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Lodge of
St. Mark's in the East

No. 1 G.M.I., Chennai



BYE-LAWS



As on 1.12.2005

RCL

BYE-LAWS

of

"St. Mark's in the East"

AS AMENDED

Lodge of Mark Masters

No.1 G.M.I., Chennai

I. Officers

1. For the purposes of Government, and for the proper conduct of its affairs, the Lodge shall consist of the following Officers :-

A Worshipful Master
A Senior Warden
A Junior Warden
A Master Overseer
A Senior Overseer
A Junior Overseer
A Chaplain
A Treasurer
A Registrar of Marks
A Secretary
A Senior Deacon
A Junior Deacon
A Director of Ceremonies
An Almoner
An Organist
An Asst. Secretary
An Inner Guard
Stewards
A Tyler

II. Members

2. The Members of the Lodge shall comprise two classes, viz :
(1) Subscribing and (2) Honorary.
3. No Brother shall be elected an Honorary Member unless he shall have done some special service for Mark Masonry in General, or for this Lodge in particular. The procedure laid down in Rule 103 B. of C. (Mark) shall be followed.
4. Honorary Members shall pay no contributions or admission fees of any kind, and shall be entitled to all the privileges of Subscribing Members, but shall not be eligible to vote or propose or second any resolution, or to hold office. If however he is a P.M. of the Lodge, he shall be entitled to propose and second candidates.

III. Days of Meeting

5. The regular Meetings of the Lodge shall be held at 6.30 p.m. on the first Friday in January, St. Mark's Day in April, and the first Friday in July and October of each year, and every Brother attending shall sign his name in the Attendance Book kept for that purpose.
6. If a Member be prevented from attending a Meeting to which he has been summoned, he shall make his excuse to the Lodge either by letter to the Secretary, or by a verbal message through another Member.
7. All Emergent Meetings shall be held (except for special reasons) on a Friday, and at the time above specified.
8. The Expenses of an Emergent Meeting shall be defrayed by the Brother or Brethren on whose account the Lodge is summoned, but, when an Emergent Meeting is called for Lodge purposes, all expenses shall be defrayed from Lodge funds.

IV. Dues and Fees

9. Members shall pay a subscription of Rs. 200 (Two hundred Rupees annually) in advance.
10. The scale of Fees shall be as follows :-
Advancement Rs. 200
Joining from a Lodge under G.M.I. Rs. 200
Fee for an Emergent Meeting Rs. 100
Joining from a Lodge under a recognized constitution Rs. 200
11. No application for admission into the Lodge either as a candidate or joining Member shall be entertained unless the Fee in each case shall have been previously paid.

V. Admission and Retirement of Members

12. No candidate for advancement or joining into the Order shall be admitted, if on the ballot more than two black balls appear against him. Provided that if less than five members vote, a single black ball shall exclude.
13. In the event of rejection in either case, the fee if any paid, shall be returned.
14. Every candidate for advancement and or, joining shall previously make and subscribe to the prescribed declarations.
15. Every Brother desirous of joining the Lodge, shall produce a clearance Certificate from his last Lodge, and shall further make and subscribe the declaration in Appendix B.
16. Candidates for advancement and joining membership rejected at the ballot cannot present another application until six months have elapsed from the date of last ballot.

17. Members, wishing to resign from the Lodge shall notify the same either verbally in open Lodge or by letter through the Secretary, but a Clearance Certificate shall not be granted until all dues to the Lodge have been paid.
18. Members allowing their dues to fall in arrears for more than one year shall receive intimation of the same from the Secretary, and if they be not cleared off by the next Meeting, the Secretary shall mention the same at that Meeting, and shall then give notice to the Brother in writing of the complaint made against him, and of the time appointed for its consideration, when he may attend and be heard and unless good cause be shown, he shall then be formally excluded from the Lodge, in accordance with Rule 109 of the Mark Constitutions, and the circumstances reported to the Grand and Regional Grand Lodges.
19. No Member, who has resigned without paying his fees or Member excluded for non-payment of dues, shall be permitted to rejoin unless he shall have paid up all arrears, and be subject to a fresh ballot.
20. A brother whose subscription remain unpaid for two full years, shall at the expiry of the period automatically cease to be a member of the Lodge under Rule 110 B. Of C. (Mark).
21. No candidate for Advancement shall be balloted for unless he shall have been either previously proposed for admission in open Lodge, or prior application made in writing to the Secretary in order that he may send notice thereof to all the Members seven clear days before the Meeting of the Lodge at which the ballot is to take place.
22. A Brother shall not be accepted as a candidate for joining or rejoining unless he has been proposed and seconded in open Lodge or a notice that he has been proposed and seconded has been read out in open Lodge at a Meeting prior to that at which he comes up for election.

