

By-Laws
of
Lodge Sarvothama
No. 176 G. L. I.
COCHIN

BY - LAWS OF LODGE
SARVOTHAMA No. 176, G.L.I COCHIN

I. MEMBERS

1. The Lodge consists of Subscribing, Honorary and Life Members.
2. Honorary members are those elected, as such, for services rendered to Freemasonry in general or to the Lodge in particular (Rule 142 of the Book of Constitutions). Honorary Members shall pay no admission fees or contributions of any kind but shall not be eligible to vote or hold office.
3. (1) Any member who has completed 55 years of age and 20 years in Freemasonry can opt to become a Life Member by paying the lumpsum of Rs. 10,000 as Fee. Thereafter they shall not be liable to pay any other dues or fees except Contribution for General Fund. Such amount as decided by the Lodge from time to time.
(2) The facility of becoming Life Member would be available for one lodge of the member's choice, if he has completed 20 years continuous membership in more than one Lodge(s) and

in such cases it may be fixed at 50% more than that payable by other Life Members who have completed 20 continuous years in the same Lodge, in accordance with the existing guidelines.

II. MONTHLY DUES

Every Member shall pay in advance a sum of Rs. 1200/- as subscription per annum and such amount towards General Fund including Stewards a/c. as decided by the Lodge from time to time. Thereafter he need not pay any dinner charges for the year.

III. MEETINGS

1. The Regular Meetings of the Lodge shall be held at SARVOTHAMA MASONIC TEMPLE, Mundamveli Cochin- 7, on the First Saturday of every month, at such hour as the Master decides.
2. Emergency meetings may be held at any time as per Rule 116 of the Book of Constitution.
3. All summonses will be circulated by the Secretary at least Seven days previous to the day of Regular Meeting and as soon as possible in case of emergency.

IV. ELECTION & INSTALLATION

1. The Master, Treasurer and Tyler shall be elected at the Regular meeting in November every year.
2. The Master-Elect shall be installed at the Regular Meeting in December.
3. No member whose dues are unpaid for 6 months shall be eligible to be appointed or elected for any office in lodge.

V. STANDING COMMITTEE

1. An annual committee shall be constituted at the Installation Meeting, consisting of the Master, immediate Past Master, the two Wardens, all Past Masters of and in the Lodge under the Indian Constitution or recognized constitutions, the Treasurer, the Secretary and two other members duly elected by the lodge at the installation meeting every year.
2. The duties of the committee shall be :
 - a. To scrutinise the quarterly financial statement prepared by the Treasurer.

- b. To enquire into the eligibility of every candidate proposed for admission.
- c. To take an Inventory of the Lodge property and report on its condition.
- d. To approve the annual report prepared by Secretary to be presented at the Installation Meeting.
- e. To consider and suggest any matter tending to promote the welfare of the Lodge.

VI. AUDIT COMMITTEE

A committee of two, who are not members of the standing Committee shall be elected by the Lodge at the Installation Meeting for Auditing the accounts of the year. This Audited Statement shall form part of the Annual Report. The term of the members of the audit committee will be for 1 year but members are eligible for re-election.

VII. THE TREASURER

- 1. The Treasurer shall collect all moneys payable to the Lodge and deposit them in a Bank approved

by the Lodge. He shall make payments for current routine expenses with the permission of the Master.

- 2. The disbursements of any amount exceeding Rs. 1000/- otherwise than for routine expenses, requires the previous sanction of the Lodge.
- 3. All cheques must be signed by any two of the following viz. The master, the Treasurer and the Secretary.
- 4. The Treasurer shall close the Lodge accounts once every quarter, at the end of March, June, September and December and such accounts shall be laid before the Standing Committee for examination with a list of members in arrears.
- 5. The Treasurer shall draw up an Annual Statement of Accounts showing the Receipt and Expenditure, balance in Cash, Securities etc., for the year ending 30th November, Which when audited and found correct by the Audit Committee, shall be signed and placed before the Lodge at the Installation Meeting in December.

VIII. THE SECRETARY

1. The Secretary shall be in charge of the Lodge Seal and Records and books other than the Account Books maintained by the Treasurer. He shall conduct all general business and correspondence of the Lodge under the orders of the Master.
2. All letters from Members of the lodge shall be addressed to the Secretary. The Secretary shall issue Summons for all meetings, take proper Minutes of all the proceedings of the Lodge, receive all Petitions, memorials etc. and place them before the master.

IX. ADMISSION RIGHTS ETC. OF MEMBERS

1. Admission :

- a) Before a candidate is proposed for Initiation, Joining or Rejoining his Proposal Form duly filled in, shall be furnished to the Secretary.
- b) The proposal shall be referred to the

Standing Committee for enquiry and report before the proposal is made in open Lodge at a Regular Meeting, two circulations of the names proposed must have been over among the members. The Secretary shall send a separate Communication along with summons mentioning about the proposal of an individual with full details like name, age, profession, address, occupation etc etc.

- c) The ballot shall be taken at the Meeting following that at which proposal is made in open Lodge. If the ballot is not so taken the proposal shall lapse.
- d) If 2/3 of members present and voting does not vote in favour of the proposal, the same will be rejected and can be again proposed after a period of 6 months after the date of rejection.
- e) A collective ballot is not regular and as such each candidate for Initiation, or Joining and Rejoining shall be taken up separately.

Right to vote etc :

- a) Any member of the Lodge, who is in default

in the payment of his subscription for six months after this becoming due, shall be debarred from exercising the rights of voting, proposing or seconding candidates and being appointed or elected to any office.

b) A member in debt to the lodge to the extent of 12 months' subscription is liable to be excluded after due notice in accordance with Rule 124 & 156 of the Book of Constitutions.

3. Visitors :

a) A member of the lodge may invite visitors who are Freemasons and satisfy the provisions in Rule 104 of the Book of Constitutions, to Lodge Meetings with the permission of the Master.

b) No visitor shall be admitted into the Lodge, unless properly proved or vouched for as provided in Rule 194 of the Book of Constitution.

X. FEES

1. The following shall be the fees payable to lodge :-

a) For Initiation	Rs. 6.000/-
b) For joining or rejoining from the Indian Constitution } Rs. 3.000/-	
c) For joining from a recognised Constitution } Rs. 5.000/-	
2. Fees of honour :-

a) The Master shall pay on first Installation a Fee of Honour to the Charity Fund }	Rs. 250/-
b) Each warden on investment shall pay a Fee of Honour to the Charity Fund }	Rs. 150/-

XI. GENERAL

No alteration or addition to these by-laws shall be made except by motion carried at a Regular Meeting, after due notice and confirmed at the next Regular Meeting and approved by the R.W. The Regional Grand Master and the M. W. The Grand Master.

Passed on 1966

Confirmed on 1966

W. Bro. S. S. KODER	W.M
W. Bro. S. R. C. POTI	S. W
W. Bro. S. B. RAO	J. W.
Bro. D. A. KAMATH	Secretary

As amended in September in the year 2000.