

# Constitution and Bylaws

International Society  
Daughters of Utah Pioneers



Adopted June 17, 2023

Daughters of Utah Pioneers was incorporated under Statutes of the State of Utah, April 2, 1925. International status was registered and incorporated under Statutes of the State of Utah, May 24, 1993.

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# CONSTITUTION

## International Society Daughters of Utah Pioneers

### Article I – Name

The name of this Organization shall be:

INTERNATIONAL SOCIETY DAUGHTERS OF UTAH PIONEERS  
(hereafter referred to as ISDUP or International)

### Article II – Objective

The objective of this Organization shall be to perpetuate the names and achievements of the men, women, and children who were the pioneers in founding a commonwealth by preserving old landmarks, marking historical places, collecting artifacts and histories, establishing a library of historical matter, and securing manuscripts, photographs, maps, and all such data as shall aid in perfecting a record of the Utah pioneers; by commemorating their entrance into the valley of the Great Salt Lake on July 24, 1847, and such other events and days as are important in the early history of the State of Deseret/Utah Territory; by publishing historical material; and by reviewing the lives of the pioneers; thus teaching lessons of faith, courage, fortitude, and patriotism.

This Organization is International in its scope and is established solely for historical, educational, and public purposes. It is non-political and nonsectarian.

### Article III – Membership

Any woman shall be eligible for membership in this Organization who is over the age of eighteen years and a lineal or legally adopted descendant of an ancestor who came to or was born in the State of Deseret/Utah Territory before the completion of the Transcontinental Railroad on May 10, 1869.

## **Article IV – Meetings, Elections, Officers**

This Organization shall have authority to determine at what times and places its meetings shall be held, to elect or appoint Officers, and to declare the duties and tenure of such Officers.

## **Article V – Organization**

An International Board, Companies, and Camps shall be formed according to the Bylaws and Policies of the Organization.

The International Executive Board, consisting of the International President, Vice-Presidents, Secretary, Treasurer, Registrar, and Historian, shall constitute the Board of Directors of ISDUP and shall direct and manage the affairs of the Organization.

The International Board shall consist of the International Executive Board and Officers as appointed by the International Executive Board.

A Company shall consist of one or more Camps within part/all of a geographical area and its elected and appointed Officers.

A Camp shall consist of a group of ten or more initial Members of the Organization organized to carry out the objectives stated in Article II of this Constitution and function within an assigned Company.

## **Article VI – Dues**

Members and Associates shall pay annual dues.

## **Article VII – Amendments**

This Constitution and Bylaws shall be amended as needed at an International Convention by a majority affirmative vote of active Members. Notice of such proposed amendments shall have been received by every Company at least two months prior to the International Convention.

# BYLAWS

## International Society Daughters of Utah Pioneers

### Article I – Membership

Members shall be registered and assigned a membership number which shall be retained in perpetuity.

#### Section 1: Definitions

- A. A registered Member is a woman who has qualifying Utah pioneer ancestry and whose application has been approved by the International Board.
- B. A Member-at-Large is a registered Member who is not affiliated with a Camp.
- C. No Camp shall deny admittance to a registered Member.
- D. Members of the International Board, Company Board, or Camp Board shall be active registered Members in the Camp where they pay dues.
- E. An Associate is a woman without Utah pioneer ancestry and does not qualify for membership. She may hold an appointed but not an elected office.
- F. An active Member is a Member who is current with her annual dues. An inactive Member is a Member who is not current with her annual dues.

#### Section 2: Membership Application

- A. Application for membership shall be submitted to the Camp Registrar with International registration fee and International dues.
- B. Application shall be presented through Camp and Company Officers to the International Registrar.
- C. Members-at-Large submit their application papers, registration fee, and dues directly to the International Registrar.
- D. Application papers shall remain in the International Files.
- E. Posthumous membership applications are not accepted.

### Article II – Dues, Reports, and Contributions

#### Section 1: Fiscal Year

The fiscal year shall begin June 1 and end May 31 the following year.

## Section 2: Dues

- A. The International Executive Board shall determine the annual International dues.
- B. Each Company Executive Board shall determine its annual Company dues.
- C. Each Camp Executive Board shall determine its annual Camp dues.
- D. The International Executive Board shall budget, appropriate, and disburse funds for International expenditures from International dues.
- E. When a Member resides in more than one geographical area during a fiscal year, she shall pay dues to the Camp where her membership is assigned.

