

CONSTITUTION

Of The

MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF

FREE AND ACCEPTED MASONS OF MARYLAND AND ITS JURISDICTION,

INCORPORATED



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ACT OF INCORPORATION – STATE OF MARYLAND

The Most Worshipful United Grand Lodge of Free and Accepted Masons of Maryland, Inc. was incorporated on February 2, 1910, and such incorporation is duly recorded among the Charter Records of the Circuit Court of Baltimore City in Liber SCL 52 Folio 230.

Subsequently, in accordance with a resolution adopted in January 1944, at the Conference of Prince Hall Grand Masters, in Hot Springs, Arkansas, Articles of Amendment were filed on November 24, 1947, changing the name to the Most Worshipful Prince Hall Grand Lodge of Free and Accepted Masons of Maryland and Its Jurisdiction, Inc. Such name change is duly recorded among the Charter Records of the Circuit Court of Baltimore City in Liber MLP 202 Folio 313.



This update contains changes as a result of amendments approved at the Annual Grand Lodge Communications, of 138th (August 11-13, 1985), 142nd (August 12-14, 1989), 149th (1996) Special Communication dated October 19, 1996, 150th (August 9-11, 1997), 151st (August 8-10, 1998), 152nd (August 7-9, 1999), and 157th (August 7-9, 2004) and the First Constituent Lodge Workshop (September 25, 2004), Annual Grand Lodge Communication (December 05, 2009), Special Communication and Constituent Lodge Workshop dated (June 11, 2011), Annual Grand Lodge Communication (December 05, 2011), Constituent Lodge Workshop dated (March 3, 2012), Constituent Lodge Workshop dated (June 7, 2014), and First Occasional Grand Lodge Meeting dated (March 12, 2022).

**CONSTITUTION
OF THE
MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF
FREE AND ACCEPTED MASONS OF MARYLAND AND ITS JURISDICTION,
INCORPORATED**

PREAMBLE

The voluntary association known by the title of “THE MOST WORSHIPFUL UNITED GRAND LODGE OF FREE AND ACCEPTED MASONS OF MARYLAND INCORPORATED” and subsequently renamed “THE MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF FREE AND ACCEPTED MASONS OF MARYLAND AND ITS JURISDICTION, INCORPORATED”, obtained and accepted a charter of incorporation from the State of Maryland dated February 2, 1910, with the power to make and ordain from time to time By-laws, Rules, Regulations and Amendments to its constitution for the government, management and administration of the corporation insofar as the same shall not be in conflict and in violation of the laws of the State of Maryland, for the following purposes, namely: The teaching and practicing of Freemasonry as a charitable, benevolent, educational and a religious, secret society and the adhering to the peculiar Landmarks of Freemasonry. It is charitable in that it shall not inure to the benefit of any particular individual, but it is and shall be devoted to the improvement and promotion of the happiness of all mankind. It is benevolent in that it is and shall be directed to the relief of the poor, sick and distressed brethren, their widows and orphans. It is educational in that it shall foster and promulgate a perfect system of morality based upon the Sacred Law for which adequate provision shall be made for its teachings. It is religious in that it believes in, teaches, and practices monotheism based upon the Volume of Sacred Law.

Now, therefore, THE MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF FREE AND ACCEPTED MASONS OF MARYLAND AND ITS JURISDICTION, INCORPORATED, having altered and revised its former Constitution on the 12th day of March A.D., 2022, do hereby make, ordain, and promulgate on this 12th day of March A.D. 2022, the following as the CONSTITUTION OF THE MOST WORSHIPFUL PRINCE HALL GRAND LODGE OF FREE AND ACCEPTED MASONS OF MARYLAND AND ITS JURISDICTION, INCORPORATED.

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ARTICLE I **NAME**

The name, style and title shall be "The Most Worshipful Prince Hall Grand Lodge of Free and Accepted Masons of Maryland and its Jurisdiction, Incorporated," and shall hereinafter be referred to as the Grand Lodge.

ARTICLE II **POWERS OF THE GRAND LODGE**

Section 1. By the ancient constitutions and usages of Freemasonry, the Grand Lodge as the supreme Masonic authority in the State of Maryland is invested with certain original, essential, and unalterable powers and privileges. Among these powers is the power of enacting laws and regulations for government of the Craft, of altering, repealing, abrogating, and amending such laws and regulations; the power of issuing Dispensations and Charters for new Lodges, establishing Masonic Districts, and of suspending and revoking the same for unmasonic conduct or for failing to observe the laws and regulations of the Grand Lodge, or for the nonpayment of dues or for neglecting other Masonic duties.

Section 2. The Grand Lodge also has the inherent power of investigating, regulating, and deciding all matters relative to the Craft, to particular Lodges or members of the Craft. The Grand Lodge may exercise this inherent power itself or, in its wisdom and judgment, by and through delegated authority. In the Grand Lodge resides the power of revoking the Warrant of any Lodge within its jurisdiction, and of suspending or expelling any Brother of the Craft within its jurisdiction.

Section 3. The Grand Lodge may extend fraternal recognition to a Foreign Grand Lodge or to any other Masonic body, and it may by such power withdraw any such recognition.

Section 4. The Grand Lodge, when convened and congregated in regular or special communication, is a representation of every individual Brother of its jurisdiction; it is the supreme and sovereign Masonic authority, executive, legislative and judicial. The Grand Lodge is subject only to the ancient Landmarks of Masonry and to such limitations as it may impose upon itself or are imposed upon it by the laws of the land.

ARTICLE III **MEMBERS**

Section 1. The members of this Grand Lodge shall be permanent and annual.

- a. A Brother, upon his election and installation to the Office of M.W. Grand Master, R.W. Deputy Grand Master, R.W. Senior Grand Warden, R.W. Junior Grand Warden, R.W. Grand Treasurer, or R.W. Grand Secretary, shall be a permanent member of this Grand Lodge.
- b. A Brother upon becoming Past Master of any Constituent Lodge affiliated with and working under the jurisdiction of this Grand Lodge shall also be a permanent member of this Grand Lodge.
- c. The Masters, Wardens and Proxies who are not also Past Masters and are qualified to vote in the Communication of the Grand Lodge shall be annual members of this Grand Lodge for the period of their incumbency.
- d. The membership of this Grand Lodge shall consist of all permanent and annual members and such other officers who are enumerated in Article IV, of this constitution.

ARTICLE IV

OFFICERS RANK AND TITLE

The officers of this Grand Lodge with their rank and title shall be as follows:

1. Most Worshipful Grand Master
2. Right Worshipful Deputy Grand Master
3. Right Worshipful Senior Grand Warden
4. Right Worshipful Junior Grand Warden
5. Most Worshipful Past Grand Masters
6. Right Worshipful Past Deputy Grand Master
7. Right Worshipful Past Grand Wardens
8. Right Worshipful Grand Treasurers
9. Right Worshipful Grand Secretary
10. Right Worshipful Past Grand Treasurers
11. Right Worshipful Past Grand Secretaries
12. Right Worshipful Grand Lecturer
13. Right Worshipful Grand Inspector
14. Right Worshipful Regional Deputy Grand Masters and Assistant
15. Right Worshipful District Deputy Grand Master and Assistant
16. Right Worshipful Grand Parliamentarian
17. Right Worshipful Grand Chaplain and Assistant
18. Right Worshipful Grand Marshal
19. Right Worshipful Senior Grand Deacon
20. Right Worshipful Junior Grand Deacon
21. Right Worshipful Senior Grand Steward
22. Right Worshipful Junior Grand Steward
23. Right Worshipful Grand Sword Bearer
24. Right Worshipful Grand Standard Bearer
25. Right Worshipful Grand Pursuivants
26. Right Worshipful Grand Organist
27. Right Worshipful Grand Tyler

ARTICLE V

ELECTION AND APPOINTMENT OF GRAND LODGE OFFICERS

Section 1. The Grand Master, Deputy Grand Master, Senior Grand Warden, Junior Grand Warden, Grand Treasurer, and the Grand Secretary shall be elected by ballot annually at the Annual Communication which shall commence on the first Friday of December and elections shall be held on that Saturday. The term of office for elected officers shall be one year.

- a. The Grand Master shall not be eligible for more than three years. The Grand Lodge shall not act to extend the term of a sitting Grand Master by resolution or other means outside the manner prescribed by the Constitution.

Section 2. All Grand Lodge Officers not herein designated for election shall be appointed annually by the Grand Master who may suspend or revoke such appointment(s) at his will and pleasure.

Section 3. In the event that a vacancy should occur in the Office of the Grand Master and in the office of the Deputy Grand Master, the ranking officer of the Grand Lodge then within the State of Maryland shall forthwith call a Special Communication of the Grand Lodge for the purpose of electing a

Grand Master, provided however, the Grand Lodge sees fit to hold such an election; and also for the purpose of transacting any other business as the exigency may then require. In the interim such ranking officer shall act as Grand Master, pro tempore. The term "Ranking Officer" shall not apply to a District Deputy Grand Master or to a Past District Deputy Grand Master.

Section 4. Any Brother who has been previously elected to, and installed in the office of Deputy Grand Master, or in the office of Senior Grand Warden, or in the office of Junior Grand Warden, in this Grand Lodge, shall be eligible to be elected to the office of Grand Master.

Section 5. Any Brother who has been previously elected to, and installed in the office of Senior Grand Warden, or in the office of Junior Grand Warden, in this Grand Lodge, shall be eligible to be elected to the office of Deputy Grand Master.

Section 6. Any Past Master of a Constituent Lodge working under the jurisdiction of this Grand Lodge, or who is a Past Master of a Constituent Lodge of another Grand Lodge duly recognized by this Grand Lodge and properly demitted for at least five years, shall be eligible to be elected to the office of Senior Grand Warden, or to the office of Junior Grand Warden, or to the office of Grand Treasurer or to the office of Grand Secretary.

Section 7. Any Past Master of a Constituent Lodge working under the jurisdiction of this Grand Lodge, or any Past Master of a Constituent Lodge working under the jurisdiction of another Grand Lodge duly recognized by this Grand Lodge and properly demitted, for a period of at least two years, shall be eligible to be appointed to any office of appointment specified and enumerated in Article IV of this constitution.

ARTICLE VI

INSTALLATION OF GRAND LODGE OFFICERS

Section 1. The officers of the Grand Lodge, elected and appointed, shall be installed at the Annual Session at which they are elected and appointed.

Section 2. The Grand Master-elect shall be installed by his immediate predecessor in office, and in the absence of his immediate predecessor in office, he shall be installed by the senior Past Grand Master present, and in the absence of a Past Grand Master, he shall be installed by the senior Past Master present.

Section 3. In the event the Grand Master-elect is unable to attend his installation at the time and place appointed therefore, he may upon signifying his acceptance of the office be installed by PROXY who shall be the senior Past Grand Master present or the senior Past Master present.

Section 4. The Grand Lodge officers elected and appointed shall be installed as follows:

- a. The Grand Master shall install the elected Grand Lodge officers. In the absence of the Grand Master his PROXY shall install the Deputy Grand Master-elect as Deputy Grand Master, and the Deputy Grand Master shall install the other elected officers.
- b. In the absence of the Grand Master the appointed Grand Lodge officers may be installed by the Deputy Grand Master or by the Senior Grand Warden, or by the Junior Grand Warden, or by the Grand Treasurer, or by the Grand Secretary; or they may be installed by proxies.
- c. "PROXY" for each officer of the Grand Lodge, except the Grand Chaplain, the Grand Organist and the Grand Tyler, shall be members of the Grand Lodge.

- d. "Proxy" for the Grand Master-elect shall be the senior Past Grand Master present or the senior Past Master present.
- e. "PROXY" for each appointed Grand Lodge officer shall be a member of the Grand Lodge or a Past Grand Lodge officer of corresponding rank or a Past Master of a Constituent Lodge.

Section 5. Each Grand Lodge Officer, previous to his installation, shall make the following declaration:

"I solemnly promise upon the honor of a Mason, that in the office of _____, I will, according to the best of my abilities, strictly comply with the Constitution and Regulations of this Grand Lodge, and all other ancient Masonic usages insofar as the same shall come to my knowledge"

Section 6. Each Grand Lodge Officer, elected and appointed shall, upon his installation, be proclaimed by the Grand Marshal; and he shall, unless suspended or expelled, retain his office until his successor is duly elected or appointed and installed.

Section 7. An Officer of this Grand Lodge elected or appointed shall not act as such until he has been duly installed.

ARTICLE VII

POWERS AND DUTIES OF GRAND LODGE OFFICERS

Section 1. The Grand Master is the Grand Master of Masons and as such he enjoys all powers and prerogatives conferred by the ancient Constitutions and Usages and Landmarks of the Craft.

- a. He may convene any Lodge within his jurisdiction, preside therein, with the Grand Lodge Officers or otherwise, he may inspect the proceeding of any such Lodge, and require its conformity with the laws, rules, and regulations of the Grand Lodge.
- b. He shall have power and authority when the Grand Lodge is not in session to suspend until the next Annual Communication of the Grand Lodge, any Grand Lodge officer elected or appointed, or any member of a Constituent Lodge, or any Brother affiliated with and living in the jurisdiction of this Grand Lodge for dereliction of duty or for contumacy or for any other unmasonic conduct; official notification shall be given by certified mail to the suspended member to the last known address, and upon such suspension he shall at the next Grand Communication of the Grand Lodge present in writing the reasons for such suspension, and such suspension shall remain in effect and fixed by the Grand Master unless the Grand Lodge otherwise orders.
- c. He may grant dispensation for processions and for conferring of degrees.
- d. He may call Special Communications of the Grand Lodge at his will and pleasure.
- e. He shall, in the event of death or resignation or declination of any other Grand Lodge officer, or a member of any Standing Committee, in the interim, that is, when the Grand Lodge is not in session, appoint a qualified Brother to fill such vacancy until the office is filled as provided in this constitution.

- f. He shall, at each annual Communication of the Grand Lodge on the day of his installation, appoint the following Grand Lodge officers:
 - 1. Grand Lecturer
 - 2. Grand Inspector
 - 3. Regional Deputy Grand Master
 - 4. District Deputy Grand Masters
 - 5. Grand Parliamentarian
 - 6. Grand Chaplain
 - 7. Grand Marshal
 - 8. Senior Grand Deacon
 - 9. Junior Grand Deacon
 - 10. Senior Grand Steward
 - 11. Junior Grand Steward
 - 12. Grand Sword Bearer
 - 13. Grand Standard Bearer
 - 14. Two Grand Pursuivants
 - 15. Grand Organist
 - 16. Grand Tyler
 - 17. Chairman, Committee on Foreign Correspondence (C.C.F.C.)
 - 18. Director of Lodge of Instruction
 - 19. Director of Public Relations
 - 20. Director of Masonic Education
 - 21. Director of Security and Safety
 - 22. Director of MWPHGLMD – American Red Cross Partnership
 - 23. Grand Auditor
- g. He shall at each Annual Communication of the Grand Lodge appoint such Committees as are provided by Article VIII of this constitution, and he shall appoint from time to time such standing or special committees as may be provided for by this Grand Lodge.
- h. He shall give a commission to any Brother Mason for the performance of any act or duty for any specific purposes not provided for by this constitution.
- i. He shall install the Grand Lodge officers provided for in Article VI, Section 1 of this constitution.
- j. He may issue dispensations for holding new Lodges.
- k. He shall, upon the issuing of dispensations and the granting of warrants for a new Lodge, solemnly constitute such new Lodge or he may grant a commission especially to any competent Brother for that purpose and in his stead.
- l. He shall, upon charges made against any Brother for unmasonic conduct, order an investigation of the charges, and if in his opinion the charges are well founded and of a character to justify proceedings, he may suspend the Brother against whom the charges are made.
- m. He may issue edicts and perform all such acts and deeds as are warranted and required of him by the regulations and ancient usages of the fraternity.
- n. He shall present at the Annual Communication of the Grand Lodge a written report setting forth all of his official acts during the preceding Masonic Year, and recommending such action by the Grand Lodge as he may deem necessary for the welfare of the Craft.

- o. The Grand Master will be awarded an Annual Annuity in the amount of \$12,000.00 payable at \$1,000.00 per month under the following provisions.
 - (1). Funds for payment of the annuity will derive from the revenue generated from sound and prudent diversified investments by the Grand Lodge.
 - (2). The Annuity will be paid to the Grand Master who will not be eligible until after completing ten (10) consecutive years in office and has reached the minimum age of 65.
 - (3). The Widow of the Grand Master will receive 65% of the monthly annuity paid to the Grand Master, provided she has reached the minimum age of 55 and remains unmarried.
 - (4). This Annual Annuity is nontransferable or assignable by the recipient and reverts to the control of the Most Worshipful Prince Hall Grand Lodge upon the death of the Grand Master and his Widow.
 - (5). If the investments fail to provide sufficient returns, payment of the Annuity to the Grand Master or his Widow will be in comparison to the investment interests received.

