



FRATERNAL ORDER OF EAGLE  
AERIE #4365  
ORANGE PARK, FL



HOUSE RULES  
September 17, 2019

**Board of Trustees:**

1. Local Aerie House Rules shall be enforced as per the Constitution and Statutes Section 89.3.
2. All interpretations of governing house rules and Aerie rules shall be determined by the Board of Trustees as they pertain to the daily operations of the Aerie and its business.
3. No Eagle business shall be discussed at the bar.

**Social room Operation:**

4. The Bar Steward on duty is in control of all conduct of all members (Aerie/Auxiliary) and guests at all times being subject to the Board of Trustees' guidance and decisions.
5. Bar Steward will have the authority and the responsibility to ask all members for their membership card.
6. Members will air their complaints with the Board of Trustees, in writing or at the Tuesday Trustees meeting, not with the Bar Steward or other employees.
7. All accusations and complaints must be in writing, substantiated by witnesses, and must be made when the complainant is in a stable and sober condition. Any adverse or derogatory discussion at the bar or in the social room of the Aerie concerning employees of the Aerie or members of the Aerie/Auxiliary will be deemed conduct unbecoming of an Eagle and may result in disciplinary action by the Board of Trustees.
8. No one under 21 years of age is allowed to be served or seated at the bar at any time.
9. No one is allowed behind the bar unless requested by the Bar Steward.

**The Premises:**

10. No pets or animals will be allowed in any club building, except service animals.
11. Every member must present their membership receipt upon ordering anything from the bar.
12. Regular operating hours of Social Room bar shall be:

Monday Through Thursday 2PM---9PM

Friday 2PM---12AM

Saturday 1PM---12AM

Sunday 1PM--- 8PM

Social Room hours can be adjusted, at the discretion of the Bar Steward, occurring to participation of members. Last call shall be announced by the bar steward 30-minutes prior to closing of the bar by the Bar Steward or Trustee(s). No drinks shall be served after last call. The bar shall remain closed until the next regular scheduled re-opening time. The bar may be opened at other hours for special events with the approval of the Board of Trustees.

13. Absolutely no overnight bar tabs will be allowed. All beverages must be paid for before leaving the Aerie.
14. Cash, Credit Cards and Checks will be accepted. Checks will be limited to one a day not to exceed \$50.00. A member whose check is rejected by the bank, must reimburse the Aerie for the check plus the bank fee or \$25.00, whichever is greater. Upon the first offense - the member will receive a letter of warning. Second offense - the member will lose check cashing privileges for thirty (30) days. Third offense - the member will lose check cashing privileges for one (1) year. Statue 63.2(f) Appeal No. 2513 states, "The fact that an individual repetitively writes checks that are returned for non-sufficient funds is a clear case of fraud. The Fraternal Order of Eagles is not a financial institution and they should not be giving loans." The Aerie Secretary will be responsible for handling these matters.
15. No persons under the age of 21 will be allowed in the Bar Lounge Area after 8 PM.
16. LOUD AND PROFANE LANGUAGE WILL NOT BE TOLERATED IN THE SOCIAL ROOM OR MEETING ROOM. 1<sup>st</sup> Offense - warning, 2<sup>nd</sup> Offense - Cut off at the bar 3<sup>rd</sup> Offense - Suspended Privileges per night
17. Gentlemanly and Lady like conduct is required of all members and their guests. Any profanity, swearing, vulgar language or fighting will not be tolerated in the social room or other Aerie rooms or on the outside premises at any time. Any person (s) who instigates, incites, intimidates or harasses another person (s) to the point that they violate the House Rules, will be considered just as guilty, if proven by the facts, as the person (s) who actually violates the House Rules and will receive the same punishment as the violating person (s).
18. Any member who destroys or damages club property must reimburse club for damages, plus face charges.
19. There is absolutely a no tolerance fighting policy. Anyone fighting on the premises will be asked to leave. If they refuse, the local authorities will be called and charges will be filed against them. Anyone removed for fighting will be automatically barred from the Aerie for 30-days and will be put under review by

the trustees for their behavior. Only after review will the member be allowed back in the facility if so decided by the trustees.

- a. Other altercations, arguments, clashes, conflicts, confrontations, controversies, disagreements, disputes, scuffles or any action between 2 or more people, will face discipline from the Board of Trustees.

20. No outside purchased beverage(s) are to be brought into the building, picnic area, or out-building(s) during operating hours.

21. Anytime the door buzzer rings, if the Bartender is not available, any member of 4365 in good standing may answer the door. Any member using the buzzer instead of their door key, will be charged \$0.50 on their first drink.

22. No flyers or poster will be put up without Trustees approval.

#### **Incident Report and procedures:**

23. An Official incident report log will be placed behind the bar at all times the Social Room bar is open. Any patron's conduct or behavior that violates Aerie etiquette and house rules shall be noted in the incident log and signed and dated by a trustee, Officer, or bar steward who witnessed the event. There is also a one-page Incident Report available for any member who wants to report an incident. The report will explain the incident and any action taken. An incident shall be defined as, but not limited to, rude and disruptive behavior, fighting, use of profane language, drunkenness and destruction of Aerie or personal property.

