

**CONSTITUTION**  
**and**  
**BYLAWS**  
**of the**  
**MOST ILLUSTRIOUS GRAND COUNCIL**  
**ROYAL AND SELECT MASTERS**  
**OF WASHINGTON**

**May 2009 Edition**  
**Change 4, May 17, 2013**

## **CHANGES**

<b><u>Change Date</u></b>	<b><u>Change No.</u></b>	<b><u>Date Completed</u></b>
1. May 18, 2010	1	May 29, 2010
2. May 18, 2011	2	August 23, 2011
3. May 18, 2012	3	August 23, 2012
4. May 17, 2013	4	September 16, 2013

## **ERRATA SHEET FOR CHANGE NO. 1**

**Replace Pages 0-1 through 0-3**  
**Replace Pages 1-2 through 1-4**  
**Insert Page 2-1**  
**Replace Page 2-3 with Pages 2-3 through 2-4**  
**Replace Page 3-2**  
**Replace Page 3-7 with Pages 3-7-through 3-8**  
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# **PART I**

## **GRAND COUNCIL**



## **Chapter 1 – General Provisions**

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## **SECTION 1.01 - STYLE AND TITLE OF GRAND COUNCIL**

**Sec. 1.01 Const.** This Grand Council shall be known by the name of "The Most Illustrious Grand Council Royal and Select Masters of Washington" and shall have a SEAL, which shall be affixed to all official instruments issued by or under its authority.

## **SECTION 1.02 - AUTHORITY OF GRAND COUNCIL**

**Sec. 1.02 Const.** This Grand Council is the Supreme Cryptic Masonic power and authority in the State of Washington, possessing all the attributes of sovereignty and government, legislative, executive and judicial, limited only by strict adherence to the Ancient Landmarks of Freemasonry, the provisions of its own Constitution and Regulations and the Constitution of the General Grand Council Cryptic Masons International, within the limitations now expressed therein.

## **SECTION 1.025 - CONSTITUTION OF THE GRAND LODGE F. & A. M. OF WASHINGTON**

**Sec. 1.025 Const.** When the positive law of Grand Council is silent on any subject, the following laws shall be followed as herein limited. **Changed by Adopted Resolution 2010-04**

**Sec. 1.0251 Const.** The Constitution of the Grand Lodge F. & A. M. of Washington, where applicable. **Changed by Adopted Resolution 2010-04**

## **SECTION 1.03 – JURISDICTION, EXECUTIVE**

**Sec. 1.03 Const.** The Grand Master has the power to exercise Executive Jurisdiction of all Cryptic Masons in the State of Washington. **Added by Adopted Resolution 2010-04**

## **SECTION 1.04 – JURISDICTION, JUDICIAL**

**Sec. 1.04 Const.** To exercise Judicial Jurisdiction, both original and appellate, from the Decisions of the Grand Master, other Officers, Illustrious Masters of Councils, and Councils. Also, to make final decision and determination of all matters of controversy or grievance that may be brought before the Grand Council.

## **SECTION 1.05 – JURISDICTION, LEGISLATIVE**

**Sec. 1.05 Const.** To enact Laws, Rules and Regulations for its own government, and for the government of its Constituent Councils, and to alter, amend or repeal the same.

## **SECTION 1.06 – WHO SHALL CONSTITUTE**

**Sec. 1.061 Const.** The Grand Council shall consist of the Grand Officers thereof, all Past Elective Grand Officers thereof, all Past Illustrious Masters who have been elected and installed over a Council of this Grand Jurisdiction, the Illustrious Masters, Deputy Masters and Principal Conductors of the Work of the Constituent Councils of this Grand Jurisdiction, and Past Illustrious Masters of other Jurisdictions who are members of a Council of this Grand Jurisdiction and who have been duly elected to membership in this Grand Council.

**Sec. 1.062 Const.** Each of the above Officers and members must be a member of a constituent Council of this Grand Jurisdiction, and with the cessation of such membership, his office and membership in this Grand Council shall cease.

**Sec. 1.063 Const.** Any Royal and Select Master who is a member of a Grand Council in a foreign Jurisdiction which is recognized by this Grand Council may be elected an Honorary Member of this Grand Council, and as such, shall have the right of visitation and discussion of any subject before the Grand Council, but shall have no vote or other privilege.

## **SECTION 1.07 – UNIFORM CODE OF BYLAWS**

**Sec. 1.071 B.L.** Each Constituent Council shall have a set of Bylaws to govern its activities. A standard code of Bylaws (see *Appendix A*) is suggested for the government of Councils of this Grand Jurisdiction.

**Changed by Adopted Resolution 2010-01**

## **SECTION 1.072 – AMENDMENTS TO COUNCIL BYLAWS**

**Sec. 1.072 B.L.** The amendment of any Section of the Grand Council Constitution or Bylaws relating to the Constituent Councils automatically amends the Bylaws of any Constituent Council.

## **SECTION 1.08 – GRAND MASTER'S SEAL**

**Sec. 1.08 B.L.** The Grand Master shall have the Grand Master's seal which shall be affixed to all official documents issued under his authority.

## **Chapter 2 – Officers**

<b>Sec. 2.01 Const.</b>	<b>Grand Council Officers</b>
<b>Sec. 2.011 Const.</b>	<b>Grand Master</b>
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## **SECTION 2.01 – GRAND COUNCIL OFFICERS**

**Sec. 2.01 Const.** This Grand Council shall consist of the following elective and appointive officers who shall be elected or appointed at each Stated Grand Assembly.

**Sec. 2.011 Const.** A Grand Master whose title shall be Most Illustrious Grand Master.

**Sec. 2.012 Const.** A Deputy Grand Master, Grand Principal Conductor of the Work, Grand Master of Ceremonies, Grand Treasurer and Grand Recorder whose title shall be severally Right Illustrious.

**Sec. 2.013 Const.** The following appointive Grand Officers.  
Grand Chaplain, Grand Lecturer, Grand Captain of the Guard, Grand Conductor of the Council, Grand Steward, Grand Musician and Grand Sentinel, who shall retain their present titles.

**Sec. 2.02 Const.** Immediately after the Opening of the Grand Council, the Grand Master shall appoint a committee of five (5) tellers to supervise the election of Grand Officers. The tellers shall examine the Ballot Box and place the same in the West, in front of the Grand Captain of the Guard's station. The Grand Master shall open the ballot box thereafter. At eleven o'clock A.M., the Grand Master shall ascertain if all have voted, who are so entitled, after which he shall declare the Ballot closed. Tellers shall examine the Ballot and report on the same to the Grand Master as soon as possible.

**Sec. 2.03 Const.** All elections shall be by secret ballot and the Companion having a majority of the votes cast shall be declared elected.

**Sec. 2.04 Const.** All other Grand Officers shall be appointed by the Grand Master-Elect before his installation.

**Sec. 2.05 Const.** The highest title attained by a Companion shall be retained permanently, unless he is removed from his Grand Office for cause. The final determination will be after a ruling by the Jurisprudence Committee and executed by the Grand Master.

## **SECTION 2.06 – ELIGIBILITY TO OFFICE**

**Sec. 2.061 Const.** All elective and appointive Grand Officers must be members of this Grand Council: EXCEPTING ONLY, that any member of a Constituent Council of this Grand Jurisdiction, even though not a member of this Grand Council may serve as Grand Chaplain or Grand Musician.

**Sec. 2.062 Const.** No Companion may hold the office of Grand Master, Deputy Grand Master, Grand Principal Conductor of the Work, Grand Master of Ceremonies, Grand Treasurer or Grand Recorder, who has not been elected and installed over a regularly constituted Council of Select Masters.

**Sec. 2.0621 Const.** Any eligible member of the Grand Council desiring to serve as Grand Master of Ceremonies shall, on or before the first day of February preceding the annual convocation, file with the Grand Recorder a Statement of Availability containing a resume of his service to his Council and to the Grand Council. All statements shall be printed by the Grand Recorder and forwarded to all constituent councils for study prior to the next annual convocation. This action does not preclude the right of the Grand Council to elect any eligible member without such a statement. If no one files for the position of Grand Master of Ceremonies the Grand Master may bring this issue on the floor of the Grand Assembly for action.

**Sec. 2.063 Const.** Should an Illustrious Master be elected Grand Master, his rights and powers as Illustrious Master shall cease and the duties of that office shall devolve upon the Officer next in line.

## **SECTION 2.064 – OBLIGATION**

**Sec. 2.064 Const.** Each Grand Officer before entering upon the duties of his office shall be lawfully installed and make a declaration, as follows:

**Sec. 2.0641 Const. Grand Illustrious Master-Elect:**

"I, (name in full), do most solemnly promise and swear, that I will strictly conform to, support and maintain the Constitution, Bylaws and Regulations of the Most Illustrious Grand Council of Royal and Select Masters of Washington; that I will faithfully and to the best of my ability, discharge the duties of the office with which I am now about to be invested, so help me God.

**Sec. 2.0642 Const. Other Officers:**

"I solemnly promise on my honor as a Grand Officer, that I will faithfully perform the duties incumbent upon me in the office to which I have been elected or appointed, that I will maintain and support the Constitution and Bylaws of the Most Illustrious Grand Council of Royal and Select Masters of Washington; so help me God.

## **SECTION 2.065 – VACANCIES IN OFFICE**

**Sec. 2.065 Const.** In case of the death, absence or disability of the Grand Master, the powers and duties of his station shall devolve upon the Deputy Grand Master, the Grand Principal Conductor of the Work or Grand Master of Ceremonies in the order named. In the absence of all four of these Officers, the Junior Past Grand Master present, by service, shall preside.

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## **Chapter 3 – Powers and Duties of Officers**

<b>Sec. 3.1 Const.</b>	<b>Powers of the Grand Master</b>
<b>Sec. 3.101 Const.</b>	<b>Appoint Officers and Committees</b>
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<b>Sec. 3.109 Const.</b>	<b>Grant Dispensation for Conferral of Any Degree</b>
<b>Sec. 3.110 Const.</b>	<b>Grant Dispensation to Communicate Degrees to Form New Council</b>
<b>Sec. 3.111 Const.</b>	<b>Grant Dispensation for New Council</b>
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<b>Sec. 3.2 Const.</b>	<b>Grand Master's Powers Denied</b>
<b>Sec. 3.21 Const.</b>	<b>Review Action of the Grand Council</b>
<b>Sec. 3.22 Const.</b>	<b>Change, Alter or Dispense with Council Bylaws</b>
<b>Sec. 3.3 Const.</b>	<b>Duties of the Deputy Grand Master</b>
<b>Sec. 3.4 Const.</b>	<b>Duties of the Grand Principal Conductor of the Work</b>
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<b>Sec. 3.6 Const.</b>	<b>Duties of the Grand Treasurer</b>
<b>Sec. 3.7 Const.</b>	<b>Duties of the Grand Recorder</b>
<b>Sec. 3.701 Const.</b>	<b>Record Proceedings and Deposit all Monies</b>
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<b>Sec. 3.703 Const.</b>	<b>Permanent Retention of All Records</b>
<b>Sec. 3.704 Const.</b>	<b>Signatures on Checks</b>
<b>Sec. 3.705 Const.</b>	<b>Seal of the Grand Council</b>
<b>Sec. 3.706 Const.</b>	<b>Annual Returns and Fees</b>
<b>Sec. 3.707 Const.</b>	<b>Official Correspondence</b>
<b>Sec. 3.708 Const.</b>	<b>Printing and Publishing Proceedings</b>



<b>Sec. 3.709 Const.</b>	<b>Notify Delinquent Councils</b>
<b>Sec. 3.710 Const.</b>	<b>Maintain Supply of Rituals</b>
<b>Sec. 3.711 Const.</b>	<b>Grand Master's Lapel Button</b>
<b>Sec. 3.712 Const.</b>	<b>Super Excellent Master Degree Cards and Annual Dues Cards</b>
<b>Sec. 3.713 Const.</b>	<b>Past Grand Master's Apron</b>
<b>Sec. 3.714 Const.</b>	<b>Notification of Time and Place of Annual Assembly</b>
<b>Sec. 3.715 Const.</b>	<b>No Monies Paid Unless Authorized</b>
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## **SECTION 3.1 - POWERS OF THE GRAND MASTER**

**Sec. 3.101 Const.** To appoint such Officers and committees as may be required under the Constitution and Bylaws of this Grand Council. He may act as ex-officio chairman of any committee so appointed.

**Sec. 3.102 Const.** To appoint Representatives of this Grand Council near other Grand Councils, and to receive and accredit Representatives of other Grand Councils near this Grand Council. Any Grand Representative so appointed who fails to attend three (3) consecutive Grand Assemblies of the Grand Council of Washington shall be replaced, unless his absence is the result of his attendance at the Grand Assembly of the Grand Council to which he is appointed and such attendance has been reported to the Grand Recorder.

**Sec. 3.103 Const.** To require the attendance of, and information from, any Grand Officer regarding his office.

**Sec. 3.104 Const.** To convene any Council within this Jurisdiction, preside therein, inspect its proceedings and require its conformity to the Constitution and Bylaws of this Grand Council.

**Sec. 3.105 Const.** To approve or disapprove such Bylaws as may be submitted by a Constituent Council, after review of the Bylaws Committee and their recommendations. He then returns the original, if approved, to the Council, retains one copy for his files, one copy for the committee on bylaws, and one copy to the Grand Recorder for his files.

**Sec. 3.106 Const.** To depose any Officers of a Constituent Council from the functions of his office for just cause. He also can arrest the Charter of any Council for dereliction of duty, or other unmasonic conduct, until the next Stated Assembly of the Grand Council, where he shall present in writing the reason for such deposition or arrest.

**Sec. 3.107 Const.** In case the three principal Officers of a Constituent Council become vacant, to grant a Dispensation for an election to fill such vacancies.

**Sec. 3.108 Const.** To grant a Dispensation to a Constituent Council to elect its Officers, when such Council shall have failed to elect them at the Stated Assembly provided in their Bylaws.

**Sec. 3.109 Const.** To grant Dispensations for the conferral of any degree in a place other than in the regular Lodge rooms provided the work is done in a secure and properly guarded place.

**Sec. 3.110 Const.** To grant, for good and sufficient reasons, to a fully-competent Companion who is a member in good standing in a Constituent Council of this Jurisdiction, authority to communicate the degrees to such a number of Royal Arch Masons as may be necessary to form a new Council as provided under the Constitution of this Grand Council.

**Sec. 3.111 Const.** To grant a Dispensation for a new Council, either in person or by his Special Deputy, who shall be a Past Illustrious Master of this Jurisdiction, and under the provisions and restrictions of the Constitution of this Grand Council.

**Sec. 3.112 Const.** To grant such other Dispensations as may be applied for in accordance with the Constitution and Bylaws of this Grand Council.

**Sec. 3.113 Const.** To preside in the Grand Council, to exercise a general and careful supervision over the Craft and to discharge all the necessary executive functions of the Grand Council when it is not in session.

**Sec. 3.114 Const.** To execute all deeds, warrants of disbursement and other official documents pertaining to the business of the Grand Council.

**Sec. 3.115 Const.** The Grand Master shall have the power to fill the vacancy of any elective office of this Grand Council. Such Officer shall not be installed, but shall serve pro-tem until the next annual election.

### **SECTION 3.2 - GRAND MASTER'S POWERS DENIED**

**Sec. 3.21 Const.** To review the actions of the Grand Council.

**Sec. 3.22 Const.** To change, alter or dispense with the Bylaws of any Council when in compliance with the Constitution and Bylaws of the Grand Council.

### **SECTION 3.3 – DUTIES OF THE DEPUTY GRAND MASTER**

**Sec. 3.3 Const.** In the event of the death, absence from the State, or inability of the Grand Master, the Deputy Grand Master shall succeed to and be charged with all the powers and duties of the Grand Master to preside, as Grand Master Pro-Tem.

### **SECTION 3.4 – DUTIES OF THE PRINCIPAL CONDUCTOR OF THE WORK**

**Sec. 3.4 Const.** In the event of the death, absence from the State, or inability of both the Grand Master and Deputy Grand Master, the Grand Principal Conductor of the Work shall succeed to and be charged with all the powers and duties of the Grand Master to preside, as Grand Master Pro-Tem.

### **SECTION 3.5 – DUTIES OF THE GRAND MASTER OF CEREMONIES**

**Sec. 3.501 Const.** In the event of the death, absence from the State, or inability of all three of the Grand Master, Deputy Grand Master, and the Principal Conductor of the Work, the Grand Master of Ceremonies shall succeed to and be charged with all the powers and duties of the Grand Master to preside, as Grand Master Pro-Tem.

**Sec. 3.502 Const.** The Grand Master of Ceremonies shall direct the movements of the members of the Grand Council in the Opening Ceremonies and form and conduct all public and private processions, present and introduce distinguished visitors at the Grand Council and perform such other duties as the Grand Master may direct.

### **SECTION 3.6 - DUTIES OF THE GRAND TREASURER**

**Sec. 3.601 Const.** The Grand Treasurer shall receive all moneys belonging to the Grand Council from the Grand Recorder, giving him a receipt therefor.

**Sec. 3.602 Const.** He shall deposit the same in the name of the Grand Council in such bank or depository as the Grand Council shall designate, and pay out no money except upon order of the Grand Council, by the Grand Master, and attested to by the Grand Recorder.

**Sec. 3.603 Const.** He shall keep an accurate account of the transactions in proper book, which book shall be the property of the Grand Council and subject to its order.

**Sec. 3.604 Const.** He shall make a detailed written report giving the existing conditions of the finances at the Annual Assembly, and more often if requested by the Grand Master, of all moneys received and paid out by him subsequent to the previous report.

**Sec. 3.605 Const.** He shall promptly deliver all moneys and other property of the Grand Council to his successor.

## SECTION 3.7 - DUTIES OF THE GRAND RECORDER

**Sec. 3.701 Const.** It shall be the duty of the Grand Recorder to keep such records that will furnish a complete transcript of the proceedings of the Grand Council at its Stated Assemblies, immediately after the close of the Annual Assembly.

**Sec. 3.702 Const.** He shall keep such books that will account in detail for all monies received, and shall issue all warrants authorizing the disbursement of funds. He shall submit to the Grand Council at its Stated Assembly, a transcript setting forth all income transactions of his office as of December 31st of each year, together with such other matters as may be pertinent thereto.

**Sec. 3.703 Const.** He shall retain all transcripts of proceedings, books of account, warrants, and other pertinent records as permanent documents, either in paper form or on such other media as is convenient for storage and retrieval.

**Sec. 3.704 Const.** All checks drawn on the Grand Council funds must be signed by the Grand Treasurer or Grand Recorder. The Grand Master may, in the event of emergency, sign checks. The Grand Master, Grand Treasurer and Grand Recorder's signatures must be registered at the bank. The Deputy Grand Master, Grand Principal Conductor of the Work and Grand Master of Ceremonies' signatures shall be registered at the bank.

**Sec. 3.705 Const.** He shall have the custody of the Seal of the Grand Council and shall affix the same to all official documents.

**Sec. 3.706 Const.** He shall see that the Annual Returns of the Constituent Councils are made promptly and that their fees and dues are promptly paid.

**Sec. 3.707 Const.** He shall conduct all official correspondence of the Grand Council pertaining to his office.

**Sec. 3.708 Const.** He shall superintend the printing and publishing of all Proceedings authorized by the Grand Council annually, and duly forward two (2) copies of the same to the General Grand Council, one (1) copy to each Grand Council in fraternal correspondence with this Grand council, one (1) copy to each Grand Officer and Past Grand Master of this Grand Council and four (4) to each Constituent Council of this Grand Jurisdiction.

**Sec. 3.7081 Const.** He shall supply to any authorized recipient of the proceedings one (1) printed copy of the Proceedings upon receiving a written request to do so from that authorized recipient.

**Sec. 3.709 Const.** He shall notify all Constituent Councils who are, or are about to become delinquent as to fees, dues and reports, and the same shall be a part of his Annual Report to the Grand Council at its Stated Assembly.

**Sec. 3.710 Const.** He shall maintain a supply of Rituals as adopted by this Grand Council.

**Sec. 3.711 Const.** He shall see that the Grand Master's lapel button is provided for each newly-elected Grand Master. The cost of these buttons shall be borne by the Grand Council.

**Sec. 3.712 Const.** He shall supply Super Excellent Master Degree cards and Annual Dues Cards at cost, to any Constituent Council, and in such quantity as they may request.

**Sec. 3.713 Const.** He shall purchase a Past Grand Master's Apron and Case to be presented to each retiring Grand Master which shall not bear the name or year of service of the retiring Grand Master. The style, color and design to be that of the aprons presented at the Seventieth Grand Assembly by Past Grand Master Lorne A. Chambers. The cost of the apron shall be borne by the Grand Council.

**Sec. 3.714 Const.** He shall notify all Constituent councils of the time and place of the Stated Assembly of this Grand Council at least sixty (60) days in advance of the same. He shall collate all reports from the committees into a booklet form to be handed out at registration during our Annual assembly. Any other available reports will be included in this booklet.

**Sec. 3.715 Const.** No monies shall be paid from the funds of the Grand Council, except when authorized by vote of the Grand Council in a Stated Assembly, or in an emergency, by the Grand Master ad interim when approved by the Committee on Finance.

**Sec. 3.716 Const.** Every five (5) years he shall obtain from each Constituent Council a complete list of its entire membership. He shall see that forms are provided with the Annual Returns for this purpose.

**Sec. 3.717 Const.** He shall maintain three (3) current copies of the Grand Lodge Code of Free and Accepted Masons of Washington for use by the Grand Master and Grand Recorder respectively.

**Sec. 3.718 Const.** He shall make copies of all approved Bylaws changes of each Council and give them to the elected line officers, who will maintain a notebook of Bylaws of each Council in this state.

**Sec. 3.719 Const.** He shall take charge of the jewels, furniture, clothing and other paraphernalia of the Grand Council during its recess.

**Sec. 3.720 Const.** He shall procure from the Grand Secretary of the Most Worshipful Grand Lodge of Free and Accepted Masons of the State of Washington at least annually, a list of the persons died, demitted, dropped NPD, suspended, expelled and restored by the several lodges in this jurisdiction, and communicate the same to the recorders of the constituent Councils.

**Changed by Adopted Resolution 2010-05**

**Sec. 3.721 Const.** He shall procure from the Grand Secretary of the Most Excellent Grand Chapter, Royal Arch Masons of the State of Washington at least annually, a list of the persons died, demitted, dropped NPD, suspended, expelled and restored by the several Chapters in this jurisdiction, and communicate the same to the recorders of the constituent Councils.

**Added by Adopted Resolution 2010-06**

**Sec. 3.722 Const.** He shall advise in writing yearly to the Grand Recorder of the Grand Commandery of Knights Templar of the State of Washington, the names of all Cryptic Masons suspended, expelled and restored by the several Councils of this jurisdiction.

**Sec. 3.723 Const.** He shall report at each Annual Assembly, all unfinished business.

**Sec. 3.724 Const.** He shall forward to the Editor of the FOCUS all constituent Council new officer names, addresses, zip codes, telephone numbers and email addresses within thirty (30) days following their election.

**Added by Adopted Resolution 2010-10**

Sec. 3.725 Const. The Grand Recorder shall receive all checks collected by constituent Councils for the CMMRF, keeping a record of how much each Council has donated. The checks will be given to the Grand Recorder. **Added by Adopted Resolution 2011-3**

**Sec. 3.729 Const.** He shall perform such other duties as the Grand Council or the Grand Master may assign to him.

### **SECTION 3.8 - DUTIES OF THE GRAND LECTURER**

**Sec. 3.8 Const.** The assignment of a Grand Lecturer will be a Companion who has previously served in that capacity, or has assisted the Grand Lecturer for at least one year, or has been a Master of the Arch, and is knowledgeable of the Works of this Grand Council.

