**Job’s Daughters International**

**Grand Guardian Council of DelMar, Inc.**

3835 9th Street

North Beach, MD 20714

**Grand Visitation Instructions**

Dear Bethel Guardian Council,

Ninety minutes prior to the start of the Grand Visitation (GV), Dad Tom and I would like to see the following:

* Constitution and Bylaws updated with current amendments (each Bethel should have one (1) printed copy)
* DelMar Handbook (each Bethel should have one (1) printed copy)
* DelMar Book of Ceremonies and Book of Narratives (each Bethel should one (1) printed copy)
* Most recent Bethel audit
* Permanent Record Book with current copy of your Bethel Uniform Code
* List of (or copies of) the Photo Release Forms for all Daughters
* Bethel’s Checkbook
* Recorder’s Minute Book
* Guardian Secretary’s Financial Book
* Guardian Treasurer’s Financial Book
* Most recent Bank Statement
* Bethel Guardian Council minute book

It is the responsibility of the Grand Guardian and Associate Grand Guardian to ensure that the Bethel’s are functioning properly and have the necessary tools to do so. Please have the requested items available for review at a place most convenient for your Bethel. The goal is to make things run as smoothly as possible. With that in mind, it is requested that each Bethel adhere to the following time frame:

* Ninety (90) minutes prior to GV start time, we will begin reviewing the items identified above for each Bethel.
* Thirty (30) minutes prior to GV start time Daughters should be dressed and the Bethel room set up.

Grand Visitations are scheduled on Saturdays or Sundays and **will count as one regular meeting for the participating Bethels.** Dad Tom and I would like to start the meeting like a regular business meeting with the opening march, stations and duties, escorts, and honors. Bethels may choose to defer the reading of their minutes and Treasurer’s report at their GV, but communications should be read. The Bethels may choose to have one Bethel read all the communications. All other business should be included according to the ritual. Daughters may choose to have a special ceremony from the Book of Ceremonies or a short skit or song using their term theme’s, nothing elaborate, just something fun.

 All Jobie-to-Bees are invited to attend the opening and closing of the GV meeting. Activities should be available for them during the meetings; please have a space in your refreshment area and a CAV adult available to work with them during the meeting.

Escort, Introductions and Honors should be conducted according to the Ritual. Please have the current Grand Officers escorted to the East line to be introduced.

With the permission of the Bethel Guardian Council and the presiding Honored Queen(s), and if space allows, Dad Tom and I would like to sit in the east and will also make presentations.

Thank you in advance for your cooperation. Please feel free to contact Dad Tom or me with any questions or concerns.

Jobie Love,

Mom Cindy O’Neill Dad T om Leone

Grand Guardian Associate Grand Guardian