

ODGE SOUTHERN CROSS No. 46



BY - LAWS

Freemasons' Hall,
247, Tiruchendur Road, Palayamkottai,
Tirunelveli 627 002. Tamil Nadu

3 FEB 2011



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LODGE SOUTHERN CROSS No. 46

On the roll of the Grand Lodge of Ancient Free and Accepted
Masons of India, meeting at

Freemasons' Hall,
247, Tiruchendur Road, Palayamkottai,
Tirunelveli 627 002.

By - Laws

Lodge Southern Cross No.46, Palayamkottai.

Without due order and decorum, harmony cannot be preserved nor the business of masonry properly conducted; therefore, at the stroke of Master's Gavel profound silence shall be observed.

1. This Lodge of Free and Accepted Masons styled Lodge Southern Cross No.46, G . L. I. in the register of the Grand Lodge of India shall hold its meetings at the Masonic temple in Palayamkottai.

Officers

2. The regular officers of the Lodge shall be the Master, the Immediate Past Master, Two Wardens, a Treasurer, a Secretary, Two Deacons, an Inner Guard and a Tyler. The Master may also appoint as additional officers, a Chaplain, a Director of Ceremonies, an Assistant Director of Ceremonies, an Almoner, Bearers of the Volumes of Sacred Law, a Sword Bearer, an Organist, an Assistant Secretary, a Steward or Stewards but no others.

Members

3. This Lodge shall consist of resident, non resident and honorary members.

4. (a) Resident members shall be those who normally reside within the revenue districts of Tirunelveli and Thoothukudi.

(b) Non - resident members shall be those who normally reside outside the revenue districts of Tirunelveli and Thoothukudi.

(c) Every member shall be considered resident until he intimates his desire verbally in open Lodge or in writing to the Secretary to be placed on non-resident list.

Election Of Master, Treasurer And Tyler.

5. The Master and the Treasurer shall be annually elected by ballot at the regular meeting of the Lodge in December and Master-elect installed at the regular meeting in January.

The Tyler shall also be annually elected by show of hand at the regular meeting in December.

Annual Audit Committee

6. At the regular meeting in December of each year the Lodge shall appoint the Audit Committee, consisting of two members. The Treasurer and Secretary shall attend the meetings of the Audit Committee.

The duties of the committee shall be :-

(a) to examine the Secretary's and Steward's books and audit the accounts of the Treasurer.

(b) to take stock of the Lodge property annually prior to the Installation Meeting and submit a report on the condition thereof to the Lodge.

The presiding officer of the Committee shall have power to call for any book, account, document or other record belonging to or connected with the Lodge which may be in the possession of any Officer or Member and which may throw light on the matter under investigation or report.

(c) To submit the annual report on the general condition and working of the Lodge during the previous year at the installation Meeting.

The annual Report and the annual Financial Statement, which after being read at the installation meeting, shall be entered in the minutes book and printed and distributed for the information of the brethren.

Any suggestion made in the annual report shall be put to the Lodge in the shape of a proposition duly seconded, approved by the Brethren and confirmed before being carried into effect.

Permanent Committee:

7. A Permanent Committee consisting of the Master, Wardens, Past Masters, Treasurer and the Secretary of the Lodge for the time being and two members elected by the Lodge at the Installation meeting, shall conduct all business of the Lodge superintend the finances and the properties of the Lodge and consider any subject relating to its interest. It shall meet

atleast once a month when summoned by the Master, five to form a quorum, and the result of its proceedings shall be reported at the regular meeting of the Lodge.

Special Committee

8. The Lodge may by resolution or the Master may also at his discretion nominate for the consideration of special subjects, other committees consisting of not less than three members, a Past Master being included, three to form quorum. The Master, ex-officio, shall belong to, and be entitled to preside over every committee of the Lodge.

The Admission Committee

9. A committee consisting of Master, Wardens. Past Masters and two members elected by the Lodge at the annual Installation meeting shall sit and enquire into the eligibility of every candidate proposed for admission and the Master shall report in open Lodge the decision of the committee before the ballot is taken.

