



Lodge Azoka

No. 93

MADRAS

BY-LAWS

1986

## **BY-LAWS**

**Framed under Rule 111 of the Book of  
Constitution G.L.I.**

### **1. Members :**

**The members of the Lodge shall  
comprise of three classes, viz :—**

- (a) Resident members.**
- (b) Non-Resident members.**
- (c) Honorary members.**

**Explanation I. Resident members are  
those who reside within 20 miles of Fort  
St. George.**

**Explanation II. Non-Resident members  
are those who reside beyond the said limits  
and apply to be brought on the Non-Resident  
list.**

**Explanation III. Resident members  
who qualify to become Non-Resident  
members will be placed on the Non-Resident  
list with effect from the month following  
that in which their application is received  
and placed before the Lodge.**

Explanation IV. Honorary members are those who are elected, as such, for services rendered to Masonry in general or to this Lodge in particular. (Law 142)

## 2. Days of Meeting :

(I) The Regular Monthly Meeting of the Lodge shall be held on the 4th Saturday in every month at 6-30 p.m. at the Freemasons' Hall, Madras, but it may be held on some other day or place under dispensation from the Regional Grand Lodge. The Meeting can be called at an earlier hour, if necessary, provided separate circular on the summons is also sent to every member.

(II) Summons for convening the Regular Meetings of the Lodge shall be issued at least seven days previous to such meetings.

## 3. Subscription and Fees :

(I) Every Resident Member shall pay Rs. 120/- per annum and every Non-Resident Member shall pay Rs. 60/- per annum in advance as subscription to the Treasurer on or before 30th April each year.

Subscription payable by those—

Initiated during the first quarter of the year is	Rs. 120/-
Initiated in the second quarter	Rs. 90/-
Initiated in the third quarter	Rs. 60/-
Initiated in the fourth quarter	Rs. 30/-

respectively.

(II) The expense of any Emergency Meeting and the Dispensation fee, if any, due to the Regional Grand Lodge, shall be borne by the Brother or Brethren at whose instance the Meeting is held or Dispensation obtained.

(III) The following fees shall be payable in advance in every case before balloting for :

- (i) For Initiation, Passing and Raising Rs. 200/-
- (ii) For joining from a Foreign Constitution Rs. 100/-
- (iii) For joining and Re-joining Rs. 50/-  
(out of item (i) a sum of Rs. 20/-  
and out of items (ii & iii) a sum of Rs. 10/-

shall be transferred to the Charity Fund of the Lodge).



#### 4. Admission of Members :

(I) Every proposition for Initiation Joining or Re-joining shall be made in open Lodge by the proposer in consultation with the Wor. Master and after the Candidate is inter-viewed by the General Committee and the necessary application duly completed are presented to the Secretary as provided in Rule 135 of the Constitution.

(II) The proposition together with the declaration shall be referred to the General Committee for consideration and report to the Lodge.

(III) Subject to the provisions of Rule 136 of the Book of Constitutions, G.L.I., no candidate shall be initiated in, or admitted or re-admitted into the Lodge until he shall have been regularly proposed at a Regular Meeting and balloted for at a subsequent Meeting.

(IV) When a ballot takes place for the election of a candidate for Initiation or Joining or Rejoining of a Brother, if two or more black balls appear, the proposition shall be rejected, but if there is only one or none at all appearing against him, the candidate shall be declared duly elected.

(V) If a candidate for Initiation, Joining or Re-joining is rejected by the ballot, he shall not again be proposed until one year has elapsed after the date of the unfavourable ballot.

#### 5. Resigning and Defaulting Members :

(I) Any member desirous of resigning from the Lodge shall signify the same in writing to the Secretary before the Regular Meeting in a month, when his resignation shall be considered and accepted. The Lodge however reserves its right to collect all its dues from such member.

(II) A Brother resigning his membership relinquishes his rights in the Lodge, and shall be re-admitted only on payment of arrears if any and re-joining fees subject to passing the ballot.

(III) When the Subscription of any Resident or Non-Resident member falls into arrears for one year, he shall be liable for exclusion in accordance with Rules 124 and 156 of the Book of Constitution.

## 6. Election of Master and Tyler :

The Master, Treasurer and Tyler if a Serving Brother, shall be elected at the Regular Meeting in January each year.

## 7. Installation Meeting :

(I) The Master shall be installed at the Regular Meeting in February.

(II) The Installation Meeting shall be managed by a Committee appointed for the purpose at the Election Meeting. The Committee shall consist of the Master, the Master Elect, the Secretary, the Treasurer and two or more other Members to be nominated by the Master.

(III) Every Resident Member shall pay Rs. 30/- in addition to his subscription as contribution towards annual Installation expenses incurred by the W.Master and every Non-Resident Member who attends the Installation Meeting shall also pay Rs. 30/- in addition to his subscription.

(IV) Contributions towards Annual Installation expenses collected from the Members during the year shall be paid to the W.Master as re-imbursement to him.

## 8. Remuneration and duties of Tyler :

The Tyler, if a serving brother, shall receive Rs. 15/- for attendance at each Regular or Emergency meeting or such sum as the Lodge may vote from time to time as remuneration for his service. He shall be in charge of all paraphernalia belonging to the Lodge and be responsible for the proper preservation thereof and shall keep an inventory of it, countersigned by the Master once a year after his Installation. When the services of a Serving Brother cannot be procured, the duty shall be performed in rotation by the members of the Lodge not holding any other office commencing with the junior most Master Mason.

