

PROOF.

THE ANCIENT AND HONOURABLE ORDER
OF
Free & Accepted Masons of England.

BY-LAWS

OF THE

Lodge of **R**ectitude,

No. 502

RUBY.

Revised and Approved,

1898.

BY-LAWS
OF THE
Lodge of Rectitude, No. 502.

I.

Time and Place of Meeting.

THE regular Meetings of this Lodge shall be held on the second Tuesday in every month, except July, August, and September, at the Masonic Hall, Castle Street, Rugby, at such hours as the Master may appoint.

II.

Election of Officers.

The Master, Treasurer, Charity Steward, and Tyler shall be elected by Ballot, at the regular meeting in December each year. At the next meeting, the W.M. shall be installed, and shall then appoint and invest his Officers.

III.

Officers.

The Officers of this Lodge shall consist of W.M.: S.W.: J.W.: Chaplain: Treasurer: Secy.: S.D.: J.D.: Director Ceremonies: Organist: Inner Guard: Stewards and Tyler.

IV.

Treasurer's Duty.

The Cash or Fund belonging to this Lodge shall be the property of the Treasurer for the time being, in trust for the Lodge; and he shall give security for the same whenever he may be called upon so to do by a majority of the Brethren; paying such moneys as he may receive on account of the Lodge to his credit at the National Provincial Bank of England, Rugby.

V.

Auditors.

Two Auditors shall be annually elected by Ballot at the regular meeting in January; the Secretary shall deliver to them a statement of the accounts of the Lodge, and they shall present a written report and balance sheet at the regular meeting in February.

VI.

Secretary's Duty.

The Secretary shall regularly keep the books, issue the summonses at least seven days previous to all meetings, take minutes of proceedings, receive fees and subscriptions, and pay the same

over to the Treasurer at the close of the Lodge ; make out the returns for the Grand Lodge and Provincial Grand Lodge ; furnish, during the first week in March, a list of the Members to be registered with the Clerk of the Peace ; and generally do and transact all business properly belonging to the office of Secretary.

VII.

Duty of Director of Ceremonies.

The Director of Ceremonies shall be a P.M. of the Lodge. He shall see that every visitor occupies his proper position in the Lodge and at Banquets. He shall see the various ceremonies of the Lodge are conducted according to ancient usage and custom, and he shall have the care of and be responsible for the regalia, clothing, and jewels of the Lodge, and shall see the same are in due order before each Lodge. He shall also under the control of the W.M. direct the proceedings of the Lodges of Instruction ; or arrange with some other P.M. to do so in his stead.

VIII.

Duty of Stewards.

The Stewards shall assist the D.C., and at the Banquets they shall see that the tables are

properly supplied. Nothing shall be brought on the table but by their order and their voucher shall be sufficient.

IX.

Tyler's Duty.

The Tyler shall regularly deliver all summonses; attend all meetings of the Lodge, and prepare all necessary arrangements by the hour appointed; he shall also take care of and keep in good order the furniture, &c., belonging to the Lodge, and see that every Brother, whether Member or Visitor, enters his name in the Tyler's book before his admission into the Lodge. The Tyler shall be allowed ten pounds a year, and his expenses on all Lodge nights, together with all dues to the Grand Lodge and Provincial Grand Lodge, out of the funds of the Lodge.

X.

Duty of Charity Steward.

It is the duty of the Charity Steward to attend all Meetings of the Provincial Committee, and to use his best efforts to augment the resources of the Fund. To acquaint himself with the objects and working of the Masonic Charities in order to

afford information thereon to Members of his Lodge, and to obtain their liberal support. To explain the importance of all votes, whether of the Lodge or of individual Members, being given in favour of the candidates recommended by Provincial Grand Lodge or the Committee, with the object of securing their election, as by strict attention to this duty the success of the approved candidates has been in many instances, and frequently may be, secured. Also to collect the voting papers, signed, but not otherwise filled in, and forward the same to the Secretary with as little delay as possible, and to make a return to the Deputy Provincial Grand Master of the total votes held by the Lodge and its members, and of the number handed to the Committee, also to acquaint himself with the circumstances of the applicants.

