

# GUIDELINES FOR GRANGE LEADERS

Sesquicentennial Revised Edition



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# Guidelines for Grange Leaders

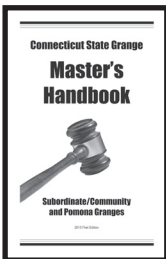
The purpose of this book is to define and describe the duties and responsibilities of Pomona and Subordinate Masters, Lecturers, Secretaries, and appointed committees.

It is dedicated to the thousands of men and women who devote so much of their time to the administration and promotion of the Grange.

Whether elected or appointed, you are now a Grange leader with specific duties. The following sections in this book are meant to assist you in carrying out your new responsibilities.

This book was originally published by the National Grange and is the Sesquicentennial Revised Edition as edited by Betsy E. Huber, National Master.

For more detailed information for Subordinate and Pomona Grange Masters, please refer to the Connecticut State Grange Master's Handbook.



For additional copies of both books, please contact the Connecticut State Grange Central Office:

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[secretary@ctstategrange.org](mailto:secretary@ctstategrange.org)

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# Office of the Master

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Worthy Master, you have solemnly pledged your honor to perform all the duties pertaining to your office as far as in your power. You are the one responsible for carrying forward the entire program of your Grange.

A positive attitude will help you overcome many difficulties that may arise during your term of office. With a positive attitude you gain confidence which will reflect to your members as you conduct your meetings. It will also help you achieve the goals you established when accepting this office. Remember, one person cannot do it alone. It takes teamwork, understanding and leadership. You become the leaders of the Grange and your positive attitude will reflect on everything that you attempt to do in the office to which you have been elected.

Some suggestions to make your work easier and more meaningful, would be to confer with your Overseer for the purpose of appointing the various committees which every Grange should have:

1. Membership
2. Family Activities
3. Junior
4. Youth
5. Legislative/ Agriculture
6. Education
7. Community Service
8. Publicity
9. Deaf Activities
10. Special

These committees should be allowed time to report at every meeting, bringing the members up to date on their activities and those of the National Directors.

## **DIGEST, JOURNAL OF PROCEEDINGS and MANUALS**

Each year a Journal of Proceedings of the National Grange is posted on the website [www.nationalgrange.org](http://www.nationalgrange.org). Several copies are mailed to the State Grange Central Office. This Journal should be read and different sections referred to the appropriate departments. It also should be held for reference in future years.

You should also have the latest Digest of Laws and Subordinate and Pomona Manuals. A new Subordinate Manual was published in 2013 which also contains the Alternative Opening, Welcoming Ceremony, and Alternative Installation Ceremony. Also available are Junior Manuals and the Obligation Ceremonies for Junior and Pomona Granges.

### **GOOD MEETING GUIDELINES**

1. The Master stands when he/she calls the meeting to order.
2. Start the meeting on time.
3. Insist on proper Grange Ritual - lead the way to memorizing the opening and closing ceremonies.
4. Follow proper Parliamentary procedures. Do not permit endless argument and discussion to delay the meetings.
5. Be firm, but always courteous. Accept decisions against you cheerfully.
6. Members should rise and address the presiding officer as "Worthy Master" or President.
7. The Master recognizes members by calling them "Brother" or "Sister".
8. Adhere to pre-arranged meeting schedule respecting allotted time for the Lecturer's program.
9. Close the meeting on time. Family attendance will be better if meetings are dismissed at a regular hour.

### **OPEN MEETING**

Although all Grange meetings are open to visitors, you may want to conduct a briefer opening ceremony for special meetings. This is a recommended procedure for an Open Meeting:

**M:** (Raps Gavel) The hour of labor has arrived and the work of another day demands our attention. Let each repair to his or her allotted station. (Please rise.)

Worthy Assistants, please open the Bible upon our Altar.

Worthy Chaplain - Opening Prayer (Grange manual or own prayer)

Worthy Lecturer - Opening Song

Worthy Overseer, please proclaim the Grange open.

**O:** By command of the Worthy Master, I proclaim this Grange opened for promoting the welfare of our country and of mankind and for advancing the interests, elevating the characters, and increasing the influence of all Patrons of Husbandry, by properly transacting our business and

by exemplifying our principles in Faith, in Hope, in Charity and with Fidelity.

Present the Flag (Star Spangled Banner or Salute) (Please be seated.)

**Order of Business:**

1. Roll Call of Officers
2. Present/Recognize honored guests
3. Roll call of visiting Granges or guests
4. Announcements - Worthy Secretary
5. Lecturer's Program
6. Remarks by guests

**M.** Worthy Assistants, please close the Bible upon our Altar.

(Please rise) Brothers and Sisters, as we are again to separate and mingle with the world, let us not forget the precepts of our Order. Let us add dignity to our labor, and in our dealings with our fellow men be honest, be just and fear not. We must avoid intemperance in eating, drinking and language; also in work and recreation; and whatever we do strive to do well. Let us be quiet, peaceful citizens, feeding the hungry, helping the fatherless and the widows and keeping ourselves unspotted from the world.

Worthy Lecturer, closing song.

Retire flag.

**M.** Worthy Overseer, please proclaim the Grange closed.

**O.** By command of the Worthy Master, I proclaim this Grange duly closed until again lawfully opened, in Faith, in Hope, in Charity and with Fidelity.

Chaplain: Closing prayer: May the Divine Master protect, guide and bless us all, now and evermore. Amen.

**M.** (Raps gavel.)

**BONDING**

Grange law requires that every Grange should have some sort of fidelity bond or other approved surety in such an amount as the Executive Committee should determine. An annual audit of the financial accounts is also required.

## **NATIONAL GRANGE MEMBER SERVICES**

Every member should be encouraged to participate in Member Services. The member benefits brochure explains all the National Grange programs. This brochure is available from National Grange or on the website: [www.nationalgrange.org](http://www.nationalgrange.org).

## **THE GRANGE FOUNDATION**

The Grange Foundation was established by the National Grange in 1960 by a Declaration of Trust.

The purposes of the Grange Foundation are:

- To engage in and encourage charitable, scientific and educational activities;
- To promote educational programs with emphasis on agriculture and rural/suburban issues;
- To support and encourage the development of programs for rural community improvement;
- To promote research in agriculture, economics and rural development
- To foster education, leadership and self-reliance among the young adult members of the rural community;
- To encourage exchange of information, to sponsor visits, and to show the roots and workings of our democratic nation to friends of agriculture from foreign lands;
- To encourage and facilitate charitable activities for the benefit of poor, handicapped and underprivileged persons of this country and abroad.

The Foundation provides an excellent opportunity for Grangers and individuals to memorialize loved ones or to recognize outstanding achievements. You can be confident that the funds will be used for worthwhile purposes. Each gift will be acknowledged and entered as part of the Foundation's records.

## **CONNECTICUT STATE GRANGE FOUNDATION**

The Connecticut State Grange Foundation, Inc. was established by members of the Connecticut State Grange with a mission similar to that of the Grange Foundation of the National Grange. For more information about the Connecticut State Grange Foundation, Inc. please contact the Connecticut State Grange Foundation at the Central Office.



# Office of the Lecturer

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## DUTIES OF LECTURERS:

*Subordinate Lecturer* - Your primary responsibility is to plan and present interesting programs. Keeping in mind that the Lecturer is the educator of members, the subject of programs should be informative. Fun activities and entertainment are to be included when appropriate. Programs should be suitable for all ages.

Get to know your members... what they like, how they'd be willing to participate. A personal privilege you have is to encourage people to share their talents and ideas, thus developing the abilities of others.

You are expected to work with and be supportive of Pomona and State Grange activities. In addition, your duties include promoting National Grange and State Grange programs and projects.

*Pomona Lecturer* - In addition to the programs required for regular Pomona meetings and special activities as requested, you are the connection between State and Subordinate Granges.

You are the encourager, reminder, and promoter, as well as the leader who sets and example for others. This is why you are asked to be familiar with State and National programs/projects and to hold informational and planning conferences for Lecturers in your jurisdiction.

*State Lecturer* - In addition to the responsibilities assigned to you by your State Grange, National Grange looks to you to be the liaison between the Granges in your State and the National Grange.

If possible, you should hold a conference especially for Lecturers which gives them information, instruction and assistance in performing their duties.

You are encouraged to develop programs and projects to be carried out in your state and to work with the National Lecturer to strengthen our department.

Cooperation at all levels will result in good things happening in Grange and successes that are personally rewarding.

## PURPOSE AND VALUE OF PROGRAMS

Lecturers' programs at regular meetings fulfill the installation charge to educate our members and give them opportunities to develop their minds and talents.

When we plan programs open to non-members, we introduce them to what Grange is and can do, as well as educating those people.

Even non-member guest speakers benefit when participating in a program because they too learn about Grange and its members.

## WHAT MAKES THE SUCCESSFUL LECTURER?

Like all successful people, your success begins when you have a good attitude toward your office and the work that goes with it. In addition you should:

- A. Believe you can make a difference and acknowledge self-worth.
- B. Be committed to your work and the organization.
- C. Give yourself different level goals (immediate, within the quarter, within the year, by the end of the term, etc.)
- D. Learn to be a good communicator, both as a speaker and a listener.
- E. Recognize that not every program will delight everyone.
- F. Acknowledge when changes are needed for whatever reason.
- G. Remember other people have helped you. Show appreciation.
- H. Plan ahead and be prepared for the unexpected with a back-up plan.
- I. Never settle for "second best" in programs you plan and how you handle your office.

Fellow members elected you to office. They expect you to be prepared and to do the best job you can. That will go a long way towards making you a successful Lecturer!

