

28 NOV 2005

# **KERALA MASTERS LODGE**

**No. : 309**



**BY-LAWS**

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## BY-LAWS

### I. AIMS AND OBJECTS

- A. To provide historical and comparative study of (i) the origin, development, and modern trends and activities of Freemasonry, its organisation, ritual and teachings and (ii) the dissemination of Masonic knowledge amongst the members of the Lodges and Brothren.
- B. To encourage speculation and inquiry into the more recondite spiritual meanings of the Masonic mysteries, rites and ceremonies and their association with some mysteries of preceding ages.
- C. To provide a centre and a bond of union of Masonic students - imbue them with a love of Masonic research and study.
  - To establish close fraternal relations with other Masonic research bodies around the world.
- E. To study, practice and propogate the pure and unskilled system of the craft as accepted by the Grand Lodge of India and other Grand Lodges and also such other masonic subjects as are approved by the Standing Committee.
- F. To help to submit their findings and conclusions to the Judgement and healthy criticism of their fellow members by means of papers.
- G. To obtain and make available Masonic Literature to the members and to establish a Masonic Literary.



## II. MEMBERS

1. Lodge may have two classes of members namely :
  - (i) Members and
  - (ii) Life Members
2. The Past Master and Ruling Master of any daughter Lodge under the Indian Constitution or Recognised Constitutions who resides permanently in the State of Kerala are eligible to become a member of the Lodge.
3. Any member who was a subscribing member for 20 years in the Lodge and had also attained the age of 55 years can by application in writing and on payment of 5 years lumpsum subscription could become a Life Member of the Lodge.
4. All members will communicate promptly their change of address to the Secretary.

## III. DUES AND FEES

5. Fees and subscription payable to the Lodge will be in advance and as follows :
  - a) An annual Subscription of Rs. 600/- shall be payable in advance by the Member.
  - b) Fee for joining shall be Rs. 2,000/- This is inclusive of all fees payable by the Lodge to the Grand Lodge and the Regional Grand Lodge.

## IV. FEES OF HONOUR

6.
  - a) The Master shall pay on Installation a Fee of Honour to the Charity Fund Rs. 500/-
  - b) Each Warden on first investment shall pay a Fee of Honour to the Charity Fund to Rs. 250/-

## V. MEETINGS

7. The Regular Meeting of the Lodge will be held at Cochin / any other Masonic Centre in Kerala

or the outside as decide by W. Master from time to time on the penultimate Sunday in February, May, August and November, at such hour as the Master decides.

8. Emergency meeting may be convened at any time as per Rule 116 of the Book of Constitution.
9. All summonses will be circulated by the Secretary atleast 10 days previous to the day of the Regular Meeting and as soon as possible in case of emergency.

## VI. ELECTIONS AND INSTALLATIONS

- The Master, The Treasurer and the Tyler shall be elected at Regular Meeting in November, the Master and Treasurer by ballot and Tyler by show of hands.
11. The Master-Elect shall be installed at the Regular Meeting in February.
12. No member whose dues are unpaid for 12 months shall be eligible to be appointed or elected to any office in the Lodge.

## VII. STANDING COMMITTEE

13. A Standing Committee for general purposes shall be constituted at the Installation Meeting consisting of the Master, Immediate Past Master, the two Wardens, the Treasurer, the Secretary and three members who do not hold a regular office and elected by the Lodge.
14. The duties of the Committee shall be:

- a) To scrutinise the half yearly 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 conditions.
- d) To consider and suggest any matter relating to promote the welfare of the Lodge.



## VIII. AUDIT COMMITTEE

15. A Committee of two, who are not members of the Standing Committee, shall be elected by the Lodge at the regular meeting in November to audit the Treasurer's accounts inspect and to take inventory of the property of the Lodge, to examine the Secretary's books and draw up a report of the result of their examinations and of the working of the Lodge during the past year, making suggestions, if any, to promote the welfare of the Lodge. The Report of the Annual Audit Committee shall be submitted to the Lodge at the Installation meeting in February each year before installation of the Master, which after being read shall be entered in the Minutes books and printed and circulated to all members. One copy of the Report and of the audited accounts shall be sent to the Regional Grand Secretary.

## IX. DUTIES OF TREASURER

16. i) The Treasurer shall collect all moneys payable to the Lodge and deposit them in a Bank approved by the Lodge and in the name of the Lodge. He shall make payments for current routine expense with the permission of the Master.
- ii) The Treasurer shall make payment of petty contingent expenses, for which purpose he shall keep an Imprest of Rs. 500/- only.
- iii) All Cheques must be signed by any two of the following viz the Master, the Treasurer and the Secretary.
- iv) Once in every half year at the end of June and December and such accounts shall be laid before the Standing Committee for examination with the list of members in arrears with their dues.
- v) The Treasurer shall draw up an annual statement of accounts showing the receipt and expenditure and balance in cash, securities etc. for the year ending 31st December which when audited and found correct by the Audit Committee shall be signed and placed before the Lodge at the Installation Meeting in February.

