

# ***Khedive Shrine Temple***

**645 Woodlake Dr.  
Chesapeake, Virginia 23320**

## ***Units & Clubs Association 2025***

***Noble Wayne  
Sherman Jr.  
President***

# *Khedive Shrine Temple*

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Chesapeake, Virginia 23320*

## *Units & Clubs Association*

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## **Khediye Units & Clubs Assoc. 2025 Officers**

### **President**

Wayne Sherman, Jr.  
3036 Bomar Dr.  
Chesapeake, VA 23321  
(C) 757-778-7033  
wtsherman4@gmail.com

### **Vice President**

Jose Cintron  
(C) 757-620-6722  
cintronja@verizon.net

### **Secretary/Treasurer**

Past Pres. Noble Grant Smith  
1534 Wilroy Rd.  
Suffolk, VA 23434  
(C) 757-289-2939  
grantecu@aol.com

### **Units & Clubs Assoc. Meeting Dates**

Saturday, January 25, 2025 @ 9:00AM (Orientation)  
Thursday, April 24, 2025 @ 6:30PM (Business)  
Thursday, July 24, 2025 @ 6:30PM (Cook-Out Stag)  
Sunday, November 23, 2025 @ 4PM (Tree Lighting)  
Sunday, December 7, 2025 @ 1PM (Children's  
Christmas Party)

## Khedive Temple Information

Temple Office Hours: Monday – Thursday 9:00AM – 3:00PM

Recorder: Noble Wayne Kelly Ext: 302  
recorder@khediveshrine.org

Hospital Transportation: Nancy Lane Ext. 306  
transportaton@khediveshrine.org

Transportation Chairman: Noble Cliff Atkinson Ext. 307  
Shepherd4Kids@gmail.com

Khedive Membership: Noble Rob Lockwood Ext: 303  
membership@khediveshrine.org

Other Extensions: Potentate: Ext: 308  
Golf Office: Ext: 305  
Rental: Ext: 301

Fez

Never wear at a masonic lodge

No other person is permitted to wear a noble's fez

The fez is not a bulletin board (no additional pins or such may be added)

The shape of the Fez is never to be altered (i.e. creased or crushed)

Shrine Pins

A Shrine pin, if you choose to wear one, should be worn on the left lapel of your suit or jacket

All noble are highly, encouraged to wear the current Potentate's Shrine pin

Also, Shrine pins may be worn at non-shrine functions

Salaams and Salutations

A noble addressing the Potentate while he is presiding in the East should always give the salaam. The Potentate, in return, will give the sign of the order but does not salaam.

If a uniformed unit is performing for the Potentate, the salaam will be given by the Unit Leader. In return the Potentate will return the sign of the Order. No other member of the unit will give the Salaam

Salutations

If addressing a Imperial Officer or a Past Imperial officer, they will be addressed as Imperial Sir

Potentate and Past Potentate are to be addressed as Illustrious Sir (never use the prefix of PAST when addressing a Past Imperial Sir or Illustrious Sir)

Members of the Divan are addressed according to the title of their office or as Noble

When making a salutation at a shrine meeting the following manner should be followed:

Illustrious Sir, Illustrious Sirs, members of the divan, Most Worshipful Grand Master (if in attendance), ladies and guests

If imperial is present, you should begin with Imperial Sir, Imperiall Sirs, Illustrious Sir, Illustrious Sirs, members of the divan, Most Worshipful Grand Master (if present), ladies and guests



## Military Salute

### Pledge of Allegiance and National Anthem

The military salute is used when reciting the Shrine pledge of allegiance and during the playing of the national anthem of any "State" represented by Shriners International

### Colors

A noble who is wearing his fez will execute a right hand salute when the colors are within six paces of him. He will not remove his fez. After the colors have passed, he should drop his right hand. If a noble is not wearing a fez he will place his right hand over his heart instead of the right hand salute