**Old Sec. 3.801 deleted by Adopted Resolution 2010-07**

**Sec. 3.801 Const.** He shall perform such other duties as the Grand Council or the Grand Master may assign to him.

## **Chapter 4 - Arches and Masters of the Arches**

**Sec. 4.01 Const.**        **Masters of the Arches**

**Sec. 4.011 Const.**      **Masters of the Arches Title**                      **Added by Adopted Resolution 2011-10**

**Sec. 4.02 Const.**        **Arches**

**Sec. 4.03 Const.**        **Duties of Masters of the Arches**

### **SECTION 4.01 - ARCHES**

**Sec. 4.01 Const.**        The Grand Council shall also consist of nine (9) Masters of the Arches, who shall be the Personal Representatives of the Most Illustrious Grand Master, and their title shall be severally, Very Illustrious. The appointment shall be for one year, but he may serve a maximum of two consecutive years.

**Sec. 4-011**        The permanent status of this title (VIC) shall be acted upon only at the end of the appointment and shall be dependent upon his actions while in office.

**Added by Adopted Resolution 2011-10**

**Sec. 4.02 Const.**        The nine (9) Arches of this jurisdiction are as follows:

- Arch No. 1.**      Naval #11 and Crescent #18
- Arch No. 2.**      Everett #8 and Bellingham #16
- Arch No. 3.**      Adoniram #17 and Walter F. Meier #22
- Arch No. 4.**      Tacoma #1, Seattle #6 and King Solomon #27
- Arch No. 5.**      Aberdeen #19 and Alpha #20
- Arch No. 6.**      Vancouver #10 and Cowlitz #24
- Arch No. 7.**      Yakima #12, Ellensburg #26 and Charles B. Reed #14
- Arch No. 8.**      Zabud #7 and Zadok #23
- Arch No. 9.**      Spokane #4

**Changed by Adopted Emergent Resolution 2010-E2**

**Sec. 4.03 Const.**        It shall be the duty of the Master of each Arch to make one (1) official visit to each of the Councils in his Arch and submit to the dais officers of this Grand Council a written report after each visitation. These forms will be provided by the Grand Recorder. It will also be their duty to perform such other duties as the Grand Master may direct.



## **Chapter 5 – Amendments, Rules of Order and Voting**

### **Sec. 5.1 Const.      Amending the Constitution**

#### **Sec. 5.11 Const.      Submission of Resolutions**

#### **Sec. 5.12 Const.      Required Majority to Pass**

#### **Sec. 5.13 Const.      Carry-over, Constitution**

#### **Sec. 5.14 Const.      Resolutions and Decisions in Conflict with Constitution**

### **Sec. 5.2 B.L.      Amending the Bylaws**

#### **Sec. 5.21 B.L.      Proposed Amendments**

#### **Sec. 5.22 B.L.      Two-Thirds to Adopt**

#### **Sec. 5.23 B.L.      Carry-over, Bylaws**

### **Sec. 5.3 B.L.      Resolutions**

#### **Sec. 5.31 B.L.      Required Forms for Resolutions**

#### **Sec. 5.32 B.L.      Course of Resolutions**

### **Sec. 5.4 B.L.      Changing the Appendices**

## **SECTION 5.1 - AMENDING THE CONSTITUTION**

**Sec. 5.11 Const.** Any proposed amendments to this Constitution shall be submitted to the Grand Recorder as Resolutions in writing and be transmitted to the Grand Recorder ninety (90) days before the Stated Assembly. The Resolutions shall be referred to the proper committee or committees, who shall report thereon before a vote is taken.

**Sec. 5.12 Const.** If a vote in favor of a proposed amendment is three-fourths (3/4), it shall be declared adopted, and shall become a part of this Constitution.

**Sec. 5.13 Const.** If a vote is not three fourths (3/4), but there is a majority in favor of the proposed amendment, it shall be entered upon the minutes under the caption of "Proposed Amendment to the Constitution," and will be carried over to the next Stated Assembly. The Grand Recorder shall notify each Constituent Council of said proposed amendment before the next Stated Assembly, at which time the carried-over resolution will again be brought on the floor for a vote. If two-thirds (2/3) of the votes cast are in favor of the proposed amendment, it shall be declared adopted and shall immediately become a part of this Constitution.

**Sec. 5.14 Const.** All Resolutions and decisions heretofore made and adopted, which are in conflict with the Constitution are hereby annulled and repealed.

## **SECTION 5.2 - AMENDING THE BYLAWS**

**Sec. 5.21 B.L.** Proposed amendments to these Bylaws shall be made in writing and submitted to the Grand Recorder ninety (90) days prior to the Stated Assembly of this Grand Council, and shall be referred to the proper committee or committees, who shall report thereon before a vote is taken.

**Sec. 5.22 B.L.** If on a vote thereon, two thirds (2/3) of the votes cast are in favor of the proposed amendment, it shall be immediately declared adopted.

**Sec. 5.23 B.L.** If less than two-thirds (2/3) of the votes cast are in favor of the proposed amendment, but there is a majority in favor of the same, it shall be entered upon the minutes under the caption of "Proposed Amendment to the Bylaws", and at the next Stated Assembly the Grand Master shall again put the question. If a majority of the votes cast are in favor of the proposed amendment, it shall be declared adopted and shall immediately become a part of these Bylaws. Such "Proposed Amendments to the Bylaws" shall be submitted to the Constituent Councils sixty (60) days prior to the next Stated Assembly.

## **SECTION 5.3 - RESOLUTIONS**

**Sec. 5.31 B.L.** Resolutions proposing to amend or change the Constitution, Bylaws or Rituals, or to levy assessments, or to appropriate funds for other than the regular operating expenses must be made on forms to be supplied by the Grand Recorder, signed by at least two members of this Grand Council, and filed with the Grand Recorder not less than ninety (90) days prior to the Stated Assembly of the Grand Council. The Grand Recorder shall then forward copies of signed Resolutions to the Constituent Councils not less than sixty (60) days prior to the Stated Assembly of the Grand Council, who's Recorders shall read the same at the first Stated Assembly after receipt thereof. PROVIDED, that in the event of a bona fide emergency, Resolutions, signed by a Representative of each of five (5) different Councils, and having been approved as to its emergent nature by the Finance and/or Jurisprudence Committees, as the case may be, may be presented without previous notice.

**Sec. 5.32 B.L.** At the Stated Assembly of the Grand Council all Resolutions shall, after the approval of the Jurisprudence Committee, as to their legality, first be referred to the Finance

Committee. This is providing they involve the expenditures of Grand Council funds other than the fixed running expense provided in the Code of the Grand Council. Then the proposed Resolutions are referred to the Board of General Purposes which shall make a thorough study of the proposed Resolutions recommending to approve or reject for the good of the order, and all Committee decisions shall be announced prior to the voting of said Resolution.

**Sec. 5.4 B.L.** Appendices are tools for help, and do not require a Resolution to change. Change recommendations will be reviewed by the Code Committee and approved or rejected by the Grand Master.

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## **Chapter 6 – Cryptic Work and Lectures**

<b>Sec. 6.1 B.L.</b>	<b>Certificates of Proficiency</b>
<b>Sec. 6.2 B.L.</b>	<b>Examination Before Master of the Arch</b>
<b>Sec. 6.21 B.L.</b>	<b>Grand Council Certificate of Proficiency</b>
<b>Sec. 6.22 B.L.</b>	<b>Council Certificate of Proficiency</b>
<b>Sec. 6.23 B.L.</b>	<b>Council Officer's Certificate of Proficiency</b>

## **SECTION 6.1 - CERTIFICATES OF PROFICIENCY**

Added by ADOPTED RESOLUTION 2005-1A

**Sec. 6.1 B.L.** The Grand Council shall present Certificates of Proficiency to the companions who have demonstrated proficiency at the various levels of ritualistic work within each Council. Each certificate shall be in effect for three (3) years from the date of issuance.

**Sec. 6.2 B.L.** The examination shall be made before the Master of the Arch. If the Master of the Arch is the applicant, one (1) of the Elected Grand Line shall be the examiner.

**Sec. 6.21 B.L. GRAND COUNCIL CERTIFICATE OF PROFICIENCY** shall be issued to Companions who shall pass a satisfactory examination in the following work: *(See Appendix B)*

**Sec. 6.22 B.L. COUNCIL CERTIFICATE OF PROFICIENCY** shall be issued to Companions who shall pass a satisfactory examination in the following work: *(See Appendix C)*

**Sec. 6.23 B.L. COUNCIL OFFICER'S CERTIFICATE OF PROFICIENCY** shall be issued to any of the nine officers named in the opening ritual who shall pass a satisfactory examination in the following work: *(See Appendix D)*

## **Chapter 7 – Annual Assembly Procedure**

<b>Sec. 7.01 Const.</b>	<b>Stated Assemblies</b>
<b>Sec. 7.02 Const.</b>	<b>Special Assemblies</b>
<b>Sec. 7.03 Const.</b>	<b>Quorum</b>
<b>Sec. 7.04 Const.</b>	<b>Voting and Proxies</b>
<b>Sec. 7.041 Const.</b>	<b>One Vote</b>
<b>Sec. 7.042 Const.</b>	<b>Proxies</b>
<b>Sec. 7.043 Const.</b>	<b>Ineligible to Vote by Proxy</b>
<b>Sec. 7.05 Const.</b>	<b>Revenues of the Grand Council</b>
<b>Sec. 7.051 Const.</b>	<b>Dispensation Fee for New Council</b>
<b>Sec. 7.052 Const.</b>	<b>Charter Fee for a New Council</b>
<b>Sec. 7.053 Const.</b>	<b>Fee for New Member Greeted</b>
<b>Sec. 7.054 Const.</b>	<b>Fee for Member Borne on the Rolls</b>
<b>Sec. 7.055 Const.</b>	<b>Fee for Chartered Council on the Rolls</b>
<b>Sec. 7.056 Const.</b>	<b>Fee for Grand Council Benevolent Fund</b>
<b>Sec. 7.0561 Const.</b>	<b>Life Membership Card for Grand Council Benevolent Fund</b>
<b>Sec. 7.0562 Const.</b>	<b>Life Memberships Deposited in Grand Council Benevolent Fund</b>
<b>Sec. 7.057 Const.</b>	<b>Grand Council Endowment Fund</b>
<b>Sec. 7.0571 Const.</b>	<b>Sources of Income for the Grand Council Endowment Fund</b>
<b>Sec. 7.0572 Const.</b>	<b>Becoming a Life Sponsor</b>
<b>Sec. 7.0573 Const.</b>	<b>Recognition of Multiple Contributions</b>
<b>Sec. 7.06 Const.</b>	<b>Investment of Funds</b>
<b>Sec. 7.07 Const.</b>	<b>General Grand Council</b>
<b>Sec. 7.08 Const.</b>	<b>Powers of the Grand Council</b>
<b>Sec. 7.09 Const.</b>	<b>Expenses of Grand Master</b>
<b>Sec. 7.10 B.L.</b>	<b>Stated Assembly</b>
<b>Sec. 7.101 B.L.</b>	<b>Month of Assembly</b>
<b>Sec. 7.1011 B.L.</b>	<b>Action When Time and Place Not Previously Fixed</b>
<b>Sec. 7.102 B.L.</b>	<b>If Quorum Grand Master Opens Grand Council</b>
<b>Sec. 7.103 B.L.</b>	<b>Opening Grand Council for Ceremony</b>
<b>Sec. 7.11 B.L.</b>	<b>Visitors</b>
<b>Sec. 7.12 B.L.</b>	<b>Display of Flag</b>
<b>Sec. 7.121 B.L.</b>	<b>Flag Displayed in the East</b>

<b>Sec. 7.122 B.L.</b>	<b>Flag Ceremony</b>	
<b>Sec. 7.13 B.L.</b>	<b>Committees</b>	
<b>Sec. 7.131 B.L.</b>	<b>Appointed Immediately After Opening Ceremonies</b>	
<b>Sec. 7.13101 B.L.</b>	<b>Chartered Councils</b>	
<b>Sec. 7.13102 B.L.</b>	<b>Councils Under Dispensation</b>	
<b>Sec. 7.13103 B.L.</b>	<b>Credentials</b>	
<b>Sec. 7.13104 B.L.</b>	<b>Grand Officers' Reports</b>	
<b>Sec. 7.13105 B.L.</b>	<b>Grievances</b>	
<b>Sec. 7.13106 B.L.</b>	<b>Obituaries</b>	
<b>Sec. 7.13107 B.L.</b>	<b>Distinguished Visitors</b>	
<b>Sec. 7.13108 B.L.</b>	<b>Tellers</b>	
<b>Sec. 7.13109 B.L.</b>	<b>Youth Organizations</b>	
<b>Sec. 7.13110 B.L.</b>	<b>Long Range Planning</b>	
<b>Sec. 7.13111 B.L.</b>	<b>History of the Grand Council</b>	
<b>Sec. 7.13112 B.L.</b>	<b>Membership</b>	
<b>Sec. 7.13113 B.L.</b>	<b>Cryptic Masons Medical Research Foundation (CMMRF)</b>	
		<b>Added by Adopted Resolution 2011-3</b>
<b>Sec. 7.132 B.L.</b>	<b>Standing Committees</b>	
<b>Sec. 7.13201 B.L.</b>	<b>Jurisprudence</b>	
<b>Sec. 7.13202 B.L.</b>	<b>Finance</b>	
<b>Sec. 7.132021 B.L.</b>	<b>Finance Committee Required Meetings</b>	
<b>Sec. 7.132022 B.L.</b>	<b>Preparation of the Grand Council Budget</b>	
<b>Sec. 7.132023 B.L.</b>	<b>Inclusions in the Grand Council Budget</b>	
<b>Sec. 7.13203 B.L.</b>	<b>Board of General Purposes</b>	
<b>Sec. 7.13204 B.L.</b>	<b>Correspondence</b>	
<b>Sec. 7.13205 B.L.</b>	<b>Time and Place</b>	
<b>Sec. 7.13206 B.L.</b>	<b>Memorial Committee</b>	
<b>Sec. 7.13207 B.L.</b>	<b>Auditing</b>	
<b>Sec. 7.13208 B.L.</b>	<b>Bylaws</b>	
<b>Sec. 7.13209 B.L.</b>	<b>Code</b>	<b>Added by Adopted E Resolution 2010-E1</b>
<b>Sec. 7.133 B.L.</b>	<b>Special Committees</b>	
<b>Sec. 7.134 B.L.</b>	<b>Report of Committees</b>	
<b>Sec. 7.14 B.L.</b>	<b>Report of Grand Officers</b>	
<b>Sec. 7.141 B.L.</b>	<b>Grand Master's Report of Official Acts</b>	
<b>Sec. 7.142 B.L.</b>	<b>Reports of Other Elected Grand Officers</b>	





### **SECTION 7.01 - STATED ASSEMBLIES**

**Sec. 7.01 Const.** This Grand Council shall hold Stated Assemblies annually at such time and place as may be designated by this Grand Council.

### **SECTION 7.02 - SPECIAL ASSEMBLIES**

**Sec. 7.02 Const.** The Grand Master, or a Special Deputy appointed by him, may call a Special Assembly of this Grand Council to be held at such time and place as he may think proper and no business shall be transacted at such Special Assemblies except that for which the Grand Council has been specially convened.

### **SECTION 7.03 - QUORUM**

**Sec. 7.03 Const.** A representation from the majority of Constituent Councils shall constitute a quorum to transact business at a Stated Assembly. Said representation shall be by at least one of the three principal Officers of each Council, or his proxy.

### **SECTION 7.04 - VOTING AND PROXIES**

**Sec. 7.041 Const.** Each member of this Grand Council shall be entitled to one vote.

**Sec. 7.042 Const.** In the absence of the Illustrious Master, Deputy Master or Principal Conductor of the Work of a Constituent Council, he or they may be represented by any member or members of the same Council who may cast the vote of the absent member or members upon presenting his or their signed proxy or proxies to the Committee on Credentials. No member may carry proxies from more than one Council.

**Sec. 7.043 Const.** No Grand Officer, Past Grand Master or Past Illustrious Master as such, shall be entitled to vote by proxy.

### **SECTION 7.05 - REVENUES OF THE GRAND COUNCIL**

**Sec. 7.05 Const.** The revenue of this Grand Council shall be derived from the following sources:

**Sec. 7.051 Const.** For a Dispensation for a new Council, Forty Dollars (\$40.00).

**Sec. 7.052 Const.** For a Charter granted to a new Council, Ten Dollars (\$10.00).

**Sec. 7.053 Const.** For each new member Greeted Two Dollars (\$2.00).

**Sec. 7.054 Const.** For each member borne on the rolls of a Chartered Council, Eleven Dollars (\$11.00) annual per capita tax, excepting indigent and Fifty (50) year members (Effective January 1, 2011).  
**Changed by Adopted Amended Resolution 2010-36**

**Sec. 7.055 Const.** For each Chartered Council upon the rolls of this Grand Council, the sum of Three Dollars (\$3.00) will be submitted with the annual returns to the Grand Recorder. This money is for the sole purpose of funding the annual reception of the Most Worshipful Grand Master of Free and Accepted Masons of Washington. Upon request this fund will be available to the reception committee upon approval of the Grand Master and shall not require the approval of the Finance Committee.

## **SECTION 7.056 - GRAND COUNCIL BENEVOLENT FUND**

**Sec. 7.056 Const.** The Grand Council Benevolent Fund was established in 1983 by the Members of this jurisdiction to provide financial assistance in a respectful and discreet manner to Royal and Select Masters of this Jurisdiction, their wives, widows, children and other dependants who require assistance for handling catastrophic occurrences. Only the interest will be used for charity, the principle must never be touched.

**Sec. 7.0561 Const.** A Grand Council Benevolent Fund Life Membership card will be issued to each member paying Ten Dollars (\$10.00) in one payment to the Grand Council Benevolent Fund.

**Sec. 7.0562 Const.** The Life Membership of Ten Dollars (\$10.00) is to be sent to the Grand Recorder within ninety (90) days of receipt to be deposited in the Grand Council Benevolent Fund.

**Sec. 7.0563 Const.** The Grand Master, in cooperation with the Finance Committee may draw upon the Benevolent Fund for the relief of worthy applicants at any time and for instant relief in an emergency following an extraordinary calamity which has caused extensive distress to the applicant.

**Sec. 7.0564 Const.** Requests for relief shall be submitted by the Council or individual, to the Grand Recorder and referred to the Grand Master who, with the other elected line officers, shall determine the amount, if any, to be extended to the applicant. A thorough investigation will be made of each application, as far as time and circumstances will allow, with the help of the Master of the Arch, and others selected by the Grand Master.

## **SECTION 7.057 - GRAND COUNCIL ENDOWMENT FUND**

**Sec. 7.057 Const.** There shall be an Endowment Fund. The principle sum of the Endowment Fund may not be disbursed and shall be held on deposit in perpetuity. Income from the Endowment Fund may be withdrawn when directed at the annual assembly of the Grand Council as a part of the budgetary process.

**Sec. 7.0571 Const.** Sources of Income shall be one dollar (\$1.00) from the per capita tax, gifts, bequests and fund raising activities specifically authorized at an annual assembly of the Grand Council.  
**Changed by Adopted Resolution 2010-36**

**Sec. 7.0572 Const.** A Companion or any other person may become an Endowment Fund Life Sponsor of the Grand Council upon the payment of the sum of \$30.00 to the Grand Recorder. The Grand Recorder will issue a certificate acknowledging the payment. Acquiring the status of Life Sponsor does not excuse a companion from the payment of any part of the Grand Council per capita tax or any assessment which is now or may become effective.

**Sec. 7.0573 Const.** The Grand Council may establish increments of Life Sponsorship to recognize multiple contributions to the Endowment Fund and provide recognition of such contribution.

## **SECTION 7.06 - INVESTMENT OF FUNDS**

**Sec. 7.06 Const.** All Grand Council funds shall be deposited in some sound and responsible financial institutions in the name of the Grand Council. If the Grand Council desires any portion of its funds be invested in securities, then such funds shall be invested only in such securities as are prescribed by the laws of the State of Washington as legal investment.

## **SECTION 7.07 - GENERAL GRAND COUNCIL**

**Sec. 7.07 Const.** This Grand Council shall be a member of the General Grand Council Cryptic Masons International.

**Sec. 7.071 Const.** This Grand Council will pay annual dues to the General Grand Council Cryptic Masons International as necessary.

**Sec. 7.072 Const.** This Grand Council will utilize the Ritual (24th Edition) of the General Grand Council Cryptic Masons International, or such other Ritual as this Grand Council may from time to time adopt.

## **SECTION 7.08 - POWERS OF THE GRAND COUNCIL**

**Sec. 7.0801 Const.** This Grand Council shall have the sole government and superintendence of all Councils of Royal and Select Masters within the State of Washington.

**Sec. 7.0802 Const.** For the violation of its laws it may reprimand, suspend or expel any of its members, or arrest or recall the Charter of any Council under its Jurisdiction.

**Sec. 7.0803 Const.** It shall also have the power to constitute new Councils of Royal and Select Masters within the State of Washington, and to grant Charters for the same.

**Sec. 7.0804 Const.** It may require from the Constituent Councils, such dues and fees as it may judge necessary for its support.

**Sec. 7.0805 Const.** When a Charter or Dispensation shall be surrendered, become forfeited or expire by limitation of time, all of the property of the Council shall be vested in and be subject to the order of the Grand Council.

**Sec. 7.0806 Const.** The Grand Council shall also have the power to approve or disapprove the consolidation of Councils, as provided for in the Bylaws of this Grand Council.

**Sec. 7.09 Const.** All reasonable expenses incurred by the Grand Master or his Special Deputy, in Constituting a Council and installing its officers, must be paid by the Council receiving the service. In no case can such expense come against the Grand Council.

## **SECTION 7.10 - STATED ASSEMBLY**

**Sec. 7.101 B.L.** A Stated Assembly of this Grand Council shall be held during the month of May each year, on a day and at a place fixed at the previous Stated Assembly.

**Sec. 7.1011 B.L.** In the event that such day and place was not fixed at the previous Stated Assembly, it shall be held on a day and at a place selected before the close of the calendar year of said Stated Assembly by the Committee on Time and Place.

**Sec. 7.102 B.L.** Upon ascertaining that a quorum of Chartered Councils is present, the Grand Master shall open the Grand Council at nine o'clock A.M. in ample form.

**Sec. 7.103 B.L.** Upon occasions of ceremony, only the Grand Master, or his duly authorized representative, with a sufficient number of companions to fill the stations and places, may at any time open the Grand Council and perform the ceremonies for which it was convened.

## SECTION 7.11 - VISITORS

**Sec. 7.11 B.L.** No person shall be admitted as a visitor at any Assembly of this Grand Council who received the degrees of Royal and Select Master in a Chapter of Royal Arch Masons, unless he shall have become a member of a Council of Royal and Select Masters recognized by this Grand Council, or a member of a Constituent Council as provided in the Bylaws.

## SECTION 7.12 - DISPLAY OF FLAG

**Sec. 7.121 B.L.** The flag of the United States of America shall be displayed in the East at every Assembly of this Grand Council.

**Sec. 7.122 B.L.** The following Flag ceremony, which is identical to the one used in the Symbolic Lodges of Washington and in the Chapters of Royal Arch Masons of Washington with certain changes conforming to the terminology of the Cryptic Rite, and shall be used immediately after the opening ceremony:

**G.M.** Right Illustrious Companion Grand Master of Ceremonies. Present the Flag of our Country at the altar. (done)

**G.M.** Companions, this flag emblem of civil and religious liberty, well deserves a place in a Council of Royal and Select Masters. May we, as Cryptic Masons, stand ever ready to shield and protect It as we should foster and promote the divine principles of which it is the symbol throughout the world. Right Illustrious Companion Grand Master of Ceremonies, deposit the Flag of our Country in a place of honor in the East. (done).

Immediately before the closing ceremony the following shall be used.

**G.M.** Companions, in the presence of the Great Lights and under the protecting folds of the Flag of our Country, we have worked as Cryptic Masons for the good of humanity.  
As the Flag is returned to the West, let us stand at salute in tribute to the emblem of the Nation that guarantees to its' citizens the rights of free assembly, free speech, free worship—the rights of free men and Freemasons. Right Illustrious Companion Grand Master of Ceremonies, return the Flag to the West. (done).

