

By Law
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Lodge Mahamaham No.361

Bye laws

As approved by the M.W. The Grand Master on 30th of March, 2005

Incorporated the Amendments approved on (I) 13th of February, 2009 and (II) 10th of November, 2010

Updated on 1st of January, 2011.

Classes of Membership :

1. The member of the Lodge shall comprise three classes namely resident, Non – resident and Honorary.
 - A. Resident Member is one who ordinarily resides within the town and within a radius of 50 Kilometres from the municipal limits of Kumbakonam.
 - B. Non resident member is one who ordinarily resides beyond and outside a radius of 50 Kilometres from Municipal limits of Kumbakonam and placed on the list of Non-Resident members.
 - C. Honorary member is one elected as such by the Lodge in accordance with Rule 142 of the Book of Constitution.

Day and Place of Meetings:

2. The Regular Meetings of the Lodge shall be held at "Kumbakonam Freemasons; Trust Hall, at Pullanchery, near Kumbakonam"¹ on the Second Saturday of every month, except the months of April, and May² and at such hour as may be directed by the Master from time to time.
3. All Brethren must sign the Attendance Register and are requested to see that the visiting Brethren who are introduced by them also sign.

Admission:

4. All applications for initiation or joining or rejoining shall be deposited duly filled in with the Secretary at least two weeks before the Meeting at which the candidate is to be proposed or seconded.
5. The Brother who proposes the candidate shall ensure that the prescribed fees are paid to the Treasurer simultaneously.
6. No person shall be considered for being admitted as a Member of the Lodge unless and until the Enquiry Committee of the Lodge has considered and reported upon the character, qualifications, circumstances and social standing of the candidates proposed for membership.
7. Any two members of the Lodge may send in writing to the Master the names, age, profession or occupation (if any), and place of abode of a candidate and the circumstances which in their opinion render it desirable that such candidate who must be personally known to them, should be initiated.
8. If in the opinion of the Master the urgency be real and that hardship on the candidate would be serious, he shall require the candidate and proposer and seconder respectively to furnish the appropriate particulars to the Secretary of the Lodge on the printed form of application, not less than 14 days previously to the Regular or Emergency meeting of the Lodge at which the proposal is to be submitted and the ballot taken and if the candidate is elected is to be thereupon initiated.

¹ Amendment Approved on 13th February, 2008

² Amendment Approved on 10th November, 2010

Enquiry committee:

9. The Lodge shall, at the Installation Meeting each year, elect an Enquiry committee consisting of not more than three brethren for the purpose of considering and reporting to the Lodge upon the character, qualification circumstances and social standing of the candidate proposed for Membership of the Lodge.

Note : Should there be any objection to the introduction of a candidate for initiation, or a brother for joining, it is recommended that such objection be mentioned privately to the Master or Secretary who may communicate with the Proposer and give him the opportunity of withdrawing his candidate.

Ballot :

10. If at a ballot in respect of a candidate for Initiation or joining or rejoining if two thirds of the member present and voting in the Lodge do not approve the proposal for such candidature, he shall be deemed to have been rejected and the result shall be notified to him through the Brother proposing him and the fees if any paid shall be returned at the time information is furnished.

11. A candidate for Initiation, Joining or Re-Joining may, if rejected at a ballot, be proposed again after the lapse of three months from the date of the ballot.

12. If a candidate for Initiation is not Initiated within a year after the date of the ballot at which he was elected, his election shall be void.

Fees for Initiation, Joining & Re-joining :

13. The following shall be the scale of fees by every candidate for Initiation: ³

For Initiation	Rs. 1,200
Subscription	Rs. 800
Steward fund	Rs. 3,100
Silver Jubilee Fund	Rs. 100
Building Fund contribution	Rs. 2,000
Building Maintenance Contribution	Rs. 500

Rs.7,700

14. The following shall be the scale of fees payable by a joining or rejoining brother: ⁴

Joining from a Lodge under the GLI and other constitutions	Rs. 500
Subscription	Rs. 800
Stewards Fund	Rs.1,450
Building Fund	Rs. 500
Building Maintenance Fund	Rs. 500
Silver Jubilee Fund	Rs. 100

Rs.3,850

15. The above fees are payable advance and for a full year, regardless of the date of admission or joining.

Subscription :

