

# GEORGIA JAYCEE HONOR CORPS POLICY MANUAL

*Revised: May 17, 2024*

- A. At each Board Meeting and State Convention, the Honor Corps will have a Hospitality Room for Colonels and guests. No one under the age of 21 will be allowed in the hospitality room at any time.
- B. A Cocktail Party for Colonels and guests will be held at Board Meetings and the State Convention on Saturday night. Time and location will be announced. No one under the age of 21 will be allowed in the Cocktail Party. Corps will provide room, beverages and corsages and Cocktail Party host may provide food, decorations and paper products.
- C. No active Georgia Jaycee, unless a member of the Georgia Jaycee Honor Corps, may attend any Honor Corps business meeting. Guests shall be cleared through the Commander.
- D. Annually at the State Convention, a JCI Senatorship may be conferred on the Colonel, who in the judgement of a three-person committee composed of three Colonels holding a JCI Senatorship and appointed by the Commander, has contributed most to either the State Jaycee organization and/or the Honor Corps.
- E. A Hospitality Room and two bedrooms shall be furnished by the Corps at each State Board Meeting and Convention, provided the host chapter does not provide these rooms.
- F. Standard Honor Corps patches and pins are not to be used as trade items at the National Convention, except with members of the Corps of Corps.
- G. The Treasurer shall be bonded, if deemed necessary. Any checks written on the operating accounts of the Corps require either the Commander or Treasurer's signature. Non-budgeted expenditures must be approved by the officers for payment.
- H. One name tag will be furnished to each new Colonel at the Board Meeting following the one at which he/she was inducted. Name tags will be purchased on a bid basis by the Inactive Vice Commander with the approval of the Commander. Any additional tags will be billed back to the Colonel requesting it.
- I. An outgoing local President qualifying under the three (3) year rule is eligible for induction into the Honor Corps as a new Colonel at State Convention.
- J. After making notations on the applications as to the origin of the check (personal, chapter, etc.) and on the check as to whose application it covers, the checks should be transmitted directly to the Treasurer by hand or registered mail. All checks will be deposited immediately by the Treasurer.

- K. No applications for membership shall be held over. For applications which are not accepted, a refund check (drawn in the Honor Corps account), along with a cover letter will be returned to the applicant's local chapter.
- L. The Inactive Vice Commander shall announce at all Business Meetings the deadline for submitting of nominations to the State Screening Committee.
- M. To help cover the cost of hospitality at State Meetings, a ribbon fee of \$20.00 per Colonel and per guest per Board Meeting will be charged (this fee will be \$30.00 for Colonels and guests for any board meeting with three nights of hospitality). This charge applies only to members attending the Hospitality Room and/or Cocktail Party. Each Colonel is allowed one guest per weekend. Ribbons will be purchased and made available to Honor Corps membership only at the Hospitality Room, Business Meetings and Cocktail Party upon payment of the charge. In order to enter the Hospitality Room/Cocktail Party, Colonels and guests must wear their ribbons. Colonels cannot be considered guests of other Colonels in order to circumvent dues. Past Commanders and Life members will be provided distinctive ribbons. Life members will receive a \$5.00 discount on ribbons.
- N. Each trimester, one candidate may be selected to receive a "*Lost Colonelship.*" The purpose of this nomination is to select an unrecognized Jaycee who might otherwise have been overlooked. The selected individual must be approved by normal processing (*see Bylaws, Article III*) and meet minimum requirements. The nominee must not be a regular member or associate member of any existing Jaycee Chapter. A three-person committee of Colonels appointed by the Commander will make the recommendation to the State Screening Committee. The announcement will be made at a time and location set by the Commander.
- O. In the event of the death of an active Colonel, Life Colonel or Past Commander, at the discretion of the Commander, an arrangement of red, white and blue flowers or an available combination of flowers tied with a red, white and blue ribbon will be ordered not to exceed \$100. As an alternative, a donation of up to \$100 may be made to Charity of deceased's family's choice. In the event of the death of other family members an appropriate goodwill gesture shall be up to the discretion of the Commander.
- P. The Commander may recognize each trimester a Colonel for outstanding achievement. The award may be called the "*Outstanding Colonel Award.*" Also, the Commander may recognize a Colonel for outstanding achievement for the year. Submissions will be the same as the trimester award. The award shall be called the "*Carl Lane Memorial Award for Colonel of the Year*". The Commander may recognize each trimester a Staff Member and/or Officer for outstanding achievement.
- Q. Any Colonel displaying conduct unbecoming of a Colonel will be subject to a review by a tribunal of three immediate Past Commanders (*in order of service*). The findings of the review committee shall be brought to the general membership at the next scheduled meeting for disciplinary action including up to a year of suspension or expulsion from the

organization. The Colonel will be allowed to state his/her case before the entire body. Disciplinary action will require a vote of 2/3 of the members present.

- R.** Corps bank account shall have two signatures on the account -- one being that of the Treasurer and one being that of the Commander. The account shall require only one signature.