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# **LODGE ERNAKULAM**

No. 243



## **BY-LAWS**

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(As Amended on 4-8-1989)

### **I. MEMBERS**

1) Lodge may have three classes of members namely:

- i) Resident Members:
- ii) Non-Resident Members : and
- iii) Honorary Members.

2) Any member who resides permanently within the District of Ernakulam will be deemed a Resident Member and will pay the monthly Lodge subscription accordingly

3) Any member who resides permanently outside the District of Ernakulam can by application in writing or in open Lodge put himself on the Non-Resident list and will be called upon to pay Lodge subscription accordingly



4) However, if while on Non-Resident list a member attends a Lodge meeting or remains for one month or more within the District of Ernakulam he shall either case pay the monthly subscription of a Resident Member

5) 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 Constitution. Honorary Members shall pay no admission fees or contribution of any kind, but shall not be eligible to vote or hold office

6) All members will communicate promptly their change of address to the Secretary

## II. DUES AND FEES

7) Fees and subscriptions payable to the Lodge will be in advance and as follows:

a) Subscriptions for Resident Member shall be Rs. 25/- per month

b) ~~Subscriptions for Non-Resident Member shall be Rs. 120 per annum.~~

b) Fee for Initiation shall be Rs. 1000/-  
This is inclusive of all fees payable by the Lodge to the Grand Lodge and Regional Grand Lodge

c) Fee for joining or re-joining from the Indian Constitution shall be Rs. 500/-

d) Fee for joining from a recognised Constitution shall be Rs. 600/-

## III. FEES OF HONOUR

8) a) The Master shall pay on Installation a Fee of Honour to the Charity Fund Rs. 25/-

b) Each Warden on first investment shall pay a Fee of Honour to the Charity Fund Rs. 15/-

## IV. MEETINGS

9) Regular meetings of the Lodge will

be held at the Ernakulam Masonic Hall, on the second Saturday of every month, at such hour as the Master decides, except in the month of December, when the meeting will be held on the Third Saturday, instead of the second Saturday of the month.

10) Emergency meetings may be convened at any time as per Rule 116 of the Book of Constitution.

11) All summonses will be circulated by the Secretary at least *Seven days* previous to the day of regular meeting and as soon as possible in case of emergency.

## V. ELECTIONS AND INSTALLATIONS

12) The Master, Treasurer and Tyler shall be elected at regular meeting in December, the Master and Treasurer by ballot, and Tyler by show of hands.

13) The Master-Elect shall be installed at the regular meeting in January.

14) No member whose dues are unpaid for three months shall be eligible to be appointed or elected to any office in the Lodge.

## VI. STANDING COMMITTEE

15) A Standing Committee for general purposes shall be constituted at the Installation Meeting, consisting of the Master, Immediate Past Master, the two Wardens, all Past Masters of and in the Lodge under the Indian Constitution or recognised Constitutions, Treasurer, Secretary and two members who do not hold any regular office and elected by the Lodge.

16) 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 consider and suggest any matter tending to promote the welfare of the Lodge.



## VII. AUDIT COMMITTEE

17) A committee of two, who are not members of the Standing Committee, shall be elected by the Lodge at the regular meeting in June to audit the Treasurer's accounts inspect and to take 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 of the working of the Lodge during the past year, making suggestions, if any, to promote the welfare of the Lodge. The Report of the Annual Audit Committee shall be submitted to the Lodge at the Installation meeting in July each year before installation of the Master, which after being read shall be entered in the Minutes book and printed and circulated to all members. One copy of the Report and of the audited accounts shall be sent to the Regional Grand Secretary.

## VIII. DUTIES OF TREASURER:

18) i) 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

## VII. AUDIT COMMITTEE

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## VIII. DUTIES OF TREASURER:

18) i) 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

\* Amended on 28-12-1983

the Lodge. He shall make payments for current routine expenses with the permission of the Master

ii) The Treasurer shall make payment of petty contingent expenses, for which purpose he shall keep an imprest of Rs. 50/-only.

iii) All cheques must bear the signature of the Treasurer and, unless the Lodge resolves to the contrary, of at least one other member authorised by the Lodge.

iv) 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.

\* v) 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 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.