## Section 3: Reports

- A. Dues Submission Reporting  
Corrected Camp rosters and International dues shall annually be submitted through the Company to ISDUP by due date.
- B. Camp Statistical Reporting  
The annual Camp statistical report shall be submitted to its Company by due date.
- C. Company Statistical Reporting  
The annual Company statistical report shall be submitted to ISDUP by due date.
- D. Camp Financial Reporting  
The annual Camp financial report(s) shall be submitted to its Company by due date.
- E. Company Financial Reporting  
The annual Company financial report(s) shall be submitted to ISDUP by due date.
- F. Company President and Company Treasurer Reporting  
The Company President and Company Treasurer shall complete and present reports at a Company sponsored event annually.

## Section 4: Contributions

This non-profit foundation and tax-exempt Organization shall not make contributions from International, Company, or Camp treasuries to any other individual organization.

## Article III – The International Board

### Section 1: International Officers

- A. The elected officers of ISDUP shall be active registered Members of the International Organization and shall consist of President, First, Second, Third, Fourth, and Fifth Vice-Presidents, Secretary, Treasurer, Registrar, and Historian.
- B. The elected officers of ISDUP shall constitute the International Executive Board.
- C. The International Board shall consist of the International Executive Board and Officers as appointed by the International Executive Board.

## Section 2: General Powers and Responsibilities of International Executive Board

The International Executive Board shall establish policies and procedures governing the business and programs of ISDUP as determined by majority vote. The business of ISDUP shall be managed and conducted by the International Executive Board. The International Executive Board shall develop and carry out annual goals for ISDUP. The International Executive Board shall develop and approve an annual budget and disburse funds. The International Executive Board nominates and approves board positions and other appointments for acceptance by the International Board.

## Section 3: General Powers and Responsibilities of International Board

The International Board shall accept appointments and fulfill duties as per their assignments. The International Board shall approve minutes of ISDUP meetings. The International Board shall approve and accept new board positions and appointments as recommended by the International Executive Board. The International Board shall provide guidance to Companies and Camps of ISDUP.

## Section 4: Duties of International Officers

### A. International President

The International President shall:

1. Preside at all International meetings and function as ex-officio chairperson of the International Executive Board, the International Board, and all other committees except the International Nomination Committee and the International Election Committee.
2. Counsel with the International Executive Board regarding all matters affecting ISDUP.
3. Appoint Officers as approved by the International Executive Board.
4. Represent ISDUP with other organizations and at public meetings and conferences.
5. Perform all duties incidental to the office of the International President.
6. Prepare and present an annual President's report to the Members of ISDUP at the International Convention.

### B. International Vice-Presidents

The International Vice-Presidents shall:

1. Counsel with the International President regarding all matters affecting ISDUP.
2. Assist the International President in work delegated to them.
3. Act as the International President in the absence of the International President beginning with the First Vice-President.

### C. International Secretary

The International Secretary shall:

1. Take and present for approval minutes of the International Board and other International meetings.
2. Keep a roll of the International Board members.
3. Assist with International correspondence.
4. Assist the International President and the International Executive Board as needed.

### D. International Treasurer

The International Treasurer shall:

1. Maintain financial accounts as needed for ISDUP.

2. Process annual dues/fees and other monies of ISDUP.
3. Make disbursements as authorized and directed by the International Executive Board.
4. Keep a record of all receipts and expenditures.
5. Present financial reports to the International Executive Board and International Board when called upon.
6. Ensure the tax returns of ISDUP are prepared annually by an independent financial firm.
7. Give an annual accounting of the status of ISDUP finances to the Members of ISDUP.

E. International Registrar

The International Registrar shall:

1. Receive, process, and retain applications for ISDUP membership.
2. Ensure that an official roll of registered ISDUP Members is maintained.
3. Use the definition of a Member to determine membership eligibility.
4. Present a report of new Members to the International Board for a vote of inclusion in the Organization.

