

**MOST ILLUSTRIOUS GRAND COUNCIL OF ROYAL AND  
SELECT MASTERS OF WASHINGTON**

**MASTER OF THE ARCH  
HANDBOOK**

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## Record of Changes

Description of Change

Entered By:

Date

Annual Handbook Update

Grand Recorder

May 10, 2010

## Introduction

This handbook is provided to enable you to better perform your duties as Master of the Arch. The procedures and specific duties are applicable and in force during your term of office. It will be the prerogative of succeeding Grand Illustrious Masters to implement all or any part of the programs delineated in this handbook. It is provided in loose leaf format so that it may be updated, changed or enhanced with ease.

This handbook is the property of The Grand Council Royal and Select Masters of Washington and as such will either be passed on to your successor or returned to the Grand Recorder's office. This handbook should be review continually and updated annually as required by the Grand Recorder.

**This handbook was created in 1999 by MIC J. Rex Hartsfield, Grand Illustrious Master Grand Council Royal and Select Masters of Washington to assist and enhance the duties of the Master of the Arches. It is a useful document for all Councils and their members as it provides information not readily found within our circles. It is hoped that every council member will use it to their advantage.**

## **Duties of Master of the Arch**

The duties of a Master of the Arch are delineated in broad terms in Section 4 of the Constitution and By-Laws of the Most Illustrious Grand Council Royal and Select Masters of Washington. For purposes of convenience and amplification they are restated below:

- They will serve as the personal Representative of the Grand Illustrious Master
- It shall be the duty of the Master of each Arch to make one (1) official visit to the Councils in his Arch and to submit to the dais officers of this Grand Council a written report after each visitation. These forms will be provided by the Grand Recorder, are on the Grand Council web site, and a copy is also included as an enclosure in this handbook, which you may reproduce.
- The Master of the Arch will, on the occasion of his Official Visit, conduct a Ritual Proficiency examination and report the results to the Grand Illustrious Master of the Grand Council Royal and Select Masters of Washington.
- The Master of the Arch shall promote the special programs and projects of the Grand Council Royal and Select Masters of Washington.
- The Master of the Arch shall serve as a resource person assisting the constituent Councils, when requested to do so, in conferring the degrees or obtaining assistance in conferring in the degrees.
- They shall make themselves familiar with the “Annual Reports” required by the Grand Council and provide assistance in their preparation if requested to do so by the constituent Council.
- They will provide assistance to the Grand Principal Conductor of the Work in conducting scheduled workshops when Councils within their Arch are participating.
- They will provide assistance to the Grand Illustrious Master of Ceremonies in promoting the philanthropy of the Grand Council of Washington.
- It will also be their duty to perform such other duties as the Grand Illustrious Master may direct.

## **Protocol & Introductions**

### **Introductions**

Procedures for Introducing Guests in Council

Titles of Grand Lodge Officers as Introduced in Council

Titles of Grand Commandery Officers as Introduced in Council

Titles of Royal Arch Mason Grand Officers as Introduced in Council

Titles of Grand Council Officers as Introduced in Council

### **Visitations**

Grand Illustrious Master's Official Visits

- Visitations, other than "Visits to Arches"
- Visitations to Arches
- Joint Visitations

Official Visit of Master of the Arch to Constituent Councils

## Procedures for Introducing Guests In Council

In all cases, the lowest ranking guest is introduced first, with the highest ranking guest introduced last. In any event, the Most Worshipful Grand Master of Masons in Washington is the highest-ranking Mason, and thus the last introduced.

The usual introduction for visitors and presiding officers of the various Masonic bodies, below the rank of Grand, is from the side lines, except for Illustrious Masters who should be conducted to the East. Grand Officers of other Grand bodies may be introduced from the side lines at most meetings; however, when present on special occasions or official visits, they should be received and accorded the honor due their offices. All Grand Council Officers are to be duly received whenever they visit outside their own Council, and in their own Council on special occasions.

All Grand Officers of Lodge, Chapter, Council and Commandery may be received as follows: (I am using the introduction of Grand Council Officers as an illustration)

1. Ask the officers of each respective organization to line up according to rank, highest to lowest WEST of the Altar. The order of introducing the various bodies is left to the discretion of the Illustrious Master, except that Grand Council Officers will be last.
2. The Illustrious Master will instruct the Master of Ceremonies, or a competent Companion, to escort all elective, appointive Grand Officers, and Past Grand Illustrious Masters for introduction (not the Grand Illustrious Master). The Master of Ceremonies takes the left arm of the lowest ranking officer and conducts the Companions to the East, still in single file, facing the West -- with the ranking officer on the Master's right, or on the North side of the hall.
3. The Illustrious Master will raise the Council, \*\*\*, and proceed to introduce each officer to the Companions.
4. These officers are entitled to Public Grand Honors, after which the Illustrious Master may then instruct the Master of Ceremonies to seat them on the sidelines. The Master then seats the Council, \*.
5. The ranking Grand officer, Master of the Arch, or a Past Grand Illustrious Master, should then be asked to present the Grand Illustrious Master.
6. The Illustrious Master may instruct the assembly to rise when the Grand Illustrious Master enters the Council room. There will be no raps of the gavel when the Grand Illustrious Master enters the Council room.
7. The Grand Illustrious Master will be escorted West of the Altar and, after giving the salutation sign, the acting Master of Ceremonies will present the Grand Illustrious Master to the Illustrious Master. The Illustrious Master will then go to the Altar and greet the Grand Illustrious Master and escort him to the East. The Illustrious Master will then introduce the Grand Illustrious Master to the Companions and ask the Companions to salute the Grand Illustrious

Master with the Private Grand Honors, after which the Illustrious Master will offer the gavel to the Grand Illustrious Master. (In the event the visiting officer is the Grand High Priest or Grand Commander, Public Grand Honors or a hearty welcome (as appropriate) will be rendered, the Illustrious Master will not offer the gavel but should invite the distinguished guest to sit in the East, after which the Illustrious Master will seat the Council.)

8. The Correct wording for presenting and introducing the Grand Illustrious Master is: Most Illustrious Companion \_\_\_\_\_ Grand Illustrious Master of Royal and Select Masters in Washington.

**Note:** He is Grand Illustrious Master in all Councils and to all Royal and Select Masters in Washington, while other Grand Officers are officers of the Grand Council of Washington.)

**Note:** When introducing in any order--the rule of thumb is to ask yourself: What is his title, where is he meeting?

Examples: In **Lodges** it is Brother, Worshipful Brother, Very Worshipful Brother, Right Worshipful Brother or Most Worshipful Brother.

In a **Chapter** it is Companion, Excellent Companion, Very Excellent Companion, Right Excellent Companion, or Most Excellent Companion.

In a **Council** it is also Companion, Illustrious Companion, Very Illustrious Companion, or Most Illustrious etc.

In a **Commandery** it is Sir Knight, etc.

