



# Regional Grand Lodge of Southern India

Freemasons' Hall, 14 Ethiraj Salai, Chennai - 600008

L.408/2018(Bye-laws)

17 October 2018

Bro.P.N.Subramanian  
Secy., Lodge Tranquility No.408  
No.104/91  
Anand Nagar Main Road  
Thoraipakkam,  
Chennai-600 096  
M:98400 35099

Dear Sir and Brother,

## SUB:BYE-LAWS OF LODGE TRANQUILITY NO.408

Please find enclosed a copy of the bye-laws of LODGE TRANQUILITY NO.408, Chennai duly approved by R.W.The Regional Grand Master and M.W.The Grand Master(12-10-2018).

Kindly print the bye-laws and send two copies each to the Grand Lodge and Regional Grand Lodge for records.

Yours fraternally,

*N. Pandurangan*  
(N.PANDURANGAN)  
Regional Grand Secretary

Encl:a copy of bye-laws

Phone: 044 – 2827 2311, 2820 2423  
Email: [mss1@rglsi.org.in](mailto:mss1@rglsi.org.in); [rgsecy@rglsi.org.in](mailto:rgsecy@rglsi.org.in) ;  
[asstsecycraft@rglsi.org.in](mailto:asstsecycraft@rglsi.org.in); [eadmin@rglsi.org.in](mailto:eadmin@rglsi.org.in);



# Grand Lodge of India

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V. K. GUPTA  
Grand Secretary

*✓*  
16 OCT 2018

No.530(408)

12<sup>th</sup> October 2018

The Regional Grand Secretary,  
Regional Grand Lodge of SI,  
Freemasons' Hall,  
14 Ethiraj Salai,  
Chennai-600 008.

Dear Sir and R W Bro,

With reference to your letter No.L-408/2018 dated 9<sup>th</sup> October 2018, I return  
herewith two copies of ~~encl~~ bye-laws of the Lodge Tranquility No.408 duly  
approved by M W the Grand Master.

