

23 NOV 2005



# CHAPTER SOUTHERN CROSS

No. 21

PALAYAMKOTTAI

BY-LAWS

**The  
BY-LAWS  
OF  
ROYAL ARCH  
CHAPTER SOUTHERN CROSS  
No. 21**

**On the roll  
of the  
Supreme Grand Chapter  
of INDIA**

**1989**

## PREAMBLE

WHEREAS under the Regulations of the Grand Chapter of India, every daughter Chapter has the power of framing proper By-laws for its government, the same not being contrary to or inconsistent with the land marks and constitutions of the Order, the following By-laws, duly moved, passed and confirmed in open convocations of the Chapter and in due time approved by the M. E. The Grand Superintendent of the Regional Grand Chapter of Southern India and by the M. E. The First Grand Principal, and such alterations, additions and amendments as may be made from time to time in conformity with the rules and regulations governing the same shall be binding on all members of the Chapter Southern Cross No. 21 on the roll of the Supreme Grand Chapter of India under the jurisdiction of the Regional Grand Chapter of Southern India.

## BY-LAWS OF CHAPTER SOUTHERN CROSS NO. 21 PALAYAMKOTTAI.

### PREAMBLE

We, the Principals, Scribes and Companions of the Royal Arch Chapter Southern Cross, with a view to preserve harmony, which should ever distinguish Masons, have thought proper to establish and subscribe to the following Rules and Regulations.

1. This Chapter of free and accepted Royal Arch Masons styled Chapter Southern Cross No. 21 in the register of the Supreme Grand Chapter of India shall hold its meetings at the masonic temple in Palayamkottai.

### CONVOICATIONS

2. The regular convocation of the Chapter, shall be held at Freemason's Hall, 247, Tiruchendur Road, Palayamkottai on the penultimate Saturday of the months of February, April, July and October at such hour as the First Principal or the Principal in charge may appoint and notified in the summons and every member shall be regular and punctual in his attendance.

3. (a) Emergency convocation may be convened and held whenever the First Principal or the Principal in charge desires it necessary under Rule 63 of the Royal Arch Regulations and every Companion shall be equally bound to attend the emergency convocation as the regular convocation. The reason for convening such convocation shall be stated in the summons and no other business shall be transacted at the convocation.

(b) The expenses of the emergency convocation shall be borne by the member or members at whose instance the meetings are convened but when they are called for Chapter purposes they shall be met from the Chapter funds.



## ADMISSION OF MEMBERS AND MEMBERSHIP

4. No candidate for Exaltation or for joining shall be balloted for until he has complied with Regulations 69 and 70 of the Royal Arch Regulations and paid the prescribed fees and the annual subscription on or before the day of Exaltation or ballot respectively.

5. (a) No brother for exaltation or joining shall be exalted or admitted if on ballot two or more black balls appear against him.

(b) In the event of rejection the fees previously paid shall be returned and the brother or companion once rejected at the ballot is not eligible for re-election until twelve months shall have expired from the time when the ballot was taken.

(c) If a candidate for exaltation is not exalted within twelve English Months after the date of the ballot at which he was elected his election shall be void and the fees previously paid shall be returned.

## FEES AND SUBSCRIPTION

6. (a) (i) Subscription for each year	Rs. 50-00
(ii) Exaltation fee	Rs. 50-00
(iii) Joining fee (from Indian Constitution)	Rs. 50-00
(iv) Rejoining fee	Rs. 50-00
(v) Joining fee (from other Constitution)	Rs. 75-00

(b) All subscription shall be payable annually in advance and the official year shall be from 1st January of every English year.

7. Companions allowing their subscription to fall in arrears for six months from 1st January, while so in default, shall neither be eligible to vote, propose or second any candidate or to be elected or appointed to any office.

8. Companions allowing their subscription to fall in arrears for two full years, at the expiration of the period, shall

cease to be members of the Chapter, which fact shall be reported to the Chapter at the next regular convocation and recorded in the minutes.

9. (a) Companions wishing to resign from Chapter shall intimate the same orally in open Chapter or by a letter to the Scribe E who will lay them before the next regular Convocation of the Chapter and they shall be entitled to the certificates mentioned in Rule 74 (b) Royal Arch Regulations stating the circumstances in which they left the Chapter.

(b) No companion who has resigned or has been excluded for non-payment of dues shall be permitted to rejoin unless he shall have paid up all dues and unless he is again regularly proposed and seconded and balloted in the usual manner.

## ELECTION OF PRINCIPALS AND OFFICERS

10. (a) At the regular convocation of the Chapter in February each year, from out of the members having the requisite qualifications for the Three Principals, Chairs, as mentioned in Rule 52, 53 and 54 Royal Arch Regulations, the Chapter shall elect by ballot the Three Principals and they shall be installed at the regular convocation in April.