## X. DUTIES OF SECRETARY

- The Secretary shall be in charge of the Lodge Seal and all 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 order of the Master.
- i) All letters from Members of the Lodge shall be addressed to the Secretary
- ii) The Secretary shall issue summonses for all meetings, take proper minutes of all the proceedings of the Lodge, receive all petitions, memorials etc., and lay them before the Master.
- iv) The Secretary shall keep an imprest cash of Rs. 500/- in order to meet expenses such as postages etc. and render accounts of the same at every Standing Committee / Audit Committee Meeting.

## XI. ADMISSION, RIGHTS AND RESIGNATION OF MEMBERS AND CESSATION OF MEMBERSHIP :

18. a) Before a candidate is proposed for joining his proposal form duly filled-in, propose and seconded, shall be furnished to the Secretary.
- b) Ballot shall be taken at the regular meeting following that at which the proposal is made in open Lodge. If the ballot is not so taken the proposal shall lapse.
- c) Two black balls shall exclude a candidate and anyone so rejected shall not be proposed again until six months after the date of his rejection.
- d) If the ballot for a candidate prove favourable, he will be informed of the result. In every case the candidate desiring to join as a Member will be informed after the result of the ballot as soon as possible.
- e) The collective ballot of the candidate for joining is regular, and provided that if there will be sufficient number of black balls to



exclude a candidate, each candidate shall be balloted for separately.

- f) If the candidates is not joined within three months, after his election, the election shall be void.

19. Any member wishing to resign from the Lodge shall notify the same either verbally in open Lodge or by letter to the Secretary.
20. Any member of the Lodge who allows his arrears of dues ie. of subscription, stewards account and other dues to remain unpaid for six months, shall be debarred from exercising the rights of voting, proposing or seconding candidates and being appointed or elected to any office.
21. A member in debt to the Lodge to the extent of one year's subscription and other dues is liable to be excluded after due notices in accordance with the Rule 124 read with Rule 156 of the Book of Constitution.

## **XII. VISITORS :**

22. a) No Visitor shall be admitted into the Lodge, unless properly proved or vouched for as provided in Rule 194 of the Book of Constitution.
- b) With the permission of the Master a member of the Lodge may invite to Lodge meetings visitors who are Master Masons and satisfy the provisions in Rule 104 of the Book of Constitutions.
- c) A visitor shall not be entitled to speak nor vote of any notion under any circumstances, but he may address the Lodge upon any point connected with the Craft in general, with the sanction first obtained of the Master or officer in charge of the Lodge.

## **XIII. PROPOSITION :**

23. No motion shall be put to the Lodge when assembled, unless it be proposed by one member and seconded by another.

24. Any number of amendments duly proposed and seconded may be made to any proposition but in such cases each amendment shall be voted upon before another is entertained, and if all be negatived, then the original proposition shall be put to the vote, but if an amendment be carried, the original proposition shall be considered lost.

25. No member shall be allowed to speak twice on any motion except to correct a mistake of fact, or to explain his meaning if misunderstood. The original proposer shall always be entitled to the general reply.

26. A motion may be proposed and put to the vote at any meeting of the Lodge provided notice of the motion has been give to the Secretary at least ten days before the meeting and been embodied by him in the notice calling the meeting, the Master shall have power to direct that the discussion of, or the voting upon, such motion shall be postpond to the next meeting and that notice of the motion shall be included in the notice convening the meeting.

27. No question once decided shall be raised a second time without the permission of the Master until six months shall have elapsed after its last discussion.

## **XIV. MISCELLANEOUS :**

28. The Lodge building with its furniture and ornaments, the jewels, clothing and in short all the property of the Lodge shall be considered in the immediate charge and management of the Master and Wardens who are to see that every thing is taken care of.

## **XV. AMENDMENT OF BYE-LAWS**

29. No alteration or addition to these Bye-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 Rt. Wor. The Regional Grand Master and the M. Wor. Grand Master.

Passed on 10th January 1997

V. W. Bro. A. P. Shenoy (W.M.) (Sd)  
W. Bro. T. A. Joseph (S.W.) (Sd)  
W. Bro. Dr. K. F. Manavalan (J.W.) (Sd)  
V. W. Bro. S. A. Nagendran (Secretary) (Sd)

Approved by R. W. The Regional Grand Master

(sd)

Place : Madras  
Date : 12.3.97

K. R. Rajasekharan Nayar  
Regional Grand Master

Approved by M. W. The Grand Master

(Sd)

New Delhi  
8.5.1997

(N. L. Duggal)  
Grand Secretary