

Lodge  
Italia Williams Manian  
No. 158  
SECUNDERABAD.

## **BYE-LAWS**

Updated as on 30-11-1999

## BYE LAWS OF

# Lodge Italia Williams Manian No. 158

AS APPROVED BY GLI ON 3.2.1964

UPDATED AS ON 30.11.1999

**PREFATORY :** The Lodge Italia Williams No. 158 was duly constituted under a Charter or Warrant dated 3rd September 1963 and was consecrated on the 10th of October 1963 at St. John's Hall, Secunderabad by M. W. Bro. Bhogilal C. Shah, M. W. Grand Master assisted by

R. W. Bro. D. D. Italia, P.J.G.W.	- as I.P.M.
R. W. Bro. Naoshir S.Chenoy, A.G.M	- as Senior Warden
R. W. Bro. Pestonji P. Kapadia P.A.G.M.	
R.W.R.G.M. of Western India	- as Junior Warden
W. Bro. Behram Kapadia, P.S.G.D.	- as Chaplain
R .W. Bro. P.M.Sundaram, P.Dy.G.M. and Grand Secretary	- as Secretary
W. Bro. Raja Gurudas, P.G.Std.	- as Senior Deacon
W. Bro. T.R.Janardhan, P.G.Std.	- as Junior Deacon
W. Bro. Rao Sahib K.A.M.A.Kaliappa Nadar, A.G. D. of C.	- as Asst. D. of C.
W. Bro. Dr.S.P. Bhacca G.I.G.	- as Inner Guard
W. Bro. A.A.V. Payne, P.J.R.G.W.	- as Tyler

Sponsored by Lodge Deccan No.20 G.L.I.  
on 26th October, 1962 with the following Principal  
Officers:-

W. Bro. E.P.B. Manian, G.Std.	-	Worshipful Master
Bro. Syed Raza Ali	-	Senior Warden
Bro. L.M. Mukherjee	-	Junior Warden

**1. MEETINGS** : The Regular Meetings of the Lodge shall be held at St.John's Hall, Secunderabad, Andhra Pradesh on the First Tuesday of every month at such hour as the Master may direct.

**2. EMERGENCY MEETINGS** : Emergency meetings can be held only in accordance with Rule 116, Book of Constitutions. (B of C). Where an Emergency Meeting is held for the sole purpose of conferring a degree at the request and for the convenience of a Candidate or Candidates, the Lodge may require from such Candidate or Candidates, the actual dispensation fees payable to RGL of SI.

**3. ELECTION OF MASTER & TYLER** : The Master and the Tyler shall be elected by ballot at the regular meeting in November.

**4. INSTALLATION** : The Master-Elect shall be installed at the regular meeting of the Lodge in the month of December.

**5. MEMBERS** : The Members of the Lodge shall consist of three Classes, Viz. (a) Resident (b) Non-Resident (c) Honorary.

- (a) A Resident Member is one who resides within the Municipal limits of Greater Hyderabad Municipal Corporation and the Secunderabad Cantonment Areas.
- (b) A Non-Resident Member is one who Resides beyond the above said limits and applies in writing or orally in the open lodge to be placed on the list of Non-Resident Members. Non-Resident Members shall, immediately they change their residence to a place within the Municipal limits of the Greater Hyderabad Municipal Corporation and the Secunderabad Cantonment Areas will be automatically treated as Resident Members.
- (c) A Honorary Member is one who is elected as such in accordance with the provisions of Rule 142 of B of C.