Section 2. The Deputy Grand Master shall, in the absence of the Grand Master, preside at the Annual Communication of the Grand Lodge or any Special Communication of the Grand Lodge; and he shall perform such duties and possess such power and authority while the Grand Lodge is in session as appertains to the Grand Master.

- a. He may, with the approval of the Grand Master and upon the inability of the Grand Master to attend, call Special Communications of the Grand Lodge.
- b. In the event of the death of the Grand Master, the Deputy Grand Master shall be, by virtue of his office, Acting Grand Master until a successor of the Grand Master is elected and installed.
- c. In the event of the inability of the Grand Master to discharge his duties and functions of his office, the Deputy Grand Master shall be Acting Grand Master until the Grand Master is again able to perform the duties of his office.

Section 3. The Senior Grand Warden and the Junior Grand Warden shall assist the Grand Master in the Grand Lodge in accordance with Masonic usages and customs; and whenever they shall accompany the Grand Master and when he presides in any particular Lodge, they shall act as his Wardens.

Section 4. The senior Past Senior Grand Warden present, in the absence of the Senior Grand Warden, shall wear the jewel of the Senior Grand Warden. The senior Past Junior Grand Warden present, in the absence of the Junior Grand Warden, shall wear the jewel of the Junior Grand Warden. The senior Past Master, in the absence of all Past Grand Wardens, shall act "pro tempore".

Section 5. The Senior Grand Warden, in the absence of the both the Grand Master and the Deputy Grand Master, shall preside at any communication of the Grand Lodge. The Junior Grand Warden, in absence of the Grand Master, the Deputy Grand Master and the Senior Grand Warden, shall preside at any communication of the Grand Lodge; then the Past Grand Master present, the Past Deputy Grand Master present, the Past Senior Grand Warden present, and the Past Junior Grand Warden present, shall in the absence of the Grand Master, the Deputy Grand Master, the Senior Grand Warden and the Junior Grand Warden and the first according to rank, grade, seniority of those present at any communication of the Grand Lodge and such presiding officer, unless he is a Past Grand Master, shall wear the jewel of the Deputy Grand Master. The senior Past Master shall, in the absence of all of the above and named officers, preside at any communication of the Grand Lodge, unless, however, he waives his right to preside in favor of another Past Master and if none of them be present, the ranking officer shall preside.

Section 6. The Grand Treasurer shall have charge of the funds and the personal property of the Grand Lodge, he shall have in his care all charters and records of the Grand Lodge and such other regalia of the Grand Lodge which is not entrusted to the Senior Grand Steward; he shall receive all monies paid to the Grand Lodge; he shall pay all bills approved by the Finance Committee and passed upon by the Grand Lodge or endorsed by the Grand Master; he shall sign all checks and drafts countersigned by the Grand Secretary; and he shall keep an accurate account of all monies by him received and expended; and he shall deposit funds in a bank or banks as designated by the Grand Lodge, he shall at the Annual Communication of the Grand Lodge render an account thereof; he shall be bonded in such sum(s) and with such surety or sureties as the Grand Lodge shall require; and he shall deliver to his successor in office, taking a duplicate receipt therefore, all funds, monies and properties of the Grand Lodge which have been trusted to his care, custody and possession, he shall be compensated for his services as Grand Treasurer.

Section 7. The Grand Secretary shall give a written notice of each regular Annual Communication of the Grand Lodge, at least 30 days prior to the said communication, to all officers and Constituent Lodges of the Grand Lodge; he shall notify the above named officers in such manner and at such time of Special Communications of the Grand Lodge as any emergency may require, he shall make a correct record of all communications and transactions of the Grand Lodge; he shall deliver to the Grand Treasurer immediately upon the receipt thereof, any and all funds and monies of the Grand Lodge; he shall sign all checks and drafts duly countersigned by the Grand Treasurer; he shall receive petitions, applications and appeals, and transmit them to the Grand Master; he shall by order of the Grand Master attest and affix the seal of the Grand Lodge to all warrants, charters, commissions, certificates, and diplomas; he shall keep a list of all Constituent Lodges working under the jurisdiction of this Grand Lodge; he shall present to the chairman of every committee a copy of his appointment; he shall, when required, attend with such necessary documents as are in his possession; he shall record all reports of every committee accepted by the Grand Lodge; he shall forward annually in the month of January to each member of the Grand Lodge one copy of the edicts and regulations of the Grand Lodge which have been passed at the preceding Annual Communication, and to each of the District Deputy Grand Masters a number of such copies which the Grand Master shall direct and a record of all other such transactions, including a correct list of the Grand Lodge officers and the District Deputy Grand Masters for the current Masonic Year, which may be necessary for the information and the regulations of the Constituent Lodges; in the event of the disability or the absence of the Grand Master or the Grand Master pro tempore from the jurisdiction, he shall make a notation thereof upon the records and he shall notify the ranking officer of the Grand Lodge then within the State of Maryland who shall act as Grand Master pro tempore until a senior ranking officer shall be within the State of Maryland as herein provided. The term "RANKING OFFICER" herein shall not apply to a District Deputy Grand Master. The Grand Secretary shall make a transcript of the records of the Annual Communication of the Grand Lodge held in the month of December each year; after the Annual Communication of the Grand Lodge, he shall deliver to his successor in office all funds, monies and properties of the Grand Lodge entrusted to his care, custody, control and possession, and he shall take from such successor in office a duplicate receipt therefore, one of which he shall leave with said successor in office. He shall keep an accurate record of the Grand Lodge Charity Fund. Upon receipt of an application and recommendation from the Committee on Charity, he shall draw a draft upon the Grand Treasury. He shall cause to be printed in substance the proceedings of the Annual Communication of the Grand Lodge in such form as approved by the Grand Master, he will transmit and receive all intra-jurisdictional and foreign correspondence of the Grand Lodge if required by the Grand Master; he shall be bonded in such sum(s) with such surety or sureties as the Grand Lodge may require. He shall receive compensation for his services rendered as Grand Secretary.

Section 8. The Grand Lecturer shall, at least three months prior to the Annual Communication of the Grand Lodge exemplify the work and lectures of the three degrees before the Constituent Lodges; he shall visit and instruct any Constituent Lodge under this jurisdiction of the Grand Lodge; he shall give a written report to the Grand Master whenever and as often as he shall discover any deviation in the work and lectures and from the rules, regulations and system adopted by this Grand Lodge.

Section 9. The Grand Inspector shall have the responsibility of inspecting and reporting on the overall operation of all Constituent Lodges, concentrating most of his concern on their administrative procedures.

- a. He shall periodically visit each Constituent Lodge in the Grand Lodge for the purpose of inspecting Lodge records and records keeping.
- b. He shall ascertain that each Lodge in the jurisdiction is following established procedures in reporting of monies to the Grand Secretary.
- c. He shall at the direction of the Grand Lecturer inspect Lodges conferring degrees to ascertain whether said Lodges are following the established laws, rules, regulations, customs and usages of the Grand Lodge.
- d. He shall at each Annual Communication of the Grand Lodge make a report of his findings and recommendations.

Section 10. The Regional Deputy Grand Masters shall be under the direct supervision of the Grand Master; he is also a direct representative of the Grand Master. The Regional Deputy Grand Master is responsible for Districts within his Region, while the District Deputy Grand Master is responsible for Lodges within his District. He shall serve as the Special Assistant to the Grand Master and provide guidance, support, and counsel to the District Deputy Grand Masters in his Region and be the primary point of contact for information going upstream to the Grand Master. He shall assist the District Deputy Grand Master when essential; he shall visit officially every Lodge within his Region at least once each Masonic year; he shall preside in each Lodge upon the occasion of his official visit, with the Master of the Lodge to his left; he shall assist and support the DDGM with inspecting and examining the bylaws, Charter, records and mode of work; he shall also assist in ascertaining the state and condition of the Lodge in every respect, and point out any errors he may discover and instruct the Lodge in every particular wherein he may find that the Lodge may require and desire information, he may if deemed necessary for the interest of Masonry along with the DDGM, delegate his duties to the Assistant RDGM; he shall communicate edicts and regulations of the Grand Master and the Grand Lodge to each Constituent Lodge within his Region; he shall file monthly reports to the Grand Master. Monthly reports will be on file on or before the 10th of each month for Stateside RDGMs and before the 20th day of each month for Overseas RDGMs. The Standard Grand Lodge monthly report form will be used for filing of these reports, unless otherwise advised. Regional Deputy Grand Masters will comply with this procedure.

Section 11. Each District Deputy Grand Master is the personal representative of the Grand Master to the Lodges of his respective District; and he shall be under the direct supervision of the Grand Master; he shall visit officially every Lodge in his District at least once each Masonic year; he shall preside in each Lodge upon the occasion of his official visit, with the Master of the Lodge to his left; he shall inspect and examine the bylaws, Charter, records and mode of work; he shall ascertain the state and condition of the Lodge in every respect, and point out any errors he may discover and instruct the Lodge in every particular wherein he may find that the Lodge may require and desire information, he may if he deems it necessary for the interest of Masonry, delegate his duties in distant Lodges to some suitable Brother; he shall communicate edicts and regulations of the Grand Master

and the Grand Lodge to each Constituent Lodge within his District; he shall have the power to grant dispensations for initiations, and in case of emergencies for processions; he shall present to the Constituent Lodges in his District such diplomas they may be entitled. District Deputy Grand Masters will file monthly reports to the Grand Master. Monthly reports will be on file on or before the 10th of each month for Stateside DDGMs and before the 20th day of each month for Overseas DDGMs. The Standard Grand Lodge monthly report form will be used in the filing of these reports, unless otherwise advised. District Deputy Grand Master's will comply with this procedure.

Section 12. The Grand Parliamentarian shall be the chief authority on rules of order and the proper procedures for the conduct of meetings of deliberative assemblies; and shall assist the Grand Lodge in the drafting and interpretation of the Constitution, bylaws and Rules of Order, and the planning and conduct of meetings; he shall establish a plan of action to promote such education and coordinate its efforts; develop a series of seminars/workshops; make available research and reference materials; report regularly to the Grand Master on the progress of the program. Key Roles: The Grand Parliamentarian shall (a) Assist the Grand Master in managing meetings and advises when requested on parliamentary procedures (b) Chair the committee to review Grand Lodge Constitution and Constituent Lodge Bylaws each year (c) Arranges Grand Lodge Nominating Committee's first meeting, providing information on the nomination and election process (d) Works closely with the Jurisprudence Committee, Grand Lecturer and Grand Inspector to ensure jurisdictional compliance (e) Other duties as constitutionally required.

Section 13. The Chaplains, who shall be two or more, shall attend the Annual Communication of the Grand Lodge and other communications of the Grand Lodge; and they shall perform such clerical duties as are suitable to the occasion and as are established by the usages and customs of the fraternity.

Section 14. The Grand Marshal shall direct the organization of the Annual Communication and Special Communication of the Grand Lodge before it is opened; he shall collect from the members and the petitioners in the Grand Lodge, all communications and place them before the Grand Secretary; he shall introduce visitors to the communications of the Grand Lodge; he shall direct the formation of processions, he shall communication and execute all commands as directed by the Grand Master.

Section 15. The Senior Grand Deacon and Junior Grand Deacon shall communicate message in the meeting of the Grand Lodge, and shall attend the Grand Master in all processions. In the absence of either or both of the Senior Grand Deacon and Junior Grand Deacon, the Grand Master shall appoint a member or members of the Grand Lodge to act "pro tempore."

Section 16. The Senior Grand Steward shall have in his charge all jewels of the Grand Lodge, he shall, at the Annual Communication of the Grand Lodge and prior to the election of the Grand Lodge officers, render an accurate inventory of everything committed to his care;; he shall deliver such properties to his successor in office, taking a duplicate receipt therefore and depositing the original receipt with the Grand Treasurer; he shall with the assistance of the Junior Grand Steward properly distribute the jewels and clothing at each communication of the Grand Lodge, and collect the same at the closing of communication.

Section 17. The Grand Sword Bearer shall take the rank as Assistant Grand Marshal and in the absence of the Grand Marshal, he shall act in his stead.

Section 18. The Grand Standard Bearer shall carry the standard in processions if directed so to do; and

at other times he shall act as Assistant to the Grand Marshal.

Section 19. The two Grand Pursuivants shall be stations at the inner door of each Grand Lodge meeting, they shall attend to the admission, seating, and proper clothing of officers, members, and visitors of the Grand Lodge; they shall also assist the Grand Marshal in processions and ceremonies of the Grand Lodge; they shall precede all officers and members of the Grand Lodge and Constituent Lodges in all public processions of the Grand Lodge.

Section 20. The Grand Organist shall have charge of all music in the meetings of the Grand Lodge.

Section 21. The Grand Tyler shall safeguard the outer door of the Grand Lodge meetings, and he shall perform all duties of his office according to Masonic usages and customs. He shall be compensated for his services.

Section 22. The Director of Masonic Education shall establish a plan of action to promote Masonic Education and coordinate its efforts; develop a series of seminars/workshops; make available research and reference materials; report regularly to the Grand Master on the progress of the program.

Section 23. The Grand Auditor shall be authorized to review and verify the accuracy of financial records and ensure that the Grand Lodge and Constituent Lodges comply with all Federal, State and Local tax laws. He shall assist in protecting the Grand Lodge from fraud, point out discrepancies in accounting methods and, on occasion, work on a consultancy basis, helping the Grand Lodge to spot ways to boost operational efficiency. The Grand Auditors will work in various capacities within the Grand Lodge as directed by the Grand Master. Key Roles: He shall oversee all External and Statutory auditors hired by the Grand Lodge subject to the audit, to express an opinion on whether the financial statements are free of material misstatements, whether due to fraud or error. Most importantly, external auditors, though engaged and paid by this Grand Lodge being audited, should be regarded as independent.

Section 24. Reasonable expenses incurred and substantiated by Grand Lodge officers in the performance of their duties shall be paid by the Grand Lodge.

ARTICLE VIII **COMMITTEES**

Section 1. There shall be standing committees and special committees, and each such committee shall consist of at least three members.

- a. Standing committees shall serve a term of one year and shall make a written or typed report of their findings and recommendations at the Annual Communications.
- b. Special committees shall serve until the purpose for which they were created has been accomplished and they shall make a written or typed report of their findings and recommendations in accordance with the instructions given them at the time of their appointment.

Section 2. Standing committees of the Grand Lodge shall be as follows:

- a. Committee on Jurisprudence
- b. Committee on Archives
- c. Committee on Foreign Correspondence
- d. Committee on Printing
- e. Committee on Charity
- f. Committee on Library
- g. Committee on Finance

- h. Committee on Necrology
- i. Committee on Resolutions
- j. Committee on Returns and Credentials
- k. Committee on Grand Master's Address
- l. Committee on Lodge of Instructions
- m. Committee on Scholarships
- n. Committee on the State of the Nation
- o. House Committee

Section 3. The Committee on Jurisprudence shall have charge of all questions referred to them, which pertain to the constitution of the Grand Lodge, the bylaws of Constituent Lodges, the laws of Freemasonry, and the principles upon which they are based.

Section 4. The Committee on Archives shall collect and preserve all records, books, medals and other matters of historical value and interest to the Masonic institution. They shall keep a record of their collections in a book, which shall be open to inspection.

Section 5. The Committee on Foreign Correspondence shall review and comment upon the items of importance contained in the proceedings of other Masonic jurisdictions. They shall recommend for adoption any ideas secured from these reviews, which they feel, will benefit our Grand Lodge.

Section 6. The Committee on Printing shall attend to the placing of contracts for all printing orders of the Grand Lodge.

Section 7. The Committee on Charity shall receive and make investigation of all applications made to the Grand Lodge for relief; they shall, upon the recommendation of a Constituent Lodge of which the applicant is a member, and upon the application of a sojourner, have discretionary power in granting relief to such applicant. They shall make written application to the Charity Fund through the Grand Secretary.

Section 8. The Committee on Library shall collect and preserve such Masonic literature and other matters that shall come to them from time to time. They shall include in their annual report the number of bound and unbound books and other items in their custody.

Section 9. The Committee on Finance shall recommend the investment of any surplus and unappropriated Grand Lodge funds and shall prepare for the Grand Lodge the Annual budget, which shall be submitted to the Grand Master at least ten days prior to the Annual Communication. The Grand Master shall include the annual budget in his annual address to the Grand Lodge.

Section 10. The Committee on Necrology shall prepare a statistical report of members deceased during the past year and conduct appropriate ceremonies in honor of these deceased Brethren.

Section 11. The Committee on Resolutions shall examine and study all resolutions submitted to the Grand Lodge and make recommendations concerning the same.

Section 12. The Committee on Returns and Credentials shall examine the annual returns of all Constituent Lodges for the purpose of correcting errors and irregularities found therein and compile from the same a statistical report on membership. They shall also register all masons attending the

Annual Communications and determine that all such have proper credentials.

