

Lodge Padmagiri No.260

Tiruchirappalli

BY LAWS

Members

1. The Lodge shall comprise of Subscribing Members and Honorary Members. Honorary Members are those elected as such for services rendered to Masonry in General or this Lodge in particular (Rule 142 B of C)

Meetings

2. The Regular Meeting of the Lodge Shall be held at the Masonic Temple, Tiruchirappalli, on the fourth Saturday of every English calendar month, at souch hour as the Master decides, except in the month of May when there will be no meeting.
3. The Summons convening the Regular Meetings shall be issued at least seven days in advance, emergency meetings however may be convened at shorter notice.

Fees & Dues

4. The fees, dues, and subscription shall be as follows and payable in advance.
 - i. Subscription for each member per annum.
Rs.900 plus annual dues payable to Regional Grand Lodge of Southern India and Grand Lodge of India.
 - ii. Initiation Fee Rs.2000
 - iii. Joining or Rejoining from Indian Constitution Rs.600
 - iv. Joining from Recognised Constitution Rs.1000
 - v. Installation Fee of Honour Rs.500
5. The expenses of any emergency meeting and the dispensation fees, if any, shall be defrayed by the brother or brethren at whose instance the meeting is held (Rule 71-3 Regional Grand Lodge By-Laws)

Admission and Retirement of Members

6. No candidate for initiation or joining shall be accepted unless approved by the Standing Committee and unless on ballot two thirds of the members present and voting in the Lodge approve the proposal for such candidature. No such candidate shall again be proposed until six month have elapsed.
7. In accordance with the Rule 124 of the Book of Constitutions, should the subscription of a member remain unpaid for one year, he shall be served with a notice by Registered Post with Acknowledgement Due of being in arrears of the subscription amount. If he fails to make payment with in thirty days of receipt of the notice, he shall cease to be a member of the Lodge, which shall be reported to the Lodge in a Regular meeting and recorded in the minutes. A copy of the Registered notice shall be sent to the Regional Grand Secretary.
8. One who has ceased to be a member shall not be re-admitted, unless he has paid all his dues and subjected to a fresh ballot. Registrations must be made in open Lodge or in writing before the meeting.

Election etc.

9. a) The Master shall be elected by ballot (Rule 82 B of C) at the Regular Meeting in November. The Master shall be installed at the Regular Meeting in December. All other officers, except the Treasurer and the Tyler, shall be nominated by the Elected Master and they will be invested at the December meeting at his installation.
b) The Treasurer shall be elected by the Members by ballot on the regular day of election of the Master (Rule 92 B of C)
c) The Tyler shall be elected by the Members on the regular day of the election of the Master. Every Tyler must be a Master Mason and registered as such in the books of the Grand Lodge (Rule 93 B of C)

Standing committee

10. An Annual Standing Committee shall be constituted at the Installation Meeting. The Committee shall consist of the Master, IPM, Wardens, Treasurer and Secretary (ex-officio), two members elected by the Lodge, (not in office, if possible) and all Past Masters of the Lodge who have attended a minimum of four meetings in the previous year.
 - a) To scrutinize the monthly statement of account
 - b) To enquire into the eligibility of any candidate proposed for initiation or joining.

- c) To take inventory of the Lodge property and report on its condition.
- d) To present the Annual Report at the Installation Meeting.
- e) To consider any matter and give suggestions tending to promote the welfare of the Lodge.

Audit Committee

11. A committee of two (who are not members of the Standing Committee) shall be appointed by the Lodge at the Installation Meeting for auditing the accounts of the year. The audited statement shall form a part of the Annual Report of the Standing Committee.

Control of Properties

12. The control of the properties of the Lodge Shall be as provided in Rule 119 B of C.

Treasurer

13. The Treasurer shall collect subscriptions and other dues and shall issue receipt thereof. He shall be in charge of all moneys and make payments for routine expenses with the permission of the Master. All moneys shall be deposited in a Bank approved by the Lodge and in the name of the Lodge. The Treasurer is authorized to operate the accounts jointly either with the Master or Secretary. The disbursement, other than for routine expenses, requires the previous sanction of the Lodge, under notice. He shall maintain separate accounts for General Fund, Charity Fund and Stewards Fund from the subscriptions collected, he shall transfer a sum not exceeding Rs.300 per member per annum from the General Fund to the Steward Fund. He shall, also, at each meeting make a report of members in arrears.

Secretary

14. The Secretary shall be in-charge of the Lodge Records and Books other than the books maintained by the Treasurer. He shall conduct all general business and correspondence of the Lodge. He shall be ex-officio member and convener of all committees appointed by the Lodge. He shall keep a record of the minutes of the proceedings, maintain a Register of Members as required by the B of C and be responsible for the necessary return etc., to Grand Lodge and Regional Grand Lodge under the signature of the Master and of himself wherever is required. All letters from the Members shall be addressed to him in office and with personal address so that it will be evident that they are for the secretary only.

Stewards

15. The Stewards shall have a charge of all Lodge furniture and Regalia and shall see that they are kept in good order. They shall, also see that the preparation for the meetings are adequate and with the Tyler see that no defects may occur to mar the proceedings. They will also be in charge of Banquets and Refreshments. All expenses from the Stewards funds shall be only with the approval of the Master and the Standing Committee.
16. Members introducing Visitors shall vouch for them and see that the Visitors sign the attendance book in due form.
17. Every member of the Lodge, initiated in or joining the Lodge shall be presented with a printed copy of the By-Laws free of charge in the first instance. The printed By-Laws shall be read in open Lodge once in every year and at such of the times as the Master may think it proper.
18. No alteration addition or amendment shall be made to these By-Laws unless moved and seconded in open Lodge and after due notice to the Brethren being given in the Summons; these amendments should be passed by a majority of 2/3rd of the brethren present at the meeting and finally approved by the Regional Grand Master and the M.W.Grand Master.

Approved by the R.W.Regional Grand Master.

Approved by the M.W. Grand Master.

Tiruchirappalli
1st July 2006