\* Amended on 28-12-1989



the Lodge. He shall make payments for current routine expenses with the permission of the Master.

ii) The Treasurer shall make payment of petty contingent expenses, for which purpose he shall keep an imprest of Rs. 50/- only.

iii) All cheques must bear the signature of the Treasurer and, unless the Lodge resolves to the contrary, of at least one other member authorised by the Lodge.

iv) 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.

v) 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 30th June which when audited and found correct by the Audit Committee shall be signed and placed before the Lodge at the Installation Meeting in July.

### IX. DUTIES OF SECRETARY:

19. i) The Secretary shall be in charge of the Lodge Seal and all 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 order of the Master.

ii) All letters from Members of the Lodge shall be addressed to the Secretary.

iii) The Secretary shall issue summonses for all meetings, take proper minutes of all the proceedings of the Lodge, receive all petitions, memorials etc. and lay them before the Master.

iv) The Secretary shall keep an imprest cash of Rs. 50/- in order to meet expenses such as postages etc. and render account of the same at every Standing Committee/Audit Committee Meeting.

### X. ADMISSION, RIGHTS AND RESIGNATION OF MEMBERS AND CESSATION OF MEMBERSHIP:

20. a) Before a candidate is proposed for initiation, joining or re-joining his proposal form,

duly filled-in, proposed and seconded, shall be furnished to the Secretary.

b) 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) Two black balls shall exclude a candidate and anyone so rejected shall not be proposed again until 6 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 after the result of the ballot as soon as possible.

e) The collective ballot is regular, provided that candidates for initiation, or joining and re-joining are taken up separately and provided that, if there will be a sufficient number of black balls to exclude a candidate, each candidate shall be balloted for separately.

f) If a candidate is not initiated within one year after his election, the election shall be void.



### EXPLANATION:

For the purpose of this clause "a year" shall mean the period from the meeting at which the Candidate was elected, upto and including the corresponding meeting of the Lodge in the next year. Should the election be at a emergency meeting, the year shall commence to run from the succeeding regular meeting.

21 Any member wishing to resign from the Lodge shall notify the same either verbally in open Lodge or by letter to the Secretary.

22. Any member of the Lodge who allows his arrears of dues i. e. of subscription, stewards a/c and other dues to remain unpaid for three months, shall be debarred from exercising the rights of voting, proposing or seconding candidates and being appointed or elected to any office.

23. A member in debt to the Lodge to the extent of six months' subscription and other dues is liable to be excluded after due notices in accordance with the Rule 124 read with Rule 156 of the Book of Constiution.

### XI. VISITORS:

24 a) No visitor shall be admitted into the Lodge, unless properly proved or vouched for as provided in Rule 104 of the Book of Constitution

b) With the permission of the Master a member of the Lodge may invite to Lodge meetings visitors who are Freemasons and satisfy the provisions in Rule 104 of the Book of Constitution.

c) A visitor shall not be entitled to speak nor vote on any motion under any circumstances, but he may address the Lodge upon any point connected with the Craft in general, with the sanction first obtained of the Master or Officer in charge of the Lodge.

### XII. PROPOSITION:

25. No motion shall be put to the Lodge when assembled, unless it be proposed by one member and seconded by another.

26. 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 the vote; but if an amendment be carried, the original proposition shall be considered lost.

27. 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 the general reply.

28. 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 ten days before the meeting and 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.

29. No question once decided shall be raised a second time without the permission of

the Master until six months shall have elapsed after its last discussion.

### **XIII. MISCELLANEOUS:**

30. The Lodge building with its furniture and ornaments, the jewels, clothing and in short all the property of the Lodge shall be considered in the immediate charge and management of the Master and Wardens who are to see that everything is taken care of.

### **XIV. AMENDMENT OF BYE-LAWS:**

31. No alteration or addition to these Bye-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. Grand Master.

Passed on 14th March, 1981.



W. Bro. Oommen Thomas - W. M. (Sd.)

W. Bro. A. V. Mathew - S. W. (Sd.)

Bro M. Ram Mohan - J W (Sd.)

W. Bro. S. A. Nagendran - Secretary (Sd.)

Approved by R. W. The Regional Grand Master.

Madurai, (Sd)

29th April, 1981. Regional Grand Master

Approved by M. W. The Grand Master, M. W.  
Bro. the Hon'ble Mr Justice D. P. Madon, O. S. M.

New Delhi

16-7-1981

(Sd)

(H. J. Rushi)

Grand Secretary