## SECTION 7.13 - COMMITTEES

**Sec. 7.131 B.L.** It shall be the duty of the Grand Master, immediately after the opening Ceremonies, at a Stated Assembly, to appoint the following **Sessions Committees**, each to consist of three (3) Companions each except as noted. None but members of the Grand Council shall be appointed to any committee.

**Sec. 7.13101 B.L.** A **Committee on Chartered Councils** whose duties shall be to review the Councils' annual returns.

**Sec. 7.13102 B.L.** A **Committee on Councils under Dispensation.**

**Sec. 7.13103 B.L.** A **Committee on Credentials.**

**Sec. 7.13104 B.L.** A **Committee on Grand Officers' Reports.**

**Sec. 7.13105 B.L.** A **Committee on Grievances.**

**Sec. 7.13106 B.L.** A **Committee on Obituaries.**

**Sec. 7.13107 B.L.** A **Committee on Distinguished Visitors**, Which includes the Grand Master of Ceremonies as an ex-officio member. **Changed by Adopted Resolution 2010-08**

- Sec. 7.13108 B.L.** A **Committee of Tellers**. This committee to consist of five (5) members.
- Sec. 7.13109 B.L.** A **Committee on Youth Organizations**
- Sec. 7.13110 B.L.** A **Committee on Long Range Planning**. This committee to consist of all elected Grand Council Officers, plus a minimum of three (3) others.
- Sec. 7.13111 B.L.** A **Committee on the History of the Grand Council**
- Sec. 7.13112 B.L.** A **Committee on Membership**
- Sec. 7.13113 B.L.** A **Committee on Cryptic Masons Medical Research Foundation (CMMRF)**. This committee to consist of one member, designated 'CMMRF Chairman.' Upon receipt of the check for the CMMRF from the Grand Treasurer, he shall send the check to the CMMRF. At each annual meeting of the Grand Council R&SM in Washington, the chairman shall report on the donations made and provide any other pertinent information on the CMMRF.
- Added by Adopted Resolution 2011-3**

## **SECTION 7.132 – STANDING COMMITTEES**

**Sec. 7.132 B.L.** There shall be appointed by the Grand Master just before the close of each Stated Assembly, the following **Standing Committees** to consist of three (3) members each, except as noted.

**Sec. 7.13201 B.L.** **Committee on Jurisprudence** whose duties shall be limited to all questions of Cryptic or other, Masonic Law except as to the Bylaws of the Councils. This committee shall consider and report on all appeals from the decisions of Council or Illustrious Master and on all controversies between Councils and shall review all Cryptic trial records. The committee shall rule on the legality of all proposed resolutions.

**Sec. 7.13202 B.L.** A **Committee on Finance** whose duties shall be:

**Sec. 7.132021 B.L.** To meet with and under the direction of the Grand Treasurer and Grand Recorder at least twice per annum prior to the next Annual Assembly for the purpose of tracking the Grand Council's investments.

**Sec. 7.132022 B.L.** To prepare a budget in detail for the fiscal operation of the Grand Council for the following year. This is to be done at least ninety (90) days prior to the Annual Assembly and shall be submitted to the Grand Dias Officers and the Board of General Purpose when completed-for their recommendations

**Sec. 7.132023 B.L.** The proposed budget shall include all fixed appropriations as set forth in these Bylaws and shall be presented to the Grand Council at their regular Annual Stated Assembly for consideration and adoption.

**Sec. 7.13203 B.L.** A **Board of General Purposes** which shall consist of five (5) members, not less than three of whom shall be Past Illustrious Masters. A Past Grand Master shall be designated by the Grand Master to act as Chairman of the Board. The term of each member of the board shall be for one year and no member shall be eligible for reappointment following a second term until the lapse of two (2) years. The duties of the Board of General Purposes shall be to review all legislation and to make recommendations for the good of the order to the Grand Council as to their implication and adoption thereof.

**Sec. 7.13204 B.L.** A **Committee on Correspondence** which shall consist of one (1)

member only and who shall review the Proceedings of the General Grand Council and Grand Councils and, if directed by the Grand Master, to give a synopsis of as much thereof as may be deemed of interest to the Craft in this Grand Jurisdiction.

**Sec. 7.13205 B.L.** A **Committee on Time and Place** to consist of the Deputy Grand Master, Grand Principal Conductor of the Work and Grand Master of Ceremonies who shall confer with similar Committees if appointed by the Grand Commandery of Knights Templar and the Grand Chapter of Royal Arch Masons of this Grand Jurisdiction and who shall report the meeting place of the Grand Council for the next year's Stated Assembly.

**Sec. 7.132051 B.L.** The York Rite Grand Bodies of Washington, LLC shall be the name of the group of the three Committees of the Grand Chapter, Royal Arch Masons of Washington, Grand Council of Royal and Select Masters of Washington, and Grand Commandery of Knights Templar of Washington. This committee is currently called Time and Place Committee, and with the other elected members of each Grand Body to be the executive heads of the York Rite Grand Bodies of Washington, LLC. A report in writing will be submitted by the York Rite Grand Bodies LLC to each of the three bodies during the York Rite Sessions. An audit must be performed as soon as possible after each Session or function of the LLC.

Added by Adopted Emergent Resolution 2013 –E1

**Sec. 7.13206 B.L.** Two companions will be assigned to the **Memorial Committee** to assist the other Grand Bodies of Washington in preparing the annual Memorial Ceremony.

**Sec. 7.13207 B.L.** A **Committee on Auditing** whose duties shall be to audit the books of the Grand Recorder and Grand Treasurer at the close of each Fiscal period and prior to the Grand Council, making a written report as to the financial conditions and presenting the same at the Stated Assembly of the Grand Council.

**Sec. 7.13208 B.L.** A **Committee on Bylaws**: They shall review proposed Council bylaws and amendments thereto and make recommendations to the Grand Master as to approval or disapproval thereof. They shall assure that all Councils have codified and ratified bylaws. Any problems thereto will be brought to the attention of the Grand Master. They shall report to the Grand Council at the Annual assembly a list of the bylaws and bylaw amendments submitted for consideration. The Committee on Bylaws shall examine the bylaws of the Constituent Councils once every five years. The chairman will maintain a copy of all Council bylaws.

**Sec. 7.13209 B.L.** A **Code Committee**: They shall:

Added by Adopted Emergent Resolution 2010-E1

**Sec. 7.132091 B.L.** Compile and maintain a continuing review of the Grand Council Code. Where such reviews reveal misspelled words, extra, missing or misplaced punctuation, or similar errors, whether related to grammar, syntax, agreement in number, gender, or sentence structure, the Code Committee, with the concurrence of the Jurisprudence Committee, may jointly authorize publication of such changes, which action shall be reported to the next Annual Assembly of the Grand Council for approval;

Added by Adopted Emergent Resolution 2010-E1

**Sec. 7.132092 B.L.** Receive from the Grand Recorder each Resolution proposing an addition or an amendment to the Code; review, and when necessary, restructure and/or rewrite the proposal, with the concurrence of the sponsors, to preserve the desired qualities of the Code; approve or revise the proposed placement in the Code;

Added by Adopted Emergent Resolution 2010-E1

**Sec. 7.132093 B.L.** Receive from the Grand Recorder all enactments of the Grand Council affecting the Code, confirm the placement in the Code, and the indexing for each item, and file a report of the same with the Grand Recorder; and

**Added by Adopted Emergent Resolution 2010-E1**

**Sec. 7.132094 B.L.** Perform a systematic review and upgrading of the Constitution and Bylaws as deemed necessary. The upgrading shall include the ~~restructuring and/or~~ rewriting of portions of the Code when necessary for clarification. Extl Chg. 4, May 17, 2013 exercised during this procedure to avoid changing or obscuring the original intent of the legislation. Proposed amendments to the Constitution and Bylaws shall be reported to the Grand Council for consideration at the Annual Assembly following the completion of the clarification project.

**Added by Adopted Emergent Resolution 2010-E1**

### **SECTION 7.133 - SPECIAL COMMITTEES**

**Sec. 7.133 B.L.** **Special Committees** may be appointed by the Grand Master as he may deem necessary.

**Changed by Adopted Resolution 2005-04 & 2006-04.**

### **SECTION 7.134 - REPORT OF COMMITTEES**

**Sec. 7.134 B.L.** All committee reports shall be submitted to the Grand Recorder not later than sixty (60) days prior to our annual Assembly, with the exception of those Committees that do not receive financial reports prior to the sixty (60) day period. Individual members of a committee may make a separate report if desired.

### **SECTION 7.14 - REPORT OF GRAND OFFICERS**

**Sec. 7.141 B.L.** It shall be the duty of the Grand Master to present at each Stated Assembly a written report of his official acts during the preceding year and the condition of Cryptic Masonry within this Grand Jurisdiction, together with such recommendations as he may deem conducive to the prosperity and advancement of Cryptic Masonry. Such recommendations shall be presented to the Grand Council Stated Assembly if the form of Resolutions thirty (30) days prior to the annual assembly of the Grand Council.

**Changed by Adopted Resolution 2010-26**

**Sec. 7.142 B.L.** It shall be the duty of the Deputy Grand Master, the Grand Principal Conductor of the Work and the Grand Master of Ceremonies to give a written report of their acts during the preceding year.

**Sec. 7.143 B.L.** It shall be the duty of the Grand Treasurer and Grand Recorder at each Stated Assembly to present a written report as provided in the Constitution.



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## **Chapter 8 – Annual Appropriations**

<b>Sec. 8.01 B.L.</b>	<b>Annual Appropriations</b>
<b>Sec. 8.011 B.L.</b>	<b>Appropriations for Annual Operation</b>
<b>Sec. 8.012 B.L.</b>	<b>Other Appropriations</b>
<b>Sec. 8.013 B.L.</b>	<b>Grand Master's Apron and Emblems</b>
<b>Sec. 8.02 B.L.</b>	<b>Rules of Order</b>

## SECTION 8.01 - ANNUAL APPROPRIATIONS

**Sec. 8.011 B.L.** The appropriations for the annual operation of this Grand Council shall consist of the following (The monetary figures on these pages shall be automatically updated after the budget approval and after each Stated Grand Assembly):

### CATEGORY 'A'

Grand Master's Allowance	\$1,250.00
Grand Treasurer's Allowance	250.00
Grand Recorder's Allowance	2,000.00
Local Committee, Grand Sessions Assembly	300.00
Triennial Fund	350.00

### CATEGORY 'B'

Grand Master's Postage Allowance	70.00
Grand Master's Apron and Case	210.00
Grand Recorder's Administration Expenses	500.00
Grand Recorder's Postage Allowance	850.00
Expense for the GC Reports and other items required by Code	275.00
Grand Council Stationary	200.00
Grand Lecturer's Expense	100.00
Printing of Proceedings	1,000.00
Print Code Changes	250.00
Contingency Office Equipment Expense	900.00
General Grand Council Per Capita Tax @ 1.00 Per Member	1000.00
Reception for Grand Master F. & A.M. of WA @\$3.00 per Constituent Council	60.00
Western States Conference Allowance	25.00
Grand Officer's Regalia Fund ** @ \$1.00 per member	1,027.00
Distinguished Guests *	300.00
Charity	1,200.00

**Changed by Adopted Resolution 2010-37**

\* Lunch and Banquet Tickets will be furnished to:

- The General Grand Master of the General Grand Council Cryptic Masons or his Representatives, and his lady, with proper Documentation filed with and on file with the Grand Recorder of Washington, from the General Grand Recorder.
- The Most Worshipful Grand Master F. & A. M. of Washington, or his Representative, and his lady, with proper Documentation filed with and on file with the Grand Recorder of Washington, from the Grand Secretary F. & A. M. of Washington,
- All visiting Grand Illustrious Masters, or their Representatives, and their ladies, with proper Documentation filed with and on file with the Grand Recorder of Washington, from their Grand Recorders.

**Changed by Adopted Resolution 2011-6**

\*\* The Grand Master shall be responsible for determining what Regalia should be replaced under the provisions of this Fund.

Category "A" of this section can be changed only by resolution, and Category "B", depending upon economic conditions may be changed upon recommendation of the Finance Committee and a vote of approval by this Grand Council.

**Sec. 8.012 B.L.** Appropriations for all other items shall be submitted by the Finance Committee prior to the close of each Stated Assembly.

## **SECTION 8.013 - GRAND MASTER'S APRON AND EMBLEMS**

**Sec. 8.013 B.L.** Immediately after installation of Officers at each Stated Assembly, the Grand Master shall be presented with a Grand Master's lapel button. The retiring Grand Master shall be presented with a Past Grand Master's apron and case. These presentations may be made by any Past Grand Master or Companion selected by the recipient.

**Sec. 8.0131 B.L.** The following amounts are set forth as a minimum standard, expended from the per capita tax of Grand Council. Checks shall be issued to the Grand Illustrious Master, Grand Recorder and Grand Treasurer quarterly with the first installment at the close of business of the Grand Council Annual Convocation and once quarterly as follows: 15 August, 15 November and 15 February.  
**Added by Adopted Resolution 2011-1**

## **SECTION 8.014 – CONTINGENCY EXPENDITURE APPROVAL PROCEDURE**

**Sec. 8.014 B.L.** When the need arises the Grand Recorder may exercise an "Emergency Expenditure" form. **Added by Adopted Resolution 2010-38**

**Sec. 8.0141 B.L.** The form shall contain: 1. Description of the expenditure, 2. The purpose of the expenditure, 3. The amount of the expenditure, and 4. the Payee.  
**Added by Adopted Resolution 2010-38**

**Sec. 8.0142 B.L.** The Expenditure form shall be approved by the Grand Illustrious Master, the Grand Treasurer and the Chairman of the Finance Committee.  
**Added by Adopted Resolution 2010-38**

## **SECTION 8.02 - RULES OF ORDER**

**Sec. 8.02 B.L.** No motion to reconsider shall be entertained, unless made during the same session when the question proposed to be reconsidered was decided.

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# **PART II**

## **RESTRICTIONS**

## **Chapter 9 – Restrictions**

<b>Sec. 9.1 B.L.</b>	<b>Public Processions, Ceremonies, Etc.</b>
<b>Sec. 9.11 B.L.</b>	<b>No Non-Masonic Public Processions of Councils</b>
<b>Sec. 9.12 B.L.</b>	<b>Masonic Public Processions Permitted</b>
<b>Sec. 9.2 B.L.</b>	<b>Wearing of Regalia</b>
<b>Sec. 9.21 B.L.</b>	<b>Meetings of Youth Groups</b>
<b>Sec. 9.22 B.L.</b>	<b>Meetings of Adult Organizations</b>
<b>Sec. 9.23 B.L.</b>	<b>Parades or Other Public Gatherings at Request of Grand Master</b>
<b>Sec. 9.3 B.L.</b>	<b>No Burial Ceremony</b>

## **SECTION 9.1 - PUBLIC PROCESSIONS, CEREMONIES, ETC.**

**Sec. 9.11 B.L.** All public processions of Councils, except upon purely Masonic occasions are strictly prohibited, and no fraternizing with other orders or societies shall be allowed.

**Sec. 9.12 B.L.** Councils may join with other Masonic organizations in celebrating anniversaries or other public demonstrations, when not in conflict with the provisions of SECTION 9.11.

**Sec. 9.2 B.L.** Select Masters may wear the regalia of Royal and Select Master, including aprons and jewels of office, whether such office be in the Grand Council or in a Constituent Council, providing that the Council gives permission for such use on the following occasions within the State of Washington:

**Sec. 9.21 B.L.** Meetings of the Order of DeMolay for Boys, International Order of Rainbow for Girls, and International Order of Jobs Daughters.

**Sec. 9.22 B.L.** Meetings of Adult Organizations, membership in which is contingent upon relationship to a Master Mason or the presence of a Master Mason is indispensable to the conduct of business, when requested by the presiding officer.

**Sec. 9.23 B.L.** A parade or other public gathering, when requested by the Grand Master.

**Sec. 9.3 B.L.** Cryptic Masonry has no ceremony for the burial of deceased members.



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## **PART III**

# **CONSTITUENT COUNCILS**

## **Chapter 10 – General Provisions**

**Sec. 10.01 Const. Member of Grand Council – Dispensation or Charter**

**Sec. 10.02 Const. Duty to be Represented in Grand Council**

**Sec. 10.03 Const. Annual Returns**

**Sec. 10.031 Const. Annual Report**

**Sec. 10.032 Const. Late Filing**

**Sec. 10.033 Const. Requirement to be Signed**

**Sec. 10.04 B.L. Council, Definition**

**Sec. 10.05 B.L. Seal with Name and Number**

**Sec. 10.06 B.L. Right to Visit**

**Sec. 10.61 B.L. Requirement to Visit**

**Sec. 10.62 B.L. Objection to Visitor**

**Sec. 10.07 B.L. Disposition of Triangular Box**

**Added by Adopted Resolution 2011-3**

## **SECTION 10.01 - MEMBER OF GRAND COUNCIL**

**Sec. 10.01 Const.** Every Council of Royal and Select Masters within this Jurisdiction must have a Dispensation issued by the Grand Master, or Charter issued by the Grand Council. Any Council or Assembly of Royal and Select Masters not complying with the foregoing provision is hereby declared irregular and clandestine, and all Masonic communication or communication whatsoever, either public or private, with such unlawful and clandestine association, or with any member thereof, is hereby forbidden under penalty of expulsion.

**Sec. 10.02 Const.** It is the duty of every Chartered Council of this Jurisdiction to be represented in the Grand Council at its Stated Assemblies, and in no case, can a Council fail to be represented at two Stated Assemblies in succession without forfeiting its Charter unless by special permission of the Grand Council.

## **SECTION 10.03 - ANNUAL RETURNS**

**Sec. 10.031 Const.** Every Chartered Council under the Jurisdiction of this Grand Council shall make out and forward to the Grand Recorder, annually, upon forms furnished by the Grand Recorder, a statement of the work done from the first day of January to the thirty-first day of December. This report shall include the number of greetings, affiliations, reinstatements, demits, suspensions, expulsions, rejections, dual members, deaths, non-affiliations in Lodge and Chapter, suspensions for non-payment of dues, Super Excellent Masters greeted and other pertinent information printed on the form.

**Sec. 10.032 Const.** The annual report shall be made out and forwarded, together with the amount of Grand Council dues so that they will both be received by the Grand Recorder or postmarked on or before the first day of March. In the event of the non-performance of these duties, the representatives of the Council may be debarred from all privileges of the Grand Council, and its Charter may be declared forfeited by a vote of the Grand Council. In addition, each Council so offending shall be fined the sum of Five Dollars (\$5.00) for each day's delinquency after the first day of March.

**Sec. 10.033 Const.** The annual returns of the Council must be signed by the newly-elected and installed Illustrious Master and Recorder.

**Sec. 10.04 B.L.** A Council is composed of at least six (6) Companions duly assembled, with the Holy Bible, Square and Compasses, Trowel, and a Charter or Dispensation authorizing them to do work in the Degrees of Cryptic Masonry. One of the Companions must be a dais officer of that Council.

**Sec. 10.05 B.L.** Every Chartered Council in this Grand Jurisdiction shall have a Seal with the name and number of the Council and the date constituted engraved thereon. An impression of the same shall be deposited with the Grand Recorder.

## **SECTION 10.06 - RIGHT TO VISIT**

**Sec. 10.061 B.L.** No person shall be admitted as a visitor at any Council in this Jurisdiction who received the degrees of Royal and Select Master in a Chapter of Royal Arch Masons, unless he shall have become a member of a Council of Royal and Select Masters recognized by, or under the jurisdiction of this Grand Council.

**Sec. 10.062 B.L.** The privilege of a Companion in good Standing to visit a Council other than his own is subject to the right of any member thereof to object to his admittance. Such member shall not be required to state his reason for the objection. The objection shall hold good only during the Assembly at which it is made and while the objector is present.

**Sec. 10.07 B.L.** At the last stated meeting of each constituent Council within the Grand Council Royal & Select Masters of Washington, before the Annual Communication the moneys collected through the year in the triangular charity boxes will be counted and a check will be written from the constituent Council, payable to the Grand Council Royal & Select Masters of Washington.

**Added by Adopted Resolution 2011-3**

## **Chapter 11 – Council Powers and Duties**

<b>Sec. 11.01 B.L.</b>	<b>Jurisdiction of Councils</b>	
<b>Sec. 11.02 B.L.</b>	<b>Change of Meeting Place</b>	
<b>Sec. 11.03 B.L.</b>	<b>Assemblies and Business</b>	
<b>Sec. 11.031 B.L.</b>	<b>Joint Participation with Chapter and Commandery</b>	
<b>Sec. 11.0311 B.L.</b>	<b>Code Remains in Effect</b>	
<b>Sec. 11.0312 B.L.</b>	<b>Meetings Opened on Rotating Schedule</b>	
<b>Sec. 11.0313 B.L.</b>	<b>When Another Body Opens</b>	
<b>Sec. 11.0314 B.L.</b>	<b>Business Conducted in Common</b>	
<b>Sec. 11.0315 B.L.</b>	<b>Single Set of Minutes</b>	
<b>Sec. 11.04 B.L.</b>	<b>Stated Assemblies Mandatory</b>	
<b>Sec. 11.0401 B.L.</b>	<b>Stated Assembly Time</b>	
<b>Sec. 11.0402 B.L.</b>	<b>Stated Assembly Location</b>	
<b>Sec. 11.0403 B.L.</b>	<b>Minimum Frequency of Stated Assembly</b>	
<b>Sec. 11.0404 B.L.</b>	<b>Special Assemblies Permitted</b>	
<b>Sec. 11.0405 B.L.</b>	<b>Display of Flag</b>	
<b>Sec. 11.0406 B.L.</b>	<b>Flag Ceremony</b>	
<b>Sec. 11.0407 B.L.</b>	<b>Quorum</b>	
<b>Sec. 11.0408 B.L.</b>	<b>All Business Transacted on Select Master Degree</b>	
<b>Sec. 11.0409 B.L.</b>	<b>Order of Business</b>	
<b>Sec. 11.0410 B.L.</b>	<b>Constituent Council Resolutions</b>	
<b>Sec. 11.0411 B.L.</b>	<b>Voting</b>	
<b>Sec. 11.0412 B.L.</b>	<b>Special Assemblies Mandatory</b>	
<b>Sec. 11.0413 B.L.</b>	<b>Council Must be Closed</b>	
<b>Sec. 11.0414 B.L.</b>	<b>Official Communication</b>	<b>Added by Adopted Resolution 2011-8</b>

## **SECTION 11.01 - JURISDICTION OF COUNCILS**

**Sec. 11.01 B.L.** Every Chartered Council in this State shall hold concurrent Jurisdiction within this Grand Jurisdiction.

## **SECTION 11.02 - CHANGE OF MEETING PLACE**

**Sec. 11.021 B.L.** Any chartered Council who desires to change its meeting place shall notify its members in writing (postal or email) of the proposed action. A two-thirds (2/3) majority vote must occur at a regular assembly to validate the change.

**Sec. 11.022 B.L.** A chartered Council who votes to move its meeting place to another location must obtain the consent of the Grand Council prior to the move.

**Sec. 11.023 B.L.** A Council must amend its Bylaws before moving permanently from one location to another.

## **SECTION 11.03 - ASSEMBLIES AND BUSINESS**

**Sec. 11.03 B.L.** All Assemblies of Councils are either Stated or Special. Stated Assemblies are those provided for at fixed periods in the Bylaws of the Council. A Special Assembly may be called by the Illustrious Master at such time as he may deem proper. No business shall be transacted at a Special Assembly except by Dispensation of the Grand Master. The members of the Council must receive verbal notice, notice by email, or notice through the mails, of the time and reason for such Special Assembly, PROVIDED, that upon the above due notice, balloting on petitions, acting upon the bills of said Special Assembly and the Conferring of the Degrees may be held at said Special Assemblies without said Special Dispensation.

