

BY - LAWS

of

**Mark lodge of Unity
No. 57**

MADRAS

(Amended upto 31st March 2002)

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of
Mark lodge of Unity No. 57
MADRAS

Under authority granted by the Grand Mark Lodge of India, a Lodge of Mark Master Masons, under the name and style of "The Mark Lodge of Unity No. 57" shall be held at the Freemasons Hall, Commander-in Chief Road, Madras-600 105.

1. MEMBERSHIP

Members shall comprise only two classes viz: Members and Honorary Members.

2. MEETINGS

(a) Regular Meeting of the Lodge shall be held at the Freemasons' Hall, Commander-in-chief Road, Madras-600 105 on the second Monday in the months of February, May, August and November every year, at such hour as may be directed by the Master for each such meeting.

(b) Emergency Meetings of the Lodge may at any time be called by the authority of the Master and the business to be transacted at such Meetings shall be strictly in accordance with Rule 90 of the Book of Constitutions of the Grand Lodge of India.

Any fee charged shall be to the account of the person / persons on whose behalf the Emergency Meeting is to be held.

Summons convening the Regular / Emergency Meeting shall be despatched by the Secretary to all members of the Lodge at least seven days before the date of such meeting.

3. ELECTION AND INSTALLATION MEETINGS

The Master shall be elected annually at the Regular Meeting of the Lodge in August and he shall be installed at the next Regular Meeting in November.

The Treasurer and the Tyler shall be elected and chosen respectively each year at the Regular Meeting of the Lodge in August and invested as such at the Installation meeting in November.

If a Serving Brother is chosen and elected as Tyler, he shall be paid a remuneration of Rs. 100/- for every meeting he attends, or such other remuneration as the Lodge may vote from time to time.

4. ADMISSION OF MEMBERS

- (a) A Master Mason desirous of being Advanced may either be proposed and seconded at a Regular Meeting of the Lodge or an application duly signed by the Proposer and Secunder may be sent to the Secretary. Such a proposal / proposals shall be included in the Summons for the next Regular Meeting giving full particulars of the candidate / candidates in accordance with Rule 98 of the Book of Constitutions.
- (b) In the case of Joining or Re-joining he shall be proposed and seconded at a Regular Meeting and ballotted for at the next Regular Meeting, the Summons in respect of which shall clearly spell out the full particulars as required by Rule 98(C) of the Book of Constitutions.
- (c) A Candidate for Advancement or Joining not already registered in the books of the Grand Mark Lodge of India shall, before the ballot is taken, sign the Declaration as in Appendix A.
- (d) A Candidate for Joining or rejoining who is already registered in the books of the Grand Mark Lodge of India shall, before the ballot is taken, sign the Declaration as in Appendix B.
- (e) Before the ballot for Advancement / Joining / Re-joining is proceeded with, Secretary of the Lodge shall satisfy himself that he has taken care of the Provisions of Rule 99 of the Book of Constitutions.

5. BALLOT

- (a) No Brother shall be advanced or admitted as a member of the Lodge if, on the ballot, more than three black balls shall appear against him. In the event of an unfavourable ballot, the candidate shall not be re-proposed until after the lapse of one year from the date of rejection.

- (b) In all cases where the votes of brethren on any proposition are equal, the W. Master shall have a second or casting vote.

6. FEES AND SUBSCRIPTION

- (a) The following shall be the scale of Fees :
 - i. Fee for Advancement Rs. 300/-
 - ii. Fee for Joining from a Lodge under Grand Mark Lodge of India Rs. 50/-
 - iii. Fee for Joining from a Lodge under other Constitution Rs. 75/-
 - iv. Re-Joining Fee. Rs. 50/-

The above fees are payable before Advancement, Joining or Re-Joining.

- (b) Membership Subscription will be Rs. 400/- per annum. Membership Subscription shall be payable in advance at the beginning of the year. A Candidate for Advancement or Joining / Re-Joining at any part of the year shall pay the full annual subscription together with the fee for Advancement or Joining / Re-joining as the case may be. Honorary Members are not liable to pay any Fees.

7. EXCLUSION

If any Brother allows his subscriptions to be in arrears for two quarters the Secretary shall advise him of the amount due, by Registered Post, and if the full amount is not paid within thirty days thereof, shall be liable to Exclusion under Rule 109 of the Book of Constitutions.

