



**LODGE
ANANTHA PADMANABHA
No. 280**

TRIVANDRUM - KERALA

Consecrated on 26-4-1991

BYE-LAWS

LODGE ANANTHAPADMANABHA
No. 280
TRIVANDRUM – KERALA

BYE LAWS

I. Members

1. The Lodge may have two classes of members, namely:
 - a. Members
 - b. Honorary Members
2. Honorary Members are those elected as such for services rendered to freemasonry in general or to the Lodge in particular as provided in Rule 142 of the Book of Constitutions. Honorary members shall not pay any admission fees or contribution of any kind and shall not be eligible to vote or hold office.

3. All members will communicate promptly their change of address to the Secretary.

II. Dues and Fees

4. Fees and subscription payable to the Lodge shall be paid in advance on or before 1st January and as follows:

- Subscription for members shall be Rs.740/- per annum.
- Fee of Rs.300/- yearly towards Stewards' Fund shall be paid by each member in advance which will be exclusively used for refreshments.
- Fees for initiation shall be Rs.7,000/-. This includes Initiation Fee Rs.1,500/-, Special contribution to Stewards' Fund Rs.4,000/-, Contribution to Reserve Fund Rs.1,000/- and for Apron Rs.500/-.
- Fee for joining or rejoining from the Indian Constitution shall be Rs.1,000/-.
- Fee for joining from a recognized Constitution shall be Rs.1,500/-.

III. Fees of Honour

5. a. The Master shall pay on installation a fee of Honour to the General Fund of Rs.50/-

b. Each Warden on first investment shall pay a fee of Honour to the General Fund Rs.25/-

IV. Meetings

- Regular Meetings of the Lodge shall unless otherwise decided by the Lodge be held at the Freemasons' Hall, Trivandrum on the previous Friday to every second Saturday of the month.
- Emergency meetings may be convened at any time as per Rule 116 of the Book of Constitutions.
- All summonses will be circulated by the Secretary atleast seven days previous to the day of Regular Meeting and as soon as possible in case of emergency.

V. Elections and Installations

9. The Master, Treasurer and Tyler shall be elected at the meeting in December, the Master

and Treasurer by ballot and the Tyler by show of hands.

10. The Master-elect shall be installed at the regular meeting in January every year.

11. No member whose dues are unpaid for one year shall be eligible to be appointed or elected to any office of the Lodge.

VI. Permanent Committee

12. A Permanent Committee for General Purpose shall be constituted at the Installation Meeting consisting of the Master, the Immediate Past Master, the two Wardens, Secretary, Assistant Secretary, Treasurer, Director of Ceremonies and four elected members consisting of two Past Masters and two Master Masons.

13. The duties of the Committee shall be:

- a. To scrutinise the quarterly financial statements 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

14. A committee of two, who are not members of the Permanent Committee, shall be elected by the Lodge at the regular meeting in November to audit the Treasurer's accounts, to inspect and take an 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 the working of the Lodge during the past year, making suggestions, if any, to promote the welfare of the Lodge. The Annual Report of the Audit Committee shall be read in the meeting in December each year before the Installation of the Master, which after being read, shall be entered in the Minutes Book and printed and circulated to all members. It will be open for the Lodge or any member to initiate such further action on any point or

points of the report as they deem fit. One copy of the Report (with action taken thereon) and the audited accounts shall be sent to the Regional Grand Secretary.

VIII. Duties of the Treasurer

- 15.a. The Treasurer shall collect all monies 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 / Secretary.
- b. The Treasurer shall make payment of petty contingent expenses for which purpose he shall keep an imprest of Rs.50/-.
- c. All cheques must bear the signature of the Treasurer and Master or Secretary.
- d. The Treasurer shall close the Lodge Account every month and also present a financial statement in the Lodge Meeting.
- e. The Treasurer shall draw up an annual

statement of account showing the receipts and payments and balance in cash, securities, et cetera 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 the Secretary

- 16.a. The Secretary shall be in charge of the Lodge Seal and all record 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.
- b. All letters from Members of the Lodge shall be addressed to the Secretary.
- c. The Secretary shall issue summonses for all meetings, record proper minutes of all the proceedings of the Lodge, receive all petitions, memorials, et cetera and lay them before the Master.

