

By-Laws

of

Lodge Sarvothama

No. 176 G. L. I.

COCHIN.

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OF
LODGE SARVOTHAMA
No. 176, G. L. I.
COCHIN

I. MEMBERS.

- 1) The Lodge consists of Subscribing and Honorary Members.
- 2) Subscribing members can be either Resident or non-Resident members.
- 3) Any subscribing member who resides permanently within the District of Ernakulam will be deemed a Resident Member and will pay the monthly Lodge subscription accordingly.
- 4) Any subscribing member who resides permanently outside the District of Ernakulam can by application in writing or in open Lodge put himself on the Non-Resident List and will be called upon to pay Lodge subscription accordingly.

5) However, if while on Non-Resident list a member attends a Lodge meeting or remains for one month or more within the District of Ernakulam, he shall in either case pay the monthly subscription of a resident Member.

6) Honorary members are those elected, as such, for services rendered to Freemasonry in general or to the Lodge in particular (Rule 141 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.

II. MONTHLY DUES

1) Every Resident Member shall pay in advance Rs 12-50 per month as subscription.

2) A Non-Resident Member shall pay advance a subscription of Rs. 80/- per annum.

III. MEETINGS

1) The Regular meetings of the Lodge shall be held at the KODER Hall, Cochin, on the First Saturday of every month, at such hour as the Master decides.

2) Emergency meetings may be convened at any time as per Rule 115 of the Book of Constitutions.

3) All Summons 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.

2) The Master-elect shall be installed at the Regular Meeting in December

V. STANDING COMMITTEE

1) An annual committee shall be constituted at the installation Meeting, consisting of the Master, Immediate Past Master, the two Wardens, II Pest Masters of and in the Lodge under the Indian Constitution or recognised constitutions, Treasurer, Secretary and two membdrs who do not hold any regular office and elected by the Lodge.

- 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 present the annual report at the Installation Meeting.
 - e) To consider and suggest any matter tending to promote the welfare of the Lodge.

VI. AUDIT COMMITTEE

- 1) A committee of two, who are not members of the Standing Committee shall be elected by the Lodge at the meeting for auditing the accounts of the Year. The audited statement shall form part of the Annual Report.

VII. TREASURER:

- 1) 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 expenses with the permission of the Master.

- 2) The disbursements of any amount exceeding Rs. 50/- otherwise than for routine expenses, requires the previous sanction of the Lodge, under notice.

- 3) All cheques must bear the signature of the Treasurer and unless the Lodge resolves to the contrary, of at least one other member authorised by the Lodge.

- 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 with their dues.

- 5) 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 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. 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, proposed and seconded, 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.

c) The ballot shall be taken at the meeting following that at which the proposal is made in open Lodge. If the ballot is not so taken the proposal shall lapse.

d) Three black balls shall exclude a candidate and any one so rejected shall not be proposed again until 6 months after the date of his rejection.

e) A collective Ballot is regular, provided that candidates for initiation, or joining and rejoining are taken up separately and provided that, if there be a sufficient number of black balls to exclude a candidate, each candidate shall be balloted for separately.

2) 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 month's subscription is liable to

be excluded after due notice in accordance with Rule 155 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.

X. FEES

1) The following shall be the fees payable to Lodge.

a) For Initiation Rs. 250=00
b) For joining or rejoining from the Indian Constitution Rs. 50=00.
c) For joining from a recognised constitution Rs. 75=00.

2) **Fees of Honour:**

a) The Master shall pay on Installation a Fee of Honour to the Charity Fund Rs. 25=00
b) Each Warden on first investment shall pay a Fee of Honour to the Charity Fund....Rs. 15=00

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 Rt. Wor. The Regional Grand Master and the M. Wor. 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.