### **SECTION 11.031 - JOINT PARTICIPATION WITH CHAPTER AND COMMANDERY**

**Sec. 11.031 B.L.** The Grand Council consents to participation by a Constituent Council with a Chapter of Royal Arch Masons and/or a Commandery of Knights Templar which meet(s) at the same hour, on the same day of the month and at the same location, provided:

**Sec. 11.0311 B.L.** That all provisions of this code remain in effect, except as specifically modified below:

**Sec. 11.0312 B.L.** That the meetings shall be opened and closed ritualistically by the participating bodies on a rotating schedule and that the months in which the meeting will be opened by a participating Council shall be stated in the Bylaws of such Council;

**Sec. 11.0313 B.L.** That, when another body opens a meeting, after that body has been declared open, the Illustrious Master will declare the Council open, without the use of signs or words;

**Sec. 11.0314 B.L.** That business of all participating bodies will be conducted in common, except: the election of officers, balloting on petitions, and disciplinary actions, including decisions to drop Companions from membership. Companions who have not received the degrees of Royal and Select Master will be excused while acting on such matters. During the conduct of business, all presiding officers will be in the East and each shall occupy the chair when matters of business peculiar to his own body are being transacted;

**Sec. 11.0315 B.L.** That a single set of minutes will be maintained, except that separate addenda shall be prepared and laid up among the archives of the Council relating to those

matters which have required that all Companions who have not received the degrees of Royal and Select Master be excused.

#### **SECTION 11.04 - STATED ASSEMBLIES MANDATORY**

**Sec. 11.0401 B.L.** A Council must convene in Stated Assembly at the time prescribed in the Bylaws of the Council, except that no Stated or Special Assembly shall be held on the days of the Grand Sessions of the York Rite Bodies. **Changed by Adopted Resolution 2010-20**

**Sec. 11.0402 B.L.** Councils must hold all of their Stated Assemblies in a suitable room in the place named in the Bylaws of the Council, and in no case shall they change their place of STATED Assembly except by Dispensation by the Grand Master. Special Assemblies may be held in a suitable room in places named in the Bylaws of such Council without Dispensation.

**Sec. 11.0403 B.L.** Each Council shall hold a Stated Assembly at least once in four months. Failure to assemble for six successive months shall be deemed cause for the arrest or revocation of the Charter. This includes joint meetings where none of the Council dais officers were present. All Councils shall hold an Assembly at least once during the sixty (60) days prior to the Stated Assembly of the Grand Council.

**Sec. 11.0404 B.L.** Special Assemblies may be ordered by the Illustrious Master at his discretion.

**Sec. 11.0405 B.L.** The Flag of the United States of America shall be displayed in the East at every Assembly of a Council in this Jurisdiction.

**Sec. 11.0406 B.L.** The Flag Ceremony shown in Section 9.12 shall be used in the opening and closing ceremony of each Constituent Council.

**Sec. 11.0407 B.L.** A Quorum for the Transaction of business shall consist of six (6) Select Masters, three (3) of which must be members of said Council entitled to vote. This includes an officer entitled to assemble and open the Council, except as provided in SECTION 11.03 B.L..

**Sec. 11.0408 B.L.** All business must be transacted in the degree of Select Master.

**Sec. 11.0409 B.L.** All business of the Council shall be taken up and acted upon in such order as the Illustrious Master may determine or according to the Bylaws of the Council if so provided. In all discussions or debate in a Council personal reflections and political or sectarian topics are strictly forbidden.

**Sec. 11.0410 B.L.** A Constituent Council Resolution must be signed by at least two (2) members of the Council at a Stated Assembly. After a minimum of two (2) weeks notification, the said Resolution shall be considered at the next Stated Assembly and be approved by at least a two-thirds (2/3) majority vote of those present and will be considered a Bylaw until deleted by two-thirds vote of said Council.

**Sec. 11.0411 B.L.** Unless otherwise provided, all questions before the Council shall be decided by a majority vote. The Voting sign of a Royal and Select Master being the uplifted left hand. If there is a tie vote on any proposal before the Council, the Illustrious Master shall have the deciding vote.

**Sec. 11.0412 B.L.** Special Assemblies for receiving petitions, balloting thereon and conferring the Royal and Select Master Degrees shall be held, whenever necessary to avoid delay in conferring the Commandery Orders, all as provided in SECTION 11.03 B.L..

**Sec. 11.0413 B.L.** A Council assembly duly opened, must be regularly closed the same day. **Changed by Adopted Resolution 2010-19**



**Sec. 11.0414 B.L.** Each Council shall read all Grand Council official communications and the FOCUS at the first stated assembly following receipt. **Added by Adopted Resolution 2011**

## **Chapter 12 – Council Officers**

<b>Sec. 12.1 B.L.</b>	<b>Officers</b>
<b>Sec. 12.11 B.L.</b>	<b>Duties of the Illustrious Master</b>
<b>Sec. 12.14 B.L.</b>	<b>Duties of the Treasurer</b>
<b>Sec. 12.15 B.L.</b>	<b>Duties of the Recorder</b>
<b>Sec. 12.18 B.L.</b>	<b>Duties of the Master of Ceremonies</b>
<b>Sec. 12.19 B.L.</b>	<b>Duties of Other Officers</b>
<b>Sec. 12.2 B.L.</b>	<b>Membership Requirements of Officers</b>
<b>Sec. 12.3 B.L.</b>	<b>Election of Officers</b>
<b>Sec. 12.301 B.L.</b>	<b>Date of Election</b>
<b>Sec. 12.302 B.L.</b>	<b>Special Election if Failure</b>
<b>Sec. 12.303 B.L.</b>	<b>Officers Elected</b>
<b>Sec. 12.304 B.L.</b>	<b>Other Officers Appointed</b>
<b>Sec. 12.305 B.L.</b>	<b>Elections by Secret Ballot</b>
<b>Sec. 12.5 B.L.</b>	<b>Installation of Officers</b>
<b>Sec. 12.51 B.L.</b>	<b>Officers Must be Installed</b>
<b>Sec. 12.52 B.L.</b>	<b>Requirements for Installation</b>
<b>Sec. 12.53 B.L.</b>	<b>No Installation to Fill Unexpired Term</b>
<b>Sec. 12.54 B.L.</b>	<b>Public Installation of Officers</b>
<b>Sec. 12.6 B.L.</b>	<b>Vacancies and Who May Preside</b>
<b>Sec. 12.61 B.L.</b>	<b>Vacancy of Illustrious Master</b>
<b>Sec. 12.62 B.L.</b>	<b>Who May Preside</b>

## SECTION 12- COUNCIL OFFICERS

**Sec. 12.1 B.L.** Every Council in this Jurisdiction shall have the following officers and no more, with these exceptions: The Office of Treasurer and Recorder may be combined into one office of Recorder. The Musician may be optional.

Illustrious Master  
Deputy Master  
Principal Conductor of the Work  
Treasurer  
Recorder  
Chaplain  
Master of Ceremonies  
Captain of the Guard  
Conductor of Council  
Steward  
Sentinel  
Musician

### SECTION 12.11- DUTIES OF THE ILLUSTRIOUS MASTER

**Sec. 12.1101 B.L.** It shall be the duty of the Illustrious Master of every Council to discharge all of the executive functions of his Council. He shall familiarize himself with, and see that the Constitution, Bylaws, Resolutions and Decisions of this Grand Council, as well as the Bylaws of his own Council are strictly observed;

**Sec. 12.1102 B.L.** That true accounts and reports of all financial matters of his Council are properly rendered to its members;

**Sec. 12.1103 B.L.** That the securities and funds of his Council are deposited in the name of his Council; that the Annual Returns to the Grand Council, together with their fees and dues, are promptly sent to the Grand Recorder;

**Sec. 12.1104 B.L.** That all Officers of his Council faithfully perform the duties of their respective stations;

**Sec. 12.1105 B.L.** That the ceremonies of his Council are performed with due order and solemnity, avoiding all trifling and levity, and should anything of this character, or any personal reflections or political or sectarian discussion be indulged in by any Companion present, to call the offender strictly to account for his impropriety;

**Sec. 12.1106 B.L.** That he attends the Stated Assembly of the Grand Council in person or by proxy.

**Sec. 12.1107 B.L.** He shall appoint a Finance Committee composed of the three principal Officers who shall examine and reject or approve all bills and accounts against the Council, before presentation by the Recorder.

**Sec. 12.1108 B.L.** At the Stated Assembly next preceding that when the election of Officers is to take place, a committee shall be appointed to examine the books of the Treasurer and Recorder; and such committee shall report thereon after the close of the calendar year.

**Sec. 12.1109 B.L.** At the Stated Assembly next succeeding his installation, the Illustrious Master may appoint a Membership Committee whose duties shall be to assist and advise with the Illustrious Master and Recorder as to the welfare of its membership; to assist and advise

as to the payment of dues by members and to perform such other duties as deemed proper and advisable for the best interests of the membership of the Council.

**Changed by Adopted Resolution 2010-27**

#### **SECTION 12.14 - DUTIES OF TREASURER**

**Sec. 12.1401 B.L.** The Treasurer shall have custody of all funds and securities of the Council.

**Sec. 12.1402 B.L.** He shall see that its funds are properly deposited in the name of his Council in an insured financial institution and that his signature and that of the Illustrious Master and Recorder are registered at said financial institution.

**Sec. 12.1403 B.L.** He shall sign no checks or warrants drawn against his Council funds until the items for which they are drawn have been referred to the Finance Committee, and approved for payment by a vote of his Council, except those drawn for charity, if so provided in the Bylaws of his Council.

**Sec. 12.1404 B.L.** He shall keep a detailed record of all receipts and disbursements, and all monies and securities belonging to his Council.

**Sec. 12.1405 B.L.** He shall give a report of all receipts and disbursements, and all monies and securities belonging to his Council to the Illustrious Master at his request.

**Sec. 12.1406 B.L.** He shall submit a full report for the calendar year to his Council after the close of such year.

**Sec. 12.1407 B.L.** If the offices of Treasurer and Recorder are combined, all of the duties of the Treasurer shall devolve upon the Recorder.

#### **SECTION 12.15 - DUTIES OF RECORDER**

**Sec. 12.1501 B.L.** The Recorder shall enter in the minute book at each Assembly all of the proceedings proper to be written, and shall submit the same to the Council at the same or at the next Stated Assembly.

**Sec. 12.1502 B.L.** He shall receive all monies paid into the Council and promptly pay them to the Treasurer, taking his receipt therefore.

**Sec. 12.1503 B.L.** He shall keep a record containing the Bylaws of his Council, which each member shall sign when he is greeted.

**Sec. 12.1504 B.L.** He shall keep an alphabetical record of the members' names, with the address, occupation, date of birth, Symbolic Lodge and Royal Arch Chapter of which he is a member, together with the date, if any, of their withdrawal, dropping for N.P.D., suspension, expulsion, restoration or death.

**Sec. 12.1505 B.L.** He shall also keep a financial record for each member and other receipts of the Council, and his payments to the Treasurer.

**Sec. 12.1506 B.L.** He shall preserve the Constitution, Bylaws and Proceedings of the Grand Council.

**Sec. 12.1507 B.L.** He shall prepare an Annual Report for the Grand Council as provided in the Bylaws of the Grand Council.

**Changed by Adopted Resolution 2010-10**

**Sec. 12.1508 B.L.** He shall transmit to the Grand Recorder within ten (10) days after every election of officers, under the seal of the Council, the names, addresses, zip codes, telephone numbers and email addresses of the Officers elected and appointed, and the date of the election.  
**Added by Adopted Resolution 2010-10**

**Sec. 12.1509 B.L.** He shall report immediately to the Grand Recorder all deaths, demits, NPDs, suspensions, expulsions and restorations.  
**Added by Adopted Resolution 2010-10**

**Sec. 12.1510 B.L.** He shall submit to the Grand Master, four (4) copies of all Bylaws which are amended or adopted by his Council.

**Sec. 12.1511 B.L.** He shall attach the signature of the Illustrious Master and attach the seal to all Masonic documents when necessary.

**Sec. 12.1512 B.L.** He shall submit a report to his Council after the close of the calendar year giving all pertinent information for the year.

**Sec. 12.1513 B.L.** If the offices of Treasurer and Recorder are combined, the Recorder shall discharge all the duties of the Treasurer.

### **SECTION 12.18 - DUTIES OF MASTER OF CEREMONIES**

**Sec. 12.18 B.L.** The Master of Ceremonies (if assigned) shall direct the movements of the members of the Council in the Opening Ceremonies and in the Conferring of the Degrees, form and conduct all public and private processions, present and introduce distinguished visitors at his Council and perform such other duties as the Illustrious Master may direct.

### **SECTION 12.19 - DUTIES OF OTHER OFFICERS**

**Sec. 12.19 B.L.** The other Officers shall perform such duties as are provided in the Ritual, the Bylaws or as directed by the Illustrious Master.

### **SECTION 12.2 – MEMBERSHIP REQUIREMENTS OF OFFICERS**

**Sec. 12.2 B.L.** All Officers of a Council must be members thereof, except the Chaplain, Musician and Sentinel, who must be a member in good standing of a Council in this Jurisdiction.

**Changed by Adopted Resolution 2010-03**

### **SECTION 12.3 - ELECTION OF OFFICERS**

**Sec. 12.301 B.L.** The election of Officers of a Chartered Council shall be held on a day set forth in the Bylaws for the regular election of Officers, and said election shall be at a Stated Assembly which falls between the first of September and the 31st day of December, inclusive, each year.

**Sec. 12.302 B.L.** In case of failure to elect Officers as provided in the Bylaws, a special election may be held for the purpose, only after petitioning the Grand Master and receiving his Dispensation for the same.

**Sec. 12.303 B.L.** The following officers shall be elected, except the office of Treasurer and Recorder may be combined into the one office of Recorder. After being installed, these officers shall hold their office until their successors are elected and installed.

Illustrious Master  
Deputy Master  
Principal Conductor of the Work  
Treasurer  
Recorder

**Sec. 12.304 B.L.** All other Officers shall be appointed by the Illustrious Master-Elect before his installation.

**Sec. 12.305 B.L.** All elections shall be by secret ballot and the Companion receiving a majority of the votes cast shall be declared elected. A blank ballot is not a vote.

**Sec. 12.4 B.L.** deleted by Adopted Resolution 2010-10

## **SECTION 12.5 - INSTALLATION OF OFFICERS**

**Sec. 12.51 B.L.** Officers who have been elected, re-elected, appointed or reappointed (except those of Councils under Dispensation) must be regularly installed according to the procedure adopted by this Grand Council before they may exercise any of the functions of their office.

**Sec. 12.52 B.L.** All installation ceremonies must be performed as soon after election as practicable, except the Officers who have been elected at a special election should be installed immediately after the election. No Officer shall be installed unless he is actually present and assents to the responsibilities of his office. This cannot be done by proxy. No installation shall be held unless the Illustrious Master-Elect is present and is installed.

**Sec. 12.53 B.L.** No installation shall be made of an Officer who is appointed to fill the unexpired term of any elective Officer during his term of office.

**Sec. 12.54 B.L.** Councils may at their discretion, have public installations of Officers, provided that a competent presiding or Past Illustrious Master is present and installs. A council shall be called Off-Session before an open installation of Officers. An open installation of Officers may be held at a Special Assembly called for that purpose, in which case, the Illustrious Master shall declare the Council open for the purpose of the Installation of Officers and appropriate minutes shall be kept. Installation of Officers may be performed in conjunction with another Council at that Council's place of assembly without a dispensation from the Grand Master.  
**Changed by Adopted Resolution 2010-28**

## **SECTION 12.6 - VACANCIES AND WHO MAY PRESIDE**

**Sec. 12.61 B.L.** In case of the death, absence or disability of the Illustrious Master, the powers and duties of his station shall devolve upon the Deputy Master or the Principal Conductor of Work in the order named. In the absence of all three of these Officers the Council cannot be opened, except by the Grand Master or his Special Deputy.

**Sec. 12.62 B.L.** The presiding Officer may call any qualified Select Master to the East and permit him to preside or confer the degrees while the presiding Officer is present.

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## **Chapter 13 – Formation of New Councils**

<b>Sec. 13 Const.</b>	<b>New Councils</b>
<b>Sec. 13.01 Const.</b>	<b>Issuance of Dispensation for a New Council</b>
<b>Sec. 13.011 Const.</b>	<b>Petition for Dispensation</b>
<b>Sec. 13.012 Const.</b>	<b>Certificate from Nearest Council</b>
<b>Sec. 13.02 Const.</b>	<b>Transmit Petition &amp; Fees to Grand Recorder</b>
<b>Sec. 13.03 Const.</b>	<b>Grand Master's Action on Petition</b>
<b>Sec. 13.031 Const.</b>	<b>Council is in the Best Interest of Cryptic Masonry</b>
<b>Sec. 13.032 Const.</b>	<b>Dais Officers Qualified to Confer Degrees</b>
<b>Sec. 13.033 Const.</b>	<b>A Suitable Place for Assembly Secured</b>
<b>Sec. 13.04 Const.</b>	<b>New Council Name</b>
<b>Sec. 13.05 Const.</b>	<b>No Installation</b>
<b>Sec. 13.06 Const.</b>	<b>Legal Rights</b>
<b>Sec. 13.07 Const.</b>	<b>Death of Elective Officer</b>
<b>Sec. 13.08 Const.</b>	<b>Termination of Dispensation</b>
<b>Sec. 13.09 Const.</b>	<b>Petition for Charter</b>
<b>Sec. 13.10 Const.</b>	<b>Constituting New Council</b>
<b>Sec. 13.101 Const.</b>	<b>Becoming Charter Members</b>



## **SECTION 13.01 – ISSUANCE OF DISPENSATION FOR A NEW COUNCIL**

**Sec. 13.01 Const.** During the recess of the Grand Council the Grand Master shall, should he deem it for the good of the order, issue a Dispensation for a new Council as follows:

**Sec. 13.011 Const.** A petition for a Dispensation must be signed by nine (9) or more Select Masters, each of whom must file his Demit or a Certificate of Good Standing in a Constituent Council of the Jurisdiction with a petition. A Council's three (3) principal Officers shall not sign such petition.

**Sec. 13.012 Const.** Said petition must be accompanied by a certificate from the nearest Council of Royal and Select Masters in this Jurisdiction where the new Council is intended to be opened, vouching for their ability to confer the degrees of Cryptic Masonry and recommending that a Dispensation be granted them.

**Sec. 13.02 Const.** The petition for Dispensation shall be transmitted to the Grand Recorder along with the correct fees. The Grand Recorder will verify the good standing of the petitioners and then forward the petition to the Grand Master for his action.

**Sec. 13.03 Const.** Upon receipt of such petition, the Grand Master shall cause an investigation to be made by the Master of the Arch in the district the new Council is to be located. If after such investigation, the Grand Master shall be satisfied that the following criteria have been met, then he may grant such a Dispensation. The Grand Master shall fill the offices of Illustrious Master, Deputy Master and Principal Conductor of the Work by appointment. All other Officers necessary to form a Council shall be appointed by the Illustrious Master.

**Sec. 13.031 Const.** The establishment of such new Council is for the best interest of Cryptic Masonry.

**Sec. 13.032 Const.** The Illustrious Master, Deputy Master, and Principal Conductor of the Work, nominated by the petitioners, are well qualified to properly confer the Royal Master and Select Master degrees, as required by this Code.

**Sec. 13.033 Const.** A suitable place of assembly has been secured

**Sec. 13.04 Const.** The name of the new Council shall be approved by the Grand Master, but it shall not be the name of any living person or Chartered Council.

**Sec. 13.05 Const.** No installation of the Officers of a Council under Dispensation is necessary or proper, nor does any title of honor or distinction accrue by reason of service in any office under Dispensation.

**Sec. 13.06 Const.** A Council under Dispensation possesses all the legal rights and privileges granted and conferred by the Grand Council upon a Council working under a Charter, except the right to elect Officers, discipline members or be represented in the Grand Council. A Council Under Dispensation shall have its officers appointed by the Grand Master.

**Sec. 13.07 Const.** Upon the death of an elective officer named in the Dispensation, the Grand Master, upon request, has the power to name a new officer, requiring a certificate of qualification from the Master of the Arch, if necessary.

**Sec. 13.08 Const.** A Dispensation to form a new Council shall terminate upon the first day of the month in which the next Stated Assembly of the Grand Council will be held. It shall then be returned to the Grand Recorder, together with the Bylaws, books of record and returns, to that date.

**Sec. 13.09 Const.** Prior to the next Stated Assembly of the Grand Council, a petition for a Charter may be presented to the Grand Council, which same shall be referred to the Committee on Councils under Dispensation. Said petition shall include those who signed the petition for a Dispensation, and such Select Masters as were Greeted or Affiliated under Dispensation. All members of a Council under Dispensation become Charter Members when a Charter is granted to said Council.

**Sec. 13.10 Const.** When the work of a Council Under Dispensation has been approved and a Charter issued by order of the Grand Council, before such Council can lawfully assemble as such, it must be Assembled and duly Constituted by the Grand Master or his Special Deputy, and Officers named in the Charter installed. The remaining Officers necessary for a Council of Royal and Select Masters shall be appointed by the Illustrious Master and all Officers shall serve until such time as their successors are elected and installed as provided in the Bylaws.

**Sec. 13.101 Const.** All members of a Council under Dispensation become Charter Members when a Charter is granted to said Council.

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## **Chapter 14 – Council Membership**

<b>Sec. 14.1 B.L.</b>	<b>Honorary Membership</b>
<b>Sec. 14.11 B.L.</b>	<b>Election to Honorary Membership</b>
<b>Sec. 14.12 B.L.</b>	<b>Honorary Past Illustrious Master</b>
<b>Sec. 14.2 B.L.</b>	<b>Change of Membership, Affiliation or Demit</b>
<b>Sec. 14.201 B.L.</b>	<b>Membership for Demitted or Unaffiliated Select Master</b>
<b>Sec. 14.202 B.L.</b>	<b>Requirements for Petition for Affiliation</b>
<b>Sec. 14.203 B.L.</b>	<b>Change Membership to Another Council</b>
<b>Sec. 14.204 B.L.</b>	<b>Application for Demit Once Elected</b>
<b>Sec. 14.205 B.L.</b>	<b>Petition for Affiliation Rejected</b>
<b>Sec. 14.206 B.L.</b>	<b>Entitlement to Demit</b>
<b>Sec. 14.207 B.L.</b>	<b>No Vote Required for Demit</b>
<b>Sec. 14.3 B.L.</b>	<b>Plural Membership</b>
<b>Sec. 14.301 B.L.</b>	<b>Rules for Plural Membership</b>
<b>Sec. 14.302 B.L.</b>	<b>Plural Membership Dues and Restrictions</b>
<b>Sec. 14.303 B.L.</b>	<b>Applications for Plural Membership</b>
<b>Sec. 14.304 B.L.</b>	<b>Twenty-Five Year Membership</b>
<b>Sec. 14.305 B.L.</b>	<b>Fifty Year Membership</b>
<b>Sec. 14.306 B.L.</b>	<b>Life Membership</b>
<b>Sec. 14.3061 B.L.</b>	<b>Life Membership---Constituent Councils</b>
<b>Sec. 14.306101 B.L.</b>	<b>Council Life Membership Fund</b>
<b>Sec. 14.306102 B.L.</b>	<b>Council May Use Only Accrued Interest</b>
<b>Sec. 14.306103 B.L.</b>	<b>Death of a Life Member</b>
<b>Sec. 14.306104 B.L.</b>	<b>Life Membership Fund Non-Refundable</b>
<b>Sec. 14.306105 B.L.</b>	<b>Requirement to Use Grand Council Life Membership Fund</b>
<b>Sec. 14.3062 B.L.</b>	<b>Life Membership---Memorial Fund</b>
<b>Sec. 14.30621 B.L.</b>	<b>Annual Election of Trustees</b>
<b>Sec. 14.30622 B.L.</b>	<b>Quorum</b>
<b>Sec. 14.3063 B.L.</b>	<b>Provisions of the Grand Council's Participation</b>
<b>Sec. 14.306301 B.L.</b>	<b>Only Grand Council Life Membership Plan</b>
<b>Sec. 14.306302 B.L.</b>	<b>Pre-Existing Life Membership Plans</b>
<b>Sec. 14.306303 B.L.</b>	<b>Any Member May Purchase</b>
<b>Sec. 14.306304 B.L.</b>	<b>Collection of Dues for First Year</b>

Sec. 14.306305 B.L.	Life Membership Certificate
Sec. 14.306306 B.L.	Voluntary Transfer of Life Membership
Sec. 14.306307 B.L.	Transfer of Life Membership when Council Becomes Dissolved
Sec. 14.306308 B.L.	Retention of Life Membership Memorial Fund by Consolidated Council
Sec. 14.306309 B.L.	Life Membership Rights Not Transferable to Another Grand Jurisdiction
Sec. 14.306310 B.L.	Life Membership When Suspended or Expelled
Sec. 14.306311 B.L.	Council Adopt Scale of Prices
Sec. 14.306312 B.L.	Applicant May Contribute Larger Sum
Sec. 14.306313 B.L.	Forwarding of All Monies
Sec. 14.306314 B.L.	Distribution of Life Membership Memorial Fund Monies
Sec. 14.306315 B.L.	Schedule of Minimum Life Membership Fees
Sec. 14.307 B.L.	Dropping for Non-Payment of Dues
Sec. 14.30701 B.L.	Rules for Dropping for Non-Payment of Dues
Sec. 14.30702 B.L.	Restoring to Membership
Sec. 14.30703 B.L.	Petition for Reinstatement
Sec. 14.30704 B.L.	Certificate Dropped for Non-Payment of Dues or Assessments
Sec. 14.30705 B.L.	Certificate in Lieu of Demit
Sec. 14.30706 B.L.	Recorder Duties Regarding Non-Payment of Dues or Assessments
Sec. 14.30707 B.L.	Illustrious Master and Recorder Held Responsible
Sec. 14.4 B.L.	Council Dues and Fees
Sec. 14.401 B.L.	Fee for Degrees
Sec. 14.402 B.L.	Establishment of Council Dues
Sec. 14.403 B.L.	Minimum Dues
Sec. 14.404 B.L.	No Dues While Under Sentence
Sec. 14.405 B.L.	Remission of Dues

## **SECTION 14.1 - HONORARY MEMBERSHIP**

**Sec. 14.11 B.L.** A Companion may be elected an honorary member in such Council as may grant him that honor. An honorary member of a Council of which he is not an actual member shall have the right of visitation and discussion before the Council but shall have no vote or other privileges.

