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28 MAY 2018



# Lodge of Light No. 413 G.L.I

## BYE LAWS

## I.CONSTITUTION

### 1. GENERAL:

These Bye laws are to be read and interpreted in conjunction with the relevant Rules and Provisions, as prevalent in "The Book of Constitutions" of The Grand Lodge of India and "The Bye Laws" of the Regional Grand Lodge of Southern India.

### 2. NAME & STYLE:

The Lodge shall be Named and Styled as Lodge of Light No.413 GLI, duly constituted under the Laws of the Grand Lodge of India

### 3. PLACE & DATE OF MEETING:

- a. The **Regular Meeting** of the Lodge shall be held in Bangalore or as deemed appropriate by the standing committee of the Lodge, on the 2<sup>nd</sup> Saturday of the months of January, March, May July, September and November.
- b. **Emergency Meetings** of the Lodge may be called and held at any time by the authority of the Worshipful Master after due dispensation is applied for and obtained from the RGLSI,
- c. **Summons** convening the Regular / Emergency meeting shall be dispatched electronically to the last confirmed email of each subscribing member with copies circulated to the GLI and RGL secretariat in addition to the statutory mailing list to be advised by the GLI/RGLSI from time to time at least fifteen days before the date of such meeting

### 4. OFFICERS:

The office bearers of the Lodge shall consist of Worshipful Master, Immediate Past Master, Senior Warden, Junior Warden, Chaplain, Treasurer, Secretary, Director of Ceremonies, Senior Deacon, Junior Deacon, Bearer of Volumes of Sacred Law (five), Sword Bearer, Assistant Secretary, Assistant Director of Ceremonies, Almoner, Organist, Inner Guard, Stewards and Tyler

### 5. MEMBERS:

The Lodge shall consist of Regular and Honorary Members.

## II. CANDIDATES

### 1. CANDIDATES:

Every candidate for initiation or Brother for joining or rejoining must be proposed and seconded by members in good standing at a Regular Meeting of the Lodge. All candidates shall meet with the Screening/Membership Committee, which after due examination, shall submit its recommendations to the Standing Committee. All such candidates' names shall be included in the summons for the next regular meeting in

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accordance with the requirement stated in the Book of Constitutions. The recommendation received by the Screening /Membership Committee must be reported upon by the Standing Committee / Lodge Secretary, before the ballot is proceeded with.

## **2. LIABILITY OF PROPOSER & SECONDER:**

The proposer and seconder shall be jointly and severally responsible for all fees payable by such brother, under these bye laws and as amended, and as enumerated under rule 146 of the Book of Constitution of The Grand Lodge of India.

## **III. Ballot and Voting**

### **1. BALLOT:**

The secrecy of the Ballot shall be held strictly inviolate, and when a Ballot is taken either for initiation of a candidate or joining or rejoining of a Brother, unless if on the ballot for initiation /Joining / Rejoining, a simple majority of the members present and voting in the lodge approve the proposal for such candidate

### **2. REJECTED CANDIDATES:**

A candidate who has been rejected by ballot, shall not be again eligible to be proposed for a period of twelve months from the date of rejection by ballot.

### **3. VOTING WHEN DEBARRED:**

Any member whose subscription is in arrears for 12 calendar months shall be debarred from balloting or voting on any question before the Lodge and from making any proposition.

### **4. VOTING BY PROXY:**

No member shall be permitted to vote by proxy.

## **IV. Regular and Honorary Members**

### **1. REGULAR MEMBER:**

Any ordinarily resident citizen of India who is eligible and has been duly proposed and seconded and balloted for Initiation/Joining in the Lodge shall be designated a Regular Member.

**2. HONORARY MEMBER:** An Honorary Member shall be elected by Ballot as per applicable Rule 142 of the Book of Constitutions after notice of such election is placed in summons. However, consent of the brother on whom the Honorary Membership is to be conferred shall be received by the Lodge prior to balloting.

## **V. Fees and Subscription**

### **1. Fees**

- The following shall be payable to the Lodge by the members. The yearly subscription shall be payable in advance
- A break up of the fee collected shall be as follows.