## THE THREE P's

To consistently have good programs at Grange, to make the program the highlight of your meetings, pay attention to "The Three P's" which are PLAN, PREPARE, and PRESENT:

**PLAN:** First, decide what to do and then decide the best way to do it. Your plan may begin with a specific topic or some general ideas for the program. This office requires planning.

**PREPARE:** This is when you work out the details, especially lining up people who will take part. Include members who do not regularly attend meetings. Announce ahead of time what is planned for future meetings... pique the members' curiosity and arouse their interest.

**PRESENT:** This is the easiest part when the plans and preparations have been taken care of. Present with confidence and enthusiasm, even when you must make last minute changes. Conclude by thanking all who helped.

## **SEEKING/FINDING MATERIALS**

Materials to be used in programming are plentiful and very often at not cost. All you have to do is ASK. Where can you find materials? Of course anything can be found on the internet. But here are some examples - National Lecturer, State Lecturer, federal and state government agencies, the office of your elected officials, state universities, extension service, libraries, local and national organizations, newspapers, magazines, church bulletins, radio and TV public service information or feature stories on special topics. And don't forget to use members as contacts for speakers or to present programs.

Sometimes you might have to pay a small fee (example: some university publications.) Grange books published for Lecturer's programs are available for a small charge through the National Grange office.

There's a multitude of information and material that's yours... just for the asking.

## **EXPERIENCE IS A TEACHER**

Here are some things experienced Lecturers will offer as advice -

1. **ORGANIZE:** Yourself, your workspace, your materials in files, your programs.
2. **PLAN PROGRAMS IN ADVANCE:** This will give you confidence because your programs will run smoothly and you'll be prepared for the unexpected.
3. **INVOLVE MEMBERS:** When people have something to do for the program, they have a reason to come to the meeting. Remember involvement includes things other than performing in the program. Give people their parts/ assignments in advance.
4. **ALWAYS HAVE A BACK-UP PROGRAM:** Because there will be times when something planned will not take place.
5. **EXPRESS THANKS:** Acknowledge those people who helped in any way. That lets them know you truly appreciate their efforts.

6. **COMMUNICATE WITH YOUR MASTER:** By keeping your Master informed, there should be no problem with time for programs.
7. **ENCOURAGE YOUR GRANGE TO HOLD AN ANNUAL PLANNING MEETING:** Include officers AND committee chairpersons.
8. **ATTEND CONFERENCES:** There's always something to learn and share.
9. **REALIZE PROGRAMS WILL NOT ALWAYS SUIT EVERYONE:** Learn to accept criticism of a program without taking it as a personal thing. Ask critics for suggestions and help. Ask for assistance. But remember, as long as you honestly feel you are doing your best, you can be satisfied.

### **QUESTIONS MOST FREQUENTLY ASKED BY LECTURERS AND THEIR ANSWERS**

1. **HOW LONG SHOULD A PROGRAM BE?** We suggest you start with 20 minutes. If there's a guest speaker or special topic, time can be extended to 30 minutes or even more, depending on what you are trying to achieve.
2. **HOW DO I KNOW WHAT TO CHOOSE FOR PROGRAMS?** You may use absolutely anything as a subject for a program. Strive for timely, interesting and informative topics. Try current issues, even if they are controversial. Ask members what they'd like (but don't be surprised if you don't get suggestions). Avoid the obvious... nothing but holidays. And remember your role (you're the educator) and that you are doing programs for all ages.
3. **HOW FAR IN ADVANCE DO I PLAN PROGRAMS?** This depends on several things, including your personal preference or tradition in your Grange. It is strongly recommended that programs be lined up at least three months ahead if at all possible. This allows time for arrangements to be made, yet time to include pertinent issues as they arise.
4. **WHAT SHOULD A PROGRAM CONTAIN?** R-I-M-E. Those letters stand for Recreation, Inspiration, Music, and Education. That's a good guideline. **RECREATION** refers to lighter things... skits, funny readings, games, anything lighthearted, done to entertain. **INSPIRATION** can be thoughtful readings, people discussing serious matters, Bible readings, thought-provoking quotations, stories of heroic deeds, a prayer - something which stirs the listener. **MUSIC** is anything relating to music - singing, instrumental, or recorded. **EDUCATION** should be the major portion of each program, not necessarily the longest part or the only part. Everyone should go home feeling he/she learned

something new, heard something different and interesting, had something recalled to mind, or shared an idea.

RIME segments often serve dual purposes. Something educational can also be inspirational, or a recreational part might be some fun music.

Programs can be successful without all parts of RIME. This is especially true when we have guests present the program, or a specially planned program of just fun things.

Don't force things into a program just to have RIME. It is not necessary to include RIME in every program. Do what seems best for the program you're presenting.

5. HOW DO I INCLUDE EVERYTHING SUGGESTED BY NATIONAL AND STATE? You can combine topics and/or committees for program time and ask committees for program time and ask committees to use topics that relate to their department and ours.
6. SHOULD A PROGRAM HAVE A SINGLE THEME? This is entirely up to you. Many Lecturers like using a theme because it gives a single thing to plan around, but it is not mandatory to tie everything into a single subject.
7. WHERE CAN I GET HELP?
  - A. Help in presenting programs- The most important part in getting help is ASKING FOR HELP. Many people are willing to help, when they are specifically asked. They might hesitate to volunteer, but they will respond to your personal request. Don't be a do-it-all-myself Lecturer.
  - B. Committees/helpers/assistants - Ask for a committee or for specific helpers to be assigned to assist you. These folks work with you and for you. They can offer ideas, get materials, get others to take part, and fill in when you can't be present.
8. SHOULD THERE BE A LECTURER'S FUND FOR EXPENSES? It is suggested that there be a reasonable budget for supplies, prizes, etc. Granges should assist with expenses for Lecturers to attend conferences, especially those relating to this department.
9. DOES ANYONE HAVE THE RIGHT TO TELL ME I CANNOT PUT ON MY LECTURER'S PROGRAM?

The Literary Program is listed in the Order of Business and you should be given that time. Keep your Master informed about your programming and cooperate regarding requests the Master might make in advance. By planning ahead, you can be aware

of meetings when shorter programs are appropriate or when no program is expected (Examples: election and installation of officer meetings.)

## **FINISHING TOUCHES**

Lecturers need to EVALUATE their programs. It will take a special effort to get into the habit of reviewing your programs, but it will help you. Note the kinds of programs, which are well-received. Observe reactions. Listen for and to comments. Be honest in your evaluations.

Here are suggestions from members that they want Lecturers to know:

- Current topics are important. Members are interested in new subjects. Don't hesitate to present a program on something you consider "unGrange-like." (Ex.: illegal drugs, gangs). The Lecturer should involve people and not do everything yourself.
- Ask members to help. But ask them ahead of time, not as they come in the door.
- Don't be afraid to try new things. Some of the most successful programs are those on new, timely subjects that the Lecturer hesitated doing. Once they're presented, Lecturers and members feel very good about the programs.
- Come prepared. Be organized.
- Limit the number of readings. Permit people to summarize articles.
- Realize that often your efforts are appreciated, even though you are not told so. Bear in mind that the role of Lecturer is to offer information. We don't tell people what they must think or do regarding any subject. We present materials for consideration. Give all sides to issues. Then people can form their own opinions.

Keep files in good order so they can be used efficiently and also be turned over to the next Lecturer when your term in office ends. Remember things which are the property of the Grange and of the office are simply entrusted to you. Items you personally pay for are yours. Anything your Grange pays for belongs to the office and should be passed along. (Example: Books purchased with Grange funds.)

AND REMEMBER... you were elected to this high office because others see in you leadership qualities. They believe you can do the work required. Members feel you are dependable, resourceful, and will strive to always do your best. Have pride in yourself and your work. Present new programs, stimulate

thinking and arouse interests!

The office of Lecturer is gratifying. We have the opportunity to learn, while helping so many other people. That's your reward for the work you put into "the most interesting and challenging office of Grange."

# Office of the Secretary

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## DUTIES OF SECRETARIES:

**KEEPING MINUTES** - As Secretary, your first priority is keeping a record of the proceedings of your Grange. Accuracy should be the goal, for your minutes are your Grange's permanent record. Remember that "Robert's Rules of Order" advises, "They (the minutes) should contain mainly a record of what was done at a meeting, not what was said by the members unless in the form of a motion. Minutes should never reflect the Secretary's opinion on anything said or done."

Resolutions and motions should be included in minutes word for word, as well as the action taken on them. Detailed accounts of receipts and expenses should be included. Communications read need not be included word for word, only that they were read and their general subject. You can refer members to your current communications file if they wish details.

An exception might be the description of the Lecturer's programs. If a member says something particularly worthy, or a discussion is important, including it in the minutes should be approved by the Grange.

Minutes should follow the Order of Business in the Manual.

**COLLECTING DUES** - Because secretaries collect dues and are usually the ones who send meeting notices, you communicate with members more than any other office. You are the main key to preventing backdoor membership losses. YOU are often the only contact with the non-attender, the disgruntled, and the disinterested. The Digest says that members should not be dropped for non-payment of dues until they have been contacted twice, with at least once in writing. Advise the Master and Membership Chairman of these non-paid members and enlist their assistant in making personal contacts. Try to determine why there is no response and SHOW CONCERN for the non-responding member.

A member may be dropped (only after a vote by the Grange) after he/she is one quarter (three months) in arrears, but the member does not HAVE to be dropped then. Each Grange may set a longer period or deal with delinquents case by case.

**COMMUNICATIONS** - Secretaries are responsible for written communications unless they are otherwise assigned. Keep a file of current communications sent and received.

