

17 JUN 2011

## **LODGE PRUDENTIA No.369 GLI**



### **BYE-LAWS**

Adopted at the Consecration Meeting on 14th November 2010

17 6 JUN 2011

## **BYE-LAWS of LODGE PRUDENTIA No. 369. G.L.I.**

Under authority granted by the GRAND LODGE OF INDIA, dated 25th October, 2010, a Lodge of Master Masons titled "LODGE PRUDENTIA" No. 369 G.L.I. shall be held at the Freemason's Hall, Egmore, Chennai – 600 008.

### **1. MEMBERSHIP**

The Members of the Lodge shall comprise of Three classes viz: RESIDENT, NON-RESIDENT and HONORARY MEMBERS.

1.1 RESIDENT MEMBERS are those who reside within 50 kilometers from Fort St. George.

1.2 NON-RESIDENT MEMBERS are those who reside beyond the limits as explained in (i) above and apply to be brought on the "Non-Resident" list.

1.3 HONORARY MEMBERS are those who are elected, as such, for services rendered to Masonry in general or to this Lodge in particular.

### **2. MEETINGS**

2.1 REGULAR MEETINGS as follows:

- ❖ On the FIRST (1<sup>st</sup>) Saturday in the months of January, March, April, September, October and December,
- ❖ On the First (1<sup>st</sup>) Wednesday in the month of February,
- ❖ On the SECOND (2<sup>nd</sup>) Saturday in the months of August and November and
- ❖ ONE outstation meeting during the month of May OR June OR July at a Masonic center anywhere in Southern India as per the guidelines detailed in the Book of Constitutions.

2.2 EMERGENCY MEETINGS may be held in accordance with Rule 116 of the Book of Constitutions. The total expenses incurred for an emergency meeting including dispensation fee, if any, shall be defrayed by the brother/brethren at whose instance the meeting is held.

### 3. ELECTION

3.1 The WORSHIPFUL MASTER of the Lodge shall be elected annually by ballot at the Regular Election Meeting in the month of November.

3.2 The TREASURER of the Lodge shall be elected by ballot at the Regular Election Meeting in the month of November.

3.3 The TYLER of the Lodge shall be selected by show of hands at the Regular Meeting in the month of November.

### 4. INSTALLATION

The Installation of the WORSHIPFUL MASTER and other Officers of the Lodge shall take place at the Regular Installation Meeting in the month of December every year.

### 5. ADMISSION & RETIREMENT OF MEMBERS

5.1. The proposal of every Candidate for INITIATION, JOINING or RE-JOINING must be duly proposed and seconded by members of the Lodge, in an open Lodge at a Regular Meeting as set forth in Rules 135 and 137 of the Book of Constitutions (B of C)

5.2. No candidate shall be INITIATED, nor any JOINING/REJOINING Member be admitted, except by ballot strictly in accordance with the rulings of the Grand Lodge of

India and as prescribed in the BOC or by communications from the Grand Board of General Purposes. However, if the Master is of the opinion that a mistake may have occurred in the ballot, he may order a second ballot to be taken forthwith and the result of such second ballot shall be accepted as final and binding.

5.3. A candidate rejected for Initiation or Joining/Rejoining shall not be re-proposed in the Lodge until after the lapse of six months from the date of last ballot. Any fee paid previously shall be refunded.

5.4. A member who has resigned or has ceased to be a member or has been excluded for non-payment of dues, shall be permitted to rejoin only on payment of all the arrears together with his re-joining fee and shall be subject to a fresh ballot.

### 6. SUBSCRIPTION AND FEES

6.1. The following shall be the scale of Admission fees and they are payable in advance before Initiation/Joining/Re-joining :-

INITIATION fee	Rs.2000/-
JOINING FEE ( from a Lodge NOT under the Indian Constitution)	Rs.1500/-
JOINING FEE ( from a Lodge under the Indian Constitution)	Rs.1500/-
RE-JOINING fee	Rs.1500/-

6.2. The Annual Subscription per RESIDENT MEMBER (payable in advance) is Rs.1500 plus RGL and GLI dues as applicable.

6.3. The Annual Subscription per NON- RESIDENT MEMBER (payable in advance) is Rs.600 plus RGL and GLI dues as applicable.