XI.

Removal of Officers.

The Treasurer, Secretary, or Tyler may be removed from office at any regular meeting of the Lodge, for cause deemed sufficient by a majority of the Brethren present, provided notice has been given at the previous regular meeting. And if any other Officer be absent on three suc-

cessive nights, without written apology, his office shall be considered vacant, and filled up by such Brother as the Master shall appoint.

XII.

Subscriptions, &c.

The annual Subscription for each Brother shall be £2. 2s., and for each Brother residing beyond a distance of five miles from the Lodge, £1. 1s., to be paid in advance, to be due in January. Any Brother failing to pay his Subscription within the twelve months shall not be entitled to speak or vote in Lodge until it is paid, and if he fails to pay his Subscription within fifteen months after it has become due, he shall be liable to be excluded from the Lodge, and his name shall not be returned to the Grand Lodge.

XIII.

Quarterage not be paid for Members in arrear.

The Lodge shall not pay the quarterly contribution for a Member who is in arrear, but his name shall nevertheless be returned, with the words "in arrear" written against it.

[According to Constitutional Law, No. 175.]

XIV.

Operation of the Ballot.

Whenever a Ballot takes place for the initiation of a Candidate into Masonry, or on the admission of a Brother, if two negatives appear, the Candidate shall not be considered as duly elected; but on the motion being made, a second Ballot may take place at the same meeting, and if again two negatives appear, the Candidate shall not be again proposed for six months; but if three negatives appear on any Ballot, the proposition shall be considered as rejected, and the same motion shall not be again made until the expiration of twelve months.

XV.

Initiation of Candidates.

When a Candidate is proposed to be made a Mason in this Lodge, a deposit of One Guinea shall be made by his Proposer, and he shall be Balloted for at the next regular Lodge (unless in case of emergency as provided for), and if approved may be initiated into the first degree.

The payments to be made are as follows :

On being proposed (as stated above)	£ 1	1	0
On being initiated	5	5	0
For the year's subscription	2	2	0

Half the latter sum to be remitted to those who are initiated after the Vacation. The sum of Six Guineas above specified shall include Registration at Grand Lodge, Grand Lodge Certificate, a copy of the Book of Constitutions, and a copy of the By-laws of the P.G. Lodge and of this Lodge.

XVI.

Joining Members.

Every Brother who shall be elected a Joining Member shall pay on being elected :

A Joining Fee of 2 2 0
and the annual subscription according to rule XV.

XVII.

Committee of Management.

A Committee shall be appointed for the management of the Masonic Hall. This Committee shall consist of six brethren one of whom shall be the W.M., and four shall be Debenture Holders. They shall have power to appoint their own Chairman, Treasurer and Secretary, and shall draw up from time to time By-laws for the proper management of the Hall, to be submitted to and approved by the Lodge, they shall also report at each regular meeting of the Lodge the minutes of their proceedings.

Two members shall retire in December in each year, but shall be eligible for re-election.

XVIII.

Visitors.

Visitors to the Installation Festival shall be considered guests of the Lodge, at every other meeting the expenses of visitors must be defrayed by the Brother or Brethren introducing them.

XIX.

Promotion of Chaplain and Organist.

The Chaplain, after discharging his duties properly for years shall be deemed eligible for the chair of J.W.

The Organist after discharging his duties properly for years shall be deemed eligible for the office of S.D.

XX.

Alteration of By-laws.

These By-laws shall not be altered without a month's special notice having been given to every Member of the Lodge of such change as may be intended.

XXI.

The By-laws shall be read in open Lodge at least once in each year.

BRO. A. J. LAWRENCE, MASTER, RUGBY.

Copyright Worcestershire Masonic
Library and Museum Trust