The Secretary must also communicate with other officers and should particularly cultivate good working relationships with the Treasurer, Master and Membership Chairman.

Communicate with your Master in setting meeting agendas ahead of time. If your Grange is not used to doing this, make your own list and ask the Master if it agrees with his/hers. SHARING COMMUNICATIONS with fellow officers results in GOOD COOPERATION.

**REPORTS** - You are responsible for making membership reports and dues payments to your State Grange and, in some states, to the Pomona Grange. Know what the situation is in your state, the amounts and the report schedule. The quarters end on March 31st, June 30th, September 30th and December 31st. Complete your reports promptly and submit to your State Secretary as soon as possible. 30 days after the end of each quarter, \$25.00 fees are assessed for all Granges who have not submitted their reports. One tardy Secretary can slow up the process all the way to National Grange.

You are also responsible for reporting your major officers and chairmen to your State Grange so they can be forwarded to National Grange for mailing lists.

**RECORDS** - Besides membership records and minutes, the Secretary should keep files for all assets of the Grange, such as incorporation papers and reports, by-laws, insurance policies, inventory of safe deposit boxes, and all assets of the Grange. If you have a Grange hall this is fairly easy. If you meet in another building, where and how you keep records becomes very important. Make a list of what is where, and see that one or two other officers have copies.

Your files should include many kinds of information. You don't need to know everything, but you should try to know where to find answers. You should have the most recent editions of the National Digest, your Grange and State Grange By-Laws, the current National program material, the most recent state and national Journals of Proceedings, state



and national newsletters, calendars of events and any other reference resources important to your Grange.

You should have available current membership literature and applications, program handbooks, information on current activities, deaf, youth, family activities, community service and junior, etc. These are usually sent to the Secretary and should be kept readily available for your membership and other officers.

Any fund appeals for deaf, youth or other activities are sent to the Secretary if a Grange has no specified chairman, and you are then expected to bring these before your Grange.

If you have questions about information, reports or records needed, contact your State Grange Secretary. He/she can and should be one of the first persons you turn to for assistance.

**MEMBERSHIP RECOGNITION AWARDS-** All awards are processed through the State Grange Secretary. The National Grange will provide the 25 year Silver Star Certificates (Form O) for the State Granges to award and record. (The Connecticut State Grange uses a certificate designed specifically for our state).

National Grange recognizes 50 years of continuous membership and every five years thereafter. The Connecticut State Grange also recognizes 30, 35, 40 and 45 years of service through certificates made specifically for the Connecticut State Grange. Application forms for all membership awards are available by contacting the State Grange Secretary.

50 YEAR GOLDEN SHEAF CERTIFICATES have a fee plus shipping. Checks must be made payable to the National Grange and sent with the application form to the State Secretary for verification. The State Secretary will then send them on to the National Grange for issuance. No certificate will be issued prior to 90 days of the anniversary date. Any exception to this rule must be approved by the National Master.

55, 60, 65 and 70 YEAR SEALS are available for a small fee plus shipping from the State Secretary.

100 and 125 YEAR PLAQUES - Request these for your Grange's anniversary through your State Secretary and State Master. They will certify all dates and send an official request to the National Master. Allow adequate time for the plaque to be made and shipped.

Keep a record of all membership recognition awards in your Grange files, so that future Secretaries do not apply for the same ones.

If the awards do not arrive within three weeks, please do not send duplicate applications. First, ask your State Grange Secretary when they were sent to the National Grange. If several weeks have elapsed, the State Secretary will contact the National Grange for follow-up. Allow at least **30 DAYS**, preferably longer, between the time you send the applications and the presentation program.

## **STATE SECRETARY DUTIES**

In your position as State Secretary, remember that your Subordinate and Pomona Secretaries are volunteers. They are taking time from their families, careers, and personal activities to keep accurate records of their Grange activities and membership records for your State and the National Grange.

The State Secretary will maintain accurate records for the State Grange, in the same manner as the Secretary for the Subordinate and Pomona Granges, and also compile the quarterly reports and dues from the Subordinate and Pomona Granges for the State quarterly report to National Grange.

Besides membership records and minutes, the Secretary should keep files for the assets, papers and reports of the State Grange. As with the Subordinate and Pomona Secretaries, the State Secretary must make available the same kinds of reference sources and current materials.

You should be up-to-date on the program materials, handbooks and activities of the National and State Granges, to provide answers to the questions arising.

## **GOLDEN SHEAF (50 Yr.), 55, 60, 65 & 70 YEAR SEALS AND 75 YEAR CERTIFICATES, ETC.**

Upon receipt of membership recognition award application (Form M) you must affix the State Grange Seal, verify accuracy, sign and forward to the National Grange for issuance. All membership recognition applications must come through the State Secretary, then be sent on to the National Grange.

## **SIXTH DEGREE CANDIDATES LIST**

The State Grange Secretary will submit to the National Grange a list (Form P) of all members receiving the Sixth Degree at the annual session of your State Grange. The National Grange will send certificates to the State Secretary for completion and for the State Master and Secretary's signature and presentation to the Degree recipients.

## **SUPPLIES**

Subordinate Grange supplies including minute books, membership cards, dues notices, etc. may be ordered online at [www.grangestore.org](http://www.grangestore.org). Jewelry, clothing and promotional items may be ordered at [www.promoplac.com/grange/](http://www.promoplac.com/grange/) website, the Grange Store at Monroe Classic.

## **ADDRESS CHANGE INFORMATION**

Changes in officers and chairmen should be sent to the IT Department. It is very important that contact information for these are up-to-date.

## **REPLACEMENT OF 6TH AND 7TH DEGREE CERTIFICATES**

No charge for replacements. Contact the National Grange office because the records are kept at headquarters.

## **HISTORIC INFORMATION**

Charter applications and original lists of charter members are kept at headquarters. However, there are no continuing lists of members over the years. To trace membership information contact your Subordinate or State Secretary. The National office has ledgers of organization, dispensation and charter dates, etc. for Subordinate Granges back to 1867.

## **DUPLICATE (replacement) CHARTERS**

This request should also go through your State Grange Secretary. The National office will confirm the dates and issue. The National office also has records for Junior Granges since 1924 and for Pomona Granges since 1930. Before that Pomona and Junior Granges were chartered by State Granges.

## **NATIONAL GRANGE SECRETARY**

The name and address of the current National Secretary is usually listed with the National Officers in your State Grange roster or directory. The National Secretary does not work at headquarters in Washington, D.C. but works out of her/his home.

May you be successful and enjoy being Secretary of your Grange. Remember a Secretary, in addition to being accurate and efficient, must also be CARING. Yours is not only a job that deals with words, facts and figures, but you set the tone for your Grange, from the moment you call the Roll of officers to the closing of the Grange.

# COMMUNITY SERVICE PROGRAM

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Community Service efforts have been a keystone of Grange since the Order began. The work of the founding fathers was built upon what this organization could do for its members and the communities in which they lived. Community Service is an integral part of the Grange that allows local members to interact and serve the communities where they reside.

Grange members participate in big and small projects, partner with other community organizations, they fundraise for various causes within their community and nationally. Serving our communities whether it is helping our neighbor in need or holding a bake sale to raise money for the local school, you can always count on the Grange being involved.

If you want to be more involved in your neighborhood or your community then the Grange is the place for you. Connecting Communities through Service is the Grange way.

## SELECTION OF PROJECT

Selection procedures are up to each Grange. Suggestions may be from individuals (members or non-members) or a committee. Your Grange can begin a project of its own or join some other group (or Grange) in a project on which it is working.

While large projects are encouraged, because the needs of communities vary Granges may undertake several smaller projects. Important things to remember when selecting projects are to be sure they:

- Have an impact on the community
- Reach many people directly or indirectly
- Improve the quality of life

Project selection may be by vote of the entire Grange or by a committee.

## COMMITTEE APPOINTMENT

In most Granges, this is considered a standing committee. In others, the committee appointment depends upon the selection of the project. Remember to consider everyone who might help the Grange reach its goals, including those members who do not attend meetings regularly, associate and affiliate members.

It might be helpful to see that certain specific duties, such as record

keeping, media contact, compilation of report, etc., are assigned.

## **RECORD KEEPING AND PROGRESS REPORTS**

Each Grange should maintain records of all work, noting time spent planning as well as working, number of workers, involvement of non-members, etc. Review the report form if your State Grange provides one so you know what type of information and details are needed.

Take pictures of “work in progress” and save newspaper articles that mention your project. It helps to highlight specific mention when any Community Service work is part of a general news article.

In addition to specific projects undertaken for this program, include work that serves the community which is done by all Grange committees. Records of community work help substantiate requests for tax relief when Granges state they are charitable organizations.

Keep your Grange informed of plans and progress. Report at meetings and remember to ask for help; people want to feel their help is needed.

## **REPORT FILING**

There is no prescribed format for your report, other than to have the Grange name and contact information be the first page in any booklet you prepare. A notebook is not required, but most Granges like to give more details of their work with photos and supporting materials.

Because judges may not be familiar with all communities represented by our Granges, we ask for some background information on your Grange.

Filing of the annual report by the due date is important because State Grange judging must be completed and the first place entry forwarded to National Grange in time for the Convention.

