

**BY - LAWS**  
**OF**  
**The St. John's Chapter**  
**(R. A.) No. 2 GCI**  
**MADRAS**

## **THE ST. JOHN'S CHAPTER**

(R.A.) No. 2. GCI

### **BY-LAWS**

#### **Regular Convocations**

1. The Regular Convocations of the chapter shall be held at the Freemasons' Hall, Madras, on the Fourth Friday in February, April, June, August, October and December, at such hour as the Principals may fix.

#### **Emergency Convocations**

2. The Principals may convene an Emergency Convocation when such shall be deemed necessary. Provided that when such an Emergency Convocation is held for the sole purpose of Exaltation at the request or for the convenience of a candidate or candidates, the Chapter shall require from such candidate or candidates all expenses incurred for such Convocation.

#### **Election of Officers**

3. The Officers shall be elected by ballot on the regular day of election prescribed by the By-laws of the Chapter, provided that, except for the Principals who must be elected, it shall be in order for the Chapter, on the day of election to resolve that they may be appointed by the Principals so elected. The Installation of the Principals, if present, shall take place in accordance with these By-laws and shall be followed by the investiture of the Officers. Any

Principal not so installed shall be installed at the next Convocation of the Chapter at which he may be present.

The Janitor, who must be a Royal Arch Mason registered as such in the books of the Grand Chapter, shall be elected by show of hands on the regular day of election. The Chapter may, however, resolve that a subscribing member of the Chapter shall be Janitor without emolument, in which case he may be either elected or appointed as in the case of the other Officers.

#### **Duties of Scribe E**

4. The Scribe E shall be in charge of all Chapter records, other than the account books maintained by the Treasurer. He shall be ex-officio Secretary and Convenor of all committees appointed by the Chapter. He shall receive from the Treasurer a permanent advance not exceeding Rs. 25/- for contingencies for which he shall render an account to him.

#### **Duties of Treasurer**

5 All moneys due to the Chapter, shall be paid to the Treasurer direct, who shall without undue delay deposit the same in an account in the name of the Chapter at a Bank approved by a resolution of the Chapter. He shall maintain accounts and shall make only such payments as are duly authorised or have been sanctioned by the Chapter. All such payment- shall be made by cheques. He shall

prepare a statement of accounts annually as on the 30th of September of each year showing the exact financial position of the Chapter.

#### **Permanent Committee**

6. The Permanent Committee shall consist of the three Principals., Scribe E., the Treasurer and three other members to be elected by the Chapter at the **Regular Convocation in October**.

The duties of the Committee shall be :—

1 To consider and to report on any matter referred to it by the Chapter.

2. To submit to the Chapter for consideration any matter which it may deem to be for the benefit of the Chapter.

3. To check the inventory of the property belonging to the Chapter once a year.

4. To consider and report on the proposals for membership of the Chapter.

5. To submit a report of the Regular Convocation in **October** upon the work and condition of the Chapter during the preceding year.

#### **Audit Committee**

7. The Audit Committee shall consist of two members of the Chapter who shall be elected annually at the **Regular Convocation in August**. It shall be the duty of this Committee to audit the accounts of the Chapter for the year and the statement of accounts prepared by the Treasurer as on 30th of September.



### Honorary Members

8. The Chapter may, subject to the provisions of Rule 142 of the B. of C., elect as Honorary Member any Companion who has rendered distinguished service to it or to the Order.

### Candidates for Admission

9. Every candidate who has been exalted in a regular Chapter not under the Grand Chapter of India shall upon election or within one year after his election, and before being admitted for the first time as a member of the Chapter, make the following declaration:—

"I... ..exalted in the..... Chapter, No..... on the Register of the Grand Chapter of.....do solemnly promise that if I am admitted a member of this Chapter, I will pay strict obedience to the commands of the First Grand Principal and the Regulations of the Supreme Grand Chapter."

The declaration shall be made in the Chapter which the Companion is joining or in some other Chapter under the Grand Chapter, or in writing witnessed by a Companion, who shall state the same, number and jurisdiction (which must be a Grand Chapter recognised by the Grand Chapter) of the Chapter to which he himself belongs. The declaration validates the election retrospectively and must be recorded in the Chapter minutes.

No one shall be admitted if, on the ballot, there appears more than two black balls: any one so rejected shall not be again proposed for

admission until six months shall have elapsed from the date of his rejection.

### Fees

10. The following fees shall be payable to the Chapter in advance.

Exaltation	Rs.	100	00
Joining	"	50	00
Rejoining	"	50	00
Joining from other Constitutions	"	100	00

### Subscription

11. The monthly subscription shall be Rs. 5/- for every member, payable in advance. Any Companion allowing has subscription to remain unpaid for more than six months shall be liable to exclusion under Rule 156 of B of C.

### Resignation

12. Any member desirous of terminating his membership of the Chapter may tender his resignation in writing to the Scribe E., or orally in open Chapter, and he shall be entitled to the certificate mentioned in Rule 70, Royal Arch Regulations, stating the circumstances in which he left the Chapter. Should he at any future time wish to rejoin he shall be subject to the rules relating to joining Members.

### Propositions Etc.

13. No motion shall be entertained unless it is duly proposed by one member and seconded by another. Subject to the provisions of

the General Regulations of the Supreme Grand Chapter, every motion shall be determined by the majority of votes of the Companions present and voting. In cases where the votes are equal, the presiding First Principal shall have a casting vote.

*Note* :—By the Constitutions, certain matters require a two thirds majority.

14. No motion shall be brought forward for consideration at any Convocation, of which notice was not given at the previous Regular Convocation, or in writing to the Scribe E., in time to be circulated with the summons for the Convocation, provided that, the presiding First Principal may waive previous notice in the case of any matter requiring immediate consideration by the Chapter.

#### **Property of the Chapter**

15. The property of the Chapter shall vest in the three Principals for the time being, in trust for the Chapter.

#### **Alteration of By-laws**

16. It shall not be competent for the Companions to abrogate, amend, or alter these By-laws, unless the abrogation, amendment or alteration shall have been read and approved of at one Regular Convocation, confirmed at the next Regular Convocation of the Chapter and approved by the Grand Superintendent of Southern India and by the First Grand Principal.

Approved at the Regular Convocation held on 26—4—1968 and Confirmed at the Regular Convocation held on June 27, 1968.

Z. G. P. Sukumaran

H. B. T. Sampath

J. R. S. McDermott

Approved by M.E. The Grand Superintendent of Southern India

Madras  
5th August, 1968

C. A. Ramakrishnan  
*Grand Superintendent*

Approved by the M.E. First Grand Principal.

New Delhi  
Oct 12, 1968

P. M. Sundram  
*Grand Scribe E*

(As Amended - April 1989)