

Rabun Gap

Lodge

#265

F&AM

Clayton, Georgia



By-Laws

Amended August 12, 2021

Suggested Order of Business

- Reading of the Minutes
- Reception of Petitions
- Balloting
- Reports of Special Committee
- Applications for Relief
- Unfinished Business
- New Business
- Business for the Good of the Order
- Work and Lectures
- Closing of the Lodge

Chapter 7: Amendments

Section 1

By-Laws updated to include all amendments to this time August 12, 2021

Compliance with Chapter 21-1 of the Georgia Masonic Code

Submission of proposed amendments to the By-Laws:

July 22, 2021 Secretary: Raymond Mayer

Vote for approval by two-thirds of the members present:

August 12, 2021 Secretary: Raymond Mayer

Submission to the Grand Lodge of Georgia, Committee on Charters and By-Laws

August 20, 2021 Secretary: Raymond Mayer.

Revision History:

2016—Chapter 6; Section 1; Add fourth standing committee (Scholarship)

2016—Chapter 5; Section 1; Change dues structure and suspension timeline

2019—Chapter 5; Section 1; Removed “registered” letter

2019—Chapter 7; Deleted section due to redundancy with Ga Masonic Code (amendments to By-Laws)

2019—Chapter 4; Section 3; Deleted section due to redundancy with Ga Masonic Code (balloting)

2019—Chapter 4; Section 2; Changed “Letter” of Good Standing to “Certificate” of Good Standing

2019—Chapter 2, Section 5; Added to acknowledge 9th District per capita tax

2021—Deleted sections duplicate and or in conflict with the Masonic Code of Georgia (Chap 1/3; Chap 2/3; Chap 2/4; Chap 2/5; Chap 3/1; Chap 3/2; Chap 4 Sections 1-6)

2021—Changed Chap 2/3 to place By-Laws in GLAD, etc.

2021—Changed Chap 2/4 for GLAD Administrator to educate, etc

cial records of the Treasurer, Secretary and Trustees and submit a detailed report in writing at the December regular communication.

- Property Committee - This committee shall be appointed by the Worshipful Master on the day of his election. Their duties are to provide for the day-to-day welfare of the Masonic Hall, leading all activities involving building upkeep.
- Scholarship Committee - This committee shall consist of three members chaired by the Worshipful Master on the day of his installation. Their duties are to implement the Rabun Gap / Kenneth Morrow Scholarships.

All special committees are to be appointed by the Worshipful Master and shall consist of Master Masons of this Lodge.

Section 2

There shall be three Trustees who shall be elected annually. Their duties shall be to control all property and assets and to see that the property is properly insured. The Trustee elected with the most votes cast shall be the Chairman of this committee.

No property of this Lodge may be sold, loaned, placed as collateral, or otherwise disposed of unless by unanimous written consent of the Trustees and by majority vote of the membership.

Chapter 1:

The Lodge, its Title, Warrant, and Communications

Section 1

The title of the Lodge is Rabun Gap Lodge #265 F&AM

Section 2

The warrant of this Lodge is a Charter granted on the 31st day of October, 1867 AD by the Most Worshipful Grand Lodge of Georgia, to whose Constitution, Laws and Edicts demand the most implicit respect and obedience shall ever be paid by its members.

Section 3

The communications, or meetings, of this Lodge shall be either Stated (regular) or Called. Stated communications shall be opened at 7:30 PM on the second and fourth Thursdays of each month with November and December being exceptions. In November and December meetings shall be held on the second Thursday only.

Stated communications shall be held at the Rabun Gap Masonic Hall located at #26 West Savannah Street in Clayton, Georgia. All Lodge business including, but not limited to, balloting, reading of Petitions, and appropriation of Lodge funds may only be addressed during stated communications. Degrees may be conferred at either stated or called communications.

Stated communications must be closed in due form and on the day in which it was opened.

Called communications may be scheduled at the discretion of the Worshipful Master by giving reasonable notice and only for such purpose as specified in the notice and only compatible with the laws of Freemasonry.

Section 4

The Work of the Lodge shall follow the Uniform Work as prescribed by the Grand Lodge of Georgia.

Chapter 2: The Members and Their Duties

Section 1

The members of this Lodge are all who have been, or may hereafter be, Initiated or otherwise elected to membership through affiliation, not having properly demitted or expelled by the Grand Lodge of Georgia.

Section 2

The various charges delivered to candidates in the symbolic degrees, and/or rules of conduct as specified in the *Masonic Code of Georgia* are hereby acknowledged to contain the correct summary of Masonic duties and any violation of these duties or of these By-Laws is an offense against Masonry.

Section 3

The current By-Laws of this lodge are to be maintained in the lodge portal of GLAD. The current Georgia Masonic Code of Georgia can also be found in the lodge portal of GLAD and new members are to be instructed how to access these documents.

Section 5

All disbursements of the Lodge will be by check, drawn from Lodge funds signed by personal signature of any two of the following officers: Treasurer, Secretary and/or Worshipful Master.