Here are some guidelines that are considered during National Grange judging:

- Organization of the material presented
- Community Service Project(s), whether one big or multiple projects
- Participation of Grange members
- Participation of non-Grange members
- Publicity for the Community Service Project(s) and/or the Grange
- Fundraising
- Benefits to the local community

## **DO's**

- Limit pages to no more than 4 (front and back) for larger projects and 2 (front and back) for smaller projects
- Include 2 or 3 photos that demonstrate members (non-members if applicable) participation and items collected. If it is a cleanup type project, before and after photos
- 1 or 2 Thank You cards/letters for an event

- Include a short write-up about your Grange and Community (1 page)
- An overall summary sheet listing continuing projects, new projects, larger and smaller projects and list of donations. **Then utilize this format for the organization of the community service book.**
- Book organization:

1. Use a tab for each project; include a short summary of that project
2. Include any newspaper article or flyer about the event.
3. When holding a fundraiser dinner/event it is important to include where the monies were donated.

### **DONT's**

- Don't include things like State Session program book, officer and member rosters and meeting minutes.
- Don't include members or family obituaries because the family used your hall after the funeral.
- Don't include every thank you note/letter you get from a project. One is enough, not all 30 from a class you donated dictionaries to.
- Mowing the grass at the Grange Hall is maintenance, not community service.

### ***FIREFIGHTER/LAW ENFORCEMENT OFFICER/TEACHER OF THE YEAR AWARD***

Our local Grangers recognize outstanding citizens in their communities, like firemen, policemen, and teachers. This allows Grange families and other citizens to honor public servants in their communities.

The first two awards will be known as the Dick Patten Community Service Firefighter and Law Enforcement Officer of the Year presented by the National Grange Community Service Department. These awards are open to volunteer and paid firefighters and law enforcement personnel. Also the National Grange recognizes a National Grange Teacher of the Year award.

Each State Grange may submit one nominee for each category. The Connecticut State Grange participates in this program and forms are available by contacting the Community Service Director(s) or the State Secretary. Each state determines how their nominees are chosen and then send in the nomination form found on the website [www.nationalgrange.org](http://www.nationalgrange.org). Please feel free to include any other supporting paperwork. The deadline for submissions will be to the National Grange CS Director by mail by October 1st, so they can be judged before National Grange Session.

## GENERAL INFORMATION

Selecting projects within the abilities of members overcomes the age and physical problems some Grangers feel they have. Make sure the projects are within the capabilities of your members and there's no limit to what can be accomplished. When the report covers completion of a previously started project, give information as to why it had to be continued. Continuing projects are acceptable, but they should be further developed and enlarged as the years progress. Judges look for new or expanded efforts.

Always remember, the best community service projects are those that meet the needs of the community and its citizens, regardless of the size of the projects.

## STATE COMMUNITY SERVICE DIRECTORS

The National Grange is pleased to announce its continuation of recognition and support of State Grange Community Service Programs. Community Service is an integral part of the Grange that allows local members to interact and serve the communities where they reside. The National Grange will continue to recognize winners on the State level.

The National Grange will provide the following:

- 1st, 2nd, 3rd and 4th place certificates for winners in all states.
- Participation Recognition Certificates for all Subordinate Granges submitting final reports in your Community Service Program will be available on the National Grange website.
- \$250.00 in prize money for states that receive reports from 25% of their Subordinate Granges in the state.

Upon selection of your winners, please complete the Community Service Report Form found on the website [www.nationalgrange.org](http://www.nationalgrange.org) and return it to the National Grange Community Service Director, via email to: [communityservice@nationalgrange.org](mailto:communityservice@nationalgrange.org). To ensure that you receive the certificates and prize money (if applicable), please make sure that the form is received **at least two weeks** prior to your award presentation. All Community Service Report Forms **must be in by November 1st** for 1st place winners to be eligible for the National Community Service Contest judging.

In addition to the form, please include a copy of the 1st, 2nd, 3rd and 4th place winners' report summaries. These projects and summaries will be used to promote community service on a national level. **The 1st place winners are to be brought/delivered to the National Grange Convention by 5 P.M. on the day before the session opens so they can be judged.** The books then can be picked up by the State Master at the close of the Convention.

It is not a coincidence that the definition of Grange today explains that we are a rural/urban, family, fraternal, **community service** organization with a special emphasis on agriculture. Let's work hard to live up to that definition.

# GRANGE DEAF ACTIVITIES

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*The Grange Health Project - Working for better hearing - Education - Understanding - Service*

Grange Deaf Activities is a program of action. Grange members coast-to-coast test their ingenuity, creativity and organizational skills, and put in long hours to make the deaf program the rewarding, thriving service project that it is.

## **PURPOSE:**

The purpose of the Grange health project, Grange Deaf Activities, is to serve deaf, heard of hearing, and hearing people. It is also to:

- Encourage education of members and non-Grange members regarding deafness, including understanding the need for communication access by deaf and hard of hearing people.
- Promote hearing protection;
- Provide information about the hazards of noise;
- Develop new programs and projects to meet the above criteria;
- Create interest at all Grange levels, increase participation, and strengthen the image of the Grange.

## **SUGGESTIONS FOR STATE GRANGES:**

1. Appoint a Director or Committee
2. Meet to set goals.
3. Study the potential for successful projects.
4. Encourage, educate and give guidance to Pomona, Subordinate, and Junior Granges through newsletters, letters, leadership conferences and personal contact.
5. Work with Master, Lecturer, and all other committees to carry out the part of the Deaf Activities program assigned to each department.
6. Working with the Information Director, publicize projects and programs.
7. Introduce yourself to leaders of agencies for deaf and hard of hearing people and explain Grange Deaf Activities. Seek advice, information and assistance in developing projects. Examples are a school for the deaf, an advocacy agency, a rehabilitation agency, a county school district which serves special education



students, a hearing and speech center, other service organizations, etc.

### ***SUGGESTIONS FOR POMONA, SUBORDINATE AND JR GRANGES:***

1. Appoint a chairman and committee.
2. Report each meeting under Standing Committee Reports.
3. Present a minimum of one education program or event each year. Work with Master, Lecturer and Committee chairmen.
4. Learn about National and State Grange Deaf Activities, and work with the projects in the program; plan how to utilize the information in Pomona, Subordinate or Junior Grange.
5. Study deafness and the need for hearing protection.
6. Learn about the needs of deaf and hearing impaired persons in the county and local communities.
7. Choose a project or projects; encourage member participation.
8. Contribute each year to State Grange Deaf Activities if your State Grange has a program.
9. Work with Information Chairperson to publicize activities and projects in newspapers, on the radio and TV. For instance, for Better Hearing Month in May, set up a hearing testing clinic; invite a speaker on deafness or hearing protection; plan special projects.
10. Place displays or posters in public places, including Grange Hall or meeting place.
11. Make contact with local agencies of and for deaf people; explain the Grange Deaf Activities Program and projects - ask how to help.
12. Report to your State Grange Deaf Activities Director at the end of the Grange year. Enjoy the results of the program and projects!

### ***A BRIEF HISTORY***

The Grange was founded on principles of fellowship and service. One of its most far-reaching and successful service projects is the Grange Deaf Activities program.

Hearing impairment has been called America's most chronic physical disability, affecting millions of people. An invisible handicap, it cuts across demographic and economic lines and can be present at birth or strike at any stage of life.

Convinced that much could be accomplished, delegates at the National Grange's 104th Convention in 1970 voted to sponsor a program to aid the deaf. The Grange became the only national organization involved with deafness as a health project. Responsibility for developing and conducting the program was assigned in the beginning to the Women's Activities Department. As the program progressed, State Granges were encouraged to develop local projects which would complement the national effort.

Delegates at the 112th Convention asked that the program be directed by a permanent committee. A steering committee was appointed to oversee its direction and to coordinate and develop projects. Donations to the Grange Foundation supported Grange Deaf Activities.

At all Grange levels- State, Pomona, Subordinate and Junior- dedicated volunteers, united in service and fellowship, expand activities in valuable, imaginative and selfless ways.

### **GRANT PROGRAM**

The Grange Foundation holds the Grange Deaf Activities fund and offers grants from it annually to State Granges for programs assisting the deaf/hearing impaired. The grants are up to \$500.00 each and the State Grange will have the option of transferring those funds to the Community or Pomona Grange conducting the activity described in the grant application. Up to three grants may be awarded each year. Application forms are on the website [www.grangefoundation.org](http://www.grangefoundation.org). Deadline for applications is May 1.

# **JUNIOR GRANGE DEPARTMENT**

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Junior Grange touches the most vital concern we have ... our children! The advantages provided by the Junior Grange, working with the young at a time of life when the value of training cannot be estimated, cultivates leadership, develops self-confidence, inculcates truth and morality, develops talents and creativity, and also benefits our Granges and our communities. Junior Grange is a tremendous opportunity for America's young people.

### **GOALS**

- An active Junior Grange in every Subordinate Grange.
- Increase in membership nationwide.
- Good ritualistic work at regular meetings and for Junior Degree.
- Programs and projects that keep in step with our changing world and the interests of our members.
- Respect and concern for others.

### **DUTIES OF THE JUNIOR GRANGE LEADER**

The Leader has general supervision over the Junior Grange, assisting the officers and carrying out programs and projects on the local level.