F. International Historian

The International Historian shall:

1. Accept and archive new histories, manuscripts, locality, and settlement information from Company Historians.
  - a. Histories shall include pioneers who left their home and refugee encampments and started across the plains, including those who died on the way and those who arrived in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - b. Histories shall include individuals born in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - c. Histories shall include individuals from the Ship Brooklyn who continued overland travel or died on the trail toward the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - d. Histories shall include records of a locality, city, landmark, or man-made structure as built by or used by a pioneer.
2. Submissions shall be new information, not plagiarized, that is researched, written, and properly documented.

G. Appointed International Officers

The appointed International Officers shall fulfill their assignments from the International Executive Board.

## Section 5: International Committees

A. International Standing Committees

1. International Standing Committees shall be appointed by the International President as approved by the International Executive Board.
2. International Standing Committees shall fulfill their assignments from the International Executive Board.



## B. International Special Committees

1. International Special Committees shall be appointed by the International President as approved by the International Executive Board.
2. International Special Committees shall include committees for nominations, elections, and such others as may be necessary.
3. International Special Committees shall fulfill their assignments from the International Executive Board.

## Section 6: International Meetings

- A. The International Executive Board and the International Board shall meet monthly. The International President may call other meetings at her discretion.
- B. Notice of all meetings shall be given to each International Board Member.
- C. Meetings may be conducted via electronic means.
- D. The minimum number of ISDUP Board Members that must be present at any of its meetings to make the proceedings of that meeting valid is two-thirds of the body. No voting by proxy shall be permitted.

## Section 7: International Convention and International Seminar

The International Convention, a business meeting, and International Seminar, a training meeting, shall be held as determined by the International Executive Board.

## Section 8: International Elections and Terms of Office

- A. Officers of the Organization who constitute the International Executive Board shall be elected by a biennial International Election during odd-numbered years.
- B. The International Election shall be conducted by the International Board adhering to approved policy and under the direction of the International Parliamentarian.
- C. Members of the International Nomination Committee and the International Election Committee shall be appointed by the International President with the approval of the International Executive Board.
  1. The International Nomination Committee and the International Election Committee shall consist of five members of the International Board, with at least one and not more than two members of the International Executive Board.
  2. The International Nomination Committee and the International Election Committee may be the same.
  3. The International Parliamentarian may not serve as a member of the International Nomination Committee or the International Election Committee.
- D. Elected International Officers shall serve for a term of two years and shall be eligible for reelection not to exceed five consecutive terms. Elected International Officers shall be installed by the International Parliamentarian.
- E. If in an election year an emergency prevails or a disaster occurs in nation, state, or county preventing an International Election, all International Officers shall remain in office until the next regular election year.

## Section 9: Removal from International Office, Leave of Absence, and Vacancies

- A. Any International Officer may be removed for cause at any International Executive Board meeting by a majority vote of the Members present after proper notice in writing and opportunity for a hearing have been given.
- B. Request for a leave of absence, not to extend beyond six months for an International Board Officer, shall be submitted to the International Executive Board. An International Officer may be placed on a leave of absence for cause as voted upon by the International Executive Board.
- C. The International Executive Board shall fill vacancies occurring during the interim between the International elections.
- D. Vacancies shall not be filled by individuals who have reached their maximum time served in that position during the preceding period.

## Section 10: International Museum Officers and International Museum Board

- A. Pioneer Memorial Museum shall have an International Museum Board that shall include the International President as chairman, the Pioneer Memorial Museum Curator, and others chosen jointly by the International President and the Pioneer Memorial Museum Curator as approved by the International Executive Board.
- B. ISDUP museum collections shall be owned by ISDUP. All accessioned and donated items become the property of ISDUP and may not be sold or returned.
- C. No accessioned items shall be loaned to or displayed in a location separate from the established museum collection except after consultation with the Pioneer Memorial Museum Curator and by approval of the International Executive Board.

## Section 11: Regional Representatives

The Regional Representatives shall:

- A. Be appointed by the International Executive Board as needed.
- B. Be an adjunct Member of the International Board and subject to the ISDUP Constitution and Bylaws and Policies governing ISDUP.
- C. Be a liaison for Companies in a designated area to the International Board.

## Article IV – Companies

### Section 1: Organization of Companies

- A. A Company consists of a group of organized Camps within a designated geographical area.
- B. The International President, or such alternate as she shall designate, shall establish, combine, divide, or disband Companies as needed throughout the world. Where there is only one Camp in a Company, the Camp shall function as a Camp and Company organization designated as a One-Camp Company.

