



**Bye-Laws  
of  
Lodge Godavery No. 89  
as Amended upto  
1st Sept. 2014**

**DRAFT BYE LAWS :**  
**LODGE GODAVERY**

89 G.L.I.

**NAME**

1. The Name of the Lodge shall be 'Godavery' after the sacred river that flows by.

**LOCATION**

2. The Lodge shall function from "kirlampudi" Masonic Temple, Konthamuru, Rajahmundry (Rural)

**MEMBERSHIP**

**SUBSCRIBING MEMBERS**

3. The membership of the Lodge shall be open to any adult above the age of 21 years of good standing who subscribes for the membership of the Lodge and LEWIs at the age of 18 years.

**HONORARY MEMBERS**

4. Brethren may be admitted as honorary members in accordance with the provisions of Rule 142 of the Book of Constitution.

**ADMISSION OF MEMBERS**

5. Every proposition for initiation or admission of a candidate for membership of the lodge shall be proposed by one and seconded by another member and proposal forwarded to the secretary.



6. The election of a candidate as member shall be done in conformity with the requirements of Rules 132 to 140 of the Book of constitution.
7. The Secretary shall send Bio-data of each proposed candidate to all brethren and shall insert the name of the candidate in the summons for next meeting.
8. No candidate shall be initiated or admitted for membership, if at the ballot, one third or more black balls appear against him.

If the Master is of the opinion that a mistake may have occurred in the ballot, he may order a second ballot to be taken forthwith and it shall be final.

9. Candidate rejected by brethren on ballot shall not be again proposed until after a lapse of one year from the date of their last ballot.

**BALLOT AND VOTING FOR ADMISSION OF MEMBERSHIP**

10. The ballot box shall be placed in the centre of the Lodge and the brethren shall vote in order in which they may be seated at the time of voting, commencing at the SE corner, the worshipful Master voting last.

**RETIREMENT OF MEMBERS**

11. Any member desiring to resign shall notify the same either in the open Lodge or by letter to the Secretary and on the Treasurer Certifying that he has paid all his dues, he shall be furnished with a no-demand certificate and clearance certificate.





### SUBSCRIPTION FEE AND DUES

12. Every member, except honorary member, shall pay subscription, fee etc., as follows :
- a) Subscription (half yearly in Jan and July every year) ..... Rs. 1250/-
  - b) Fee for .....
    - Initiation ..... Rs. 5,000/-
    - Building Fund ..... Rs. 5,000/-
    - Apron, B of Cs
    - Ritual book etc
    - Joining from a Lodge under G.L.I. or rejoining ..... Rs. 500/-
    - Joining from a Lodge under another constitution ..... Rs. 200/-
    - Emergent Meeting (inclusive of dispensation, summons etc) ..... Rs. 150/-
13. Any member whose dues for over six months are in arrears shall be ineligible to be appointed to any office in the Lodge or committee or to vote for or propose, or second a candidate for initiation, or a brother for joining or rejoining or propose or second any proposal.
- 14 Any member who shall permit his dues to fall into arrears for more than six months shall be served with a notice from the Treasurer that if the arrears are not paid within one month from the date of such notice, he shall be dealt with as provided in Rule 124 of the book of constitution.



### OFFICERS OF THE LODGE

15. The Regular officers of the Lodge shall be the Worshipful master, the immediate past master, the two wardens, a Treasurer, a Secretary, a Director of ceremonies, two deacons, an Inner Guard and Tyler.
16. The W. Master may also appoint as additional officers, a Chaplain, an Assistant Director of Ceremonies an Almoner, Bearer of the Volumes of sacred laws, a sword bearer an organist assistant secretary and stewards but no others.
17. No Brother can hold more than one Regular office in the Lodge at one and the same time, but the W. Master may, appoint a brother who is holding a regular office to one additional office also.

### ELECTION AND INSTALLATION OF OFFICERS OF LODGE

18. The W. Master, Treasurer and the Tyler shall be elected by Ballot at the Regular meeting in November, of each year and shall enter office.
19. No Master Mason shall be eligible for election as Master unless he has previously served in the office of either a Junior Warden or Senior Warden for a full term in accordance with Rule 87 of the Book of Constitutions.
20. The W. Master (Master elect) will be installed at the next regular meeting in December and shall appoint and invest his officers.





### **DUTIES OF THE OFFICERS OF THE LODGE**

#### **SECRETARY :**

21. The Secretary shall attend day to day administration of the Lodge and Correspondence etc., in consultation with the W.Master
22. The Secretary shall read at the Lodge meetings all circulars and letters etc., received from the Grand Lodge, Regional Grand Lodge, other Lodges and members.
23. The Secretary shall issue the summons for and record minutes of all meetings of Lodge and committees and shall be in-charge of all Records and Books except books of Accounts maintained by the Treasurer.

#### **TREASURER :**

24. The Treasurer shall collect all subscriptions, fees and dues etc., from members and shall be the consuodian of all funds of the Lodge
25. The Treasurer shall pay all Grand Lodge and Regional Grand Lodge fees, dues etc., irrespective of any directive from the Lodge or any committee thereof and all other claims after being sanctioned by the Lodge, except the routine administrative expenses.



26. The Treasurer shall present to the Lodge at each Regular Meeting an abstract of the receipts and payments during the previous month.
27. The Treasurer shall prepare an annual statement of accounts and balance sheet of the funds of the Lodge and present it at the Installation meeting in December duly audited.

### **COMMITTEES**

#### **27. The Standing Committee :**

The Standing Committee shall consist of the worshipful Master, Immediate past Master, all Past Masters, Wardens, Treasurer and Secretary.