Section 13. The Committee on Grand Master's Address shall review the Grand Master's annual address and make pertinent comments and recommendations concerning the same.

Section 14. The Committee on Lodge of Instructions shall hold meetings throughout the year to instruct Wardens and other interested Brethren in the proper procedures in presiding over Constituent Lodges, conferring degrees and other ritualistic and administrative functions. They shall grade all Wardens attending the Lodge of Instruction and at the end of the Masonic Year issue diplomas to those who show adequate proficiency.

Section 15. The Committee on Scholarships shall have the responsibility to direct and administer all phases of the Grand Lodge Scholarship program. Applications for Benjamin F. Waters Scholarship awarded by the Grand Lodge will be submitted as follows; and, in adherence to the following criteria;

- a. Graduating Senior
- b. 3.0 (B) average
- c. Copy of transcript
- d. Letters of recommendation
- e. Resume of student

Applications with the above documentation will be forwarded to either of the following;

- a. Scholarship Committee Chairman, or
- b. Scholarship Committee Secretary

Section 16. The Committee on the State of the Nation shall render its opinion and comments on the state of our nation, taking into consideration the many pertinent aspects of this broad and complex subject.

Section 17. The House Committee shall administer the physical aspects of the Grand Lodge Temple such as the assignment and rental of space and other relevant duties as directed by the Grand Master.

Section 18. The Chairman of each committee shall notify all members of the time, place, and scope of all committee meetings.

Section 19. The Grand Lodge shall pay reasonable expenses incurred in the performance of the duties of any committee, when substantiated.

ARTICLE IX **BOARD OF TRUSTEES**

Section 1. In order to provide for the continuous management and oversight of the assets of the Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons of Maryland and its jurisdiction, there shall be constituted a Board of Trustees, which shall function and operate as set forth herein. In recognition that a Board of Trustees has operated under previous authority, nothing herein shall serve to, or be construed to undo the work of that body. However, upon ratification of this constitution, the Board of Trustees, hereinafter referred to as the Board, shall be governed by the provisions hereof.

Section 2. The Board derives its power to act from the constitution, and from the directions of the Grand Lodge. In the absence of specific direction given by the Grand Lodge, the Board shall act to preserve and maintain any and all assets belonging to, or in the possession of the Grand Lodge; including real estate, real property or interest therein. It shall have authority to act on behalf of the

Grand Lodge to acquire, hold, manage, lease, mortgage and sell real property or interest therein; except it cannot acquire, sell, convey, transfer or mortgage real estate or real property without the expressed vote and authority of the Grand Lodge. It shall transact its business according to the best interest of the Grand Lodge, and pursuant to the laws and statutes of the state of Maryland.

Section 3. The Most Worshipful Prince Hall Grand Lodge of Maryland and Its Jurisdiction prohibits discrimination against any employee or applicant for employment on the basis of (1) political or religious opinion or affiliation, marital status, race, color, creed or national origin, or (2) sex or age, except when sex or age constitutes a bonafide occupational qualification, or (3) the physical or mental disability of a qualified individual who has a disability.

Section 4. The Board shall consist of twenty-one (21) members of this Grand Lodge. The Grand Master, Deputy Grand Master, Senior Grand Warden, Junior Grand Warden, Grand Treasurer and Grand Secretary, each by virtue of his office in the Grand Lodge, shall be a member of the Board. The remaining fifteen (15) members shall be elected to the Board by ballot, for terms of three years each, by the Grand Lodge at its Annual Communication. Terms shall be staggered so that at least five (5) of these fifteen members are elected each year. If it is necessary to elect all fifteen members in any one year, the following shall apply:

- a. Five trustees shall be elected for a one-year term.
- b. Five trustees shall be elected for a two-year term.
- c. Five trustees shall be elected for a three-year term.

Section 5. The Grand Master shall have discretionary power to make appointments to the Board to temporarily fill vacancies, which may occur between elections. Such appointment(s) shall take effect immediately and remain in force until the next Annual Communication of the Grand Lodge, at which time a permanent member shall be elected to serve the remainder of the unexpired term involved.

Section 6. The officers of the Board shall be: Chairman of the Board, President, Vice President, and Secretary. The Chairman of the Board shall be the Grand Master by virtue of his office in the Grand Lodge. The other officers shall be elected annually from the membership of the Board when it organizes at its first meeting in September of each year, or as soon thereafter as possible in the event the election cannot be held on the specified date.

Section 7. The Chairman of the Board shall provide overall guidance to the Board and communicate directions from the Grand Lodge. He may preempt and assume the duties of the President when he takes part in Board activities.

Section 8. The President calls meetings, sets time and place of meetings, presides over meetings, appoints all committees and is responsible for the work of committee chairmen and their committees. He shall submit an annual report to the Grand Lodge regarding Board activities during the Masonic year. He may establish such appointive offices as necessary to carry out the work of the Board.

Section 9. The Vice President shall assume the duties of the President when that officer and the Chairman of the Board are absent.

Section 10. The Recording Secretary shall record the proceedings of Board meetings, publish and distribute minutes to each member of the Board prior to the next meeting, and perform other administrative duties as directed by the Chairman of the Board or the President.

Section 11. It shall be the duty of each member to attend meetings and participate in the activities of the Broad.

Section 12. The Board shall meet at least once each quarter. The regular meeting of the Board shall be held on the first Friday at eight o'clock in the evening. The President shall be authorized to cancel a given quarterly meeting when there is insufficient cause to hold such meeting. At least eleven (11) members must be present to constitute a quorum.

Section 13. The Grand Lodge shall provide such funds as necessary for the Board to conduct its business.

ARTICLE X **MEETINGS**

Section 1. The annual communication of the Grand Lodge shall be held in the State of Maryland and commence on the first Friday in December each year.

Section 2. Special Communications of the Grand Lodge may be called at the will and pleasure of the Grand Master, except as otherwise provided in Article VII Sections 2, 3, 4, and 5.

ARTICLE XI **VOTING**

Section 1. Each member of the Grand Lodge shall, in all matters voted upon in any communication of the Grand Lodge, be entitled to one vote. If, however, such voting member is also a representative of a Constituent Lodge(s) or is acting as a PROXY(IES) for a Constituent Lodge(s), then in such capacity he shall be entitled to such additional vote(s) of such PROXY(IES) as the case may be.

Section 2. Each Constituent Lodge of this jurisdiction shall, in all elections and other business of this Grand Lodge, be entitled to three votes whether or not the Lodge is represented by one or more of its representatives, as follows:

- a. The Master and both Wardens, if present, each shall cast one vote.
- b. If the Master and one Warden only, or the Wardens only, are present, the higher one in rank shall cast two votes and the other one shall cast one vote.
- c. If one of such representatives only is present, he shall cast three votes.
- d. The PROXY, however, shall not be used unless the Master and the Wardens are absent.

Section 3. A vote passed in the Grand Lodge may be reconsidered at the same communication, or it may be reconsidered at the next Annual Communication, provided, however, that notice of the intention of the member or members to move for such reconsideration is given at the communication at which the vote was originally passed; and no member or members, except the one or the ones of the majority members whose votes decided the question voted upon, shall be allowed to move for reconsideration.

Section 4. In all elections, voting shall be by ballot; voting in all other matters may be by show of hands.

Section 5. Each ballot or vote cast shall be counted as one vote.

Section 6. A majority of the ballots cast shall be necessary for the choice in any elections.

Section 7. A majority of the votes cast will be necessary to decide any other question.

Section 8. In the case of a tie vote in an election or in case there is an equal division of votes in any other matter or business voted upon, the Presiding officer shall cast the deciding vote.

Section 9. Every matter acted upon in the Grand Lodge or ordered by the Presiding officer while the Grand Lodge is in session shall be decided by vote or by unanimous consent.

Section 10. Each member, present at any one of the communications of the Grand Lodge, shall be required to vote on all questions unless he is specifically excused.

Section 11. Any member of the Grand Lodge may call for a division of the question to be voted upon whenever it is possible.

ARTICLE XII **FEES AND REVENUES**

Section 1. The revenues of the Grand Lodge shall be derived from the following:

- a. Dues and assessments from members
- b. Initiation fees of candidates in Constituent Lodges
- c. Fees obtained from the issuance of charters and dispensations
- d. Sale of publications
- e. Sale of property of defunct Constituent Lodges
- f. Income and interest of invested funds
- g. Income of property of the Grand Lodge
- h. Other sources.

Section 2. The Set and stated fees shall be as follows:

- a. Initiation fee for all Constituent Lodges \$ 325.00

Grand Lodge	\$ 225.00
Constituent Lodge	<u>100.00</u>
Total	\$325.00

- b. Annual per capita Tax for each financial \$ 50.00

Member of each Constituent Lodge
(May/Nov) \$25.00 per member each year)

- c. Each Demit \$ 5.00

- d. Dispensations (religious activities excluded) \$ 5.00

- e. Dispensation for holding new Lodges \$ 50.00

- f. Warrant of constitution of new Lodge \$ 100.00

- g. Reinstatement fee of a member in a Constituent Lodge
shall be one-hundred dollars with the responsibility to bring
his record current, through the payment of all Grand
Lodge assessments. \$ 100.00

The one – hundred dollars shall be divided as follows:

Grand Lodge	\$60.00
Constituent Lodge	<u>\$40.00</u>
Total	\$100.00

h. Annual Scholarship Fund (Per Member per year) \$ 10.00

i. Annual Trustee's Maintenance Tax (Per Member per year) \$ 50.00
(May/Nov) \$25.00 per member each year)

j. Fees for other supplies such as diplomas, rituals, trestle board, certificate of affiliation, aprons and identification cards, shall be established annually by the Grand Lodge.

ARTICLE XIII **SEAL AND FISCAL YEAR**

Section 1. The seal of the Most Worshipful Prince Hall Grand Lodge of Maryland shall be as follows: Between parallel circular lines there shall be the inscription: M.W. PRINCE HALL GRAND LODGE, F. & A. M. * MARYLAND *. Within the circle there shall be a square and compasses flanked by the pillars. Above the square and compasses shall be imprinted the word INCORPORATED and below the square and compasses the date SEPT. 12, 1876.

(a) The seal of the Grand Lodge shall be kept and used by the Grand Secretary.

Section 2. The fiscal year of this Grand Lodge shall begin on the first day of November and end on the Thirty-first day of October.

ARTICLE XIV **TRIALS, SUSPENSIONS AND EXPULSIONS**

Section 1. Whenever any brother under the jurisdiction of this Grand Lodge shall be accused of any offense which, if proved, would subject him to suspension or expulsion from the rights and privileges of Freemasonry, the Grand Lodge shall have inherent power at any time to assume original jurisdiction in trials, hearings, proceeding and dispositions of the cases. Whenever this Grand Lodge assumes jurisdiction of any cause or over any particular case, then during the time and period when it has assumed jurisdiction, the jurisdiction of the Constituent Lodge shall thereby be suspended.

Section 2. The proceeding in the premises shall be conducted agreeably to the following rules:

First: The accusation shall be made in writing, with specifications of the offense, signed by a Master Mason and delivered to the Grand Secretary who shall, under the direction of the Grand Master refer the charges, together with the specifications, to the Chairman of the Special Board of Trials. In this article the Special Board of Trials hereinafter shall be referred to as the Board.

Second: The Grand Secretary shall cause to be served upon the accused Brother a summons, together with an attested copy of the Charges preferred in the following manner:

- a. If the accused Brother resides, at the time when the accusations are delivered to the Grand Secretary, within a distance of fifty miles within the State of Maryland from the principal office of the Grand Lodge, the summons and attested copy of the charges shall be served by certified mail, addressed to his last known residence at least fourteen days prior to the time and day appointed for the trial of the accused Brother.
- b. If the accused Brother resides, at the time when the accusations are delivered to the Grand Secretary, a greater distance than fifty miles within the State of Maryland from the

principal office of the Grand Lodge, the summons and attested copy of the charges shall under the direction of the Grand Master, be served by certified mail addressed to his last known residence at least twenty days prior to time and day appointed for the trial of the accused Brother.

- c. If the accused Brother resides, at the time when the accusations are delivered to the Grand Secretary, outside of the State of Maryland, the summons and attested copy of the charges shall, under the direction of the Grand Master, be served by certified mail, or by such other means, at the discretion of the Grand Master, to or at the last known residence of the accused Brother at least thirty days prior to the time appointed for trial; and if the accused Brother has no known residence, the service of the summons and attested copy of the charges shall be made under the direction of the Grand Master, at such place or places as in his discretion he deems advisable at least thirty days prior to the time and day appointed for the trial of the accused Brother.
- d. If the accused Brother does not appear as provided herein at the time and place appointed for his trial, the Grand Lodge, by and through its Board may proceed ex parte with the hearing and trial, without the presence of the accused Brother, and may make such disposition of the charges as in its sound judgment and discretion that it may deem just, and proper.

Third: If more than one charge is made against a Brother at the same time, the several charges may be made in the same specification and for the purpose of trial shall be considered as one charge.

Fourth: Each member of the Board shall have the power to issue a summons to any member of the Craft then being or residing within the jurisdiction of the Grand Lodge, commanding him to appear at the time and place appointed for the trial as a witness. A summons may be served by a copy delivered in hand or by certified mail, return receipt requested. Any witness summoned or appearing at the request of the Board shall be sworn to testify upon his honor as a Mason; and he shall be paid his necessary traveling expenses.

Fifth: The examination of the charges preferred upon the accused Brother shall be made by the Board within sixty days after the filing of the charges preferred as provided herein; unless, however, the accused Brother requests a continuance or an extension of time for such trial and examination which at the discretion of said Board may be granted.

Sixth: The examination upon the charges and accusation shall be held at some convenient place and time to be designated by the Board of which due notice shall be given as herein provided. Visitors, except as counsel or witnesses or stenographer for said Board, shall not be admitted to the examination or trial; and the stenographer shall be a Mason.

Seventh: At the examination or trial and hearing of the accused Brother upon the preferred charges by the Board, there shall be no special form of procedure, provided, however, that the examination, trial, and hearing shall be conducted in such a manner as to afford the accused Brother a fair trial, examination, and hearing and a fair opportunity to be heard and present his evidence.

Eighth: Unless otherwise ordered by the Chairman of the Board, the testimony of all witnesses, including the accused Brother, may be taken by the Chairman or any member of said Board designated by him. The testimony shall be reduced to writing and submitted to each member of the Board.

Ninth: Each witness shall be duly sworn by the presiding officer of the Board. A Mason shall testify on his honor as such.

Tenth: The Board may appoint Counsel to conduct the examination, trial, or hearing, and such Counsel shall be a Mason affiliated with this jurisdiction.

Eleventh: The accused Brother may accept as Counsel on his behalf any Mason affiliated with a Constituent Lodge working under the jurisdiction of this Grand Lodge.

Twelfth: A report of the proceedings and a summary of the facts in each case, including the findings and recommendations of the Board shall be written and signed by each member of the Board present at such examination, trial and hearing. The action of the majority of the Board shall be the action of the entire Board.

Thirteenth: The Grand Master shall, within thirty days after receiving the findings and recommendations of the Board direct the Grand Secretary to notify upon the receipt of the directive the accused Brother of the findings and recommendations of the Board.

Fourteenth: If the Board after hearing and finding, reports a recommendation of suspension or expulsion, and the Grand Master approves the same in writing, the accused Brother shall by order of the Grand Master stand suspended pending the action of the Grand Lodge at its next Annual Communication.

Fifteenth: A recommendation by the Board for the expulsion of any accused Brother shall not have the effect of expelling such Brother until such recommendation has been confirmed by a majority vote of the members of the Grand Lodge at the Annual Communication.

Sixteenth: Upon the report of the Board for the suspension or expulsion of an accused Brother, or upon the recommendation of a Constituent Lodge for the expulsion of an accused member, the question before the Grand Lodge of such suspension or expulsion shall not be open for debate, but the question shall be submitted to the Grand Lodge; and the question shall be determined by a majority of members of the Grand Lodge present and voting.

Seventeenth: The findings and recommendations of the Board shall be, upon an appeal by an aggrieved member or an aggrieved Constituent Lodge or upon the will of the Grand Lodge, subject to correction, revision or review by the Grand Lodge; and the Grand Lodge may order a new trial of the accused Brother or of the Constituent Lodge.

Eighteenth: Proceedings for examination, trial and hearing of a Constituent Lodge working under this jurisdiction, for any unmasonic conduct or Masonic irregularity in the laws and regulations of the Grand Lodge or the customs, usages and Landmarks of Masonry, shall be the same as herein provided for the trial, hearing and examination of an accused Brother, except that the time and place of hearing, trial and examination shall be set by the Grand Master.

Nineteenth: Any Brother or any Constituent Lodge affiliated with and working under the jurisdiction of this Grand Lodge, offending against the laws and regulations of this Grand Lodge, or the usages, customs and the Landmarks of the Craft for the breach of which no penalty

is provided, may at the will and discretion of the Grand Lodge, be subject to admonition, reprimand, suspension or expulsion, after due process.