- C. Each Company name shall include the name of the geographical area in which it is organized.
- D. Companies shall be governed by the Constitution and Bylaws and Policies of ISDUP.

## Section 2: Company Board

- A. A Company Board consists of Officers who shall oversee and provide leadership and training to a group of organized Camps within a designated geographical area.
- B. The Company Board shall plan an annual Jubilee in recognition of Brigham Young's birthday.
- C. A Company Board shall plan an annual Company Leadership Training Seminar to be held after receiving instructions from the International Seminar. The Jubilee and Company Leadership Training Seminar may be combined.
- D. A District Convention shall be scheduled and planned under the direction of the International Executive Board in cooperation with Company Officers. The District Convention and Jubilee may be combined.

## Section 3: Company Officers

- A. Elected Company Officers shall be active registered Members of ISDUP and Members of a Camp within their Company and shall consist of the following: President, First and Second Vice-Presidents, Secretary, Treasurer, Registrar, and Historian.
- B. Elected Company Officers shall constitute the Company Executive Board. They shall approve an annual budget.
- C. Appointed Company Officers shall be active registered Members or Associates of a Camp within their Company and may include Chaplain, Parliamentarian, Music Leader, and Lesson Leader.

## Section 4: Duties of Company Officers

### A. Company President

The Company President shall:

1. Preside at Company meetings and function as ex-officio chairman of all committees except the Company Nomination Committee and the Company Election Committee.
2. Counsel with the Company Executive Board regarding matters affecting the Company.
3. Appoint Company Officers as approved by the Company Executive Board.
4. Ensure that required Company reports are prepared and submitted to ISDUP annually.
5. Prepare and present a report of the previous year's status at the District Convention or other Company meeting.
6. Authorize disbursement of all monies with approval of the Company Executive Board.

### B. Company Vice-Presidents

The Company Vice-Presidents shall:

1. Assist the Company President in any work she may delegate.
2. Assume the responsibilities of the Company President if she is unable to serve.

C. Company Secretary

The Company Secretary shall:

1. Take and present for approval minutes of the Company Board and other Company meetings.
2. Maintain a Company Officer roster and Company attendance roll at the Company Board meetings.
3. Assist with Company correspondence.
4. Archive a copy of annual Company minutes, rolls, rosters, and reports.
5. Assist the Company President and the Company Board as needed.

D. Company Treasurer

The Company Treasurer shall:

1. Maintain a Company bank account.
2. Collect annual dues from Camps within the Company and forward the appropriate amount to ISDUP with required paperwork by the listed due date.
3. Make disbursements as authorized by the Company Executive Board.
4. Keep a record of all receipts and expenditures.
5. Present reports to the Company Board when called upon.
6. Prepare, present, and submit required annual financial reports by due date.
7. Archive a copy of Camp and Company financial reports.

E. Company Registrar

The Company Registrar shall:

1. Receive ISDUP Membership Applications from the Camp Registrar with dues and application fee.
2. Review applications for completeness, acquire needed signatures, and forward application, dues, and fee to the International Registrar.
3. Receive membership certificate from the International Registrar, obtain signature from the Company President, and forward membership certificate to the Camp Registrar.

F. Company Historian

The Company Historian shall:

1. Accept new histories, manuscripts, locality, and settlement information from Camp Historians.
  - a. Histories shall include pioneers who left their home and refugee encampments and started across the plains, including those who died on the way and those who arrived in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - b. Histories shall include individuals born in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - c. Histories shall include individuals from the Ship Brooklyn who continued overland travel or died on the trail toward the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - d. Histories shall include records of a locality, city, landmark, or man-made structure as built by or used by a pioneer.
2. Submissions shall be new information, not plagiarized, that is researched, written, and properly documented.
3. Submissions shall be forwarded to the International Historian.

G. Appointed Company Officers

Appointed Company Officers shall fulfill their assignments from the Company Executive Board.

## Section 5: Company Sponsors for Camps

- A. A Company sponsor shall be delegated from the Company Board by the Company President for each Camp in the Company. She shall serve as a liaison between the assigned Camp and the Company Board and attend assigned Camp meetings twice a year where possible.
- B. The Company sponsor may install new Camp Officers of her assigned Camp after an election.

