

17 JAN 2006

**CHAPTER GIBBS No.99**

By-Laws

*With Best Compliments from:*

**E. Comp. Dr. A. C. Raghuram**

*November 2000*

CHAPTER GIBBS No. 99, BANGALORE

*Warranted on the 22<sup>nd</sup> day of September 1999  
Corresponding to the 31<sup>st</sup> day of Bhadra 1921 saka era*

THE BYELAWS

Under the authority granted by the Supreme Grand Chapter of India, a Royal Arch Chapter under the name and style of **CHAPTER GIBBS No. 99** shall be held at the Freemasons Hall, #2, Primrose Road, Bangalore 560 025

1. MEMBERSHIP

Members shall comprise of only two classes, viz. Members and Honorary Members.

2 CONVOCATIONS

2(a) Regular Convocations of the Chapter shall be held at the Freemasons Hall, #2, Primrose Road Bangalore 560 025 on the Second Thursday of January, March, May, July, September, and November every year at such hour as may be directed by the Principals for each Convocation.

2(b) Emergency Convocations of the Chapter may at any time be called by the authority of the first Principal, or by the other two Principals with the concurrence of the First Principal, strictly in accordance with Regulation 63 of the Book of Royal Arch Regulations of the Supreme Grand Chapter of India. Any fee charged shall be to the account of the person/persons on whose behalf the Emergency Convocation to be held.

FEB  
MAY  
AUG - E  
NOV - I

2© Summons convening the Regular / Emergency Convocations shall be dispatched by the Scribe 'E' to all members of the Chapter at least seven days before the date of such Convocation.

### 3. ELECTION AND INSTALLATION CONVOCATIONS

The Principals shall be elected annually at the Regular Election Convocation of the Chapter in September and shall be installed at the next Regular Installation Convocation in November. The Treasurer and Janitor shall be elected respectively each year at the Regular Election Convocation of the Chapter in September and invested as such at the Installation Convocation in November.

### 4. ADMISSION OF MEMBERS

4(a) Candidates for exaltation, joining or re-joining the Chapter may be proposed and seconded at a regular Convocation of the Chapter or through an application in the prescribed form duly signed by the Proposer and Seconder and sent to the Scribe 'E'. Such a Proposal/Proposals shall be included in the summons for the next Regular Convocation, giving full particulars of the Candidate/Candidates in accordance with Provisions of Regulation 70 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India.

4(b) Candidates for joining or re-joining not already registered in the books of the Supreme Grand Chapter of India shall make the Declaration as provided in Regulation 71 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India.

4© Before the ballot for Exaltation / joining / re-joining is proceeded with the Scribe 'E' of the Chapter shall satisfy himself that he has taken care of the provisions of in Regulation 71 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India.

### 5. BALLOT AND VOTING

5(a) No candidate shall be exalted or admitted as a joining or re-joining member of the Chapter if, on the ballot, more than two black balls appear against him. In the event of an unfavorable ballot, the candidate shall not be re-proposed until after the lapse of one year from the date of rejection.

5(b) In all cases, where the vote of Companions on any proposition are equal, the First Principal shall have the second casting vote.

### 6. FEES AND SUBSCRIPTION

6(a) The following shall be the scale of admission fees

(i)	Fee for Exaltation	Rs. 500/-
(ii)	Fee for Joining from Chapter under Supreme Grand Chapter of India	Rs.400/-
(iii)	Fee for Joining from Chapter under other Constitution	Rs. 500/-
(iv)	Re-joining Fee	Rs.400/-

6(b) Membership subscription will be as follows:

- (i) *Annual fees* for the year will be Rs.600/- payable to the Chapter

**Plus**

ii. Such annual dues payable to the Supreme Grand Chapter of India as may be fixed from time to time and

**Plus**

iii. Such annual dues payable to the Regional Grand Chapter of Southern India as may be fixed from time to time.

Above subscriptions shall be payable in advance in January each year.

Candidate for *Exaltation, Joining/Re-joining* at any part of the year shall pay the full annual subscription together with the admission fees for Exaltation, Joining/Re-joining as the case may be.

Honorary Members are not liable to pay any fees.

6.(c) The treasurer will divide the Annual fees of Rs.600/- into Rs.300/- to General Fund, Rs.250/- to Stewards Fund and Rs.50/- to Benevolent Fund

## 7. EXCLUSIONS

If any Companion allows his subscription to be in arrears for a year, the Scribe 'E' shall advise him of the amount by registered post, to the last known address and if the full amount is not paid within thirty days, he shall be liable to exclusion under the provisions of Regulation 75 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India. He may be readmitted as a member again only on full payment of all arrears due from him and after following the procedure for re-joining prescribed in Regulation 70 of Book of Royal Arch Regulations of the Supreme Grand Chapter of India

## 8. RESIGNATION

Any Companion wishing to resign from the Chapter may notify the same verbally in open Chapter or by letter addressed to the Scribe 'E'. Such notice unless withdrawn, shall take effect from the date on which it is given, subject full payment of all arrears due from the resigning Companion up to the date of resignation. Any member who has resigned will be permitted to rejoin on payment of rejoining fees and any arrears due, but shall be subjected to fresh ballot.