16. The subscription payable shall be as follows : ⁵

Resident Members	:	Rs. 800 p.a.
Steward fund	:	Rs.1,450
Silver Jubilee Fund	:	Rs. 100

³ Approved on 13th February, 2008

⁴ Approved on 13th February, 2008

⁵ Approved on 13th February, 2008

Building Maintenance Fund :	Rs. 500	Rs.2,850
Non Resident Member :	Rs.320 p.a.	
Steward Fund :	Rs. 50	
Silver Jubilee Fund :	Rs. 40	
Building Maintenance Fund :	Rs.200	Rs. 610

In addition all members (resident/non-resident, including initiates and joining/re-joining members) will pay the annual dues to the Grand Lodge and the quarterages to the Regional Grand Lodge at prevailing rates in the respective years and other levies prescribed by the Grand Lodge from time to time.

Honorary Member : Nil

17. All Subscription shall be payable in advance.
18. Any member whose subscription remains unpaid for three months in the case of resident and six months in the case of non resident member, after it has become due shall be deprived while so in default of being appointed or elected to offices and of the right to vote on any question or proposition brought before the lodge and he shall be further liable for exclusion in accordance with the provision contained in Rule 156 of the Book of Constitution.

Honorary Member:

19. The Lodge may elect as Honorary Member in accordance with Rule 142 of the Book of Constitution any brother of good standing whom it may consider worthy of such distinction by reason of his service to the Craft or to the Lodge Mahamaham, and who is or has, within the previous year been a subscribing member of a regular (daughter) Lodge.

Non resident Member:

20. Any member ceasing to reside or practice his trade or profession within the Town and municipal limits of Kumbakonam or within a radius of 50 kilometres from the municipal limits of Kumbakonam may give notice of the fact to the Secretary in writing. In the absence of such notice and until such a notice is given he shall be treated as a Resident Member.

Duties of Treasurer:

21. The Treasurer shall receive all monies payable to the Lodge and make all necessary disbursements under the immediate orders of the Master or the officer in the charge of the Lodge.
22. The Treasurer shall keep a book in which the same shall be regularly entered and which shall be open for the inspection of the subscribing members at every monthly meeting of the Permanent Committee a Statement of sums due to the Lodge.
23. The monies of the Lodge shall be held under the following heads.
 - a. General Fund
 - b. Charity Fund
 - c. Steward Fund
 - d. Silver Jubilee Fund
 - e. Almoner's Fund
 - f. Activities
 - g. Building Fund

The Lodge may by resolution constitute such other funds as may be necessary for specific purposes.

24. The funds of the Lodge shall be deposited in the name of the Lodge in any Bank approved by the Lodge. All cheques must be signed by any two of the following Officers: the Master, the Secretary and Treasurer.

Audit Committee:

25. The Audit Committee shall consist of three members of the Lodge who shall be elected by the Lodge annually at the Installation meeting in January.⁶
26. The committee shall audit the annual accounts of all funds of the Lodge made up to the end of December each year and present the same to the Members for their consideration at the regular Installation Meeting in January.⁷

Permanent Committee :

27. The Master, Immediate Post Master, Present Wardens, Treasurer, Secretary Director of Ceremonies and 3 members elected at the Installation Meeting shall constitute the Permanent Committee.
28. It shall make all arrangement for meeting consider all matters connected with the welfare of the Lodge and shall audit accounts of the Lodge. It shall report quarterly on the state of the Funds and annually take stock of the Jewels, Furniture and other property of the Lodge and submit a report of the same to the Lodge.
29. The Permanent committee shall submit at the Installation Meeting in January,⁸ its annual report on the working and conditions of the Lodge along with the report of the Audit Committee and Statement of Accounts for the consideration of the Lodge.

Duties of Tyler :

30. The Tyler shall prepare the Lodge of the meeting and see that every Brother whether Member or visitor, is properly clothed previous to admission into the Lodge.
31. The Tyler shall also be in charge of the Collars, Aprons and other property of the Lodge.
32. The Tyler if he is a serving Brother shall receive for the proper discharge of his duties a sum of not more than Rs.50 for every meeting or such other remuneration as the Lodge may vote from time to time.
33. If a subscribing member is elected or officiates as Tyler of the Lodge he shall not be entitled to any such remuneration.
34. The Tyler elected or officiating shall be exempted from payment of dinner charges.