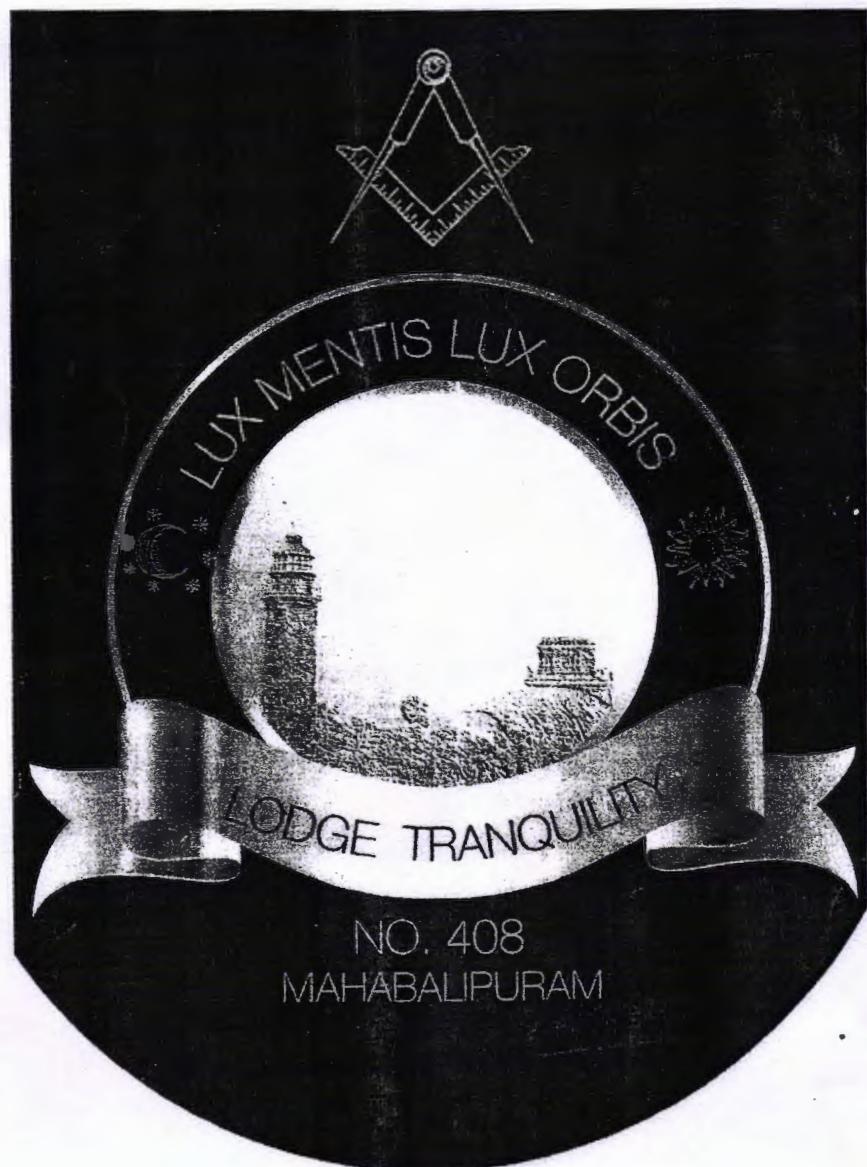
With greetings,

Yours fraternally,

*V K Gupta*  
(V K GUPTA)  
Grand Secretary

BYE-LAWS  
OF  
LODGE TRANQUILITY No. 408

≡ 9 OCT 2013



MAHABALIPURAM

# BYE-LAWS OF LODGE TRANQUILITY No. 408 Mahabalipuram

## 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 Tranquillity No. 408 Mahabalipuram, duly constituted under the Laws of the Grand Lodge of India.
3. a) PLACE & DATE OF MEETING: The Regular Meeting of the Lodge shall be held in a suitable premises in greater Mahabalipuram in the areas of ECR and OMR or any other place between Chennai & Pondicherry as available and deemed appropriate by the Standing Committee of the Lodge, on the 2<sup>nd</sup> Saturday of the months of February, April, June, August, October and December, with an option of one meeting each year at an outstation location as put to vote by the Worshipful Master and agreed to by a majority of the brethren in the open lodge present. (Until fixed Temple available). *Meeting outside Mahabalipuram shall be by requisite dispensation.*  
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 ID of each subscribing member and 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. REGULAR MEETING DAY: The regular meeting of the Lodge shall be held on the 2<sup>nd</sup> Saturday of the months of February, April, June, August, October and December.
6. MEMBERS: The Lodge shall consist of Regular and Honorary Members.

## II. CANDIDATES

7. 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

*V.K. Jayaram*

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

**8. LIABILITY OF PROPOSER & SECONDER:** The proposer and seconder shall be jointly and severally responsible for all fees related to Initiation/joining/rejoining 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**

**9. BALLOT:** The secrecy of the Ballot shall be held strictly inviolate, and when a Ballot taken either for initiation of a candidate or joining or rejoining of a Brother, unless a minimum of ~~Half of~~ the members present approve the proposal, the proposition of such candidature or Brother shall not be accepted.

**10. 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.

**11. VOTING BY PROXY:** No member shall be permitted to vote by proxy.

### **IV. REGULAR AND HONORARY MEMBERS**

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

**13. 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 SUBSCRIPTIONS**

**14. a)** The following shall be payable to the Lodge by the members. The monthly subscription shall be payable in advance.

Initiation Fee	Rs. 22500* + Annual subscription
Joining Fee	Rs. 12500* + Annual subscription
From other Constitution	Rs. 15000* + Annual subscription
Rejoining Fee	Rs. 7500* + Annual subscription
Resident Members	
Subscription per annum	Rs. 2500* for members residing in the Corporate Districts of Chennai, Kanchipuram & Thiruvallur + Annual dues as applicable and payable to the Regional Grand Lodge of Southern India and The Grand Lodge of India as in clause 14 b) below.

*V.K. Jayaram*

**Non-Resident Members**

Subscription per annum    Rs. 1750\* for members residing outside the Corporate Districts of Chennai, Kanchipuram & Thiruvallur + Annual dues as applicable and payable to the Regional Grand Lodge of Southern India and The Grand Lodge of India as in clause 14 b) below.

- b) In addition to the annual subscription all annual dues to the GLI and RGLSI as may be fixed from time to time and applicable shall be payable by each Brother.
- c) The subscription is payable in advance each year in the month of February
- d) A Candidate for Initiation / Joining / Rejoining at any time during the year shall pay the full annual subscription along with the fees.
- e) Honorary members, if any, are not liable to pay any subscription / fees.