## Section 6: Company Committees

- A. Company Standing Committees  
Company Standing Committees shall be appointed by the Company President as approved by the Company Executive Board.
- B. Company Special Committees  
Company Special Committees shall be appointed by the Company President as approved by the Company Executive Board.

## Section 7: Company Elections

- A. Officers of the Organization who constitute the Company Executive Board shall be elected during odd-numbered years.
- B. Company Elections shall be conducted adhering to approved policy and under the direction of the Company Parliamentarian and the Company Executive Board.
- C. Members of the Company Nomination Committee and the Company Election Committee shall be appointed by the Company President with the approval of the Company Executive Board.
  - 1. The Company Nomination Committee and the Company Election Committee consist of three Members, with at least one and not more than two Members of the Company Executive Board.
  - 2. The Company Nomination Committee and the Company Election Committee may be the same.
  - 3. The Company Parliamentarian may not serve as a Member of the Company Nomination Committee or the Company Election Committee.
- D. Elected Company Officers shall serve for a term of two years and shall be eligible for reelection not to exceed three consecutive terms.
- E. Elected officers shall be installed by the Company Parliamentarian or an International Board Member.
- F. If in an election year an emergency prevails or a disaster occurs in nation, state, or county preventing a Company Election, all Officers shall remain in office until the next regular election year.

## Section 8: Removal from Company Office, Leave of Absence, and Vacancies

- A. Any Company Officer may be removed for cause at any Company Executive Board meeting by a majority vote of the Members present after proper notice in writing and opportunity for a hearing have been given.
- B. Request for a leave of absence, not to extend beyond six months for a Company Board Officer, shall be submitted to the Company Executive Board. A Company Officer may be placed on a leave of absence for cause as voted upon by the Company Executive Board.
- C. The Company Executive Board shall fill vacancies occurring during the interim between the Company elections.
- D. Vacancies shall not be filled by individuals who have reached their maximum time served in that position during the preceding period.

## Section 9: Museum Director and Company Museum Board

- A. A Company Museum shall have a Museum Director who is appointed by the Company President(s) as approved by the Company Executive Board(s). The Museum Director shall serve for a term of two years and shall be eligible for reappointment by the Company President(s) as approved by the Company Executive Board(s).
- B. A Company Museum shall have a Company Museum Board consisting of a minimum of three Members including the Company President(s) or her designee from the Company Executive Board, the Museum Director, and others who shall be appointed by the Company President(s) as approved by the Company Executive Board(s). The Company Museum Board shall serve under the direction of the Company Executive Board(s).
  1. The Company Museum Board shall be responsible for determining projects, addressing problems, and ensuring that all museum business is handled in an accountable manner. Day-to-day operations and implementation of decisions made by the Company Museum Board shall be carried out by the Museum Director and museum staff.
  2. Deeds, lease agreements, necessary insurance policies, and protection of tax-exempt status shall be reviewed by the Company Museum Board annually.
  3. The Museum Director and museum staff shall accession, preserve, and display artifacts and photos in such places and manner as are consistent with ISDUP Policy. The Company Museum Boards shall be bound by ISDUP Constitution and Bylaws and all approved ISDUP Policy for ISDUP Museums.
  4. Company museum collections shall be owned by the ISDUP Company(s). All accessioned artifacts and pictures become the property of the ISDUP Company(s) and may not be sold, returned to their former owners, or loaned for any purpose. No accessioned artifact may be used or displayed in a location separate from the established museum collection. If a Company is unable to care for its collection, that collection becomes the property of ISDUP.

## Article V – Camps

### Section 1: Organization of Camps

- A. Company Presidents shall establish, combine, divide, or disband Camps as needed.
- B. A Camp shall be founded and chartered with ten or more active registered Members of ISDUP and shall be organized within a Company. The original Members are known as Charter Members.
- C. Camp members shall select the name of the Camp.
- D. A new Camp established in an area with no active ISDUP units shall be designated as a One-Camp Company. Camp Elected Officers shall function simultaneously as Company Elected Officers.
- E. Camps shall not deny admittance to a registered ISDUP Member.
- F. Camps shall be governed by the ISDUP Constitution and Bylaws and Policies.

### Section 2: Camp Board

The Camp Board consists of Officers who shall oversee all matters concerning the Camp.

