

12 MAR 2014



R.A.M. Lodge Chittoor No.81

BYLAWS

MEETINGS

- 1) The Lodge shall meet on the Sundays after the Second Saturdays in March, June, September and December at the Freemasons' Hall, Masonic Grounds, Chittoor, Andhra Pradesh at 10.30 AM, or at such hour as the Worshipful Commander may fix.
- 2) An Emergency Meeting may be held at any time when duly summoned by command of the Worshipful Commander Noah or the Officer In-charge of the Lodge, after receiving the requisite dispensations from the appropriate authorities.
- 3) The Summons for a Regular Meeting or for an Emergency Meeting shall be sent by the Scribe to all the members of the Lodge seven clear days before the day of the Regular / Emergency Meeting.
- 4) The Summons shall contain a notice of all business to be transacted at such meeting. At an Emergency Meeting only the business set forth in the Summons shall be transacted. At a Regular Meeting, the Worshipful Commander Noah may at his discretion permit any business not given notice of in the Summons, to be transacted if it appears to him to be of urgency or importance.

MANAGEMENT

- 5) The affairs of the Lodge shall be managed by a General Committee consisting of the Worshipful Commander Noah, who shall be the President of the Committee, the Wardens, The Immediate Past Commander Noah, the Treasurer, the Scribe, the Director of Ceremonies and two members elected by the Lodge at the annual Installation Meeting in March.
- 6) This Committee shall consider such matters specifically referred to by the Lodge, deal with applications for membership and prepare an Annual Report on the state of the Lodge, which shall be submitted to the Lodge for approval at each Installation Meeting. The Committee shall meet at least once a year and its proceedings shall be read in open Lodge at the next Regular Meeting. Three members shall form a quorum.

- 7) The Scribe shall conduct all the general business and correspondence of the Lodge. He shall keep record in a Minutes Book of the business transacted at every Regular / Emergency Meeting of the Lodge and read the same for confirmation at the next Regular Meeting. He shall maintain in a separate book a record of the meetings of the General Committee. He shall keep a register of all members of the Lodge. He shall carefully preserve all the registers and records of the Lodge.
- 8) The Treasurer shall have charge of and be responsible for the moneys and account books of the Lodge. He shall enter the details for moneys received and paid out, in appropriate books of accounts. He shall collect the subscription and other dues, if any, from the members and deposit them in the name of the Lodge in a bank approved by resolution of the Lodge. He shall have authority to pay as and when they fall due all routine expenses on the Lodge such as Grand Lodge of Mark Master Masons of India and Regional Grand Mark Lodge of Southern India dues, premises rental charges, contributory share, electricity charges, Summons / Annual Reports printing and postage charges, Warder's fees and sundry expenses. All other payments shall be made only on the authority of the Lodge, or the Worshipful Commander Noah or the Officer In-charge of the Lodge. At the Installation Meeting, he shall place before the Lodge the accounts written up to 31st January previous, audited and certified as correct by the Audit Committee.
- 9) The various bank accounts of the Lodge shall be opened and operated by the Treasurer, jointly with any one of the following, the Worshipful Commander Noah or the Scribe.
- 10) The Worshipful Commander Noah and the Treasurer shall be elected annually by ballot and the Warder chosen by show of hands at the Regular Meeting in December. The Worshipful Commander-Elect shall be installed at the next Regular Meeting in March, at which meeting he shall appoint and invest the following Officers: Immediate Past Commander Noah, Senior Warden, Junior Warden, Chaplain, Treasurer (Elected), Scribe, Director of Ceremonies, Senior Deacon, Junior Deacon, Organist, Assistant Scribe, Assistant

Director of Ceremonies, Guardian, Stewards and Warder (Chosen).

- 11) An Audit Committee of two members shall be elected by the Lodge at the Installation Meeting in March who shall audit the accounts of the Lodge for the year and certify its correctness.

ADMISSION OF MEMBERS

- 12) A Mark Master Mason desirous of being Elevated to this Degree may either be proposed and seconded at a Regular Meeting of the Lodge, or an application duly signed by his proposer and seconder may be sent to the Scribe at least fifteen days before the meeting and the proposal shall be included in the Summons for the next Regular Meeting. The full name of the candidate, his age, profession or occupation, place of abode, the name and number of the Mark Lodge of which he is or was a member, his date of Advancement and the names of the proposer and seconder must appear in the Summons for the Meeting at which the ballot is to take place. He shall produce for inspection before the ballot is taken his Grand Lodge Certificate as a Mark Master Mason and a No Dues / Clearance Certificate from each of the Mark Lodges which he is or was a member stating that his dues have been paid in full. He shall also pay prior to being balloted the fees stipulated in Bylaw 16 as well as his annual subscription.
- 13) If a Brother who is a Royal Ark Mariner is desirous of joining the Lodge, he must be proposed and seconded at a Regular Meeting of the Lodge. His full name, age, profession or occupation ; place of abode, the name and number of the Royal Ark Mariner Lodge of which he is or was a member must be set forth in the Summons for the Regular Meeting at which the ballot is to take place. He must produce his Royal Ark Mariner's Certificate and a No Dues / Clearance Certificate from the Lodge of which he is or was a member stating that his dues have been paid in full. He must also pay before ballot the fees stipulated in Bylaw 16 as well as his annual subscription.
- 14) The Lodge shall not proceed with the ballot for Elevation or Joining unless the Scribe has reported that the documents

mentioned in the foregoing Bylaws have been produced.

