

Pennsylvania DeMolay Squire Program

Starting a Squire Manor

1. Review the PA DeMolay General Guidelines document for Squire Manors

Review the General Guidelines for Squire Manors in PA. This document provides an overview of the Squire program, including important guidelines on how a Squire Manor must operate. All guidelines must be followed by all Pennsylvania Squire Manors.

2. Obtain a sponsoring organization

DeMolay Squire Manors are sponsored by DeMolay Advisory Councils. An advisory council interested in starting a Manor should discuss the impacts to the chapter and vote to sponsor the Manor.

3. Draft Squire Manor By-laws

All Manors must draft a set of by-laws that govern how the Manor will be run. Manor by-laws are typically a simple document that details the manor name, meeting dates, officer terms and fees. By-laws may be expanded by the sponsoring advisory council. Manor by-laws must conform to all DeMolay International and PA DeMolay regulations and guidelines.

4. Determine Manor Advisors and Squire Mentor

Select the Manor Advisors and Squire Mentor. The success of the Squire Manor depends on selecting Advisors and DeMolays who have the enthusiasm and energy to work with younger Squires.

5. Complete Manor Declaration of Intent

Once all the planning is complete and you have by-laws drafted and your leadership team has been selected, complete the Manor Declaration of Intent. This is the document officially requesting permission to open a new Squire Manor.

6. Submit By-laws and Manor Declaration of Intent to PA DeMolay for approval

Once you have all your documentation together, submit your Declaration of Intent and Manor By-Laws to the Executive Officer. These documents should be sent to PA DeMolay at 1244 Bainbridge Road, Elizabethtown, PA 17022.

7. Draft Squire members

Once your Squire Manor has been approved, it is time to draft members.

8. Initiating the first class of Squire

In order to initiate your first class of Squires, the ritual may be performed by active DeMolays. Once you have active Squires, the ritual is to be performed by your Squire members.