Emergency Meetings :

35. In case an Emergency Meeting is held, for the sole purpose of conferring a degree at the request of and for the convenience of a candidate or candidates all expenses including dispensation fees, towards conduct of such meeting, shall be defrayed by the candidate or candidates.

Master Imprest :

36. A Sum of Rupees Five Hundred (Rs.500) shall be placed at the disposal of the Master for charitable purposes during the tenure of his office. For all amounts over that sum, the sanction of the Lodge shall be obtained. The Master will report any reliefs at the next regular meeting and at the end of the year, the balance, if any will be carried to the Charity Account.

Election and Installation :

37. The Master and the Treasurer shall be elected by ballot and the Tyler chosen at the Regular Meeting in December.⁹ The Master Elected shall be Installed at the Regular Meeting in January.¹⁰ The Treasurer elected and Tyler chosen

⁶Approved on 10th November, 2010.

⁷Approved on 10th November, 2010.

⁸Approved on 10th November, 2010.

⁹Approved on 10th November, 2010.

¹⁰Approved on 10th November, 2010.

shall be Invested at the Installation Meeting in January¹¹ and if one or both of them were to be absent at the Installation Meeting they shall be Invested at the next meeting in which they be present.

Miscellaneous :

38. Any member desirous of resigning his membership of the Lodge shall signify the same in open Lodge or the Secretary in writing. Such resignation shall take effect in accordance with Rule 15B of the book of constitutions and the brother shall be granted a certificate, when requested as provided by Rule 150 of the Book of Constitutions. The Brother shall not be readmitted without being regularly proposed, seconded and balloted for as a rejoining member in accordance with Rule 138 of the Book of Constitutions.
39. No Visitor may be admitted into Lodge without the permission of the Master. Brethren bringing visitors must introduce them to the Master and vouch for their being Masons. Other visitors shall be examined by such officers as the Master may choose at the time, before he is admitted.
40. If any visitor should disclose what passes on in the Lodge, he shall not be allowed to visit it again, and shall be reported to his own Lodge for so doing.
41. The Warrants, Jewels and the Working Tools belonging to the Lodge shall be in charge of the Master.
42. A Brother desirous of speaking on any matter or question under consideration shall rise in his place and address the Master. Except with the permission of the Master, no brother, shall speak more than once on the same matter or question but a Brother who has moved a proposition may speak a second time by way of reply.
43. No proposition or motion of any kind shall be considered valid unless properly seconded. The propositions shall be considered according to priority of the proposals.
44. All ordinary cases of distress shall be presented by any brother duly attested by him to the Secretary of the Lodge atleast 15 days before the Regular Meeting and the Secretary shall place it before the Permanent Committee at its next regular monthly meeting.
45. The Bye-Laws shall be read in open Lodge atleast once every year and at such other time as the Master may think proper. They shall be printed and every member of the Lodge shall be supplied with a copy free of cost.
46. No alteration in these Bye-Laws or addition thereto shall take place without the sanction of at least two-thirds of the members entitled to vote, then present in the Lodge and any Brother wishing to propose an alteration of, or an addition to these Bye-Laws shall give notice in writing to that effect one meeting previous to that at which the proposition is to be taken into consideration, notice of such proposition being inserted in the Summons convening the meeting. It shall be considered at that meeting in the Summons, and if approved shall be submitted for confirmation at the next regular meeting but, shall not become effective until finally approved by the R.W. The Regional Master and M.W. The Grand Master

**Certified that the above draft bye-laws were adopted unanimously
at the Consecration Meeting held on 10th of January, 2004.**

(Sd.) R. Dwarakanath
Senior Warden

(Sd.) B. Biswakumar
Worshipful Master

(Sd.) S. Ramaswamy
Junior Warden

Approved by R.W. The Regional Grand Master

Place : Chennai
Date : 24-12-2004

(Sd.) B. Biswakumar
Regional Grand Master.

Approved by M.W. The Grand Master

Place : New Delhi
Date : 30-3-2005

(Sd.) Harish Gupta
Grand Secretary.

¹¹ Approved on 10th November, 2010.