His/her responsibilities include:

1. Supervising regular meetings and special activities.
2. Seeing that the Junior Grange has proper regalia and equipment needed to conduct meetings and activities.
3. Keeping informed on current Junior Grange programs and projects.
4. Advising, assisting, and encouraging officers to learn their parts and responsibilities.
5. Seeing that committees are appointed and working.
6. Instructing in proper ritualistic work for regular meetings and degree work.
7. Seeing that Lecturer's programs and other activities are planned for each meeting.
8. Carrying out a continuous membership growth campaign.
9. Encouraging and/or supervising entries in craft and creative writing contests, as well as contests and programs through other Grange departments.
10. Promoting the JG Merit Badge Program and seeing that badges are ordered and presented when earned.
11. Giving special recognition to members for exceptional efforts and achievements.
12. Encouraging participation in camps, special Junior Grange Days, State and National Grange conventions whenever possible.
13. Planning and carrying out special activities, field trips, community service projects, and projects or studies of environmental concerns.
14. Planning participation in JG programs as outlined by State and National Granges as often as time and funds allow.
15. Publicizing Junior Grange activities.
16. Seeing that membership reports are made and dues are paid promptly to State Grange (no dues payments required to the Connecticut State Grange).
17. Filing reports as requested by State and National Grange.
18. Attending Junior Grange workshops and conferences in the area whenever possible.
19. Hosting a Graduation Ceremony and providing Graduation Certificates to members attaining age. Encouraging each member to become involved in the activities of the Subordinate Grange. Helping with the transition period as much as possible.

HAVE FUN! Your members will if you will.

### ***ONE-PLUS JUNIOR PROGRAM***

In 2013 National Grange delegates adopted changes to the requirements for Junior Grange membership which allows for individual Junior Grange membership in any Subordinate/Community Grange. This means any

Subordinate/Community Grange can have a Junior Grange program with as little as one child age 5 to 14 years of age. That is the “1” part of the program. The “+” part of the program is that you don’t have to stop at 1, it is just the starting point.

By using the Junior Grange 1+ Program, any Subordinate/Community Grange, anyplace in the Nation, can start with a single Junior Grange-age child and build a Junior Grange program from there. The process to start a Junior Grange 1+ Program is easy.

- The Junior Granger completes an application, submits it to a Community/Subordinate Grange, and receives the Junior Grange Obligation from the Subordinate President.
- At that point, the Junior member may participate in any and all of the age-appropriate contests and activities open to them.
- As your Junior membership grows, make plans to charter a full Junior Grange in the future. All Junior Grange 1+ members will automatically become members in the newly chartered Junior Grange.

### **SO, HOW DO WE PROCEED?**

1. Each Grange should appoint a Junior Grange Development Committee the function of which would entail seeking out the need in the community for children ages 5 to 14. Then develop a means to fill that need by asking children and families to join the Junior Grange and the Subordinate/Community Grange.

2. A Junior Grange Leader and Assistant Leaders should be appointed. They could also function as the JG Development Committee. The leader and assistants should make themselves familiar with the National Grange Junior Program, also the State Grange Program for the state in which they reside.

3. Recruit the prospective Junior Grange members identified in Step 1. Get applications signed by parents, and submit to your Grange for approval.

4. Chances are you will be starting with more than one Junior Grange member; if so, you are well on your way to having fun and adventures with these new Junior Grangers. Remember that you need to meet with your Junior Grange members at least once a month (See National Digest Chapter 4, Article IX, Section 4.9.1).

5. Now you are on your way to growing into a full-fledged Junior Grange - that’s the “+” part!

### ***DUTIES OF SUBORDINATE JUNIOR GRANGE COMMITTEE***

It is your duty to assist the Leader in planning Junior Grange activities and keep Subordinate members informed as to their progress and needs. The committee shall offer assistance to the Leader at regular meetings and special activities, and carry out the responsibilities of the Leader in his/

her absence.

The Junior Committee shall be knowledgeable in current Junior Grange programs and projects. If there is no active Junior Grange in the Subordinate Grange, the Junior Committee shall be responsible for providing activities and oversight of any One-Plus Junior members in their Grange. The committee shall report regularly to their Grange to keep them apprised of programs offered by Junior Grange.

### ***DUTIES OF STATE JUNIOR GRANGE DIRECTOR***

The State Junior Director is appointed by and accountable to the State Master. The Director should work closely with the State Junior Committee and Deputies, including them in planning and decision making as much as possible.

Other responsibilities are:

1. Plan a program for Junior Granges in your State;
2. Meet with and/or communicate with Leaders, Deputies and state committee members regularly;
3. Offer assistance to Leaders when needed.
4. Plan and prepare camps, special Junior Grange Days, and activities for Juniors at State Grange Convention.
5. Judge reports and contest entries from Junior Granges as well as individual members.
6. Provide ritualism instruction.
7. Promote Grange Week activities.
8. Promote all State and National Junior Grange programs and projects.
9. Assist in membership promotion
10. Visit Junior Granges in state when possible.
11. Seek out interest in organizing or reorganizing Junior Granges.
12. See that first place state winners in national contests are sent for judging on the regional or national level.
13. Give recognition to all award winners in your state.
14. Compile reports as requested by National Director and keep National Director informed of your progress.
15. BE ENTHUSIASTIC about Junior Grange! It's contagious!

### ***DUTIES OF STATE JUNIOR GRANGE COMMITTEE AND DEPUTIES***

We call on you to take the lead in the most important role in the future of Junior Grange... that of organizing new Junior Granges! The need for organizing and reorganizing Junior Granges has never been so great. We have the opportunity to mold and guide the direction of the young people of America.

What other organization can offer so much for so little in cost? Junior Grange provides leadership training, develops self-confidence, teaches parliamentary procedure, develops the talents and creativity of members,

promotes patriotism, honesty, and a desire to help others.

So we look to you to spread the word; to seek out those Granges that would benefit most by sponsoring a Junior Grange. Poll members on the number of children and grandchildren of Junior age among the members; do a study of the community to see if there are sufficient children nearby to start and maintain a Junior Grange. Impress upon the Subordinate Grange members how sponsoring a Junior Grange will be a benefit to them. Guide them as they follow up and organize their Junior Grange.

Be sure to keep the State Junior Director informed of your plans and progress. Assist the State Director in planning and carrying out camps, Degree Days, and other special activities planned for the Juniors and Leaders in your state.

Assist and advise the State Director, when requested, in formulating programs for the Juniors in your state. Visit Junior Granges when possible. Promote Junior Grange programs at all times.

Be the spark that ignites the fuel to really launch Junior Grange into orbit!

## **IT'S UP TO YOU!**

Like the potter and his clay, we hold the hearts and minds of our children in our hands. Junior Grange IS the potter, transforming a waiting lump of clay into a victory; each one a priceless work of art; each one unique in his own way; each one having his own special talents; each one having something to offer.

Take those offerings and watch the mold take form. Knowing that you have had a part in shaping that clay is one of the most gratifying feelings on earth. Watch to see what the road to the future holds in store for these young people as they continue to develop the training and skills learned in Junior Grange and as they become the leaders in our communities and in our world.

# GRANGE INFORMATION CHAIRMAN

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## PUBLICITY AND PUBLIC RELATIONS

Primary responsibility: reporting and/or displaying positive information about Grange activities which will enhance the image of the Grange in your community.

Information relayed to the news media and/or general public (non-members) should do the following:

- Create a positive image in the community
- Influence opinion
- Enlist community support
- Keep non-members informed of Grange activities and programs
- Recognize achievements of members
- Make the Grange sound attractive enough to interest others in joining.

**STATE DIRECTOR** - your responsibilities are two-fold:

1. To publicize the activities of your State Grange, and
2. To encourage and motivate Subordinate Information chairmen.

### *STATE GRANGE PUBLICITY*

The use of press releases sent to a select list of print and broadcast media throughout the state expressing the Grange's positions on state legislative issues and other activities is highly desirable. It is important to make personal contacts with the media- get to know reporters and broadcasters, particularly those who cover issues of rural family concerns. Arrange personal interviews for your State Master, Legislative Director and other Grange spokespersons. Suggest feature stories particularly during Grange Month, National Ag Week, National Farm City Week and during your State Grange convention. Check with each department for special projects worthy of news coverage that will show different aspects of the Grange. Example: making and donating stuffed toys to children's hospitals, hearing-testing clinics, safety projects, community service projects, State Grange cooperation with other groups.

These are just a few general suggestions as each state varies in its activities and methods of operation. But no matter how big or small a State Grange is, quality news coverage, even if infrequent, is absolutely vital if the State Grange is to have any kind of identity, influence or credibility.

## ***SUBORDINATE AND POMONA CHAIRPERSONS***

The key to being a good information chairperson is to be well organized and get all the information!

How to do your job:

Step I. Call a meeting of your entire committee and outline your objectives for the coming year. Make a list of the jobs needed to be done. Assign each committee member specific duties such as.

- Public relations- someone to oversee the welcoming of guests, writing thank you notes, giving gifts, writing notes of appreciation, etc.
- Handling and coordinating exhibit booths at fairs, posters for store windows & bulletin boards, distributing literature to libraries and schools, putting up a Grange sign on the outskirts of town;
- One person (preferably the Information Chairperson) should be the main contact with the media.

Step II. Contact each committee chairperson and the Lecturer to discuss their plans in general for the coming year. Ask them to keep you fully informed of their activities. Impress upon them the need for them to keep you informed as it is much easier for six or more people to call one person than it is for one person to call six.

The hardest part of your job will be collecting information, but if you establish a good rapport and show interest in everyone's projects right at the beginning, your internal sources of information (committee chairmen and Lecturer) will be more cooperative.

Step III. Gather the following tools:

- a. Very large wall calendar which shows at least three months at a time.
- b. Copies of departmental programs
- c. Grange Communications Handbook
- d. Dictionary
- e. Computer, paper, envelopes

Go through departmental materials, department by department, and note on your calendar the beginning and end of each contest and project. Supplement this all through the year with your Grange's activities.

Keep program material nearby at all times because it gives background information which you will need for some of your articles.