Twentieth: Any Master Mason under the jurisdiction of this Grand Lodge, who shall bring any suit or action or proceedings of any kind or nature whatsoever, in any Court, either at law or equity, Masonically, against this Grand Lodge, any officer of this Grand Lodge, any Constituent Lodge or any officer of such Constituent Lodge, without first having exhausted every means and remedy at his command for redress before the proper tribunal of this Grand Lodge, shall be expelled from all rights and privileges of Freemasonry.

Twenty-First: Any member of this Grand Lodge or any member of a Constituent Lodge affiliated with or working under the jurisdiction of this Grand Lodge or any Brother who is subject to the jurisdiction of this Grand Lodge, who disobeys or refused to obey a lawful edict of the Grand Master or the rules, regulations and laws of this Grand Lodge or the usages, customs and Landmarks of the Craft shall be subject to suspension from all the rights and privileges of Freemasonry by the Grand Master.

ARTICLE XV **APPEALS**

Section 1. Any accused Brother who may feel aggrieved by the findings, decisions or recommendations of the Special Board of Trials or of a Constituent Lodge or any other Masonic authority may appeal to the Grand Lodge.

Section 2. The appeal as provided for in Section 1 of this Article shall be written or typed over the signature of the appellant, specifying the particular grievance complained of, and transmitted to reach the office of the Grand Secretary within thirty days after the decision or act appealed from. A notice and copy of the appeal shall also, and at the same time, be sent to the party against whose decision or act the appeal is taken.

Section 3. Upon an appeal, the Grand Lodge may act thereon while in annual session; or it may refer the matter to the Special Board of Appeals, who shall report their findings and recommendations to the Grand Lodge for decision.

Section 4. The Special Board of Appeals members shall be appointed as needed by the Grand Master. It shall be composed of five members of the Grand Lodge other than those members constituting the Special Board of Trials or members of the same Constituent Lodge as the aggrieved. The action taken by the Grand Lodge in either regular or special session on the report of the Special Board of Appeals shall be final.

Section 5. If for any reason, the Special Board of Appeals is unable to make a report of its findings and recommendations at the Grand Lodge communication at which the appeal is presented, then the following procedure shall be executed. The Special Board of Appeals shall complete a report of its findings and recommendations as expeditiously as possible and present it immediately to the Grand Master; who shall present the same to a communication of the Grand Lodge within sixty days of his receipt of this report. If necessary to comply with this time requirement, the Grand Master shall call a Special Communication to consider this report. Should the Special Board of Appeals fail to arrive at a conclusion within thirty days of their receipt of the appeal, then they shall send a written report detailing all particulars to the Grand Master and the Grand Secretary. This board shall also submit similar reports immediately after each succeeding thirty-day period during which it has not reached a conclusion. The

Grand Lodge shall make a final determination not later than one calendar year from the receipt of the appeal. The Grand Master shall have the authority to take any action necessary to have the Grand Lodge meet this time requirement.

Section 6. Upon the filing of an appeal to the Grand Lodge, the aggrieved Brother shall not be entitled to any notice of the time and place of the consideration of his appeal since this matter is automatically considered at the Annual Communication to which his appeal is made. If, however, his appeal is referred to the Special Board of Appeals and it is to be considered at any other time and place then the Grand Secretary shall cause to be given to the aggrieved Brother a notice of the same at least fifteen days prior to the hearing. This notice shall be sent by certified mail to the aggrieved Brother's last known residence.

Section 7. At the hearing, the Special Board of Appeals shall consider records, findings of the Constituent Lodge, Special Board of Trials and other Masonic authority which heard and considered the petition or complaint upon which the aggrieved Brother was accused or complained of and shall also consider any new evidence relevant to the appeal.

Section 8. At the hearing, the aggrieved Brother shall be entitled to be represented by counsel, who shall be a member in good standing of this jurisdiction.

ARTICLE XVI

RULES

Section 1. The following rules of order shall govern the conduct of the Grand Lodge communications:

Rule 1. All Grand Lodge members must wear or display their appropriate jewels or badges of office during the sessions of the Grand Lodge communication.

Rule 2. A visitor shall be admitted to the Grand Lodge by permission of the Grand Master.

Rule 3. Each member of the Grand Lodge and each visitor shall, during the session of the Grand Lodge, keep the seat assigned him for that particular session. However, by permission of the Grand Master or by direction of the Grand Marshal he may change his seat or move about the session.

Rule 4. A Brother shall not, without the permission of the Grand Master, leave the Grand Lodge during the session.

Rule 5. Each member of the Grand Lodge shall be entitled to speak only twice upon the same question except by permission of the Grand Master.

Rule 6. Every member of the Grand Lodge who speaks shall be recognized first, rise, address himself to the Grand Master, and remain standing until he has finished speaking, or until he has been seated by the Grand Master. A Brother shall not presume to interrupt him except on a point of order.

Rule 7. While the Grand Master is addressing the Grand Lodge, or putting a question, or a Brother is speaking, no members shall entertain any private business nor pass between the speaker and the chair.

Rule 8. Any member of the Grand Lodge, who shall have been called to order twice for

transgressing or violating these Rules and who shall thereafter be guilty of a third offense at the same session, shall be commanded peremptorily by the Grand Master to take his seat, and he shall not be permitted to speak again during the current session of the Grand Lodge.

Rule 9. Each resolution shall, before any debate is entertained upon it, be submitted in writing.

Rule 10. Each motion shall, if required by the Grand Master or desired by any other member of the Grand Lodge, be submitted in writing; otherwise it may be oral.

Rule 11. All communications coming from a Constituent Lodge must have affixed the seal of the Lodge, Worshipful Master's and Secretary's signatures before it can be processed by the Grand Lodge.

Rule 12. All motions, reports, petitions, appeals, resolutions and communications and propositions shall be presented to the Grand Lodge in decent and respectable language, otherwise they shall not be entertained by the Grand Lodge.

Rule 13. Any new motion, which changes entirely the subject matter upon which the original motion was intended to operate, shall not under any color of amendment be received or admitted as a substitute for the motion under debate or consideration.

Rule 14. A motion, after it has been stated by the Grand Master, shall be deemed to be in possession of the Grand Lodge. However, such motion, at any time before any decision or amendment is made, may be withdrawn by the member who made the same.

Rule 15. A motion to amend shall be decided before any other amendments of the main question can be considered.

Rule 16. When a question is under debate, a motion shall not be received unless it is a motion to amend, commit or lay upon the table.

Rule 17. There shall be no debate upon any question after it has been put for vote by the Grand Master.

Rule 18. Any member of the Grand Lodge may call for a division of the question where it is possible.

Rule 19. Constitution and bylaws are a contract between members, and they cannot be suspended, no matter how great a vote to suspend them may be.

Rule 20. Any Rule or Regulation not specifically provided by this Constitution or the Grand Lodge shall be governed by Mackey's Jurisprudence or by Robert's Rules of Order.

ARTICLE XVII **MISCELLANEOUS**

Section 1. A Brother shall not hold more than one office at any time, except as a member of the Board of Trustees or as a member of a Board or Committee, in this Grand Lodge.

Section 2. Before any representative of a Constituent Lodge can be seated in the Grand Lodge, all dues and taxes of such Constituent Lodge must be paid in full to the Grand Lodge.

Section 3. Each new member of a Constituent Lodge affiliated with and working under the jurisdiction of this Grand Lodge shall be given by the Constituent Lodge a book of constitution and regulations, a diploma, apron, gloves, Constituent Lodge Bylaws, a trestle board and a ritual of this Grand Lodge upon the payment of the stipulated fee as provided in this constitution.

Section 4. The returns of each Constituent Lodge shall be submitted to the Grand Secretary not later than ten (10) days prior to the convening of the Annual Communication. The representatives of any Constituent Lodge not meeting this requirement shall not be seated.

Section 5. The books of the Grand Secretary and the Grand Treasurer shall be audited annually by Certified Public Accountants. All Grand Lodge Officers and all Constituent Lodges shall receive a copy of this annual audit.

Section 6. All written or printed notices of Grand Lodge meetings or Constituent Lodge meetings containing information beyond the time and place of such meeting must be sent out in sealed envelopes.

Section 7. Any member or members, desiring to inspect the records of the Grand Lodge, which are kept in the Archives, shall pay a fee of \$10.00 for each period of inspection. Grand Lodge officers and committee members, whose duties require access to the Archives shall be exempt from this requirement.

Section 8. The use of the words "Lodge, F. & A.M. Mason" or "MASONS" or "MASONRY" or the use of any Masonic emblem on any placard, souvenir, program or advertisement of any kind or nature for any social affairs or functions outside the Temple of this Grand Lodge is forbidden, unless permission to make such use is first obtained from the Grand Master.

Section 9. Master Masons must hold membership in their Constituent Lodge for a period of two years before petitioning for membership in any concordant body (i.e., Royal Arch, Knights Templar, Scottish Rite, etc.) in the Jurisdiction of Maryland. This does not apply to active duty military personnel.

Section 10. The requirement to hold an Elected Office in a Concordant Body in this Jurisdiction is, a member must have membership in a Maryland Ancient Craft Lodge. This does not apply to Appointed positions. There are no exceptions to this policy.

Section 11. Monies are being turned over to the Lodge's Treasurer for recording without the Secretary's knowledge. It is the responsibility of the Secretary to receive all monies first and he in turn transfers to the Treasurer and obtain a receipt for the same. All funds in any form of payment will be given to the Lodge's Secretary for recording and the Secretary in turn will issue a receipt for the money received.

Section 12. This Grand Lodge annual observe the following activities:

- a. The 2nd Sunday in September of each year shall be observed as PRINCE HALL AMERICANISM DAY by this Grand Lodge and by members and Constituent Lodges under the jurisdiction of this Grand Lodge.
- b. During the month of February of each year shall observe Black History month with a BLACK

HISTORY PROGRAM by members of this Grand Lodge, Constituent Lodges and Concordant Bodies under the Jurisdiction of this Grand Lodge.

Section 13. Fraternal recognition may be extended to a foreign Grand Lodge when (a committee having first considered and reported thereupon) it appears to the satisfaction of this Grand Lodge:

- a. That the Foreign Grand Lodge in question represents a substantial unity of the Freemasons of the territory over which it assumes jurisdiction, that is, the country, province or state.
- b. That it has been lawfully organized by three or more regular Lodges, or that it has been legalized by this Grand Lodge or by a Grand Lodge recognized by this Grand Lodge.
- c. That it is an independent, self-governing organization, having sovereign Masonic authority within its jurisdiction.
- d. That its ritual is fundamentally in accord with the Ancient Landmarks, customs and usage of the Craft. This involves:
 - (1) Monotheism
 - (2) The Volume of the Sacred Law a part of the furniture of the Lodge
 - (3) Secrecy
 - (4) The symbolism of the operative art
 - (5) The Division of Symbolic Masonry into the three degrees of Entered Apprentice, Fellowcraft and Master Mason
 - (6) The legend of the Third Degree.
- e. That it make Masons of men only.
- f. That it is non-sectarian and non-political, that is, its dominant purposes are charitable, benevolent, educational and religious.

Section 14. A member of a Constituent Lodge affiliated with and working under the jurisdiction of the Grand Lodge, shall not hold or maintain membership in any concordant, or side Order predicated its membership upon Masonic institution, unless said organization be approved by and extended fraternal recognition by this Grand Lodge; and whenever such fraternal recognition is withdrawn by this Grand Lodge, his membership in such organization shall be withdrawn and terminated automatically.

Section 15. Any Brother under the jurisdiction of this Grand Lodge who retains membership in any organization which is not recognized by this Grand Lodge or whose Masonic recognition has been withdrawn by this Grand Lodge shall be deemed conclusively to be acting unmasonically, and for such unmasonic conduct he is subject to be expelled from all the rights and privileges of Masonry, and he shall be ineligible for membership or office in the Grand Lodge or any Constituent Lodge under this jurisdiction. The conditions upon which fraternal recognition of this Grand Lodge shall be based are:

- a. That it is an organization presently associated by custom and usage with the Masonic Order.
- b. That its purpose and methods of operations as set forth in its constitution, laws and regulation are not repugnant to the ideals and dignity of the Masonic institution.
- c. That its Articles of Incorporation, if incorporated, shall recite its connection with the Masonic Order and dependency upon fraternal recognition by this Grand Lodge.
- d. Such fraternal recognition may be withdrawn any time by action of the Grand Lodge, ad interim, the Grand Master, when among other things the following may occur:
 - (1) Interference with or attempt to influence the work and activities of this Grand Lodge or its Constituent Lodges.
 - (2) Deviation from the intent and purposes upon which fraternal recognition was predicated.
 - (3) Use of methods of operation and conduct adjudged by this Grand Lodge, ad interim,

the Grand Master, to be a reflection upon the stature and dignity of Masonic institution or to be detrimental to the best interests of Masonry in this jurisdiction.

Section 16. Any Mason in this jurisdiction who shall confer, communicate or sell, or shall assist in or be accessory to the conferring, communicating, or selling, or shall solicit any one to receive or apply for any degrees called, claimed or represented to be Masonic not herein before recognized or admitted, shall be subject to Masonic punishment after trial.

Section 17. Begging circulars or similar appeals from any source domestic or foreign shall not be entertained unless they have been approved by the Grand Lodge or by the Grand Master.

Section 18. Inter-jurisdictional correspondence shall in all cases be conducted through the office of the Grand Master, except as he may otherwise order and except as may be otherwise provided for by this constitution.

Section 19. All resolutions of the Grand Lodge previously and hereafter passed, shall constitute, until repealed, a part of the laws, rules and regulations of this Grand Lodge.

Section 20. All powers not delegated in this constitution are reserved to the Grand Lodge.

Section 21. Prince Hall Affiliated Masonic leadership other than Ancient Craft constituent bodies will consult with and receive permission from the Most Worshipful Grand Master prior to establishing, or granting a charter to another Prince Hall Affiliated Chapter, Court, Assembly, or Consistory in the Masonic Jurisdiction of Maryland.

Section 22. Appointed Grand Lodge officers desirous of visiting Lodges will consult with the DDGM who has oversight responsibility over the Lodge that is to be visited. There are no exceptions.

ARTICLE XVIII **DEFINITIONS**

Section 1.

- a. Ample Form. The Grand Lodge is declared to be opened in AMPLE FORM when the Grand Master presides.
- b. Due Form. The Grand Lodge is declared to be opened in DUE FORM when the Deputy Grand Master presides.
- c. In Form. The Grand Lodge is declared opened in FORM in the absence of both the Grand Master and the Deputy Grand Master.
- d. Suspension from Masonry. A suspension of a Brother excludes him from all of his rights and privileges in Freemasonry, and prohibits all Masonic intercourse between him and his Brethren during the period of his suspension.
- e. Expulsion. Expulsion, being the highest penalty incurred and the severest inflicted for the violation of any Masonic engagements, deprives forever a Mason from all rights and privileges in Masonry, unless restored by the Grand Lodge, therefore, it should be exercised with extreme caution and then only when a lighter punishment would not be effective.
- f. Summons and Notification. These terms are used synonymously in old regulations and by many Grand Lodges in the United States of America. The Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons of Maryland makes the following distinctions:
 - (1) Notification is a notice by which the time, place and business of a Lodge or the Grand Lodge is communicated to members. Every member of a Constituent Lodge and of

the Grand Lodge receiving a notice is expected to obey or answer, unless by doing so he would be interfered with materially by his business engagements or by his family relations.

- (2) A SUMMONS is a call of authority, or a citation to appear and answer to charges set forth therein, or an imperative injunction to appear at a Special Communication of the Lodge of which the Brother receiving it is affiliated, or it is a command to attend on the Grand Master or a District Deputy Grand Master or any body authorized by this Grand Lodge to issue it. The duty to answer is special and obligatory upon every Brother receiving it. The penalty for failure to answer or obey is suspension from the rights and privileges of Masonry, unless the Brother offending is able to urge a pressing and a positive necessity for his excuse.
- g. The Lodge. The term LODGE generally refers to the members of a particular Masonic Body, or to the place at which they meet, or to a Constituent Lodge affiliated with this Grand Lodge under a Charter or Warrant for the purpose of doing Masonic work and transaction appropriate business.

Note: In some States, however, the Lodge technically signifies the Ark of the Covenant, which is kept in the place of meeting, and frequently it is carried in public processions. The Ark of Covenant, though, is not used in Lodges affiliated with this Grand Lodge.