## 9. Property and Funds of the Lodge :

Property of every kind belonging to the Lodge (including the Warrant, Jewels, Regalia and Archives) shall be considered as vested in the Master and the Wardens for the time being in trust for the members of the Lodge, and a regular inventory of the whole shall be entered in a separate book and examined by each Master after his Installation. No property of the Lodge shall



be sold or otherwise disposed of, except by resolution of the brethren in open Lodge.

#### 10. Charity Fund:

(I) The Charity Fund of the Lodge shall be maintained by a transfer of sums from the fees as mentioned in rule 3 (III) and the monthly charity collection made in the Lodge. Voluntary contributions may also be made by members and other Brethren.

(II) The Charity Fund is intended for the purposes of giving relief to members of this Lodge and their families and for such relief purposes as the Lodge may from time to time decide upon by a majority of not less than two thirds of the members present. Relief may also be given to brethren who were or have been subscribing members of this Lodge for a period of not less than 5 consecutive years, or their afflicted widows, mothers and children. The Monthly allowance in a case shall not exceed Rs. 50/- ordinarily, but the Lodge may grant any higher amount if it so decides.

(III) Every application for such relief must, in the first instance, be referred by

the Lodge to the General Committee for consideration and report to the Lodge.

(IV) In cases of emergency, it shall be competent for the Master to straightaway sanction payment of a sum of not more than Rs. 50/-, previous to reporting to the Lodge. The Lodge shall ratify such payments.

#### 11. Committees of the Lodge:

(I) At the Regular Meeting in February, the Lodge shall appoint the Committee referred to in Rule 130 of the Book of Constitutions, G.L.I., for the purpose of considering and reporting upon proposals for membership of the Lodge, and also the matters referred to in Clause III below.

(II) The Committee shall consist of the Master, Immediate Past Master, Wardens, Deacons, Secretary, Treasurer, Director of Ceremonies, and seven other members to be elected at the Installation meeting of whom atleast four shall be Past Masters.

(III) The Committee shall also examine the Secretary's books and check the Treasurer's accounts, inspect and check all

the property of the Lodge atleast once a year and submit at the Regular Meeting in February, before the Installation of the Master elect, an Annual Report of the financial condition of and upon general questions affecting the Lodge during the period under review.

## 12. Matters relating to Administration :

(I) Duties of Secretary: The Secretary shall transact all the general business and conduct all the correspondence of the Lodge. He shall issue summons for and notices of all meetings of the Lodge or Committees, record minutes of their proceedings and keep the register of members and all other registers and records except the accounts kept by the Treasurer. He shall carefully preserve all books and records, and keep a register of all moneys passing through his hands. He shall promptly prepare the Returns for the Grand and the Regional Grand Lodge and forward them in proper time, through the Master, together with all fees and contributions due thereon, to the authorities concerned. The Secretary shall be the ex-officio Secretary to all Committees appointed by the Lodge.

(II) Correspondence: All letters from members of the Lodge shall be addressed to the Secretary.

(III) Duties of Treasurer: The Treasurer's duties shall be as laid down in rule 129 of Book of Constitution but subject also to the following provisions :

(a) He shall keep separate Bank accounts, one for the General Funds and another for the Charity Funds in a Bank or Banks approved by the LODGE in the name of the Lodge, to be operated jointly by the Master and Treasurer for the time being of the Lodge. Deposit Receipts shall be endorsed in favour of the Master and Treasurer.

(b) The Treasurer shall not retain in his hands at any time a sum more than Rs. 20/- for current expenses.

(c) Investments for and belonging to the Lodge shall be kept in the name of the Lodge and the relative documents shall be in the custody of a Bank.

(d) The accounts of the Lodge shall be audited annually in February before the



Annual Installation meeting by an Auditor elected by the Lodge every year. The Treasurer shall place such audited statements of accounts with the Balance Sheet before the General Committee for approval and the same shall be circulated to the members at the Annual Installation Meeting.

(e) The Official year for purposes of accounting shall be from 1st February to 31st January of the succeeding year.

### 13. By Laws :

(I) Every member of the Lodge shall at the time of his admission be presented by the Master with a copy of the by-laws, free of charge.

(II) The By-Laws shall be read in open Lodge once every year at such time as the Master may decide. This item shall appear in the Agenda in the summons.

(III) It shall not be competent for the Brethren to abrogate, amend or alter these By-Laws unless the abrogation, amendment or alteration shall have been duly proposed and passed at one Regular meeting, after insertion in the summons, and read and confirmed at the next Regular meeting, and

subsequently approved by the Regional Grand Master and the Grand Master as required by Rule 111 of the Book of Constitutions G.L.I.

LODGE 'ASOKA' No. 1148 S. C. (Scottish Constitution) was duly constituted on the 3rd of April A.D. 1915 and A.L. 5919 under a Provisional Warrant granted by the Most Worshipful the Grand Master of all Scottish Freemasonry in India, M.W.Bro. the Hon. Mr. Justice F.C.O. Beaman, I.C.S., who regularly opened it in the English Warehouse, Mount Road, Madras. on the above date. The Provisional Warrant was subsequently confirmed under a Charter from the Grand Lodge of Scotland, dated 16th May A.D. 1915, A.L. 5919.

The names of the Founders and first Office-Bearers are as specified in pages 15 and 16 infra.