**6. FEES & SUBSCRIPTIONS :** The following are the fees and subscriptions payable to the Lodge in advance:

**FEES :**

Initiation	RS. 500/-
Joining from a Lodge under the Indian Constitution.	Rs. 400/-
Joining from a Lodge under a Recognised Constitution.	Rs. 500/-

**The fees shall be allocated as follows :**

**Initiation :**

General fund	Rs. 375/-
Charity account	Rs. 125/-

**Joining from a Lodge under the Grand Lodge of India :**

General Fund.	Rs. 300/-
Charity	Rs. 100/-

**Joining from a Lodge under a recognised Constitution:**

General Fund	Rs. 375/-
Charity fund	Rs. 125/-

**ANNUAL SUBSCRIPTION**

(a) Resident Members	Rs. 1260/-
(b) Non-Resident Members	Rs. 540/-
<b>(c) Subscriptions shall be allocated as follows:-</b>	

**Resident Members :**

General Fund	Rs. 360/-
Steward Fund	Rs. 720/-
Benevolent Fund	Rs. 180/-

**Non - Resident Members :**

General Fund	Rs. 360/-
Charity	Rs. 180/-

In ADDITION to the above, the Grand and Regional Grand Lodge dues as per actuals will be payable by every member, as applicable. The above fees will be payable in ADVANCE by members, every quarter.

The Secretary and the Tyler (if a Subscribing Member), if they wish, shall be exempt from payment of Subscription (to the extent of the General Fund).

The Charity collections made at the Lodge Meetings shall be credited to the Benevolent Fund.

**7 . GENERAL FUND :** Payments other than Grand Lodge dues, Regional Grand Lodge dues, Tylers fees, Peons salary, Rent of the Hall of meetings, Printing, Stationery, Postage, and Insurance charges shall be made only by a regular proposal and sanction in the open Lodge.

A sum of Rs. 50/- may, however, be held at the disposal of the Master to meet emergency cases of distress to be disbursed at his discretion. Such disbursements shall be reported at the next regular meeting of the Lodge.

**8 . STEWARDS FUND :** All members partaking of Lodge Dinners shall pay for themselves as well as for their guests such charges as may from time to time be fixed by the Lodge.

Resident Members, shall however be exempt from payment of charges for their Dinners but shall pay the prescribed charges for their guests. Resident Members will however be charged for special banquets like installation banquet, reception of Grand Lodge or Regional Grand Lodge etc., Expenditure incurred on entertainment of Lodge Guests alone, may, when sanctioned by the Lodge, be met from its 'STEWARD FUNDS'. Payments other than usual Dinner Bills shall be made only by a regular proposal and sanction in the Open Lodge.

**9 . THE CHARITY FUND :** The Charity Fund shall consist of Benevolent Fund and Local Charities Fund and shall be made up of charity collections made at the Lodge meetings, Voluntary contributions to the Fund, allocations from the subscription, initiation and Joining Fees and such other moneys as may be regularly voted by the Lodge from time to time from its General Fund. Monies from this Fund shall be devoted solely to charity, but no expenditure shall be incurred without the prior sanction of the Lodge.

**10 . BALLOT AND VOTING :** The election of Candidates for initiation or joining shall be conducted in conformity with the procedure laid down in the book of constitutions. On a Ballot for a candidate for initiation or joining two black balls shall indicate rejection but the master may, if he is of opinion, that a mistake may have been committed immediately order a second ballot to be taken which shall be final.

A candidate or Brother so rejected shall not be eligible to be proposed again until after the lapse of six months from the day of such rejection.

**NOTE :** Should there be any objection to the introduction of a candidate for initiation or a brother for joining it is recommended that such objection be mentioned confidentially to the Master or Secretary who may communicate with the proposer and give him an opportunity of with/drawing his proposal.

**11 . ARREARS :** Any member whose subscription be in arrears for four months shall be liable for EXCLUSION from the Lodge in accordance with the provision of Rule 156 of B of C. The Master shall cause the Secretary to issue a Notice of Demand by Registered Post Acknowledgment Due informing the member in default of the amount due and calling his attention to

Rule 156 B of C and if the arrears be not paid within one month from the date of receipt buy him of the 'DEMAND NOTICE' the member in default shall be liable to be excluded and if excluded such exclusions shall be reported to the Grand Lodge and Regional Grand Lodge. Due notice shall also be given in the summons convening the meeting at which the exclusion is to be considered.

A member in default in the payment of his subscription for three months shall be deprived while so in default of all being appointed or elected to an office.

**12 . TREASURER :** All moneys due to or held for the Lodge shall undue delay deposit the same in an Account in the name of the Lodge at a Bank approved by resolution of the Lodge. He shall maintain regular accounts of the 'FUNDS' of the Lodge and shall be sanctioned by the Lodge.