- h. The Flooring, or Master's Carpet, is frequently called the Lodge.
- i. The Flooring. The Flooring, or Carpet, is a regularly arranged painting of Masonic emblems on Canvas. A Lodge should not be without one.
- j. The Trestle Board. The Trestle Board or Tracing Board is a board "for the Master to draw his designs upon," or it is the board upon which the designs of the Master are already drawn. It is one of the immovable jewels of the Lodge.
- k. A Brother. A Brother as used in this jurisdiction means a member of any Lodge affiliated with this Grand Lodge or any other Grand Lodge recognized by this Grand Lodge.
- l. Craft. The Craft includes this Grand Lodge, or any Constituent Lodge affiliated with and working under the jurisdiction of this Grand Lodge and other regularly constituted Masonic bodies recognized by this Grand Lodge.
- m. Clandestine Mason. A Clandestine Mason is one who has been made in a spurious body pretending to be Masonic; or one although originally legally constituted but continues after its charter has been revoked.
- n. An Irregular Mason. An Irregular Mason is one who has been made in a regular Lodge but in an unlawful or unconstitutional manner.
- o. A Communication. A Communication is a meeting for the transaction of business.
- p. Foreign Grand Lodge. A Foreign Grand Lodge is any lawful, regular and duly constituted Masonic Grand Lodge not working or constituted in the Masonic jurisdiction of this Grand Lodge, but recognized by this Grand Lodge.
- q. Heal. To make legal, one who has received his degrees in a clandestine body and passes through the ceremonies in a legally constituted Masonic body.
- r. Demit. A document to withdraw or release from membership in a Lodge.
- s. Dispensation. Permission from the Grand Master or his representative to do that which may not be covered by the constitution, Bylaws or usage of the Order for the purpose of controlling Constituent Lodge activities.
- t. Military Lodge. A Lodge attached to a branch of the Armed Forces overseas and authorized to open and work on a Military Installation.
- u. Grand Lodge. The highest body known in symbolic Masonry and consisting of its own officers, Masters, Wardens and Past Masters of every Lodge in its Masonic jurisdiction.

ARTICLE XIX
Constituent Lodges
POWERS AND DUTIES

Section 1. Dispensation for holding new Lodges may be issued by the Grand Master or by the Grand Lodge acting on a petition of not less than seven Master Masons of known skill and good standing.

Section 2. Every dispensation for holding new Lodges shall be returned to the Grand Lodge at its Annual Communication or at a Special Communication called for the purpose of receiving it, together with an attested transcript of all the proceeding and the bylaws of the Lodge working under the same. If these be approved by the Grand Lodge, a Charter or Warrant of Constitution may be issued to the petitioners for which they shall pay to the Grand Secretary the fee so prescribed.

Section 3. All Lodges under this jurisdiction have the right to convene as Free and Accepted Masons, to receive and Enter Apprentices, pass Fellowcrafts, and raise Master Masons, assess fees, to choose officers annually, establish funds, and to transact all matters appertaining to Masonry agreeably to their charters, the laws of the Grand Lodge, and the ancient usages of the Craft.

Section 4. The Lodges under the jurisdiction of the Grand Lodge shall be formed into Districts by the Grand Master; and for each District so formed, a District Deputy Grand Master shall be appointed by the Grand Master. It shall be the duty of every Master or presiding officer of a Lodge, when notified of the proposed official visit of the District Deputy Grand Master to convene his Lodge; and upon the said official visit, the Master or presiding officer of the Lodge shall give up his chair for the time being to the District Deputy Grand Master and submit to his inspection of the charter, the bylaws and constitution, records and mode of work.

Section 5. The Lodges under this jurisdiction shall make an annual return to the Grand Secretary, of their officers and members, of all candidates initiated, crafted and raised agreeably to the form established by this Grand Lodge. A copy of the return should be sent to their District Deputy Grand Master.

Section 6. If a Lodge under this jurisdiction should neglect or fail to make its annual return and payment of taxes and assessments to the Grand Lodge for the current year, the Master and Wardens of such Lodge shall not be permitted to attend in their official capacity any session of the Annual Communication of the Grand Lodge, unless, however, they are permitted to attend by order of the Grand Master or by a vote of the Grand Lodge. If the delinquency of the Lodge in making such annual returns and payment of taxes and assessments continues for three consecutive years, then the warrants, funds, regalia and property of such Lodge may be declared forfeited by and to the Grand Lodge.

Section 7. Each warranted Lodge is a constituent part of this Grand Lodge, which is the representative body of the whole Craft and of each particular Lodge and individual member. In the Grand Lodge resides the right of ownership of all property and effects belonging to the Craft as a whole or to any subdivision thereof so that whenever a charter shall be surrendered or vacated or declared forfeited, it shall be returned to the Grand Lodge; also the bylaws, records, seal, regalia, funds and other property of every description of the Lodge shall be forthwith transferred and delivered to the Grand Lodge.

Section 8. All members of a Lodge who shall refuse or neglect to make such transfer, and delivery, or who shall vote to divide among themselves the funds or property of a Lodge, or who shall be a party to

any other disposition other than as otherwise provided in Section 7 shall be liable to expulsion from all rights and privileges of Masonry.

Section 9. If the number of members shall be reduced to less than seven, the Charter or Warrant of Constitution of such Lodge shall be returned to the Grand Lodge.

Section 10. If the Master and Wardens of any Lodge are summoned to produce the Charter or Warrant of Constitution, books, papers, accounts of their Lodge to the Grand Master or to the District Deputy Grand Master within whose District the said Lodge is located or by any committee authorized by this Grand Lodge to send such summons, and if they or either of them refuses to comply with or answer said summons without giving satisfactory reason therefore, then they or either of them who has been delinquent in such matter may be suspended by the Grand Master from all rights and privileges of Freemasonry, and the proceedings in the premises shall be reported to the Grand Lodge at its next Annual Communication at which time the Grand Lodge may as a penalty revoke the Charter or Warrant of Constitution of said Lodge and, in the case of willful disobedience, expel the Master and Wardens or either of them.

Section 11. The Grand Lodge may, in its own name and upon its own initiative or in the name and on behalf of the Constituent Lodge or both in the name of the Grand Lodge, and a Constituent Lodge whose Master or officer or member has refused, failed or neglected after being duly summoned to produce a Charter or Warrant of Constitution, books, papers, records, accounts or other property of his Lodge as provide in Section 10 or this article, institute proper legal proceeding in a Court of competent jurisdiction against such Master, officer or member to recover possession of such books, papers, records, accounts and other property.

Section 12. All Lodges are particularly bound to observe the same usages and customs of Freemasonry. Every deviation, therefore, from the established mode of working is highly improper, and will not be countenanced. In order to preserve this uniformity, and to cultivate a good understanding among the Craft, some members of every Lodge will be deputed to visit other Lodges as often as it may be convenient; and it shall be the duty of the Master and the Wardens of each Lodge to qualify themselves in the work and lectures sanctioned by the Grand Lodge in order that they may be enabled to instruct their respective Lodges.

Section 13. A Lodge under the Jurisdiction of this Grand Lodge shall not apply for nor receive nor act under any corporate charter granted by the legislature or political government; and the receiving of such charter of incorporation, or acting thereunder by any Lodge shall operate as a surrender and revocation of its Masonic Charter.

Section 14. The territorial jurisdiction of a Lodge shall be stated in its Charter or Warrant of Constitution. It shall also include adjoining town and cities where no Lodge is located and all other unoccupied territory, which is nearer its place of meeting.

Section 15. Lodges located by their Charter or Warrant of Constitution in particular sections of political subdivisions shall have the same jurisdiction therein as if said sections were entire political subdivisions, and where the boundaries of such sections are uncertain, they may be determined by the Grand Master.

Section 16. Any changes of the boundaries of political subdivision by the General Assembly of the State of Maryland shall not affect in any way the jurisdiction of the Lodges.

Section 17. Where there are two or more Constituent Lodges located in a political subdivision within

the State of Maryland, each shall have equal and concurrent jurisdiction over the territorial limits of the political subdivision.

Section 18. A Lodge shall not move from the place in which it is located without first obtaining the consent of the Grand Lodge upon petition.

Section 19. Constituent lodges will have as properties of the Lodge, a Seal, which will bear the Name and Number of the Lodge, the State of Jurisdiction, and the date of charter. This Seal will authenticate correspondence and other communication issued from the Lodge.

ARTICLE XX **OFFICERS**

Section 1. The officers of each Constituent Lodge shall be those established by custom and usages of the Fraternity and which are not in violation of the Laws and Constitution of the Grand Lodge.

Section 2. The Master and Wardens, the Treasurer and Secretary of each Lodge shall be elected annually; all other officers shall be appointed by the Master unless otherwise provided for in the Constituent Lodge's bylaws.

Section 3. Worshipful Masters of a constituent Lodge of the Most Worshipful Prince Hall Grand Lodge of Maryland will not avail himself to be elected to or hold an elected position in any other component body within this Masonic Jurisdiction, while serving his tenure as Worshipful Master of a constituent Lodge.

Section 4. A Brother shall not hold more than one elective office at any one time

Section 5. An elected officer of a Lodge shall not act as such until he has been duly installed.

Section 6. A Brother shall not be elected Master of a Lodge until he has served at least one year in the office of Warden and has received a certificate of achievement from the Lodge of Instruction.

Section 7. The Master of the Lodge shall have the special charge of its Charter or Warrant of Constitution and see that it is carefully preserved and that it (or a duly certified copy) is present whenever the Lodge is open.

Section 8. The powers and duties of the officers of a Lodge shall be such as are defined by its Charter or Warrant of Constitution, the constitution of this Grand Lodge, the usages, customs and Landmarks of the Institution and the bylaws of the Lodge which are not inconsistent therewith.

Section 9. The Master and Wardens shall be representatives of their Lodge at the Annual Communication of the Grand Lodge.

ARTICLE XXI **PROXIES**

Section 1. It is the duty of every Lodge to be represented at the Communications of the Grand Lodge by its Master and Wardens or by proxy duly commissioned therefore under the seal of the Lodge and of the attestation of the Master and Secretary; and in order that there may be no excuse for neglecting this duty, each Lodge within the territorial boundaries of the State of Maryland is authorized to appoint any Master Mason, who is not an officer of the Grand Lodge but who is a member in regular standing of the Lodge, a proxy to represent the Lodge in the Grand Lodge during the Masonic year in which he is

appointed, and to vote when the Master and Warden are absent.

Section 2. Other Lodges under the jurisdiction of this Grand Lodge, beyond the territorial limits of the State of Maryland, may appoint any Master Mason of its district to act as its proxy in the Grand Lodge during the Masonic year in which he is appointed and to vote when the Master and Wardens are absent.

ARTICLE XXII **ELECTIONS AND INSTALLATION OFFICERS**

Section 1. The election of officers shall be conducted annually at a regular communication during the month of October.

Section 2. Election of officers shall be by ballot.

Section 3. All officers not elected shall be appointed by the Master unless otherwise provided for in the Constituent Lodge's bylaws.

Section 4. The installation of officers shall be conducted annually at a regular communication during the month of October.

Section 5. The officers at the request of the Master may be installed by the Grand Lecturer.

ARTICLE XXIII **MEMBERS**

Section 1. It is the duty of every Master Mason to be a member of a Constituent Lodge. A member in one Lodge shall not hold membership in another Lodge at the same time, except as provided.

Section 2. Membership in a Lodge shall be acquired by a Brother in one of the following ways:

- a. By having been named one of the persons to whom was granted the Charter under which the Lodge is constituted.
- b. By having attained the age of 18 and accepted by the Lodge as a candidate, receiving the first and second degrees therein, and afterwards having received the third degree in such Lodge, or by its request or consent, in another Lodge. Every Brother receiving the third degree shall be deemed a member of the Lodge by which he shall have been accepted if it shall then exist, provided, immediately after having received such degree he signs the bylaws and constitution of such Lodge, pending which his membership shall be in abeyance. He shall not be in good standing in the Lodge to which he was accepted until he has signed the bylaws of such Lodge. Should he fail to sign the bylaws within a year after having been raised to the third degree, he may obtain membership in the Lodge to which he was accepted, or in some other Lodge as provided herein.
- c. By Regular Affiliation. A Master Mason shall not become a member of a Lodge unless it shall appear that he is not indebted to any Lodge for dues and assessments and that no charges of unmasonic conduct are pending against him. The petition of a non-affiliated Mason for membership must be accompanied by a demit or other satisfactory evidence of honorable discharge from the Lodge of which he was last a member, if it be an existing or chartered Lodge. The Brother shall make application for membership upon a form furnished therefore by the Grand Lodge. Action upon such application shall be governed by the rules, laws and regulations of admission of candidates by application, investigation and by ballot.

Section 3. Candidates for honorary membership in a Lodge shall be proposed and balloted for in the

same manner as required for other candidates. His application shall be received without a fee. A unanimous ballot shall not be deemed necessary when the candidate is already an active member of the Lodge, unless, however, the Lodge in its bylaws so provides.

Section 4. Life Membership.

a. Grand Lodge Life Membership

Any member who has achieved 50 years of continuous Masonic service or has reached ninety (90) years of age is exempt from all Grand Lodge assessments. The Constituent Lodge need only to officially, in writing, notify the Grand Secretary's office.

b. Constituent Lodge Life Membership

A Lodge at a stated communication and by unanimous ballot, upon a proposition received at a previous regular communication, may confer Life membership upon a Master Mason who at the time is a member in good standing in such Lodge, and who has been such for at least twenty-five years. Such membership award carries with it every right and privilege and responsibility belonging to any other Mason in good standing in a Lodge in this jurisdiction.

A Life Member is not required to pay any funds into the Lodge of which he is a member after having been so designated. The Lodge, however, assumes the responsibility for and must pay such fees and dues to the Grand Lodge as shall by law be required of any of its other members

Section 5. **Withdrawal of Membership by Demit:** Subject to the provisions of the Grand Lodge Constitution, any member of a Lodge may request withdrawal of membership from that Lodge by an application for a Demit, duly signed by that member. A sample Demit Certificate –GL Form B-5 is located in Appendix B Forms section of the Grand Lodge Constitution. An official application for a Demit can only be acquired from the Grand Secretary's office. The application for demit is to be submitted by the Brother to the Maryland Lodge of which he is a member, along with the Demit fee. The signed application shall be received at a regular communication. The Lodge does not vote on the demit application. The Lodge to which the Demit is filed is required to determine that the Brother is financial and free of all Masonic charges. If the Brother is financial and there are no charges pending against him, the Lodge will forward the request for a Demit to the Grand Secretary. The Grand Secretary will verify that the Brother is financial and that there are no charges pending against him. Having met all financial obligations and no charges are pending, the Demit Certificate will be signed and sealed by the Grand Secretary and the Grand Master. The Demit Certificate will then be returned to the Lodge. The Lodge will give the Demit Certificate properly signed and sealed to the Brother. The Brother may then present the Demit Certificate to the Lodge of his choice, outside of the Maryland Jurisdiction.

Intra-Jurisdictional Administrative Transfer of Membership is a transfer of a Brother's membership from one Maryland based Lodge to another Maryland based Lodge. This action must be approved by the Most Worshipful Grand Master. A Brother must submit to his Lodge in writing a formal request for membership transfer to another Maryland Based Lodge. The letter must justify his reason(s) for transfer (i.e. meeting days, domicile location, family circumstances and or job conflict, etc.). The Lodge will certify to the Grand Lodge in writing that the Brother is financial and free of all Masonic charges and will forward the request to the respective District Deputy Grand Master for his endorsement. The District Deputy Grand Master shall promptly forward the request to the Most Worshipful Grand Master. The Most Worshipful Grand Master will review the request and decide whether to grant or deny the request. If the request is granted, the office of the Grand/Secretary will issue a letter of membership transfer signed by the Most Worshipful Grand Master to the Lodge from which the Brother is leaving, the gaining Lodge and the District Deputy Grand Master. If the request is denied, the office of the Grand Secretary will forward a letter of denial to the Brother, a courtesy copy

to the Lodge and the District Deputy Grand Master.

ARTICLE XXIV **BROTHERS**

Section 1. It is the privilege of every affiliated Mason in good standing to visit any Lodge when it is not engaged in the transaction of private business, unless, however, a valid objection is made thereto by a sitting member of the Lodge to the admission of such visitor, in which event such visitor shall not be admitted during the meeting.

Section 2. Except only a duly authorized public occasion, a visitor shall not be admitted into a tyled Lodge unless:

- a. He produces a duly authorized card showing payment to this Grand Lodge or to his Constituent Lodge dues for the next preceding or current fiscal year; or
- b. He is a member of a Lodge under the jurisdiction of a Grand Lodge recognized by this Grand Lodge, and produces a currently paid up authorized card; or
- c. He is properly vouched for by a member of the Lodge he is then visiting; or He produces a certificate or diploma of a Grand Lodge recognized by this Grand Lodge, and passes a satisfactory examination.

Section 3. A Brother who has become unfinancial in his Lodge, for a period of 90 days or three months, may, after proper notification from the Secretary of his Lodge, be made administratively out of bounds from the rolls of membership. Proper notification consists of a warning letter after 30 days, a warning letter after 60 days, and a letter to the Brother advising him that he is administratively out of bounds after 90 days.

