

BY-LAWS
OF
VERMONT LODGE
NO. 116
ANCIENT FREE AND ACCEPTED MASONS
OF
VERMONT, ILLINOIS

Revised by committee on 3-22-02

Order of Business, unless changed at the discretion of the Worshipful Master.

- 1. Reading and Approving meetings.**
- 2. Report of Treasurer**
- 3. Reading and Referring Petitions**
- 4. Balloting**
- 5. Reports of Committees**
- 6. Unfinished Business**
- 7. New Business**
 - (a) Communications**
 - (b) Other**
- 8. Bills**
- 9. Sickness and Distress**
- 10. Work.**

ARTICLE I

Section 1. This Lodge shall be known by the name of Vermont Lodge No. 116 A.F. and A.M.

ARTICLE II COMMUNICATIONS

Section 1. The stated communications shall be held on first Thursday of the month, commencing at 7:30 o'clock P.M.

Section 2. The stated communication in December of each year shall be the Annual Communication.

ARTICLE III OFFICERS

Section 1. The elective officers shall be a Worshipful Master, Senior Warden, Junior Warden, Treasurer, and Secretary.

Section 2. The appointive officers shall be a Senior Deacon, Junior Deacon, Chaplain, Marshal, Senior Steward, Junior Steward and Tyler. An Organist may be appointed if deemed necessary by the Master

Section 3. The Worshipful Master, Senior and Junior Wardens shall be ex-officio the Trustees of the Lodge.

ARTICLE IV ELECTIONS AND APPOINTMENTS

Section 1. The elective officers shall be separately chosen by ballot at the Annual Communication, of each year. A majority of the whole number of votes cast shall be necessary to a choice. The Worshipful Master-elect previous to installation shall appoint the officers named in Section 2, Article III.

Section 2. The officers thus elected and appointed shall be installed as soon thereafter as convenient, to serve until their successors are duly elected (or appointed) and installed.

Section 3. No Mason not being a member of this lodge shall be eligible to any office therein.

ARTICLE V DUTIES OF OFFICERS

Section 1. The powers and duties of the Worshipful Master shall be those as provided in Codes 256, 257 and 258 of the Grand Lodge By-Laws. He shall be ex-officio a member of all committees.

Section 2. The duties of the Wardens and other officers shall be as specified in Codes 259 to 264 inclusive of the Grand Lodge By-Laws.

Section 3. The Treasurer shall have charge of the money and other fiscal property of the Lodge; shall keep regular and accurate accounts of all Lodge moneys received by him; shall pay them out by order of the Worshipful Master and consent of the Lodge, on warrants signed by the Worshipful Master, and Secretary or Treasurer; shall invest all surplus funds in such securities as the Lodge or Executive Officers may direct; shall at all times hold the accounts, vouchers, funds, and securities subject to inspection of the Worshipful Master, Executive Officer or authorized committee, and shall make a detailed report of the receipts and expenditures at each Annual Communication, or oftener if required.

Section 4. The duties of the Secretary shall be those prescribed by Code 263 of the Grand Lodge By-Laws and in addition he shall preserve in appropriate files all papers and documents relating thereto; shall keep separate accounts with each member of the Lodge; shall conduct the Lodge correspondence under the direction of the Worshipful Master; shall issue all summonses and notices when directed; shall make the necessary returns to the Grand Lodge; shall keep a complete register of the members, showing dates of initiation, passing, or raising, or affiliation, also withdrawal, death, expulsion or suspension; shall notify all committees of matters referred to them, and all petitioners of their election or rejection; shall have custody of the Lodge seal and affix the same to all documents requiring verification, and shall make a full report of all his doings at each Annual Communication. The fee of \$150.00 will be paid to Secretary for his duties each year.

Section 5. The Tyler in addition to his well known and indispensable services, shall serve all summonses, and perform such other duties as are required by the Worshipful Master; shall preserve strict order in his department during the sessions of the Lodge; shall have charge of the hall, furniture and clothing, under the direction of the Worshipful Master, and shall cause them to be always kept in proper order for the transaction of business and comfort of the brethren.