## TITLES OF GRAND LODGE OFFICERS AS INTRODUCED IN COUNCIL

### Council Titles

I. C. or C.	Most Worshipful Grand Illustrious Master
I. C. or C.	Right Worshipful Deputy Grand Illustrious Master
I. C. or C.	Right Worshipful Senior Grand Warden
I. C. or C.	Right Worshipful Junior Grand Warden
I. C. or C.	Right Worshipful Grand Treasurer
I. C. or C.	Right Worshipful Grand Secretary
I. C. or C.	Deputy to the Most Worshipful Grand Master in District # ____
I. C. or C.	Grand Chaplain
I. C. or C.	Grand Lecturer
I. C. or C.	Grand Orator
I. C. or C.	Grand Historian
I. C. or C.	Grand Marshall
I. C. or C.	Senior Grand Deacon
I. C. or C.	Junior Grand Deacon
I. C. or C.	Grand Standard Bearer
I. C. or C.	Grand Sword Bearer
I. C. or C.	Grand Bible Bearer
I. C. or C.	Senior Grand Steward
I. C. or C.	Junior Grand Steward
I. C. or C.	Grand Tyler

After all names and titles have been given, add **all of the Most Worshipful Grand Lodge of Free & Accepted Masons of Washington** except for the Grand Illustrious Master who is Grand Illustrious Master of Masons in Washington.

Use a Companions current Council title:

M.I.C. = Most Illustrious Companion

R.I.C. = Right Illustrious Companion

I.C. = Illustrious Companion

C. = Companion

## TITLES OF GRAND COMMANDERY OFFICERS AS INTRODUCED IN COUNCIL

I. C. or C.	Right Eminent Grand Commander
I. C. or C.	Very Eminent Deputy Grand Commander
I. C. or C.	Eminent Grand Generalissimo
I. C. or C.	Eminent Grand Captain General
I. C. or C.	Right Eminent Past Grand Commander
I. C. or C.	Eminent Grand Senior Warden
I. C. or C.	Eminent Grand Junior Warden
I. C. or C.	Eminent Grand Treasurer
I. C. or C.	Eminent Grand Recorder
I. C. or C.	Eminent Grand Prelate
I. C. or C.	Eminent Grand Standard Bearer
I. C. or C.	Eminent Grand Sword Bearer
I. C. or C.	Eminent Grand Warder
I. C. or C.	Eminent Grand Sentinel

After all names and titles have been given, add "all of the Grand Commandery of Knights Templar of Washington".

Use a Companions current Council title:

M.I.C. = Most Illustrious Companion

R.I.C. = Right Illustrious Companion

I.C. = Illustrious Companion

C. = Companion

**TITLES OF ROYAL ARCH MASON GRAND OFFICERS AS  
INTRODUCED IN COUNCIL**

I.C. or C.	Most Excellent Grand High Priest
I.C. or C.	Right Excellent Deputy Grand High Priest
I. C. or C.	Right Excellent Grand King
I. C. or C.	Right Excellent Grand Scribe
I. C. or C.	Right Excellent Grand Treasurer
I. C. or C.	Right Excellent Grand Secretary
I.C. or C.	Most Excellent Past Grand High Priest
I. C. or C.	Deputy of the Grand High Priest in District # ____
I. C. or C.	Grand Chaplain
I. C. or C.	Grand Captain of Host
I. C. or C.	Grand Principal Sojourner
I. C. or C.	Grand Royal Arch Captain
I. C. or C.	Grand Illustrious Master of the 3rd Veil
I. C. or C.	Grand Illustrious Master of the 2nd Veil
I. C. or C.	Grand Illustrious Master of the 1st Veil
I. C. or C.	Grand Orator
I. C. or C.	Grand Historian
I. C. or C.	Grand Sentinel

After all names and titles have been given, add "all of the Most Excellent Grand Chapter of Royal Arch Masons of Washington".

Use a Companions current Council title:

M.I.C. = Most Illustrious Companion

R.I.C. = Right Illustrious Companion

I.C. = Illustrious Companion

C. = Companion

## TITLES OF GRAND COUNCIL OFFICERS AS INTRODUCED IN COUNCIL

M.I.C.	Grand Illustrious Master
R.I.C.	Deputy Grand Illustrious Master
R.I.C.	Grand Principal Conductor of Work
R.I.C.	Grand Master of Ceremonies
R.I.C.	Grand Treasurer
R.I.C.	Grand Recorder
M.I.C.	Past Grand Illustrious Master
I.C. or C.	Grand Chaplain
I.C.	Grand Captain of the Guard
I. C.	Grand Conductor of Council
I. C.	Grand Steward
I.C. or C.	Grand Musician
I. C.	Grand Sentinel
V.I.C.	Master of Arch # __

After all names and titles have been given, add “all of the Most Illustrious Grand Council of Royal and Select Masters of Washington”.

Use a Companions current Council title:

M.I.C. = Most Illustrious Companion

R.I.C. = Right Illustrious Companion

I.C. = Illustrious Companion

C. = Companion

## GRAND ILLUSTRIOUS MASTER'S OFFICIAL VISITS

### VISITATION PROCEDURES:

#### A. Visitations, other than "Visits to Arches":

1. After all individuals to be introduced, other than Grand Council Officers, have been introduced, the Grand Council Officers, except the Grand Illustrious Master, will assemble West of the altar.
2. Officers will assemble in the following order from North to South
  - . **Appointive Grand Council Officers** in order of seniority, with the junior officer in the North.
  - . **Masters of Arch** in numerical order, with the Master of the lowest numbered arch immediately South of the appointive Grand Council Officers.  
  
**Past Grand Illustrious Masters** in order of seniority with the junior Past Grand Illustrious Master immediately South of the Masters of Arches.
  - . **Elected Grand Council Officers** in order of seniority with the Grand Treasurer and Grand Recorder immediately South of the Past Grand Illustrious Masters.
3. The Grand Council Officers, Past Grand Illustrious Masters and Masters of Arches will be escorted to the East, where they will face the West and be introduced and accorded the Public Grand Honors. They will **NOT** be presented at the altar.
4. The Grand Illustrious Master will retire at this time.
5. The Illustrious Master will request the senior Grand Council Officer, the Master of Arch, or some other distinguished companion to inform the Grand Illustrious Master that the companions await his will and pleasure and to escort him to the altar. The companions will rise without use of the gavel as he enters.
6. The Grand Illustrious Master will be escorted to the altar where he will salute the Illustrious Master. His escort will present him as follows:
  - . "Illustrious Master, it is my pleasure to present Most Illustrious Companion \_\_\_\_\_, Grand Illustrious Master of Royal and Select Masters in Washington".
7. The Illustrious Master will proceed to the altar, greet the Grand Illustrious Master and escort him to the East (the Illustrious Master will remain covered until he

tenders the gavel to the Grand Illustrious Master in the East).

8. The Illustrious Master will introduce the Grand Illustrious Master as follows:  
“Companions, it is my pleasure to introduce Most Illustrious Companion \_\_\_\_\_, Grand Illustrious Master of Royal and Select Masters in Washington. Join me in greeting him with the Private Grand Honors of Cryptic Masonry.”
9. The Illustrious Master will tender the gavel to the Grand Illustrious Master and uncover. The Grand Illustrious Master will seat the craft and return the gavel to the Illustrious Master. The Grand Illustrious Master will uncover and the Illustrious Master will recover.

## B. Visitations to Arches

1. After all individuals have been introduced, other than Grand Council Officers, the Illustrious Master will designate a Companion to inform the Master of the Arch that the Companions wait his will and pleasure. The Master of the Arch will be presented at the altar and escorted to the East. (The Illustrious Master will NOT greet the Master of Arch at the Altar.

