



## **Management Body Quiz**

Rev. 05/17/17

### **T F**

1. ( ) ( ) There is only one management body established by By-Law to manage all activities of the Lodge.
2. ( ) ( ) The Trustees (Directors) and House Committee perform the same duties so they should conduct joint meetings at least monthly.
3. ( ) ( ) K-Mart Stores want to donate supplies to the Lodge so the Chairman of the receiving committee can prepare a donation letter to K-Mart indicating the Lodge is an IRS Code Section 501 (c) (3) charitable organization.
4. ( ) ( ) The Trustees (Directors) manage all property, insurance and safety, budgets, capital improvements and contract enforcement.
5. ( ) ( ) The Lodge Secretary is not the Secretary for the Trustees (Board of Directors).
6. ( ) ( ) The Trustees (Directors) must provide funds in the Budget for all salaries and wages which must be approved by the Lodge before any employee can be hired.
7. ( ) ( ) The hiring, training, promoting and firing of all employees, except the Secretary's clerk, is a primary duty of the Trustees (Directors).



## **Management Body Quiz - continued**

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8. ( ) ( ) The House Committee is responsible for the purchase of resale inventory and setting prices in the social parlor.
9. ( ) ( ) The Treasurer can provide an operating fund to the club manager not to exceed \$2,000.
10. ( ) ( ) As the Lodge contracts enforcers, the Trustees (Directors) negotiates and submits to the Lodge the Accountant for the Grand Lodge Annual Audit Report.
11. ( ) ( ) The beverage cooler at the bar has quit working. This is an emergency. The Chairman of the House Committee can order a new cooler and inform the Trustees (Directors) at a later date.
12. ( ) ( ) All Lodges are required to have a Board of Directors.
13. ( ) ( ) In Lodges, required to operate with a Board of Directors, the duties of the Board are only those of the Trustees in an unincorporated Lodge.
14. ( ) ( ) The Chairman of the House Committee is also the President of the Board of Directors.
15. ( ) ( ) The House Committee operates club facilities and turns into the Lodge Secretary the net profit of sales.