(b) The Officers shall be elected by ballot on the regular day of election of the Principals and the Janitor shall be elected by show of hands on the same day except when the Chapter resolves, on the day of election that they, except the Treasurer and Janitor, be appointed by the Principals so elected. The officers so elected or appointed, the Treasurer and the Janitor, shall be invested to their respective offices at the installation convocation.

## ANNUAL AUDIT COMMITTEE

11. At the regular convocation in February of each year the Chapter shall appoint the Audit committee consisting of two members, of whom one shall be a Past First Principal. The Scribe E and the Treasurer shall attend the meetings of the Audit Committee.



The duties of the Audit Committee shall be:-

(i) To examine the Scribe E's books and audit the accounts of the Treasurer and to consider the annual financial statement prepared by the Treasurer.

(ii) To inspect and to take an inventory of the properties of the Chapter annually prior to the Installation convocation and to submit a report on the condition thereof along with the audited accounts and the annual financial statement to the Permanent Committee for its consideration.

The presiding officer of the committee shall have power to call for any book, accounts documents or other records belonging to or connected with the Chapter which may be in the possession of any officer or member and which throw light on the matter under investigation of report.

#### PERMANENT COMMITTEE

12. A Permanent Committee consisting of the Three Principals past First Principals, Treasurer and the Scribe E of the Chapter for the time being and two members elected by the Chapter at the Installation convocation shall conduct all business of the Chapter, superintend the finances and the properties of the Chapter and consider any subject relating to its interest. It shall meet at least once a month when summoned by the First Principal, three to form a quorum, the result of its proceedings shall be reported at the regular convocation of the Chapter.

It shall prepare and submit the annual report on the general condition and working of the Chapter during the previous year at the Installation convocation: in this report they may suggest any matter tending to promote the welfare of the Chapter.

After its consideration the annual report and audited annual financial statement shall be printed and circulated to all the members of the Chapter together with the summons convening the installation convocation and after being read and confirmed at the installation convocation they shall be entered in the minutes book.

#### ADMISSION COMMITTEE

13. An admission committee consisting of the Three Principals, past First Principals and two members elected by the Chapter at the annual installation convocation shall sit and enquire into the eligibility of every candidate proposed for admission and shall report its findings to the Permanent committee for its consideration. The First Principal shall report the decision of the Permanent Committee to the Chapter before the ballot is taken.

#### SPECIAL COMMITTEE

14. The Chapter may by resolution or the First Principal may also at his discretion nominate for the consideration of special subjects, other committees consisting of not less than two members, a Past First Principal being included, three to form a quorum. The First Principal, ex-officio, shall belong to and be entitled to preside over every committee of the Chapter.

#### DUTIES OF OFFICERS

##### Scribe E

15. (a) The Scribe E., after obtaining the approval of the M,E,L., or the Principal in charge shall issue summons for all convocations setting forth the business, entering the dues if any, at least seven days before the day of the regular convocation and as early as possible in cases of an emergency convocation.

(b) The Scribe E. shall take the minutes of the Proceedings of the convocations and those of the committee; read at every regular convocation, the summons convening the convocation and the agenda, the minutes of the preceding regular convocation and emergency convocation if any and the minutes of the proceedings of the committee for confirmation.

(c) He shall keep the Register of Members and the Minutes Book in the prescribed forms. He shall receive all communications and lay them before the M,E,Z for disposal and keep the Records of the Chapter other than those maintained by the Treasurer. He shall submit all the Returns periodically due to the Regional Grand Chapter of S.I. and the Grand Chapter of India, together with the fees due thereon



## TREASURER

16. (a) The Treasurer, shall be in charge of the general funds of the Chapter and the charity funds. He shall receive all fees, annual subscriptions, charity collections and all monies due on account of the Chapter.

(b) He shall without reasons undue delay deposit of the sums in an account or accounts in the name of the Chapter in a Bank approved by the resolution of the Chapter. He shall operate the Bank accounts

(c) He shall maintain accounts and not make any disbursement except under the signature of the MEZ or the Principal in charge or as have been sanctioned by the Chapter. All payments shall be made by cheques.

(d) He shall at every meeting of the Permanent Committee and at every regular convocation produce the books of account, closed up to the end of the quarter preceding the convocation, which accounts shall be read out in open Chapter, for being passed by the companions present and the balance recorded in the proceedings of the convocation.

(e) He shall prepare a statement of accounts annually for the year ending 31st March prior to the installation convocation showing the exact financial position of the Chapter which statement shall be verified and audited by the Audit Committee after which it shall be submitted to the Permanent Committee for its consideration.