Section 6

Routine obligations such as utility bills, Grand Lodge Assessments, District dues, property taxes, postage fees, insurance premiums shall be paid by the Treasurer with the consent of the Worshipful Master and without the need for a vote of the Lodge; however, any such funds paid out must be documented in the minutes of the next stated meeting following the disbursement.

Section 7

In appreciation for his work, the outgoing Master of this Lodge may be presented a Past Masters apron or suitable gift at the expense of the Lodge.

Chapter 6: Committees

Section 1

There shall be four standing committees of this Lodge.

- Committee of Charity - This committee shall consist of three members appointed by and chaired by the Worshipful Master. Their duties shall be to dispense the benevolence of the Lodge so as to relieve human distress in the most speedy and practical manner.
- Committee on Finance - This committee shall consist of three members appointed by the Worshipful Master on the day of his installation. Their duties are to examine the finan-

tive June 30th any members who have failed to pay their dues for the previous 12 months.

Section 2

The virtue of practical charity, or alms giving is recognized by this Lodge as one of the primary principles of the Masonic Fraternity. The standing committee of Charity shall have the power, at any time to draw upon the Treasury of the Lodge through its Chair (the Worshipful Master) any sum not to exceed two hundred dollars (\$200.00) to provide immediate aid to a member of this Lodge, his wife, widow or orphaned children. Any other application must be brought before the Lodge.

Section 3

The Secretary and Treasurer shall have their Lodge dues paid by the Lodge each year as wages for the duties they perform.

Emeritus members, as defined by the Masonic Code of Georgia, are exempt from paying dues beginning July 1st following eligibility.

Section 4

All monies received by the Secretary, on behalf of the Lodge, shall be handed over to the Treasurer at or before the next communication subsequent to their reception. All monies received on behalf of the Lodge shall be kept by him in a separate fund from his private hoard, deposited at his earliest convenience into the Lodge checking account and be at the command of the Lodge at any moment when drawn upon or called for.

Section 4

The GLAD Administrator for this lodge will educate all members needing aid on the GLAD system, assist them in setting up their access, and enter contact details for members whose personal information is in error or missing.

Chapter 3: The Officers, Their Election, Installation and Duties

Section 1 Reserved

Section 2 Reserved

Section 3

The Installation of officers shall be scheduled at the discretion of the incoming Worshipful Master but no later than the following regular meeting. The installation may be held during the stated meeting at which he was elected or at a called communication which may be open to the public.

The incoming Worshipful Master has the option to select any Past Master to serve as his Installing Officer.

The rules for installations shall be those prepared under the direction of the Grand Lodge of Georgia.

Section 4

It shall be the duty of the Worshipful Master to schedule monthly officers meetings.

It shall be the duty of the Worshipful Master to attend the annual session of Grand Lodge or have a Past Master attend in his place.

Chapter 4: Petitions for Initiation, Membership, Advancement, Demit

Section 1 When an applicant is rejected by this Lodge, no member or visiting brother shall attempt to discover by any means whatsoever who opposed his admission, under penalty of that member or visitor having charges brought against him. In order to prevent a person from pleading ignorance, it is hereby made obligatory for the Worshipful Master to have read the following to the Lodge immediately after the rejection of any candidate: *When an applicant is rejected by this Lodge no member or visiting Brother shall attempt to discover by any means whatsoever who opposed his admission under the penalty of a member being suspended, or if a visitor, of never thereafter being permitted to visit this Lodge or become a member thereof, and if any member or Brother within the jurisdiction of this Lodge shall inform a petitioner or any other person except a Master Mason in good standing of anything which may have occurred in relation to any petition or shall inform him who was present at the time of such action or shall divulge any business whatsoever that may have been transacted by or in the Lodge, he shall be deemed to be guilty of un-Masonic conduct and shall be dealt with therefore according to the Constitution of the Grand Lodge of Georgia.*

Chapter 5: Dues, Fees, Charity, Wages, Management of Funds

Section 1

Dues and Fees:

Note: Dues for newly raised candidates are to be prorated by the Secretary.

Annual Dues **\$30.00 plus** any amount assessed by the Grand Lodge rounded to the next \$5 increment payable no later than July 1st of each year. *

Entered Apprentice Degree **\$40.00** which shall accompany the Petition.

Fellowcraft Degree **\$40.00** which shall be paid before the degree is conferred

Master's Degree **\$40.00** which shall be paid before the degree is conferred.

Petition for Affiliation **\$40.00** which shall accompany the Petition.

*Each January the Secretary will forward a list of all members who failed to pay their dues to the Worshipful Master. The Worshipful Master will appoint a committee to have these members contacted. If, by May 1st, their dues have not been paid, or the Lodge not having voted to remit such dues, or, if the committee appointed by the Worshipful Master has been unable to personally visit the member, the Secretary shall send a letter as required by the Georgia Masonic Code. The Secretary will report at the first meeting in June as to who is in arrears. The Secretary will, at the second meeting in June move for suspension, effec-