Section 4. A Brother who has been declared administratively out of bounds or dropped from the rolls of his Constituent Lodge for the non-payment of dues shall have no right to visit or attend the meetings or communications of any Lodge and shall not be entitled to any benefits or privileges of Masonry until the amount due to his Lodge has been paid.

Section 5. A Brother, who has been dropped for non-payment of dues, within one (1) year from being dropped, may again be in good standing in his Lodge by paying his Lodge dues to date.

Section 6. A Brother who has been dropped for non-payment of dues and who voluntarily remains without affiliation for more than one (1) year may only be REINSTATED as follows:

- a. He requests reinstatement in writing on a form approved by the Grand Lodge,
- b. The request is read in open Lodge,
- c. The request is carried over to the next Lodge meeting, and,
- d. He pays the reinstatement fee, any unpaid current Grand Lodge Assessments, and the current year's dues of the Lodge.

Section 7. A Brother who has been dropped for non-payment of dues and who voluntarily remains without being affiliated for more than one (1) year may be RESTORED to his Lodge with no break in membership status as follows:

- a. He requests restoration in writing on a form approved by the Grand Lodge,
- b. The request is read in open Lodge,
- c. The request is carried over to the next Lodge meeting, and,
- d. He pays the reinstatement fee, all current and past due Grand Lodge assessments and fees, and all current and past due Lodge dues, for the entire period of time he was in dropped

status. (See Note Below).

Section 8. Any Brother who has been dropped from the rolls of membership of his Lodge for non-payment of dues shall not be admitted to membership in any Lodge until he has paid the Lodge which dropped him all arrearages of dues and assessments to such Lodge, and the receipt or certificate from the Secretary of such Lodge of which he was last a member shall be satisfactory evidence that his dues and assessments have been paid, remitted or liquidated.

Section 9. The change of residence of a Brother to another jurisdiction recognized by this Grand Lodge does not of itself authorize his name to be stricken from the roll of the Lodge of which he is a member.

Section 10. A Mason who is not a member of a constituent Lodge shall not be permitted to visit the same Lodge in the place where he resides more than twice in the same year without permission of the Master or vote of the Lodge.

Section 11. A visiting Brother who produces his Grand Lodge certificate or diploma has a right to call for the warrant or Charter of the Lodge which he desires to visit.

Section 12. Any Lodge may take cognizance of the conduct of any sojourning Brother or Brethren not attached to any particular Lodge, upon a charge of unmasonic conduct.

Section 13. Every Lodge should keep and preserve a record of visitors.

Section 14. A Brother who is expelled by the Grand Lodge from the rights and privileges of Masonry thereby loses absolutely his membership in the Lodge to which he belonged. However, when the Grand Lodge restores the rights and privileges of Masonry to an expelled Brother, he shall not be restored to the membership of the Lodge of which he was formerly a member without the unanimous consent by ballot of such Lodge, upon an application for membership, investigation and vote of the Lodge.

Section 15. A Brother cannot be interred with the formalities of the Institution unless he has been advanced to the Degree of Master Mason and is in good standing in the Lodge of which he is a member.

ARTICLE XXV

DUES, FEES, FUNDS AND ASSESSMENTS

Section 1. All Lodges shall demand a fee for initiating, crafting and raising a Mason. All candidates having been unanimously accepted for membership in a constituent Lodge are required without exception to pay the Grand Lodge Temple Renovation Fund.

Section 2. The Grand Lodge reserves the right to set the initiation fee.

Section 3. The Constituent Lodge by vote may levy any reasonable assessment for the welfare of the fraternity, provided, however, that such assessment is not forbidden by laws, regulations and constitution of the Grand Lodge and usages and customs of the Craft.

Section 4. Grand Lodge Life members shall not pay assessments and Grand Lodge taxes and assessments.

ARTICLE XXVI

MEETINGS

Section 1. Except as otherwise provided in this constitution, a Lodge shall not hold more than one communication on the same day.

Section 2. A Lodge shall meet at least once in each calendar month except otherwise provided in this constitution; but it may with propriety close its meeting during the month of August.

Section 3. Each Lodge shall have a regular meeting place which has been approved by the Grand Master; and it shall not hold any communication in any other place than its regular place of meeting without the consent of the Grand Master.

Section 4. Special communications of a Lodge may be called and held at the will and pleasure of the Master, provided, however, such meetings are called and held in accordance with the bylaws of the Lodge and with the consent and approval of the Grand Master.

Section 5. The Annual Communication of each Lodge shall be held in the month of October.

ARTICLE XXVII **FISCAL YEAR**

Section 1. The fiscal year of each Lodge shall begin on the first day of November and end on the thirty – first day of October.

ARTICLE XXVIII **FUNDS AND COMMITTEES**

Section 1. Each Lodge may establish such funds, permanent or temporary, which it deems necessary for carrying out the welfare and purpose of the Craft, so long as the same are not inconsistent with the rules and regulations and constitution of the Grand Lodge and the usages and customs of Freemasonry.

Section 2. Each Lodge may provide for the election and appointment of such committees as may be necessary for the conducting of its work.

ARTICLE XXIX **INITIATION OF CANDIDATES**

Section 1. All Applications for initiation shall be in writing over the signature of the applicant and on the form adopted by the Grand Lodge (See App B-13). The application will be accompanied by a report of a medical examination of the candidate performed by a doctor within the past 90 days before the date of the application. The examination should include minimum findings that (1) the candidate is male; (2) he can see with or without assistance; (3) he can speak with or without assistance; (4) he can hear with or without assistance; and (5) he can walk with or without assistance. (See App B-29)

Section 2. An application for initiation to a Lodge must be proposed at a regular meeting, and stand proposed without final action from one regular meeting to another, and until such time as the applicant shall be balloted for.

Section 3. An Investigation Committee consisting of three or more members of the Lodge, appointed by the Master, shall carefully and thoroughly investigate the moral character and standing of each applicant and thereafter make its report to the Lodge.

Section 4. An applicant shall not be balloted upon by the Lodge until the Investigation Committee has

made its report to the Lodge.

Section 5. The name of the applicant shall be submitted to the Grand Secretary. The Lodge shall place the name(s) of the applicant(s) on the bulletin board prior to the initiation of the applicant(s).

Section 6. Application for initiation shall be made to a Lodge in the town or city in which the applicant has resided for at least six months continuously immediately preceding the date of his application; but if there is no Lodge in such town or city, he shall apply to a Lodge in an adjoining town or city; and if there is none such in an adjoining town or city, he shall apply to the Lodge whose usual place of meeting is nearest to his dwelling. Distances for the purpose of this Section shall be measured in a straight line.

Section 7. Any eligible candidate who applies for membership in a Constituent Lodge and does not reside in the State of Maryland must obtain a Jurisdictional Waiver from the Grand Lodge of the State in which he resides. Military personnel on active duty are exempt from this procedure. An applicant who resides in any other recognized jurisdiction shall not be balloted upon without the written consent of the Grand Master of that jurisdiction, except as provided in the following Section 8.

Section 8. While on active service, any merchant marine, or any member of the armed forces, or employees of the government, whose duties under official orders in ordinary course require his absence for indefinite and extended periods from his legal residence, whose application has never been rejected and who (at the time of application) has not actually resided continuously for six months within the jurisdiction of some Constituent Lodge, may apply to any Lodge having jurisdiction over a port, post or station where he is officially COMMORANT.

Section 9. Any member of a Constituent Lodge may object to the initiating, crafting or raising of a candidate at any time before the degree is conferred. It shall be the duty of the Lodge to investigate. The investigation shall be made before proceeding further with the candidate.

Section 10. An Entered Apprentice or a Fellowcraft who has been initiated or passed in any Lodge within the United States of America or the State of Maryland, shall not be passed or raised without the written consent or permission of the Master and Wardens of the Lodge in which he was first admitted and by a Dispensation from the Grand Master of that jurisdiction.

Section 11. The general rule which governs the initiation of and the admission of members is as follows: Such initiation and admission must be sanctioned by entire unanimity, and so sacred and fundamental does the Grand Master conceive this rule to be that no candidate shall be initiated in any Lodge under the jurisdiction of this Grand Master without his having obtained clear and unanimous vote in his favor. In balloting for candidate if but one black ball appears, the Worshipful Master may order a second ballot; but if on the second ballot, one or more black balls appear, the result is final. If on the first ballot more than one black ball appears, the result is final, and a second ballot cannot be ordered. A second ballot cannot be ordered if in the interim one or more Brothers have left the room. A second ballot cannot be ordered by any subsequent communications, or if any business has intervened between the taking of the first ballot and the second ballot. Every member present, unless excused by the Lodge, shall vote on the application.

Section 12. By the ancient regulations of Masonry, the physical deformity of an individual operates as a bar to his admission into the fraternity. But in view of the fact that this regulation was adopted for the government of the Craft at a period when they united the character of operative with speculative Masons, this Grand Lodge in common, it is believed, with most of its sister Grand Lodges in this country

and in Europe, has authorized such construction of the regulation as that where the deformity does not amount to an inability to meet the requirements of the ritual and to acquire honestly the means of subsistence, it constitutes no hindrance to initiation.

Section 13. A person whose application for the degrees has been rejected shall be notified thereof by the Secretary of the Lodge, and all fees paid by him shall be returned. The notice shall specify the date of rejection.

Section 14. A person whose application has been rejected shall not, without the recommendation of six members of the Lodge of whom the Master and Wardens shall be three, be initiated in any Lodge under the jurisdiction of this Grand Lodge other than the Lodge to which he first applied.

Section 15. Any applicant for the three degrees (symbolic), having been once rejected for initiation, may not again renew his application until six months from the date of such rejection, and the renewed application may thereafter be received and take the same course and procedure as the original.

Section 16. Any Brother affiliated with this Grand Lodge, who knowingly assists and recommends for initiation to any Lodge any candidate rejected as aforesaid, except as otherwise provided herein, shall be subject to expulsion from all rights and privileges of Masonry or to such other penalty as the Grand Lodge may deem fit and proper to impose.

Section 17. The fee demanded by a Lodge for initiating, crafting and raising a Mason, including the fee to the Grand Lodge, shall not be less than that stated in Article XII section 2a.

Section 18. A Lodge shall not permit more than one candidate to be introduced at the same time in the second session of the third degree. No Lodge shall in the absence of the Master or Wardens initiate, craft, or raise any candidate. No Lodge shall without a dispensation from the Grand Master confer the three degrees upon more than five candidates at any one time.

ARTICLE XXX

SURRENDER, FORFEITURE AND REVOCATION OF WARRANTS

Section 1. The Grand Lodge may, if it deems it necessary, suspend or cancel or forfeit the warrant of any Constituent Lodge under its jurisdiction for irregular or unmasonic conduct; and upon such suspension or cancellation or forfeiture the Warrant shall be surrendered to the Grand Lodge.

Section 2. Any Constituent Lodge affiliated with and working under the jurisdiction of this Grand Lodge, may if it deems it necessary and expedient, surrender to the Grand Lodge its warrant with or without the intention of resuming its activity as a Constituent Lodge unless seven or more of its members object.

Section 3. Every warrant surrendered to the Grand Lodge for whatever reason shall be accompanied with the charter, bylaws, records, seal, regalia, funds and other property of the Lodge. If the Lodge surrenders such Warrant and properties with the intention of resuming activities, the Grand Lodge shall hold the warrant and properties in trust for such Lodge until such time as the warrant shall be restored or the intention of reclaiming it be abandoned or the charter declared forfeited. If and when the warrant or charter shall be restored, such property and effects (excluding interest and increments) shall also be restored. No warrant or charter thus deposited shall be restored unless the constitutional provisions relating to such property and effects have been strictly complied with, nor unless seven or more of the petitioners for restoration were members of the Lodge at the time of its surrender.

Section 4. Upon the cancellation or forfeiture of a warrant of a Lodge, the funds and property of such Lodge shall become the property of the Grand Lodge.

Section 5. A warrant of a Constituent Lodge surrendered or suspended shall not be restored unless the warrant and all properties, upon surrender or suspension have been previously and properly deposited with the Grand Lodge and the laws and constitutional provisions previous to the surrender or suspension of the warrant have been strictly complied with.

Section 6. If at any time the charter or warrant of any Lodge under this jurisdiction shall be suspended, cancelled, forfeited or surrendered for irregular or unmasonic conduct, the members of said Lodge at the time of its having incurred such penalty shall be disqualified to visit or join any other Lodge without special permission of the Grand Lodge.

Section 7. If the charter or warrant of any such Lodge shall be cancelled, forfeited, suspended or surrendered for any other reason than irregular and unmasonic conduct, the members of the Lodge then in good standing shall receive demits from the Grand Lodge.

Section 8. Any Brother who knowingly assists at the work of a Lodge whose charter or warrant has been suspended, cancelled, forfeited or surrendered, shall be liable to expulsion from the rights and privileges of Masonry.

Section 9. Any member or members of a Lodge whose charter or warrant has been declared suspended, cancelled, forfeited or surrendered by the Grand Lodge, who shall refuse to surrender or who shall cause the refusal to surrender the charter or warrant records, papers, funds, seal, regalia and other properties of the Lodge, or who shall vote to divide the funds or any other property of the Lodge among them shall be liable to be subject to expulsion from all the rights and privileges of Masonry.

Section 10. The petitioners for the restoration of a warrant of a Lodge shall notify the District Deputy Grand Master within whose District the petitioners reside and also the Lodge nearest their residence, of their intention to make a petition for restorations.

ARTICLE XXXI **LODGES OF INSTRUCTION**

Section 1. The Grand Master is authorized to form the Lodges holding charters or warrants of this Grand Lodge into Lodges of Instruction for the purpose of presenting to the candidates of each Constituent Lodge and to Master Masons such non-ritualistic instructions and programs as may be approved by the Grand Master. He may issue warrants to such Lodges of Instruction specifying the particular Lodges composing them; and he may at any time and from time to time change the membership of such Lodges. If, in the opinion of the Grand Master, it shall at any time be expedient to form the Lodges, which are chartered by this Grand Lodge outside the State of Maryland, into Lodges of Instruction or to continue in existence any such Lodges found pursuant hereto, he may require that such instruction and programs shall be presented in the particular Constituent Lodges which are not members of any Lodge of Instruction in such manner and under such conditions as he may at any time and from time to time order.

Section 2. Two or more Lodges may apply to the Grand Master to form Lodges of Instruction. The Brethren to whom such permission is granted shall be answerable for the proceedings of such Lodge of Instruction, and they shall be responsible to see that the adopted mode of working therein has

received the sanction of the Grand Lodge. Lodges of Instruction may be held in any town or city in the State of Maryland or outside the State of Maryland.

Section 3. The Grand Master may appoint a Committee on Lodges of Instruction to consist of such members as he may from time to time decide who shall hold office during his pleasure. Such committee shall, under the direction and subject to the approval of the Grand Master, have general supervision of such Lodges of Instruction and of the instruction and program presented therein.

Section 4. Lodges of Instruction when formed pursuant hereto shall organize in such manner as the Grand Master may order and may adopt such bylaws and other rules for the conduct of their work as may be approved by the Grand Master or by the Committee on Lodge of Instruction under his direction. They shall meet at such time and places as they may from time to time decide and shall give notice of such meetings to the Master of each Constituent Lodge. They shall present to the candidates of each Constituent Lodge and to the Master Masons such instruction and programs as may be approved by the Grand Master or by the committee on Lodge of Instruction under his direction. Each Lodge of Instruction shall keep a record of its proceedings and of the names of all Brethren present at each meeting, who are members of the Constituent Lodges, and of the Brethren chosen to hold office; and such records shall be produced by such Lodges when called for by the Grand Master or by a Constituent Lodge.

Section 5. Masters of each Constituent Lodge composing any Lodge of Instruction shall cause notice of the time and places of the meetings of such Lodges of Instruction to be given to the Brethren of the Constituent Lodges through their regular Lodge notices, or by reading in open Lodge meeting if written or printed notices are not used, or in such other manner as the Grand Master may order or approve. It shall be the duty of the Master of each Constituent Lodge to see that the candidates of his Lodge are present to receive such instruction in the three degrees, unless excused by him for good reason, in which case it shall be his duty to see that such candidates receive the required instruction. All members of the Constituent Lodges shall be entitled to all the rights and privileges of the Lodge of Instruction. Any Brother, who is a member in good standing of a Constituent Lodge under the jurisdiction of the Grand Lodge, may by complying with the rules and regulations of a Lodge of Instructions, become a member thereof.

Section 6. Lodges of Instruction shall have none of the rights of chartered Lodges.

Section 7. The Grand Master shall have power to suspend or dissolve any Lodge of Instruction, whether heretofore or hereafter formed, when, in his opinion, there shall be sufficient cause therefore.

