



BYE-LAWS

of

THE TELANGANA LODGE No. 398

HYDERABAD

On The Rolls of

GRAND LODGE OF INDIA



BYE - LAWS
OF
The TELANGANA LODGE No. 398, GLI

I. CONSTITUTION

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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 The Lodge Telangana No. 398, GLI, duly constituted under the Laws of the Grand Lodge of India.
3. **PLACE & DATE OF MEETING** : The Lodge being constituted to meet at Goshamahal Baradari Masonic Building, Hyderabad, on the 1st Monday of every alternative month starting from February.,
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, Bearers of Volumes of Sacred Law, 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 First Monday of every alternate months : February, April, June, August, October and December.

MEMBERS : The Lodge shall consist of Resident, Absent and Honorary Members.

6. **LIMITS OF JURISDICTION** : The word 'Station' shall be held to mean the limits of Greater Hyderabad Metropolitan Development Authority (HMDA) as amended from time to time.

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 the Regular Meeting of the Lodge. All candidates shall meet with the Screening Committee, which after due examination, shall submit its recommendations to the Standing Committee.

All such candidates as recommended 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 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 two thirds of the members present approve the proposal, the proposition of such candidature or Brother shall not be accepted.

10. **SECOND BALLOT** : The Worshipful Master, on a proposition duly seconded, may for the purpose of being assured that no mistake has occurred in the use of the black balls, cause a Second Ballot to be forthwith taken, which shall be final for all purposes.

11. **REJECTED CANDIDATES** : A candidate who has been rejected by ballot, shall not be again eligible for proposal for twelve months.

12. **VOTING WHEN DEBARRED** : Any member whose subscription is in arrears for 6 calendar months shall be debarred from balloting or voting on any question before the Lodge and from making any proposition.

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

IV. RESIDENT, ABSENT AND HONORARY MEMBERS

14. **ABSENT MEMBER** : A resident member may be placed as Absent Member when he leaves the station for six months and over. No member leaving the station shall be treated as Absent Member until he communicates the same to the Secretary or announces it in the open Lodge. The word 'station' shall include every place within the area as defined in article 6 of these bye-laws

15. **RETURN OF ABSENT MEMBERS** : Any member who has been placed as Absent Member under Bye-Law No. 14 shall on his return to the station inform the same to the Secretary, who shall at once place him as Resident Member.

16. **HONORARY MEMBER** : An Honorary Member shall be elected by Ballot as per 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

17. The following shall be payable to the Lodge by the members. The monthly subscription shall be payable in advance.

Initiation	Rs. 3,000.00
Joining	Rs. 3,000.00
Rejoining Fee	Rs. 3,000.00
Subscription per month (to be paid for 6 meetings in a year)	Rs. 250.00
Absent Member (per month)	Rs. 150.00

18. 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, aprons for the use of all members, In addition to the Subscription and absentee member fees, dues to Grand Lodge and Regional Grand Lodge shall be paid at actual by each member.

19. 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.

20. If the payment is not received as stipulated in clause 19, the Secretary would report to the Standing Committee. The Committee in turn may take recourse to clause 9 of 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.

21. Members will have the option of paying their monthly subscription either in one annual installment or in two half yearly installments in January & July of each year. 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.

22. **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.

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

General Fund Account

Charity Fund Account

Corpus and / or Special Purpose Fund Account

24. **GENERAL FUND**: The amounts other than of Charity Fund under Bye-Law No. 24 and Corpus or Special purpose Fund under Bye-Law No. 26 shall constitute General Fund. The funds held in the General Fund 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.20,000 (Rupees Twenty 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 en-cashed and appropriated to other accounts as stipulated in article 22 of these bye-laws , after the same is approved in the open Lodge by the majority of brethren in good standing present at the meeting. All deposits made under By-Laws Nos. 23 should be with Nationalized Bank/s.

25. **CHARITY FUND** : The Charity Fund will consist of the following :

One half of initiation, joining and rejoining fees.

Charity collection in the meeting.

20% of the annual fee each member.

Voluntary donations.

Interest accrued from General Fund deposits.