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SI.No	Description	New Member (By Initiation)	Joining Member	Subscription
1	GLI/RGL Dues	₹ 1,000.00	₹ 1,000.00	₹ 1,000.00
2	General Fund	₹ 1,500.00	₹ 1,500.00	₹ 1,000.00
3	Benevolence Fund	₹ 1,000.00	₹ 1,000.00	₹ 250.00
4	Refreshment Fund	₹ 5000.00	₹ 500.00	₹ 250.00
5	Miscellaneous <small>(Aprons Rs. 1000/-, GLI Certificate Rs. 200/-, Ritual Books, Book of Constitutions and Byelaws Rs. 300)</small>	₹ 1,500.00	-	-
Total Fee		₹ 10,000.00	₹ 4,000.00	₹ 2,500.00

- c. In addition to the annual subscription all annual dues to the GLI and RGLSI as may be fixed from time to time are applicable shall be payable by each Brother.
- d. The subscription is payable in advance each year in the month of January.
- e. A Candidate for Initiation / Joining / Rejoining at any time during the year shall pay the full annual subscription along with the fees.
- f. Honorary members, if any, are not liable to pay any subscription / fees.
- g. As part of the Annual subscription, the Lodge shall pay for and provide Grand Lodge Certificate to every Master Mason, Installed Master's Certificate to all the Installed Masters, dues to Grand Lodge and Regional Grand Lodge.
- h. Should the subscription of a member of the Lodge remain unpaid for one full year, the Secretary will send a notice to him requesting settlement within one month from the date thereof. If the payment is not received as stipulated the Treasurer and Secretary would report to the Standing Committee. The Committee in turn may take recourse to these bye laws and recommend to the Lodge at the next regular meeting to initiate cessation proceedings against the said member under Rule 124 of the Book of Constitutions.
- i. The member shall provide transaction details to the Treasurer in case the funds are transferred to the Lodge account by any means other than by cheque.

## 2. Funds Maintenance

- a. The funds received by the Lodge will be maintained under the following heads :
  - General Fund
  - Benevolence or Charity Fund
  - Corpus and/or Special Purpose Fund
  - Steward's Fund ( under the General Fund)
- b. **GENERAL FUND:** The amounts other than those of Charity Fund and Corpus or Special purpose Fund shall constitute General Fund. The funds held in the General account are to be used to meet the operational expenses of the Lodge like GLI, RGL dues, Printing Stationery etc. The Lodge standing committee may decide to invest a portion of these funds in the Bank accounts, either in short or long term fixed deposits. Any fixed deposit of the General Fund may be encashed and appropriated to other accounts after the same is approved in the open Lodge by the majority of brethren in good standing present at the meeting.

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**b. Benevolence or Charity:**

The Charity fund will consist of the following:

- I. Charitable collection in the meeting
- II. Benevolence fund as collected in V.1(b)
- III. Other contributions from General Fund as the Lodge may determine from time to time.
- IV. The Charity Fund shall be solely devoted for charitable purposes, A sum of Rs.5000 from this fund shall be held at the disposal of the Worshipful Master, which may be utilized for any emergent cases of distress. The utilization of such funds by the Master shall be informed in the next regular meeting of the Lodge by the Worshipful Master.

### **C. Corpus or Special Purpose Fund:**

The Lodge may based on the recommendation of the Standing Committee and based on a ballot in open Lodge supported by a simple majority of votes create Corpus or Special Purpose funds for specific purposes. The funds for these purposes can be appropriated from the General Fund or Voluntary Donations. In case the objective of the special purpose fund is of a Charitable nature only withdrawal from the Charity account may be permitted.

#### **d. Bank Accounts**

All the funds of the Lodge will be maintained in Bank accounts in nationalized Banks or such Scheduled Banks of good standing voted by the Standing Committee of the Lodge and the Bank accounts shall be operated by [REDACTED]

[REDACTED] the Lodge upon the recommendation of the Standing Committee shall nominate another member to take over that vacated office for the balance of the term to ensure continuity, as would be required. Treasurer and one of Worshipful Master and Secretary

**e. Registration**

The Lodge based upon the recommendation of the Lodge Committee and approval in open Lodge register the Corpus, Special Purpose Fund or Charity fund as a Charitable Organization or trust under the provisions of Indian Legal System. It is requisite that such a proposal be carried in the summons of a regular meeting and the motion be passed by two third of the subscribing members of the Lodge present when the matter is take up in open. The statement of accounts and balance sheets will be audited by the audit Committee and other audits and process as defined by prevalent laws of the land.

**f. BANQUET FEE:**

It shall be within the powers of the Lodge to levy a special fee, on all members on any occasion on which a banquet or other entertainment should be given, such as in the case of the reception of Regional Grand Lodge or Grand Lodge or other Masonic functions.

N.K. Gupta

## 1. PROPOSITIONS:

No proposition shall be entertained until it has been duly seconded; and when a motion has been duly made and seconded, the opinion of the Brethren present who may wish to speak thereon shall be taken before it is put to vote; but no vote shall be taken on any proposal where due notice has to be given in the summons, as stipulated in the Book of Constitutions. This By-Law shall not have reference to the subject matter pertaining to correspondence brought up by the secretary, subject to the discretionary powers of the Worshipful Master.

## 2. MEMBERS RIGHT TO SPEAK:

No member shall be entitled to speak more than once upon any question before the Lodge, except strictly in explanation; but the member shall have the right of reply, after all the members, who may wish to do so, shall have addressed the Lodge.

