT**

Conservation, earth and environmental awareness.

### **CREATIVE WRITING AND CRAFTS**

Develops creativity, initiative and talents using mind and hands.

### **FAMILY ISSUES AND/OR VIOLENCE AWARENESS**

Specific program information dealing with violence prevention.

### **FAMILY OUTREACH**

Promote renewed emphasis on the family and concern for others.  
(Donate back packs/duffel bags for Foster Care.) (Help a family and/or Stuff-A-Stocking.)

### **FARM SAFETY AND PROGRAM**

Promote education about the hazards of the farm environment, and help prevent farm-related childhood injuries, health risks and fatalities.

National Junior Horticultural Association.

### **GRANGE CELEBRATION OR GRANGE MONTH**

A time to honor our organization and advertise it, either during the designated time of year or anytime.

### **HOST STATE STUDY**

Studying the state that will host National Grange session promotes interest in other Grange states around the country.

### **KELLEY FARM EDUCATION PROJECT**

Junior Granges are asked to assist with fund raising to help feed the animals at the Oliver H. Kelley Farm, an historical site and the home of the founder of our order.

### **MERIT BADGE PROGRAM**

Promote the individual talents and interests of the JG members by offering a variety of subjects.

### **RIGHT TO READ**

Provide books to those less fortunate and promote awareness of the value of books for all.

### **SAFETY AWARENESS**

Promote all types of safety anywhere at all times.

### **SMALL WORLD PROJECT**

Promote learning about other countries.

### **SUPPORT OUR MILITARY TROOPS**

Juniors remember our military personnel, by writing letters, sending cards and/or small needed items.

### **SUPER JG PIN**

Promote the Junior Grange Ritual and good Grange work.

## Super JG Pin

A special pin or button will be presented to each Junior Grange Member who meets the following requirements:

1. Repeat the Junior Grange Pledge to a qualified person and demonstrate proper position of hands.
2. Demonstrate the following to a qualified person:
  - a. Junior Grip
  - b. Salutation accompanied by correct “language of the Salutation.”
  - c. Sign of Recognition
  - d. Signal at the Gate
  - e. Voting Sign
  - f. How to work your way out of and back into a Junior Grange meeting.
3. Explain the proper procedure for presenting a motion.
4. Explain and demonstrate the procedures for opening and closing the Grange meeting.
5. Draw floor plan of Grange meeting room, placing Flag, altar, cloth, & all officer’s stations.
6. Must have made an entry in at least two national Junior Grange contests for the last two years.
7. Must score at least 85% on a Grange quiz written by National JG Director. Quiz will cover history of the Grange, Junior Manual, and general knowledge of the Junior Grange and programs. Quiz is available from State Junior Grange Director.

Pins and/or buttons may be purchased from the National Grange Sales Department.

# **RESOURCES**

## **WHERE CAN I FIND SOMETHING SPECIAL TO DO FOR A JUNIOR PROGRAM?**

During the year Junior Granges are looking for new programs or workshops to present. Ask the members of your Grange to help conduct a workshop, you never know who might collect stamps or build kites or work at a hospital. There are so many topics, both fun and serious, that can be used as a presentation. Here are some different suggestions for projects or presentations. Most of these suggestions are designed for or can be adjusted for children, some of these suggestions are for more mature groups but I have left them in anyway. Most of these suggestions have more than one or two topics that they could offer you. Several different groups may talk about the same subject but present it a little differently. Just ask what is available or ask for a specific topic. If they don't have a program on the subject you want, ask for suggestions where to look. Most of these groups are willing to help so keep them in mind for another time. When you are having a special guest, ask adults and even people from the neighborhood to join you. You will find that a lot of families would be interested in hearing about most of the topics being presented.

### **SUGGESTED PROGRAMS OR WORKSHOPS BY SPEAKERS**

#### **EMERGENCY MANAGEMENT SERVICES OR CIVIL DEFENCE GROUP**

Where to go and what to do when disaster strikes.

#### **RED CROSS GROUP**

How you can help the local food pantry or disaster areas.

#### **POISON CONTROL CENTER**

Poisons in and out of the house.

What to do in an emergency.

#### **LOCAL HOSPITAL OR HEALTH CARE GROUP**

What you will see when visiting the hospital or what happens at a hospital.

What services are provided and is it enough for your medical needs.

#### **DIETICIAN OR NUTRITIONIST**

Preparing healthy meals.

Eating a special diet.