ARTICLE XXXII

TRIALS AND SUSPENSIONS AND EXPULSIONS

Section 1. Whenever a member of the Lodge shall be accused of any offense which, if proved, would subject him to reprimand, suspension or expulsion from the rights and privileges of Freemasonry by the Grand Lodge or suspension by the Lodge, the proceedings in the premises, subject to the jurisdiction of the Grand Lodge, shall be as follows:

First: The accusation shall be made in writing with specification of the offense and signed by a Master Mason, delivered to the Secretary who shall transmit the same to the Master. The Master shall summon his Lodge to act upon the accusation. The Lodge, by a majority vote of the members present may determine that the charges require investigation. Upon the failure of the Lodge to take action or to make an investigation, a member so aggrieved may appeal to the

Grand Master who may, in his discretion, cause the charges to be transferred to a Special Board of Trials.

Second: The procedure for notifying an accused member of the time and place of trial by his Lodge shall be the same as provide under Article XIV, Section 2, for Trials by the Grand Lodge.

Third: The time and place of the examination of the charges preferred against and the trial of an accused member shall be stated in a communication of his Lodge to which the members thereof are specifically notified and convened for the purpose; and no visitors, except counsel or witnesses, shall be admitted in such meeting therein. The Lodge so convened shall be constituted as a Trial Board for this purpose.

Fourth: The accused member may accept for counsel any Brother Mason who is affiliated with any Lodge under the jurisdiction of this Grand Lodge.

Fifth: The Master of his Lodge shall preside, and in the absence of the Master, one of the Wardens in the order of seniority shall preside.

Sixth: After the examination and trial of the accused Brother have been concluded, the question shall be put distinctly to each member of the Lodge present by name: "IS THE ACCUSED MEMBER GUILTY OR NOT GUILTY?" The member shall stand and give his answer in a distinct and audible manner, and the Secretary of the Lodge shall record the answer as given.

Seventh: A vote of at least two thirds of the membership present shall be necessary for a finding of guilty.

Eighth: If the verdict be suspension, the accused member shall stand suspended forthwith.

Ninth: If the verdict be a recommendation of expulsion by the Grand Lodge, an attested copy of the proceedings together with the recommendation shall be sent, under the signature of the Master and Secretary, within ten days after such verdict, to the Grand Secretary, who shall under the direction of the Grand Master, present the same to the Grand Lodge at its next Annual Communication, for final action. A notice also of the verdict and findings of the Lodge shall, under the signature of the Secretary and Master, be sent within ten days after such verdict and finding to the accused member.

Tenth: Any accused member of the Lodge, who may feel aggrieved by the findings or recommendations of his Lodge, after due trial and examination, may appeal to the Grand Lodge; and such appeal shall be made in the same manner as provided in Article XV for appeals from other Masonic Bodies to the Grand Lodge.

Eleventh:

- a. A recommendation of expulsion of the accused member by the Lodge shall, pending the action of the Grand Lodge, operate as a suspension of the accused member from the Lodge.
- b. A recommendation of expulsion of the accused member by the Lodge shall not take effect until confirmed by a majority vote of the members of the Grand Lodge present and voting in an Annual Communication of the Grand Lodge.

Twelfth: A Lodge has original jurisdiction to entertain proceedings against a member:

- a. When he is a member thereof;
- b. The offense is alleged to have been committed within the territorial jurisdiction of the Lodge, and the accused Brother is not a member of any Lodge having territorial jurisdiction; or
- c. Service is made upon the accused Brother within the jurisdiction of this Grand Lodge, and it does not affirmatively appear that he is a member of the Lodge within the State of Maryland.

Section 2. A Lodge shall not try its Master.

Section 3. Any five members of a Lodge, or the District Deputy Grand Master, may impeach the Master of said Lodge before the Grand Master, who shall order an investigation of the charges; and if, in his opinion, they are well founded and of character to justify the proceedings, he may suspend the delinquent and summon him to appear before a Special Board of Trials as the Grand Master may appoint. The foregoing rules insofar as the same may be practicable shall be observed in the trial of a Master of a Lodge before such Board. The trial proceedings, the findings, report, notifications, appeals, all shall be governed by the same procedure as herein before stated for the trials and examination of other accused Brothers.

Section 4.

- a. A Lodge may drop a member for non-payment of dues; but it cannot expel a member for the same.
- b. A Lodge may suspend a member for cause; but it cannot expel a member.
- c. A Lodge before dropping a member from the membership roll for non-payment of dues must give him due notice of his delinquency, which notice shall be sent to his last known place of residence.

ARTICLE XXXIII **MISCELLANEOUS**

Section 1. All general business of the Lodge shall be transacted in the Master Mason Lodge.

Section 2. No business other than that pertaining to the First and Second Degree shall be transacted while open respectively on the First and Second Degree.

Section 3. A Lodge shall not encourage, promote or permit the delivery of any Masonic lectures, which have not been sanctioned or authorized by the Grand Lodge; nor shall any Brother be permitted to deliver such lectures under the jurisdiction of the Grand Lodge.

Section 4. A Lodge or any officer or member shall not, under any circumstances, give a certificate of recommendation to enable a Brother to proceed from one Lodge to another as a pauper or in an itinerant manner.

Section 5. A Lodge shall not take notes of hand or grant credit for fees at any time. Any Lodge violating the provision of this Section shall forfeit its warrant.

Section 6. The Secretary shall give his annual report at the end of each Masonic Year.

Section 7. The records of the Secretary and Treasurer of each Lodge shall be audited quarterly.

Section 8. *The annual returns of each Lodge to the Grand Lodge shall be submitted to the Grand Secretary not later than ten (10) days prior to the Annual Communication.*

Section 9. A Brother who is suspended or dropped from the rolls of membership of his Lodge shall, upon reinstatement, enjoy all the rights and privileges of a Master Mason.

- a. He shall be restored into his Lodge without any vote of the Lodge of which he was a member, provided he has not been charged with unmasonic conduct since the date of his suspension.
- b. A Brother, who has been found guilty of unmasonic conduct by this Grand Lodge and suspended from the rights and privileges of Freemasonry, loses his membership in his Constituent Lodge. When the Grand Lodge shall restore the rights of Freemasonry to him, he shall then have the right to be reinstated in his Lodge only after written application, investigation, and unanimous ballot of his Lodge. The application shall not be taken up for action in the Lodge until the expiration of thirty days after due notification has been given to the lodge membership.

Section 10. Activities of a constituent Lodge other than ritualistic or that appertaining to the works of a Lodge, require a dispensation issued from the Grand Lodge. Activities/functions/affairs external of the Lodge are not permitted without a dispensation. Dispensations will be requested by constituent Lodges at least thirty days prior to the date of the activity, through the DDGM, on those forms, only, prescribed by the Grand Lodge. A Lodge shall not form a public procession without permission from the Grand Master or, in his absence, from the District Deputy Grand Master within whose district it is located:

Dispensation requests will contain the following at a minimum.

1. Lodge Name and Number
2. Address of the Lodge
3. Event/Affair
4. Purpose of Event/Affair
5. Date of Event/Affair
6. Time of Event/Affair
7. Location of Event/Affair (to include information as to whether alcoholic beverages are to be consumed)
8. An Insurance Rider of Letter (with pertinent insurance information) from the Insurance Company verifying the availability of a minimum coverage of \$1,000,000.00 for all activities that involves members of the public
9. Masonic Regalia Required
10. Signature of Lodge Secretary
11. Signature of Worshipful Master
12. Seal of the Lodge
13. Recommended approval of the District Deputy Grand Master

Section 11. A vote passed by any Constituent Lodge may be reconsidered at the same communication, or the vote may be reconsidered at the next regular communication of the Lodge, provided, however, that notice of the intention to move for such reconsideration shall be given at the communication at which the vote was originally passed. No member except one of the majority which decided the question shall be allowed to move for reconsideration.

Section 12. Every new Lodge shall be solemnly constituted either by the Grand Master and his officers or by some competent Brother especially commissioned by the Grand Master.

Section 13. The majority of the members of any Lodge when assembled shall have the right to instruct

their Master and Wardens as their representatives in the Grand Lodge.

Section 14. Activities of a constituent lodge, which involve the serving, selling, or consumption of alcoholic beverages, must first have the signed approval of the Most Worshipful Grand Master. There will be no exceptions to this procedure.

Section 15. All requests for exemption from Grand Lodge Assessments will be submitted on a prescribed Grand Lodge form, and forwarded to the Grand Lodge Exemption Committee for action. The Committee on Exemptions will review the documented data, and will propose a favorable or non-favorable recommendation to the Grand Lodge Board of Trustees. Requests for Exemption must be approved by the membership of the constituent lodge making the request, contain the Seal of the Lodge, and be properly signed by the investigation Committee of the Lodge, then Secretary and Worshipful Master. A reply shall be returned to the Lodge from the Exemption Committee within 60 calendar days.

Section 16. Constituent Lodge leadership will consult with and receive permission from the Most Worshipful Grand Master through the CCFC prior to inviting or receiving an Elected Grand Lodge Officer of another Masonic Jurisdiction to any activity of the Constituent lodge in the Jurisdiction of Maryland.

Section 17. All funds received in a Constituent Lodge in this jurisdiction will be deposited in a financial institution within forty-eight hours of receipt.

Section 18. All individuals receiving the Master Mason Degree will demonstrate proficiency within 90 days after receiving the Master Mason Degree. Proficiency will be conducted by the constituent Lodge. The minimum requirement for proficiency is outlined in the Maryland Proficiency Ritual (See pages 194-203) Third Degree Lecture.

Section 19. Abusive hazing of candidates during the conferring of any degree given under the banner of the Most Worshipful Prince Hall Grand Lodge of Maryland and Its Jurisdiction, Inc. is strictly forbidden.

ARTICLE XXXIV **RULES AS TO BYLAWS OF LODGES**

Section 1. Bylaws of a particular Lodge should provide for the election of a Worshipful Master, Senior Warden, Junior Warden, Treasurer and Secretary, and the appointment of a Senior Deacon, Junior Deacon, Tyler and such other officers as may be deemed expedient, the first five of whom are always to be chosen by ballot.

Section 2. A Lodge may by its bylaws provide for the election by ballot of all officers and committees; but, where there is no such provision the Worshipful Master alone has the appointing power.

Section 3. Bylaws should provide for the regular meeting of the Lodge. Special meetings can only be held at the will and pleasure of the Worshipful Master.

Section 4. Bylaws cannot provide for the removal of an elected officer. When an officer has been elected and installed, he cannot be removed, and he ought not to resign during his term of office if he remains a member of the Lodge in good standing; he may be suspended for misdemeanors in office subject to the action of the Grand Master or the Grand Lodge. Should a vacancy occur for any cause, the office

can be filled pro-tempore by appointment of the Worshipful Master.

Section 5. Bylaws cannot alter or abridge the duties of officers that are fixed by the usages and the ritual. Bylaws should set forth, however, what is especially required of each officer.

Section 6. Bylaws of a Lodge cannot deprive a Brother of membership by any language except as provided by this constitution.

Section 7. Bylaws must provide that in all elections for degrees or for membership the ballot must be unanimous.

Section 8. Bylaws cannot regulate the aprons, collars, or jewels to be worn by officers or members, since these are determined by the Grand Lodge or Grand Lodge Constitution.

Section 9. Bylaws should not contain extracts from the Grand Lodge Constitution or any part thereof. Such forms as may be needed for general reference might be properly inserted in a supplement or a footnote, and if this is done, care should be taken to insert also such amendments as may be made by the Grand Lodge.

Section 10. Each code of bylaws should set forth the fees for degrees and membership, the annual dues and a description of the seal of the Lodge.

Section 11. The bylaws may provide for the election of Honorary Members and Life Members.

Section 12. A Lodge cannot suspend the operation of the bylaws or alter, amend, or repeal any part of the proceedings of a stated communication at a special communication.

Section 13. A Lodge shall not amend, or alter, or repeal bylaws or any part thereof, until the amendment, alteration or appeal has been submitted and approved by the Grand Lodge following recommendations from the Committee on Jurisprudence and Office of the Grand Parliamentarian.

Section 14. Constituent Lodges will submit to the Grand Master Bylaws which will govern and regulate the proceedings of the lodge. These bylaws must mirror Appendix A of the Grand Lodge Constitution and cannot contain any part thereof, which conflicts with the Constitution. Actions or edicts of the Grand Lodge, altering the bylaws of any constituent lodge have the effect of an amendment without any action on the part of the constituent lodge.

ARTICLE XXXV **REGALIA AND DRESS**

Section 1. The Jewels of the Grand Officers shall be as follows:

- a. The Jewel of the Grand Master shall be the compasses extended to 45°, with the segment of a circle at the points, and a gold plate included, on which is represented an eye, irradiated within a triangle, also radiated.

The Jewel of the Deputy Grand Master shall be the compasses and square united, with a five-pointed star in the center.

The Jewel of the District Deputy Grand Masters shall be the compasses extended to 45°, with the segment of a circle at the points, with crescent in the center.

Senior Grand Warden, the Level
Junior Grand Warden, the Plumb
Grand Treasurer, chased keys, crossed
Grand Secretary, crossed pens with tie.
Grand Chaplain, a Bible with a Triangle.
Grand Marshal, Crossed Rods
Grand Deacons, Dove and Olive Branch.
Grand Stewards, Cornucopia.
Grand Standard Bearer, Banner.
Grand Sword Bearer, Crossed Swords.
Grand Pursuivants, a Rod and a Sword, crossed.
Grand Lecturers, Open Book upon Square and Compasses
Grand Organist, Lyre.
Grand Tyler, Sword.

a. The Jewel of a Past Grand Master shall be the compasses extended to a 45°, Quadrant, Eye with rays in a triangle center with Past Grand Master engraved.

The Jewel of a Past Deputy Grand Master shall be the compasses extended to 45°, with the segment of a circle at the point with a crescent in the center.

The Jewel of All the Grand Officers, with the exception of the District Deputy Grand Master, shall be within a wreath composed of a sprig of acacia and an ear of wheat.

b. The Collars of all the Grand Officers shall be chains of gold, or metal gilt, mounted upon royal purple velvet.

c. The Apron of the Grand Master shall be of white lambskin, lined with purple ornamented with the blazing sun, embroidered in gold in the center; on the edging the pomegranate and lotus, with the seven-eared wheat at each corner, and also on the fall, - all gold embroidery, the fringe of gold bullion, with purple edging and strings. Past Grand Masters may continue to wear the Grand Master apron, as long as the appropriate jewel is worn.

d. The Apron of the Deputy Grand Master shall be of the same material and lining, having the emblem of his office in gold embroidery in the center, and with a pomegranate and lotus alternately embroidered in gold on the edging.

e. The Aprons of the other Grand Officers shall be white lambskin, lined with purple, edging three and a half inches wide with purple strings, ornamented with gold, having the emblems of their office in gold in the center,

f. The Grand Master **only** shall wear gauntlets of purple, with the square, compasses and the letter "G" embroidered in gold, within a wreath and with "MWPHGL" at the top and "MARYLAND" at the bottom.

Section 2. The Jewels and dress of officers and members of Constituent Lodges shall be as follows:

a. The Apron of a Master Mason should be a plain white lambskin, fourteen inched wide by twelve inches deep, with sky blue lining and edging, and three rosettes of same color may

be worn. No other color shall be allowed, and no other ornament should be worn, except by officers and past officers of Lodges, who may have the emblem of their offices, and a fringe in silver on the Apron.

- b. Officers of Constituent Lodges should wear a blue velvet collar trimmed with silver lace or a white metal chain collar upon blue ribbon or velvet, of such design as shall be approved by the Grand Master from which shall be suspended the jewel of the office in silver.
- c. The Jewels of a Constituent Lodge should be as follow: *Past Master, the blazing sun, within square and compasses, extended on a quadrant.* That of the Master, the square; Senior Warden, the level; Junior Warden, the plumb; Treasurer, the crossed keys; Secretary, crossed pens; Chaplain, the bible within a circle; Marshal, a baton, within a square; Deacons, the square and compasses united; Stewards, a cornucopia, within a circle; Organist, a lyre; Inside Sentinel, crossed swords within a circle; Tyler, crossed swords within a circle, or crossed swords.
- d. The proper dress for Masons attending the Grand Lodge or Constituent Lodge communications shall be black suit, white shirt, black four-in-hand necktie, white gloves, black shoes, white or black socks, and apron.
- e. Earrings and telephone hands free devices of any type are prohibited from being worn while attending any Grand Lodge or Constituent Lodge meetings where Masonic dress is required.
- f. That a petitioner "shall not be rejected" or that a Brother shall not be prohibited from passing through a Lodge or denied his right of visitation to any Lodge under the Jurisdiction of the Most Worshipful Prince Hall Grand Lodge F&AM. Jurisdiction of Maryland because his religious beliefs require him to wear a headdress at all times; and that the appropriate headdress for any candidate or Brother progressing through the Lodge, whose religious beliefs require him to wear a headdress at all times be limited to a white Kufi if he is a Moslem or a Black Yamakule if he is Jewish. The individual Brother will be responsible for the appropriate headdress.

