

RITUAL
and
Order of Business



For The
Independent Order
of Vikings 1990

This Ritual

is the property of

Brage Lodge No. 2

to be held in trust

by the Officers only

This ritual is a guideline for conducting a regular business meeting. The order of business can be varied to meet the lodges needs for any particular meeting.

one rap ● - seats or calls members to order

two raps ● ● - calls up the Officers or Degree Staff

three raps ● ● ● - calls up the membership

This Book Contains the Following:

	Page
Summary of Order of Business.....	3
Order of Business.....	4
Initiation Ceremony	
(Long Form).....	15
(Short Form).....	29
Installation of Officers in	
Subordinate Lodges.....	37
Installation of New	
Subordinate Lodges.....	51
Funeral Service (at Mortuary).....	53
Funeral Ceremonies (at Gravesite)...	55
Memorial Service in Lodge.....	58

The Chief should acquaint him or herself with this ritual, especially so the Order of Business.

The opening and closing ceremonies should be studied and read without the book.

Vice Chief and the other officers should also study the Ritual.

Summary of Order of Business

1. Opening of the Lodge.
2. Pledge of Allegiance.
3. Viking Prayer.
4. Roll Call of Officers.
5. Introduction of Visiting Members.
6. Reading of the Minutes.
7. Memorial Service.
8. Reports From Investigating Committees on Applications Presented at Previous Meetings.
9. Balloting on the Above Applications
10. Initiation--Long Form.
11. Initiation--Short Form.
12. Presentation of New Applications.
13. Report of Committees on Sick or Distressed.
14. Report of Standing Committees.
15. Report of Special Committees and Special Activities.
16. Auditing Committee's Report.
17. Treasurer's Report.
18. Financial Secretary Report.
19. Reading of Bills and Communications.
20. Nomination and Election of Officers.
21. Installation of Officers.
22. Unfinished Business.
23. New Business and Motions for the Good of the Lodge.
24. Closing of the Lodge.

Order of Business

Order No. 1. Opening of the Lodge.

Chief: The meeting will come to order. Officers, take your respective stations and see that the doors are closed and properly guarded. (When attended to, the Chief proceeds with--)

CEREMONY

Chief: The hour for opening this meeting is now at hand. No one who has not passed the requirements for Vikings, or is not in possession of the current quarterly password is permitted to remain. The Vice Chief, you will satisfy yourself that our guards possess knowledge of the signals, signs and passwords of our Order, and instruct them to not admit strangers to the anti-room or Lodge hall during the deliberations. The Herald and Assistant Herald will see that all present are in possession of the current password.

(The Vice Chief takes up both passwords from the Inner and Outer Guards, and furnishes them with such instruction as they may be in need of to properly perform their respective duties, whereupon he (she) returns to his (her) station, ready to report.

The Herald and Assistant Herald advance and give the password to the Chief, after which they circle the room, obtaining from each person, the current password.

Should any member be without such password, the Herald or Assistant Herald will direct him or her to the Chief, if not a member the Herald or Assistant Herald will request him or her to leave the room. If a visiting member is present, the Herald or Assistant Herald announces this to the Chief with the name of Lodge.

Before communicating the password to a member, the Chief must, in every case, inquire of the Financial Secretary whether the member is in good standing, or member must show receipt book or card.

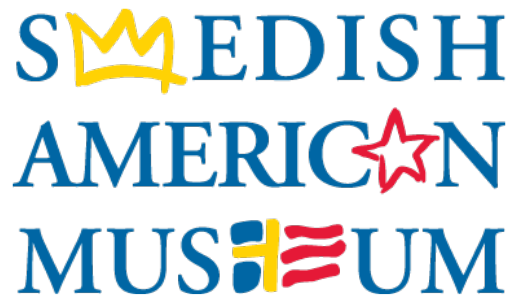
The Herald and Assistant Herald, after having satisfied themselves that everyone in the room is entitled to remain, return to their stations, ready to report.

Whenever a substitute Officer is appointed for the evening he (she) should be instructed in his (her) duties by the Chief.

The duties of the Herald and Assistant Herald are to collect from the members in the Lodge hall the quarterly password prior to opening; to see that the officers are clothed in proper regalia; to see that the proper salutation signs are used; and to see that the members strictly observe all rules of decorum.)

Vice Chief: Chief! Our guards have been examined and found to possess the required qualifications for a proper performance of their respective duties.

Herald: Chief! All present possess the password for the current quarter.



This archival record has been partially scanned, including covers and initial pages for each issue. For more information about a particular issue of this publication, please contact the Swedish American Museum Curator.