Are there any "good" snacks?

#### **INSURANCE AGENT**

Buying a safe car.

Safety seats for your children.

Safe driving.

#### **DRIVER EDUCATION TEACHER**

"From a Child's Point of View." (A movie about small children's actions around traffic and parked cars.)

Safe driving tips

#### **POWER COMPANY**

Safety.

Energy uses and conservation.

#### **STATE OR LOCAL POLICE**

Bicycle safety and helmet information.

Staying safe in your own home.

Police Dog demonstrations.

#### **FIRE DEPARTMENT**

First aid basics.

Fire safety.

What to do in an emergency.

Knowing how to make a 911 call and what they will ask you.

#### **LOCAL FORESTER**

Safe camping.

Wild life conservation.

Getting lost in the woods.

Wood lot management.

#### **OUTDOORSMAN GROUP OR NATIONAL GUARD**

What to do if you are lost in the woods.

First aid in the woods.

Wild things you can eat.

VETRINARIAN

Pet care basics.

Safe animal handling.

CONSERVATION OR ENVIRONMENTAL GROUP -- ECOLOGIST

Safe environment.

Water conservation.

What laws affect private property.

HOBBYISTS OR COLLECTORS

Collecting: Coins, Stamps, Trains, Dolls, and Banks.

Getting started.

Building toys.

Making kites.

LOCAL BUSINESSES -- OR -- SHARE YOUR JOB

Explain what the business is, how it is done, what it is used for, etc.

GARDENER/GREEN HOUSE/FORIST

Getting started with vegetables or flowers.

Growing herbs.

Pest control.

Flower cutting.

GENEOLOGIST

How to make a family tree.

BUSINESS AGENT OR INVESTMENT FIRM

How do I get in without a lot of money.

ECONOMIST

Budget saving tips.

ANTIQUES

Some basic things to look for.

How to tell if it might be valuable.

SOCIAL SECURITY OR WELFARE DEPARTMENT

What will I get when I retire.

CARDIAC REHAB TECH

What to look for before a heart attack.

How to help.

OTHER THERAPY GROUPS

Exercise your heart.

*These are places where you can look for ideas and materials. Sometimes you need to really use your imagination and keep your mind and eyes open. You never know when an idea may jump out at you. You may not use the idea or material right away, so remember to make a note of it or keep the material in a file or folder for sometime when it becomes useful. Take the file out and look completely though it from time to time, it may surprise you how much material you have collected.*

Your own home, garage and yard  
Suggestions from Members (Jr and Sub)  
Other Organizations  
Organization publications  
Other Programs you have seen  
Internet  
District or County Courthouse  
Hospital or Therapy waiting rooms  
Yellow Pages  
Information Centers or rest areas on the highway

Library  
Schools  
Bookstores  
Newspapers  
Extension Service  
Travel Agency  
Insurance Agency  
Driver Education Class  
Hotel information center  
Church Bulletins

Doctors Office  
Town Office  
Magazines  
Yard sales  
Flea markets  
TV Guide  
Television  
Fairs  
Any Stores

## **PROMOTE YOUR GRANGE**

As we are all involved in promoting Grange membership and growth, we should be advertising ourselves. The name and number of a Grange should be on the building or on the sign at the road AND should include the day and time of the meetings. This way someone passing by or visiting the area will know when you meet.

A display in a front window or a bulletin board on the Grange hall would help us promote our organization. We talk about a display in a public area only during Grange Week, but this display would be ongoing year round. You could list programs and other information in your display. Include activities or projects your Grange is involved with as part of you Grange work and include contest information for the different committees of the Grange. (Four 2” boards, an old aluminum storm window, a couple of hinges and a hasp makes a very nice outside bulletin board, using plywood or paneling for a backing if you wish). It may just spark some interest in someone who wishes to help do something for the Grange or someone may want to join.

You could also put a board in the hallway, entry-way or on the back of the entry door where the public come in to wait for suppers, bingo, etc. Once seated they don't have the opportunity to look around or read something they see hanging on a wall, unless it is close or big, but while waiting in line they might be nosy enough to be checking things out beside them on a wall close by. Use BIG print, keep it neat and attractive, give some details, add some color and promote all the different activities, benefits and programs that you are involved with in the Grange. (See the various National and State program books for information.) If you don't have these books handy contact someone who can get them for you and use them. Change things around every so often or add something new so it doesn't get boring or out dated. The Grange has a lot of great things to offer, have brochures or sheets of information within easy reach, for someone who wishes to pick one up and take along.