2. The Illustrious Master will introduce The Master of the Arch to the Council and have him greeted with the public grand honors of Masonry. The Illustrious Master will tender him the gavel and uncover. The Master of the Arch will then don a hat.

3. The Master of the Arch will cause Grand Council Officers, with the exception of the Grand Illustrious Master, to be escorted to the altar and line up appropriately. They will then be escorted to the East and The Master of the Arch will introduce them and greet them with the public grand honors of Masonry.

4. The Master of Arch will designate an officer (Master of Ceremonies?) to inform the Grand Illustrious Master that the Companions await his will and pleasure. As the Grand Illustrious Master enters all Companions rise. NO GAVEL WILL BE USED.

5. The escorting Companion will present the Grand Illustrious Master as follows;

- a. Very Illustrious Companion \_\_\_\_\_ it is my pleasure to to present Most Illustrious Companion \_\_\_\_\_ Grand Illustrious Master of Royal and Select Masters in Washington."
- b. The Master of the Arch will proceed to the altar, greet the Grand Illustrious Master and escort him to the East. The Master of the Arch remains covered until he tenders the gavel to the Grand Illustrious Master.

- c. The Master of the Arch will introduce the Grand Illustrious Master as follows:  
"Companions, it is my pleasure to introduce Most Illustrious Companion \_\_\_\_\_ , Grand Illustrious Master of Royal and Select Masters in Washington, and cause him to be greeted with the Private Grand Honors of Cryptic Masonry."

The Master of the Arch will then un-cover and tender the gavel to the Grand Illustrious Master who will seat the Companions.

- d. The Master of the Arch will then re-cover and tender the gavel to Illustrious Master, who will then be re-covered. The Master of the Arch will be uncovered as the Illustrious Master conducts the business of the Council.

6. When the business of the Council, including announcements shall have been completed, the Illustrious Master will tender the gavel to The Master of the Arch who will then conduct a meeting of The Arch and make his report.
  - a. After his report, The Master of the Arch will tender the gavel to the Grand Illustrious Master who conducts his portion of the meeting.
  - b. The Grand Illustrious Master will return the gavel to the Master of the Arch, who will then close the Arch meeting, and he in turn will return the gavel to the Illustrious Master.
  
7. After all this confusion of who has the gavel and who is covered or not covered the Illustrious Master will invite the Grand Illustrious Master to close. The Grand Illustrious Master will close in Ample Form, which usually takes care of any goofs made during the meeting. We do not want to get too serious and not enjoy our Companionship.

## **C . Joint Visitations**

1. On joint visits, the two or three Grand Bodies will form in two or three separate COLUMNS West of the altar with the junior appointed officers at the front of the column and the highest ranking officer of each Grand Body at the end of the column in the West. The best approach is “he who is last shall be first and at the head of the column and he who is first should be on the end.”
2. When the group is to be recognized, the officer in front of the Column on the NORTH side will take a short step to the right, announce his title, his name, his office and step back into the line. Each officer of that group will repeat the same procedure until the last officer in line is introduced. The column on the South Side will repeat the same procedure. The Grand Council will form a column West of the altar between the other two grand bodies and follow the same procedure.
3. After all introductions have taken place, or after all business has been dispensed with, or when it is most convenient the Grand Illustrious Master may be escorted to the East .
4. Some officers may have an office in one of the other grand bodies. They may choose the group with whom they want to be introduced, or jump over to the other group when they feel it is appropriate.
5. This procedure may seem confusing, but it will work and take the pressure off the presiding officer or Master of Arch and also shorten the time devoted to introductions.

## **OFFICIAL VISIT OF MASTER OF THE ARCH TO CONSTITUENT COUNCILS**

A schedule of Official Visits to Councils should be coordinated with the principal officers as soon after Grand Council as possible.

It is desirable that The Master of the Arch visit each Council under his care on meetings other than the Official Visit. However, he should not attend every meeting of a Council unless specifically invited. When doing so, meet informally with the companions of the Council and better observe the standard of the ritual and floor work, the general decorum and proficiency of the Officers.

Upon the occasion of your Official Visit it is necessary that you sign the Sentinel's Register at the top of the page above the heading.

You will observe the opening ritual very carefully and conduct the "Ritual Proficiency" examination based upon the opening ritual.

You should remain in Council for the Opening ceremony and retire prior to any introductions. You will then be escorted into the Council for introduction.

Greetings from the Grand Illustrious Master should always be given. Provide information as to his program for the year and tell the members where he may be on that evening.

The Master of the Arch should have a message of significance. When the meeting is given over to the Master of the Arch, after all business has been transacted, you will present your program. This should not be more than 15 or 20 minutes. Following your program, Council should be closed. The Illustrious Master should invite the Master of Arch to close the Council and The Master of the Arch should accept this honor.

There should be neither degree work nor other guest speakers on the night of your official visit. Illustrious Masters should be advised of this requirement in advance.

Review the agenda for the meeting with the Illustrious Master prior to the day of your visit in order to assure that the Officers and Companions receive maximum benefit from your official visit.

## MASTER OF ARCH REPORT AFTER AN OFFICIAL VISIT

You are required to complete the Official Visit Report for each Council immediately following your Official Visit.

Each question is designed to both gather information and to determine the condition of the Council. It will also reveal the capability of the Council to conduct ritual and degree work.

Identification and recommendation of qualified members of the Council for a Grand Council appointment is especially important. The Elected Grand Council Officers are constantly looking for future leaders of our Order. Consideration of a Brother's health, age, ability and willingness to serve are paramount. You are the eyes of these officers, and they can only be made aware of a Companion's potential through your recommendations. Considerable thought should be given before making a recommendation. Be specific in listing qualifications and special traits.

General comments can include information such as: This Council has not had a joining Member since \_\_\_\_\_. This Council has initiated \_\_\_\_\_ new Members in the past twelve months. This Council had a very successful program designed to \_\_\_\_\_. This Council supports the local \_\_\_\_\_. The charity work of this Council includes \_\_\_\_\_.

The "comments" should report all positive aspects of the work of each Council. It is also important to make the Elected Grand Council Officers immediately aware of any potential or existing problem. Only by your information can any recognition, when appropriate, be given, or assistance, where necessary, be provided.

In addition to the "Official Visit" Report you will also be required to complete and forward to the Grand Illustrious Master the results of the Ritual Proficiency examination.

## **PROFICIENCY IN RITUAL WORK**

## Proficiency in Ritual Work

One of the most important duties of a Master of the Arch is to assist the Councils in their ritual work. The Master of Arch should be knowledgeable and proficient in the ritual and drama associated with the Royal Master degree and the Select Master degree. He should be able to instruct the Councils in the proper ritual for conferring these degrees.

We ask each Master of the Arch to work with the Councils in his Arch to enhance their ability to confer the degrees. The goal of this effort is to improve the ritual conferring capability in this Grand Council to the point where every Council can become self sufficient and confer their own degrees. This will not be accomplished immediately, but will require substantial time. We would like each Master of the Arch to establish a program in his respective Arch to implement the following concept:

Each Arch has two Councils and we would ask that one Council assume primary responsibility for the Royal Master degree and the other Council assume primary responsibility for the Select Master degree. Once each Council has become proficient in conferring the degree for which they have primary responsibility this will provide total degree capability within The Arch. Each Council should also provide understudies or alternates for the degree other than their primary responsibility as a secondary requirement. Using this approach we can ensure that each Council will acquire the capability of conferring the degrees.