- 15) No Brother shall be elevated in or admitted as a member of the Lodge, if on the ballot more than two black balls shall appear against him. In the event of an unfavourable ballot, the candidate shall not be proposed again until after a lapse of six months from the date of his rejection.
- 16) In all cases where the votes of the Brethren on any proposition are equal, the Worshipful Commander Noah shall have a second or casing vote.

FEES, SUBSCRIPTIONS, ETC.

- 17) The following fees shall be payable to the Lodge:
 - a) Fee for Elevation: Rs.500/- plus the Elevation Fees payable to the Grand Lodge of Mark Master Masons of India, and, the Regional Grand Mark Lodge of Southern India, as applicable.
 - b) Fee for Joining or Re-Joining: Rs.400/- plus the Elevation Fees payable to the Grand Lodge of Mark Master Masons of India, and, the Regional Grand Mark Lodge of Southern India, as applicable.
 - c) Fee for Joining or Re-Joining from a Lodge of another recognized Constitution: Rs.400/- plus the Elevation Fees payable to the Grand Lodge of Mark Master Masons of India, and, the Regional Grand Mark Lodge of Southern India, as applicable.
 - d) Fee for Emergency Meeting: Rs.500/- as payable by the Brethren for whose convenience the meeting is held.
 - e) Annual Subscription Payable in Advance: Rs.400/- plus the Annual payable to the Grand Lodge of Subscription, Mark Master Masons of India, and, the Regional Grand Mark Lodge of Payable in Southern India, as applicable.

RETIREMENT OF MEMBERS

- 18) If any Brother allows his subscription to remain in arrears for one year, the Scribe shall advise him of the amount due by registered post and if the full amount is not paid off within thirty days from the date thereof, he shall be liable to Exclusion under Rule 109 of the Book of Constitutions (Mark).
- 19) Brethren desirous of retiring from the Lodge may notify the same wither verbally in open Lodge or be letter to the Scribe. If a Brother fails to observe this rule, he shall be liable for his subscription until such notice is given.

PROPOSITIONS

- 20) Every proposition for consideration by the Lodge shall be proposed by one member and seconded by another.
- 21) Amendments, duly proposed and seconded, may be moved to any proposition. Amendments shall be put to the vote first, and if negatived the original proposition shall be put to vote, but if the amendment is carried the original proposition shall be deemed to have been lost.
- 22) No proposition shall be considered at a meeting unless notice of it had been given at the previous Regular Meeting, or forwarded in writing to the Scribe for inclusion in the Summons at least fifteen days before the date of the Meeting at which the proposition is to be considered; but the Worshipful Commander Noah shall have power to admit a proposition for consideration If he considers it of importance or urgency, even though previous notice as aforesaid had not been given.
- 23) Every member must address the Worshipful Commander Noah standing and in the manner usual amongst Royal Ark Mariners. No member shall speak more than once on the same subject. The proposer shall have the right to reply.
- 24) It shall not be competent to the Lodge to abrogate, alter or amend these Bylaws unless the abrogation, alteration or amendment shall have been moved in open Lodge at one Regular Meeting, considered and passed at the next Regular Meeting and confirmed at the subsequent Regular Meeting.

Approval must then be obtained in accordance with Rule 87 of the Book of Constitution (Mark).

- 25) Every member, on admission, shall be presented with a copy of the Bylaws and his acceptance thereof shall be deemed a submission thereto.
- 26) At every Regular and Emergency Meeting of the Lodge, the Charity Box shall be circulated and honoured by the Brethren.

These Bylaws were considered and adopted on the date of Consecration, Sunday, 19th January 2014.

Sd/-

V W Bro Bharat V Epur

(Founder Worshipful Commander Noah)

Sd/-

Bro Dr N C Ramachandra Reddy

(Founder Senior Warden)

Sd/-

Bro V Madhusudhan Reddy

(Founder Junior Warden)

Sd/-

R W Bro N Pandurangan

(Founder Scribe)

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

Place : Chennai

Date : 30th January 2014

Sd/-

R W Bro R Sushil Raj

(Regional Grand Mark Master)

Approved by M.W. The Grand Master of the Grand Lodge of Mark Master Masons of India

Place : New Delhi

Date : 12th February 2014

Sd/-

R W Bro B. Kamakoti

(Grand Secretary)