28. The Standing Commiittee shall prepare Annual Report on the administration, working of Lodge, Masonic events etc., and the report shall be presented to the open Lodge by the W. Master at the Installation in December every year.

### **AUDIT COMMITTEE**

29. The Audit Committee shall consist of two members of the Lodge who shall be elected annually in the Regular Meeting in November every year.

The Audit Committee has to verify and audit the annual statement of accounts and Balance Sheet prepared by the Treasurer and submit its report to the Lodge at the Instllation meeting in December.

### **PROPERTY COMMITTEE**

30. A Committee consisting of the W. Master, Treasurer and a Secretary and two more brethern nominated





by the W. Master shall be in control of the entire property of the Lodge.

## **MEETINGS**

### **REGULAR MEETINGS**

31. The regular meetings shall be held in the Kirlampudi Manosic Temple, Kolamuru, Rjy Rural on the First Sunday of every month at such hour as the worshipful Master may direct.

### **EMERGENCY MEETINGS**

32. The Emergency Meeting may be called on the request of a member in writing and he shall pay all expenses thereof.

### **COMMITTEE MEETINGS**

#### **Standing Committee**

33. The standing committee shall meet at least once a month at the place and time fixed by the W. Master to consider and report on all proposals for membership of the Lodge as well as matters generally affecting the Lodge or to enquire into and report upon any matter referred by the W. Master.
34. Whenever votes are equal on a matter or resolution to be decided by majority either by ballot or otherwise the W. Master may give a second or casting vote.
35. The Standing Committee shall submit its report of all its proceedings which shall be placed before the



open Lodge at the Regular meeting of the Lodge following the meeting of Standing Committee.

### **PROPERTY COMMITTEE**

36. The Committee shall meet regularly to supervise and check the proper maintenance and upkeep of the premises and temple and other property of the Lodge.
37. The decision of this Committee on all matters pertaining to the use and occupation of the premises shall be final.

### **FUNDS AND BANK ACCOUNT OPERATIONS**

38. The money of the Lodge shall be held under the following heads :
  1. Charity Fund :
  2. General Fund :
39. The funds of the Lodge shall be held by the Treasurer. The Treasurer shall open and maintain an Account in the name of Lodge Godavery, No. 89 for charity fund with and another account for General fund and shall deposit in any scheduled banks all collections received without undue delay.
40. Accounts opened in the scheduled bank in Rajahmundry shall be operated under the Joint signatures of the Treasurer and either of the W. Master or Secretary.
41. The W. Master may spend from the Charity Fund in case of emergency and get the same ratified and confirmed by the open Lodge at its next regular meeting.





42. The Secretary shall keep Rs. 1000/- with him for routine expenses and send the bills and vouchers to the Treasurer who shall reimburse the amount.

#### **PROPERTY OF THE LODGE**

43. The Property of every description, land, buildings, Temple, furniture and fittings and other moveable or immovable properties appertaining to the Lodge shall be the property of Lodge and ownership vests absolutely in the Lodge.
44. Property of every description appertaining to the Lodge shall be entered in an inventory which shall be kept by the secretary.
45. The Secretary on behalf of the committee shall receive applications for occupation and make reservations.
46. Only the banquet hall, front and rear verandahs and compound shall be allowed to be used by the Public (Non Masons)
47. Except on those days when Masonic events are held, on other days the use of the hall, verandahs and compound may be to a limited extent be permitted for public use like marriages, meetings, conferences, ceremonies, seminars, receptions, assemblies, etc. at the discretion of the committee.
48. The Guest-Rooms shall not be allowed to be used by the occupants, only members and visiting brethren are qualified to use the guest rooms.

The furniture and crockery etc., shall not be allowed to be used by the occupants. They are allowed to be used by members and visiting



brothren only. Occupants shall not be permitted to utilise the services of the Lodge attendant. They have to make their own arrangement.

49. The occupants are solely held responsible for the proper use of the premises, furniture and fixtures etc. Any damage or loss caused to the same shall have to be made good by the occupants.
50. The temple when not open for Masonic events and guest rooms shall be locked and the occupants (non-Masons) are strictly forbidden from entering or trespassing into temple on the first floor, or other portions in the ground floor premises not allotted to them.
51. Occupants shall not indulge in such acts as may disturb the peace of the neighbourhood.
52. Misuse of the property by any one will under no circumstances be countenanced.

#### **CONDUCT OF MEMBERS OF LODGE**

53. Members shall not misbehave or use offensive language either in the Lodge or elsewhere in the premises. Such unmasonic behaviour shall be taken seriously and dealt with as provided in Rules 155 and 156 of the Book of Constitution.
54. Brethren in the Lodge or at the dinner table shall maintain decorum, decency and discipline becoming of a Mason and shall not speak unless the W.Master permits.
55. Members of Lodge Godavery have the privilege of visiting the Lodge as often as they please and





they are welcome to hold get together etc., of Masonic Fraternity without any restrictions.

56. Members are requested to make entries of their visit in the register without fail to check misuse of the premises by unthorised persons.

#### **GENERAL**

57. Political meetings are strictly prohibited in the premises.
58. On all matters concerning the Lodge, the W.Master's decision is final.
59. A copy of the Bye Laws shall be delivered to the Master on his installation and his acceptance thereof shall be deemed to be a solemn pledge on his part that he will observe and enforce them.
60. Every brothren will be supplied with a copy of the Bye Laws and his acceptance thereof shall be deemed to be a declarations of his submission to them.
61. These bye laws shall be read in the open Lodge once a year in January.
62. No alteration can be made to these bye laws except as provided in Rule 111 of the Book of constitution.
63. Nothing in these bye laws shall be construed as altering the rules of the Book of constitution and the bye laws of the Regional Grand Lodge.

