

Date: March 31, 2020

Subject: State of Emergency Operations for Job's Daughters International

From: Linda Luttrell, Supreme Guardian
John Coulter, PASG, Chairman of the Board of Trustees

To: Supreme Officers and Committee, Grand Guardian Councils,
Jurisdictional Guardian Councils, all Bethels and members of JDI

The Board of Trustees, Executive Officers of the Supreme Guardian Council and the Supreme Jurisprudence Committee held two joint emergency meetings to discuss the COVID 19 virus and the effect of the worldwide pandemic on Job's Daughters International (JDI). Given the fact that JDI has never experienced a State of Emergency, there was nothing in the Constitution and Bylaws to lead us through this crisis. With that in mind, a unanimous vote was taken to:

- Δ Keep the Policies of the Board and the JDI Youth Protection Program in effect.
- Δ Temporarily suspend the Constitution and Bylaws of JDI. By suspending the rules of JDI, we are thereby suspending the rules for Grand Guardian Councils, Jurisdictional Guardian Councils and all Bethels. This will afford each of you greater flexibility to create and develop imaginative ways to handle the business of Job's Daughters and still maintain social distancing required by the government of your area. We will notify you when the suspension is lifted.
- Δ Extend the age of Majority to 21 from March 15, 2020 through December 31, 2021, if desired by the Daughter. This is to prevent a Daughter from losing potential opportunities due to the emergency situation. This does NOT allow a Daughter to participate in the MIJD pageant more than one time.

We are providing, along with this letter, a listing of recommended guidelines for activities/tasks that regularly occur in our Order so that you may determine the best way to handle them. This is not an all-inclusive list. We are certain other items will come along that require you to determine the best course of action.

As stated in a previous correspondence to all of you, the Board of Trustees, Executive Officers and the Jurisprudence Committee of the Supreme Guardian Council is recommending that all in-person activities of JDI be suspended until May 31, 2020, or until such time as recommended by your Federal/Provincial/Territorial/State/Local governments. This suspension includes, but is not limited to Bethel meetings, Council meetings, fund raisers, Grand Sessions, competitions and social activities. The health and welfare of our Daughters and valuable adult volunteers is of the utmost importance.

Questions: Please reach out to Board of Trustees Chairman, John Coulter at:
coulter.john77@gmail.com

Linda Luttrell, Supreme Guardian
John Coulter, Chairman of JDI Board of Trustees

Recommendations to use while the Constitution and Bylaws are temporarily suspended:

Bethels Under Grand Guardian Councils

- △ No Term and Yearly Requirements until the crisis is over i.e. 2/3rds project, Initiation, Worship Service, Majority/Obligation Ceremony
- △ No requirement for 2 meetings a month – may choose if they meet at all
 - May conduct meetings virtually – but not required
 - Recommend an online meeting to keep skills up
 - Recommend a fun online activity to keep in touch
 - Bethels may, but do not have to make up meetings that were cancelled due to the emergency.
- △ Inability to hold these activities does not give Council a reason to withhold PHQ status
- △ Election of Bethel Officers
 - Allow Bethels to choose from the following:
 - to stay in place
 - to advance line Officers and leave Marshal vacant
 - to have Executive BGC appoint line Officers
 - to find method that works best for the Bethel
- △ May hold virtual Bethel Installations
- △ BGC Recommendations
 - Executive members of GGC (EGGC) decide if the Council will stay in place or if they change
 - Then the EGGC develops a method for recommendations
 - Council recommendations may be done through a virtual/phone process
 - Daughters may cast ballots directly to VGG

Bethel Councils Under Grand Guardian Councils

- △ BGCs still meet monthly via conference call/virtually
 - Necessary bills are handled by the EBGC (same as when dark for vacation period)
 - Minutes are to be recorded as usual
- △ BGC Recommendations
 - Executive members of GGC decide if the Council will stay in place or if they change
 - Then the EGGC develops a method for recommendations
 - Council recommendations may be done through a virtual/phone process
- △ BGC may be installed by direction of the GG or by virtual method.

Bethels Under JGC / SGC

- △ No Term and Yearly Requirements until the crisis is over i.e. 2/3rds project, Initiation, Worship Service, Majority/Obligation Ceremony
- △ No requirement for 2 meetings a month – may choose if they meet at all
 - May conduct meetings virtually – but not required
 - Recommend an online meeting to keep skills up
 - Recommend a fun online activity to keep in touch
 - Bethels may, but do not have to make up meetings that were cancelled due to the emergency.
- △ Inability to hold these activities does not give Council a reason to withhold PHQ status
- △ Election of Bethel Officers
 - Allow Bethels to choose:
 - to stay in place
 - to Advance line Officers and leave Marshal vacant
 - to have Executive BGC appoint line Officers
 - to find method that works best for the Bethel
- △ May hold virtual Bethel Installations
- △ BGC Recommendations
 - Executive members of SGC decide if the Council will stay in place or if they change
 - Then the ESGC develops a method for recommendations
 - The Vice Supreme Guardian will notify BGs and Supreme Deputies how to file recommendations.
 - BGC may be installed by direction of the Supreme Guardian.

Bethel Councils Under JGC / SGC

- △ Councils still meet monthly via conference call/virtually
 - Necessary bills are handed by the EBGC (same as when dark for vacation period)
 - Take minutes and record as usual
- △ Information for Council recommendations from the Council and appointment of the BGC will be forthcoming from the SGC.

Grand Guardian Councils

- △ In-person Grand Sessions may be canceled or rescheduled if within the international/national emergency
- △ Executive Members of GGC decide if they will stay in office or if they will change.
 - Executive members of GGC develop plan for elections
 - May hold electronic election or mail in ballot
 - Decide on method for Installation
 - May be by Decree or may be virtual Installation
- △ *Amendments are inappropriate until meeting in person, however the EGGC may need to address reports and their budget.*

Jurisdictional Guardian Councils

- △ In-person Jurisdictional Sessions may be canceled or rescheduled if within the international/national emergency
- △ Executive Members of JGC will notify the incoming SG if they prefer to stay in office or if they prefer to change. If changing:
 - Executive members of the JGC develop plans for ballot
 - May hold electronic or mail in ballot
 - Information for the JGC Officer Recommendations and appointment of the JGC Officers will be forthcoming from the SGC
 - Decide on method for Installation
 - May be by Decree of the SG or may be virtual Installation
- △ *Amendments and program changes are inappropriate until meeting in person, however the EJGC may need to address reports and their budget.*

Miss Job's Daughter Pageants:

If Pageant is normally held during the time of the current emergency, Executive Members of GGC may

- △ Decide to hold Pageant at another time (Note: this does not give a Daughter the right to compete again in the MIJD Pageant.)
- △ Decide to postpone the Pageant
- △ Decide to hold a type of Virtual Pageant or create a new type of Competition

Grand Bethels:

Decide to:

- △ Hold Officers in place or change
- △ If changing determine best way for this years' selection
- △ If changing install by decree or hold virtual installation