

# LODGE SUSRUTA

No. 298



## BYE - LAWS

## **LODGE SUSRUTA**

No. 298

(Consecrated on 30th October, 1994)

## **BYE - LAWS**

**W. Bro. Dr. K.G.G. Panicker**

Founder Master

**W. Bro. Dr. R.N. Arwari**

Founder Sr. Warden

**W. Bro. Dr. M.G. Eraly**

Founder Jr. Warden

**W. Bro. Dr. Sujit Vasudevan**

Founder Secretary

## **I. Members**

- 1. A person who is a Registered Medical or Dental practitioner and holds a degree of MBBS from any of the Universities in India or equivalent from any of the Universities abroad recognised by Medical Council of India or B.D.S. from any of the Universities of India or equivalent from any of the Universities abroad recognised by Dental Council of India is eligible to be a member.
- 2. The Lodge may have three classes of members namely:
  - i) Resident Members
  - ii) Non - Resident Members and
  - iii) Honorary Members
- 3. Any member who resides permanently within the revenue district of Ernakulam will be deemed a Resident Member.
- 4. Any member who resides permanently outside the

revenue district of Ernakulam can by application in writing or in open Lodge put himself on the Non-Resident List.

5. The Lodge may, if it deems fit, acknowledge the services of a Brother to Free masonry in general or to this Lodge in particular, by electing him an Honorary Member in accordance with the provisions of Rule 142 of the B of C. Such a brother shall be a Medical or Dental Practitioner as stated in Bye - Law I above.
6. All members will communicate promptly their change of address to the Secretary.

## **II. Dues and fees**

7. Fees and subscriptions payable to the Lodge will be in advance and as follows:-
  - a) Subscriptions for Resident & Non-Resident Members shall be Rs. 1500/- per annum.

- b) Fee for initiation shall be Rs. 5000/- This is inclusive of all fees payable by the Lodge to Grand Lodge and Regional Grand Lodge
- c) Fee for joining or re-joining from the Indian Constitution shall be Rs. 5000/-
- d) Fee for joining from a recognised Constitution shall be Rs. 5000/-

## **III. Fees of Honour**

8. a) The Master shall pay on Installation a fee of Honour to the Charity Fund of Rs. 100/-
- b) Each Warden on first investment shall pay a Fee of Honour to the Charity Fund of Rs. 50/-

## **IV. Meetings**

9. Regular meetings of the Lodge will be held at Ernakulam Masonic Hall on the 3rd Saturday of every month at such hour as the Master decides.
10. Emergency meetings may be convened at any time

as per Rule 116 of the Book of Constitution.

11. All summonses will be circulated by the Secretary at least fifteen days previous to the day of regular meetings and seven days or as soon as possible in case of emergency.

## **V. Elections & Installations**

12. The Master, Treasurer and Tyler shall be elected at the regular meetings in December; the Master and Treasurer by ballot, and Tyler by show of hands.

13. The Installation meeting shall be the regular meeting in January.

14. No member whose dues are unpaid for three months shall be eligible to be appointed or elected to any office in the Lodge.

## **VI. Standing Committee**

15. A standing Committee for general purposes shall be constituted at the Installation Meeting, consisting

of the Master, Immediate Past Master, the two Wardens, all Past Masters of and in the Lodge under the Indian Constitution or recognised Constitutions, Treasurer, Secretary and two members who do not hold any regular office and elected by the Lodge.

16. 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 consider and suggest any matter tending to promote the welfare of the Lodge.

## **VII. Audit Committee**

17. A committee of two, who are not members of the Standing Committee, shall be elected by the Lodge

at the regular meeting in December 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 January each year before installation of the Master, which after being read shall be entered in the Minutes book 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.

### **VIII. Duties of Treasurer**

18. 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 expenses 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. 300/- only
- iii) All cheques must be signed by any two of the following viz, the Master, the Treasurer and the Secretary.
- iv) 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 the list of members in arrears with their dues.
- v) The Treasurer shall draw up an annual statement of accounting 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 January.

## **IX. Duties of Secretary**

19. i) 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.

ii) All letters from members of Lodge shall be addressed to the Secretary.

iii) The Secretary shall issue summonses for all meetings, take proper minutes of all the proceedings of the Lodge. receive all petitions, memorandums, memorials etc. and lay them before the Master.

iv) The Secretary shall keep an imprest cash of Rs. 300/- in order to meet expenses such as postages etc. and render account of the same at every Standing Committee / Audit Committee Meeting

## **●. Admission, Rights and Resignation of Members and Cessation of Membership**

20. a) Before a candidate is proposed for initiation, joining or re-joining, his proposal form duly filled in, proposed 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) Rejection of a candidate by ballot shall be in accordance with Rule 140 of the Book of Constitutions. Once rejected, a person shall not be eligible for proposal again for a period of 6 months.

d) If the ballot for a candidate proves favourable, he will be informed of the result. In every case the candidate or brother desiring to join as a Member will be informed after the result of the ballot as soon as possible.

- e) The collective ballot is regular, provided that candidates for initiation, or joining and re-joining are taken up separately and provided that, if there will be a sufficient number of black balls to exclude a candidate, each candidate shall be balloted for separately.
- f) If a candidate is not initiated within one year after his election, the candidature shall be void.

#### EXPLANATION:

For the purpose of Lodge in the next year, should the election be at an emergency meeting, the year shall commence to run from the succeeding regular meeting.

- 21. Any member wishing to resign from the Lodge shall notify the same either verbally in open Lodge or by letter to the Secretary.
- 22. Any member of the Lodge who allows his arrears of dues i.e. of subscription, stewards a/c and other dues to remain unpaid for three months, shall be

debarred from exercising the rights of voting, proposing or seconding candidates and being appointed or elected to any office.

- 23. A member in debt to the Lodge to the extent of 12 months' 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.

#### XI. Visitors :

- 24. a) No visitor shall be admitted into the Lodge, unless properly proved or vouched for as provided in Rule 104 of the Book of Constitutions.
- b) With the permission of the Master a member of the Lodge may invite to Lodge meetings visitors who are Freemasons and satisfy the provisions in Rule 104 of the Book of Constitutions.
- c) A visitor shall not be entitled to speak nor vote

on any motion 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.

## **XII. Proposition :**

25. No motion shall be put to the Lodge when assembled, unless it be proposed by one member and seconded by another.
26. 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.
27. 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.

28. A motion may be proposed and put to the vote at any meeting of the Lodge provided notice of motion has been given 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 postponed to the next meeting and that notice of the motion shall be included in the notice convening that meeting.
29. 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.

## **XIII. Miscellaneous**

30. 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 everything is taken care of.

### **Amendment of Bye - Laws :**

31. 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. The Grand Master.

The above bye-laws have been adopted at the Consecration Meeting held on 30th October, 1994.

Approved by R.W. The Regional Grand Master.

Place : Madras Sd/-

Date : 1.6.1995 R.W. Bro. D. Doralraj  
Regional Grand Master

Approved by M.W. The Grand Master

New Delhi  
3.8.1995