## 9. DUTIES OF OFFICERS

### 9(a) SCRIBE 'E'

The Scribe "E" shall conduct all the general business and correspondence of the Chapter, he shall keep records of the proceedings of the regular and emergent convocations of the Chapter in the Minute Book and read the same at the next regular convocation for confirmation. He shall maintain in a separate book a record of the meetings of the permanent and audit committees. He shall maintain a Membership Register and preserve all records, files, and documents, etc. of the Chapter.

### 9(b) TREASURER

The Treasurer will have charge of and be responsible for the money and account books of the Chapter. He shall enter details of the money received viz. subscription and other dues and of all payments made in the appropriate books of account. He shall deposit, without any delay, such sums of money as have been received in an account standing in the name of the Chapter with a schedule bank duly operated by a resolution of the Chapter. Such bank accounts will be operated by the Treasurer, along with any one of the

following viz. the First Principal or the Scribe 'E'. All payments above the sum of Rs. 200/- (Rupees Two Hundred only) shall be generally made by cheque. He shall have authority to pay all routine expenses of the Chapter such as dues to the Supreme Grand Chapter of India, Regional Grand Chapter of Southern India, premises rent etc. as and they fall due. But all other payments shall be made by the authority of the Chapter.

At the Installation Convocation accounts of the Chapter drawn up to September shall be presented, duly certified by the Audit Committee. The treasurer shall at every Regular Convocation submit and read in open Chapter the Statement of Accounts.

#### 9© JANITOR

The Janitor shall prepare the Chapter for the convocation, and see that every companion whether a member or visitor, is properly clothed before entering the Chapter.

#### 10. PERMANENT AND AUDIT COMMITTEES

There shall be a *Permanent Committee* composed of the three Principals, Immediate Past First Principal, Past Principals in and of the Chapter, the two Scribes, Treasurer, Director of Ceremonies and two Companions elected at the Installation Convocation. The Permanent Committee will meet on the 2<sup>nd</sup> Thursday of January, March, May, July, September, and November or on such days and at such time as may be fixed by the Principals. The duties of the Permanent Committee shall be to consider the applications of Candidates / Royal Arch Masons for Exaltation and Joining or Re-joining, check the accounts and the properties of the Chapter and report on the matters leading to the improvement of the Chapter.

There shall also be an *Audit Committee* composed of two Companions elected at the Regular Election Convocation in September along with the Principals, Treasurer and Scribe E of the Chapter. The Audit Committee shall verify and audit the Annual Statement of Accounts of the Chapter and shall certify the correctness thereof before being circulated to all the members prior to the Installation Convocation.

#### 11. PROPOSITIONS

Every proposition for the consideration of the Chapter shall be proposed by one member and seconded by another. No proposition shall be considered at a convocation unless notice of it had been given at the previous convocation or forwarded in writing at least 21 days ahead for inclusion in the summons before the convocation at which the proposition is to be considered.

#### 12. PROPERTY

Furniture, Regalia, the Charter and other properties of the Chapter shall be vested in the care of the Three Principals. An inventory of such properties shall be recorded by them in a book kept for that purpose and such inventory shall be presented at the Installation convocation signed by the Three Principals. The Principals, if they so desire, may entrust the properties mentioned above to the Scribe 'E' on their behalf for proper care and custody.

#### 13. BY-LAWS

The by-laws of the Chapter shall be read once, in the open Chapter. Every companion on becoming a member of the Chapter, shall be presented with a copy of *every year*

these By-Laws. No alteration or addition to these by-laws may be made unless the same is duly proposed and seconded in the open Chapter at a Regular convocation and included in the agenda for the next convocation at which the amendments or alterations shall be confirmed and then applied for due approval of M.E. The Grand Superintendent and M. E. The First Principal.

*L. Grand*

**CERTIFIED** that these amended by-laws have been duly adopted at the at the Regular Convocation meeting held on 11<sup>th</sup> July 2002.

*E. Comp. G.S.Sunder*  
First Principal

*E. Comp. A.V.Srinivas Rao*  
Second Principal

*E. Comp. Anurag Sahae*  
Third Principal  
Place: Bangalore  
Date: 14-9-2002

*E. Comp. A. C. Raghuram*  
Scribe 'E'

*Approved by M. E. The Grand Superintendent*

Place: Chennai  
Date: 1-10-2002

*E. Comp. Dr. B. Biswakumar*  
Grand Superintendent

*Approved by the M. W. First Grand Principal*

Place: New Delhi  
Date: 5-10-2002

*E. Comp. Dr. Harish Gupta*  
Grand Scribe 'E'