We would like each Master of the Arch to meet with the Illustrious Masters of the Councils in their Arch and determine which Council will assume responsibility for which degree. Once responsibility for the degrees has been established the Council officers and members should assign parts for the degrees (assign parts for both primary and secondary degree responsibility). The names of the companions accepting each part should be forwarded to The Master of the Arch who should then complete the attached form and return it to me prior to the Grand Illustrious Master and Grand Lecturer.

Copies of the Degree form are included in the forms section of this manual.

## **PHILANTHROPY**

## **Cryptic Masons Medical Research Foundation**

Cryptic Masons Medical Research Foundation, Inc., sponsors research in the Prevention and cure of Arteriosclerosis at the University of Indiana Medical School.

Arteriosclerosis is a disease affecting the arteries, the blood vessels which carry blood from the heart to all parts of the body. This "hardening of the arteries" results in the narrowing of these vessels, which progressively or abruptly interferes with the blood flow. When a coronary artery supplying the heart muscle with blood is severely affected, a heart attack results. When a major artery of the brain is affected, a stroke results. When severe arteriosclerosis affects the legs, amputation may be the only possible treatment.

If a breakthrough in the understanding of the basic problem in arteriosclerosis occurs, it could bring within reach the definition of rational approaches toward prevention and control of this important health hazard.

The following information is a list of awards given for contributions to the Cryptic Masons Medical Research Foundation, Inc.

For a \$50.00 contribution, you are eligible to receive a lapel pin, which was especially designed.

### **Club Certificates**

- \$ 25.00 Master's
- \$ 50.00 Giblemite's
- \$ 100.00 Grand Illustrious Master's
- \$ 500.00 Ish Sodi
- \$1000.00 General Grand Illustrious Master's

### **Nine Arch Style Lapel Pin**

- \$ 50.00 Bronze Colored
- \$ 100.00 Bronze w/Topaz Jewel
- \$ 150.00 Silver Colored
- \$ 300.00 Silver w/Topaz Jewel
- \$ 500.00 Gold Colored
- \$ 750.00 Gold w/Topaz Jewel

A plaque is awarded for the first \$1000.00 donation. Councils receive a bar to attach to their plaque for each additional \$1000.00 contribution. An individual will receive a gold filled pin with a diamond chip for each additional donations. (One pin per individual)

CRYPTIC MASONS MEDICAL RESEARCH FOUNDATION, INC.  
SEND ALL MAIL TO P. O. BOX 1489  
U.P.S. TO 6954 E. GEORGETOWN RD.  
NASHVILLE, IN 47448-8584  
PHONE 812-988-2021  
FAX 812-988-6655 OR 8340

## HISTORY OF THE CRYPTIC MASONS MEDICAL RESEARCH FOUNDATION

### *Cryptic Masons Medical Research Foundation, Inc. (CMMRF)*



# *THE HISTORY*

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### **HISTORY OF THE CRYPTIC MASONS MEDICAL RESEARCH FOUNDATION Updated May 2009**

The Cryptic Masons Medical Research Foundation (CMMRF) was incorporated in the state of Oklahoma, March 6, 1986. The driving force behind the new corporation was General Grand Master Ben Mandlebaum, of the General Grand Council International. Companion Joe Lewis, Attorney at Law, was instrumental in getting the Foundation a tax-exempt status very quickly. We also had a tax lawyer, James A. Hogue, PMIGM in Oklahoma. These men donated their time to the Foundation. Companion Lewis & Mandlebaum are now deceased and Companion Hogue is no longer working with us. The current secretary also donated his time and efforts until the Foundation was well established.

The Foundation funds research at Indiana University School of Medicine in Indianapolis, Indiana. Through this research, we hope the causes and eventually a cure will be found for atherosclerosis and its complications. This research was previously funded by an Indiana corporation, which ceased to do business upon the death of Dr. Owen L. Shanteau, October 17, 1985. While CMMRF is not a part of that organization and the General Grand Council was not its governing body, we are continuing the good work that it started. Dr. Shanteau met with Dr. Nils Bang at the Medical Center in 1978 and discussed this new venture. He was able to give a grant of \$12,000.00 a year to this

project, which was being done on a part time basis. The former Foundation gave the Medical Center grants totaling \$96,000.00.

Dr. Nils Bang, one of the founding researchers connected with our program, reported that the most efficient way of investing the money kindly donated by The Cryptic Masons International is to invest it in the salaries of young, talented investigators. Many of who have had papers summarizing their work here accepted for presentation at the prestigious national conference of the American Federation for Clinical Research. In order to have papers accepted, the subject matter must be about new findings and not previously published. All of these Doctors have moved on to more substantial positions and are no longer with us. They are still using their experience in the field of heart research here and in other states.

Education is playing an important part in saving lives. More people are engaging in practical exercises, following recommended diets, refraining from smoking, learning to deal properly with stress and in general taking better care of themselves. We urge you to see a Doctor, if you are suffering from prolonged heavy squeezing pain in the chest, shortness of breath with nausea, radiating pain in the neck, shoulder or back or unexpected dizziness.

Angioplasty is also saving lives; however, 1/3 of these procedures have to be done again when the condition recurs. Dr. March, who is supervising our research, now has 40 patents. Two of the patents deal with administering medicine via a special made catheter directly to the damaged area. They hope that these inventions will prevent re-narrowing of the arteries after angioplasty. Dr. March has experimented with placing the medicine directly into the Pericardial Sac, as well as many other experiments.

Contributions are urgently needed. As you know, most of our donations are voluntary. Only three states that we know of have included CMMRF in their per capita dues. This is a decision that must be made by each Grand Council and not the General Grand Council. This is one reason a life sponsor program is not attractive to our members, we cannot offer them a savings for being a life sponsor. The contributions may be tax deductible and that does have some appeal.

We now have two new brochures that are more graphic and colorful than the earlier ones. The older ones are still in demand. We also have one entitled INFORMATION ON GIFTS, WILLS & BEQUESTS. We will send a supply to anyone who requests them. We have a quantity of CD's available on request describing our research. We also have DVD's of the 2008 Seminar that was held at the school of medicine. We have added two more DVD's to our collection since 2008. They are available upon request or by visiting [www.cmmrf.org](http://www.cmmrf.org).

There are six lapel pins presented to contributors for donations totaling \$50.00, \$100.00, \$150.00, \$300.00, \$500.00 and \$ 750.00. There are six different certificates that can be earned. They are for \$25.00, \$50.00, \$100.00, \$500.00, and \$1,000.00 and for one hundred percent participation by a council. A plaque is also presented for a \$1,000.00 donation. An individual receives a gold filled 9 Arch Pin with a diamond chip for each additional \$1,000.00 after the 1st \$1,000.00 a council is presented with an

extender for their plaque for each additional \$1,000.00. These donations may be a one-time gift or an accumulation over the years since 1986.