Step IV. Make a list of daily and weekly newspapers, radio and TV stations. Plan to make at least one **personal** visit to the media to introduce yourself and find out who's who. Before making the visit, study your local newspapers, listen to your local radio stations and watch your TV



stations.

Then make appointments to see the city editor of the newspapers, program or news directors at the radio and TV stations. Be on time. Do not drop in unannounced. During your visit, introduce yourself, briefly describe the Grange and ask to whom you should direct your news. Find out their deadlines and photo policies.

Step V. Get started. Two weeks before each meeting send in a notice of your upcoming meeting. Keep it short and simple. A separate notice for each meeting is needed.

One week before the meeting, if a special program is planned, send in a more elaborate article. If you've had a particularly good meeting which warrants a follow-up story, deliver it to the media the very next morning.

Get into the habit of spending 75% of your time on publicizing activities that are going to happen.

### *Other Publicity and Public Relations Ideas*

- Exchange guest speakers with other organizations.
- Stage a debate at your range hall (open to the public.)
- Conduct a poll or survey throughout the community and release results to the media.
- Write letters to the editor, Congressmen, Governor, President, and Secretary of Agriculture. Send copies to media contacts.
- Wear "I'm Proud to Be a Granger" button or other Grange clothing or jewelry.
- Sponsor local sports teams.

**For more details on writing and a style manual, order the Grange Communications Handbook from the National Grange Office or find it at [www.grangestore.org](http://www.grangestore.org). A Communications Tool Kit is also available from the Connecticut State Grange Public Relations Committee.**

## LEGISLATIVE DEPT.

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Too many times we hear "What can I do? I am only one person." If you become involved in the Grange's legislative activities, you will find that the door to meaningful community action will be opened. A single idea presented at a local Grange can become the springboard to new rescue equipment, improved health care centers, a stop sign at a dangerous intersection, or just about any community need. Many times a resolution that was passed at a local Grange and was supported by other Granges at a State Grange convention can become National Grange policy when it is adopted at a National Grange convention. So your voice is

not a lone voice for change. It can have the support of 160,000 members nationwide.

President Dwight D. Eisenhower said “Democracy belongs to those who have learned to govern themselves.” That is what the Grange’s legislative activities are about - learning and teaching ourselves how to govern through the initiation and support of actions taken by our legally authorized government representatives that are in the best interests of all citizens.

### ***RESPONSIBILITIES, GOALS, MEMBERSHIP***

If the Grange is going to continue influencing the government and add to its long list of accomplishments, we must rededicate ourselves to developing and implementing Grange legislative policies and programs. Each and every member of the Grange is responsible for keeping the Grange alive and influential in local, state, and national governments.

#### **The legislative activities should result in community action.**

A Legislative Chairman should be appointed by the Master of every Grange. To assist the person who is selected, the Master, in consultation with the appointee, should appoint a legislative committee. The care that is taken in selecting the Legislative Chairman and his/her committee will determine the success of that Grange’s legislative activities. The committee should represent a cross section of that Grange’s interests and should reflect the makeup of that Grange’s membership.

The goals of Grange legislative activities are twofold. The first one, of course, is to influence government decisions to reflect Grange policies. The second one, which is equally important, is to give members an opportunity to become involved in the grassroots governmental process by expressing their position on issues important to them, their community, state, and nation.

The legislative process of discussion, resolution, and implementation is **a membership building activity** overlooked by far too many Granges. The Grange is the only rural community service organization that meets locally on a regular basis, thereby providing its members with an immediate opportunity to become involved in the legislative process and community action throughout the year.

### ***LEGISLATIVE DIRECTION***

Each Grange year brings new demands to our legislative agenda as we attempt to cover issues important to the entire Grange membership. We would be derelict in our responsibility to the Grange if we did not recognize changing demographics that affect Grange membership potential and the profile of the resulting members.

To respond to these changes we must recognize that members’ interest in legislative issues will change in keeping with their lifestyles, vocations, social/economic relationships and level of involvement in

their communities. Our legislative activities must relate not only to the economics of making a living for the family, but also to man's relationship to his fellow man.

Traditionally, the Grange has had a strong special interest in the social/economic issues that impact rural families, farmers, and ranchers, local businesses and jobs. Therefore we must have a broadened legislative agenda which encompasses all of the issues for the day in order to assist National, State, and local Granges in relating to a new membership environment.

As the face of rural America changes, Grange legislative activities will respond by concentrating on rural initiatives that address problems facing families and rural communities, such as health care, high-speed broadband, rural education, the environment, land and water policy, transportation, and economic development and maintenance (including the unique problems of small-to-medium-size, full- and part-time farmers.) The diversity of rural communities demands that the Grange change in order to meet this new challenge.

The emphasis of the Grange's legislative activities, within the agricultural sector, will be to fulfill the needs and supply the services to the changing agricultural pursuits of its potential and present membership. Particular attention will be paid to agricultural issues that cut across sectors of production agriculture, such as soil and water conservation, the environment, water quality, food safety, chemical use, and other issues that are the result of agriculture/rural/urban interfacing.

Legislative services are an important part of the total services available to Grange members. If the Grange is going to meet the challenges of an ever changing rural America, we must develop policies and programs to meet any problems these changes may bring. Today's and tomorrow's living places demands on human resources that put new stress on the family fabric which the Grange must address.

The Legislative Department will be moving in this direction over the next several years. With the cooperation of the State and local Granges, and their membership, we will succeed.

## ***GUIDELINES FOR LEGISLATIVE CHAIRPERSONS***

### **Legislative Workshop**

The purpose of a legislative workshop is to gain an appreciation for the methods that can be used to influence legislative bodies at both the state and national levels and to respond to people's needs.

### **Methods and Procedure**

Divide workshop delegates into an appropriate number of groups. Select a subject from current national issues or one of interest to your local Grange. Select a chairman and recorder. Discuss the issue, both pros and

cons, and prepare a resolution that sets forth the group's policy position. Write a letter or short statement supporting your group's position, much as you would for a Congressional or state legislative committee. Outline what steps your group would take to influence your state or federal legislative delegation to support your position. The chairman and recorder should present the entire legislative package to the Grange members. Have a conference discussion of each report. Keep in mind the important role legislative activities can and should play in developing the membership of the Grange. Coordinate your efforts with the Master, other officers, and department heads of your Grange.

Work with the Lecturer to promote the Grange's legislative topics.

Work with the Agriculture Committee Chairman to promote farm issues.

Work with the Information Chairman to publicize the Grange's position on issues.

Work with the Membership Chairman to inform potential members of your Grange's legislative activities, accomplishments, and interests.

Work with the Youth and Junior leaders to encourage young people to become informed and active in public affairs.

**Be informed.** Keep track of issues - local, state and national - that may be of interest to your Grange and your community.

Keep your Grange members updated. Let the Master know you wish to give a report at every meeting. Encourage discussions.

**Call for action.** Encourage your Grange members to react to an issue by drafting a resolution or letter and sending it to the proper public officials, your local newspaper, and local radio station. Be sure appropriate resolutions are forwarded to the Subordinate, Pomona and State Granges for their consideration.

Contact other groups with similar interests. Organize efforts on specific issues.

Follow through on Grange-adopted policies. Find out why things have not changed and learn how they can be changed.

**Make voter registration a priority.** Set a goal of having all of your Grange's eligible members register to vote. Get the Grange involved in nonpartisan voter registration drives, or start one.

Ask public features to join your Grange. This could be the start of a good working relationship.

**Organize a "Meet the Candidate" night.** Emphasize the Grange's nonpartisan stand. Invite candidates from all parties to participate.

Plan far enough in advance to encourage good attendance. Invite the media.

All politics start at the local level. **Develop a list** of Representatives' local district offices and Senators' state offices. Encourage your legislative committee members to visit those offices and the staff there to discuss issues of major importance to your Grange.

## ***FLY-IN***

The National Grange holds a two or three day “Fly-In” for Grangers to meet at the Grange Headquarters in Washington, D.C., learn about current issues and Grange policies, and meet face to face with their own Congressional representatives and staff to deliver Grange policy to the Hill. This is usually held in the Spring and is open to all Grange members. Watch the website for details.

## ***GUIDELINES FOR AGRICULTURE COMMITTEE CHAIRMEN***

The Grange has a special interest in agriculture. Agricultural awareness, education, and policy making can, and should, play an important role in the Grange’s membership development.

Coordinate your efforts with those of the Master, other officers, and department heads of the Grange. Work together to develop a sound, ongoing agriculture program.

Refer to the following simple suggestions as you build your program. Be creative!

- Be aware of Grange and community issues and problems.
- Inform your Grange of agricultural issues and events.
- Call for action on special concerns.
- Involve your Grange in agricultural activities.
- Educate your community on agricultural interests and other Grange legislative policies.
- Present programs on small-scale agriculture and supply special markets.

## ***WRITING TO THE PRESIDENT AND MEMBERS OF CONGRESS***

“Pass a resolution.” As Grange members, we hear this expression frequently. But it does little good unless we communicate our concerns to the President or our members of Congress. Independent surveys conducted by research institutions have found that letters and phone calls from constituents are the most influential forms of communication that affect the positions of the members of Congress on legislation. Mail from home outweighs newspaper articles, government information resources, TV broadcasts, lobbyists’ visits, and about 90 other forms of communications. In today’s world, emails are an easier, more direct method of reaching officials, although hand-written notes are still very effective. Form letters and form emails are less effective than a personal note.

Congressional staffers say letters do make a big difference. Members of Congress frequently testify to the value of messages from home. Grange members who have actually written thoughtful letters over a period of time know legislators’ attitudes and votes can change because they have seen it happen. Success is not guaranteed, but it is by no means beyond reach.

