

MAR 2011

MARK LODGE PRUDENTIA No. 123



BYE-LAWS

Adopted at the Consecration Meeting on 14th November 2010

MARK LODGE PRUDENTIA No. 123

Under authority granted by the GRAND LODGE OF MARK MASTER MASONS of INDIA (GLMMI), dated 20th October, 2010 (Aswina 28, 1932 Saka Era), a Lodge of Mark Master Masons titled "MARK LODGE PRUDENTIA No. 123" shall be held at the Freemason's Hall, Egmore, Chennai – 600 008.

1. MEMBERSHIP

The Members of the Lodge shall comprise of Three classes viz: RESIDENT, NON-RESIDENT and HONORARY Members

RESIDENT MEMBERS are those who reside within 50 kilometers from Fort St. George.

NON-RESIDENT MEMBERS are those who reside beyond the limits as explained above and apply to be brought on the Non-Resident list.

HONORARY MEMBERS are those who are elected, as such, for services rendered to Masonry in general or to this Lodge in particular.

2. MEETINGS

REGULAR MEETINGS of the Lodge shall be held at the Freemason's Hall, Ethiraj Road, Egmore, Chennai – 600 008 on the Third (3rd Saturday in the months of December, April, July and October.

EMERGENCY MEETINGS may be held in accordance with Rule 90 of the Book of Constitutions. The total expenses incurred of an

emergency meeting including dispensation fee if any, shall be defrayed by the brother/brethren at whose instance the meeting is held.

3. ELECTION

The WORSHIPFUL MASTER of the Lodge shall be elected annually by ballot at the Regular Election Meeting in the month of OCTOBER.

The TREASURER of the Lodge shall be elected by ballot at the Regular Election Meeting in the month of October.

The TYLER of the Lodge shall be selected by show of hands at the Regular Meeting in the month of October.

4. INSTALLATION

The Installation of the WORSHIPFUL MASTER and other Officers of the Lodge shall take place at the Regular Installation Meeting in the month of December every year.

5. ADMISSION & RETIREMENT OF MEMBERS

The proposal of every Candidate for ADVANCEMENT, JOINING or RE-JOINING must be duly proposed and seconded by members of the Lodge, in an open Lodge at a Regular Meeting as set forth in Rules 98, 99, 100 & 101 of the Book of Constitutions.

No candidate shall be ADVANCED, nor any JOINING or RE-JOINING Member be admitted, except by ballot strictly in accordance with the rulings of the GLMMMI and as prescribed in the BOC or by communications from the Grand Board of General Purposes. However, if the Master is of the opinion that an error

may have occurred in the ballot, he may order a second ballot to be taken forthwith and the result of such second ballot shall be accepted as final and binding.

A candidate rejected for ADVANCEMENT, JOINING or RE-JOINING shall not be re-proposed in the Lodge until after the lapse of six months from the date of last ballot. Any fee paid previously shall be refunded.

A member who has resigned or has ceased to be a member or has been excluded for non-payment of dues, shall be permitted to rejoin only on payment of all the arrears together with his re-joining fee and shall be subject to a fresh ballot.

5. SUBSCRIPTION AND FEES

The following shall be the scale of Admission fees for ADVANCEMENT, JOINING or RE-JOINING and they are payable in advance:

ADVANCEMENT FEE **Rs 1400/-**

JOINING FEE (from a Lodge NOT under the Indian Constitution) Rs. 1000/-

JOINING FEE (from a Lodge under the Indian Constitution) Rs. 700/-

RE-JOINING fee Rs. 700/-

The Annual Subscription per RESIDENT MEMBER Rs. 600/-
plus RGMSI and GLMMI dues as applicable
(the whole sum is payable in advance)

If a serving brother is elected as the TYLER, he may be exempted from paying his annual subscription to the Lodge.

6. DUTIES OF OFFICERS

WORSHIPFUL MASTER:

- The WORSHIPFUL MASTER will rule the Lodge and shall preside at any and all meetings of the Lodge including any committee meeting during his term of office as laid down in the book of Constitutions. He has the right to convene any meeting of the Lodge or its committees and to decide on the "Agenda of Work" during any such meeting.
- The WORSHIPFUL MASTER shall be responsible for the administration and fiscal discipline of the Lodge.

SECRETARY:

- The SECRETARY of the Lodge shall conduct the general correspondence, issue Summons for all meetings, record Minutes of the Proceedings, and maintain the Members Register, Declaration Book and all other records of or belonging to the Lodge in good condition.
- The SECRETARY shall dispatch summons convening the Regular or Emergency meetings to all the members of the Lodge at least Seven days before the date of such meeting.
- The SECRETARY along with the outgoing incumbent in the said office shall every year soon after taking charge of his office but not later than the next regular meeting of the Lodge prepare an inventory of articles, books and records of the Lodge and sign the same, have the same counter- signed by the

Worshipful Master and the Immediate Past Master and place the same before the PERMANENT COMMITTEE for its inspection and information.

• The SECRETARY must read the proceedings of the Permanent Committee at every Regular Meeting of the Lodge.

• The SECRETARY shall make payments for petty contingent expenses for which purpose he shall receive an advance of Rs.1000 from the TREASURER, properly accounted for with vouchers, bills or self declaration as the case may be.

• The SECRETARY shall be the "Ex-Officio" SECRETARY of all Lodge Committees.

• All letters and other communication in any form from the members of the Lodge shall be addressed ONLY to the SECRETARY.