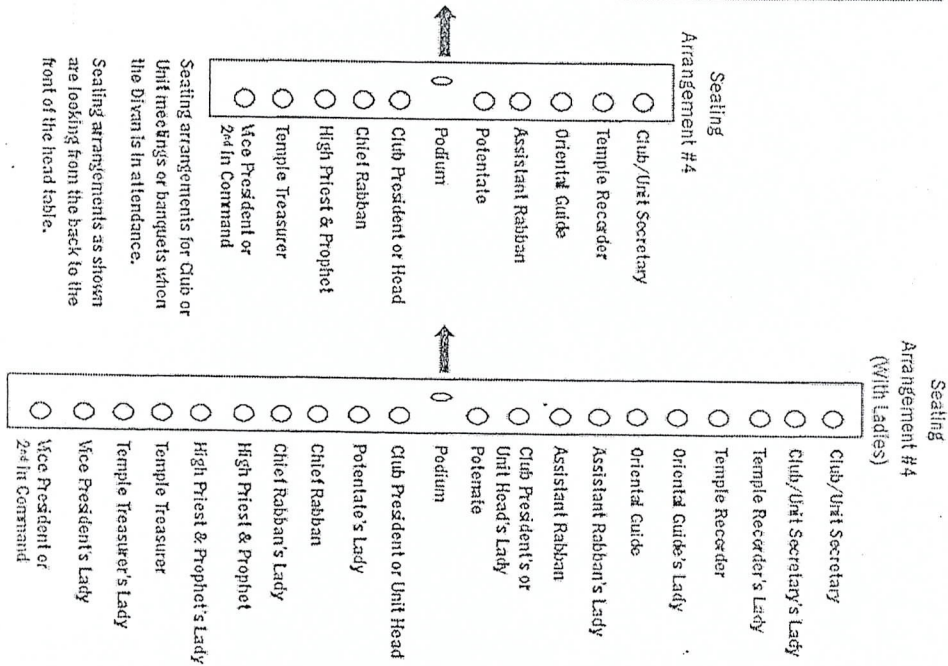
If in an auditorium, he should hold the salute until the colors are posted after the pledge of allegiance and/or the playing of the national anthem

### Additional

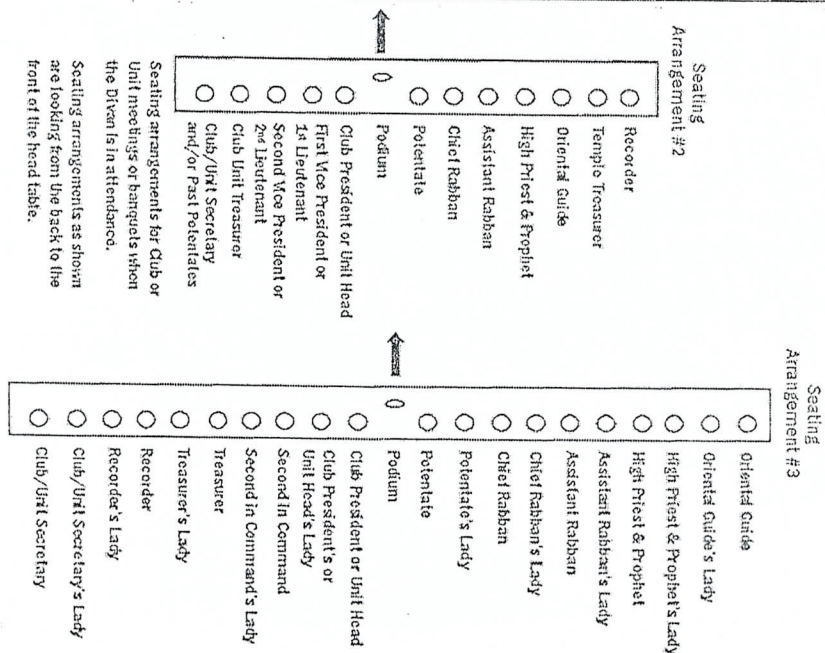
Ladies do not go to the bar at Khedive Functions or in Hospitality Rooms, a Noble shall get drinks for and bring it to them

Photos - Photos showing an alcoholic beverage should not be published or posted on a public forum.