## **WHAT HAPPENS TO MY LETTER?**

A member of the Legislator's staff will open your letter or email, ascertain the topic, and assign it to the aide who is best able to handle it. Because members of Congress must deal with hundreds of complex issues, they depend heavily on aides for summaries of information. Thought provoking letters may educate aides and, thereby influence a member of Congress. Aides keep a running tally of letters that are received for and against a given position. Even though members of Congress seldom read many individual letters, they do receive counts by subject and attitude. Sometimes very few letters are received on a given subject, so even a small volume of mail can have an impact. The lack of mail carries a negative message.

You may suspect the reply you receive was a standardized reply and you are probably right. Don't be offended! Often the legislator will dictate a number of standard paragraphs setting forth his or her position on various current issues and will instruct a staff member to put together an appropriate mix of paragraphs to answer your letter. The important question is whether or not the reply directly addresses the resolution your Grange passed. If it doesn't, if it is vague, or if it shows your message was misunderstood, write again and ask for further clarification.

For more information on Grange Legislative Activities, contact the National Grange Legislative Department, 1616 H St. NW, Washington, D.C. 20006 or call 202-628-3507 extension 114 or email [legislative@nationaigrange.org](mailto:legislative@nationaigrange.org).

# **MEMBERSHIP DEVELOPMENT**

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## *PROSPECT - RECRUIT - INSPIRE - DEVELOP - EDUCATE*

As Membership Chairman, take pride in your Grange's activities, programs and services, and the new members it attracts. Encourage your fellow members to share their Grange Pride with friends and neighbors by inviting them to participate in Grange activities. Tell prospective members that the Grange is a community service, family organization with a special interest in agriculture. Impress them with how it helps you and the community.

### ***TO START A MEMBERSHIP CAMPAIGN BEGIN WITH GRANGE PRIDE***

**P = Prospect.** Ask all members to identify people they would like to see in the Grange. Help them to think of friends, neighbors, co-workers, new people in the community who would enjoy Grange fellowship. Encourage them to think beyond their circle of immediate friends. Try to get a list of at least 20 prospective members.

**R = Recruit.** When you and your committee visit with prospective members, reivew the programs, services and activities conducted by your Grange. Here are some ideas you can share:

- The Grange is a grassroots policy organization.
- The local Grange serves families by providing opportunities to learn, play and work together.
- Our Grange serves the community.
- Grange programs offer opportunities to share your talents.
- Grange fellowship promotes a better community.

The most important step in recruiting new members is to get everyone involved. Ask those members who recommended the prospects to invite them to join. Plan a day, weekend or week for every prospect to be contacted.

Do not be afraid to ask, “Will you join our Grange?” after reviewing what the Grange offers the community. If the response is no, thank them and ask if you can contact them again later. If yes, review the next meeting of the Grange and what will happen when they attend their first meeting.

**I = Inspire.** When new members arrive at their first meeting, this is our opportunity to make a good “first impression.” The new member will be excited about the Grange and becoming involved. The following suggestions will help new members become active, informed, participating Grangers.

- Send a note of welcome to the new member explaining where and when the Grange meets, committees and programs available, and a contact if they have any questions.
- Telephone him/her before the meeting with a special invitation and reminder.
- Serve as a buddy to host the new member at their first meeting; introduce them to other members, and explain Grange procedures, programs and activities.
- Encourage the new member to serve on a committee of interest to them.

One of the most important events for a new member is the Welcoming Ceremony or conferral of the Degrees. Both should be done in an impressive manner. All parts should be memorized or read well and rehearsed. Reivew with the new member what is going to happen and ask the buddy to be available to answer any questions the new member may have. As the new members learn more about the Grange, its philosophy and programs, they will be inspired to become dedicated members.

**D = Develop.** An important role for the Membership Committee is to develop members into strong leaders. Let’s take a look at how to encourage members to learn more about the Grange.

New members can be excellent members of the Membership Committee. They can recommend prospective members, and their enthusiasm for the Grange is at its highest. Soon after a new member has settled in, ask them to join the committee.

Current members offer great experience to the Membership Committee. Ask them to meet with the committee to review the membership campaign. They can also make telephone calls, serve as buddies, work with a visiting team, or prepare prospective member lists. Also ask inactive members to support the campaign as well. Develop everyone into a Membership Development leader.

**E = Educate.** If your community knows about the Grange, it will be easier to invite people to join. Work closely with your Grange's Information Director in preparing and distributing information to the news media, preparing posters and flyers, and greeting guests at open meetings. Public relations will open many doors for new members because it helps to spread the Grange story.

Grange PRIDE (Prospect, Recruit, Inspire, Develop, and Educate) will build your Grange. But remember, pride in our organization only occurs when our programs, services and activities have real impact on people.

## ***HOW DO I ORGANIZE A MEMBERSHIP COMMITTEE?***

### **Master's Responsibilities:**

1. Appoint a Membership Chairperson and Committee Members.
2. Suggest a goal of a net gain or more.
3. Provide a budget for the Committee.
4. Meet with the Chairperson and Committee on a regular basis to review progress.
5. Call on the Chairperson for a report at meetings.

### **Chairperson's Responsibilities:**

1. Meet with the master to review a suggested campaign.
2. Call a meeting of the Committee to implement a membership campaign.
3. Assign responsibilities to Committee members:
  - a. Develop a prospective member list.
  - b. Prepare letters of introduction.
  - c. Arrange appointments and visit prospective members.
  - d. Assign buddies.
4. Report to the Grange on campaign's progress.
5. Encourage everyone to participate.
6. Call regular meetings of committee to review progress.
7. Coordinate with the Master and other officers the new members' first meeting (visit or Welcoming Ceremony.)



8. Keep Master informed at all times.

### ***HOW TO SELL GRANGE MEMBERSHIP***

#### **The Four Steps:**

1. Set the Stage - Wear Grange jewelry or clothing, talk about Grange every day, use the Grange as a positive example when discussing current events.
2. Listen - Ask leading questions to learn what is important to the person. What do they value? What are their hobbies/interests/ Are they looking for a way to make a difference?
3. Fill the need - Share with them how they Grange can fill the needs they expressed in Step 2.
4. ASK - Ask them directly - "Will you join our Grange?"

You can order "4 Steps" recruitment brochures from the National Grange or download from [www.nationalgrange.org](http://www.nationalgrange.org).

### ***TEN STEPS TO BUILDING YOUR GRANGE'S MEMBERSHIP***

1. Establish a goal of at least a net gain of members.
2. Make a list of prospective members.
3. Elect the prospects to membership.
4. Send letters inviting them to join.
5. Arrange an appointment to visit the prospects and their families.
6. Ask them to join.
7. Elect the prospect to membership, if not already done.
8. Appoint buddies to welcome and mentor the new members in the Grange.
9. Confer the Degrees or the Welcoming Ceremony.
10. Let the community know the Grange is growing by sending a press release to the local news media.

### ***GRANGE FACTS***

- The Grange is a community service, family organization with a special interest in agriculture.
- Granges are conducting grassroots activities, projects and meetings in thousands of communities nationwide.
- The key unit is the local Grange. As a grassroots organization, individual members start the legislative policy process through resolutions.
- As a community organization, the Grange involves the entire family in community, fraternal, and civic activities.

# FAMILY ACTIVITIES DEPARTMENT

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The program of the Family Activities Department (sometimes called Grange Activities, Workers' Activities, etc.) is designed to offer something for everyone of all ages. The contests and projects at the National and State Grange levels provide an opportunity for people to be creative and original. We offer a chance to serve the community and our fellow man.

We hope to involve everyone in the work of the department in order to build the Grange and families in each community and be of service to our members and friends. Our aims are to encourage the talents and interests of our own members and the people in our communities, to help them develop their skills, to devise ways of educating them in awareness of health and safety, to promote family values, to provide leadership opportunities, to stress cooperation among our Grange departments, and to create interest and enthusiasm for the work we are doing.

## *DUTIES OF THE STATE DIRECTOR*

The State Director, working with an appointed committee, leads the work of the department through promotion of all national contests and projects and by developing contests and projects to be carried out at the state level.

Statewide conferences are organized for Pomona or regional areas (as prescribed by each state) to inform Subordinate/Community and Pomona chairpersons of the work of the department and to instruct people in carrying on all activities and projects. Materials are distributed and details of the program are explained. State Directors must be knowledgeable in all facets of the work - rules of the contests, structures of the projects, time schedules for each event, and time and mode of reporting.

The State Director cooperates with the State Master, state officers and committees and includes everyone in the activities of the department. Cooperation with Pomona and Subordinate/Community chairpersons is essential. Assistance should be given when necessary.

Regular communications are important in order to keep everyone informed of the progress of the work. These are accomplished by way of email, letters, columns in State Grange newspapers, bulletins, telephone calls and personal contacts.

The State Director must set up a structure for the judging of each national and state contest which is appropriate for each state. Well-qualified judges are secured and instructions given to them about the duties they have been assigned. Paperwork is completed following each

national contest and sent to the National Director on time. Winning entries are prepared according to instructions and are shipped for national judging as instructed annually. An annual report is prepared and submitted to state and national levels in the manner prescribed by each state.

Workshops, special activities and displays are arranged according to the custom of each state. When breakfasts, luncheons or banquets are customary at the State convention, plans are made and carried out. Organize and guide the work of your state and set an example of the proper way things should be done. Be a leader, a helper and a friend to your people as you work with them.