All payment shall be made by means of cheques jointly and shall bear the signature of the Treasurer and the Master or the Secretary.

The Treasurer shall prepare statements of account at the end of each month and will present the same at the next regular meeting of the Lodge. He

shall prepare a statement of Accounts of all 'FUNDS' of the Lodge to the end of December each year for verification and Audit by the Audit Committee.

The Audited accounts shall be presented to the Lodge at the regular meeting in the month of November and copy of Annual Accounts be posted to all members at least one week before the said meeting.

**13 . THE SECRETARY :** The Secretary shall be in charge of all Lodge records and books, other than the account books maintained by the Treasurer. He shall keep the register of members copies of BY-LAWS, issue summons, and record minutes of all the proceedings of the Lodge and of its Committees, prepare all returns in time, receive communications and submit them to the Master. He shall be ex/Officio Secretary to all Committees appointed by the Lodge. He shall receive from the Treasurer a sum of Rs.50/- as 'IMPREST MONEY' He shall render account to the Treasurer and he will receive a further sum from the Treasurer to recoup the imprest money. He shall maintain inventory of the Lodge property.

**14 . THE TYLER :** The Tyler if a serving brother shall receive such remuneration as the Lodge shall from time to time determine.

He shall be responsible for the Up-keep of the Lodge property, regalia etc. and shall make all arrangements in the Temple for the Lodge meetings.

**15 . AUDIT COMMITTEE :** The Audit Committee shall consist of Two members and shall be elected at the Election meeting of the Lodge.

The Committee shall verify and Audit the Annual Accounts of all the 'FUNDS' of the Lodge up to end of December and present the same to the members for their consideration at the regular meeting in February.

**16 . THE GENERAL COMMITTEE :** The General Committee shall consist of the Master, Wardens, Treasurer, Secretary, all past masters of Lodge Italia-Williams and Three brothers to be elected by the Lodge at the election meeting. One of whom shall be a past Master. This committee shall consider and report upon proposals for membership of the Lodge as well as on any other matter that may be referred to it by a resolution of the Lodge. This committee shall meet on the last Tuesday of every month.

At the regular meeting of the Lodge following that at which any reference has been made to it, the Committee shall present its report and the same shall be read in Open Lodge and decided by a majority of Votes on a motion duly made.

It shall also be the duty of this Committee to visit homes of afflicted on 1st Sunday of every month or on such other convenient day as may be decided upon by the Committee and render such relief to the inmates of the home visited as is found necessary.

It shall also be the duty of this Committee to visit brethren or their family members who are sick.

**17. BY-LAWS :** By-laws of the Lodge shall be read in Open Lodge at last once a year and also whenever the Master so directs.

**18. ALTERATION OF BY-LAWS :** Additions, alterations or amendments to these By-Laws, or any of them shall be made only by notice of motion, given in writing, in Open Lodge, at a regular meeting, and the motion inserted in the summons for the next meeting. It shall be considered at that meeting and if then approved by a majority of members present, shall be submitted for confirmation at the next regular meeting but shall not become effective until final approved by the R.W. The Regional G.M. (Southern India) and the M.W. The Grand Master.

19. In all respects the members of this Lodge shall abide by and strictly conform to the laws and regulations of the Grand Lodge of India, as embodied in the Book of Constitutions.

The number of the Rules in the Book of Constitutions given above are as they appear in the B of C G.L.I. 1963 edition.

The above By-Laws were proposed at the consecration and installation meeting held on Thursday, the 10th day of October, 1963 and passed at the Regular Meeting held on Tuesday the 5th November, 1963 and confirmed at the Regular Meeting held on Tuesday the 3rd December, 1963.

The above By-Laws were approved by the Right Worshipful the Regional Grand Master (Southern India) on ..... and by the Most Worshipful the Grand Master on.....

*Sd/  
Worshipful Master*

*Sd/  
Senior Warden*

*Sd/  
Junior Warden*

*Sd/  
Secretary*