# SEATING FOR STRICT PROTOCOL



# INFORMAL PROTOCOL SEATING



## *Khediye Temple Parades for 2025*

### Temple Function Parade:

- Saint Patrick's Day Parade-----Saturday March 15, 2025
- NATO Parade-----Saturday April 26, 2025
- Portsmouth Memorial Day Parade-----Monday May 26, 2025
- <sup>3</sup> South Norfolk 4<sup>th</sup> of July Parade-----Friday July 4, 2025
- Cape Charles Parade-----Saturday August 2, 2025
- MASA Parade-----Saturday September 6, 2025
- SASA Parade-----Saturday September 20, 2025
- Khediye Fall Ceremonial Parade-----Saturday September 27, 2025
- <sup>4</sup> Suffolk Peanut Festival Parade-----Saturday October 4, 2025
- <sup>4</sup> MAHOVA Parade-----Saturday October 4, 2025
- Urbana Parade-----Saturday November 8, 2025

### Non-Temple Parade: Informational Only:

- Cape Charles July 4<sup>th</sup> Parade-----Friday July 4, 2025
- Neptune Festival Parade-----Saturday September 27, 2025
- Cape Charles Christmas Parade-----Saturday December 6, 2025
- Chesapeake Christmas Parade-----Saturday December 6, 2025
- Virginia Beach Christmas Parade-----Saturday December 6, 2025

### Notes:

<sup>1</sup> If any Noble knows about a local parade that we can be in, please notify Jack Bell or myself with the details of the parade and we will take care of the rest.

<sup>2</sup> Remind each Unit head that they will need to notify the Potentate through the Director of Units, if their unit will be unable to parade in any of the above temple function parades.

<sup>3</sup> South Norfolk 4<sup>th</sup> of July Parade is a few days after Imperial Session Parade (Sunday June 29<sup>th</sup>), therefore the SONO Parade for 2025 is added as a temple function.

<sup>4</sup> Units have their choice of either MAHOVA or Peanut Festival Parade as a temple function this year. If you are a larger unit and can split both parades that would be fantastic as well.



## Shrine Parade Regulations

Non-Shriners. Other than the police escort, dignitaries, distinguished guests and Shriners Hospitals for Children patients and any necessary caregiver, only Shriners are permitted in Shrine parades.

2. Cadence. Marching cadence will be 110 steps to the minute, except for specialized units which may require a different cadence.

3. Interval. Intervals of not over 80 feet between temples and 40 feet between units are to be constantly maintained.

4. Impersonations. No impersonations of ethnic groups, females, or political figures are allowed in parades.

5. Vehicle Equipment. No motorized vehicles shall engage their emergency sirens or lights.

6. Safety Laws. Motorcycles, scooters, and other motorized vehicles shall obey local laws regarding speed, prudent operation and the use of hard helmets. In states where helmets are not required, the temple potentate may direct helmet use for safety reasons instead of fezzes.

7. Throwing Objects. No candy or other objects shall be ~~HANDED OR THROWN~~ from any vehicle in the parade. A Shriner may walk along the edge of a parade route and hand out Shrine information or other appropriate objects.

8. Discharge of Firearms. No explosives or discharge of firearms of any type are permitted.

9. Demeaning Displays. No demeaning displays or other items that may be considered in poor taste are permitted.

10. Alcoholic Beverages. Members of participating units shall not drink any alcoholic beverages before or during any parade, and they shall be circumspect in the use of soft drinks in public places so as not to give the impression they are drinking alcoholic beverages.

11. Reviewing Stand.

(a) At Imperial Session parades, a reviewing stand is reserved for the exclusive use of the Imperial Potentate, Imperial officers, Past Imperial officers and such guests as invited by the Imperial Potentate.

(b) At the reviewing stand during Imperial parades, temple divans will give the hand salute and must not stop to salaam. The Imperial Potentate (or ranking Imperial officer) receives the salute. When temples from an Imperial Officer's state or province pass in review, that officer receives the salute of these temples along with the Imperial Potentate.

(c) At association of temples parades, the ranking Imperial officer along with the association president or potentate (as appropriate) receives the salute of all temples. Other Imperial officers and association officers will follow the same procedure as above.

(d) At association of temples parades, the temple potentates may leave their cars and accept the salutes of their units.

12. "Country" Flags. No "country" flag shall be lowered or dipped when passing the Reviewing Stand or elsewhere.