Section 3. No officer of the Grand Lodge, or a representative of Constituent Lodge (proxies excepted) shall be allowed to vote without his jewel, unless he offers a satisfactory excuse and has permission of the Grand Lodge.

ARTICLE XXXVI **FORMS**

Section 1. The various forms pursuant to the provisions of this constitution listed in APPENDIX B are set forth on the Grand Secretary's page on the Grand Lodge Web Site.

ARTICLE XXXVII **AMENDMENTS, ALTERATIONS AND ADDITIONS**

Section 1. Amendments, alterations and additions to these constitutions and bylaws may be made and adopted by a three-fourth vote of the members of the Grand Lodge present at the next Annual

Communication of the Grand Lodge from the date of the original presentation of said amendments, alterations or additions to the Grand Lodge. Any proposed amendments, alterations or additions shall be prepared and processed for adoption in the following manner:

- a. Two copies of any proposed amendment, alteration or addition shall be forwarded to the Grand Secretary at least thirty days prior to the next annual communication of the Grand Lodge. The original of the proposed amendments, alterations or additions shall be retained by the Grand Secretary, and one copy thereof shall be forwarded by him to the Committee on Jurisprudence.
- b. The Committee on Jurisprudence shall report to the Grand Lodge the receipt of any such proposed amendment, alteration or addition at the Annual Communications of the Grand Lodge following the receipt thereof by the said Committee; and at such Annual Communication the Committee on Jurisprudence shall read the amendment, alteration or addition with comments on recommendations, if any; and after the reading thereof the Committee on Jurisprudence shall retain jurisdictional powers until the next Annual Communication of the Grand Lodge.
- c. Any comments or recommendations upon the proposed amendment alterations or addition by any Constituent Lodge, working under the jurisdiction of the Grand Lodge, shall be submitted to the Committee on Jurisprudence within ninety days from the date of the opening of the Annual Communication of the Grand Lodge at which said amendment, alteration or addition is first proposed.
- d. At the next Annual Communication of the Grand Lodge following the Annual Communication of the Grand Lodge at which the amendment, alteration or addition was first read and proposed, the Committee on Jurisprudence shall report to the Grand Lodge its recommendations.

Section 2. Notwithstanding the provisions of Section 1 above, the Grand Master shall be empowered to call special meetings of the Grand Lodge to act upon these constitutions and bylaws when circumstances warrant immediate action. The Grand Lodge may adopt changes at these meeting, providing three-fourths of the members' present vote in favor of such changes. In all cases, due and reasonable notice shall be given prior to any meeting called for this purpose.

ARTICLE XXXVIII **MILITARY HOLDING LODGE**

The Most Worshipful Prince Hall Grand Lodge, F&AM for the Jurisdiction of Maryland has formed and established a Grand Holding Lodge. The name of this Holding Lodge is: "MILITARY HOLDING LODGE NO. 122" also known as the "GRAND HOLDING LODGE". It is an officially designated Lodge, placed within the Grand Lodge, to address instances where a Master Mason can retain his membership within the Jurisdiction while residing outside the Jurisdiction.

Section 1. Membership in the Grand Holding Lodge shall be obtained only through a Master Mason leaving an overseas Lodge and wishes to demit or transfer his Lodge. A demit must be requested and approved from his home Grand Lodge to the Grand Holding Lodge.

Section 2. No Master Mason shall be allowed to hold membership in the Grand Holding Lodge or return to any Lodge within the Jurisdiction without a dispensation from the Grand Master. Request for dispensation shall be fully justified (in writing) before it can be considered for approval and shall not exceed the period stated in the dispensation.

Section 3. No Master Mason holding membership in the Grand Holding Lodge shall have the right to

seek office or have voting rights in any lodge within the Jurisdiction. However, they shall be allowed to chair committees and be a member on any committee.

Section 4. A Master Mason holding membership in the Grand Holding Lodge shall have the rights to attend and vote during the Annual Grand Lodge Communication provided he is properly registered and meets the qualifications and criteria as stated in the Grand Lodge Constitution and Bylaws.

Section 5. A Master Mason shall have all rights and privileges restored to him when he demits into any lodge within this Jurisdiction.

Section 6. The cost of dues and assessments for the Grand Holding Lodge (if needed) is established by the administrative procedures approved by the Grand Master.

Section 7. A Master Mason residing within the jurisdiction of Maryland has 90 days from the date admitted to administratively transfer into a lodge of his choice.

Section 8. A Master Mason in the Maryland Grand Holding Lodge falls under the authority of the Grand Master.

APPENDIX A
BYLAWS

OF _____ LODGE, NO. _____ F. & A. M.

Under the Jurisdiction of
Most Worshipful Prince Hall Grand Lodge
Jurisdiction of the State of Maryland

ARTICLE I
NAME AND LOCATION

Section 1. The Name of this organization shall be known as _____, Lodge Number _____, Free and Accepted Masons.

Section 2. This Lodge shall be located in (Town) City of _____, County of _____, State of _____, Country of _____.

ARTICLE II
MEMBERSHIP

Section 1. A male person eighteen (18) years of age or over, of sound mind and good moral character, and who shall be recommended by two members of the Lodge in good standing shall be eligible for membership.

Section 2. Any person who receives the three degrees in this Lodge upon the signing of the bylaws shall thereupon become a member. If, however, he fails to sign the by-laws within one (1) year from the time he receives the third degree, he shall not be admitted as a member except by another application in writing.

Section 3. Any Master Mason, of another constituent Lodge, who shall be recommended for distinguished service to the Lodge or the Masonic Fraternity generally, may be elected an Honorary Member of this Lodge in the manner provided for the election of ordinary membership; and he shall be entitled to all the rights and privileges accorded to and appertaining to Honorary Members.

Section 4. Any member who shall pay the sum of _____ dollars shall receive a certificate of Life Membership, and he shall be exempted from the further payment of dues. He shall not, however, be exempted from the payment of Grand Lodge taxes and assessments.

Section 5. A Brother who has become unfinancial in his Lodge, for a period of 90 days or three months, may, after proper notification from the Secretary of his Lodge, be made Administratively out of Bounds from the rolls of membership. Proper notification consists of a warning letter after 30 days, a warning letter after 60 days, and a letter to the Brother advising him that he is Administratively out of bounds after 90 days.

Section 6. A member whose name has been dropped from the rolls of the Lodge for non-payment of dues may be reinstated or restored in the manner provided in the Grand Lodge Constitution, Article XXIV, Brothers, Sections 3 – 8.

Section 7. Any Master Mason who is not a member of this Lodge, and who desires to become a member, may do so by demit and payment of a fee of _____dollars.

Section 8. A Master Mason who has received the three degrees in any other Lodge and who has not become a member thereof, may upon application, investigation written by the Lodge which raised him, and by unanimous ballot of this Lodge and the payment of a fee of _____dollars, become a member of this Lodge.

ARTICLE III OFFICERS

Section 1. The officers of this Lodge shall be Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary, Senior Deacon, Junior Deacon, Senior Steward, and Junior Steward, Chaplain, Marshal, Tyler, and other officers as the Lodge may decree.

ARTICLE IV DUTIES AND POWERS OF OFFICERS

Section 1. The duties and powers of all officers shall be those which are fixed by the ritual and customs of the order.

Section 2. In addition to the Secretary performing the duties of his office according to Masonic usages and customs, he shall keep a true and accurate record of the proceedings of the Lodge, he shall receive all monies due, and pay the same over to the Treasurer taking his receipt therefore; he shall notify the members of the Lodge and candidates of the meeting of the Lodge; he shall notify all committees of their appointments or election; he shall notify all delinquent members of their arrearages of dues, assessments and taxes; he shall notify any member who has been suspended or expelled; he shall at the end of the Masonic year make a written report of all monies received by him during the year, the number of members demitted, admitted to or discharged from the membership of the Lodge. At the expiration of the term of his office, he shall turn over to his successor in office the records and property of the Lodge then in his possession. He shall submit his records and accounts to the Auditing Committee whenever he is required to do so.

Section 3. The Treasurer shall have custody of all funds, monies and accountable papers of the Lodge; he shall collect from the Secretary all Lodge monies received by him, giving receipt for the same; he shall pay all bills approved by the Lodge. He shall deposit these monies in a bank or banks designated by the Lodge; he shall submit his accounts to the Auditing Committee whenever required; he shall submit an itemized report of the financial condition and transactions of the Lodge at the end of the Masonic Year. He shall turn over all Lodge records, monies, and properties to his successor in office.

ARTICLE V ELECTIONS, APPOINTMENTS AND INSTALLATION OF OFFICERS

Section 1. The Worshipful Master, the Senior Warden, the Junior Warden, the Secretary, and the Treasurer shall be elected annually at the first regular meeting in October.

Section 2. The Senior and Junior Deacons, the Senior and Junior Stewards, the Chaplain, the Marshal, and the Tyler shall be appointed by the Worshipful Master, annually, at the time of the Installation of officers.

Section 3. The officers of the Lodge shall be installed at the second regular meeting in October.

ARTICLE VI MEETINGS

Section 1. Regular meetings shall be held on (day of week) and (day of week) of each month at (time).

Section 2. Special Communications of the Lodge may be called at the will and pleasure of the Worshipful Master, provided, however, that a written notice is given specifying the time, place, and purpose of such communication, at least _____ days prior to the time set for the communication.

ARTICLE VII STANDING COMMITTEES

Section 1. There shall be an Investigating Committee appointed annually by the Worshipful Master, the duties of which shall be to investigate all applications and petitions for membership and report the same to the Lodge in writing.

Section 2. There shall be a Committee on Visitation and Relief appointed annually by the Worshipful Master, the duties thereof shall be to visit the sick and distressed Brothers of the Lodge and report the same in writing to the Lodge at each regular communication and to the Worshipful Master at such time the committee deems it necessary and expedient.

Section 3. There shall be a Committee on Instruction appointed annually by the Worshipful Master, the duties thereof shall be to enlighten and instruct the candidates who have been accepted for membership in the Lodge.

Section 4. There shall be an auditing Committee appointed annually by the Worshipful Master, the duties thereof shall be to audit the records of the Treasurer and Secretary and such other financial records of officers or committees of the Lodge as they may be called upon to audit.

Note: (Some Lodges have different methods of appointing members of committees, and their terms of office may vary. Some Lodges also have Trustees).

ARTICLE VIII INITIATION OF CANDIDATES

Section 1. All applications for initiation of candidates shall be made in writing signed by the petitioner on a form adopted by the Grand Lodge. The Applicant shall be recommended by a member or members of this Lodge.

Section 2. All applications shall be initiated in accordance with the procedures, rules, regulations, usages and customs of Masonry and the Constitution of the Grand Lodge.

ARTICLE IX
DUES, FEES, FUNDS AND ASSESSMENTS

Section 1. The initiation fee for each applicant shall not be less than three-hundred and twenty-five (\$325.00) dollars, which shall be paid in full before the First Degree may be conferred. This fee shall be returned to any applicant who is rejected.

Section 2. If the candidate receives the three degrees, his fees shall not be refunded.

Section 3. Each member of the Lodge shall pay into the Treasury of the Lodge the sum of _____ dollars annually.

Section 4. The Lodge may by vote levy any reasonable assessment upon each member for the welfare of the Lodge and the Fraternity, provided, however, that such assessment is not forbidden by the Constitution of the Grand Lodge.

Section 5. Honorary members shall not be subject to the payment of dues, taxes and assessments

Section 6. All dues, taxes and assessments shall be in accordance with the other provisions of these by-laws and in accordance with the Constitution of the Grand Lodge.

ARTICLE X
MISCELLANEOUS

Section 1. The Lodge shall have a seal. The seal shall (Description).

Section 2. The Secretary and Treasurer of the Lodge shall be bonded in such sum as set by the Grand Lodge; and the premium for such bond shall be paid by the Lodge.

Section 3. The Worshipful Master, Treasurer, Secretary and Tyler shall receive such compensation for services as the Lodge, by vote, shall determine.

Section 4. Upon the suspension or expulsion of a member from the Lodge, he shall immediately turn over to the Worshipful Master all books, papers, records, funds, property and instruments belonging to the Lodge, which are in his care, control and possession.

Section 5. There shall be a fund known as the _____ - fund.
(Describe the disposition of the fund).

Section 6. Mackey's Jurisprudence and Robert's Rules of Order shall govern all matters not covered by the rules, regulations, Constitution of the Grand Lodge, the usages, customs and Landmarks of the Craft and the bylaws of this Lodge.

ARTICLE XI AMENDMENTS

Section 1. These bylaws may be amended in the following manner:

- a. The proposed amendments shall be presented, in written form, at any regular Lodge meeting.
- b. Each member shall be given written notice of the proposed amendment at least one month before any action is taken thereon.
- c. In order to be approved, at least two-thirds of the members present must vote in favor of the amendment. After being approved by the Lodge, the amendments must be approved by the Grand Lodge before they become final.

XII REGALIA AND LANDMARKS

Section 1. The regalia and jewels of the Lodge shall be such as may be approved by the Grand Lodge.

Section 2. The Landmarks are such as have been adopted and maintained by the Craft, Masonic Institutions and the Grand Lodge, and they are as follows:

1. The Modes of Recognition.
2. The Division of Symbolic Freemasonry into three degrees.
3. The Legend of the Third Degree
4. The Government of the Fraternity, by a presiding officer called a Grand Master.
5. The prerogative of the Grand Master to preside over every assembly of the Craft, whensoever and wheresoever held.
6. The prerogative of the Grand Master to grant dispensations for conferring degrees at irregular times.
7. The prerogative of the Grand Master to give dispensations for opening and holding Lodges.
8. The Prerogative of the Grand Master to make Freemasons at sight.
9. The Necessity of Freemasons to congregate in a Lodges.
10. The Government of the Craft, when so congregated in a Lodge by a Master and two Wardens.
11. The Necessity that every Lodge, when so congregated, should be Duly Tyled.
12. The right of every Freemason to be represented in all general meetings of the Craft, and to instruct his representatives.
13. The right of every Freemason to Appeal from the decision of his Brethren in Lodge convened to the Grand Lodge or General Assembly of Freemasons.
14. The right of every Freemason to visit and sit in regular Lodge.
15. That no visitor, unknown to the Brethren present or to some one of them as a Freemason, can enter a Lodge without first passing an examination according to ancient usage.
16. No Lodge can interfere in the business of another Lodge, nor give degrees to Brethren who are members of other Lodges.
17. Every Freemason is amenable to the laws and regulations of the Masonic jurisdiction in which he resides.

18. Belief in the existence of a supreme being and the immortality of the soul.
19. A Belief in the Resurrection to a future life.
20. A Book of the Law shall constitute an indispensable part of the furniture of every Lodge.
21. The Equality of all Masons.
22. The Secrecy of the Institution.
23. The foundations of a Speculative Science upon an Operative Art.
24. These Landmarks can never be changed.

SPECIAL RULES

Note: Special Rules Cannot Violate The Constitution

APPENDIX B

Standard Forms

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Petition for Charter	B – 3 ((See Web Page)
Petition for Affiliation	B – 4 (See Web Page)
Demit	B – 5 (See Web Page)
Application for Reinstatement/Restoration	B – 6 (See Web Page)
Notice of Exclusion for N. P. D.	B – 7 (See Web Page)
Charity Fund Report (C100)	B – 8 (See Web Page)
Data Sheet (C101)	B – 9 (See Web Page)
Waiver of Charity Fund Benefits (C102)	B – 10 (See Web Page)
Recent Death of a Brother (C103)	B – 11 (See Web Page)
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The various forms listed in APPENDIX B can be found on the Grand Secretary's page on the Grand Lodge Web Site.

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Elected Officers

Honorable Noel C. Osborne, Sr.
Most Worshipful Grand Master

Right Worshipful Kevin L. Barney, Jr.
Deputy Grand Master

Right Worshipful William Davidson, III
Senior Grand Warden

Right Worshipful Randolph S. Smith, Sr.
Junior Grand Warden

Right Worshipful Reginald E. Jefferies
Grand Treasurer

Right Worshipful James L. Vaughan
Grand Secretary

Office of the Grand Parliamentarian

Right Worshipful Purnell Carter, Sr.
Grand Parliamentarian

Right Worshipful Otis Wilson
Deputy Grand Parliamentarian

Right Worshipful Alfred E. Smith
Deputy Grand Parliamentarian

Right Worshipful Arnold Jordan
Assistant Grand Parliamentarian

MWPGM Phillip S. Lewis, Sr
Special Advisor

Jurisprudence Committee

Right Worshipful Randall Craig, Esq.
Chairman

Right Worshipful Jason Miles, Esq.
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MWPGM Paul A. Smith, Esq.
Special Advisor