## 3. ADDRESSING LODGE:

Whenever a Brother may have occasion to speak in Lodge, he shall do so standing, in order, and shall address his remarks to the Worshipful Master in calm and decorous language.

**4. DISCUSSIONS:** To preserve the harmony of the Lodge, the Master shall have the discretionary power, at any stage of a discussion, to stop it being proceeded with.

**5. RESOLUTION:** Any resolution passed in the open Lodge shall be binding on all the members of the Lodge,

## VI I. Election and Installation

### 1. ELECTION OF MASTER, TREASURER AND TYLER:

The Worshipful Master, shall be annually elected by ballot, The Treasurer shall be elected by show of hands by simple majority and the Tyler shall be elected by members at the Regular Meeting in January.

### 2. DATE OF INSTALLATION:

The Worshipful Master shall be duly installed at the Regular Meeting or any convenient date in the month of March.

## VIII. Secretary

### 1. SECRETARY'S DUTIES:

The Secretary shall issue the summonses for, and record the Minutes of, keep the Register of Members, conduct all the general business and correspondence of the Lodge, keep record of the proceedings of all meetings (regular and emergency) and those of the Committees of the Lodge in the minutes book and read the same at the next regular meeting for confirmation. He shall maintain in a separate book record of all the meetings of the Standing Committee. He shall also maintain a Membership Register and preserve all records, files, documents etc., of the Lodge and discharge such other duties as may be delegated to him by the Worshipful Master.

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## IX . Treasurer

### 1. DUTIES OF THE TREASURER:

The Treasurer 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 and of all payment made in the appropriate books of account. The Lodge may maintain separate accounts for (1) General Fund Account (2) Benevolence or Charity Fund Account and (3) Stewards Fund Account (4) Special Purpose/Corpus Fund Account. The Treasurer shall at every Standing Committee and regular meetings submit and read in open Lodge the Statement of Accounts

### 2. FUNDS WITH THE TREASURER:

He shall collect all dues and fees and deposit all sums in excess of Rs.1,000 {Rupees One Thousand only) in his possession for over a week, in the Bank in the name of the Lodge with such Banks as may be decided by the Lodge. Funds in excess of Rs.20,000/-shall be kept in Fixed/Term Deposits. All cheques must be signed by the Treasurer jointly with either the Secretary or the Worshipful Master. The Treasurer shall provide bank details to the members so as to enable them to remit dues/ subscriptions online. The Treasurer shall not pay any moneys of the Lodge, except its current expenses, the Statutory dues/levies and as otherwise provided for, without the direction of the Worshipful Master and the brethren in the Lodge assembled.

## X. Tyler

### 1. TYLER'S DUTIES AND FEES:

The Tyler may be paid an honorarium per meeting as decided by the Lodge from time to time. A subscribing member serving as Tyler shall be exempt from payment Of annual subscription and all other Lodge dues. He shall be responsible for the cleanliness of the Lodge and correct disposition of the Lodge furniture during the meeting. The Tyler shall prepare the Lodge for the meeting, and see that every brother whether a member or visitor, is properly clothed before entering the Lodge.

## XI. Audit Committee

### 1. AUDIT COMMITTEE:

- a. An Audit Committee shall be elected by the Lodge at the Installation Meeting in March each year, which shall consist of any three members with knowledge of accounts.
- b. The audit committee shall verify and audit the annual statement of accounts of the Lodge, certify them in accordance with Rule No.129 of the Book of Constitutions after due examination of the accounts of the Lodge and submit their report before being circulated to the member

V.K. Gupta

## XII . Standing Committee

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### **1. STANDING COMMITTEE:**

There shall be a committee styled the "Standing Committee" of the Lodge, which shall consist of the Worshipful Master, the 'PM, all brethren who are Past Masters, the Senior and Junior Wardens and the Senior and Junior Deacons. Any FIVE of the said Standing Committee shall constitute the quorum.

### **2. PRESIDENT OF STANDING COMMITTEE:**

The Worshipful Master Shall be the President, and the Immediate Past Master the Vice-President, of the Standing Committee, and in their absence the Senior most Brother present shall preside.

### **3. STANDING COMMITTEE MEETING:**

The Secretary shall convene a meeting of the Standing Committee, when requested to do so by the Master.

### **4. DUTIES OF THE STANDING COMMITTEE:**

The duties of the committee shall include consideration of the application of Candidates for Initiation, joining and rejoining the Lodge, Deliberate on matters pertaining to the agenda for the meetings, submission of other committees, inspect and monitor the accounts and properties of the Lodge and report on matters leading to the improvement of the Lodge and its members.

### **5. REFERENCE TO THE STANDING COMMITTEE:**

The Worshipful Master is hereby authorised and empowered to refer to the Standing Committee, for consideration and report at any matter or proposition that may be brought before the Lodge, previous to putting the same to vote and on the Worshipful Master's reference to the same. All discussions thereon in the Lodge shall immediately cease.