(f) The audited and passed accounts of each year, Bank Pass Books & other records shall be transferred to the Treasurer for the ensuing year in open chapter. The audited balance sheet shall be considered a sufficient release to the retiring Treasurer.

(g) To enable By-law 7 to be enforced, the Treasurer shall report at each convocation the names of members who are in arrears for over three months.

## JANITOR

17. (a) The Janitor must be punctual in his attendance and must not be absent except that pure necessity hindered him, intimation thereof being given in time to the Scribe E with a view to provide a substitute for him.

(b) The Janitor shall see that every companion whether he be a member or visitor is properly clothed and sign his name in the attendance register previous to his admission to the Chapter

(c) He is responsible for seeing that Chapter is always ready at the time fixed for the convocation

## STEWARDS

18. The Stewards, if appointed, shall have charge of all Chapter furniture and Regalia and shall see that the Janitor keeps them in good order and provides everything requisite in the Chapter. They shall see that the Chapter, is always properly prepared for convocations and shall make the necessary arrangements about refreshments, banquet etc.

## NOTICE OF MOTION

19. No motion shall be put to vote at any convocation of the Chapter of which due notice has not been given at the previous convocation or by a communication sent to the Scribe E or the First Principal not less than 15 days before the meeting at which it is to be proposed. Such notice shall be circulated with the summons convening the convocation provided motions of a purely formal character or regarding procedure e. g. for the adjournment of a discussion or for reference to the Permanent committee may, with the consent of the meeting, be voted on without notice.

## DISBURSEMENT OF FUNDS

20. Except for necessary current expenses no disbursement of the Chapter funds shall be made without the consent of the members previously obtained in open Chapter. It shall however be competent for the First Principal or the officer in charge of the Chapter to expend to the amount of Rs. 50/- during any quarter on Chapter purposes in anticipation of sanction.



## RELIEF

21. All applications for relief shall be made to the Chapter in writing setting forth the name, place and present circumstances. Emergent cases of distress may be relieved by the First Principal to the extent of Rs 50/- without previous sanction of the Chapter but the matter must be laid before the Chapter at the next regular convocation for approval.

## ALMS (CHARITY FUNDS).

22. Immediately before the closing the Chapter, the charity box shall be taken round as directed by the First Principal in which the companions may deposit their free will offerings. The amount thus collected shall be kept separate from Chapter general funds and appropriated to such charitable purposes as the Companions in open Chapter may decide by the majority of the Companions present and vote.

WARRANT, PREMISES, FURNITURE ETC..  
OF THE CHAPTER.

23. The Warrant of this Chapter together with the Jewels, Regalia, Archives and all properties of the Chapter (a list of which shall be kept by the Scribe E) shall vest in and be under the absolute control of the three Principals for the time being in trust for the members of the Chapter, but shall not be sold or otherwise disposed off, except by resolution of the Companion in open Chapter assembled, regularly proposed, carried and confirmed. No property of the Chapter shall be lent or hired except for purely Masonic purposes.

## BY-LAWS

24. Every member of the Chapter, exalted in or joining the Chapter, shall be presented with a printed copy of the By-Laws free of cost and a copy of the Regulations of the Supreme Grand Chapter of India on cost. The By-Laws shall be read in the open Chapter once every year and at such other time as First Principal may think it proper.

25. These By-Laws cannot be abrogated, amended, altered or added to, except by a proposition duly made and seconded at one regular meeting and brought on to the

summons of the next regular meeting; at which such modification shall not be approved unless confirmed by two thirds of the members present and voting and no alteration or amendment can take effect until formally approved by the M. E. the First Grand Principal and the M. E. the Grand Superintendent.

26. In all cases for which special provision is not made in the foregoing By-Laws, the By-Laws of the Regional Grand Chapter of Southern India and the Royal Arch Regulations of the Supreme Grand Chapter of India and also the Constitutions of the Grand Lodge of India in force from time to time, shall be binding on all concerned.

Passed and confirmed at the Regular Convocation of the Chapter held on Seventeenth day of December 1988.

P. VELAYUTHAM  
First Principal  
Dr. (Capt) P. K. MANICKAM  
Third Principal

Dr. R. PREMNATH  
Second Principal  
S. SUBRAMANIAN  
Scribe E.