There is a Board of Directors that meets once a year, or as needed. The General Grand Master serves as the President during his triennial. The Current President is Joseph Vale, MPGGM. The Secretary is Marion K. Crum, P.O. BOX 1489 Nashville, IN 47448.

We have a triennial audit or review performed by a Certified Public Accountant. We also have charts available which show how much each state has given each year, and the total amount given since 1985. These are available to any Cryptic Mason upon request.

Each year we have continued to grow in financial assets. There are expenses that have to be paid and they are paid from the income from investments. As of December 31, 2008 we have received \$4,067,851.60 in contributions and we have \$2,176,702.21 in financial assets. CMMRF has given the I.U. School of Medicine \$2,524,000.00. We feel that is an excellent record and we are proud of it. Prior to restructuring the foundation in 1986, the former foundation had given \$96,000.00 to the Medical Center for research. Cryptic Masons have given Grants equaling \$2,428,000.00 from 1978 to the present time. Income from our investments helps to fund our grants. These figures do not include money earned from the endowment of the chair, which is \$100,000.00 per year. We get a report on this, but we do not run it through our books.

At the February 1996 Director's meeting in Washington D.C. we agreed to fund a "Chair" at the Medical Center at the cost of one million dollars. We contributed two hundred thousand dollars a year for five years to endow the chair. The final payment was made in December of 2000. The University offered as an incentive to guarantee a five per cent income on the endowment plus matching it with a five percent payout from the endowment. At the end of five years the Chair will be netting over one hundred twenty-five thousand dollars (\$125,000.00) a year for research in Vascular Biology. Our research efforts thus far have been confined to Atherosclerosis. It is now identified as Vascular Biology. When I asked "why vascular biology" the following answer was given and I quote: "Atherosclerosis implies 'hardening of the arteries' and deposits of fat in the wall of the artery. We now understand that the process of Atherosclerosis is far more complex than that. In turn, the Atherosclerosis process needs to be attacked from a variety of different directions in order for us to fully understand it, prevent it and treat it when it has already occurred. The totality of this effort is what vascular biology is all about. As such, the term vascular biology is essential a statement to the world that we are taking a broad approach to understanding the process of Atherosclerosis rather than focusing upon one specific component of the disease.

Sometime in 2001-2002 our Lab became a Center of Vascular Biology and Medicine (not Atherosclerosis). Thus a chair named 'Vascular Biology' means this will be a leadership position in the center. A chair in Atherosclerosis would be a lesser position." Unquote. After a 3-year search for just the right person for this "Chair", Dr. Keith March was selected. The Creation of the new Center has attracted Two Million dollars from non-Masonic sources.

In 2007, a non-Masonic benefactor challenged CMMRF to match his \$50,000.00 donation to the Indiana Center of Vascular Biology and Medicine. By meeting his challenge, CMMRF contributed \$300,000.00 to ICVBM in 2007. In 2008 we had a Cryptic Mason to donate \$20,000.00 which we matched and it enabled up to give \$240,000.00 to the Center for research. We will match \$10,000.00 donations up to \$100,000.00.

Thank you for your efforts on behalf of the Foundation. We could not achieve our goals without your help.

Fraternally and sincerely,

*Marion K. Crum*

Marion K. Crum, PMIGM  
Executive Secretary

**Last Updated** 05/25/2009 14:46:11

## **Cryptic Masons Medical Research Benevolent Fund**

MIC J. Rex Hartsfield provided each Constituent Council with a “Benevolent Box” which was presented to them by the Master of the Arch. This Triangular Shaped box is to be used by the Constituent Councils to accept contributions to the **Cryptic Masons Medical Research Foundation**. The exact manner in which this is accomplished is at the discretion of the Illustrious Master. It may be passed among the Companions during the meeting or it may be passed during refreshments or it may just be made available for the evening so that a Companion may avail himself of it whenever he chooses.

The Grand Illustrious Master of Ceremonies has the overall responsibility for this effort and he will be assisted by the Masters of the Arches. The following Guidelines apply:

1. The Illustrious Master should designate a Companion to take charge of the “Benevolent Box”. This Companion will ensure that whatever procedure the Illustrious Master wants to use is implemented and that the Box is available at all Council functions.
2. The Master of the Arch will encourage the Councils and Companions within his jurisdiction to support this endeavor and provide explanations regarding the The Cryptic Masons Medical Research Foundation.
3. The “Boxes” will be emptied and the contents counted and the Council will forward a check, equal to the amount of the contents of the box to the Grand Illustrious Master of Ceremonies. This should be accomplished not later than March 31st just prior to the Grand York Rite Sessions.
4. The Grand Illustrious Master of Ceremonies will tabulate the donations from all Constituent Councils and, after forwarding all monies received to the Grand Recorder, provide a report to the Grand Illustrious Master. The Constituent Council making the largest donation will be recognized during the Grand Sessions and will receive an award for their efforts.
5. The Grand Illustrious Master of Ceremonies will act as the monitor for this program and will be the contact for The Master of the Arch for information regarding the “Benevolent Boxes” or for information regarding the Cryptic Masons Medical Research Foundation.

## **SUPPLIES and MATERIALS**

**SUPPLIES AVAILABLE AT THE  
GENERAL GRAND RECORDER'S OFFICE**  
(<http://www.ggccmi.org>)

**Ten Percent Membership Gain Certificate No Charge**  
**(Please give Name and Number of Council reporting 10% gain)**

**Greeting Certificates for "Royal and Select Master" available at web  
site.**

**Greeting Certificates for "Cryptic Mason" available at web site.**

R. & S. M. Rituals 1960 (24th edition)	\$ 2.50 each
S. E. M. Rituals 1994 (16th edition)	\$ 3.00 each
Manual for Cryptic Masons 2010 (2nd edition)	\$ 3.25 each
Table Council Rituals	\$ 0.50 each
For the Good of the Order 2010 (2nd Edition)	\$ 1.50 each
Conference Leadership (booklet)	\$ 0.50 each
The Masonic Triangle (booklet)	\$ 2.00 each
21st Century Master's Toolkit (booklet)	\$ 2.00 each
Past Grand Master's Lapel Pin	- Replacement \$ 10.00 each
Cryptic Mason of the Year Lapel Pin	- Replacement \$ 10.00 each
Adult Youth Leadership Lapel Pin	- Replacement \$ 10.00 each
"THE CONNECTION LINK", a Cryptic Video	\$ 20.00 each
Triennial Proceedings-CD (as available)	\$ 6.00 each
Triennial Proceedings-Booklet (as available)	\$ 15.00 each

**Cryptic Freemason Magazine:**

**Domestic USA rate**

1 year Subscription	\$ 5.00
5 year Subscription	\$ 25.00
10 year Subscription	\$ 40.00
Life Subscription	\$ 60.00

**Request supplies and other material from:**  
**David A. Grindle, General Grand Recorder,**  
**PO Box 1087, Meridian ID 83680-1087**  
**Fax: 208-895-6612 e-mail: [ggr@ggccmi.org](mailto:ggr@ggccmi.org)**  
**(rev. 1/2010)**



**SUPPLIES and FORMS AVAILABLE FROM GRAND RECORDER  
GRAND COUNCIL of WASHINGTON**  
or our Web Site  
([www.grandcouncil-wa.org](http://www.grandcouncil-wa.org))