### Section 3: Camp Officers

- A. Elected Camp Officers shall be active registered Members of ISDUP and shall consist of: Captain, First and Second Vice-Captains, Secretary, Treasurer, Registrar, and Historian.
- B. Elected Camp Officers shall constitute the Camp Executive Board. They shall approve an annual budget.
- C. Appointed Camp Officers shall be active registered Members of ISDUP or active Associates of ISDUP and may include Chaplain, Parliamentarian, Music Leader, and Lesson Leader.

### Section 4: Duties of Camp Officers

#### A. Camp Captain

The Camp Captain shall:

- 1. Preside at Camp Meetings and function as ex-officio chairman of all committees except the Camp Nomination Committee and the Camp Election Committee.
- 2. Counsel with the Camp Executive Board regarding matters affecting the Camp.
- 3. Appoint Camp Officers as approved by the Camp Executive Board.
- 4. Ensure that required Camp reports are prepared and submitted to the Company annually.
- 5. Authorize disbursement of all monies with approval of the Camp Executive Board.

#### B. Camp Vice-Captains

The Camp Vice-Captains shall:

- 1. Assist the Camp Captain in any work she may delegate.
- 2. Assume the responsibilities of the Camp Captain if she is unable to serve.

C. Camp Secretary

The Camp Secretary shall:

1. Take and present for approval minutes of all Camp meetings.
2. Keep a Camp attendance roll and update the Camp roster.
3. Maintain a Camp Officer list.
4. Prepare an annual statistical report and forward to the Company Secretary by due date.
5. Archive a copy of annual Camp minutes, rolls, rosters, and reports.

D. Camp Treasurer

The Camp Treasurer shall:

1. Maintain a Camp bank account.
2. Collect annual dues from Camp Members and Associates and forward Company and International dues to the Company Treasurer by due date.
3. Make disbursements as authorized by the Camp Executive Board.
4. Keep a record of all receipts and expenditures.
5. Keep Camp Members and Associates apprised concerning the Camp budget and expenditures.
6. Prepare, present, and submit required annual financial reports by due dates.
7. Archive a copy of Camp financial reports.

E. Camp Registrar

The Camp Registrar shall:

1. Receive ISDUP Membership Applications with dues and application fee.
2. Review applications for completeness, acquire needed signatures, and forward application with dues and fee to the Company Registrar.
3. Receive the membership certificate from the Company Registrar and forward certificate to the Camp Captain for signature and presentation to new Member.
4. Provide the Camp Secretary with registration number of new Member.

F. Camp Historian

The Camp Historian shall:

1. Accept new histories, manuscripts, locality, and settlement information from Camp Members.
  - a. Histories shall include pioneers who left their home and refugee encampments and started across the plains, including those who died on the way and those who arrived in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - b. Histories shall include individuals born in the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - c. Histories shall include individuals from the Ship Brooklyn who continued overland travel or died on the trail toward the State of Deseret/Utah Territory between July 24, 1847, and May 10, 1869.
  - d. Histories shall include records of a locality, city, landmark, or man-made structure as built by or used by a pioneer.
2. Submissions shall be new information, not plagiarized, that is researched, written, and properly documented.
3. Submissions shall be forwarded to the Company Historian.



G. Camp Lesson Leader

The Camp Lesson Leader shall be responsible for presentation of the approved ISDUP lesson at each regular Camp Meeting.

H. Appointed Camp Officers

Appointed Camp Officers shall fulfill their assignments from the Camp Executive Board.

## Section 5: Camp Committees

The Camp Captain, as approved by the Camp Executive Board, shall appoint committees as needed.

## Section 6: Camp Meetings

A. Nine Camp meetings shall be held each year at such time and place as Camp Officers may determine.

B. Camp Meeting Agenda:

- Meeting Called to Order (1 minute): Camp Captain
- Thought and Prayer (2 minutes): Camp Chaplain
- Quote and Pledge (2 minutes): Camp Parliamentarian
- Song "Daughters of Utah Pioneers," (*Pioneer Songs*, p. 158), "Salute to Our Utah Pioneers," (*Pioneer Songs*, p. 321), or "Utah Pioneers," (*Pioneer Song Contest Collection*) (3 minutes): Camp Music Leader
- Read and Approve Minutes (3 minutes): Camp Secretary
- Financial Report (1 minute): Camp Treasurer
- Announcements and Business (3 minutes): Camp Captain
- Outreach Minute (1 minute)
- Pioneer or Locality History (10 minutes)
- Pioneer Song for the Month (5 minutes): Camp Music Leader
- Artifact or Museum Story (3 minutes)
- Lesson Presentation (25 minutes)
- Adjourn

## Section 7: Camp Elections

A. Officers of the Organization who constitute the Camp Executive Board shall be elected during even-numbered years.

B. Camp elections shall be conducted adhering to approved policy under the direction of the Camp Parliamentarian and the Camp Executive Board.