**Sec. 14.12 B.L.** For exceptional service to the Cryptic Rite in general and to a Constituent Council in particular, a member of a Council may be elected an HONORARY PAST ILLUSTRIOUS MASTER, under the following provisions: Nominations for the title of HONORARY PAST ILLUSTRIOUS MASTER must be submitted at a Stated Assembly, in the form of a Resolution signed by at least two (2) members of the Council. Said Resolution shall be considered at the next Stated Assembly and be concurred in by at least a two-thirds (2/3) majority vote of those present. An Honorary Past Illustrious Master shall have no vote or other privileges in the Grand Council unless he is already a member of the Grand Council.

## **SECTION 14.2 - CHANGE OF MEMBERSHIP,-AFFILIATION OR DEMIT**

**Sec. 14.201 B.L.** Any Royal and Select Master who is demitted or unaffiliated from a Council recognized by or under the jurisdiction of this Grand Council may be admitted to membership in any Council in this Jurisdiction, regardless of his place or length of residence.

**Sec. 14.202 B.L.** Petitions for affiliation shall be accompanied by a demit, or a Certificate of Good Standing from the Council of which the Companion is or was last a member, or from the Grand Council, showing that all of his indebtedness to said Council has been paid. Petition must take the same course as a petition for the degrees.

**Sec. 14.203 B.L.** A Companion desiring to change membership from one Council to another in this Jurisdiction may petition for affiliation before demitting, The petition must be accompanied by a certificate from the Council of which the Companion is a member showing that he is in good standing and that he is free from indebtedness to that Council, and that he wishes to change his membership. The petition must be signed by three (3) members of the Council to which application is made, shall be presented at a Stated Assembly of said Council unless a Special Dispensation has been granted by the Grand Master, and a ballot upon such petition shall be immediately taken.

**Sec. 14.204 B.L.** Should he be elected to membership, the Recorder of the Council petitioned shall certify the same to, and apply for a demit from the Council from which the petitioner desires to demit, and upon receipt of the same the Companion shall become a member of the Council petitioned as of the date of the demit.

**Sec. 14.205 B.L.** Should his petition for affiliation be rejected, his rights as a Royal and Select Master remain unimpaired, and he has the right to petition the Council so rejecting, or any other Council for affiliation after a period of six months.

**Sec. 14.206 B.L.** A member free from charges and whose dues are paid to date, upon written application, is entitled to a Demit, which shall be granted by the Illustrious Master at the next Stated Assembly, and the Companion's status shall then be that of an unaffiliated Royal and Select Master. This also applies if such application is received after the last Stated Assembly of the year and is dated prior to year's end, and the Companion's dues are paid to the end of the year.

**Sec. 14.207 B.L.** The granting of a demit does not require a vote of the Council.

### **14.3 - PLURAL MEMBERSHIP**

**Sec. 14.301 B.L.** A Companion may be a member of as many Councils in this Jurisdiction as he may petition and be accepted, but may serve in the three Principal Offices of only one Council at a time. Suspension or expulsion from any Council shall constitute the same in each Council. Any Companion of a foreign Jurisdiction may become a plural member of a Council under the jurisdiction of the Grand Council of Washington, PROVIDED, the Jurisdiction of which he is a member permits such membership. Loss of membership in a foreign Jurisdiction, because of suspension, expulsion or dropping N.P.D. shall result in loss of membership in this jurisdiction.

**Sec. 14.302 B.L.** A plural member shall pay all dues required by each Council wherein membership is held and shall have all rights and privileges in each of the Councils, except that he shall not be Illustrious Master, Deputy Master, or Principal Conductor of the Work of more than one such Council at the same time.

**Sec. 14.303 B.L.** Applications for plural membership shall be made on forms furnished by the Grand Recorder, accompanied by a letter of good standing (all requests for a letter of good standing from a foreign jurisdiction must be sent through the office of the Grand Recorder) and after election of petitioner, notice shall be sent to the Grand Recorder and Recorder of the other Council in which the Companion holds membership.

### **14.304 - TWENTY-FIVE YEAR MEMBERSHIP**

**Sec. 14.304 B.L.** Each Royal & Select Master belonging to a Council of this Grand Jurisdiction, who has been a continuous member of some Council or Councils for a minimum of Twenty Five (25) years shall be presented with a Twenty Five (25) year lapel pin and certificate signed by the Grand Master and the Grand Recorder. The expense thereof shall be borne by the Grand Council. Such presentation shall be made by the Grand Master, or at his direction. Any Constituent Council may award lapel pins at five (5) year increments at the expense of the Constituent Council.

### **14.305 - FIFTY YEAR MEMBERSHIP**

**Sec. 14.305 B.L.** Each Royal and Select Master belonging to a Council of this Grand Jurisdiction, who has been a continuous member of some Council or Councils for at least Fifty (50) years shall be presented with a Fifty (50) year button and a Certificate signed by the Grand Master and Grand Recorder. The expense thereof shall be borne by the Grand Council. Such presentation shall be made by the Grand Master, or at his direction.

### **14.306 - LIFE MEMBERSHIP**

**Sec. 14.3061 B.L.** Any Constituent Council may adopt a Life Membership plan which shall be detailed in its Bylaws. Any new plan must have a life membership fee of at least Two Hundred Dollars (\$200.00) as a minimum amount.

**Sec. 14.306101 B.L.** The Constituent Councils adopting a Paid-up Life Membership plan shall create a Life Membership fund in which all monies received for Paid-up Life Memberships shall be deposited, and monies in this fund shall in turn be deposited in interest bearing deposits in financial institutions approved by the laws of the State of Washington as legal depositories of Trust Funds and whose deposits are guaranteed by Federal Agencies.

**Sec. 14.306102 B.L.** Only the accrued interest on these funds may be used by the Constituent Council by transferring the interest to the General Fund by due vote of the Council.

**Sec. 14.306103 B.L.** However, ten (10) years after the death of a Life Member, the same amount as paid into the Life Membership fund by the deceased member on account of his life membership, may be transferred to the General Fund of the Council on Resolution presented to the Council and voted on at a subsequent Stated Assembly of which due notice has been given and also approved by the Grand Council at its next Stated Assembly.

**Sec. 14.306104 B.L.** All monies paid for Life Memberships are to become the property of the Council and cannot be refunded for any reason.

**Sec. 14.306105 B.L.** As of 1984 no Constituent Council may create its own Life Membership Fund, but must use the Grand Council's Life Membership Fund.

#### **14.3062 - LIFE MEMBERSHIP MEMORIAL FUND**

**Sec. 14.3062 B.L.** The Grand Council joins with other York Rite Bodies in the Grand Jurisdiction of Washington to establish a Life Membership--Memorial Fund under the corporate laws of the State of Washington. The Life Membership--Memorial Corporation shall be administered by a Board of Trustees consisting of twelve (12) members, three (3) elected from each Grand Body, together with the presiding Grand Officer of each Grand Body.

**Sec. 14.30621 B.L.** Trustees to be elected annually at the York Rite Grand Sessions as follows: For the first year -- one (1) for three (3) years, one (1) for two (2) years and one (1) for one (1) year. Thereafter (1) for three (3) years from each Grand Body. They may succeed themselves if elected again.

**Sec. 14.30622 B.L.** A quorum shall consist of seven (7) Trustees, with all three York Rite Grand Bodies represented.

#### **14.3063 - PROVISIONS OF THE GRAND COUNCIL'S PARTICIPATION**

**Sec. 14.3063 B.L.** Provisions of the Grand Council's participation are as follows:

**Sec. 14.306301 B.L.** No Council shall adopt any Life Membership Plan except the Plan adopted by Grand Council in May, 1986.

**Sec. 14.306302 B.L.** Life Membership plans existing in the Councils prior to May, 1986, may continue to operate as before and may be amended, with the amendment becoming effective upon approval of the Grand Master. No amendment shall deprive the holder of any life membership invested legal rights there under.

**Sec. 14.306303 B.L.** Any member in good standing of this Jurisdiction may purchase a life membership through the Life Membership--Memorial Program and thereby be relieved from further payment of dues, but not assessments.

**Sec. 14.306304 B.L.** A Council may collect and retain from each applicant for a life membership, in addition to the price thereof, his regular dues for the first year of enrollment in the Life Membership--Memorial Program.

**Sec. 14.306305 B.L.** The Council member paying the required fees shall receive a Life Membership Certificate from the Life Membership--Memorial Corporation.

**Sec. 14.306306 B.L.** The holder of a life membership certificate may voluntarily transfer to another Council of this Grand Jurisdiction, whereupon the Corporation shall transfer on the



books of the Life Membership--Memorial Fund, to the credit of the new Council, the fees received for the holder's life membership.

**Sec. 14.306307 B.L.** The holder of a life membership certificate in a Council which becomes dissolved shall, upon affiliation with another Council in this Grand Jurisdiction, have his life membership transferred in the same manner as for a voluntary transfer. Funds remaining only to the credit of such dissolved Councils shall be added to the total principal of the funds contributed by all Councils.

**Sec. 14.306308 B.L.** All money in the Life Membership-Memorial Fund to the credit of two or more Councils which consolidate shall be combined to the credit of the consolidated Council.

**Sec. 14.306309 B.L.** A holder's life membership rights shall not be transferred if he demits to any other Grand Jurisdiction. The fees paid for his life membership shall remain in the Life Membership Memorial Fund to the credit of his former Council.

**Sec. 14.306310 B.L.** The holder of a life membership certificate is subject to all the laws, rules and regulations as provided in the Constitution and Bylaws of the Grand Council Royal & Select Masters of Washington and loss of membership by suspension or expulsion shall automatically abrogate his life membership and any claim to any portion of any fees paid for such life membership. The Council of which he was last a member shall continue to receive the income from such funds.

**Sec. 14.306311 B.L.** A Council shall adopt a scale of prices which, at its option, may be larger than the minimum as specified herein under.

**Sec. 14.306312 B.L.** An applicant may at his option, in order to enlarge the account of his Council or as a memorial, contribute a larger sum than is required.

**Sec. 14.306313 B.L.** Council Recorders shall forward all monies received for life memberships to the Life Membership--Memorial Corporation. The Corporation shall notify the Grand Recorder of all Council life memberships and/or memorials issued.

**Sec. 14.306314 B.L.** The interest earnings from the Life Membership--Memorial Fund will be distributed to the participating Councils based on their Fund share. As per the Bylaws of the Corporation, a percentage of the earnings will be retained to manage the Fund, not to exceed One Per Cent (1%).

**Sec. 14.306315 B.L.** A life membership may be granted to an actual member of a Council upon payment of the following minimum schedule of fifteen (15) times the dues of his Council, but not less than One Hundred Dollars (\$100.00).

#### **14.307 - DROPPING FOR NON-PAYMENT OF DUES**

**Sec. 14.30701 B.L.** No Council shall expel or suspend any member for failure to pay dues or assessments. Unless otherwise provided by the Council, every member of any Council who on January 1st shall be indebted to his Council for both the previous year's dues and the current year's dues shall cease to be a member of said Council and his name dropped from the roll. Any Royal and Select Master whose membership expires under this section, ceases to be a member of the Council for all purposes, and his status is that of an unaffiliated Royal and Select Master without a demit. All members dropped for non-payment of dues shall have December 31 of that year as the effective date for the certificate. (see Sec. 14.30704 B.L.) The terms "dues" and "fees" are interchangeable in this section. Some Councils say that the Annual fees are the dues plus the Grand Council per capita tax.

**Changed by Adopted Amended Resolution 2010-11**

**Sec. 14.30702 B.L.** Any Royal and Select Master so dropped for non-payment of dues may restore himself to membership by paying or procuring the remission of the amount due, together with the dues for one year from the time of his restoration, and notifying the Council, either in writing or orally in open Council, of his desire to resume membership.

**Changed by Adopted Resolution 2010-32**

**Sec. 14.30703 B.L.** After the lapse of twenty-five (25) months, such Royal and Select Master can obtain membership in any Council of this Jurisdiction only by petition for reinstatement, as provided for in the following sections.

**Sec. 14.30704 B.L.** Any Companion dropped from the roll of any Council shall be entitled to receive from the Recorder thereof at any time, a certificate showing the fact that he was dropped for non-payment of dues or assessments, the date thereof, and the state of his account at the time he was dropped and at the date of such certificate.

**Sec. 14.30705 B.L.** Such certificate, when it shows that all of his indebtedness to the Council has been paid, may be received with a petition for affiliation in lieu of a demit.

**Sec. 14.30706 B.L.** It shall be the duty of the Recorder of every Council, twice between the first day of June and the first day of December each year, to notify in writing all members who are indebted to the Council for more than the current year's dues, of the state of their account and of the provisions of this section. At the Stated Assembly prior to the first day of December, the Recorder shall announce the names of those whose membership will cease as of December 31.

**Sec. 14.30707 B.L.** The Illustrious Master and Recorder may be held responsible for any neglect of the duties prescribed in this SECTION, but such neglect shall not in any way affect the operation thereof.

#### **SECTION 14.4 - COUNCIL DUES AND FEES**

**Sec. 14.401 B.L.** No Council shall confer the degrees of Royal and Select Master upon anyone for a less sum than Twenty Dollars (\$20.00), and the same must be actually paid to the Recorder before conferring the Royal Master Degree.

**Sec. 14.402 B.L.** Each Council has the right to fix and collect from its members dues as shall be necessary to pay the Grand Council dues, defray expenses of the Council, to keep up its charity funds, and to levy such special assessments as may be necessary for strictly Masonic purposes. Such assessments as relate to the non-payment thereof, shall assume the same status as dues.

**Sec. 14.403 B.L.** No dues shall be less than Three Dollars (\$3.00) per annum.

**Sec. 14.404 B.L.** No dues shall be charged against a former member while under the sentence of Suspension or Expulsion.

**Sec. 14.405 B.L.** A Council may remit the dues of any member or members which it so elects. No Council shall be liable for Grand Council dues for any expelled, suspended, dropped, 50-year or indigent member, if the same has been properly reported to the Grand Recorder.

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## **Chapter 15 – Petitioners for Degrees**

**Sec. 15.1 B.L.      Requirements to Petition**

**Sec. 15.2 B.L.      Proposal for the Degrees**

## **SECTION 15.1 – REQUIREMENTS TO PETITION**

**Sec. 15.1 B.L.** Every petitioner for the Council Degrees must be a member of, or have petitioned for membership, in a Chapter of Royal Arch Masons, but the Council Degree shall not be conferred upon a petitioner who is not a member in good standing of both a Royal Arch Chapter and his Symbolic Lodge.

**Sec. 15.2 B.L.** In lieu of a petition signed by an applicant, the name of any Royal Arch Mason in good standing in his Chapter and Lodge may be proposed for the degrees in the Council, on a form for that purpose, when properly recommended by the signatures of three Companions of the said Council. This petition should show the name of the Lodge and Chapter for the proposed member and such other information as available. When properly recommended by the signatures of three Companions of said Council, who is proposed for membership is a Master Mason in good standing in a Lodge subordinate to the Most Worshipful Grand Lodge of F & AM of Washington or subordinate to a Grand Lodge with which it is in Fraternal communication and a Chapter subordinate to the Most Excellent Grand Chapter of Royal Arch Masons of Washington or subordinate to a Grand Chapter which is in fraternal communication. No further investigation of a Royal Arch Mason is required.

**Changed by Adopted Resolution 2010-12**

## **Chapter 16 – Course of Petitions**

<b>Sec. 16.1 B.L.</b>	<b>Presentation of Petition</b>
<b>Sec. 16.2 B.L.</b>	<b>Balloting of Petition</b>
<b>Sec. 16.21 B.L.</b>	<b>Secret Ballot</b>
<b>Sec. 16.22 B.L.</b>	<b>Unanimous Ballot</b>
<b>Sec. 16.23 B.L.</b>	<b>No Discussion of Ballot</b>
<b>Sec. 16.24 B.L.</b>	<b>Objection to Receiving Degrees</b>

## **SECTION 16.1 - PRESENTATION OF PETITION**

**Sec. 16.1 B.L.** Every petition for the degrees shall be presented at a Stated Assembly or at a Special Assembly. Petitions shall be in writing, stating the Symbolic Lodge and the Royal Arch Chapter of which he is a member, when and where born, occupation, place of residence, place of business and if he had ever previously petitioned for the Council Degrees, and shall bear his signature. If he had previously been rejected by a Council of this Grand Jurisdiction, he cannot petition to the same or another Council within six (6) months after such rejection. Every petition for the degrees must be accompanied by the required fee, be recommended by three (3) members of the Council being petitioned, and if received, such petition may be balloted immediately, except as provided for in SECTION 11.03 B.L.

## **SECTION 16.2 - BALLOTING ON PETITIONS**

**Sec. 16.21 B.L.** A secret ballot shall be had on all petitions for the degrees or for affiliation, unless it appears that the Council has no jurisdiction over the petitioner, in which case the petition and the fee shall be returned to him with the proper information.

**Sec. 16.22 B.L.** The ballot on a petition for the degrees or for affiliation must be unanimous, and every member present must vote unless excused by unanimous consent of those present. Should only one negative vote appear, the Illustrious Master may cause another ballot to be immediately taken, when, should one or more negative votes appear, he shall declare the applicant rejected.

**Sec. 16.23 B.L.** No discussion upon the merits of the petitioner or inquiry as to who may have cast a negative ballot shall be allowed in the Council.

**Sec. 16.24 B.L.** If a petitioner is elected to receive the degrees, and at any time before receiving the Royal Master Degree an objection is made by any member to the Illustrious Master, the petitioner shall not be initiated until the objection has been withdrawn. The objector shall not be required to state the reason for his objection and the Illustrious Master shall not at any time divulge the name of the objector. If the objection is not withdrawn within sixty (60) days it shall be entered upon the record and shall be deemed equivalent to a rejection and the fee shall be returned to the applicant. The applicant shall not apply for the degrees in any Council in this Jurisdiction for a period of six (6) months from the date of such rejection.

## **Chapter 17 – Rituals and Degrees**

<b>Sec. 17.01 B.L.</b>	<b>Degrees Conferred</b>
<b>Sec. 17.02 B.L.</b>	<b>Courtesy Degrees</b>
<b>Sec. 17.03 B.L.</b>	<b>Ceremonies Must Conform to Grand Council Ritual</b>
<b>Sec. 17.04 B.L.</b>	<b>Courtesy Degree Request from Foreign Jurisdiction</b>
<b>Sec. 17.05 B.L.</b>	<b>Violation of Ritual or Degree Provisions</b>
<b>Sec. 17.06 B.L.</b>	<b>Purchase of Rituals</b>



## **SECTION 17.01 – RITUALS AND DEGREES**

**Sec. 17.01 B.L.** The degrees to be conferred by Councils in this Jurisdiction are the Royal Master Degree, Select Master Degree, and the appendant degree of Super-Excellent Master, and must be conferred in the order named.

**Sec. 17.02 B.L.** Degrees may be conferred upon a candidate elected by another Council of this or another Grand Jurisdiction, only upon a request from, or the consent of the Council electing the candidate. If such Council is not of this Grand Jurisdiction, said request or consent shall be transmitted through the Grand Recorder of this Grand Jurisdiction and no degrees shall be conferred by courtesy for any Council not recognized by this Grand Council. No Dispensation, petition, reference or ballot shall be necessary, nor shall the candidate sign the Bylaws of the Council conferring by courtesy. The fee shall be retained by the Council electing the candidate and he shall become a member thereof when said degrees are conferred. In the event of an objection by a member of the Council conferring the degrees by courtesy, they shall not be conferred, unless the objection is withdrawn, and the Council which elected the candidate shall be so notified.

**Sec. 17.03 B.L.** The ceremonies and rituals in conferring the above degrees, as well as the opening and closing ceremonies must conform to the Rituals furnished by this Grand Council and no other ritual, ceremony or deviation whatsoever will be permitted within this jurisdiction, except the Square and Compasses, and Trowel shall be displayed on the right of the open Bible, Companions standing with arms crossed, right over left, to be observed only during a prayer.

**Sec. 17.04 B.L.** Requests for the conferring of courtesy degrees by or for other Grand jurisdictions shall be transmitted to the Grand Recorder of this Grand Jurisdiction for his verification of the regularity of the Council in the foreign jurisdiction.

**Sec. 17.05 B.L.** Should any Council be found violating any of the above provisions, the Grand Master may arrest the Charter and suspend the functions of such Council until further ordered by the Grand Council.

**Sec. 17.06 B.L.** Councils may purchase from the Grand Recorder such Rituals as the Illustrious Master may direct, and each member may purchase from his Council a Ritual for his own use. These Rituals will be the property of the individual Council or the individual member as the case may be.

## **Chapter 18 – Consolidation of Councils**

**Sec. 18.1 Const. Consolidation of Two or More Councils**

**Sec. 18.101 Const. The Council Thus Formed**

**Sec. 18.102 Const. Approval Required for Consolidation to Go into Effect**

**Sec. 18.103 Const. Responsibility for Contracts and Debts**

**Sec. 18.104 Const. Status of Past Illustrious Masters and Life Members**

**Sec. 18.105 Const. Election of Officers upon Consolidation**

## **SECTION 18.1 – CONSOLIDATION OF COUNCILS**

**Sec. 18.1 B.L.** Two or more Councils located near each other may consolidate into one, on such terms and conditions as may be prescribed by the Grand Council, provided that of such proposed consolidation the members of each Council shall have at least eighty (80) calendar days notice before the Stated Assembly at which such proposition is to be acted upon, and it shall be required that two-thirds (2/3) of all members present shall assent in writing to the proposed consolidation. **Changed by Adopted Resolution 2010-13**

**Sec. 18.101 B.L.** The Council thus formed may bear the name and number of one of the Councils composing it, in which case it may retain the Charter and Seal of such Council, or it may select a new name and number upon approval of the Grand Master or Grand Council, and shall then, in either case, receive a new Charter without charge but it must provide itself with a new seal.