- d. The Secretary shall keep an imprest cash of Rs.500/- in order to meet expenses such as postage, et cetera and tender account of the same at every Permanent Committee / Audit Committee meetings.

X. Admission, Rights and Registrations of Members and Cessation of Membership

- 17.a. Before a candidate is proposed for initiation, joining or rejoining, the proposal form, duly filled in, proposed and seconded shall be furnished to the Secretary.
- b. A 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. More than one-third negative ballots 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 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 of the result of the ballot as soon as possible.

- e. The collective ballot is regular, provided that candidates for initiation or joining and rejoining are taken up separately and provided that, if there be sufficient number of black balls to exclude a candidate, separate ballot shall be taken.
- f. If a candidate is not initiated within one year after his election, the election shall lapse and he will have to be proposed and balloted afresh according to the procedure provided above.

Explanation: For the purpose of this clause, 'a year' shall mean the period from the meeting at which the candidate was elected, up to and including the corresponding meeting of the Lodge in the next year. Should the election be at an emergency meeting, the year shall commence to run from the immediately succeeding regular meeting.

18. Any member wishing to rejoin the Lodge shall notify the same either verbally in open Lodge or by letter to the Secretary.
19. Any member of the Lodge who allows his arrears of dues i.e., of subscription, stewards' fund and other dues to remain unpaid for twelve months, shall be debarred for exercising the rights of voting, proposing or seconding candidates and from being appointed or elected to any office.
20. A member in debt to the Lodge for subscription and other dues is liable to be excluded in accordance with Rule 124 read with Rule 156 of the Book of Constitutions.

XI. Visitors

21. 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 members and who satisfy the provisions in Rule 104 of the Book of Constitutions.

- c. A visitor shall not be entitled to speak or vote on any motion under any circumstances, but he may address the Lodge upon any point connected with the Craft in general, with the permission first obtained from the Master or Officer in Charge of the Lodge.

XII. Proposition

22. No motion shall be put to the Lodge when assembled, unless it is proposed by the member and seconded by another.
23. 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 vote, but if an amendment be carried, the original proposition shall be considered lost.

24. 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 a general reply.

25. A motion may be proposed and put to the vote at any meeting of the Lodge provided notice of the motion has been given to the Secretary at least fourteen days before the meeting and has 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 the meeting.

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

XIII. Miscellaneous

27. The Lodge furniture, ornaments, jewels, clothing

and in short all the property of the Lodge shall be maintained properly and entered in a register and annually the same may be physically verified.

XIV. Amendment of Bye-laws

28. No alteration or addition to these byelaws shall be made except by motion carried at a regular meeting after due notice and confirmed at the next regular meeting and approved by R. W. the Regional Grand Master.

Adopted at the Consecration Meeting held on
26/04/1991.

Sd/-
W. Bro. K. R. Rajasekharan Nayar
Worshipful Master

Sd/-
W. Bro. N. Jayakrishnan Nayar
Senior Warden

Sd/-

Bro. K. Thrivikraman Nair
Junior Warden

Sd/-

Bro. R. Sekar
Secretary

Approved by R. W. the Regional Grand Master
Regional Grand Master

Approved by M. W. the Grand Master
Grand Secretary

Founders:

K. R. Rajasekharan Nayar
V. Krishnan Nair
N. Jayakrishnan Nayar
K. Thrivikraman Nair
V. R. Krishnan Nair
R. Sekar
P. Bhaskaran Nair
G. Kumaran Nair
Roger Oscar Christian
T. Ravindran
M. S. Madhusoodhanan
R. K. Karayalar
Joseph Mathew
R. Krishnan
Zulfiqar Marikar
Agustine Mathew Kayyalakkakom
Dr. George Thomas
Dr. P. Balachandran Nair
C. G. G. Panicker