VI. Elections

23. The worshipful Master shall be elected annually at the Regular Meeting in January, and shall be installed on the festival of St. Mark (25th April) next ensuing.
24. Brethren, who are one year in arrears of dues, shall not be entitled to hold any Office in the Lodge.

VII. Correspondence

25. All letters from Members of the Lodge must be addressed to the Secretary.

VII. Secretary

26. The Secretary, in addition to keeping the books and making the returns referred to in Rules 92, 93, 94 of the Mark Constitutions, shall issue summons for the Meetings and Committees, collect all dues from the Brethren and pay them over to the Treasure, and discharge such other duties as may be delegated to him by the Worshipful Master.
27. The Secretary of the Lodge shall be ex-officio Secretary of all Committees appointed by the Worshipful Master.

IX. Treasurer

28. The Treasurer shall have charge of, and be responsible for, all moneys collected on account of the Lodge, keeping account of the same in accordance with Rule 96 of the Mark Constitution.
28. (a) The bank accounts of the Lodge shall be operated by any two of the following: Viz., the Treasurer and either the Worshipful Master or the Secretary
29. The Treasurer shall pay all current expenses of the Lodge with the sanction of the Worshipful Master. Any other expenditure shall be incurred only with the approval of the Lodge, provided that all expenses exceeding Rs.200/- due notice shall be given in the summons.

X. Propositions, etc.

30. No motion shall be put, or discussed in the Lodge unless proposed by one Member, and seconded by another.
31. An amendment duly proposed and seconded may be made to any proposition, in which case, the amendment shall be first; put to vote if negatived, the original proposition shall be put to vote, unless other amendments be proposed but if an amendment is carried, the original proposition shall be considered lost.
32. In the event of there being an equality of votes on any question, the Worshipful Master shall have a casting vote.
33. No Member shall be allowed to speak on any motion twice, except the original proposer, by way of reply.
34. No motion shall be brought forward for consideration of which notice was not given in the summons convening the Meeting, emergencies excepted.

XI. Annual and other Committees

35. At the Regular Installation Meeting in April the Lodge shall elect the Permanent Committee consisting of the Master who shall be the President, Immediate Past Master, the Senior and the Junior Wardens, Treasurer, Secretary, Dir. of Cer. and two members elected by the Lodge. The duties of the Permanent Committee shall be the same as the Annual Committee. The Permanent Committee shall meet at least one month before the date of every regular meeting. At the regular meeting in January every year the Lodge shall elect an Audit Committee consisting of two elected members to Audit the accounts and prepare a statement of Accounts.

In consequence of the above amendment the words Permanent Committee shall replace at all places the words Annual Committee - in the Bye-laws of the Lodge.

36. The duties of the Annual Committee shall be :-

- I. To inspect and to take an inventory of the property of the Lodge, mentioning its state and condition.
- II. To examine the Secretary's books and audit the Treasurer's Accounts.
- III. To draw up a report of the result of their examinations and of the working of the Lodge during the past year; in this report they may suggest any matter tending to promote the welfare of the Lodge.

37. The report of the Annual Committee shall be circulated for the information of the Brethren at least one week before the meeting to be held on St. Mark's Day, the 25th April, and placed before the Lodge for approval.

38. The Worshipful Master may, at his discretion, nominate other Committees for the consideration of special subjects consisting of not less than three Members, a Past Master being President.

XII. Property of the Lodge

39. The property of the Lodge shall be in the custody of the Worshipful Master and Wardens, who shall be responsible for the same. The property of the Lodge shall not be pledged. (Rule 114, Mark B. of C.) or otherwise disposed of without the sanction of the Lodge.

XIII. Alms (Charity Fund)

40. Before closing at each Meeting, Regular or Emergent, the Worshipful Master shall direct the Deacons to carry round the Charity Box, in which the Brethren may deposit their free-will offerings.

41. The sums thus collected shall be kept separate from the Lodge Funds, and appropriated to such charitable purposes as the Brethren in open Lodge may direct.