Section 6. The Trustees shall hold all Lodge property in Trust. They shall examine and adjust all accounts, claims, and demands against the Lodge, or held by the Lodge against any member or other person; shall examine and report on the accounts and vouchers of the Treasurer and Secretary regarding the safe keeping of the fiscal property of the Lodge; shall examine and audit the annual reports of the Treasurer and Secretary, and report thereon, and shall render a full report of their doings and the financial conditions of the Lodge at each annual communication.

Section 7. The Trustees shall be a committee for the relief of distressed Masons, their widows and orphans, to whom all applicants for such assistance may be referred, with power to act. They shall have authority to draw from the treasury for such relief; reporting all such expen-

ditures at the next stated communication of the Lodge thereafter. In case of the sickness of a brother, they may provide such comforts, medical assistance, watchers, etc., as they may deem expedient.

Section 8. The Grievance Committee shall inquire into all difficulties arising between members, when brought to their knowledge, and reconcile the same if within their power; if not, and the same be of sufficiently grave character, they shall report thereon to the Lodge, which shall take action as the case may require.

ARTICLE VI. MEMBERSHIP

Section 1. Membership in the Lodge may be acquired and can be terminated only as prescribed in codes 265 and 272 inclusive of the Grand Lodge By-Laws.

Section 2. All petitions for the degrees or for membership shall conform to the provisions of codes 290 to 300 inclusive. Every petition for the degrees shall be accompanied by the fee for degree of Entered Apprentice, but the fee shall be returned to the petitioner without delay if he be rejected. The balloting on all petitions the degrees or for membership shall be as directed in codes 325 to 338 inclusive of the Grand Lodge By-Laws.

Section 3. No member shall be entitled to a vote upon any question before the Lodge until he shall have signed the By-Laws.

Section 4. Every member shall furnish the Secretary with his post office address, and notify him from time to time of changes as they occur.

Section 5. Any candidate failing to attend for initiation or affiliation within one year after his election, shall forfeit his election, and must petition again before he can be initiated or affiliated. This new petition shall be subject to the same rules as govern original petitions.

ARTICLE VII FEES AND DUES

Section 1. The fees for the degrees in this Lodge shall be as follows:

For the degree of entered Apprentice	\$25.00
For the degree of Fellowcraft	\$15.00
For the degree of Master Mason	\$15.00

Five dollars of the Master Mason fee will be sent to the George Washington Monument fund.

Section 2. The dues of each member of this lodge shall be \$25.00 per year plus per-capita to Grand Lodge of \$10.00. Any raises in per-capita from the Grand Lodge will be added to the current dues. (Sample \$25.00 + \$10.00 = \$35.00)

Section 3. A majority vote of the members present at a stated communication, and a notice thereof in writing, presented at a previous stated communication shall be requisite to the remitting of any dues; provided, that at the first stated communication in March of each year such action may be had without such previous notice; and provided further, that no dues shall be remitted except for the year during which said notice is given, or for previous years.

Section 4. Any member whose dues are not paid or remitted by the first day of January and has been sent a dues notice by the Secretary, which shall be considered as the first notice as required by Code 554 of the Grand Lodge By-Laws, shall be notified in writing to pay the same on or before a specified subsequent stated meeting, which shall be considered the Second Notice as required by Code 555 of the Grand Lodge By-Laws.

Section 5. If said dues are not paid or remitted at the specified Stated Communication , the Lodge may at any subsequent stated meeting proceed to discipline the delinquent member as provided in Codes 558, 559 and 560 of the Grand Lodge By-Laws.

ARTICLE VIII. AMENDMENTS

Section 1. Any resolution or edict of the Grand Lodge, which has the effect to alter any part of these By-Laws, shall be deemed an amendment without any action of the Lodge.

Section 2. No part of these by-laws shall be otherwise repealed, altered, suspended or amended except as provided in code 203 of the Grand Lodge By-Laws.

By-Laws Committee was Geoffrey Lynn Lasswell and Barry Beck