### **6. RULES FOR THE STANDING COMMITTEE:**

The Rules of Decorum for Lodge discussion shall also apply to discussions before the Standing Committee, the Presiding Officer thereof, for the time being, shall be entitled to the same respect as the Worshipful Master in the Lodge.

### **7. STANDING COMMITTEES REPORT/ MINUTES:**

The minutes of the standing committee shall be recorded by the Lodge Secretary or in his absence by the Secretary designate, and the same may be circulated electronically to all the members by email, the same will also be recorded/pasted in minutes register maintained for such purpose. At the regular meeting of the Lodge following that at which any reference has been made, the Secretary shall confirm to the Worshipful Master that the minutes has been so circulated and it may be considered, after which its adoption or rejection shall be decided upon in the usual way on a motion duly made and seconded.

### **8:SCREENING/ INTERVIEW OF CANDIDATES:**

The Standing Committee shall meet every candidate proposed for initiation or every brother proposed for joining or rejoining, to ascertain the suitability of the Candidate/brother.

**9. STANDING COMMITTEE'S POWER:** The Standing Committee is hereby authorised and empowered to summon any member to give information on any matters referred to it by the Lodge.

N K Jyoti

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### XIII. Visitors

#### 1. VISITOR:

Every Visitor must be well vouched for or required to produce his Grand Lodge Certificate and undergo an examination.

### XIV. Lodge Property

#### 1. LODGE PROPERTY:

Property of every description belonging to the Lodge shall be vested in the worshipful Master and the Wardens for the time being, in trust for the Lodge, except as may be otherwise provided for.

#### 2. INVENTORY:

An inventory of the whole of the Lodge property shall be entered into a book, which shall be verified by the Worshipful Master on his installation and shall be countersigned by himself and his Wardens. Such verification shall be reported in the immediate regular meeting after installation.

#### 3. JEWELS:

The Warrant, Jewels and Working Tools belonging to the Lodge, shall be in charge of the Worshipful Master, or of such other Officers as he may appoint,

### XV. Bye-Laws

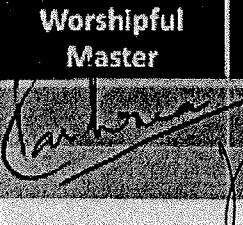
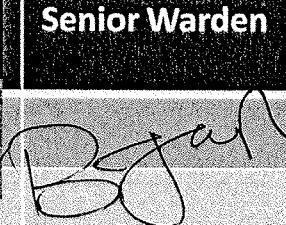
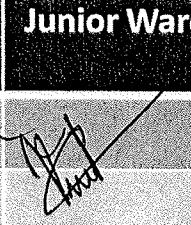
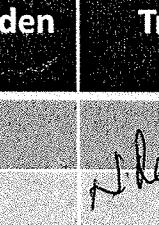
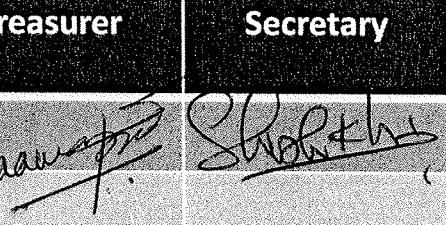
#### 1. BYE-LAWS:

These Bye-Laws shall be read in the open Lodge at such time as the Worshipful Master may think proper or at least once a year, and each newly initiated or joining or re-joining brother shall be furnished with a copy,

#### 2. ALTERATION OF BYE-LAWS:

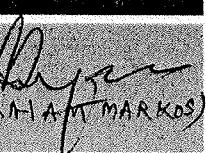
The Bye-Laws or any portion of them shall not be altered without the sanction of a Two-thirds majority of the members present at a Regular Meeting of the Lodge, notice of the proposed alteration being given at the previous Regular Meeting and circulated with the Summons of the Regular Meeting at which it is to be considered and confirmed at the next Regular meeting and approved by R.W. the Regional Grand Master and M.W. the Grand Master.

Certified that these By-Laws were duly adopted at the Consecration and meeting of Lodge of Light No, held on Saturday 14th November 2015 at Bangalore Freemasons Hall, Bangalore.

Worshipful Master	Senior Warden	Junior Warden	Treasurer	Secretary
				

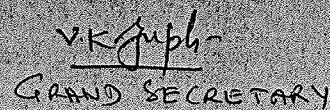
**Approved By the R. W. The Regional Grand Master, Regional Grand Lodge of South India**

Place: Chennai  
Date: 07-07-2018

  
(ABRAHAM MARKOS)

**Approved By the M. W. The Grand Master, Grand Lodge of India**

NEW DELHI  
13.08.2018

  
V.K. Gopinath  
GRAND SECRETARY