

BY-LAWS
OF THE
QUATUOR CORONATI
LODGE, No. 2076

Approved by the M.W. Grand Master, on 25th Jan. 1967

RULES OF THE
CORRESPONDENCE CIRCLE

RULES RELATING TO
PUBLICATION, REPRODUCTION, TRANSLATION, etc.

BY-LAWS OF THE QUATUOR CORONATI LODGE, No. 2076

PREAMBLE

The Lodge was formed for the association of Brethren who possess a requisite standard of literary, artistic, or scientific attainment, and have prepared a Paper which has been accepted for reading in, or publication by the Lodge, the acceptance of such a paper not being, in itself, a qualification for Full Membership.

1. The Lodge shall meet at Freemasons' Hall, Great Queen Street, London, W.C.2, and shall hold regular meetings on the 8th day of November (the day of the Quatuor Coronati, or the Four Crowned Martyrs), which shall be the Anniversary Festival, on the 24th June, and on the first Friday in the months of January, March, May and October.

(NOTE: When the 24th June or the 8th November falls on a Saturday or Sunday, it is the custom to hold the meeting on the preceding Friday, a dispensation being applied for if necessary.)

2. The Master, the Treasurer and the Tyler shall be elected annually at the regular meeting in October.
3. The Master Elect shall be installed at the regular meeting in November and will thereupon appoint and invest the Officers.
4. The admission of candidates for membership of the Lodge shall be regulated by the provisions of Rules 157 to 166, *Book of Constitutions*. On the ballot for a candidate for initiation or joining one black ball shall exclude.

5. The Standing Committee shall consist of the Master, the Past Masters of and in the Lodge, the Officers and not more than three other members to be elected annually by the Lodge at the regular meeting in October. Five members shall form a quorum.

The Standing Committee shall have superintendence over the property of the Lodge, its premises and staff, the Lodge Transactions and other publications, and all matters pertaining to its administration.

The Standing Committee shall be convened annually on the day of the January meeting of the Lodge for the purpose of examining the Lodge accounts, investments, and all business matters pertaining to the Lodge. It shall review all Insurance Policies on the Library, Equipment, etc., at that meeting.

6. The accounts of the Lodge shall be made up to 31st October in each year and a copy, duly audited and certified, shall be supplied to every member at least 14 days before the January meeting.

The Report on the accounts together with Income and Expenditure Accounts and Balance Sheet, duly certified, shall be printed in the next annual Volume of the Lodge Transactions.

Cheques, and such other documents as may be authorized, shall be signed by the Treasurer and by one of four members of the Standing Committee authorized by the Lodge.

The Standing Committee, or the Master, Treasurer and Secretary on its behalf, may authorize requests for overdraft facilities from the Lodge Bankers against Lodge securities when required to meet immediate financial commitments, and the Treasurer and any one of the four members mentioned above authorized to sign cheques may sign such documents as the Lodge Bankers may require for the purpose.

7. The following fees and subscriptions shall be payable by members.

Initiation . . . 100 guineas (£105.00) payable in advance. (\$300.00 U.S.)

Joining 6 guineas (£6.30) payable in advance, plus the first year's subscription. (\$18.00 U.S.)

Annual subscription £4 4s. 0d. (£4.20) in advance payable on 1st November in each year. (\$12.00 U.S.)

The dining fee, payable (when dining) by members of the Lodge and their guests, shall be the actual cost to the Lodge.

8. The Lodge Library shall be for Reference Purposes only, but in exceptional circumstances a book may be lent to a member of the Lodge for home reading, at the discretion of the Master or the Secretary.
9. Except as otherwise required by Rule 141, *Book of Constitutions*, amendment of these By-Laws or of any of them may be made in the following manner only:—
 - (a) Notice of motion in writing stating the precise amendment or amendments proposed shall be given in open Lodge at a regular meeting.
 - (b) The Motion shall be set out in the summons for the next regular meeting or for an Emergency Meeting summoned for the purpose, and shall at such meeting be put to the Lodge.
 - (c) A resolution for amendment, of which notice shall have been given as aforesaid shall be carried if a majority of the members voting shall vote in favour of it, but it shall not be effective until approved by the M.W. The Grand Master.

Adopted in open Lodge on 6 Jan. 1967.

Approved by the M.W. The Grand Master.

25 Jan. 1967.

J. W. Stubbs, *Grand Secretary*.

The Rules of the Correspondence Circle

1. Individual membership of the Correspondence Circle of the Lodge shall be open to Master Masons in good standing who are subscribing members of any Lodge under the United Grand Lodge of England or of any other Grand Lodge in amity with the United Grand Lodge.
2. Corporate membership of the Correspondence Circle is open to all Lodges, R.A. Chapters, Lodges of Instruction, Study Circles, Libraries and other Masonic organizations throughout the world, under the United Grand Lodge of England or any other Grand Jurisdiction in amity with the U.G.L. Election to membership of the Correspondence Circle shall be at a regular meeting of the Lodge, on a show of hands, following proposition by the Standing Committee.
3. Individual members of the Correspondence Circle shall enjoy all the privileges of membership of the Lodge, except the right to vote or hold office in the Lodge.
4. All Master Mason members of Lodges, etc., which are Corporate members of the Correspondence Circle shall have the right to attend all meetings of the Lodge, to contribute to the discussions (and to dine with the members upon payment of the requisite fee).
5. No Brother or Masonic organization shall be elected to membership of the Correspondence Circle until the customary Application Form has been completed and lodged with the Secretary, together with the requisite Joining fee and first year's subscription.
6. The following fees and subscriptions shall be payable by members of the Correspondence Circle.
 - Joining, £1 (\$3.00 U.S.) plus the first year's subscription, payable in advance.
 - Annual subscription, £2 (\$5.80 U.S.) payable on 1st November in each year.
7. Members of the Correspondence Circle (individual or corporate) whose subscriptions are in arrear, are not eligible to receive the annual Volume of Transactions, Lodge Summons or any other Lodge publications, until all arrears are cleared.
8. A member of the Correspondence Circle whose subscription shall remain unpaid for two years shall be deemed to have resigned his membership.

Adopted in open Lodge on 6 Jan. 1967.

QUATUOR CORONATI LODGE, No. 2076

Rules Relating to Publication, Reproduction, Translation, etc.

In the following rules the expression "The Lodge" means the Quatuor Coronati Lodge, No. 2076, London, and the expression "paper" includes article, note, comment, review and letter.

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4. One copy of the publication containing the reproduction or translation shall be supplied gratis to the Lodge and, if required, to the Author.

Declaration to be signed by Authors

I being the author of the paper entitled about to be published by the Quatuor Coronati Lodge, No. 2076, declare that I have read the above rules and that I abide by them.

Signed

Date

Declaration to be signed before Reproduction, Translation, etc.

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Signed

Date