[Nomination for Adult Leadership Award](#)

[Grand Council Representative Request \(PDF\)](#)

[General Grand Council Life Membership \(PDF\)](#)

[Nomination for Cryptic Mason of the Year](#)

[OV Form for Master of the Arch](#)

[Demit Form \(PDF\)](#)

[Resolution Form](#)

[Petition for Thrice Illustrious Master](#)

[Application for Washington Lifemembership \(PDF\)](#)

[Committee Report Form](#)

[Membership Proposal](#)

[Officers Proxy Form \(PDF\)](#)

[Council Petition \(Fill In PDF\) \(PDF\)](#)

[PETITION FOR THE COUNCIL DEGREES \(PDF\)](#)

## AWARDS and RECOGNITION

## GENERAL GRAND COUNCIL AWARDS

### **General Grand Council Medal of Honor:**

One medal awarded each Triennium to an outstanding Cryptic Mason for service to Masonry and who is well known in the Arts, Science, Business, Religion or Government. Nominations shall be made to the General Grand Masters and selection approved by the elective officers.

### **Mordhurst Medal:**

A medal awarded to the Grand Recorder of a Grand Council who has served 15 years or more, and not to be awarded prior to the date of qualification.

### **Columbian Medal:**

A medal awarded to an outstanding Cryptic Mason for service to Masonry. One medal for each of the ten Regions, and not more than three medals at-large per Triennium. Nominations made to the Regional Deputies and selection by the elective officers. These nominations must be sent to the General Grand Recorder by Dec 31st of 2010

### **Cryptic Masons of the Year Medal and Lapel Pin:**

One medal each year presented to a Cryptic Mason by the General Grand Council to a man selected by each Grand Council for outstanding service to Cryptic Masonry. Each Grand Council and each subordinate Council will select its own Cryptic Mason of the Year according to the following rules and regulations:

- A. Only one medal may be awarded annually to a Cryptic Mason in each affiliated Grand Council.
- B. Only one medal may be awarded triennially to a Cryptic Mason in each Subordinate council of the General Grand Council.
- C. Each Grand Council and each subordinate Council shall determine its own method of selecting the Cryptic Mason of the Year in its jurisdiction.
- D. No posthumous awards shall be made.
- E. The award shall be made only for exceptional and meritorious service to Cryptic Masonry above and beyond the call of duty. No Past or Present Grand Master, or any advancing line officer of a Grand Council shall be eligible for this award, however, this restriction shall apply only to the Cryptic Mason of the Year Award, and not to the Adult Leadership Award.
- F. The General Grand Recorder shall be given the name of the selected Cryptic Mason to be engraved upon the medal at least thirty days prior to the date it is to be awarded. Subordinate Councils shall give the name of the selected Cryptic Mason to be engraved upon the medal at least six months prior to the next Triennial Assembly.
- G. The General Grand Recorder shall cause the name of the honoree to be engraved

upon the medal and forwarded to the Grand Recorder or Recorder, if to a subordinate Council, at the earliest time following receipt of the name.

**Adult Leadership Award and Lapel Pin:**

One medal presented annually in each Jurisdiction affiliated with General Grand Council to a nominee who shall be a leader in one of the youth organizations recognized by the General Grand Council, namely: Order of DeMolay, Order of Rainbow for Girls or Order of Job's Daughters.

- A. Only one medal may be awarded annually in each Grand Council.
- B. Only one medal may be awarded triennially in each Subordinate council of the General Grand Council.
- C. Each Grand Council and each subordinate Council shall determine its own method of selecting the Nominee in its jurisdiction.
- D. No posthumous awards shall be made.
- E. The award shall be made only for exceptional and meritorious service above and beyond the call of duty.
- F. The General Grand Recorder shall be given the name of the selected Nominee to be engraved upon the medal at least thirty days prior to the date it is to be awarded. Subordinate Councils shall give the name of the selected Nominee to be engraved upon the medal at least six months prior to the next Triennial Assembly.
- G. The General Grand Recorder shall cause the name of the honoree to be engraved upon the medal and forwarded to the Grand Recorder or Recorder, if to a subordinate Council, at the earliest time following receipt of the name.

**Grand Master's Lapel Pin:**

Each retiring Grand Master shall be presented a Lapel Pin, and Life Membership Card which designates him as a permanent member of the General Grand Council.

**10% Gain Certificate:**

For a Council gaining 10% or more in membership in one year. A request should be sent to the General Grand Recorder, and will be mailed to each state before their Annual Assembly. A General Grand Officer may be asked to make the presentation.

**THE GRAND COUNCIL ROYAL and SELECT MASTERS OF WASHINGTON  
NOMINATION FOR  
CRYPTIC MASON OF THE YEAR AWARD**

\_\_\_\_\_ Council # \_\_\_\_ . Located at \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

(Month) (Date)

A committee of the above Council makes the following nomination  
for the "Award of Cryptic Mason of the Year for 20\_\_

1. NAME IN FULL \_\_\_\_\_
2. RESIDENCE \_\_\_\_\_
3. MEMBER OF \_\_\_\_\_ # \_\_\_\_ Greeted 19\_\_
4. LODGE MEMBERSHIP \_\_\_\_\_
5. CHAPTER MEMBERSHIP \_\_\_\_\_
6. COMMANDERY MEMBERSHIP \_\_\_\_\_
7. MERITS AND QUALIFICATIONS FOR THIS NOMINATION:

**A blank copy of this form is included in this manual**

If more space is needed, use a second sheet for more details) Attest  
\_\_\_\_\_ Signed \_\_\_\_\_

Illustrious Master

Committeeman

The award shall be made annually for the exceptional and meritorious  
service to Cryptic Masonry above and beyond the call of duty. No Past  
or Present Grand Illustrious Master, or any advancing line officer of  
a Grand Council shall be eligible for this award, however, this  
restriction shall apply only to the Cryptic Mason of-the Year Award,  
and not to the Adult Youth Leadership Award. Nominations must be sent  
to the Illustrious Grand Illustrious Master at least 90 days prior to  
the date of the Grand Assembly.

An elective officer, or a Past Illustrious Master of a Council may  
make a nomination for this award

**GRAND COUNCIL ROYAL and SELECT MASTERS  
OF WASHINGTON AWARDS**

- Ritual Proficiency Award
- Constituent Council Philanthropy Award

## **Ritual Proficiency Award**

The ritual of the Cryptic Rite of Freemasonry is very impressive and when properly conducted reveals a beautiful story and moral lessons. The verbal interchange between the Illustrious Master and the Captain of The Guard, during the opening ceremony on the Select Master degree, relates the essence of the Cryptic Rite and is most impressive. This interchange is the most lengthy element of the opening ritual and when properly rendered will establish a standard of ritual performance.

The Master of the Arch will, on the occasion of his Official Visit, conduct the Ritual Proficiency examination using forms and guidelines provided. The results of the ritual examination will be forwarded to the Grand Illustrious Master and awards will be presented during the next Grand Council Session.