13. Enforcement. Parade marshals shall enforce all Shrine parade regulations and they



shall report any violator to the Potentate of his temple. Failure on the part of a temple potentate to cooperate with parade marshals shall be reported in writing to the Imperial Potentate.

**14. Potentate Responsibility.** Each Potentate is personally responsible and accountable for knowingly permitting any violation of parade regulations. Temple Potentates are required to review parade regulations with their temple marshal, the Parade Marshal, and their unit heads

## CIVIC PARADES

**1. Shriners Only.** Notwithstanding the provisions in §335.11 of the bylaws of Shriners International and except for musicians participating pursuant to paragraph 3 below, in parades of temples at annual Sessions of Shriners International or in local Shriners parades or exhibitions under the auspices of temples or Shrine associations, only Nobles shall participate unless written dispensation is received from the Imperial Potentate for the annual Session during his term in office.

**2. Civic Parades.** In civic parades, and non-Shrine public appearances, Nobles, their ladies, children and masonic related or sponsored organizations may participate, with the approval of the Potentate. Only Nobles may perform or compete in any vehicle, ride vehicles with fewer than four wheels, or operate any vehicle while parading, including participation with any of the clubs or units parading.

In those situations, where a specific license is required by a state, due to the size, weight or passenger carrying capacity of a vehicle to be used in a parade, and should there be NO MEMBER NOBLE PROPERLY LICENSED TO OPERATE SAID VEHICLE, the temple may hire a properly licensed driver with proof of the proper license required, and verifying that the driver has an acceptable driving record according to any applicable insurance carrier(s). This driver MUST be added to the insurance policy, and accepted by the insurance company, PRIOR to his/her operating ANY vehicle on behalf of the temple.

*[Note: At the 2016 Imperial Session, a Resolution was passed by the Representatives requesting that consideration be given to amending General Order No. 1 to allow non-Nobles to ride in or drive standard motor vehicles for which they are legally licensed to drive by their respective state of domicile. In addition, the last paragraph of the 2. Civic Parades was included in the Resolution to comply with those situations where a specific operator's license is required to legally operate a vehicle. The changes in General Order No. 1 were intended to promote legal and safe motor vehicle operation in accordance with any legal requirement and to comply with §§210.7(a) and 335.1 of the bylaws of Shriners International. An amendment to the provisions of §336.2(b) that state "...or operate any vehicle while parading" will be presented at the next Imperial Session to clarify any ambiguity between that wording and General Order No. 1.]*

**3. Musical Groups.** In civic parades and functions, Shrine musical groups may, with the approval of the Potentate, allow guest musicians to participate. The guest must be significantly and substantially distinguished from the Nobles in dress.

**4. Regulations.** Shrine Parade Regulations 4, 5, 6, 7, 8, 9, 10, 12 and 14 apply to civic parades as well.

# ***Khedive Shrine Temple***

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Chesapeake, Virginia 23320***

## ***Units & Clubs Association Past Presidents***

1973 Louis C. Ransome	1999 Rick Underdown
1974 Kenneth J. Weber	2000 Wayne Kelly
1975 Welton G. Barnes	2001 Floyd Wallace
1976 John H. Wese, Jr.	2002 Sid Moore
1977 Floyd D. Swartz, Jr.	2003 Ed Meise
1978 O. Reid Hudson, Jr.	2004 Morris White
1979 ???????????	2005 Stormy Thorson
1980 ???????????	2006 Leroy Lane
1981 W. W. Dale	2007 Woody Brown
1982 ???????????	2008 Pat Wylie
1983 ???????????	2009 Mike Coffman
1984 Charlie B. Taylor	2010 Jeff Tuell
1985 Howard A. Helwig	2011 Rob Richards
1986 William B. Kern	2012 Bill Batten
1987 Charles E. Lee	2013 Bill Keating
1988 Kenneth L. Lewis	2014 Steve Smith
1989 Kenneth A. Askew	2015 Bill Hoggard
1990 Jack Pallett	2016 Dave Norton
1991 Herbert W. Curran	2017 Harry Tew
1992 Robert Vogelee	2018 Grant Smith
1993 Melvin L. Allmond	2019 David McClellan
1994 Jules E. Lingoni	2020 Toby Davis
1995 Bill Todd	2021 Michael Denny
1996 Pepper Love	2022 Wilmont Griffin
1997 David Monell	2023 Chris Dell
1998 Tom Carter	2024 Kim Hall



