



**LODGE VEMBANAD**

**NO.319**

**COCHIN**

**BY - LAWS**

BY - LAWS OF  
**LODGE VEMBANAD**  
No. 319 COCHIN.

**PREAMBLE**

We, the brethren of Lodge Vembanad No. 319 are now bringing into force the By - Laws for this Lodge, with a view to preserving peace, unity and harmony and have, therefore, thought it proper to establish and subscribe to the following Rules and Regulations.

**I. Members**

1. The Lodge consists of Subscribing, Life and Honorary Members.
2. Any person who resides permanently within the state of Kerala can become subscribing member subject to fulfilling other requirement as per this by law.
3. Life members can be those who have completed 20 years in freemasonry and have

attained the age of 55 years and on payment of Rs. 7500/- in lumpsum to the Lodge. Thereafter, they shall not be liable to pay any fees or other dues.

4. 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. Subscription**

1. Every Member except Life Members & Honorary Members shall pay in advance Rs. 350/- per annum as subscription plus RGL and GLI dues as applicable from time to time and stewards a/c on actual basis.

## **III. Meetings**

1. The Regular Meetings of the Lodge shall be held at Sarvothama Masonic Temple, Mundamveli Cochin-7, on the Third Friday of every month, such hour as the Master decides.

2. Emergency meetings may be convened at

any time as per Rule 116 of the Book of Constitution.

3. All summons will be circulated by the Secretary sufficiently in advance to the day of regular meeting and atleast 7 days or 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 March. The Master & Treasurer by ballot and Tyler by show of hands.

2. The Master-elect shall be installed at the Regular Meeting in April.

3. No member whose dues are unpaid for 6 months shall be eligible to be appointed or elected for any office in lodge.

## **V. Standing Committee**

1. The affairs of the lodge shall be looked after by a standing committee, consisting of the master, immediate past master, the two wardens, all past masters of the Lodge, Treasurer, Secretary and two members elected by the lodge at the installation meeting every year.

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 conditions.
- d) To approve the annual report prepared by Secretary to be presented 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 Installation meeting for auditing the accounts of the year. This audited statement shall form part of the Annual Report. The term of the members of the audit committee will be for 1 year

but members are eligible for re-election.

#### 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. 250/- otherwise than for routine expenses, requires the previous sanction of the Lodge, under notice.

3. All cheques must be signed by any two of the following viz. The master, the Treasurer and the Secretary.

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 31st March. Which when checked and found correct by the Audit Committee shall be signed and placed before the Lodge at the Installation Meeting in April along with the annual report.

### 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 from, duly filled in, shall be furnished to the Secretary.
- b) The proposal shall be referred to the Standing Committee for approval and before the proposal is made in open lodge at a Regular Meeting. two circulations of the names proposed must have been over among the members. The Secretary shall send a separate Communication along with summons mentioning about the proposal of an individual with full details like name, age, profession, address, occupation etc etc.
- c) The ballot shall be taken at the meeting following that at which proposal is made in open lodge. If the ballot is not so taken the proposal shall lapse.
- d) If 2/3 of members present and voting does not vote in favor of the proposal, the same will be rejected and can be again

### 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 25-09-1998.  
Confirmed on 25-09-1998.

V.W.Bro.Himatlal.M	..	W.M.
W.Bro.Rajesh G.Asher	..	S.W.
Bro.Sunil George	..	J.W.
W.Bro.Dr.M.G.Erally	..	Secretary.

Approved by R.W.The Regional Grand Master

Place : Chennai  
Date : 04.04.2003.

Sd/-  
Regional Grand Master

Approved by M.W. The Grand Master

Place : New Delhi  
Date : 29.04.2003.

Sd/-  
Grand Secretary