

Chapter Western Star No. 84  
CANNANORE

BY-LAWS

# **DRAFT BY-LAWS OF HOLY ROYAL ARCH**

## **CHAPTER WESTERN STAR No. 84**

### **CANNANORE**

### **PREAMBLE**

We, the Principals and Companions of 'WESTERN STAR' Royal Arch Chapter No. 84, are now bringing into force the By-Laws for this Chapter, with a view to preserve harmony and have therefore thought it proper to establish and subscribe to the following Rules and Regulations.

Date of Charter : 6th February 1985.  
17th Magha 1906  
Saka Era

Date of Consecration : 15th September 1985

Regular Convocations : 4th Sundays in the  
months of January,  
April, July & October.

Place of holding the  
Convocations : Dr. T. D. Nair Memorial  
Free Masons' Hall,  
Talap, Cannanore.

## 1 REGULAR CONVOCATIONS

The Regular Convocations of this Chapter shall be held at Dr. T. D. Nair Memorial Free Mason's Hall, Talap, Cannanore on Fourth Sundays in the months of January, April, July and October and at such time, as the Principals may fix from time to time.

## 2 ELECTION OF OFFICERS

The Principals shall be elected annually by ballot in the month of OCTOBER and shall be installed at the next Convocation of the Chapter in JANUARY. The Treasurer shall also be elected by ballot on the same day, as the election of Principals, viz., in OCTOBER and invested at the next Convocation of the Chapter in JANUARY.

On the Election Day, the Companions, by a resolution may empower the Principals Elect to appoint the rest of the officers under Royal Arch Regulation No. 52.

The Janitor shall be elected by show of hands, on the regular day of election in OCTOBER.

## 3 EMERGENT CONVOCATIONS

Emergent Convocations may be called by the authority of the Principals (which means all the Principals) provided a Dispensation shall first have been granted on good cause shown, by M. E. The Grand Superintendent.

## 4 CANDIDATES FOR ADMISSION

The Candidates for admission into this Chapter or Companions desirous of being admitted as Joining Members shall submit an application in the form approved by the Supreme Grand Chapter of India must be proposed and seconded. Such proposition may take place either at a regular convocation or by notice in writing transmitted by the proposer to the Scribe 'E' at least fourteen days before the next convocation. The date of proposal of a candidate for exaltation or joining shall be specified in the summons for the meeting at which the ballot is to take place.

No ballot shall take place unless the full name of the candidates with his occupation (if any) and place of abode and other particulars, as required under Regulation 70 of Royal Arch Regulations as



well as the names of his Proposer and Seconder shall appear on the summons to the members of the Chapter.

All applications for exaltation and joining shall first be placed before the Permanent Committee for recommendation and thereafter included in the summons for the next Convocation at which a ballot is to take place. Two opposing votes or blackballs will negative the proposal.

#### 5 EXALTATION AND JOINING FEES

The fees to be paid for exaltation including Grand Chapter Certificate and also for joining shall also be as follows:

Exaltation Fees	: Rs. 200/-
Joining from the Supreme Grand Chapter of India	: Rs. 100/-
Joining from sister Constitutions	: Rs. 150/-

#### 6 MEMBERSHIP AND SUBSCRIPTION

Every Companion shall pay a subscription of Rs 30/- per quarter. The subscription shall be paid in advance.

a) If any Companion is in arrears of subscription to this Chapter for a year, the Scribe 'E' shall

advise him of the amount due by him by Registered Post and if the full amount be not paid within thirty days from the date, he shall be excluded in accordance with Regulation 75 of Royal Arch Regulations.

If the subscription of a Companion to this Chapter remains unpaid for two full years, at the expiration of the period he shall cease to be a member of the Chapter and the fact shall be reported to the Chapter at its next regular Convocation and recorded in the Minutes

In either case, he can become a member again, only by the payment of the arrears followed by regular proposition and ballot according to Regulation 70 of Royal Arch Regulations.

b) The Janitor, if he is a serving Companion, shall be paid such remuneration, as may be decided by the Chapter from time to time for each Convocation of the Chapter. He shall be exempted from payment of subscription.

## 7 PERMANENT COMMITTEE

There shall be a Permanent Committee composed of the three Principals, two Scribes, the Treasurer and the Director of Ceremonies of the Chapter. The duties of the Permanent Committee shall be to consider the applications of Candidates/Companions for Exaltation and Joining, check the accounts of the Chapter and present annually at the Installation Convocation a report on the working of the Chapter for the previous year and to consider such matters, as the Chapter may refer to the Committee.

## 8 TREASURER AND ACCOUNTS

The Treasurer with the assistance of the Scribe E. shall receive all moneys and settle accounts of the Chapter. An annual audited Financial Statement of the Chapter shall be drawn up at the close of every year prior to the Installation Convocation. An Audit Committee constituting of two Companions, who are not members of the Permanent Committee, shall scrutinise the accounts. All moneys of the Chapter shall be deposited in a Scheduled Bank in the name of the Chapter. The Bank Accounts of the Chapter shall be operated by the Treasurer and the First Principal or Scribe E.

All payments over Rs. 25/- shall be generally made by cheques.

## 9 FUNDS

The moneys belonging to the Chapter shall be held under the following heads.

### GENERAL FUND

Subscriptions paid by the Companions of the Chapter, Exaltation or Joining Fees, as well as such moneys not otherwise specified shall be credited to the General Fund

### CHARITY FUND

The Charity Fund consist of charity collections made at Chapter Convocations and Voluntary Contributions to the Fund. No amount of the Charity Fund shall be transferred or expended on any other account, except Charity. Further, no loan shall be given from the Charity Fund for any other purposes. The moneys flowing into the Charity Fund shall not be accumulated or deposited in



Fixed Deposit Account, but expand regularly for Charitable purposes, duly voted in open Chapter.

## 10 RESIGNATIONS

Any member desiring to resign must do so in open Chapter or by letter addressed to the Scribe E, when on his duties being fully paid up, he shall be furnished with a Clearance Certificate.

## 11 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 property shall be recorded in a Book kept for that purpose and such inventory shall be represented 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.

## 12 BY-LAWS

The By-Laws of the Chapter shall be read in a year, in open Chapter. Every Companion on becoming a Member of the Chapter, shall be presented with a copy of these By-Laws.

No alteration or addition to these By-Laws may be made unless the same is duly proposed and seconded in Open Chapter at a Regular Convocation and included in the Agenda for the next Convocation, at which the amendment or alteration shall be confirmed and then applied for due approval of M. E. The Grand Superintendent and M. E. The First Grand Principal.

Adopted at the Regular (Constitution and Consecration) Convocation held on the 15th day of September 1985, at Venkitalakshmi Kalyana Mandapam Coimbatore.

(Sd/-)

First Principal

(Sd/-)

Second Principal

(Sd/-)

Third Principal

Cannanore,

16-9-1985

(Sd/-)

Scribe E.

Approved by M. E. The Grand Superintendent.

Coimbatore,

(Sd/-)

15-10-1985

GRAND SUPERINTENDENT

Approved by M. E. The First Grand Principal.

New Delhi

(Sd/-)

16-12-1985

(H. P. GUPTA)

Grand Scribe E.