**Sec. 18.102 B.L.** No such consolidation, however, shall go in effect until all of the proceedings relative thereto have been submitted to and approved by the Grand Council or by the Grand Master during the intervals between the Stated Assembly of the Grand Council.

**Sec. 18.103 B.L.** The Council formed by such consolidation is responsible for the contracts and debts of the Councils consolidating including those for Life Membership. All assets of the consolidating Councils shall become the property of the new Council.

**Sec. 18.104 B.L.** The Past Illustrious Masters of each Council are its Past Illustrious Masters and the Life Members are its Life Members.

**Sec. 18.105 B.L.** Upon consolidation of two or more Councils, the combined membership so consolidating must proceed to elect Officers at their next stated Assembly.. The Master of the Arch or an officer appointed by the Grand Master will preside over the Council only during that period of election.

## **Chapter 19 – Dissolution of a Council**

<b>Sec. 19.1 B.L.</b>	<b>Dissolution of a Council</b>
<b>Sec. 19.11 B.L.</b>	<b>Voluntary Surrender</b>
<b>Sec. 19.12 B.L.</b>	<b>Revocation or Forfeiture of Charter by the Grand Council</b>
<b>Sec. 19.2 B.L.</b>	<b>Charter Surrendered</b>
<b>Sec. 19.3 B.L.</b>	<b>Approval of Dissolution</b>
<b>Sec. 19.4 B.L.</b>	<b>Membership</b>
<b>Sec. 19.41 B.L.</b>	<b>Membership Rules</b>
<b>Sec. 19.42 B.L.</b>	<b>Duty to be a Member</b>
<b>Sec. 19.43 B.L.</b>	<b>Membership upon Dissolution of Council</b>

## **SECTION 19.1 – DISSOLUTION OF A COUNCIL**

**Sec. 19.1 B.L.** A Council may be dissolved by:

**Sec. 19.11 B.L.** Voluntary surrender when such surrender is accepted by the Grand Council.

**Sec. 19.12 B.L.** Revocation or forfeiture of its Charter by the Grand Council.

**Sec. 19.2 B.L.** The Charter of a Council may be surrendered if:

**Sec. 19.201 B.L.** Notice shall be given at a Stated Assembly that a Resolution to that effect will be presented at the next succeeding Assembly;

**Sec. 19.202 B.L.** All members shall be duly notified;

**Sec. 19.203 B.L.** If at such succeeding Assembly there shall not be six (6) members present who oppose such Resolution;

**Sec. 19.204 B.L.** If it is so ordered by a majority of the members present.

**Sec. 19.3 B.L.** No such act of surrender shall be considered final until it shall have been approved and accepted by the Grand Council.

## **Sec. 19.4 - MEMBERSHIP**

**Sec. 19.41 B.L.** Membership in a Lodge of Master Masons and a Chapter of Royal Arch Masons is essential to membership in a Council of Royal and Select Masters in this Jurisdiction. A suspension or expulsion in the Lodge or Chapter is effectually a suspension or expulsion in the Council during the continuance of such sentence, as is also a member dropped for non-payment of dues. Upon filing proper credentials from his Chapter that he has been reinstated, he shall be reinstated in his Council upon payment of delinquent dues; the Illustrious Master will announce that fact and it will be recorded in the minutes. Should a Companion demit from either his Lodge or his Chapter and fail to affiliate within twenty-four (24) months, he shall forfeit his membership in his Council and his status shall be that of an unaffiliated Royal and Select Master without a demit.  
**Changed by Adopted Resolution 2010-14**

**Sec. 19.42 B.L.** It is the duty of every Royal and Select Master to be a member of some Council. Councils may, therefore, deny to unaffiliated Companions the privilege of visiting the Council or joining in public processions of the Craft.

**Sec. 19.43 B.L.** When a Council shall surrender its Charter or be otherwise dissolved, the members thereof in good standing shall be issued a demit. Any Companion not obtaining a demit may upon payment to the Grand Recorder of all dues owed, if any, by the Companion to said Council, the Grand Recorder shall issue him a certificate of his former membership, which may be used in lieu of a demit.

## **PART IV**

### **DISCIPLINARY CODE**

## **Chapter 20 – Charges and Pretrial Procedure**

<b>Sec. 20.1 B.L.</b>	<b>Right to Discipline</b>
<b>Sec. 20.101 B.L.</b>	<b>All R&amp;S Masters Subject to Discipline</b>
<b>Sec. 20.102 B.L.</b>	<b>Any Member May Prefer Charges</b>
<b>Sec. 20.103 B.L.</b>	<b>If Found Guilty, Ballot on Penalties</b>
<b>Sec. 20.104 B.L.</b>	<b>Two-Thirds Vote Required</b>
<b>Sec. 20.105 B.L.</b>	<b>Illustrious Master To Reprimand</b>
<b>Sec. 20.2 B.L.</b>	<b>Penal Code</b>

## **SECTION 20.1 - RIGHT TO DISCIPLINE**

**Sec. 20.101 B.L.** For violation of Masonic Law, every Chartered Council shall have the right, with certain exceptions, to discipline any Royal and Select Master residing or sojourning within its jurisdiction, or any of its members wherever they may be.

**Sec. 20.102 B.L.** Any member of the Council may prefer charges in writing against the offender, and should the charges be accepted by a majority vote of the Council, the accused shall be put on trial.  
**Changed by Adopted Resolution 2010-15**

**Sec. 20.103 B.L.** Should he plead guilty, or be found guilty by a two-thirds (2/3) vote of the Council on one or all of the Specifications charged, the Council shall proceed to ballot upon each of the following penalties in the order named: Expulsion; Indefinite Suspension; Definite Suspension; or Reprimand.

**Sec. 20.104 B.L.** A two-thirds (2/3) vote shall be required to effect the penalty.

**Sec. 20.105 B.L.** Should the Council fail to expel or suspend, the Illustrious Master shall reprimand the offender in open Council, unless a new trial be granted or an appeal be immediately taken.

## **Sec. 20.2 – PENAL CODE**

**Sec. 20.2 B.L.** In the preparing of charges, the conduct of trials and other related matters, the Penal Code shall be that of the Washington Masonic Code.



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# **APPENDICES**

**Appendices are used to help, and are subject to change by the Code Committee, with the approval of the Grand Master.**

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## APPENDIX A

### BYLAWS OF \_\_\_\_\_ COUNCIL No. \_\_\_\_\_ ROYAL AND SELECT MASTERS of WASHINGTON

#### ARTICLE I—NAME

**Section 1:** The name of this Council shall be known as \_\_\_\_\_ Council Number \_\_\_\_\_, Royal and Select Masters of Washington

#### ARTICLE II—ASSEMBLIES

**Section 1:** The Stated Assemblies of this Council shall be held on the \_\_\_\_\_ of each month, at the hour of \_\_\_\_\_ o'clock P.M.

**Section 2:** All Assemblies shall be held in \_\_\_\_\_ Hall (or Temple), in \_\_\_\_\_, Washington, except by Special Dispensation of the Grand Master.

#### ARTICLE III—FEES AND DUES

**Section 1:** The fees for the degrees shall be \_\_\_\_\_ Dollars (\$\_\_\_\_\_), which must accompany the petition.

**Section 2:** The Annual Dues of each member shall be \_\_\_\_\_ Dollars (\$\_\_\_\_\_) plus the Grand Council per capita tax, payable in advance.

**Section 3:** Life Membership Fees shall be \_\_\_\_\_

#### ARTICLE IV—ELECTION OF OFFICERS

**Section 1:** The annual election of Officers of this Council shall be held on the \_\_\_\_\_ (day) of \_\_\_\_\_ (month) of each year.

#### ARTICLE V—OFFICERS

**Section 1:** The Officers of the Council shall be:  
Illustrious Master  
Deputy Master  
Principle Conductor of the Work  
Treasurer  
Recorder  
Chaplain  
Master of Ceremonies  
Captain of the Guard  
Conductor of the Council  
Steward  
Sentinel  
Musician

Changed by Adopted Resolution 2010-16

## **ARTICLE VI—STANDING COMMITTEES**

**Section 1:** The three Principal Officers shall constitute an Executive and Finance Committee, and no claims shall be paid by the Council until referred to said Committee, except as provided in Article VII (Or words for your Council)

## **ARTICLE VII—CHARITY**

**Section 1:** The Illustrious Master is empowered to draw on the Treasurer for sums not exceeding \_\_\_\_\_ Dollars (\$\_\_\_\_\_) each draft, for the relief of indigent members or their families, and shall report the same to the Council at the next Stated Assembly.

## **ARTICLE VIII—PAST ILLUSTRIOUS MASTER**

**Section 1:** *(SPECIFY WHETHER YOU GIVE HIM ANYTHING WHEN LEAVING OFFICE)*

## **ARTICLE IX—AMENDMENTS**

**Section 1:** Amendments to these Bylaws shall be proposed in writing at a Stated Assembly, and upon a minimum two (2) weeks notice thereof being sent to the members shall come up for action at a subsequent Stated Assembly. They shall require a two-thirds (2/3) vote of voting members present for adoption and must be approved by the Grand Master before they shall be in full force and effect.

## **APPENDIX B**

### **GRAND COUNCIL CERTIFICATE OF PROFICIENCY**

#### **PART ONE - RITUAL**

This section will be on material contained in the Code and in the ritual. This section will be memory work and an error will be a wrong work, word transposed, words left out or words added. For a passing grade, a maximum of twenty (20) errors will be allowed for the entire section.

- a. Opening the Council Select Master Degree, all parts including the flag ceremony. (Ritual pp. 8-17) (Flag Ceremony Code Sec. 9.122 B.L.).
- b. Closing the Council Select Master Degree – all parts including the flag ceremony. (Ritual pp. 62-67) (Flag Ceremony Code Sec. 9.122 B.L.).
- c. Changing Degrees: Suspension of labor on the Select Master Degree (Ritual pp. 17).  
Opening of Royal Master degree (Ritual pp. 18-20).  
Suspending Royal Master (Ritual pp. 42).  
Resuming labor on Select Master degree (Ritual pp. 42).
- d. Repeat Test Oath for visitors.
- e. Installations
  1. Give the official obligation of the Illustrious Master at the altar upon installation.
  2. Give the official obligation of all other officers at the altar upon installation.
- f. Give the apron lecture (Ritual p. 60).

#### **PART TWO - COUNCIL BUSINESS**

The answers will be narrative type, so you either pass or fail. You either know the subject or you do not.

- |    |  |              |
|----|--|--------------|
| a. | Order of Business for the stated assembly<br>(as stated in the Bylaws)<br>(Ref Code Sec 1.071 B.L. and Appendix A) | pass or fail |
| b. | Introduction of Visitors:  |              |
|    | 1. Precedence of Rank  | pass or fail |
|    | 2. Greetings given   | pass or fail |
| c. | Official Visit of the Master of the Arch<br>Procedure and honors accorded  | pass or fail |
| d. | Official Visit of the Most Illustrious Grand<br>Master Procedure and honors accorded                               | pass or fail |
| e. | Voting   |              |
|    | 1. Election of officers (Code Sec 14.393 B.L.)   | pass or fail |
|    | 2. Council Business  | pass or fail |

- |    |   |              |
|----|---|--------------|
| 3. | Balloting on petitions                        |              |
| a. | When permissible                              | pass or fail |
| b. | Ballot box and contents                       | pass or fail |
| c. | Examination of ballot box<br>(before casting) | pass or fail |
| d. | Voting procedures and closing<br>ballot       | pass or fail |
| e. | Declaration by Grand Council                  | pass or fail |
| f. | Action if black cube appears                  | pass or fail |
| g. | Destroying the ballot                         | pass or fail |

### **PART THREE – GENERAL KNOWLEDGE**

This section will be on general knowledge contained within the Code and Ritual. The answers will be of a narrative type.

- |    |  |              |
|----|--|--------------|
| a. | Officers   |              |
| 1. | Give in order the rank of all officers<br>(Code Sec 14.1 B.L.)                           | pass or fail |
| 2. | Describe the jewels of the officers  | pass or fail |
| 3. | Which officers are essential to open a<br>Council (Ritual p. 10)                         | pass or fail |
| b. | The Bible  |              |
|    | Give the Book, the Verse, and the color of ribbon<br>for each degree. (SM Ritual pp. 15) | pass or fail |
| c. | Visitors   |              |
|    | How does a visitor gain admission  | pass or fail |
| d. | The Apron  |              |
|    | Describe the Council Apron   | pass or fail |
| e. | Date of Council Documents  | pass or fail |
| f. | Courtesy Degrees   |              |
| 1. | Request for  | pass or fail |
| 2. | Request by   | pass or fail |
| 3. | Certificate of Completion  | pass or fail |
| g. | Demits   |              |
| 1. | By whom and how initiated  | pass or fail |
| 2. | Conditions on which acceptable   | pass or fail |
| 3. | Action to complete demit   | pass or fail |

### **END OF PROFICIENCY EXAMINATION**

A Grand Council Certificate of Proficiency shall be issued to any Companion who individually appears and satisfactorily passes all sections of the examination. Certificate shall be issued for a period of three (3) years when the companion has passed the examination as follows:

1. Not to exceed 20 errors in part ONE.
2. Be proficient on questions contained in both parts TWO and THREE.

A reasonable opportunity shall be given during the examination to correct an error, if made.

The requestor shall have 90 days to complete the examination once he has initiated said examination.

The Certificates are to be signed by the Master of the Arch before whom the examination was taken and shall be attested to by the Grand Recorder, who shall keep a record thereof, and the Grand Master shall attest to and affix his seal upon said certificate.

If the Companion applying for the certificate is the Master of the Arch then the approving Companion shall be the Grand Lecturer, one of the elected Grand Officers, or a Past Grand Master.



## MASTER OF THE ARCH'S REPORT ON PROFICIENCY EXAMINATION

To: M.I.C.

---

Examination of \_\_\_\_\_

Council \_\_\_\_\_ Title \_\_\_\_\_ Name \_\_\_\_\_  
No. \_\_\_\_\_

Date of Examination: \_\_\_\_\_

### Section One:

\_\_\_\_\_ Errors, #1 attempt passed or failed

\_\_\_\_\_ Errors, #2 attempt passed or failed

### Section Two:

\_\_\_\_\_ Errors, #1 attempt passed or failed

\_\_\_\_\_ Errors, #2 attempt passed or failed

### Section Three:

\_\_\_\_\_ Errors, #1 attempt passed or failed

\_\_\_\_\_ Errors, #2 attempt passed or failed

### REMARKS AND RECOMMENDATIONS:

Master of Arch \*

\_\_\_\_\_  
signed

## **APPENDIX C**

### **COUNCIL CERTIFICATE OF PROFICIENCY**

#### **PART ONE - RITUAL**

This section will be on material contained in the Ritual. This section will be memory work and an error will be a wrong work, word transposed, words left out or words added. For a passing grade, a maximum of ten (10) errors will be allowed.

- a. Opening Council
  - 1. Select Master Degree- all parts including the flag ceremony (Ritual pp. 8-17).
- b. Closing the Council
  - 1. Select Master Degree- all parts including the flag ceremony ((Ritual pp. 62.67).

#### **PART TWO - COUNCIL BUSINESS**

This section will be narrative type, so you either pass or fail. You either know the subject or you do not.

- a. Order of Business for stated assemblies (Bylaws of own council) pass or fail
- b. Introduction of Visitors
  - 1. Precedence of Rank pass or fail
  - 2. Proper Introduction pass or fail
  - 3. Greetings given pass or fail
  - 4. Official Visit of the Master of the Arch pass or fail
  - 5. Official Visit of Most Illustrious Grand Master pass or fail
  - 6. Voting
    - a. When permissible pass or fail
    - b. Ballot box and contents pass or fail
    - c. Examination of ballot box (before casting) pass or fail
    - d. Voting procedures and closing ballot pass or fail
    - e. Declaration by Grand Council pass or fail
    - f. Action if black cube appears in the Ballot Box pass or fail
    - g. Destroying the ballot pass or fail

#### **PART THREE - GENERAL KNOWLEDGE**

This section will be on general knowledge contained within the Code and Ritual. The answers will be of a narrative type, so you either pass or fail. You either know the subject or you do not.

- a. Officers
  - 1. Give in order the rank of all officers pass or fail
  - 2. Describe the Jewels of office pass or fail

- |    |  |              |
|----|--|--------------|
| 3. | Which officers are essential to open a Council                       | pass or fail |
|    |  |              |
| b. | The Bible  |              |
|    | 1. Give the Book, the Verse, and the color of ribbon for each degree | pass or fail |
| c. | Visitors   |              |
|    | 1. How does a visitor gain admission?                                | pass or fail |
|    | 2. Who does examination?   | pass or fail |

#### END OF COUNCIL PROFICIENCY EXAMINATION

A Certificate of Council Ritualistic Proficiency shall be issued to any Companion who individually appears and satisfactorily passes all section of the examination. Certificates will be issues for a period of three (3) years when the companion has passed the examination as follows:

1. Not to exceed Ten (10) errors in part one.
2. Be proficient on questions contained in both parts two and three.

A reasonable opportunity shall be given during the examination to correct an error, if made.

The participant shall have 90 days to complete the examination once he has initiated said examination.

The Certificates are to be signed by the Companion before whom the examination was taken and shall be attested to by the Grand Recorder, who shall keep a record thereof, and a final attainment by the Grand Master shall attest to and affix his seal upon said certificate.

# MASTER OF THE ARCH'S REPORT ON PROFICIENCY EXAMINATION

To: M.I.C. \_\_\_\_\_

Examination of \_\_\_\_\_

	Title	Name
Council _____		No. _____

Date of Examination: Started \_\_\_\_/\_\_\_\_/\_\_\_\_ Completed \_\_\_\_/\_\_\_\_/\_\_\_\_

## Section One:

_____ Errors, #1 attempt	passed or failed
--------------------------	------------------

_____ Errors, #2 attempt	passed or failed
--------------------------	------------------

## Section Two:

_____ Wrong, #1 attempt	passed or failed
-------------------------	------------------

_____ Wrong, #2 attempt	passed or failed
-------------------------	------------------

## Section Three:

_____ Wrong, #1 attempt	passed or failed
-------------------------	------------------

_____ Wrong, #2 attempt	passed or failed
-------------------------	------------------

REMARKS AND RECOMMENDATIONS:

Master of Arch \* \_\_\_\_\_  
Signed

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## **APPENDIX D**

### **COUNCIL OFFICER'S CERTIFICATE OF PROFICIENCY**

#### **PART ONE - Ritual**

1. Know his ritualistic part in opening and closing the Council on the Select Master Degree. (Deputy Master and Principal Conductor of the Work must know the Illustrious Master part for opening and closing).
2. Know his corresponding ritualistic part for the Select Master Degree portrayal.
3. Know the floor work that accompanies his office in Opening, Closing and portrayal of the Select Master Degree.

#### **END OF COUNCIL OFFICER'S PROFICIENCY EXAMINATION**

A Certificate of Officer Proficiency shall be issued to any Companion who individually appears and satisfactorily passes all section of the examination. Certificates will be issues for a period of three (3) years when the Companion has passed the examination as follows:

1. Not to exceed ten (10) errors when opening and closing of a Council.
2. Not exceed fifteen (15) errors in the portrayal of his office in the Select Master Degree.

A reasonable opportunity shall be given during the examination to correct an error, if made.

The participant shall have 90 days to complete the examination once he has initiated said examination.

The Certificates are to be signed by the Companion before whom the examination was taken and shall be attested to by the Grand Recorder, who shall keep a record thereof; and a final assessment by the Grand Master shall attest to and affix his seal upon said certificate.

**MASTER OF THE ARCH'S REPORT ON  
OFFICER PROFICIENCY EXAMINATION**

To: M.I.C. \_\_\_\_\_

Examination of: \_\_\_\_\_

	Title	Name
Council _____	No. _____	

Date of Examination: Started \_\_\_\_/\_\_\_\_/\_\_\_\_ Completed \_\_\_\_/\_\_\_\_/\_\_\_\_

**Section One (Opening and Closing of Select Master Council):**

\_\_\_\_\_ Errors, #1 attempt                      passed or failed

\_\_\_\_\_ Errors, #2 attempt                      passed or failed

**Section Two (Portrayal of role in the Select Master Degree):**

\_\_\_\_\_ Errors, #1 attempt                      passed or failed

\_\_\_\_\_ Errors, #2 attempt                      passed or failed

**REMARKS AND RECOMMENDATIONS:**

Master of Arch \*

\_\_\_\_\_ signed

# **APPENDIX E**

## **INSTALLATION CEREMONY**

for the

**GRAND COUNCIL**

of the

Most Illustrious Grand Council

of

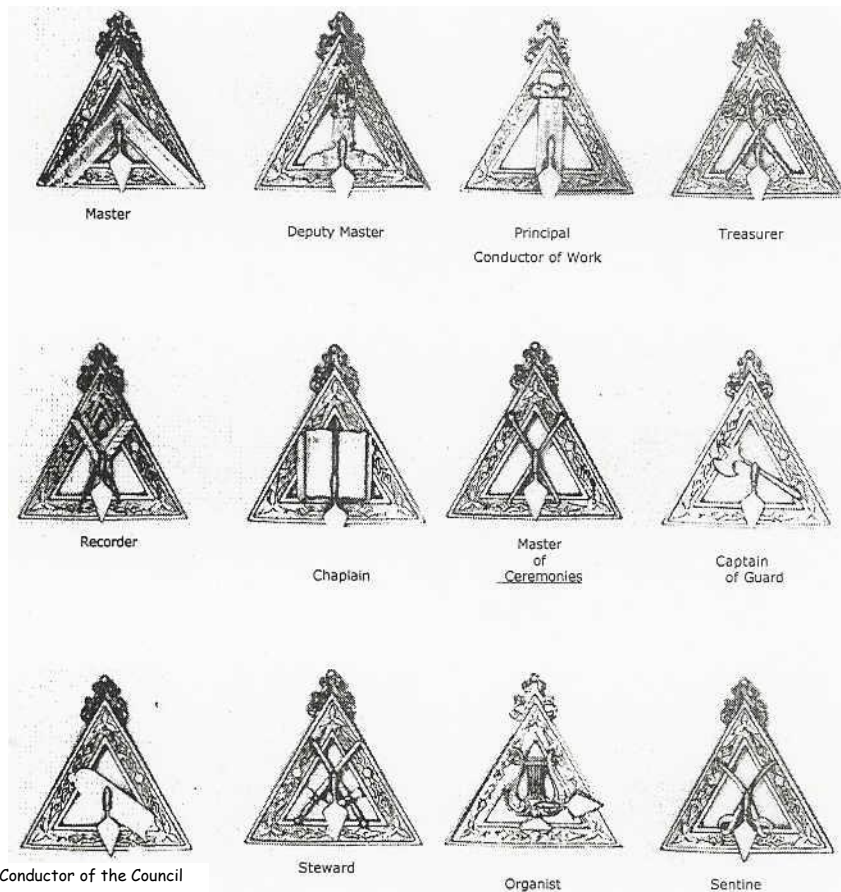
Royal and Select Masters

of

Washington

2009





## EXPLANATION OF CHART

FIGURES indicate the elective and appointive officers in their positions in the Broken Triangle and their proper stations after Installation.

- 1 Grand Illustrious Master
- 2 Deputy Grand Master
- 3 Grand Principal Conductor of Work
- 4. Grand Master of Ceremonies
- 5 Grand Treasurer
- 6 Grand Recorder
- 7 Grand Chaplain
- 8 Grand Lecturer
- 9 Grand Captain of the Guard
- 10 Grand Conductor of Council
- 11 Grand Steward
- 12 Grand Musician
- 13 Grand Sentinel

LETTERS indicate extra chairs placed for the Companions participating in the Installation Ceremony.

- X Retiring Grand Illustrious Master during Ceremony
- O Installing Officer after the Benediction
- R Installing Grand Recorder
- C Installing Grand Chaplain
- M Installing Grand Master of Ceremonies

Table by Grand Chaplain's station with Thirteen Jewels, Grand Sentinel's sword, Bible, Constitution and Bylaws of the Grand Council.