Approved by M. E. The Grand Superintendent

Madurai  
1—11—89

V. RAJENDRAN  
Grand Superintendent

Approved by M. E. The First Grand Principal

New Delhi  
18—11—1989

H. P. GUPTA  
Grand Scribe E.



## CHAPTER SOUTHERN CROSS

On a petition from a few Companions the District Grand Chapter of Madras issued a Provisional Charter bearing date 5th day of November 1908 authorising them to form and open a Chapter of Royal Arch Masons at Palayamkottai. The Chapter named as Chapter Southern Cross, attached to Lodge Southern Cross No. 2298 E. C. was constituted and consecrated at the Freemasons' Hall, Palayamkottai on the 30th November 1908 with the following as Consecrating Officers, deputed by the District Grand Chapter of Madras.

1. E. Comp. P. M. Sivagnana Mudaliar as Z and  
consecrating officer
2. E. Comp. A. Y. G. Campbell as H
3. E. Comp. V. Aravamuthu Ayyengar as J
4. E. Comp. R. M. Thurby, P. D. G. D. of C. as Directo  
of Ceremonies

The following were then installed as Principals of the new Chapter by E. Comp. P. M. Sivagnana Mudaliar.

E. Comp. R. M. Thurby	as Z
E. Comp. R. V. Narayana Iyer	as H
E. Comp. S. E. Vaikundam Iyer	as J

At the same convocation nine brethren of Lodge Southern Cross were proposed, elected and exalted as members of the Chapter. The following companions were elected as officers and invested.

Comp. S. R. Krishna Iyer	Scribe E.
Comp. P. B. Thomas	Scribe N
Comp. C. K. Srinivasa Row	Prin. Sojourner
Comp. S. K. Subba Aiyar	1st Asst. Soj.
Comp. D. S. Rengachariar	2nd Asst. Soj.
Comp. W. T. Dunlop	D of C
Comp. J. Dharmarenga Raja	Asst. D of C
Comp. T. W. Harley	Steward
Comp. Ayalu Somaya Aiyer	Asst. Steward

Thus Chapter Southern Cross was established in Palayamkottai.

An emergency convocation of the Chapter was especially convened on 20-4-1963 to consider whether Chapter Southern Cross shall join the Supreme Grand Chapter of India; or whether it shall surrender its warrant; or whether it shall attach itself to another Lodge under the United Grand Lodge of England. The Chapter unanimously decided to join the Grand Chapter of India - a logical decision indeed, in view of the fact that Lodge Southern Cross had unanimously opted, two years earlier, to join the Grand Lodge of India. Consequently Chapter Southern Cross No. 2298 E. C. has been renumbered as Chapter Southern Cross No. 21 as from 23-11-1963 on which date the Grand Chapter of India was inaugurated at Kanpur.

The Chapter Southern Cross has been progressing well for the last eighty years. 39 companions were on the roll as on 30th September 1989 and 285 companions have been admitted as members of the Chapter since its inception.



# WARRANT

H Z J

## THE SUPREME GRAND CHAPTER OF ROYAL ARCH MESONS OF INDIA

To all and Every our Most Excellent, Excellent and Loving Companions.

KNOW ye that the CHAPTER Southern Cross No. 2298 on the roll of the Supreme Grand Chapter of England / the Supreme Grand Royal Arch Chapter of Ireland having opted for the Supreme Grand Chapter of India, we by the authority and under the sanction of the Subreme Grand Chapter of India vested in us for that purpose do hereby sanction and confirm that the said Chapter shall be constituted a Chapter of our Order under the title or denomination of Chapter Southern Cross No. 21 on the rolls of the Supreme Grand Chapter of India.

By virtue of this Charter the said Chapter shall be deemed to be a FOUNDATION CHAPTER of the Supreme Grand Chapter of India.

The original Charter / Warrant of the said Chapter issued by the Supreme Grand Chapter of England / Ireland was dated 2nd February 1910.

The said Chapter shall count its years of existence under its previous Charter / Warrant when making claims for Centenary Jewel etc., under the Supreme Grand Chapter of India.

The said Chapter shall meet at Freemasons' Hall, Palamcottah on the Penultimate Saturday in February, May, August, November and Friday preceding Penultimate Saturday in December with such Privileges. Power and Immunities as do of right belong to regular established Chapters and Companions of our said Most Excellent Order, subject nevertheless to the Central Laws and Ordinances already, or to be hereafter, enacted by our MOST EXCELLENT GRAND AND ROYAL CHAPTER.

Notwithstanding anything in these Regulations, and pending the formulation of the necessary provisions to cover Mark and other Degrees, in due course, the said Chapter shall be permitted to continue to work those degrees only which formerly were permitted under the Regulations then governing their working.

GIVEN under the seal of our GRAND AND ROYAL CHAPTER this Twenty Second day of November 1963 corresponding to 1st Agrahayana 1885 Saka Era.

Seal

GRAND SCRIBE. E