



BY-LAWS.

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Zetland Royal Arch Chapter

No. 115.

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ALEXANDRIA, EGYPT :

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The principal Officers, and other Members of this Chapter, shall rank in the following order :—

First P Z.	Principal Sojourner.
Past P. Z.'s.	First Assistant „
Second P. H.	Second „ „
Past P. H.'s.	Treasurer.
Third P J.	Subscribing Members.
Past P. J.'s.	Honorary „
Scribe E.	Janitor.
„ N.	

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I.

**Ordinary Meetings.**

Three regular Chapters shall be holden at Alexandria in each year, viz., on the third Friday of the months of January, March and November.

II.

**Emergent Meetings.**

An Emergent Meeting may be summoned upon application in writing, by a Member of the Chapter to P.Z. ; or in his absence, to P.H. ; or in the absence of both of them, to P.J. Such Principal so applied to shall have discretion to decide upon the Emergency.

Should the cause of Emergency be approved by such Principal, he may, at a convenient date, direct a Meeting to be summoned; no business shall be entertained at such Chapter of Emergency, save that set forth in the Notice Paper convening the same.

The expense of Emergent Meetings shall be borne and paid by the Companion requesting the same, unless the Principal summoning the meeting decide to the contrary.

### III.

#### By-Laws.

All Companions shall, upon admission as Members, sign the By-Laws of the Chapter, and shall be bound thereby, and obedient thereto.

## IV.

No new By-Law, or repeal, or alteration of any existing By-Law, shall become valid until it shall have been confirmed by the majority of the Companions assembled in Chapter and have been approved by the M. E. 1st Grand Principal.

## V.

**Election of Officers.**

The annual election of Officers shall take place at the regular Meeting in the month of January in each year.

## VI.

**Order of Business.**

The following order of Business shall be observed at the regular Meetings :—

- I.—Reading and confirming minutes of the last regular and all intervening Meetings of the Chapter.
- II.—Balloting for Candidates.
- III.—Exaltation of Candidates.
- IV.—Receiving Reports of Permanent and Special Committees.
- V.—Unfinished Business of former Meetings.
- VI.—General Business.

## VII.

**Resignation.**

No resignation shall be accepted until it has been tendered in open Chapter, or in writing to Scribe E.; the Companion so resigning shall remain responsible for any arrears then due.

## VIII.

**General Rules.**

Every proposition before being entertained shall be seconded, and no Companion shall, without permission of the P.Z., speak more than once on the same question ; but the mover of the proposition shall have the right of reply upon the whole discussion.

## IX.

Silence shall be immediately observed at the request, and at the sound of the Sceptre, of the First Principal, whose command during the sitting of the Chapter shall be immediately obeyed, under penalty of admonition or exclusion.



## X.

An admonition may be declared by the P.Z. with the consent and accord of the P.H. and P.J.

## XI.

An exclusion shall be declared by the majority of votes by ballot of two thirds of the Companions present in a Chapter duly convened for the purpose of considering the same: the Companion complained against shall have at least one week's notice, by summons, of the charge preferred against him, and of the Meeting at which the same will be discussed; and such Companion shall have right of reply after discussion of the matters in the said charge alleged.

## XII.

**Permanent Committee.**

All matters concerning the welfare of the Chapter whatever, whether as regards Finance, Benevolence, General Purposes, Complaints, or other cases not hereinbefore specially provided for, may at any time be referred by the P.Z. to the Permanent Committee of the Chapter, for consideration and report thereon. The Committee shall consist of the three Principals, the Immediate P.P.Z. Scribes E. and N. the Principal Sojourner and Treasurer.

## XIII.

The Senior Principal present shall preside at the Committee Meeting. Three

Members of the Permanent Committee shall form a quorum, provided one of the Principals in office be one of the number.

## XIV.

The P.Z. may refer to the Permanent Committee for consideration and report any matter brought before the Chapter, previous to putting the same to vote.

## XV.

The Permanent Committee is empowered to summon any Member of the Chapter to give information on any matter referred to it, and any Member so summoned shall attend for that purpose.

## XVI.

The Permanent Committee shall in the month of January in each year, and before

the January Meeting, audit the Treasurer's Accounts; and at the following regular Meeting of the Chapter, shall submit a report thereon, and on the property of the Chapter, and a list of the Companions, if any, in arrears of payments; such list to be furnished to the Committee by the Treasurer at the time of audit.

## XVII.

**Fees and Funds.**

The fee of Exaltation in this Chapter shall be two pounds and two shillings sterling, inclusive of the register fee to Grand Chapter.

The joining fee payable by a Companion exalted in another English Chapter, or exalted in a Chapter under foreign juris-

diction, shall be ten shillings, exclusive of the register fee to Grand Chapter.

A Companion exalted in this Chapter shall be a Member thereof, unless he signify his wish to the contrary in writing to the Scribe E. on the night of his exaltation.

#### XIII.

Every Member of the Chapter shall pay in advance an annual due of ten shillings sterling, dated from the first day of January, but a deduction may be made *pro rata* for Members joining or being exalted during any year current from such date, but the yearly due of Members on the absent list shall be five shillings sterling annually, anything hereinbefore notwithstanding.

## XIX.

The annual due from Scribe E. shall be remitted during his year of office, provided he perform the duties thereof.

## XX.

A serving Companion may be allowed such reward as to the Chapter may seem fit, and shall not be liable to assessments and dues.

## XXI.

Members in arrears of dues for more than six months shall not have the right to vote upon any proposal until such arrears are paid.

## XXII.

The funds of this Chapter shall be vested in the Treasurer, in trust, never-

theless, for the Chapter, and disbursements shall only be made with, and by the written authority of, the P.Z.

## XXIII.

The Benevolent Fund of the Chapter shall consist of 10 per cent. on all monies received for assessments and dues, and of all fines, and of such monies as the charity box may produce. The charity box is to be passed round at all emergency meetings as well as at regular meetings.

## XXIV.

**Furniture and Regalia.**

Scribe E. shall have charge of the Furniture and Regalia of the Chapter, and shall be responsible for its orderly arrangement in open Chapter.

## XXV.

**Absent and Honorary Members.**

A Member who intends residing out of Egypt for a year, and seafaring Members, may apply in writing to Scribe E. to be placed on the absent members' list. Such application shall be submitted at the next regular Meeting, and in case of dissent on the part of any Companion present, the application shall be submitted to ballot, whereof the affirmative shall be declared by the assent of two-thirds of the Companions present and voting.

## XXVI.

Honorary Members must be proposed and seconded at one and balloted for at the next regular Meeting of the Chapter,



whereof notice shall be given in the Notice Paper convening the Chapter: the election of Honorary Members must be unanimous; they shall be free from all assessments and dues, but cannot hold office, or vote on any question.

Approved by the  
M.E. of Grand Principal,  
SHADWELL H. CLERKE, G.S.E.

*London, 25th May 1889.*