(\*12)

\*at the  
instrument

**EAST**

(0) (2) (1) (3) (X)

(4)

(5) (R)

(C) (6) (\*)

(7) (M)

**ALTAR**

(10)

**South**

(1)

(2)

(3)

(4)

(5)

(6)

(7)

(8) (10) (12)

(13) (11) (9)

**MASTERS OF THE ARCHES**

(1) (2) (3) (4) (5) (6) (7) (8) (9)

(9) (11)

**West**

**(13)**

# INSTALLATION CEREMONY

It is the province of the Grand Illustrious Master to install the Grand Companion lawfully elected to succeed him in office, or he may invite a Past Grand Illustrious Master to perform the service. (In the selection of the Installing Officer the wishes of the Grand Illustrious Master-Elect should be considered). The Installing Officer, who must be the Grand Illustrious Master or a Past Grand Illustrious Master of this Grand Jurisdiction, represents the Grand Master during the ceremony of installation and should be addressed as "Most Illustrious". The Grand Illustrious Master calls the Assembly to order with one rap of the gavel, announces the name of the Installing Officer and causes him to be greeted with the Public Grand Honors of Masonry. The Installing Officer should then take over and announce the names of the other Installing Officers and proceed with the ceremony.

**Note:** Prior to the installation, the Installing Officer should make sure that there is a table in the East containing the Jewels of Office, the Bible, Charter, the Constitution and By-Laws of the Grand Council, and a sword. The Jewel is placed on the Grand Companion immediately after he is presented to the East and introduced to the Installing Officer, except the Grand Illustrious Master-Elect.

**INSTALLING OFFICER:** Right Ill. Companion Grand Master of Ceremonies, you will retire and conduct the officers to be installed to their proper positions in the broken triangle. (*Officers to be installed should be waiting in the preparation or Sentinel's room*).

(Grand Master of Ceremonies conducts Grand Illustrious Master-Elect, followed by other officers in order of rank in either single or double file through opening in Broken Triangle and each takes his place in front of his chair and remains standing).

**INSTALLING OFFICER:** \* (*seats officers: Grand Master of Ceremonies remains standing directly behind the Grand Illustrious Master-Elect chair*).

(When the Grand Master of Ceremonies conducts the officers from their seats in the Broken Triangle to the East to be installed, he will take the left arm of the officer in escorting him, and conduct him through the opening in the Triangle. The officers seated on the South of the point of the triangle (the odd numbers on the chart) will be conducted around the South side of the Triangle and the Altar to the East for Installation. The Grand Master of Ceremonies will then return to the Triangle by the same route. The officers seated on the North side of the point of the Triangle (the even numbers on the chart) will be conducted around the North side of the Triangle and Altar in a similar manner).

**INSTALLING OFFICER: Right Illustrious Companion Grand Recorder, you will announce the names of the officers elected and appointed to govern this Grand Council for the ensuing year.**

(Grand Recorder reads names of officers. As each officer's name is called, he will arise and remain standing).

**INSTALLING OFFICER:** Companions, you here behold the officers elected and appointed to govern this Grand Council. If any Companion has any objection to offer, let him make it known now.

**INSTALLING OFFICER: (\*)** *(Seats Officers)*

(Grand Master of Ceremonies conducts the Grand Illustrious Master-Elect to the East.)

**GRAND MASTER OF CEREMONIES:** Most Illustrious, it is with pleasure that present Right Illustrious Companion \_\_\_\_\_ to be installed Grand Illustrious Master of this Grand Council. We believe him to be well skilled in the Royal Mysteries, zealous in diffusing the select principles of our order and in whose integrity and fidelity his Companions repose the highest confidence.

**INSTALLING OFFICER: Right Ill. Comp. Grand Master of Ceremonies,** you will conduct our Companion to the Altar, there to receive the benefit of prayer and to take his official obligation.

(Grand Master of Ceremonies conducts the Grand Master-Elect to the West side of the Altar and assists him to kneel, and then conducts the Grand Chaplain to the East side of the Altar and assists him to kneel).

**INSTALLING OFFICER: (\* \* \*)**

### **PRAYER**

**GRAND CHAPLAIN:** Most Holy and Glorious Lord God, Grand Master of Heaven and Earth, we approach thee with reverence and implore thy blessings upon the Companions selected to conduct the business of this Grand Council for the ensuing year. Fill their hearts with thy fear, that they may promote thy glory. Make them steadfast in thy service; grant them firmness of mind; animate their hearts and strengthen their endeavors; may they teach thy judgments in truth and thy laws in righteousness; and may their offerings upon thine altar, prove an acceptable sacrifice unto thee. Bless them, O Lord, and bless the work of their hands. Accept us in mercy; hear thou from Heaven, thy dwelling place, and when thou hearest, forgive our transgressions. Amen.

**RESPONSE:**      So mote it be.

*(Grand Master of Ceremonies conducts Grand Chaplain to his station).*

## **OBLIGATION**

*(obligation should be memorized by the Grand Illustrious Master-Elect if possible).*

**INSTALLING OFFICER: My Companion, you will place both hands on the Book of the Law, say I, pronounce your name in full and repeat your official obligation:**

**Grand Illustrious Master-Elect:**

I \_\_\_\_\_ do most solemnly promise and swear that I will strictly conform to, support and maintain the Constitution, Bylaws and Regulations of the Most Illustrious Grand Council of Royal and Select Masters of Washington; that I will faithfully and to the best of my ability, discharge the duties of the office with which I am now about to be invested; so help me God.

(After obligation, Grand Illustrious Master-Elect remains kneeling at the Altar).

**INSTALLING OFFICER: My Companion, I feel much satisfaction in installing you into the office of Grand Illustrious Master of this Grand Council, but before doing so I shall propose certain questions to which I must require your unequivocal assent:**

- 1. Do you solemnly promise that you will use your utmost endeavors to promote the peace and prosperity of the Most Illustrious Grand Council of Washington?**
- 2. That you will not permit your Grand Council to be opened or closed, or perform any labor unless there be present a constitutional number of Constituent Councils represented?**
- 3. That you will, to the best of your ability, represent this Grand Council, or cause it to be represented at such Masonic functions as protocol may dictate?**
- 4. That you will not acknowledge or hold fraternal communication with any Grand Council that is not recognized by the Most Illustrious Grand Council of Washington?**



**5. That you will cooperate with the Grand Officers of the other York Rite Bodies in this Grand Jurisdiction, and will promote harmony and unanimity throughout the Masonic Fraternity?**

**6. That to the utmost of your power you will preserve the Ancient Land Marks and the solemnities of our ceremonies, along with the usages and customs pertaining thereto?**

**Do you submit to all these requirements, and promise to observe and practice them faithfully?**

(Upon receiving affirmative reply, Installing Officer continues)

**INSTALLING OFFICER: Right Illustrious Grand Master of Ceremonies, conduct the Grand Illustrious Master-Elect to the East.**

## **CHARGE TO THE GRAND ILLUSTRIOUS MASTER**

**INSTALLING OFFICER:** Having been honored by the free suffrage of your Companions, and elevated to the highest office within their gift, it becomes your duty to set them an example in diligence, industry and fidelity; to see that the officers associated with you faithfully perform their respective duties, and that the interest and reputation of your Council are not endangered by imprudence and neglect. The important trusts committed to your charge will call forth your utmost exertions and the exercise of your best faculties. As the representative of the wise King of Israel, it will be your duty to recite the secret traditions, to illustrate the moral principles of the Craft, to cherish the worthy and to hold in due veneration the ancient landmarks.

With entire confidence in the rectitude of your intentions, and in the integrity of your character as a Past Illustrious Master, I now with pleasure invest you with the jewel of your office

By a frequent recurrence to the Constitution and Bylaws of this Grand Council Royal and Select Masters of Washington and a constant observance of Masonic Law you will be enabled to fulfill the important obligations resting upon you with honor to yourself and credit to the fraternity.

And may He, without whose approving smile our labors are all in vain, give strength to your endeavors and support your exertions.

**INSTALLING OFFICER:** (\*) Right Illustrious Companion Grand Master of Ceremonies, you will conduct the Grand Illustrious Master-Elect to the East.

With entire confidence in the rectitude of your intentions, and in the integrity of your character as a Select Master, I now with pleasure invest you with the jewel of your office.

(Jewel is placed on Grand Illustrious Master-Elect).

**It is a Square, Compass and Trowel within a Triangle. The Square should ever teach you to be honorable and upright in all your dealings with mankind; the Compass, to keep your thoughts, words and actions within the circle of perfection; the Trowel to spread the cement of brotherly love and companionship among the members of the Grand Council; and the Triangle, that great symbol of the Trinity of Masonry, which was broken by the untimely death of one, illustrious in Masonic legend, is an emblem of our faith in that Supreme and everlasting presence, that eternal Trinity which is, was and ever shall be.**

**I now present you with the Bible, the Great Light in every degree of Masonry. The doctrines contained within this sacred volume will enable you to strengthen and support your faith and trust in that all Wise, all Powerful and Pervading Presence. It is the light, the life, the hope of every true Mason.**

**You will now receive in charge the Constitution and Bylaws of the Most Illustrious Grand Council of Royal and Select Masters of Washington, all of which you have faithfully promised to observe and support.**

**As the titular head of this Grand Jurisdiction it will be your duty to furnish leadership and direction to our Constituent Councils. To render decisions, when requested, on interpretation of ritual, Masonic and Cryptic law. To fill vacancies in office by appointment, and to attend to such other duties as are appropriate to your station.**

**By a frequent recurrence to the Bylaws of this Grand Council, and a constant observance of Masonic Law, you will be enabled to fulfill the important obligations resting upon you with honor to yourself and credit to the fraternity.**

**INSTALLING OFFICER:** *(Conducts the GIM to the East)*

**Most Illustrious Sir, it is with great pleasure that I greet you as Most Illustrious Grand Master of this Grand Council and present to you this gavel, your emblem of authority. Wield it with firmness, kindness and justice, to the end that good order, peace and harmony may prevail. And now, on behalf of the Companions here assembled, permit me to offer our sincere congratulations on your accession to the honorable station which you now fill; and we doubt not but that you will rule and govern this Grand Council with such good order as will merit the confidence which your Companions have reposed in you.**

**You will now be seated in the Oriental chair and according to an ancient Masonic custom, you will be covered while presiding. (Installing Officer places hat on head of the Grand Master).**

**(\* \* \*) Most Illustrious Sir, behold your Companions, Companions behold your Most Illustrious Grand Master and join with me in greeting him with the Public Grand Honors. (*Private Grand Honors if tiled Installation*).**

**INSTALLING OFFICER: Right Illustrious Companion Grand Master of Ceremonies, you will conduct the Deputy Grand Master, Grand Principal Conductor of Work, Grand Master of Ceremonies, Grand Treasurer and Grand Recorder to the Altar for obligation. The appointed Grand Officers and Masters of the Arch will stand for the obligation.**

### **OBLIGATION OF THE OTHER ELECTIVE OFFICERS**

**INSTALLING OFFICER: You will each place your hand on the Book of the Law and repeat the following obligation:**

**I solemnly promise on my honor as a Grand Officer, that I will faithfully perform the duties incumbent upon me in the office to which I have been elected, that I will maintain and support the Constitution and Bylaws of the Most Illustrious Grand Council of Royal and Select Masters of Washington, So help me God.**

Grand Master of Ceremonies conducts the Grand Principal Conductor of the Work, Grand Master of Ceremonies, Grand Treasurer and Grand Recorder to their original places in the Triangle via opening in the West; then conducts Deputy Grand Master to the East).

**INSTALLING OFFICER:** The remaining Grand Officers and Masters of the Arch may be seated.

**GRAND MASTER OF CEREMONIES:** Most Illustrious, I present Right Illustrious Companion \_\_\_\_\_ to be installed Deputy Grand Master of this Grand Council. (*Grand Master of Ceremonies presents each following officer with a similar introduction*)

### **CHARGE TO THE DEPUTY GRAND MASTER**

**INSTALLING OFFICER:** My Companion, having been elected to the second office in this Grand Council, you have been invested you with the jewel of your office.

The duties of the important office to which your Companions have elevated you will require your constant and earnest attention. You are to occupy the second seat in this Grand Council, and it will be your duty to aid and support your chief in all the requirements of his office. In his absence you will be called upon to preside in the Grand Council, and to discharge the important duties annexed to that station.

### **CHARGE TO THE GRAND PRINCIPAL CONDUCTOR OF THE WORK**

**INSTALLING OFFICER:** My Companion, having been elected to the third office in this Grand Council, you have been invested you with the jewel of your office.

In the absence of the Grand Master and Deputy Grand Master you will be required to perform the duties annexed to that station. As the interest of your Grand Council should never suffer from the lack of preparedness in its officers, you will allow me to urge upon you the necessity of being always qualified and fully prepared to meet the emergency, should it ever arise.

## **CHARGE TO THE GRAND MASTER OF CEREMONIES**

**INSTALLING OFFICER:** My Companion, having been elected to the fourth office in this Grand Council, you have been invested you with the jewel of your office.

It will be your duty to direct the movements of the Grand Council in the opening Ceremonies, to form and conduct all public or private processions of the Grand Council, to present and introduce distinguished visitors at the Grand Assembly and to perform such other duties as the Grand Master may direct.

## **CHARGE TO THE GRAND TREASURER**

**INSTALLING OFFICER:** My Companion, having been elected to the Grand Treasurer in this Grand Council, you have been invested you with the jewel of your office.

It is your duty to take charge of the funds of this Grand Council and keep just and regular accounts of the same. Your interest in the Grand Council, your attachment to the Cryptic Rite and your known integrity of character will ever prompt you to the faithful discharge of the duties of your office.

## **CHARGE TO THE GRAND RECORDER**

**INSTALLING OFFICER:** My Companion, having been elected to the office of Grand Recorder in this Grand Council, you have been invested you with the jewel of your office.

The prosperity and success of the Grand Council will materially depend on the zeal, fidelity and integrity with which you discharge the duties of your office. You are to record all transactions of the Grand Council, proper to be committed to writing, receive all monies due the Grand Council promptly paying the same over to the Grand Treasurer. Also, you are to perform such other duties as may be required by the Grand Master. By paying due attention to your important trust, you will merit the confidence which has been reposed in you.

## **CHARGE TO GRAND CHAPLAIN**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Chaplain in this Grand Council, you have been invested with the jewel of your office.

The sacred position of Grand Chaplain has been entrusted to your care and I now invest you with the jewel of your office. You are to conduct the devotional exercises at all Assemblies and to offer up prayers to the Most High God. Though Masonry be not religion, it is emphatically religion's handmaid; and I am sure that in ministering at its Altar, the services which you may perform will lose nothing of their vital importance because they are practiced in that spirit of universal tolerance which is a distinguishing characteristic of our institution.

## **CHARGE TO THE GRAND LECTURER**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Lecturer in this Grand Council, you have been invested with the jewel of your office.

The position of Grand Lecturer is one of great importance. You are to provide instructions to the members of this jurisdiction under the direction of the Grand Master, with regards to the Cryptic Rite in general and this Grand Council in particular. The education of our members is a very important responsibility and we doubt not that you will perform those duties with the greatest enthusiasm.

## **CHARGE TO GRAND CAPTAIN OF THE GUARD**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Captain of the Guard in this Grand Council, you have been invested you with the jewel of your office.

Guard well your post and permit none to pass it but the select, the faithful and the worthy. Be ever attentive to the commands of your chief, and always near at hand to see them duly executed.

## **CHARGE TO THE GRAND CONDUCTOR OF THE COUNCIL**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Conductor of the Council in this Grand Council, you have been invested you with the jewel of your office.

The office to which you have been appointed is one of much importance in the proceedings of the Grand Council. In the discharge of the duties appertaining to it, and with which you are doubtless familiar, be fervent and zealous. You will thus secure the respect and esteem of your Companions and the approbation of your own conscience.

## **CHARGE TO THE GRAND STEWARD**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Steward in this Grand Council, you have been invested you with the jewel of your office.

It is within your province to see that every necessary preparation is made for the convenience and accommodation of the Companions, to receive all reports from the Grand Sentinel and announce the name and Masonic rank of all who are duly qualified for admission and at all times to see that the inner door to the Grand Council chamber is duly guarded.

## **CHARGE TO THE GRAND MUSICIAN**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Musician in this Grand Council, you have been invested you with the jewel of your office.

Under the direction of the Grand Master, you will conduct the musical services of the Grand Council. As harmony is the strength and support of all institutions, may the harmony over which you preside strengthen and support every gentle and ennobling emotion of the soul.



## **CHARGE TO THE GRAND SENTINEL**

**INSTALLING OFFICER:** My Companion, having been appointed to the office of Grand Sentinel in this Grand Council, you have been invested you with the jewel of your office.

As the sword is placed in the hands of the Grand Sentinel to enable him to guard the entrance to the secret vault with sleepless vigilance, so should it morally admonish us to set a guard at the entrance to our thoughts, to place a watch at the door of our lips, and to post a sentinel at the avenues of our actions. It will be your duty to report to the Grand Steward those who desire to be admitted, to see that the Grand Council Chamber is in suitable array for its assemblies and to attend to such other duties as the Grand Master may require.

## **CHARGE TO THE MASTER OF THE ARCHES**

Very Illustrious Companions, you have been appointed Master of the Arches and are to be the personal representatives of the Grand Master. It will be your duty to make one official visit to the Councils in your particular Arch and make a written report to the Dais Officers of the Grand Council thereafter. During your term of office, you will give counsel and advice, when called upon. As the well being of this Grand Council has been placed in the care of the Grand Master, so also is the welfare of the Councils in your Arch, entrusted to your concern and regard. You are to use the trowel of effort to spread the cement of Brotherly Love and to strengthen our beloved Institution. Look well to your duties.

## **CHARGE TO THE OFFICERS GENERALLY**

**(\* \*)**      Companions in Office, Precept and example should ever advance with equal pace. Those moral duties which you are required to teach to others you should never neglect to practice yourselves. Do you desire that the demeanor of your equals and subordinates towards you should be marked with deference and respect? Be sure that you omit no opportunity of furnishing them with examples in your own conduct towards your superiors. Do you desire to obtain instruction from those who are wiser or better informed than yourselves? Be sure that you are always ready to impart of your knowledge to those within your sphere, who stand in need of and are entitled to receive it. Do you desire distinction among your Companions? Be sure that your claims to preferment are founded upon superior attainments. Let no ambitious motive ever induce you to envy or supplant a Companion who may be considered better qualified for promotion than yourselves; but rather let laudable emulation induce you to strive to excel each other in improvement and discipline; ever remembering that he who faithfully performs his duty, even in a subordinate or private station, is as justly entitled to esteem and respect as he who is invested with supreme authority.

## **CHARGE TO THE GRAND COUNCIL**

**(\* \* \*)**      From the nature of the constitution of every society some must **RULE** and others **OBEY**. And while justice and moderation are required of the officers in the discharge of their official duties, subordination and respect for their rulers are equally demanded of the members. The relation is reciprocal. The interests of both are inseparable and without mutual cooperation the labors of neither can succeed. Let the avenues to your thoughts and actions be strictly guarded. Let no curious intruder find his way into the secret recesses of your retirement to disturb the harmony which should ever prevail among the select and chosen. In so doing you will best secure the prosperity of your Grand Council, the respect of your Companions and the commendation of your own conscience.

**And may He, whose watchful care is over all those who put their trust in Him, ever keep and preserve this Council to His own Glory. Amen.**

## PROCLAMATION

**INSTALLING OFFICER: Right Illustrious Companion Grand Master of Ceremonies, you will make the proclamation.**

**GRAND MASTER OF CEREMONIES:** In the name of the Most Illustrious Grand Council Royal and Select Masters of Washington, I am directed to proclaim and I do hereby proclaim that the Grand Master and other officers of the Most Illustrious Grand Council of Washington have this day been duly installed into their respective stations and places.

**INSTALLING OFFICER: Illustrious Companion Grand Chaplain, you will pronounce the Benediction. Will all please rise. (*if public ceremony*).**

**GRAND CHAPLAIN:** The Lord bless thee and keep thee; the Lord cause His face to shine upon thee, and be gracious unto thee; the Lord lift up His countenance and give thee Peace. Amen.

**RESPONSE:** So mote it be.

**(\*)** (*Installing officer is now seated. The Grand Illustrious Master conducts such business as may be necessary and closes the Council according to the Ritual*).

# **APPENDIX F**

## **I N S T A L L A T I O N** **C E R E M O N Y**

for

**Constituent Councils**

of the

Most Illustrious Grand Council

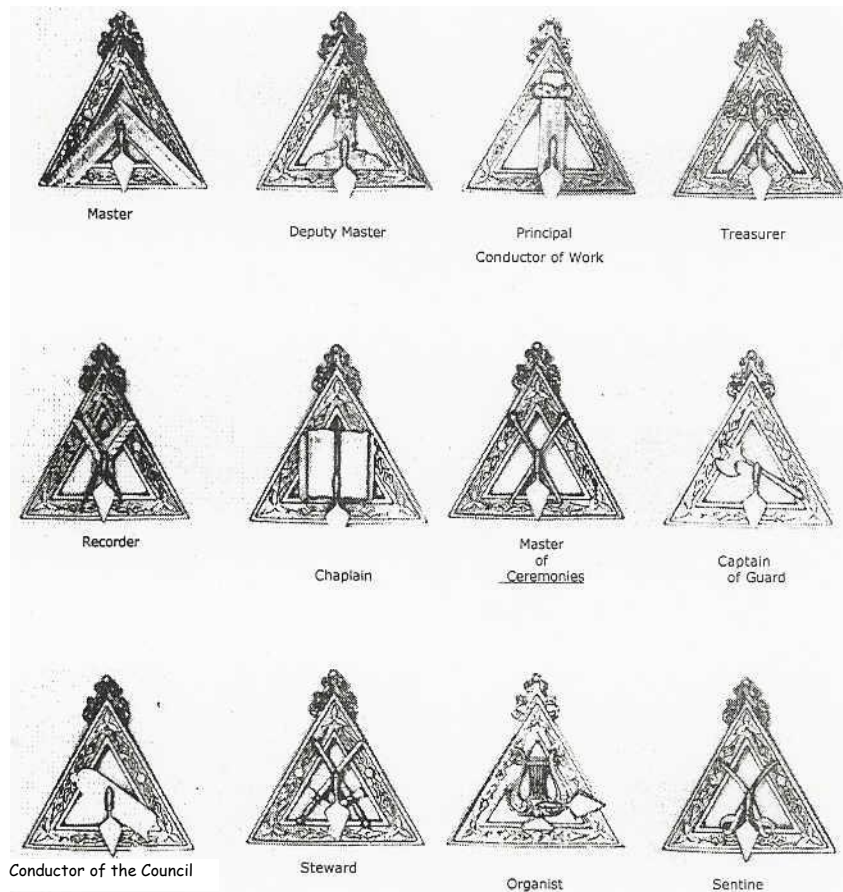
of

Royal and Select Masters

of

Washington

2009



## EXPLANATION OF CHART

FIGURES indicate the elective and appointive officers in their positions in the Broken Triangle and their proper stations after Installation.

- 1 Illustrious Master
- 2 Deputy Master
- 3 Principal Conductor of Work
- 4 Treasurer
- 5 Recorder
- 6 Chaplain
- 7 Master of Ceremonies
- 8 Captain of the Guard
- 9 Conductor of Council
- 10 Steward
- 11 Musician
- 12 Sentinel

LETTERS indicate extra chairs placed for the Companions participating in the Installation Ceremony.

- X Retiring Illustrious Master during Ceremony
- O Installing Officer after the Benediction
- R Installing Recorder
- C Installing Chaplain
- M Installing Master of Ceremonies

Table by Chaplain's station with twelve Jewels, Sentinel's sword, Charter, Bible, By-Laws of the Council and Constitution and By-Laws of the Grand Council.