15. As part of the monthly 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.

16. 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 exclude the said member under Rule 124 of the Book of Constitutions.

17. 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.

18. The funds received by the Lodge will maintained under the following heads :

General Account

Charity Account

Corpus and/or Special Purpose Account/Building fund (initially under General Fund)

Almoner's Fund ( under the General Fund)

Steward's Fund ( under the General Fund)

19. 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. Any amount in excess of Rs.25,000 (Rupees Twenty Five Thousand only) of these funds in the Bank accounts shall be placed, either in short or long term fixed deposits as decided by the Standing Committee. 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.

*vkjuph*

20. CHARITY FUND: The Charity fund will consist of the following:

- Ten percent of the initiation, joining and rejoining fees.
- Charity collection in the meeting
- Voluntary donations.
- A sum of a maximum of 50% of the annual surplus of income over the expenditure to be decided upon by the Standing Committee.
- Other contributions from General Fund as the Lodge may determine from time to time.

21. The Charity Fund shall be solely devoted for charitable purposes. A sum of Rs.4,000 from this fund may 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.

22. 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, will withdrawal from the Charity account be permitted.

23. A sum equal to the amount of 50% of Initiation/Joining/ Rejoining Fees/subscription is to be maintained under the head of Stewards account and to be used to fund stewarding expenses of the Lodge. 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 transfer funds from this account to any other account head /create Corpus or Special Purpose funds for specific purposes as deemed appropriate

24. 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 any two from amongst the three members nominated/elected in open Lodge, comprising of the Treasurer, Worshipful Master and Secretary, the members so nominated will hold this office for one year and the members will be nominated/elected in the installation meeting of the Lodge to be held in February of each year. In the event of withdrawal from office by any of them during the course of the Masonic year, the Lodge upon the recommendation of the Standing Committee shall nominate/approve another member to take over that vacated office for the balance of the term to ensure continuity, as would be required.~~ VKR

25. 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.

#### VI. PROPOSITIONS AND DISCUSSIONS

26. 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

*N.R. Jephthah*

subject matter pertaining to correspondence brought up by the Secretary, subject to the discretionary powers of the Worshipful Master.

27. **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.
28. **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.
29. **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.
30. **RESOLUTION:** Any resolution passed in the open Lodge shall be binding on all the members of the Lodge.

## **VII. ELECTION & INSTALLATION**

31. **ELECTION OF MASTER, TREASURER AND TYLER:** The Worshipful Master, Treasurer and Tyler shall be annually elected by ballot, at the Regular Meeting in December.
32. **DATE OF INSTALLATION:** The Worshipful Master shall be duly installed at the Regular Meeting in the month of February each year.

## **VIII. SECRETARY**

33. **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 a 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..

## **IX. TREASURER**

34. **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 shall maintain a minimum of one Bank accounts namely the (1) General Fund Account with the additional option of maintaining and operating upto three other accounts- namely (2) Charity Fund Account (3) Stewards Fund Account and 4) Almoner's account. Creation of additional accounts like Building (Temple) a/c and Corpus a/c etc. May be taken up with due practice of traditions and under full approval of the members in open Lodge assembled duly sent to RGLSI and GLI for their approval. The Treasurer shall at every regular meeting submit and read in open Lodge the Statement of Accounts.

*W.K. Gupta*

35. 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.25,000 (clause 19) shall be kept in Fixed/Term Deposits. All cheques must be signed by the Treasurer and either the Worshipful Master or the Secretary. 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 Master and the brethren in the Lodge assembled.

#### X. TYLER

36. TYLER'S DUTIES AND FEES: The Tyler shall 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 monthly 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 candidate, member or visitor, is properly prepared/clothed before being admitted into the Lodge

#### XI. AUDIT COMMITTEE

37. AUDIT COMMITTEE: An Audit Committee shall be elected by the Lodge at the Installation Meeting, which shall consist of any two members with knowledge of accounts.

38. The members so elected, whether or not members of the permanent committee, shall be elected at the regular election meeting in February every year. The audit committee shall verify and audit the annual statement of accounts of the Lodge certify as per 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 members.