6.4. A member whose Subscription remains unpaid till October 31st of the said year shall come under automatic cessation as per Rule 124 of the Book of Constitutions.

6.5. If a serving brother is elected as the TYLER, he may be exempted from paying his annual subscription to the Lodge.

## **7. DUTIES OF OFFICERS**

### **7.1. WORSHIPFUL MASTER**

7.1.1. The WORSHIPFUL MASTER will rule the Lodge and shall preside at any and all meetings of the Lodge including any committee meeting during his term of office as laid down in the book of Constitutions. He has the right to convene any meeting of the Lodge or its committees and to decide on the "Agenda of Work" during any such meeting.

7.1.2. The WORSHIPFUL MASTER shall be responsible for the administration and fiscal discipline of the Lodge.

### **7.2. SECRETARY**

7.2.1. The SECRETARY of the Lodge shall conduct the general correspondence, issue Summons for all meetings, record Minutes of the Proceedings, maintain the Members Register, Declaration Book and all other records of or belonging to the Lodge in good condition.

7.2.2. The SECRETARY shall dispatch summons convening the Regular/Emergency meetings to all the members of the Lodge at least Seven days before the date of such meeting.

7.2.3. The SECRETARY along with the outgoing incumbent in the said office shall every year soon after taking charge of his office but not later than the next regular meeting of the Lodge prepare an inventory of articles, books and records of the Lodge and sign the same, have the same counter- signed by the Worshipful Master and the Immediate Past Master and place the same before the PERMANENT COMMITTEE for its inspection and information.

7.2.4. The SECRETARY must read the proceedings of the PERMANENT COMMITTEE at every Regular Meeting of the Lodge.

7.2.5. The SECRETARY shall make payments for petty contingent expenses for which purpose he shall receive an advance of ` 1000 from the TREASURER, properly accounted for with vouchers, bills or self declaration as the case may be.

7.2.6. The SECRETARY shall be the "Ex-Officio" secretary to all Lodge Committees.

7.2.7. All letters and other communication in any form from the members of the Lodge shall be addressed ONLY to the SECRETARY.

### **7.3. TREASURER**

7.3.1. The TREASURER shall have charge of and responsible for all the moneys and account books of the Lodge.

7.3.2. The TREASURER shall receive all collections and remit the money in bank from time to time.

7.3.3. The TREASURER shall make payments for ordinary expenses on the authority of the WM or the Officer in charge of the Lodge.

7.3.4. The TREASURER shall be one of the authorized signatories of any bank account of the Lodge.

7.3.5. The TREASURER shall submit his accounts to the PERMANENT COMMITTEE and to the Lodge at its regular meeting.

7.3.6. The TREASURER must prepare statement of Accounts upto 31<sup>st</sup> October each year and submit the audited Statement of accounts to the Permanent Committee in the month of November for its consideration.

## **8. LODGE COMMITTEES**

### **8.1. MEMBERSHIP COMMITTEE**

The Lodge shall annually elect at the Installation Meeting a MEMBERSHIP COMMITTEE consisting of three members for the purpose of considering and reporting to the Permanent Committee upon the character, qualifications and the general desirability of the candidates proposed for membership in the Lodge for consideration by the Permanent Committee.

### **8.2. AUDIT COMMITTEE**

The Lodge shall annually elect at the Installation Meeting an AUDIT COMMITTEE consisting of TWO (2) members, as prescribed in Rule 129 of the Book of Constitutions, for the purpose of conducting the Audit of the Accounts of the Lodge.

### **8.3. PERMANENT COMMITTEE:**

8.3.1. The WORSHIPFUL MASTER, IPM, Wardens, TREASURER, SECRETARY, D of C, SD, TWO Past Masters and one other member elected at the Installation Meeting shall constitute the PERMANENT COMMITTEE of the Lodge.

8.3.2. The PERMANENT COMMITTEE shall meet at least once before each Regular Meeting except in the months of May, June and July when it shall meet once before the regular "Out-station meeting".

8.3.3. It shall be the duty of the PERMANENT COMMITTEE to check the accounts, make arrangements for the meetings and consider all matters connected with the working of the Lodge, to inspect and check all the properties of the Lodge and report upon the general working of the Lodge.