Another reason for your display is to remind current members of upcoming events and activities. A lot of halls have a nice bulletin board in the meeting room, be sure to utilize this for your members and visitors who attend. They may have been out when a certain communication came in and did not hear about something, it doesn't have to be the letter itself, but a name and date of event or activity. If they want to know more about it, they can ask. It is surprising how many people do not know or have overlooked something they could have participated in. We can't promote membership growth if we don't promote the Grange within the Grange.

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# JUNIOR GRANGE REPORT



**Send this report to your State Junior Director.** Check with your State Director for due date.

Date due in your state \_\_\_\_\_.

**Send a copy of your report to: NATIONAL JUNIOR DEVELOPMENT DIRECTOR**

A special Merit Award Certificate will be issued to each Junior Grange filing this report or a report of your own. (Most certificates will be presented at your state session by the Director, or I can send the certificate directly to you as Leader. You do not have to use this form but to get a certificate some type of report must be made.) (Some program names or titles may be slightly different than a name you have chosen for a certain program but if it seems to mean the same thing please mark it on the form. Thank-you for helping with this information.)

\*\*\*\*\*

STATE \_\_\_\_\_ JR GRANGE \_\_\_\_\_ # \_\_\_\_\_  
LEADER \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

- \_\_\_\_\_ How many Junior Grange members as of 6/30 (Ages 5 – 14 and not have joined Sub. Grange)?
- \_\_\_\_\_ How many attend meetings regularly?
- \_\_\_\_\_ Honorary members, JG Deputies or other helpers attending
- \_\_\_\_\_ Do you have birth dates, parents names, current addresses, and phone numbers for each of your members?
- \_\_\_\_\_ Does your State Junior Director and State Grange office also have copies of this information?

**PROGRAMMING:** Consists of local, state and national programs & activities, planning & participation.

1. Did your Junior Grange participate in the following or similar programs or activities, please explain briefly where necessary and are any of these a contest in your Jr. Grange or State:

- |                                                    |                                                                |                                                                  |
|----------------------------------------------------|----------------------------------------------------------------|------------------------------------------------------------------|
| _____ Junior Grange Report                         | _____ Farm Safety                                              | _____ Nat. Jr. Horticultural Assoc. (NJHA)                       |
| _____ Community Service (please explain)           | _____ Safety Awareness                                         | _____ Host State Study _____ (state you studied)                 |
|                                                    | _____ Support our Military                                     |                                                                  |
| _____ Conservation and/or Environment Awareness    | _____ Help a Family and/or Stuff-A-Stocking                    | _____ Small World _____ (country you studied)                    |
| _____ Family Issues and/or Violence Awareness      | _____ Celebrate Grange or Grange Week                          | _____ State Jr Programs (please explain)                         |
| _____ Right to Read Project _____ # of books given | _____ Craft contests (local or _____ # of entries _____ state) | _____ Creative Writing (local or _____ # of entries _____ state) |

Family Outreach: Jr. Granges giving back packs/duffel bags for Foster Care  
 Number of back packs/duffel bags given  
 Merit Badge Program  Number of badges earned this year

2.  Donation to Kelley Farm project. \$  given. National Junior Fund \$  given.  
 Donations to other projects \$  given.

3. Do you have the following programs or something similar in your Junior Grange or State:  
 JG Prince & Princess, Outstanding Jr Granger, Member Recognition  
 Sign-A-Song, Finger Spelling or similar program  
 JG Talent  Membership contest  Other (Explain briefly)  
 Junior Grange Camp  Family Grange weekend or day  
 Provide a program for Subordinate Grange meeting or other program presentations

**COMMUNICATION:** Consists of newsletters, conferences, visitations, etc.

4. Give the NUMBER of each of the following forms of Communication you have used:

Newsletters  Conferences  
 Reminder notes or post cards  Visitations  
 State Grange or local paper columns  Other

Do you receive communications from your State Junior Director?

Do you receive communications from National Junior Dir. or copies and/or from others?  
Which ones do you get?

**MEMBERSHIP:** Consists of maintenance, new members, as well as membership promotion efforts by you and state director.

5. Number of members as of 6/30 (last year)  Number of members as of 6/30 (this year)  (Ages 5 – 14 and not have joined Sub. Grange) (Should agree with numbers reported to National Grange by your State Secretary.)