24. The Incident Report Log shall have the previous weeks incidents read at the weekly Trustee's meeting. The Trustees will evaluate the event in question and decide if further action is necessary. **NOTE:** The incident report log is Official Aerie business and is not to be made public knowledge. Events in the book will not be discussed by members.

- a. Any member (Aerie or Auxiliary) filing a violation of House Rules on another member (Aerie or Auxiliary) must use "Recommended Form Report of Violation of House Rules to The Board of Trustees (Section 89.3) Incident Report" with the Board of Trustees. This Report (s) will be evaluated by the Board of Trustees and acted upon per Section 89.3.

#### **Complaint Procedure:**

25. Any bartender having a complaint associated with the management and operation of the Social Room Manager or Trustee has the right to submit their complaint in writing at a Trustee meeting. Complaints are to be considered constructive criticism and not slanderous accusations. The Trustees will review all complaints. Appropriate action will be taken to resolve these complaints.

#### **Guests, Visitors, & Children:**

26. Members (Aerie/Auxiliary) that have signed in a guest are responsible for the guests conduct and subject to disciplinary action as a result of the guest's

misbehavior. If a member (Aerie/Auxiliary) leaves the premises, their guest must leave also.

27. Aerie/Auxiliary members are allowed to sign guests into club regardless of sex.
28. Members (Aerie/Auxiliary) and guests are responsible for their children's behavior and are subject to disciplinary action as a result of their behavior. Children must be under constant supervision by member or guest.
29. Only (Aerie/Auxiliary) members can make alcoholic purchases.
30. Any visiting (Aerie/Auxiliary) member from an Aerie other than #4365 and outside of a 25-mile radius, shall pay for the first beverage and be entitled to the second beverage free of charge.

**General:**

31. No delinquent, suspended, or expelled member (Aerie/Auxiliary) can be signed in by any other member (Aerie/Auxiliary).
32. No one is allowed to solicit money in the social room or Aerie (excluding approved 50/50s and raffles) without first securing permission from the Board of Trustees.
33. Guests (Male or Female), excluding family members shall be allowed to visit the Aerie not more than three (3) times socially, unless he/she is a resident of a member's household under the age of 21 years or anyone living more than forty (40) miles from the Aerie. (INTENT IS TO GENERATE MEMBERSHIP IN BOTH THE AERIE/AUXILIARY).
34. Any person who is not a member and involved as a team or representative in an organized, traveling competitive event of the Aerie/Auxiliary on Aerie premises, such as darts, pool, horseshoes, etc. shall have social room privileges during the event. This does not count as one of the three (3) social visits. Intent is for open association of our Aerie/Auxiliary members in league play within the community. For our in-house teams. Bowling, Pool, Darts, etc. the 3-visit rule still applies.
35. Definition of immediate family member as it relates to an Aerie/Auxiliary member is as follows: Father, mother, son, daughter, grandchild or grandparent, brother, sister, spouse and domestic partner. (Not aunts, uncles, cousins, etc.)
36. No person (male or female) who has applied and been rejected or whom has been expelled from either Aerie or Auxiliary may use the social room, attend any organized or competitive events, or be a guest for twelve (12) months from the date of rejection, and never be a guest if expelled.
37. No weapon of any kind is allowed on the Aerie property with the following exceptions: an on-duty peace officer, shotguns for the turkey shoot and those times for special exception as directed by the Board of Trustees. Weapons are as defined, but not limited to, pocket, fixed blade or folding knives with a blade longer than 3-1/2 inches; all firearms; needles that can be used to induce non-prescription drugs.

- a. The Board of Trustees will have the final decision of the definition of a weapon.
38. No fellow Eagle or Eagle auxiliary or guest shall in any way disrespect another Eagle member or member's family or property. Failure to conduct your actions in a moral manner can result in expulsion from the order.
39. Money donated or raised by the Aerie may not be removed from the premises. All monies should be put in an envelope and properly labeled as to what it is for, how much is in the envelope, the date and the names and two signatures, if possible, of persons who put monies in the envelope. It should then be dropped in the Aerie Trustees' silver lock box located on the wall at the bar.

HOUSE RULES  
OF  
ORANGE PARK AERIE NO. 4365  
CITY: Middleburg STATE: FLORIDA

DATE APPROVED September 17, 2019

\_\_\_\_\_  
Thomas Yeater

\_\_\_\_\_  
Susan Gamblin

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Desiree C. Bryan

House Rules Committee

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R. Wayne Wisseman, Worthy President

ATTEST: \_\_\_\_\_  
Desiree Bryan, Aerie Secretary

Proposed at the regular meeting held on the 13th day of August 2019.  
2<sup>nd</sup> Reading at the regular meeting held on the 27th day of August 2019.  
Adopted at the regular meeting held on the 17th day of September 2017.

SEAL Of AERIE

Approved this 17 day of September 2019

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Grand Secretary, FOE