A maximum of 50% of the annual surplus of income over the expenditure.

Other contributions from General Fund as the Lodge may determine from time to time.

26. The Charity Fund shall be solely devoted for charitable purposes. A sum of Rs.2,000.00 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.

27. 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.

28. The funds will be maintained in Bank Accounts in nationalized Banks and the Bank accounts shall be operated by the Treasurer and either the Secretary or the Worshipful Master.

29. 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 Lodge. 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, and is to be tabled for consideration of members in the Lodge Meeting held in February of each year.

VI. PROPOSITIONS AND DISCUSSIONS

30. 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.

31. 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.

32. 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.

33. 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.

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

VII. ELECTION & INSTALLATION

35. ELECTION OF MASTER, TREASURER AND TYLER : The Worshipful Master, Treasurer and Tyler shall be annually elected by ballot, at the Regular Meeting in December.

36. DATE OF INSTALLATION : The Worshipful Master shall be duly installed at the Regular Meeting in February.

VIII. SECRETARY

37. SECRETARY'S DUTIES : The Secretary shall issue the summonses for, and record the Minutes of all Meetings and Committees, keep the Register of Members, and discharge such other duties as may be delegated to him by the Worshipful Master.

38. LODGE MEETING MINUTES : The minutes of the Lodge Meeting 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 and will also be recorded / pasted in the 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 as read, after which its adoption or rejection shall be decided upon in the usual way on a motion duly made and seconded.

IX. TREASURER

39. FUNDS WITH TREASURER : The Treasurer shall collect all dues and fees and deposit all sums in excess of Rs 1,000.00 (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 20,000.00 shall be kept in Fixed / Term Deposits. All cheques must be signed by the Treasurer and 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.

40. DUTIES OF THE TREASURER : 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

41. TYLER'S DUTIES : The Tyler shall be responsible for the cleanliness of the Lodge and correct disposition of the Lodge furniture during and after the meeting.

XI. AUDIT COMMITTEE

42. AUDIT COMMITTEE : An Audit Committee shall be elected by the Lodge at the Installation Meeting, which shall consist of any three members with knowledge of accounts. The Audit Committee shall certify as per Rule No. 129 of the Book of Constitutions after due examination of the accounts of the lodge.

XII. STANDING COMMITTEE

43. STANDING COMMITTEE : There shall be a committee styled the "Standing Committee" of the Lodge, which shall consist of the Worshipful Master, the IPM, the Founding Past Master and the Officers of this Lodge as stipulated in Article 4 of these Bye Laws, and a member who have served his term as Master or Wardens of this Lodge, and any FIVE of the said Standing Committee shall form a quorum.

44. 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.

45. STANDING COMMITTEE MEETING : The Secretary shall convene a meeting of the Standing Committee, in consultation with the Worshipful Master.

46. REFERENCE TO THE STANDING COMMITTEE : The Worshipful Master is hereby authorized 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.

47. 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.

48. 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 and will also be recorded / pasted in the 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 as read, after which its adoption or rejection shall be decided upon in the usual way on a motion duly made and seconded.

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

XIII. SCREENING COMMITTEE

50. SCREENING COMMITTEE : A Screening 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.

51. At least one member of the Screening 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 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.

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

XIV. VISITORS

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

XV. LODGE PROPERTY

54. 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.

55. 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.

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

XVI. BYE-LAWS

57. 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.

58. 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.

These By-Laws were approved & adopted in the Consecration meeting of The Telangana Lodge No. 398 held on 2nd June, 2015.

W.Bro. G. MURALIDHAR

WORSHIPFUL MASTER – 2015

Bro. Dr. G. RAJU

SENIOR WARDEN – 2015

Bro. K. VIKAS GUPTA

JUNIOR WARDEN – 2015

V.W.Bro. RAGHU SREEPATHI

SECRETARY – 2015

Place: Hyderabad

Date: 15.06.2015

Approved by

R.W. The Regional Grand Master

Regional Grand Master

Place : Chennai

Date : 03.07.2015

Approved by

M.W. The Grand Master

Grand Secretary

Place : New Delhi

Date : 20.07.2015