XIV. Bye-laws

42. It shall not be competent for the Members of the Lodge to abrogate, amend, or alter any of these Bye-laws, unless the abrogation, amendment, or alteration shall have been proposed at a Regular Meeting, and the same circulated among all the Members of the Lodge, confirmed at the next Regular Meeting, and approved by competent authority (Rule 87 of the Mark Constitutions).
43. Every Member of the Lodge shall be given one free copy of these Bye-laws.

These revised Bye-laws were approved and confirmed in open Lodge at a Regular Meeting held on the 25th April 1968.

T.K. NARASING RAO, W.M.

S.K. RAMANUJAM, S.W.

V.L. NARASIMHA RAO, J.W.

S. THIRUNAVUKARASU,
Secretary

Madras

11th Member, 1967

Approved by the R.W. Regional Grand Mark Master of
Southern India.

Madras

24th Jan.

1969

(C.A. RAMAKRISHNAN)
Regional Grand Mark Master

Approved by the M.W. Grand Master

New Delhi

24th Jan.

1969

(P.M. SUNDARAM)
Grand Secretary

APPENDIX A

TO THE WORSHIPFUL MASTER, WARDENS, OVERSEERS
AND MEMBERS OF THE LODGE ST. MARK'S IN THE EAST No.1,
G.M.I. OF MARK MASTER MASONS, MADRAS.

Worshipful Sir and Brethren,

Having a particular desire to be advanced to the Honourable
Degree of Mark Master Mason, I request that I may be advanced in
the above Lodge or admitted as a joining member.

I have deposited the necessary fee for advancement with the
Secretary, viz, Two Hundred (200) Rupees.

My name (in full) is :

My profession or occupation is :

My Masonic rank is :

My residence is :

I was initiated in Lodge No. of the
Grand Lodge of at on the day of and raised to
the Degree of Master Mason in Lodge No. of the Grand
Lodge of at on the day of and now or last, was a
Member of Lodge No. of the Grand Lodge of
at . I was regularly installed Worshipful Master of Lodge
No. of the Grand Lodge of at on the day of and
occupied the Chair of that Lodge for the full period of one year.

I further solemnly declare that I have not been suspended,
excluded or expelled from the above named or any other Lodge or
Lodges from the date first herein before mentioned up to the date
of this declaration. And I make this declaration conscientiously
believe in the same to be true.

Witness my hand this day of.....

Witness

Proposed by

Seconded by

APPENDIX B

TO THE WORSHIPFUL MASTER, WARDENS, OVERSEERS
AND MEMBERS OF THE ST. MARK'S IN THE EAST, LODGE OF
MARK MASTER MASONS No.1, G.M.I., MADRAS

I, being a Master
Mason, do declare that, should I be admitted as a Member of the
above Lodge. I hereby solemnly pledge myself to maintain and
uphold the supremacy of the Grand Lodge of Mark Master Masons
of India to pay strict obedience to its Constitutions and Law and to
conform to all the ancient usages and established customs of the
Order. I further solemnly promise to submit to, and observe, to the
Bye-laws and Regulations, of the Lodge from time to time made for
its government.

Witness my hand this day of

Witness

**DECLARATION TO BE MADE BY APPLICATION
(BRETHREN) FOR MEMBERSHIP**

TO THE WORSHIPFUL MASTER, OFFICERS, MEMBERS OF
ST. MARK'S IN THE EAST LODGE OF MARK MASTERS, No.1
ON THE ROLL OF LODGES HOLDING UNDER THE GRAND
LODGE OF MARK MASTERS OF INDIA.

I _____ of _____ in the
_____ do, on my honour as a
man, and my fidelity as a Mason, declare that I was, on the
day, _____ of A.D. 19 _____ regularly advanced to the
Degree of Mark Master in Lodge No. _____ working under a
Charter from the Grand Lodge of _____ meeting at
and named _____ ; that I am still a member honourably
retired from that Lodge and am still in good standing as a Mark
Master Mason, that I am desirous of becoming a Member of this
Lodge (and to be registered in the Books of the Grand Lodge of
India). That I will renew my pledges in proper form and will
cheerfully conform to the Constitutions and Laws, as well of the
Grand Lodges, as of this Lodge :

Witness my hand this _____ day of _____ A.D.

(Signature of Candidates)

Mark M.M.

Proposed by

Seconded by