BY-LAWS of  
UNITS AND CLUBS ASSOCIATION OF  
KHEDIVE SHRINERS

Article I-Authority

This organization shall be governed by the By-Laws statutes and regulations of Khedive Shriners under control of the Illustrious Potentate and these By-Laws. Roberts Rules of Order will prevail where necessary.

Article II-Name

The name of this organization shall be: THE UNITS AND CLUBS ASSOCIATION OF KHEDIVE SHRINERS

Article III-Purpose

The purpose of this association is to promote and foster better relations, unity and closer cooperation between the units and clubs and with the Potentate and Divan of Khedive Shriners to discuss, recommend and look after the welfare of said units and clubs in order that Khedive Temple may better be serviced by its units and clubs.

Article IV-Meetings

Section 1

At all meetings annual, quarterly, and special, a quorum shall consists of twenty eight Members entitled to vote therein, one of whom shall be an elected officer in charge of the meeting. The elected officer in charge shall abstain from voting except in case of a tie.

Section 2

The annual election of officers shall be held at the July meeting. The installation of officers shall be held the first Saturday in January after the annual business meeting of Khedive Shriners.

Section 3

Meetings shall be held quarterly thereafter.

Section 4

The President may call a special meeting at any time he choose, if he feels a meeting is justified, and is for the best interest of the association. Forty eight (48) hours due notice thereof shall be given all members, stating the time and place of the meeting. Said notice also to state the business to be considered, and no other business shall be transacted other than that specified in the call or letter.



Section 5

Any member of Khedive Shriners in good standing may attend the Association meetings, however without the right of discussion or participation.

Section 6

Any member of the Association unable to attend a meeting may substitute another officer from his unit or club to represent him at said meeting. This proxy or authorization must contain (1) the substitute name, (2) the date, (3) the member's signature. The proxy must be recorded prior to the meeting.

Article V – Order of Business

Section 1

The order of business at each meeting shall be as follows:

Shrine Pledge of Allegiance

Invocation

Roll Call

Reading of Minutes

Treasurer's Report

Reports of Representative, Delegates and Committess

Action on Bills

Unfinished Business

Announcements

Adjournment

Section 2

The order of business may be suspended or changed at any meeting by a majority vote.

Section 3

For all business matters, a majority vote shall consist of two-thirds (2/3) of the members present at such meeting. For tenure, a majority shall consist of two-thirds (2/3) of the period specified.

All elections shall be held by written ballot. Any officer shall be permitted to succeed himself in office except the President. The nominee receiving a majority number of votes by those present shall be duly elected.

Article VI Election of Officers

Section 1 The annual election of officers shall be held at the July meeting. The installation of officers shall be held in January after the annual business meeting of Khedive Shriners.

Section 2 Officers: President, Vice-President, Secretary/Treasurer. A list of newly installed officers for the ensuing year shall be transmitted to the Potentate of Khedive Shriners with a copy of same delivered to the Recorder of Khedive Shriners.

Section 3 All elections shall be held by written ballot. Any officer shall be permitted to succeed himself except the President. The nominee receiving a majority number

Section 4 of votes by those present shall be duly elected.

The offices of Secretary/Treasurer may be combined and held by one member.

Section 5

Vacancies caused by death, resignations or expulsions, or inactivity in any of the elected officers shall be filled after a 30-day grace period at a quarterly or specially called meeting and under the same conditions as at the annual meeting for the election of officers. Any President who does not serve a majority of his term may be allowed to succeed himself by a majority vote of the members present.