8.3.4. The WORSHIPFUL MASTER shall preside over the PERMANENT COMMITTEE Meetings. In his absence, the Immediate Past Master, or in his absence, any other Past Master who is a member of the committee shall preside over the meeting.

8.3.5. In order to constitute a meeting of the PERMANENT COMMITTEE, the quorum shall be three.

8.3.6. All proceedings of the PERMANENT COMMITTEE shall be signed by the WORSHIPFUL MASTER and by the SECRETARY. The proceedings held during his absence the Past Master who presides over the meeting shall be signed and also be counter signed by the MASTER.

8.3.7. All the matters that have been discussed shall be decided by a majority decision. In the case of conflict of votes on any matter, the presiding member shall have a Second or "Casting" vote.

### **9. BANK ACCOUNTS**

9.1. Suitable and necessary bank accounts shall be opened in the name of the Lodge in a scheduled or nationalized bank approved by a resolution at the Installation meeting of the Lodge to be held in December every year.

9.2. All financial transactions of the Lodge shall be carried out by the WORSHIPFUL MASTER, the SECRETARY and the TREASURER. The TREASURER and any one of the TWO officers, namely the WORSHIPFUL MASTER or the SECRETARY are authorized to sign the cheques and operate the bank accounts.

### **10. EXCLUSION**

10.1. Any member whose Subscription for a period of six months or more remains unpaid shall be liable for Exclusion under the provisions of Rule 156 of the Book of Constitutions.

10.2. Any Member who has been excluded under bye-laws No. 15(a) may be permitted to rejoin, provided that he is regularly proposed and balloted for in accordance with Rule 138 of the Book of Constitutions and provided further he pays all arrears due from him and the prescribed fee for rejoining.

### **11. PROPOSITIONS**

11.1. No motion shall be made or discussed in the Lodge which is not mentioned in the summons unless in case of emergency or the WORSHIPFUL MASTER directs otherwise.

11.2. No question once decided in the open Lodge, shall be raised again for consideration without the permission of the WM or until 3 months shall have elapsed after the last decision.

### **12. CONSTITUTIONS**

In respect of matters not specifically and expressly provided for in the Bye Laws, the laws and regulations of the Grand Lodge of India as embodied in the Book of Constitutions shall apply.

### **13. BYE-LAWS**

13.1. It shall not be competent for the brethren to abrogate, amend, add to or alter these Bye laws, unless the abrogation, amendment, addition or alteration shall have been duly proposed and seconded at one Regular Meeting, approved at the next Regular Meeting and thereafter confirmed at the following Regular Meeting of the Lodge, and approved by R.W.

The REGIONAL GRAND MASTER of the Regional Grand Lodge of Southern India and subsequently the M.W. The GRAND MASTER of the Grand Lodge of India.

13.2. In the event of any abrogation, amendment or revision of any Bye Law or Bye Laws, the SECRETARY shall provide each member with a copy thereof after obtaining approval from the R.W. The REGIONAL GRAND MASTER of the Regional Grand Lodge of Southern India and the M.W. The GRAND MASTER of the Grand Lodge of India.

13.3. Every Member of the Lodge on his Initiation or Joining shall be presented with a copy of the Bye Laws and his acceptance thereof shall be deemed a pledge of his strict adherence and submission to the Rules contained therein.

Adopted at the Consecration meeting held on Sunday, the 14th day of November, 2010.

**W. Bro. D.Sreenivasan**  
Worshipful Master

**Bro. M. Vythianathan**  
Senior Warden

**Bro. Ashok Gopalan**  
Junior Warden

**Bro. S.Vinoth Kumar**  
Secretary

Place : Chennai  
Date : 1st November, 2010

Approved by  
**RW Bro. Varanasi Narasimham,**  
P.Dy. GM, The Regional Grand Master of RGL of SI

Place : Vishakapatnam

Date : 25-11-2010

Approved by  
**MW Bro. Capt. Dr. Balaram Biswakumar, OSM,**  
MW, The Grand Master of GLI

Place : New Delhi

Date : 8-12-2010