C. Members of the Camp Nomination Committee and the Camp Election Committee shall be appointed by the Camp Captain with the approval of the Camp Executive Board.

1. The Camp Nomination Committee and the Camp Election Committee consist of three Members with at least one and not more than two Members of the Camp Executive Board.
2. The Camp Nomination Committee and the Camp Election Committee may be the same.
3. The Camp Parliamentarian may not serve as a Member of the Camp Nomination Committee or the Camp Election Committee.

- D. Elected Camp Officers shall serve for a term of two years and shall be eligible for reelection not to exceed three consecutive terms.
- E. Elected Camp Officers shall be installed by the Camp Parliamentarian or the Company Sponsor.
- F. If in an election year an emergency prevails or a disaster occurs in nation, state, or county preventing a Company Election, all Officers shall remain in office until the next regular election year.

## Section 8: Removal from Camp Office, Leave of Absence, and Vacancies

- A. Any Camp Officer may be removed for cause at any Camp Executive Board meeting by a majority vote of the Camp Executive Board Members present after proper notice in writing and opportunity for a hearing have been given.
- B. Request for a leave of absence not to extend beyond six months for a Camp Board Officer shall be submitted to the Camp Executive Board. A Camp Officer may be placed on a leave of absence for cause as voted upon by the Camp Executive Board.
- C. The Camp Executive Board shall fill vacancies occurring during the interim between Camp elections.
- D. Vacancies shall not be filled by individuals who have reached their maximum time served in that position during the preceding period.

## Section 9: Museum Director and Camp Museum Board

- A. A Camp Museum shall have a Museum Director who is appointed by the Camp Captain as approved by the Camp Executive Board. The Museum Director shall serve for a term of two years and shall be eligible for reappointment by the Camp Captain as approved by the Camp Executive Board.
- B. A Camp Museum shall have a Camp Museum Board consisting of a minimum of three Members including the Camp Captain or her designee from the Camp Executive Board, the Museum Director, and others who shall be appointed by the Camp Captain as approved by the Camp Executive Board. The Camp Museum Board shall serve under the direction of the Camp Executive Board.
  1. The Camp Museum Board shall be responsible for determining projects, addressing problems, and ensuring that all museum business is handled in an accountable manner. Day-to-day operations and implementation of decisions made by the Camp Museum Board shall be carried out by the Museum Director and museum staff.
  2. Deeds, lease agreements, necessary insurance policies, and protection of tax-exempt status shall be reviewed by the Camp Museum Board annually.
  3. The Museum Director and museum staff shall accession, preserve, and display artifacts and photos in such places and manner as are consistent with ISDUP Policy. Camp Museum Boards shall be bound by ISDUP Constitution and Bylaws and all approved ISDUP Policy for ISDUP Museums.
  4. Camp museum collections shall be owned by the ISDUP Camp. All accessioned artifacts and pictures become the property of the ISDUP Camp and may not be sold, returned to their former owners, or loaned for any purpose. No accessioned artifact may be used or displayed in a location separate from the established museum

collection. If a Camp is unable to care for its collection, that collection becomes the property of the Company.

## **Article VI – Items of Recognition**

### **Section 1: Title of Annual Celebration**

The annual Company celebration is known as “Daughters of Utah Pioneers Jubilee” in recognition of Brigham Young’s birthday, June 1, 1801. This may be held at any time during the year.

### **Section 2: Colors**

The Organization colors are sage green and gold.

### **Section 3: Logo**

The ISDUP logo is the representation of an ox yoke surmounted by a beehive and bearing the words “Daughters of Utah Pioneers.”