Meeting

10. The regular meetings of the Lodge shall be held at Freemasons' Hall, 247, Tiruchendur Road, Palayamkottai on the penultimate Saturday of every month at such hour as the Master or other officer in charge may appoint and notify in the summons and every member shall be regular and punctual in his attendance.

11. (a) Emergency meetings may be held in accordance with Rule 116 of Book of Constitution. Every brother shall be equally bound to attend emergency meetings as regular Lodge meetings.

(b) All expenses of emergency meetings shall be borne by the member or members at whose instance the meetings are convened, but when they are called for Lodge purpose they shall be defrayed from the Lodge funds.

Procedure At Meetings

12. Any number of amendments duly proposed and seconded may be made to any propositions, in which case, the amendments shall be put to vote first and if they are negatived, the original proposition shall be put to vote: if any amendment is carried, the proposition as amended shall be put to the Lodge.

Attendance Register

13. (a) Every brother shall previously to entering the Lodge subscribe his name in the attendance register placed in the anti - room.

(b) Every visitor shall also add the name and number of his Lodge as well as his office in it, if he holds any.

Subscriptions And Fees

14. Subscription for each year :

i) of Resident Member and Non Resident Member

Subscription to Lodge Rs. 600/- Plus GLI Dues (Rs. 250)

RGL Dues (Rs.300) Stewards Fund (Rs. 25) Lodge of Instruction (Rs. 20) Building Maintenance fund (Rs. 200)

Grand Lodge Fee (Rs. 50) for Past Masters, Worshipful Master, Senior and Junior Warden.

ii) Initiation Fee Rs. 4000/- Plus Development Fund Rs. 3000/-

iii) Joining Fee from Indian and other Constituion Rs. 3000/-

iv) Rejoining Fees Rs. 3000/-

15. All subscription shall be payable annually in advance. The official year shall be from 1st January of every English year.

An amount equal to one year's subscription shall be collected from each member as deposit which shall be refunded to him on his resignation after adjusting the dues if any. This deposit shall carry no interest and it does not preclude any member from automatic cessation under Rule 23 (a).

Admission Of Members And Membership

16. (a) No ballot for joining or re-joining shall take place and no degree shall be conferred unless in each case the prescribed fee shall have been previously paid.

(b) The candidate for initiation shall, on or before the day of initiation, pay the prescribed fees and the annual subscription.

(c) The proposal form duly filled in by the candidate for initiation or joining or re-joining with all other consequential documents, if any, shall be deposited with the Secretary at least 21 days before the meeting at which the candidate is to be proposed.

17. No person shall be made a Mason unless if on ballot, two thirds of the members present and voting in the Lodge approve the proposal for such candidate.

18. No brother shall be admitted as Joining or Re-Joining member of the Lodge,unless if on ballot two thirds of the members present and voting in the Lodge approve the proposal for such candidate.

19. In the event of rejection in either case the fees previously paid shall be returned.

20. Brethren or candidate once rejected by the Lodge at the ballot are not eligible to come up again for election until twelve months shall have expired from the time when the ballot was taken.

21. If a candidate for initiation is not initiated within twelve English months after the date of the ballot at which he was elected his election shall be void and the fees previously paid shall be returned.

22. Brethren wishing to resign from the Lodge should do so verbally in Open Lodge or should state their intention in writing to the Secretary who will lay the letter before the next regular meeting of the Lodge, and they shall be entitled to the certificate mentioned in rule 150 (a) and (b) of the Books of Constitutions, stating the circumstances in which they left the Lodge.

Arrears Of Dues

23. (a) Should the subscription of a member of the Lodge remain unpaid for one full year at the expiration of the period he shall cease to be a member of all lodges, provided such a member, has been duly served with a notice by Registered Post with acknowledgement due of being in arrears of the subscription amount and the member fails to make payment within 30 days of receipt of the notice. A copy of such notice shall also be sent to the Regional Grand Secretary.