### ***DUTIES OF THE POMONA CHAIRPERSON***

Pomona Chairpersons are the liaison between the Subordinate/Community Grange chairpersons and the State Director. They are charged with the responsibility of guiding the Granges within their jurisdiction on the best possible course. General duties are as follows:

- Hold district or regional meetings in conjunction with the State Director or members of the State committee.
- Plan activities for the year and keep the Subordinate Granges informed of the work of the department.
- Give a short report at regular Pomona meetings.
- Promote all contests and projects of the National and State Granges.
- Visit Granges in your jurisdiction as often as time and distance will allow.
- Take advantage of any opportunity to promote the program by way of presentations, displays, exhibits and personal contact.
- Arrange for judging of each contest (as determined by State Director.)
- Secure good and knowledgeable judges. Complete all paperwork pertaining to each contest and send to State Director (as instructed) on time.
- Be responsible for getting winning entries to the state judging.
- Complete an annual report and submit to the State Director in the manner requested by State or National Director.

### ***DUTIES OF THE SUBORDINATE CHAIRPERSON***

Subordinate Chairpersons have the responsibility of promoting our work at the very foundation of the Grange. The contests, projects and activities of the department must be studied in order to help people understand the rules, regulations and details of each one. Members of the Subordinate Committees should be given specific assignments which will involve them in the work. the general duties are as follows:

- Cooperate with State Director and Pomona chairperson.
- Attend any State or Pomona conference.

- Organize the work and explain it to members and friends. Stress the importance of involving the community in the work being done.
- Promote all programs, contests and projects of the National and State Granges.
- Cooperate with officers, committees, members and friends.
- Present a program (or part of a program) for the Lecturer.
- Help to maintain the Grange hall or meeting place.
- Help to make new members and visitors feel at home.
- Carry on the judging of each contest (as required by your State Director) and secure good judges. Complete contest paperwork on time and send to the next level of judging along with the winning entries.
- Submit an annual report according to rules of each state or as listed in supplied material. Submit report on time, with as much possible, even if all work of the department was not completed.

**At each level of Grange, at the end of your term of office, retire graciously and turn over to your successor all material, items, equipment, printed copies, files and paperwork belonging to the department.**

### ***LEADERSHIP***

As Family Activities Chairperson at whatever level of Grange you serve, you are the Leader of an important department in our fraternity. Be friendly, helpful and cooperative. Inspire your members and friends to take an active part in the work of the committee. Instill in them the desire to do their best for the good of the Grange and for the betterment of everyone. Stress the importance of involving the whole community in what we are doing. Give equal attention and promotion to each contest, project and program, even the ones that are not your personal favorites. As you lead in this vital program of activity, be the first to give a sign of welcome, to speak or nod first, to smile first, and if such a thing be necessary, forgive first.

Take your leadership assignment to heart and put your heart into your work. With a positive approach, you can help achieve the goals and aims of the Family Activities Department.

# YOUTH/YOUNG ADULTS DEPARTMENT

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The youth, young adults and young marrieds are an integral part of our organization. Since the youth committee's inception in 1934, they have proven over and over that they are definitely our future leaders. In many instances, the young members of the Grange have supported the Junior Grange. Hand in hand, the Junior Grange, youth, young adults, and young marrieds will help to mold the Grange for many years to come.

## *Purpose:*

The youth committee was developed to ensure that younger members could participate in all Grange-sponsored activities. Additionally, they could establish goals that would enable them to attract young members. The age bracket for the youth of the Grange is 14-35 year olds. In today's world, it is very important that we include young adults in our program. Our Grange family is comprised of teenagers, single parents, young adults and young couples. Add these individuals to our members over the age of 35 and we have a complete family organization.

## *Basic Objectives:*

1. To develop leadership skills.
2. To support the total Grange program.
3. To establish programs of interest for young members and families.
4. To help prepare for their future.
5. To support community activities.
6. To give recognition to outstanding young people within and outside the Grange.
7. To serve the interests of youth, young adults, and young marrieds at the Subordinate, Pomona, State and National levels.

## *APPOINTING A YOUTH/YOUNG ADULTS COMMITTEE*

The Master is responsible for selecting a youth chairman. It should be an individual who is enthusiastic and a motivator. If possible, it should be a member that is in the 14-35 age bracket. However, there are many individuals who aren't in this age group who can be very beneficial to your youth committee. Use them as directors and advisors. The committee should have members that cover the three groups within the youth/young adult area.

## *DEVELOPING A PROGRAM*

After the committee has been appointed, a planning meeting must be held, an agenda followed. The chairman should encourage participation by all members of the committee.

A yearly program should be developed that is educational and fun. Develop a monthly schedule of activities that interest all members of the Grange. Activities can be fundraisers, community service projects, Junior Grange support programs, fellowship with other organizations, educational trips, etc. The list of items that can be done is endless. That is why it is so important for a committee to develop a complete and well-rounded program. It is essential that monthly meetings be held to establish that the activities planned are proceeding as scheduled.

The appointed youth chairman is required to give a youth report at each meeting. The report should inform members of ongoing and future activities. Be sure an understanding exists relating to expenditures of funds and sponsorship of programs for the community. Please keep in mind that all funds raised by a committee are the property of the Grange, which created the committee. Any expenditure of these funds should have the approval of the Grange.

### *Suggestions to complement your program:*

Picnics, dances, holiday parties, educational tours, hay rides, rock-a-thons, walk-a-thons, bowling, softball, plays, visitations, campouts, concerts, shows ... the list goes on and on. Please encourage your committee to be innovative. **Try something new** that has never been done before.

It is very important to share your activities with neighboring Grange youth. Invite them to your activities or have them co-sponsor them with your Grange. Invite non-members and members of other organizations to your planned functions.

Plan a sleep-in at the Grange Hall or at a member's home. At gatherings, you can discuss future activities that will interest all those in attendance. Arrange a special weekend campout for young families. Provide sitters or organized activities for young families' children so that their parents can attend the workshops. Plan workshops that will interest the youth/young adults and young marrieds. Workshops could include insurance, child raising, planning for your children's future educational needs, crafts, crime prevention and drug prevention. Again, the list of ideas is endless.

### *Youth Night Program*

Volunteer your youth group to present a youth night program. Select an evening that is acceptable to your committee and the Lecturer. Plan a program that is educational, fun, exciting, and rewarding. Have the officers' chairs filled by your youth. If you do not have enough youth-age participants, ask other Grange members to assist you. They will feel part of the action. Get them involved. This would be an ideal time to have the

Junior Grange Graduation Ceremony. At this time you could welcome these new youth into the Grange.

Additionally, you could invite youth groups from other organizations. If possible, they could present part of the program. Each Grange should be encouraged to recognized individuals from within their Grange that have supported the youth programs throughout the year.

### *Community Service*

Be of service to your Grange. Is your meeting place neat and attractive? If not, why not ask your youth group to sponsor an activity to brighten up your Grange hall's external and internal appearance. Flower beds, shrubbery, paint, clean windows, a new Grange sign, etc., will help to promote your Grange image. Plan activities for your Grange. If your Grange doesn't own their property, maybe there is something that can be done for the organization where your Grange meets.

Take a survey of your community. Is there anything your youth group can do to make it a better place to live and raise children? Here are some ideas for your use:

- Community park
- Benches sponsored by your Grange
- Litter baskets
- Flowers in the park
- Swing in the park
- Litter pick-up
- Educational workshops
- Craft fairs
- Sponsor a family for Christmas
- Adopt a Grandparent program
- Easter Egg hunts
- Christmas caroling or party
- Halloween party

### **LEADERSHIP**

To be a good leader, you have to be a good listener. Each member of your youth group is encouraged to broaden their knowledge of the Grange. The Grange's ritual work and degree work is a good teacher. Encourage your youth to become involved in the degree work of the Grange. Encourage them to fill in as officers if asked to do so by the Master. Most importantly, encourage the youth to become active in all other Grange activities. If chosen to be an officer, fill the position with pride and dignity. The Grange is a great organization, which will help to build character with those who participate in the program by getting involved.

The Grange encourages individuals to become public speakers. Plan an activity or debate on a current event taking place in the country. This

will enable them to voice opinions on both sides of the issue.

The youth committee should volunteer their services to the Junior Grange. Invite the Junior Grangers to participate in your functions. Show them the leadership skills you have learned to use by being a youth member of the Grange. The Deaf Activities Committee is also looking for your support. Give them a helping hand if requested. Why not sponsor deaf sign classes for your members?

### ***MEMBERSHIP***

An active youth/young adults and young couples program is the best tool you have to build membership. Involved members are good examples of the image your Grange displays. Make sure that activities sponsored by your Grange are publicized in the local media. This will show your community that you are an active Grange with an active youth group.

Remind them to ASK someone to join the Grange. All age groups are important to our family organization. Set goals for your youth group to attain new members. Make it a contest. Reward those who reach their goals. Keep in mind, there are thousands of people who are waiting to join the Grange. But too often we forget to ask them.

### ***CLOSING***

The youth/young adults and young marrieds are a very important part of the Grange. They need our support and backing. They are needed in Granges more than ever. The Grange has many values that are important to everyone. We, as members, must all work together as one to see that the Grange moves forward. The Junior Grange, youth, and all members are needed to work harmoniously, so that our future will be solidified through a commitment to a quality family organization.



For additional Grange resources, please visit [www.GrangeStore.com](http://www.GrangeStore.com) where you will find brochures, guidebooks and more. Youth may contact the National Grange office by phone at (202) 628-3507.

You may also contact the Connecticut State Grange at [www.CTStateGrange.org](http://www.CTStateGrange.org) or email: [secretary@ctstategrange.org](mailto:secretary@ctstategrange.org) or by phone: (860) 633-7550.



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