6.  How many new members joined this year?

7.  Did you promote membership growth? What did you do? (Explain briefly)

8.  How many members brought in new members this year?

9.  Do you have a membership contest in your Junior Grange?  State Jr. Contest?

**RITUAL:** Consists of promotion of Grange ritual study and work.

10. How many meetings a year do you have?

Full form with Ritual  Other: explain  
 Field trips or special activities not regular meetings?

11. Did you arrange for, participate or promote the following proper JG ritualistic work?

Encourage officers to memorize parts in meetings and degree work  
 Repeat or read the Junior Pledge at each regular meeting  
 Instruction at meeting  Instruction at camp, conference, etc.  
 JG Degree at meeting  How many times  JG Degree at a state function  
 Encourage full form installation of Junior Grange officers  
 Earn Super JG Pins in your Junior Grange this year?  How many  
 Junior Activities at State Convention  Awards presentation

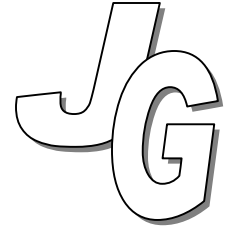
12. Comments or suggestions for betterment of JG program.

R. \_\_\_\_\_ D. \_\_\_\_\_ C. \_\_\_\_\_



**JUNIOR GRANGE ORGANIZATION APPLICATION**

**The National Grange of the Order of Patrons of Husbandry**



**INSTRUCTIONS TO THOSE ORGANIZING JUNIOR GRANGES**

Masters, Deputies or authorized persons organizing Junior Granges shall send this application completely filled out, clearly printed or typed to the Secretary of your State Grange with the \$10.00 charter fee, make check payable to: "The National Grange." The State Secretary will send the application, check and appropriate forms to:

National Grange  
1616 H Street N.W.  
Washington, D.C. 20006-4999

The new Junior Grange will receive all necessary documents and a Junior Grange kit with their dispensation, and in the meantime, can be appointing their committees, preparing their meeting place and balloting for candidates. The dispensation will be sent within forty-eight hours after the receipt of the application. The dispensation and Junior Grange kit will be sent to the Leader of the new Junior Grange unless otherwise instructed. The charter will be issued at the end of the quarter.

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*(please print neatly or type)*

The undersigned have organized a Junior Grange in the township of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_ and most respectfully ask for a dispensation and the necessary documents of a Junior Grange and enclose the fee of \$10.00 for the same. (Make checks payable to: "The National Grange.")

Name of the Junior Grange \_\_\_\_\_

Approved by State Master or Deputy \_\_\_\_\_

Organized by \_\_\_\_\_

Address \_\_\_\_\_

Date of organization \_\_\_\_\_ Number of Charter members total \_\_\_\_\_ boys \_\_\_\_\_ girls \_\_\_\_\_  
*(Charter members are those present ages 5 – 14 inclusive and not have joined Subordinate Grange.)*

Name of Sponsoring Grange \_\_\_\_\_ Number \_\_\_\_\_

Jr. Leader \_\_\_\_\_

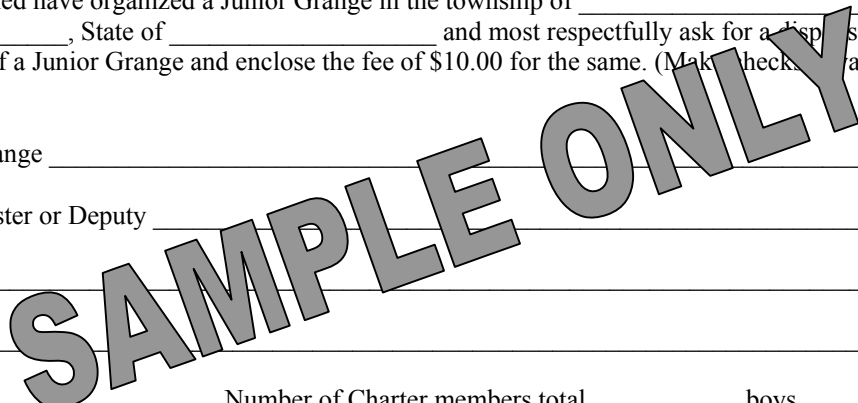
Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Jr. Master \_\_\_\_\_

Address \_\_\_\_\_

(ON BACK OF FORM, LIST ALL JUNIOR CHARTER MEMBER NAMES *(names only required)*)