### **Guidelines for the Proficiency Award**

1. An award will be given each year to the Illustrious Master and to the Captain of The Guard who achieve the highest score in demonstrating their knowledge of the opening ritual. The recipients of this award will not necessarily be from the same Council. Awards will be presented at the next Grand Council Sessions, either during the business session or at the York Rite banquet.
2. The Master of Arch will conduct the examination during the opening ritual on the occasion of his Official Visit to the Council.
3. Examination score will be based upon the total number of ritual words used correctly during the opening by the Illustrious Master and the Captain of The Guard.
4. Evaluation forms will be provided to the Master of the Arch. These forms will be used during the opening ritual, completed and forwarded to the Grand Illustrious Master no later than the April 15th just prior to the next Grand Council Sessions.
5. Evaluation forms will indicate the number of words per line of the ritual and the evaluator will fill in the blank as to the number of words which were given correctly when the line was spoken as part of the opening ritual. If a word or line is omitted the final score will reflect this.
6. Both the Illustrious Master and the Captain of the Guard will be evaluated on the same form using the applicable entries.

## **Council Philanthropy Award**

The Constituent Council Philanthropy Award will be presented to the Council that demonstrates the most support for the Grand Council Royal and Select Masters of Washington philanthropy. One award will be given and it will be presented at the Grand Sessions, either during the business meeting of the Grand Council or at the York Rite Banquet. The Grand Illustrious Master will select the Council receiving this award upon receipt of the report of the Grand Illustrious Master of Ceremonies. This report will contain a numerical standing, of the Constituent Councils, derived as a result of the monies collected in the “Benevolent Boxes” **and** forwarded to the Grand Illustrious Master of Ceremonies.

## **REQUIRED FORMS**

## **REQUIRED FORMS**

*(All available at [www.grandcouncil-wa.org](http://www.grandcouncil-wa.org))*

**Cryptic Mason of the Year Recommendation Form**

**Adult Leadership Award Form**

**Ritual Proficiency Evaluation Form**

**Degree Assignment Forms**

**Master of Arch Official Visit Report Form**



**THE GRAND COUNCIL ROYAL and SELECT MASTERS OF WASHINGTON  
NOMINATION for ADULT YOUTH LEADERSHIP AWARD**

\_\_\_\_\_ Council # \_\_\_. Located at \_\_\_\_\_  
\_\_\_\_\_, 20\_\_  
(Month) (Date)

The above Council makes the following nomination  
for the "Adult Youth Leadership Award" of the Year for 20\_\_

1. NAME IN FULL \_\_\_\_\_
2. RESIDENCE \_\_\_\_\_
3. MEMBER OF \_\_\_\_\_ # \_\_\_ Greeted 20\_\_
4. LODGE MEMBERSHIP \_\_\_\_\_
5. CHAPTER MEMBERSHIP \_\_\_\_\_
6. COMMANDERY MEMBERSHIP \_\_\_\_\_
7. MERITS AND QUALIFICATIONS FOR THIS NOMINATION:

If more space is needed, use a second sheet for more details) Attest

Signed \_\_\_\_\_  
Illustrious Master

## Ritual Proficiency Evaluation Form

\_\_\_\_\_ Council # \_\_\_\_, Illustrious Master: \_\_\_\_\_  
 Captain of The Guard: \_\_\_\_\_, Date: \_\_\_\_\_, Evaluator: \_\_\_\_\_

	I.M.	Correct	C.G.	Correct
<b>I.M.</b> Illustrious Companion of Tyre shall we resume our labors in the secret vault?	13	_____		
 D.M. Illustrious King Solomon, it is my ardent desire to see the Secret Vault completed and the sacred treasures safely deposited therein, that I may return to my own country with the satisfaction of having faithfully discharged my duty to the craft.				
<b>I.M.</b> Companion Captain of the Guard are all present Select Masters? (C.G. ascertains through Steward, If necessary)	10	_____		
<b>C.G.</b> --I M., all present are Select Masters			7	_____
<b>I.M.</b> - Is our number complete?	4	_____		
<b>C.G.</b> -I find the number three times nine.			7	_____
<b>L M.</b> -See that the Companions are in order as Select Masters.	10	_____		
<b>C.G.</b> , ***Companions, be in order as Select Masters.			7	_____
<b>C.G.</b> -I. M., the Companions are in order.			7	_____
<b>I.M.</b> - Companion Captain of the Guard, you will see that the secret vault is securely guarded.	15	_____		
<b>C.G.</b> -Companion Steward, see that the secret vault is securely guarded, and inform the Sentinel that the Illustrious Master is about to open _____ Council No. ___ of Select Masters. Direct him to take due notice thereof and guard accordingly.			38	_____

**Stew.**-Companion Sentinel, the I. M. is about to open \_\_\_\_\_ Council No. \_\_\_ of Select Masters. Take due notice thereof and guard accordingly.

**Stew.** -Companion Captain of the Guard, the Sentinel is at his post and the Secret Vault is securely guarded.

**C.G.**-I. M., the Secret Vault is secure. 7 \_\_\_\_\_

**I.M.**-Companion Captain of the Guard, are you a Select Master? 10 \_\_\_\_\_

**C.G.**- I am acknowledged as such and have wrought my regular hours. 11 \_\_\_\_\_

**I.M** - What are the regular hours? 5 \_\_\_\_\_

**C.G.**-From nine at night til twelve, the time when prying eyes are closed in sleep 15 \_\_\_\_\_

**I.M.** - Where were you greeted as a Select Master? 8 \_\_\_\_\_

**C.G.**-In a legally constituted Council of Select Masters assembled in a place representing the Secret Vault, erected by King Solomon under the Sanctum Santorum of the Temple 27 \_\_\_\_\_

**I.M.** -How many Compose a. Council of Select Masters? 8 \_\_\_\_\_

**C. G** -Six or more. 3 \_\_\_\_\_

**I.M.**-When composed of only nine, who are they? 8 \_\_\_\_\_

**C.G** -Illustrious Master, Deputy Master, Principal Conductor of the Work, Treasurer, Recorder, Captain of the Guard, Conductor of the Council, Steward and Sentinel. 22 \_\_\_\_\_

**I.M.** -The Steward's Station? 3 \_\_\_\_\_

<b>C.G.</b> -At the entrance to the Secret vault.		7	_____
<b>I.M.</b> -** (all. officers arise exceptthe I. M.) Companion Steward, your duty?	4	_____	
<b>Stew.</b> -To guard the entrance to theSecret Vault with sleepless vigilance.			
<b>I.M.</b> -The Conductor of the Council's Station?	6	_____	
<b>Stew.</b> - In the South			
<b>I.M.</b> -Companion Conductor of the Council, your duty?	7	_____	
<b>C C</b> -To prepare, introduce and conduct all candidates for reception and greeting; examine visitors and see that they are properly accommodated			
<b>I.M.</b> -The Captain of the Guard's station?	6	_____	
<b>C.C.</b> -In the West.			
<b>I.M.</b> -Companion Captain of the Guard, whom do you represent?	9	_____	
<b>C.G.</b> - Adoniram.		1	_____
<b>I.M.</b> - Your duty?	2	_____	
<b>C.G.</b> -To guard well my post and suffer none to pass it but the Select, the Faithful and the Worthy; to aid in, organizing and preserving order and decorum in the council; to obey the commands of my Chief and be near at hand to see them duly executed.		48	_____
<b>I.M.</b> - The Recorders Station?	3	_____	
<b>C.G.</b> -On the left of the Illustrious Council.		7	_____
<b>I M.</b> - Companion Recorder, your duty?	4	_____	
<b>Rec.</b> -To observe the will and pleasure of			

the Illustrious Master and record the proceedings of the Council so far as the same are proper to be written.