The fact of cessation shall be reported to the lodge at the next regular meeting and recorded in the minutes and shall be forthwith notified to the Grand Secretary. The provisions of Book of Constitution Rules 9 A, 138, 150 and 157 shall apply in the case of a Brother Ceasing to be a member under this Rule as if he had been excluded by vote.

Such a member can only be come a member again by regular proposition and ballot according to Book of constitution Rule 138 provided he has made payment of the arrears of all Lodges, which will be a condition precedent of his election.

(b) Brethren whose subscriptions remain unpaid, for three months from the beginning of the official year, while so in default, shall neither be eligible to vote on any matter raised in the Lodge, nor to propose nor second any candidate for admission nor to be elected nor appointed to any office.

24. No brother who has resigned or has been excluded for nonpayment of dues, shall be permitted to rejoin unless he shall have paid up all dues and unless he is again proposed and seconded and balloted in the usual manner.

Duties Of Officers

Secretary

25. (a) The Secretary after obtaining the approval of the Master shall issue summonses for all meetings, setting forth all the business to be entered upon at each. The amount of dues, if any, for each brother shall be

entered on his summons.

In the case of regular meetings the summonses shall be issued at least seven days before the day of the meeting and in cases of emergency meetings as early as possible.

(b) He shall attend and take minutes of the proceedings of the Lodge meetings and those of its committees read at every regular meeting; (i) the summons convening the meeting and the agenda of work entered therein and (ii) the minutes of the preceding regular meeting and intermediate emergency meetings, if any, for confirmation.

(c) He shall receive all communications and lay them before the Master for speedy disposal: he shall take particular care of the records of the Lodge and observe that the several documents issued by him are in due and proper form.

(d) He shall keep the register of members which shall give full particulars concerning all the members of the lodge and the minutes book according to the forms laid down in the book of constitutions

(e) shall submit all returns due to the Grand Lodge of India and the Regional Grand Lodge of Southern India under the Signature of the Master and be responsible for all remittances which should accompany them.

(f) He shall be given a permanent advance of Rs.500/- to meet the necessary and contingent expenses and shall recoup the amount so spent, from the Treasurer through vouchers sanctioned by the Master.

Treasurer

26. (a) The Treasurer shall be in charge of the general funds of the Lodge and the charity funds. He shall receive all fees, yearly subscriptions, charity collection and other dues on account of the Lodge. He shall without undue delay deposit the same in an account in the name of the Lodge at a bank or banks approved by the resolution of the Lodge. The Lodge funds so deposited with a bank or banks will be subject to withdrawals against the

signature of the Treasurer *along with either the Master or Secretary*

(b) He shall not make any disbursements except under the signature of the Master or the Officer in charge of the Lodge or as have been sanctioned by the Lodge. All payments shall be made by cheques signed by the Treasurer *along with either the Master or Secretary*.

(c) He shall at every regular meeting produce his books and accounts closed upto the end of the month preceding the meeting which accounts shall be read out in open lodge, passed by the members present and the balance recorded in the proceedings of the meeting.

(d) He shall prepare a statement of accounts annually for the year ending 31st December prior to the Installation meeting showing the exact financial position of the Lodge which statement shall be verified and audited by the Audit Committee appointed by the Lodge under By-law 6 at the regular meeting of the Lodge in December after which it shall be submitted to the members for their consideration at the installation meeting of the Lodge in January.

(e) The audited and passed accounts of each year shall be transferred to the Treasurer for the ensuing year in open Lodge. The signature of the auditors to the Balance Sheet shall be considered a sufficient release to the retiring Treasurer.

(f) To enable By-law No.23 (b) to be enforced, the Treasurer shall report at each meeting the names of members who are in arrears for over three months.

Tyler

27. (a) The Tyler must be punctual in his attendance, he must not be absent save through illness intimation thereof being given in time to the Secretary with a view to provide a substitute for him.