Article VII-Duties of the Officers

Section 1

The duties of the President are as follows:

1. To open a meeting by calling the meeting to order.
2. To announce the business before the meeting in order in which it is to be acted upon.
3. To recognize members who address the chair and are entitled to speak.
4. To receive all motions and propositions put forth by the members and to submit these motions and propositions for consideration by all members.
5. To state and put to vote all questions which have been moved or which naturally arise in the course of the meeting and to announce the result of the vote.
6. To enforce the observance of order and decorum among the members.
7. To restrain within the rules of order members who are engaged in debate.
8. To name members to serve on committees. (if deemed necessary)
9. To inform the meeting whenever necessary, on points of order or practice pertaining to the business at hand.
10. To authenticate by his signature all acts, proceedings and orders of the association.
11. To give each member an itinerary of all functions for the year consisting of dates, Locations and time. This shall be done by the end of the first quarterly business meeting.
12. During the normal voting process the President shall not have a vote. During the voting process, if a tie develops among the membership of the Association, the President shall have a vote to break the tie.

Section 2

The Vice-President shall assume the duties of the President in his absence.

### Section 3

The duties of the Secretary are as follows:

1. To take notes and keep records of all things done and passed into meeting of the Association.
2. To read all correspondence
3. To call the roll and take note of the members absent.
4. To notify committees of their appointment and of any business referred to them.
5. To call roll and count votes when roll call is taken.
6. To send out to the members, notices of all quarterly, called or special meetings if deemed necessary by the President or other Officers assuming his duties.
7. To take care of all correspondence of the Association.
8. To take charge and keep all papers and records of the Association which are not assigned to the keeping of the treasurer: they include (1) a journal of minutes and proceedings, (2) a journal containing names and addresses of member, (3) fliers and correspondence of committee reports and the like, and (4) a journal containing the By-Laws of the Association.
9. Ensure that all members have a copy of Association By-Laws.

### Section 4

The duties of the Treasurer are as follows:

1. To collect and deposit in the Association account all fees and incoming funds.
2. To pay out money from the Association funds for all authorized expenses.
3. To keep a written record of all money received and expended for the Association.
4. To make a regular report to the Association of its financial condition.
5. To keep file of all receipts and vouchers.
6. To prepare a list of membership for submitting to the recorder, together with money collected as deposit or payment for out of town pilgrimages.
7. Prepare and file an annual financial statement with the recorder of Khedive Shriners.

## Article VIII-Dues

### Section 1

Dues for membership of the Association are \$~~10.00~~ per year per unit and club payable at the annual meeting.

### Section 2

Newly formed units or clubs joining the Association. Dues will be \$~~20.00~~ at any time during the year.

## Article IX-Membership

### Section 1

The Association shall be composed of two duly elected officers from each unit and club of Khedive Shriners.



## Article X-Voting and Powers of Association

### Section 1

Each unit and club shall be allowed two votes, even though there may be more than two officers or members in attendance at such meeting. The Association Secretary/Treasurer and Vice-President vote will count as one (1) of the two (2) votes allowed the unit or club of which they are a member.

### Section 2

The Association shall have no powers as such, but shall only guide and recommend matters to the various units clubs. The Association may make recommendations, but the adoption of said recommendations shall be voted by each unit and club and said vote will be binding on the representative to this Association.

### Section 3

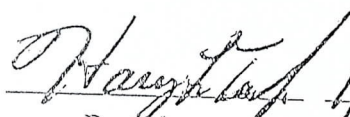
The unit or club voting in favor or against any recommendation of this association shall instruct their representatives to vote in accordance with the majority vote of said unit and club; The vote on such a matter by a majority of the units and clubs shall empower the Association to represent all unit and clubs on said questions before the Potentate, Divan, Board of Trustees or the Director of Uniformed Units; either for or against such matter as the case may be.

## Article XI-Amendments

### Section 1

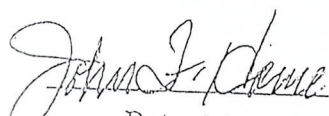
Any proposed amendments of these By-Laws shall be presented in writing at a regular meeting, entered upon the minutes and laid over until the next regular meeting when it may be acted upon. An affirmation vote of the majority of the members present shall be required for its adoption and upon approval of the Potentate.


Submitted:

 1/23/2017  
President Date

 1-23-2017  
Secretary Date

Approved:

 1/24/17  
Potentate Date

 01-24-17  
Recorder Date