### **Section 4: Official Songs**

Official songs are: “Daughters of the Utah Pioneers,” (*Pioneer Songs*, p. 158), “Salute to Our Utah Pioneers,” (*Pioneer Songs*, p. 321), and “Utah Pioneers,” (*Pioneer Song Contest Collection*).

### **Section 5: Motto**

Official motto “Our Heritage Binds Us Together” was introduced and adopted in 1995.

### **Section 6: Flag**

International Society Daughters of Utah Pioneers official flag incorporates the ISDUP logo and the colors sage, green, and gold.

- A. The official logo is included on the flag and ISDUP publications and is registered with the State of Utah.
- B. The year 1901 on the flag indicates when DUP was organized.
- C. The spinning wheel is symbolic of the hard work performed by pioneer women. The round shape has no beginning and no end, signifying the women’s never-ending work.
- D. The covered wagon represents the trip west. Pioneers traversed miles of slow travel in harsh weather enduring starvation and other hardships before reaching their destination.
- E. The sego lily represents beauty in the lives of pioneer women. It is the Utah State flower, and its bulbs gave nourishment that saved many lives in early pioneering days.
- F. The books represent publications of ISDUP which include journals, histories, and writings of pioneers.
- G. The gold rope circling the border represents ISDUP Camps and Companies working together to support objectives of DUP.

## Section 7: Markers

- A. Official markers of ISDUP shall be numbered plaques bearing the logo of Daughters of Utah Pioneers and are inscribed with the history of important locations, objects, or notable events related to the pioneers on or near the site where markers are placed.
- B. Application for an ISDUP marker shall be made to the International Board by a Camp or Company. Application for markers shall be approved or denied based on the marker policies established by the ISDUP Executive Board.

## Article VII – Quorum

The minimum number of ISDUP Members that must be present at any of its meetings to make the proceedings of that meeting valid is two-thirds of the body. This constitutes a quorum.

## Article VIII – Rules of Order

Rules contained in *Robert's Rules of Order, Revised* (latest edition) shall govern the Organization in all cases to which they are applicable and in which they are not inconsistent with ISDUP Constitution and Bylaws or established ISDUP Policy.

## Article IX – Amendment to Bylaws

- A. Bylaws may be amended at the International Convention by a majority vote of active Members.
- B. Suggested updates must be submitted to the International Executive Board two months before the International Convention.
- C. Notice to amend will be sent to the Company Presidents and made available to all Members two months before the International Convention.
- D. Suggested changes to proposed amendments will be considered until one month before the International Convention.

## Article X – Indemnification

In any action brought against an Officer, employee, or agent of ISDUP arising out of activities which are reasonably within the scope of such person's duties as an Officer, employee, or agent of ISDUP, ISDUP will hold such persons faultless against all defense costs and damages in judgments incurred in such action.

# Installation of Elected Officers

*International, Company, or Camp Parliamentarian, ISDUP Board Member, or Company Sponsor shall read this statement filling in their name and the name of International, Company, or Camp:*

I (Name) \_\_\_\_\_ a member of International Society Daughters of Utah Pioneers, (International/Company/Camp) \_\_\_\_\_ having been appointed official Installation Officer and thereby having the right and privilege to install Elected Officers of International Society Daughters of Utah Pioneers of \_\_\_\_\_ (International/Company/Camp),

I say to each of you:

“You are about to assume an important Office, and I charge you to study your duties contained in the Constitution and Bylaws of the Society and learn from your predecessor.”

Will the Elected Officers of \_\_\_\_\_ (International/Company/Camp) please listen as your (President/Captain) repeats the pledge.

## The Elected Officer’s Pledge

*The installing Officer shall read this statement and the International President, Company President, or Camp Captain will repeat, inserting her own name:*

“I (Name) \_\_\_\_\_ (President/Captain) of the \_\_\_\_\_ (International/Company/Camp) International Society Daughters of Utah Pioneers, promise for myself and fellow Officers that to the best of our ability I will uphold the Constitution and Bylaws and promote the work of this Society with love, dignity, and honor.”

*The installing Officer shall ask the International, Company, or Camp Elected Officers to stand and answer the following question while inserting the appropriate names.*

“Do you Elected Officers of the \_\_\_\_\_ (International/Company/Camp) promise to support (President/Captain) \_\_\_\_\_ in this pledge? Raise your hands and say, ‘I do.’”

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