(b) The Tyler shall see that every brother whether he be a member or visitor is properly clothed and sign his name in the attendance register previous to his admission to the Lodge.

(c) The Tyler is responsible for seeing that the Lodge is always ready at the time fixed for the meeting.

(d) The Tyler, if he happens to be a serving brother, shall be paid a fee of Rs.10/- for every meeting he tyles and when he is absent his duties shall be performed by any member of the Lodge requested by the Master to undertake them for the meeting. In the latter case the Tyler's fee shall be credited to the charity fund of the Lodge.

Stewards

28. The Stewards, if appointed, shall have charge of all Lodge furniture and Regalia and shall see that the Tyler keeps them in good order and provides everything requisite in the Lodge. They shall see that the Lodge is always properly prepared for meetings and shall make the necessary arrangements about refreshments, banquet etc.

Disbursements Of Funds:

29. Except for necessary current expenses no disbursements of the Lodge funds shall be made without the consent of the members previously obtained in open Lodge. It shall however be competent for the Master or Officer in charge of the Lodge to expend to the amount of Rupees three hundred during any one month on Lodge purpose in anticipation of sanction.

Relief

30. (a) All applications for relief shall be made to the Lodge in writing setting forth the name, place of residence and present circumstances of the petitioner.

(b) Emergent cases of distress may be relieved by the Master to the extent of Rupees One hundred without previous sanction, but the matter must be laid before the Lodge at the next regular meeting for approval.

Alms (Charity Funds)

31. (a) Immediately before the closing of the Lodge, regular or emergency, the charity box shall be taken round as directed by the Master, in which the Brethren may deposit their freewill offerings.

(b) The amount thus collected shall be kept separate from the Lodge funds and appropriated to such charitable purposes as the Brethren in Open Lodge may direct.

32. No motion shall be put to vote at any meeting of the Lodge of which due notice has not been given at the previous meeting or by a communication sent to the Secretary or Master not less than fifteen days before the meeting at which it is to be proposed. Such notice shall be circulated with the summons convening the meeting. Provided motions of a purely formal character or regarding procedure e.g. for the adjournment of a discussion may, with the consent of the meeting, be voted on without notice.

Notices And Summons

33. (a) Notices and summonses which shall be requisite to be sent to any member, shall be deemed sufficiently served, if sent through ordinary post to the last known address of a member. Every notice of exclusion or intended exclusion shall be sent through registered post with acknowledgement due.

(b) All changes of addresses shall be invariably notified to the Secretary in writing by members immediately they occur.

Miscellaneous

34. Members introducing visitors shall see that the visiting Brethren introduced by them, sign the attendance register.

35. Every member of the Lodge, initiated in or Joining the Lodge shall be presented with a copy of the By-Laws free of cost. The By-laws shall be read in the open Lodge once every year and at such other time as the Master may think it proper.

36. These By-laws cannot be abrogated, amended or added to, except by a proposition duly made and seconded at one regular meeting and brought on to the summons of the next regular meeting at which such modification shall not be approved unless confirmed by two third of the

members present and voting and no alteration or amendment can take effect until formally approved by the M.W. The Grand Master and the R.W. The Regional Grand Master.

37. In all matters for which there is no specific provision in the foregoing By-laws, the Laws and Regulations of Book of Constitutions of the Grand Lodge of India and the By-laws of the Regional Grand Lodge of Southern India in force from time to time shall be binding on all concerned.

Amendments passed and confirmed at the regular meeting of the Lodge held on the 17th April, 2010.

Place : Palayamkottai.

Date : 20.04.2010.

Worshipful Master
(S.R. Krishna)

Senior Warden
(S.K. Gokul Srinivasan)

Junior Warden
(R.B.K. Samuel)

Secretary
(S. Jegatheesan)

Approved By R.W. The Regional Grand Master

Place :

Date : 13-5-2010

Regional Grand Master
(V. Narasimham)

Approved By M.W. The Grand Master

New Delhi

Date : 19-06-2010

Grand Secretary
(B. Kamakodi)