8. RESIGNATION

Any Brother desirous of resigning from the Lodge may notify the same verbally, in open Lodge, or by letter to the Secretary, and such notice, unless withdrawn, shall take effect from the date on which it is given. Any member who has resigned will be permitted to rejoin on payment of Re-joining Fees and any arrears due, but shall be subject to fresh ballot.

9. DUTIES OF OFFICERS

- (a) **SECRETARY** : The Secretary shall conduct all the general business and correspondence of the Lodge; he shall keep record of the proceedings of the Meetings in the Minutes Book at every Regular and Emergency Meeting of the Lodge and read the same at the next Regular Meeting for confirmation. He shall maintain in a separate book a record of Meetings of Permanent and Audit Committees. He shall maintain a Membership Register and preserve all records, files, documents etc., of the Lodge.

He shall be entrusted with a sum of Rs. 50/- (Rupees fifty) for contingent expenses for which he shall render accounts to the Treasurer periodically.

- (b) **TREASURER** : He shall have charge of and be responsible for the money and account books of the Lodge. He shall enter details of the money received viz; subscriptions and other dues, in the appropriate books of accounts and shall deposit, without any delay, such sums of money as have been received, in an account standing in the name of the Lodge with a Scheduled Bank duly approved by a resolution of the Lodge. All payments above the sum of Rs. 20/- (Rupees Twenty only) shall be made only by cheque under the signature of the incumbent Treasurer. He shall have authority to pay all routine expenses of the Lodge such as dues to Grand Mark Lodge of India, Regional Grand Mark Lodge of Southern India, premises rent, Electricity charges, Tyler's fees, as and when they fall due. But all other payments shall be made by the authority of the Lodge.

At the Installation Meeting accounts of the Lodge drawn upto 31st October, shall be presented, duly audited and certified by the Audit Committee. The Treasurer shall at every Regular meeting submit and in open Lodge the Statement of Accounts.

- (c) **TYLER** : The Tyler shall prepare the Lodge for the meetings, and see that every Brother, whether a member or visitor, is properly clothed before entering the Lodge. He shall be in charge of the Warrant, Collars, Aprons, Jewels etc. of the Lodge.

10. PERMANENT AND AUDIT COMMITTEE

- (a) The Master, Immediate Past Master, Present Wardens, Treasurer, Secretary, Director of Ceremonies and two members for each of the Permanent and Audit Committee elected at the Installation Meeting shall constitute the Permanent and Audit Committees.
- (b) It shall be the duty of these Committees to check the accounts, make arrangements for the meetings and Ceremonies thereof and consider all matters related to the working of the Lodge, inspect and check all properties belonging to the Lodge and to report on matters leading to the improvement of the Lodge. The Master shall preside at the Meetings, and in his absence the I.P.M. and in his absence the Senior most Brother present. The permanent and Audit Committees shall meet twice in a year and, in any case, one clear month prior to date of Installation Meeting, to finalise accounts and arrange for presentation of the same in due time.

11. PROPOSITIONS

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

12. BY-LAWS

- (a) Every member, on admission, shall be presented with a copy of the By-Laws of the Lodge and his acceptance thereof shall be deemed his submission thereto.
- (b) The By-Laws shall be read in open Lodge at least once in a year.
- (c) It shall not be competent to the Brethren of the Lodge to abrogate, amend or alter these By-Laws unless the abrogation, amendment or alteration shall have been moved in open Lodge and are confirmed at the immediately subsequent Regular meeting and

thereafter approved by M.W. The Grand Master of Grand Mark Lodge of India and R.W. the Regional Grand Mark Master, of the Regional Grand Mark Lodge of Southern India.

These By-Laws have been duly adopted at the Consecration Meeting of the Lodge held on 15th July 1981.

C.M. GOPAL
W. Master

P. FADMANABHAN NAIR
Senior Warden

K. BALAKRISHNAN NAIR
Junior Warden

K.J. THOMAS
Secretary

Approved by R.W. The Regional Grand Mark Master.

Madras
5th August, 1981

A.S. RAJASABAI
Regional Grand Mark Master

Approved by M.W. The Grand Master, M.W. Bro. The Hon'ble Mr. Justice D.P. Madon.

New Delhi
19-9-81

H.J. RUSHI
Grand Secretary.