#### XII. STANDING COMMITTEE

39. STANDING COMMITTEE: There shall be a committee styled the "Standing Committee" of the Lodge, which shall consist of the Worshipful Master, Treasurer, Secretary, the IPM and DofC all brethren who are Founder Past Masters, the senior and junior wardens and three other brethren who are duly elected by the Lodge Founder at the installation meeting. Any FIVE of the said Standing Committee shall constitute the quorum.

40. 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.

41. STANDING COMMITTEE MEETING: The Secretary shall convene a meeting of the Standing Committee, when requested to do so by the Master.

42. 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 stage, 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.

*V.K.Joshi*

43. RULES FOR THE STANDING COMMITTEE: The Rules of Decorum for Lodge discussion shall also apply to discussions before the Standing Committee, the Presiding Officer whereof, for the time being, shall be entitled to the same respect as the Worshipful Master in the Lodge.

44. STANDING COMMITTEES REPORT/ MINUTES: The minutes of the standing committee shall be read by the Lodge Secretary or in his absence by the Secretary designate at the regular meeting of the Lodge following that at which any reference has been made, the Secretary may read out to the Worshipful Master that the recommendations there from may be put to vote and approved in the Lodge in the usual manner.

45. 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.

### XIII. SCREENING/MEMBERSHIP COMMITTEE

46. SCREENING/MEMBERSHIP COMMITTEE: A Screening/Membership Committee shall be elected by the Lodge at the Installation Meeting, which shall consist of any three senior brethren of the Lodge in good standing.

47. At least two members of the Screening/Membership Committee shall meet every candidate proposed for initiation or every brother proposed for joining or rejoining, to ascertain the suitability of the Candidate/brother. The Screening/Membership Committee may visit the candidate's/brother's home and/or his place of work, meet with his family and may make any such due enquiry to its satisfaction.

48. The Screening/Membership Committee shall submit its report with its recommendations to the Standing Committee at its next meeting.

### XIV. VISITORS

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

### XV. LODGE PROPERTY

50. 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.

51. 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.

52. 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.

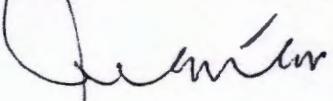
*V.K. Jayaram*

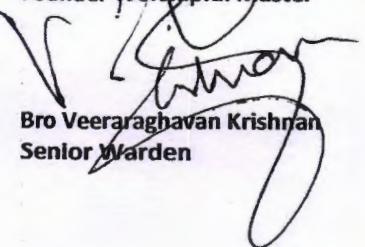
## XVI. BYE-LAWS

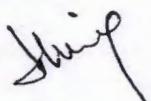
53. **BYE-LAWS:** These Bye-Laws shall be read in the open Lodge at such time as the Worshipful Master may think proper or at least once a year, and each newly initiated or joining or re-joining brother shall be furnished with a copy.

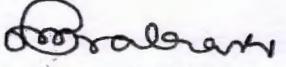
54. **ALTERATION OF BYE-LAWS:** The Bye-Laws or any portion of them shall not be altered without the sanction of a Two-thirds majority of the members present at a Regular Meeting of the Lodge, notice of the proposed alteration being given at the previous Regular Meeting and circulated with the Summons 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 Tranquility, Mahabalipuram No. 408 held on Sunday 25<sup>th</sup> October 2015 at Mahabalipuram

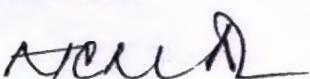
  
R W Bro. Venkateswaran Viswanath  
Founder Worshipful Master

  
Bro. Veeraraghavan Krishnan  
Senior Warden

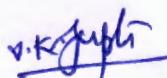
  
V W Bro. Bhim S Kanda  
Founder Secretary

  
Bro. Panangala Prakash  
Junior Warden

Approved by

  
R W Bro. Arvind Prasad Chitra  
R W the Regional Grand Master  
of Southern India

5.1.2016  
Chennai

  
V W Bro. L Sukumar  
Regional Grand Secretary  
Regional Grand Lodge of Southern India

Approved by

  
M W Bro. Harcharan Singh Ranauta  
M W the Grand Master  
of The Grand Lodge of India

  
R W Bro. V K Gupta  
Grand Secretary  
of the Grand Lodge of India

NEW DELHI  
12.10.2018