(\*11)

\*at the  
instrument

**EAST**

(0) (2) (1) (3) (X)

(4)

(5) (R)

(C) (6) (\*)

(7) (M)

**ALTAR**

(9)

**South**

(1)

(2)

(3)

(4)

(5)

(6)

(7)

(8) (10) (11)

(12)

(9)

(8)

(10)

**West**

(12)

# INSTALLATION CEREMONY

It is the province of the Illustrious Master to install the Companion lawfully elected to succeed him in office, or he may invite a duly qualified Companion to perform the service. (In the selection of the Installing Officer the wishes of the Illustrious Master-Elect should be considered). The Installing Officer, who must be an Illustrious Master or a Past Illustrious Master of this Grand Jurisdiction, represents the Grand Master during the ceremony of installation and should be addressed as "Most Illustrious". The Illustrious Master of the Council calls the Assembly to order with one rap of the gavel, announces the name of the Installing Officer and causes him to be greeted with the Public Grand Honors of Masonry. The Installing Officer should then take over and announce the names of the other Installing Officers and proceed with the ceremony.

**Note:** Prior to the installation, the Installing Officer should make sure that there is a table in the East containing the Jewels of Office, the Bible, Charter, the Constitution and By-Laws of the Grand Council, the By-Laws of the Council and a sword. The Jewel is placed on the Companion immediately after he is presented to the East and introduced to the Installing Officer, except Illustrious Master.

**INSTALLING OFFICER:** Right Ill. Companion Grand Master of Ceremonies, you will retire and conduct the officers to be installed to their proper positions in the broken triangle. (*Officers to be installed should be waiting in the preparation or Sentinel's room*).

(Grand Master of Ceremonies conducts Ill. Master-Elect, followed by other officers in order of rank in either single or double file through opening in Broken Triangle and each takes his place in front of his chair and remains standing).

**INSTALLING OFFICER:** \* (*seats officers: Grand Master of Ceremonies remains standing directly behind the Ill. Master-Elect chair*).

(When the Grand Master of Ceremonies conducts the officers from their seats in the Broken Triangle to the East to be installed, he will take the left arm of the officer in escorting him, and conduct him through the opening in the Triangle. The officers seated on the South of the point of the triangle (the odd numbers on the chart) will be conducted around the South side of the Triangle and the Altar to the East for Installation. The Gr. Master of Ceremonies will then return to the Triangle by the same route. The officers seated on the North side of the point of the Triangle (the even numbers on the chart) will be conducted around the North side of the Triangle and Altar in a similar manner).



**INSTALLING OFFICER: Right Ill. Companion Grand Recorder, you will announce the names of the officers elected and appointed to govern this Council for the ensuing year.**

(Grand Recorder reads names of officers. As each officer's name is called, he will arise and remain standing).

**INSTALLING OFFICER: Companions, you here behold the officers elected and appointed to govern this Council. If any Companion has any objection to offer, let him make it known now.**

**INSTALLING OFFICER: (\*)**      *(Seats Officers)*

(Grand Master of Ceremonies conducts Ill. Master-Elect to the East).

**GRAND MASTER OF CEREMONIES:**      Most Illustrious, it is with pleasure that I present Companion \_\_\_\_\_ to be installed Illustrious Master of this Council.

We believe him to be well skilled in the Royal Mysteries, zealous in diffusing the select principles of our order and in whose integrity and fidelity his Companions repose the highest confidence.

**INSTALLING OFFICER: Right Ill. Comp. Grand Master of Ceremonies, you will conduct our Companion to the Altar, there to receive the benefit of prayer and to take his official obligation.**

(Grand Master of Ceremonies conducts the Ill. Master-Elect to the West side of the Altar and assists him to kneel; and then conducts the Chaplain to the East side of the Altar and assists him to kneel).

**INSTALLING OFFICER: (\* \* \*)**

## PRAYER

**GRAND CHAPLAIN:** Most Holy and Glorious Lord God, Grand Master of Heaven and Earth, we approach thee with reverence and implore thy blessings upon the Companions selected to conduct the business of this Council for the ensuing year. Fill their hearts with thy fear, that they may promote thy glory. Make them steadfast in thy service; grant them firmness of mind; animate their hearts and strengthen their endeavors; may they teach thy judgments in truth and thy laws in righteousness; and may their offerings upon thine altar, prove an acceptable sacrifice unto thee. Bless them, O Lord, and bless the work of their hands. Accept us in mercy; hear thou from Heaven, thy dwelling place, and when thou hearest, forgive our transgressions. Amen.

**RESPONSE:** So mote it be.

*(Grand Master of Ceremonies conducts Grand Chaplain to his station).*

## OBLIGATION

*(obligation should be memorized by Ill. Master-Elect if possible).*

**INSTALLING OFFICER:** My Companion, you will place both hands on the Book of the Law, say I, pronounce your name in full and repeat your official obligation:

**Illustrious Master-Elect of Constituent Council:**

I \_\_\_\_\_ do most solemnly promise and swear that I will strictly conform to, support and maintain the by-laws of \_\_\_\_\_ Council No. \_\_\_\_\_ and the Constitution and regulations of the Most Illustrious Grand Council of Royal and Select Masters of Washington. That I will faithfully and to the best of my ability, discharge the duties of the office with which I am now about to be invested. So help me God.

*(After obligation, Illustrious Master-Elect remains kneeling at the Altar).*

**INSTALLING OFFICER:** My Companion, I feel much satisfaction in installing you into the office of Illustrious Master of this Council, but before doing so I shall pro-pose certain questions to which I must require your unequivocal assent:

- 1. Do you solemnly promise that you will use your utmost endeavors to promote the peace and prosperity of your Council?**
- 2. That you will not permit your Council to be opened or closed, or perform any labor unless there be present at least six regular Select Masters?**
- 3. That you will not permit anyone to pass the Circle of Perfection in your Council in whose integrity, fervency and zeal you have not entire confidence?**
- 4. That you will not acknowledge or hold fraternal communication with any Council that does not work under some regular constitutional authority?**
- 5. That you will not admit a visitor into your Council who has not received the degrees in a legally recognized Council, unless he has been properly healed?**
- 6. That you will promote the general good of the Craft and on all proper occasions be ready to give and receive instructions, particularly from the Grand Officers.**
- 7. That you will pay due respect and obedience to the Grand Master and sustain and support the Grand Officers in the discharge of their lawful duties?**
- 8. That to the utmost of your power, you will preserve the solemnities of our Ceremonies and behave in open Council with the most profound respect and reverence, as an example to your Companions?**

**Do you submit to all these requirements, and promise to observe and practice them faithfully?**

(Upon receiving affirmative reply, Installing Officer continues)

## **CHARGE TO THE ILLUSTRIOUS MASTER**

**INSTALLING OFFICER:** Having been honored by the free suffrage of your Companions, and elevated to the highest office within their gift, it becomes your duty to set them an example in diligence, industry and fidelity; to see that the officers associated with you faithfully perform their respective duties, and that the interest and reputation of your Council are not endangered by imprudence and neglect. The important trusts committed to your charge will call forth your utmost exertions and the exercise of your best faculties. As the representative of the wise King of Israel, it will be your duty to recite the secret traditions, to illustrate the moral principles of the Craft, to cherish the worthy and to hold in due veneration the ancient landmarks.

By a frequent recurrence to the Constitution and Bylaws of the Grand Council Royal and Select Masters of Washington and Bylaws of your Council and a constant observance of the great principles inculcated in the several sublime lectures and charges, you will be enabled to fulfill the important obligations resting upon you with honor to yourself and credit to the fraternity.

And may He, without whose approving smile our labors are all in vain, give strength to your endeavors and support your exertions.

**INSTALLING OFFICER:** (\*) Right Illustrious Companion Grand Master of Ceremonies, you will conduct the Illustrious Master-Elect to the East.

With entire confidence in the rectitude of your intentions, and in the integrity of your character as a Select Master, I now with pleasure invest you with the jewel of your office.

(Jewel is placed on Ill. Master-Elect).

It is a Square, Compass and Trowel within a Triangle. The Square should ever teach you to be honorable and upright in all your dealings with mankind; the Compass, to keep your thoughts, words and actions within the circle of perfection; the Trowel to spread the cement of brotherly love and companionship among the members of your Council; and the Triangle, that great symbol of the Trinity of Masonry, which was broken by the untimely death of one, illustrious in Masonic legend, is an emblem

**of our faith in that Supreme and everlasting presence, that eternal Trinity which is, was and ever shall be.**

**I now deliver into your charge the Charter of this Council. It is the warrant and authority which confers upon this body all the rights and privileges of Cryptic Masonry. You are its lawful Custodian and it will be your duty to carefully preserve and duly transmit it to your successor in office.**

**I now present you with the Bible, the Great Light in every degree of Masonry. The doctrines contained within this sacred volume will enable you to strengthen and support your faith and trust in that all Wise, all Powerful and Pervading Presence. It is the light, the life, the hope of every true Mason.**

**You will now receive in charge the Bylaws of \_\_\_\_\_ Council, No. \_\_\_\_\_ and the Constitution and Bylaws of the Most Illustrious Grand Council, Royal and Select Masters of Washington, all of which you have faithfully promised to observe and support.**

**(Installing Officer goes down and escorts Ill. Master-Elect to his station).**

**Illustrious Sir, it is with great pleasure that I greet you as Illustrious Master of this Council and present to you this gavel, your emblem of authority. Wield it with firmness, kindness and justice, to the end that good order, peace and harmony may prevail. And now on behalf of the Companions here assembled, permit me to offer our sincere congratulations on your accession to the honorable station which you now fill; and we doubt not but that you will rule and govern this Council with such good order as will merit the confidence which your Companions have reposed in you.**

**You will now be seated in the Oriental chair and according to an ancient Masonic custom, you will be covered while presiding.**

**(Installing Officer places hat on head of the Master).**

**(\* \* \*) Illustrious Sir, behold your Companions, Companions behold your Illustrious Master and join with me in greeting him with the Public Grand Honors.**

\* (Master is seated in the East. Music or solo may be used here if public).

**INSTALLING OFFICER: Right Illustrious Companion Grand Master of Ceremonies, you will conduct the Deputy Master, Principal Conductor of the Work, Treasurer and Recorder to the Altar for obligation.**

### **OBLIGATION OF THE OTHER ELECTIVE OFFICERS**

**INSTALLING OFFICER: You will each place your hand on the Book of the Law and repeat the following obligation:**

**I solemnly promise on my honor as a Select Master, that I will faithfully perform the duties incumbent upon me in the office to which I have been elected, that I will maintain and support the By-Laws of this Council and the Constitution and By-Laws of the Most Illustrious Grand Council of Royal and Select Masters of Washington. So help me God.**

(Grand Master of Ceremonies conducts Principal Conductor of the Work, Treasurer and Recorder to their original places in the Triangle via opening in the West; then conducts Deputy Master to the East).

**GRAND MASTER OF CEREMONIES: Most Illustrious, I present Companion \_\_\_\_\_ to be installed Deputy Master of this Council.**

### **CHARGE TO THE DEPUTY MASTER**

**INSTALLING OFFICER: My Companion, having been elected to the second office in this Council, I now invest you with the jewel of your office.**

**The duties of the important office to which your Companions have elevated you will require your constant and earnest attention. You are to occupy the second seat in this Council, and it will be your duty to aid and support your chief in all the requirements of his office. In his absence you will be called upon to preside in the Council, and to discharge the important duties annexed to that station.**

## **CHARGE TO THE PRINCIPAL CONDUCTOR OF WORK**

**As the third officer of this Council, I now invest you with the jewel of your office.**

**In the absence of the Illustrious Master and Deputy Master you will be required to perform the duties annexed to that station, and as the interest of your Council should never suffer from the lack of preparedness in its officers, you will allow me to urge upon you the necessity of being always qualified and fully prepared to meet the emergency, should it ever arise.**

## **CHARGE TO THE TREASURER**

**You have been elected Treasurer of this Council and I now invest you with the jewel of your office.**

**It is your duty to have in charge the funds of this Council and pay them out by order of the Master and consent of the Companions. Your interest in the Council, your attachment to the Cryptic Rite and your known integrity of character will ever prompt you to the faithful discharge of your duties.**

## **CHARGE TO THE RECORDER**

**You have been elected Recorder of this Council and I now invest you with the jewel of your office. The success of the Council will materially depend on the zeal, fidelity and integrity with which you discharge the duties of your office. You are to record all transactions of the Council, proper to be committed to writing, receive all monies due the Council promptly paying the same over to the Treasurer, and performing such other duties as may be required or the Illustrious Master may direct. By paying due attention to your important trust, you will merit the confidence which has been reposed in you.**

## **CHARGE TO RECORDER-TREASURER**

(if combined)

**You have been elected Recorder of this Council and I now invest you with the jewel of your office.**

**The success of the Council will materially depend on the zeal, fidelity and integrity with which you discharge the duties of your office. You are to record all transactions of the Council, proper to be committed to writing, receive all monies due the Council, pay them out by order of the Illustrious Master and consent of the Companions, and performing such other duties as may be required or the Illustrious Master may direct. By paying due attention to your important trust, you will merit the confidence which has been reposed in you.**

## **CHARGE TO THE CHAPLAIN**

**The sacred position of Chaplain has been entrusted to your care and I now invest you with the jewel of your office. You are to conduct the devotional exercises at all Assemblies and to offer up prayers to the Most High God. Though Masonry be not religion, it is emphatically religion's handmaid; and I am sure that in ministering at its Altar, the services which you may perform will lose nothing of their vital importance because they are practiced in that spirit of universal tolerance which is a distinguishing characteristic of our institution.**

## **CHARGE TO THE MASTER OF CEREMONIES**

**My Companion, having been appointed Master of Ceremonies of this Council, I now invest you with the jewel of your office.**

**It will be your duty to direct and conduct all public or private processions of the Council, to present and introduce distinguished visitors and to perform such other duties as the Illustrious Master may direct.**



## **CHARGE TO THE CAPTAIN OF THE GUARD**

**Companion, having been appointed Captain of the Guard in this Council, I now invest you with the jewel of your office.**

**Guard well your post and permit none to pass it but the select, the faithful and the worthy. Be ever attentive to the commands of your chief, and always near at hand to see them duly executed.**

## **CHARGE TO CONDUCTOR OF COUNCIL**

**Companion, having been appointed Conductor of Council, I now invest you with the jewel of your office.**

**The office to which you have been appointed is one of much importance in the proceedings of the Council. In the discharge of the duties appertaining to it, and with which you are doubtless familiar, be fervent and zealous. You will thus secure the respect and esteem of your Companions and the approbation of your own conscience.**

## **CHARGE TO THE STEWARD**

**You have been appointed Steward of this Council and I now invest you with the jewel of your office.**

**It is within your province to see that every necessary preparation is made for the convenience and accommodation of the Companions, to receive all reports from the Sentinel and announce the name and Masonic rank of all who are duly qualified for admission and at all times to see that the inner door to the Council chamber is duly guarded.**

## **CHARGE TO THE MUSICIAN**

**You have been appointed Musician of this Council and I now invest you with the jewel of your office.**

**Under the direction of the Illustrious Master, you will conduct the musical services of the Council. As harmony is the strength and support of all institutions, may the harmony over which you preside strengthen and support every gentle and ennobling emotion of the soul.**

## **CHARGE TO THE SENTINEL**

**You have been appointed Sentinel of this Council and I now invest you with the jewel, and the implement of your office.**

**As the sword is placed in the hands of the Sentinel to enable him to guard the entrance to the secret vault with sleepless vigilance, so should it morally admonish us to set a guard at the entrance to our thoughts, to place a watch at the door of our lips, and to post a sentinel at the avenues of our actions. It will be your duty to report to the Steward those who desire to be admitted, to see that the Council chamber is in suitable array for its assemblies and to attend to such other duties as the Council may require.**

## **CHARGE TO THE OFFICERS GENERALLY**

**(\* \*)**      Companions in Office, Precept and example should ever advance with equal pace. Those moral duties which you are required to teach to others you should never neglect to practice yourselves. Do you desire that the demeanor of your equals and subordinates towards you should be marked with deference and respect? Be sure that you omit no opportunity of furnishing them with examples in your own conduct towards your superiors. Do you desire to obtain instruction from those who are wiser or better informed than yourselves? Be sure that you are always ready to impart of your knowledge to those within your sphere, who stand in need of and are entitled to receive it. Do you desire distinction among your Companions? Be sure that your claims to preferment are founded upon superior attainments. Let no ambitious motive ever induce you to envy or supplant a Companion who may be considered better qualified for promotion than yourselves; but rather let laudable emulation induce you to strive to excel each other in improvement and discipline; ever remembering that he who faithfully performs his duty, even in a subordinate or private station, is as justly entitled to esteem and respect as he who is invested with supreme authority.

## **CHARGE TO THE COUNCIL**

**(\* \* \*)**      From the nature of the constitution of every society some must **RULE** and others **OBEY**. And while justice and moderation are required of the officers in the discharge of their official duties, subordination and respect for their rulers are equally demanded of the members. The relation is reciprocal. The interests of both are inseparable and without mutual cooperation the labors of neither can succeed. Let the avenues to your thoughts and actions be strictly guarded. Let no curious intruder find his way into the secret recesses of your retirement to disturb the harmony which should ever prevail among the select and chosen. In so doing you will best secure the prosperity of your Council, the respect of your Companions and the commendation of your own conscience.

**And may He, whose watchful care is over all those who put their trust in Him, ever keep and preserve this Council to His own Glory. Amen.**

## PROCLAMATION

**INSTALLING OFFICER: Right Illustrious Companion Grand Master of Ceremonies, you will make the proclamation.**

**GRAND MASTER OF CEREMONIES:** In the name of the Most Illustrious Grand Council Royal and Select Masters of Washington, I am directed to proclaim and I do hereby proclaim that the Illustrious Master and other officers of

\_\_\_\_\_ Council No. \_\_\_\_\_ have this day been duly installed into their respective stations and places.

**INSTALLING OFFICER: Illustrious Companion Grand Chaplain, you will pronounce the Benediction. Will all please rise. (*if public ceremony*).**

**GRAND CHAPLAIN:** The Lord bless thee and keep thee; the Lord cause His face to shine upon thee, and be gracious unto thee; the Lord lift up His countenance and give thee Peace. Amen.

**RESPONSE:** So mote it be.

**(\*)** (*Installing officer is now seated. The Illustrious Master conducts such business as may be necessary and closes the Council according to the Ritual*).

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# APPENDIX G

## GLOSSARY OF TERMS

### Abbreviations used in this publication:

<b>B.L.</b>	Bylaws
<b>Const.</b>	Constitution
<b>F. &amp; A. M.</b>	Free and Accepted Masons
<b>G.M.</b>	Grand Master
<b>MIC</b>	Most Illustrious Companion
<b>NPD</b>	Non-Payment of Dues
<b>p.</b>	page
<b>pp.</b>	pages
<b>R. &amp; S. M.</b>	Royal and Select Masters
<b>Ref.</b>	Reference
<b>Rev.</b>	Revision
<b>Sec.</b>	Section
<b>SM</b>	Select Master

**Definition of Terms:** The following words and terms, whenever used or referred to in the Constitution or Bylaws, have meanings set forth in such sections, unless a different meaning is clearly indicated by the context.

**“Blank Ballot”** A ballot that contains no vote selection.

**“Constitution”** This Constitution of the Most Illustrious Grand Council of Royal and Select Masters of the State of Washington.

**“Dais Officer”** One of the three of the Illustrious Master, Deputy Master or Principle Conductor of the Work.

**“Demit” vs. “Dimit”** These two terms, which are generally interchangeable, mean to resign, to relinquish, or to dismiss. According to Mackey, “demit” is preferred, and is used throughout this document.

**“Dual Member”** Formerly, a member of two Councils. This has been replaced by “Plural Member,” wherever used (see below)

**“Expulsion”** The “Expulsion of a Cryptic Mason” is the highest penalty known to Cryptic Law. It is absolute deprivation of all the rights and privileges of the Fraternity and prohibits all Cryptic Masons from holding any Masonic intercourse with him forever, unless he is restored by the Grand Council.

**“Grand Illustrious Master”** The title, “Grand Illustrious Master”, applies not only to him who has been elected and installed as Grand Illustrious Master, but to either of the Grand Officers who, under the provisions of the Constitution, have succeeded to the powers and duties of Grand Illustrious Master. This title is interchangeable with “Grand Master,” and is often used for clarity.

**“Grand Master”** The title, “Grand Master”, applies not only to him who has been elected and installed as Grand Master, but to either of the Grand Officers who, under the provisions of the Constitution, have succeeded to the powers and duties of Grand Master. “Grand Illustrious Master” is often used instead of “Grand Master” for clarity.

**“Jurisdiction of the Grand Council”** The “Jurisdiction of the Grand Council” includes all Council and Cryptic Masons within the territorial limits of the State of Washington.

**“Jurisdiction of Council”** Includes all Cryptic Masons residing nearer to its place of meeting than to any other Council within this state, except in those defined areas where concurrent jurisdiction has been established by action of this Grand Council. In such concurrent areas, each Council has separate jurisdiction over its own members, and concurrent jurisdiction over all Cryptic Masons not members of one of such Councils who reside in such area or nearer thereto than to any other place where a Council exists.

**“Illustrious Master”** The title “Illustrious Master” applies not only to him who has been elected and installed as Illustrious Master, but also to either of the officers who, under the provision of the Constitution, have succeeded to the powers and duties of Illustrious Master.

**“May” vs. “Shall”** “May” is permissive, “Shall” is mandatory.

**“Notification”** A call issued by the Recorder, by order of the Council or Illustrious Master, or by other competent authority, to attend for some specific purpose at the time and place therein indicated. It is the duty of every Cryptic Mason to comply with its direction, if without great inconvenience, he can do so.

**“Past Grand Officer”** The title "Past Grand Officer" applies only to one of the elective Grand Officers who:

1. Has been regularly elected and installed, and has served his term as such in this Grand Council, and
2. Remains a member in good standing in some Council under its Jurisdiction.

**“Personal Reflections”** Those instances in one’s memory that do not have any Masonic importance or relationship. Those items that are not Masonic.

**“Past Illustrious Master”** The title “Past Illustrious Master” applies only to one who:

1. Has been regularly elected, or named in a Council, and installed and has served a term as Illustrious Master of a chartered Council.

**“Plural Member”** One who holds membership in two or more Councils within the jurisdiction of the Grand Council of Washington.

**“Regulation”, (general, special regulations)**

1. A "Regulation" of the Grand Council means any general or special resolution, law or ordinance, other than the Constitution which the Grand Council may adopt.
2. A "General Regulation" means a regulation of general nature and of uniform operation in this jurisdiction.
3. A "Regulation" may be adopted, amended or repealed by a majority vote at any assembly of the Grand Council.

**“Shall” vs. “May”** “Shall” is mandatory, “May” is permissive.

**“State”** The State of Washington.

**“Stated Assembly”** The "Stated Assembly" of a Council is an official Council meeting held periodically throughout the year, at which business may be done, with the exceptions specified in the Code. The location, day and time of all stated assemblies shall be designated as such in the bylaws of each Council.

Changed by Adopted Resolution 2010-17

**“Summons”** An imperative order issued by the Illustrious Master or by other competent authority to appear at such time and place as designated therein. The obligation to obey it is absolute, if within the length of one’s cable-tow, unless excused due to infirmity or pressing necessity. The penalty for disobedience shall be determined by a vote of the Council, and can be reprimand, suspension or expulsion.

Changed by Adopted Resolution 2010-17

**“Suspension of Council”** An arrest of its Charter, and a temporary prohibition to assemble or work as a legal Council, until again authorized to do so by competent authority. The act suspends all its members except those specifically exempted from its effect.

**“Suspension of a Cryptic Mason”** A temporary deprivation of all his rights and privileges as such, and prohibits all Cryptic Masons and Councils from holding any Masonic intercourse whatever with him until he is legally restored by the Council which suspended him, or by the Grand Council.

**“Suspension of Illustrious Master of a Council”** A temporary deprivation of his office and prohibits all recognition of him in that capacity until he is restored by the Grand Council.

**“Vacancy”** A "vacancy" in office, either in a Council or in the Grand Council, may occur by death, deprivation, removal from the jurisdiction, suspension or expulsion.

**“Rule of Construction”** Every provision of the Constitution shall be construed according to the fair import of its terms.



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