TREASURER:

- The TREASURER shall have charge of and be responsible for all the moneys and account books of the Lodge.
- The TREASURER shall receive all collections and remit the money in the bank from time to time.
- The TREASURER shall make payments for ordinary expenses on the authority of the WM or the Officer in charge of the Lodge.
- The TREASURER shall be one of the authorized signatories of any bank account of the Lodge.

● The TREASURER shall submit his accounts to the PERMANENT COMMITTEE and to the Lodge at its regular meeting.

● The TREASURER must prepare statement of Accounts up to 31st October each year and submit the audited Statement of accounts to the Permanent Committee in the month of November for its consideration.

7. LODGE COMMITTEES

7.1 MEMBERSHIP COMMITTEE:

The Lodge shall annually elect at the Installation Meeting a MEMBERSHIP COMMITTEE consisting of three members for the purpose of considering and reporting to the Permanent Committee upon the character, qualifications and the general desirability of the candidates proposed for membership in the Lodge for consideration by the PERMANENT COMMITTEE.

7.2 AUDIT COMMITTEE:

The Lodge shall annually elect at the Installation Meeting an AUDIT COMMITTEE consisting of two members, as prescribed in Rule 129 of the Book of Constitutions, for the purpose of conducting the Audit of the Accounts of the Lodge.

7.3 PERMANENT COMMITTEE:

The WORSHIPFUL MASTER, IPM, WARDENS, D of C, MASTER OVERSEER, TREASURER, SECRETARY, one Past Master and two other members elected at the Installation Meeting shall constitute the PERMANENT COMMITTEE of the Lodge.

The COMMITTEE shall meet at least once before each Regular Meeting.

It shall be the duty of the Committee to check the accounts, make arrangements for the meetings and consider all matters connected with the working of the Lodge, to inspect and check all the properties of the Lodge and report upon the general working of the Lodge.

The WORSHIPFUL MASTER shall preside over all PERMANENT COMMITTEE Meetings. In his absence, the Immediate Past Master, or in his absence, any other Past Master who is a member of the committee shall preside over the meeting.

In order to constitute a meeting of the PERMANENT COMMITTEE, the quorum shall be THREE.

All proceedings of the PERMANENT COMMITTEE shall be signed by the WORSHIPFUL MASTER and by the SECRETARY. In the proceedings held during his absence, the Past Master who presides over the meeting shall be accorded the same privileges.

All the matters being discussed shall be decided by a majority decision. In the case of conflict of votes on any matter, the presiding member shall have a Second or "Casting" vote.

8. BANK ACCOUNTS

Suitable and necessary bank accounts shall be opened in the name of the Lodge in a scheduled or nationalized bank approved by a resolution at the Installation meeting of the Lodge to be held in December every year.

All financial transactions of the Lodge shall be carried out by the WORSHIPFUL MASTER, the SECRETARY and the TREASURER. The TREASURER along with either the WORSHIPFUL MASTER or the SECRETARY are authorized to sign the cheques and operate the bank accounts.

9. EXCLUSION

Any member whose Subscription remains unpaid for a period of six months or more shall be liable to exclusion under the provisions of Rule 110 of the Book of Constitutions.

Any Member who has been excluded as above may be permitted to rejoin, provided that he is regularly proposed and balloted for in accordance with Rule 101 of the Book of Constitutions and provided further he pays all arrears due from him and the prescribed fee for rejoining in advance.

10. PROPOSITIONS

No motion shall be made or discussed in the Lodge which is not mentioned in the summons unless in case of emergency or the WM directs otherwise.

No question once decided in the open Lodge, shall be raised again for consideration without the permission of the WM or until 3 months shall have elapsed after the last decision.

11. CONSTITUTIONS

In respect of matters not specifically and expressly provided for in the Bye Laws, the laws and regulations of the GLMMMI as embodied in the Book of Constitutions shall apply.

12. BYE-LAWS

It shall not be competent for the brethren to abrogate, amend, add to or alter these Bye laws, unless the abrogation, amendment, addition or alteration shall have been duly proposed and seconded at one Regular Meeting, approved at the next Regular Meeting and thereafter confirmed at the following Regular Meeting of the Lodge, and approved by R.W. The REGIONAL GRAND MARK MASTER of the Regional Grand Mark Lodge of Southern India and subsequently the M.W. The GRAND MASTER of the GLMMMI.

In the event of any abrogation, amendment or revision of any Bye Law or Bye Laws, the SECRETARY shall provide each member with a copy thereof after obtaining approval from the R.W. The REGIONAL GRAND MARK MASTER of the Regional Grand Mark Lodge of Southern India and the M.W. The GRAND MASTER of the GLMMMI.

Every Member of the Lodge on his Initiation or Joining shall be presented with a copy of the Bye Laws and his acceptance thereof shall be deemed a pledge of his strict adherence and submission to the Rules contained therein.

Adopted at the Consecration meeting held on Sunday, the 14th day of November, 2010.

Place: Chennai
Date: 14th November, 2010

Approved by

RW. Bro. VARANASI NARASIMHAM, P.Dy.G.M.,

R.W. the Regional Grand Mark Master,
The Regional Grand Mark Lodge of Southern India

R.W. Bro. M.V. Raghunathan
Worshipful Master

Place: Vishakapatnam
Date: 30-10-2010

Bro. D. Sreenivasan
Senior Warden

Bro. V. Lakshminarayanan
Junior Warden

Bro. Ramchand N Chabbria
Secretary

Approved by

MW. Bro. Capt. Dr. BALARAM BISWAKUMAR, OSM.
MW The Grand Master of Grand Lodge of India

Place : Chennai
Date : 28-12-2010