**I.M.** -The Treasurer's Station? 3 \_\_\_\_\_  
**Rec.**- On the right of the Illustrious Council.

**I.M.** - Companion Treasurer, your duty? 4 \_\_\_\_\_

**Trea.**-To number and weigh out the shekels of the Sanctuary and provide for the helpless orphans.

**I.M.** - The Principal Conductor of the work's Station? 7 \_\_\_\_\_

**Treas.**-On the left of the Illustrious Master.

**I.M.**- Companion Principal Conductor of the Work, whom do you represent? 10 \_\_\_\_\_

**P. C. W** - Hiram Abif.

**I M.**-Your duty? 2 \_\_\_\_\_

**P. C. W.**-To sound the silver trumpet at early dawn and eve of day, when the sun's first and last rays gild the mountain tops; announce high twelve and Proclaim the time for refreshment and labor.

**I.M.**-The Deputy Master's Station? 4 \_\_\_\_\_

**P.C.W.**-On the right of the Illustrious Master.

**I.M.** -Companion Deputy Master, your duty? 5 \_\_\_\_\_

**D.M.**,-As the representative of Hiram,King of Tyre, with the Illustrious Master in council, to exhibit the fellowship of Kings; to brighten the chain of friendship; to furnish memorials of the ancient craft, and to aid and support my chief in all the requirements of his office.

**I. M.**-The Illustrious Master's Station? 4 \_\_\_\_\_

**D. M.**-In the East of the Ninth Arch.

**I M.** -His duty? 2 \_\_\_\_\_

**D. M.**-As the representative of Solomon King of Israel in council, to recite the secret traditions; to illustrate the moral principles of our order; to cherish the worthy and hold in due veneration the ancient landmarks.

**I. M.** -Companion Captain of the Guard, what is the hour? 9 \_\_\_\_\_

**C.G.** -Nine at night. 3 \_\_\_\_\_

**I.M.**- (rises) \*\*\*Since it is nine at night it is the time to resume our labors. The Companions will repair to their several stations, and after the regular alarm of the mysterious nine, each will resume his labors as he may be directed. Give your order accordingly. 45 \_\_\_\_\_

**C. G.**- Companions, it is the order of the Illustrious Master that you repair to your several stations and after the regular alarm of the mysterious nine; each will resume his labors as he may be directed 35 \_\_\_\_\_

**I.M.**- Companions attend to giving the signs. 6 \_\_\_\_\_

### **BATTERY**

**I.M.**- Companions, let us pray. Comp. Chaplain, you will lead us in our devotions. 13 \_\_\_\_\_

### **PRAYER**

**I M.** - I now, declare \_\_\_\_\_ Council No. \_\_\_ of Select Masters duly opened. 29 \_\_\_\_\_  
Companion Conductor of the Council, attend at the Altar; Companion Captain of the Guard, you will inform the Sentinel.

**C.G.** - Companion Steward, inform the Sentinel. 5 \_\_\_\_\_

**Stew.** - Companion Sentinel, the Council is duly opened.

**Stew.** - ,Companion Captain of the Guard, the  
Sentinel is informed

**C. G.** -Illustrious Master, your order has been obeyed

7 \_\_\_\_\_

**DEGREE ASSIGNMENTS**

**Royal Master Degree**

Primary

Secondary

**Council Assigned**

\_\_\_\_\_

\_\_\_\_\_

**First Section**

**Prologue**

\_\_\_\_\_

\_\_\_\_\_

**King Solomon**

\_\_\_\_\_

\_\_\_\_\_

**Hiram, King of Tyre**

\_\_\_\_\_

\_\_\_\_\_

**Hiram Abif**

\_\_\_\_\_

\_\_\_\_\_

**Cond. Of Council**

\_\_\_\_\_

\_\_\_\_\_

**Adoniram**

\_\_\_\_\_

\_\_\_\_\_

**Cherubims**

**Assign as required**

**Second Section**

**King Solomon**

\_\_\_\_\_

\_\_\_\_\_

**Hiram, King of Tyre**

\_\_\_\_\_

\_\_\_\_\_

**Cond. Of Council**

\_\_\_\_\_

\_\_\_\_\_

**Capt. Of Guard**

\_\_\_\_\_

\_\_\_\_\_

**Historical Lecture**

\_\_\_\_\_

\_\_\_\_\_

## DEGREE ASSIGNMENTS

**Select Master Degree Prologue:** The Prologue is an optional part of the work, but should be given as it provides an introduction to the Select Master degree. The Prologue ritual is found on page 68 of the ritual

	<u>Primary</u>	<u>Secondary</u>
<b>Select Master Degree</b>		
<b>Council Assigned</b>	_____	_____
<u>Prologue</u>		
<b>Master of Work</b>	_____	_____
<b>King Solomon</b>	_____	
_____		
<b>Capt. Of Guard</b>	_____	_____
<u>Degree</u>		
<b>King Solomon</b>	_____	
_____		
<b>Hiram, King of Tyre</b>	_____	_____
<b>Hiram Abif</b>	_____	_____
<b>Cond. Of Council</b>	_____	_____
<b>Capt. Of Guard</b>	_____	_____
<b>Ahishar</b>	_____	_____
<b>Craftsmen</b>	<b>Assign as required and available</b>	
<b>Apron Lecture</b>	_____	_____
<b>History</b>	_____	_____
<b>Charge</b>	_____	_____

**OFFICIAL VISIT OF MASTER OF THE ARCH NO. \_\_\_\_\_**

TO: The Grand Illustrious Master, Deputy Grand Illustrious Master, Grand Principal Conductor of the Work and Grand Illustrious Master of Ceremonies:

Visit to \_\_\_\_\_ Council No. \_\_\_ on \_\_\_\_\_ 20\_\_

1. Officers present \_\_\_\_\_ Members present \_\_\_\_\_ Visitors present \_\_\_\_\_
2. What degrees can the Council confer: \_\_\_\_\_ RM \_\_\_\_\_ SM \_\_\_\_\_ SEM \_\_\_\_\_
3. Flag ceremony used in Opening \_\_\_\_\_ Closing \_\_\_\_\_
4. Rituals used in Opening \_\_\_\_\_ Closing \_\_\_\_\_
5. Are introductions made in prescribed manner?
6. Does the Master conduct the Assembly in an efficient manner?
7. Does the Master have a planned program?
8. Does the Council cooperate with other Masonic bodies?
9. Are dinners held before Assemblies?
10. Are refreshments and social hour after Assembly a regular feature?
11. Are there any particular problems in this Council?  
Explain: (additional pages may be attached)

12. List Names of three Companions who are outstanding in ritual or lecture and the field in which they are proficient (additional pages may be attached).

13. Comments for the good of this Council. i.e; Condition of Paraphernalia, Temple, Parking, Programs, Etc. (additional pages may be attached).

THIS REPORT IS CONFIDENTIAL

Signed \_\_\_\_\_  
Date \_\_\_\_\_