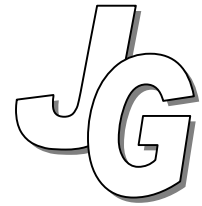


R. \_\_\_\_\_ C. \_\_\_\_\_



**JUNIOR GRANGE REORGANIZATION APPLICATION**

**The National Grange of the Order of Patrons of Husbandry**



INSTRUCTIONS TO THOSE REORGANIZING JUNIOR GRANGES

Masters, Deputies or authorized persons reorganizing Junior Granges shall send this application completely filled out, clearly printed or typed to the Secretary of your State Grange with the \$10.00 fee, make check payable to: "The National Grange." The State Secretary will send the application, check and appropriate forms to:

National Grange  
1616 H Street N.W.  
Washington, D.C. 20006-4999

To the \_\_\_\_\_ State Grange of the Order of Patrons of Husbandry, we, whose names are subscribed below, have reorganized \_\_\_\_\_ Junior Grange No. \_\_\_\_\_ in the township of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_.

This Grange has been inactive since \_\_\_\_\_. We ask that the charter of this Grange be reinstated and that we be invested with all the rights and privileges of members of \_\_\_\_\_.

Reorganized by \_\_\_\_\_

Address \_\_\_\_\_

Date of reorganization \_\_\_\_\_ Number of Charter members total \_\_\_\_\_ boys \_\_\_\_\_ girls \_\_\_\_\_

*(Junior members are those ages 5 – 14 inclusive and not have joined Subordinate Grange)*

Approved by State Master or Deputy \_\_\_\_\_

Does this Grange need a new (replacement) Charter \_\_\_\_\_. Does this Grange need a new kit of working materials \_\_\_\_\_. (The \$10.00 reorganization fee covers the charge for this kit. Checks should be made payable to: "The National Grange")

Name of Sponsoring Grange \_\_\_\_\_ Number \_\_\_\_\_

Jr. Leader \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Jr. Master \_\_\_\_\_

Address \_\_\_\_\_

(ON BACK OF FORM, LIST ALL JUNIOR MEMBER NAMES *(names only required)*)

**NAMES OF FORMER MEMBERS (THAT HAVE REJOINED)**

*(Junior members are those ages 5 – 14 inclusive and not have joined Subordinate Grange)*

**NAME**

**NAME**

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Sample Only

Total number of former members received ( \_\_\_\_\_ )

**NAMES OF NEW APPLICANTS**

*(Junior members are those ages 5 – 14 inclusive and not have joined Subordinate Grange)*

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sec 31093

Total number of new applicants received ( \_\_\_\_\_ )

(Keep a separate list with Junior members names, addresses, birth dates, parents names, phone, etc.  
Send a copy of your member list to your State Secretary and State Junior Director.)

*(Note: These forms may appear slightly different from the official forms you receive)*

# JUNIOR MEMBER FORM

Ages 5–14 (inclusive)

**JUNIOR GRANGE**

# \_\_\_\_\_

MEMBER \_\_\_\_\_ Date of birth \_\_\_\_\_

ADDRESS \_\_\_\_\_

TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PARENT(S) NAME(S) \_\_\_\_\_

\* \* \* \* \*

MEMBER \_\_\_\_\_ Date of birth \_\_\_\_\_

ADDRESS \_\_\_\_\_

TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PARENT(S) NAME(S) \_\_\_\_\_

\* \* \* \* \*

MEMBER \_\_\_\_\_ Date of birth \_\_\_\_\_

ADDRESS \_\_\_\_\_

TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PARENT(S) NAME(S) \_\_\_\_\_

\* \* \* \* \*

MEMBER \_\_\_\_\_ Date of birth \_\_\_\_\_

ADDRESS \_\_\_\_\_

TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

PARENT(S) NAME(S) \_\_\_\_\_

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JUNIOR GRANGE

NUMBER OF  
MEMBERS 5-14

#

	A	B	C	D	E	F	G	H	I
1	MEMBER NAME	ADDRESS	TOWN	STATE	ZIP	PHONE	BIRTH DATE	PARENT(S) NAME(S)	E-MAIL
2	(Ages 5 - 14)								
3									
4									
5									
6									
7									
8									
9									
10									
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23									
24									
25									
26									

LEADER

PHONE - E-MAIL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Note: Your State Jr. Dir.  
and State Sec. should each  
have a copy of this list.

\_\_\_\_\_  
\_\_\_\_\_

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