# District Deputy Grand High Priest Information 2017 - 2018

**Contact Information:**

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| Jerald H. Starks - MEGHP | Home Phone: (309) 268-9736 |
| 1316 Schroeder | Cell Phone:/Text: (309) 830-5590 |
| Normal, IL 61761 | Email Address: dwmncubfan@comcast.net |

***Southern Zone*** *(Chapters 6, 8,38, 87, 93, 106, 128, 156, 160, 164, 182, 197, 237, O’Fallon – U.D.)*

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| Bo Cook – REDGHP | Phone: (618) 262-3313 |
| 147 S. 5th Street | Email Address: brotherbocook@gmail.com  |
| Albion, IL 62806 |  |

***Central Zone*** *(Chapters 1, 3, 5, 7, 20, 21, 25, 26, 30, 32, 47, 50, 59, 65, 66, 98, 111, 113, 119, 132, 147, 187, Admiration – U.D.)*

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| Randy L, Vawter – REGK | Work Phone: (309) 266-4436 |
| 128 Pecan St. | Cell Phone:/Text: (309) 357-2932 |
| Canton, IL 61520 | Email Address: randyvawter@icloud.com |

***Northern Zone*** *(Chapters 2, 13, 14, 18, 22, 23, 24, 27, 36, 37, 41, 52, 56, 96, 144, 177, 196, 206, 207, 233, 242, 253, 281)*

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| Timothy J, Vice | Home Phone: (309) 867-5001 |
| P.O. Box 945 | Cell Phone: (309) 207-0965 |
| Oquawka, IL 61469 | Email Address: cindyvice@frontier.net  |

**Grand Chapter Officers:**

Most Excellent Grand High Priest – Jerald H. Starks

Right Excellent Deputy Grand High Priest – Bo Cook

Right Excellent Grand King – Randy L. Vawter

Right Excellent Grand Scribe – Timothy J. Vice

Right Excellent Grand Treasurer – TBD

Right Excellent Grand Secretary – Barry D. Weer

Excellent Grand Chaplain – Stuart Palmer

Excellent Grand Captain of the Host – Patrick J. Robin

Excellent Grand Principal Sojourner – Charles Robertson

Excellent Grand Royal Arch Captain – TBD

Excellent Grand Master of the Third Veil – Ryan W. Irby

Excellent Grand Master of the Second Veil – Michael J. Dooley

Excellent Grand Master of the First Veil – Charles Bremner

Excellent Grand Steward – Paul J. Dillow

Excellent Grand Sentinel – Brian Pettice

Excellent Grand Organist – John B. Hall

**Eligibility:**

* Past Excellent High Priest of Chapter
* Member of Chapter within District

**Roles/Responsibilities:**

* Act as the direct local representative of the Grand High Priest.
* Monitor and assist Chapter activities in the district.
* Help promote programs of the Grand Chapter.
	+ Arch of Excellence
	+ Chapter of the Year Award
	+ Most Improved Chapter Ritualistically
	+ High Priest Leadership Award
	+ Rusty Arch
	+ Keystone Quest
* Resolve Chapter issues that are within your authority. (Review GRAC of IL By-Laws)
* Attend Chapter functions in the district and adjacent districts whenever possible.
* Dress appropriately to “uphold the dignity of the office” when and where appropriate. (With apron and jewel)

**Tasks:**

* Obtain contact information of the EHP and Secretary of each Chapter in District.
	+ Create roster of officers from each Chapter
	+ Create slates of Companions proficient in Degrees.
* Chapter Visits
	+ Official (Every Chapter in District at least once per year.)
	+ Unofficial – Invite members of other Chapters to visit.
* Help coordinate Chapter Degrees and Chapter Days (Including slate reviews and posting to GRAC of IL as Facebook events)
* Assist in Degrees and events
* Attend Grand Convocations
* Study ritual/movements.
	+ Minimum – Open/Close and Receive DDGHP
	+ Goal for Year – Level I Proficiency
	+ Red book – Don’t have one? Please get one!
* Setup/Attend Chapter Schools of Instruction

**Communications:**

Keep them open! Use contact information above.

**Official Visit Checklist**

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|  | ***BEFORE OFFICIAL VISIT*** |
|[ ]  Visit each Chapter (informally). |
|[ ]  Schedule official visitation date with Excellent High Priest and Secretary. (Maybe include time/location for evening dinner?) |
|[ ]  Obtain Chapter mailing list. |
|[ ]  Ask about methods for “Due and timely notice” for meetings and events. Do they include previous meeting minutes? |
|[ ]  Obtain and review copy of Chapter By-Laws. (Do any Chapter laws conflict with Grand Chapter By-Laws? Are they up to date? Note especially meeting schedule.) |
|[ ]  Ask Excellent High Priest if he has prepared a written Chapter Plan for his term. |
|[ ]  Ask Excellent High Priest for Chapter’s Budget. |
|[ ]  Review schedules of Chapter’s events. (e.g., Degrees/Chapter Days, fundraisers, visits to other Chapters, etc.) |
|[ ]  Inquire about membership status/numbers. (Membership information on Official Visitation Report.) |
|  | ***DURING OFFICIAL VISIT*** |
|[ ]  Ask to see Chapter’s Charter. |
|[ ]  Review meeting minutes. |
|[ ]  Check Fire and Liability insurance. |
|[ ]  Review finances - checking, savings, CDs, etc. (Ask if Chapter performed or will perform a financial audit.) |
|[ ]  Check paraphernalia and condition of each item. (List included on Official Visitation Report.) |
|[ ]  Check costumes and condition of each item. (List included on Official Visitation Report.) |
|[ ]  Check furnishings (e.g., triangular alter, delta, jewels, etc.) and condition of each item. (List included on Official Visitation Report.) |
|[ ]  Be in Chapter room to observe Chapter opening. (Note how many members are using red ritual books.) |
|[ ]  Ask Excellent High Priest for permission to retire. |
|[ ]  Be received in form. |
|[ ]  Give Grand Chapter Message and Goals. |
|[ ]  Review Grand Chapter Programs with Chapter and inquire about status for each program. |
|[ ]  Observe Chapter closing. (Note how many members are using red ritual books.) |
|  | ***AFTER OFFICIAL VISIT*** |
|[ ]  Send note to Chapter thanking them for hospitality. |
|[ ]  Complete Official Visitation Report. |
|[ ]  Send Official Visitation Report to Right Excellent Deputy Grand High Priest. (Currently Bo Cook.) |