

# THE UNIFORM CODE OF BY-LAWS OF LODGES

## ARTICLE I NAME AND OFFICERS

**Section 1.** This Lodge shall be known by the name of Los Angeles Lodge No.42, of Free and Accepted Masons of California. Its officers shall consist of Master, Senior Warden, Junior Warden, Treasurer, Secretary, Senior Deacon, Junior Deacon, a Marshal, two Stewards, Tiler, and other officers as the Lodge may deem proper to appoint.

## ARTICLE II ELECTIONS AND APPOINTMENTS

**Section 1.** The Master, Senior Warden and Junior Warden, Treasurer and Secretary, shall be elected in conformity with the Ordinances of Grand Lodge. The other officers shall be appointed by the Master. Any Master Mason in good standing, whether or not a member of the Lodge, may be appointed Tiler or Organist.

## ARTICLE III MEETINGS OF THE LODGES

**Section 1.** The stated meetings of this Lodge shall be held on the First Tuesday in each month, at 7:30 o'clock P.M., except as follows. During the months of N/A, the Stated Meeting shall be held at N/A o'clock N/A. In any month when the regular meeting date shall fall on N/A or N/A, legal holidays, or during the Annual Communication of Grand Lodge, the Stated Meeting shall be held on the Second Tuesday of the month at 7:30 P.M. If, due to a religious observance, this Lodge shall by a majority vote of the Lodge at a Stated Meeting, held either in the second or third month immediately preceding the month in which such religious observance occurs, change the meeting date, in the manner provided for elsewhere in this Code, such change of meeting date need not be approved by Grand Lodge or the Grand Master. Notice thereof shall be given to the Grand Master and the members of the Lodge not less than three weeks before the meeting date fixed in the By-Laws. This change of date shall not be an amendment to these By-Laws. (10/96)

\* Requires appropriate revision for Lunar Lodges and for Gravel Range Lodge No. 59, Mountain Shade Lodge No. 18, Truckee Lodge No. 200, Harmony Lodge No. 164 and Sierra Valley Lodge No. 184. (10/05)

**Section 2.** Special meetings may be called from time to time, as the Lodge or the presiding officer may direct.

## **ARTICLE IV INITIATION AND MEMBERSHIP**

**Section 1.** All applications for the degrees or affiliation must be signed by the applicant and be recommended by two members of the Lodge. Every application shall be referred to a committee of three, whose duty it shall be to report at the next Stated Meeting, unless further time is granted, when ballot shall be taken on the application.

**Section 2.** If an applicant, elected to receive the degrees in this Lodge, does not present himself to be initiated within three months after election, the fees shall be forfeited, unless the Lodge shall direct otherwise.

**Section 3.** Every person elected to be a member of or raised to the degree of Master Mason in this Lodge, except when such degree has been conferred at the request of another Lodge, shall sign its By-laws.

**Section 4.** Applications and By-laws may be signed by signature or by a mark attested to by two members of the Lodge.

## **ARTICLE V THE TREASURER**

**Section 1.** The Treasurer shall receive all monies from the Secretary and shall keep an accurate and just account thereof. He shall pay the same out only when an order is duly signed by the Master, countersigned by the Secretary, and approved by vote of the Lodge. He shall, at the Stated Meetings in August and February of each year, submit a report in full of the monetary expenditures, funds collected from the Secretary and assets of the Lodge for the six month period ending on the preceding June 30 and the 12 month period ending on the preceding December 31 respectively. The Lodge may also at any time when considered necessary cause him to present an account of his receipts and disbursements, and the amount of funds on hand.

## **ARTICLE VI THE SECRETARY**

**Section 1.** The Secretary shall:

- A. Keep a faithful record of all proceedings proper to be written;
- B. Transmit a copy of the same to Grand Lodge when required;
- C. Keep a separate account for each member of the Lodge, and for report at the Stated Meetings in August and February of each year, for the six month period ending on the preceding June 30 and the 12 month period ending on the preceding December 31 respectively, the amounts due by each;
- D. Receive all monies due the Lodge, and pay the same monthly or more frequently as necessary, to the Treasurer; or shall deposit the same not less frequently than monthly to the credit of the Treasurer of the Lodge, in some

bank or trust company designated by the Lodge, taking duplicate deposit tags or receipts therefor, one to be immediately delivered to the Treasurer, the other to be kept by the Secretary as a voucher; and

E. Perform such other duties as may properly pertain to his office.

**Section 2.** He shall receive such compensation for his services as the Lodge may direct.

**Section 3.** If the office of Assistant Secretary is authorized by the Lodge, that officer shall assist the Secretary in the performance of all of his duties. The Assistant Secretary shall receive such compensation for his services as the Lodge may direct. (10/00)

## **ARTICLE VII THE TILER**

**Section 1.** The Tiler, in addition to the necessary duties of his office, shall serve all notices and summonses, and perform such other services as may be required of him by the Lodge.

**Section 2.** He shall receive such compensation for his services as the Lodge may direct.

## **ARTICLE VIII FEES**

**Section 1.** The table of fees for this Lodge shall be as follows:

- A. For the degrees, the sum of \$150;
- B. For the degrees of Fellow Craft and Master Mason, when the Entered Apprentice degree has been received in another Lodge, the sum of \$100;
- C. For the degree of Master Mason, when the Entered Apprentice and Fellow Craft degrees have been received in another Lodge, the sum of \$50; and
- D. For affiliation the sum of \$25, except that the affiliation fee shall be \$ N/A if the Dimit accompanying the application is issued by [Here insert "this Lodge" or "a Lodge in this Jurisdiction," or any other special classification desired.]

**Section 2.** An application shall not be presented by the Secretary to the Lodge unless accompanied by the fee.

## **ARTICLE IX DUES**

**Section 1.** The dues of each member of this Lodge shall be the sum of \$ 75.00 plus the Per Capita sum approved by Grand Lodge at the immediately preceding Annual Communication, per annum, payable in advance on the first day of January. (10/03)

**Section 2.** No member, who shall be in arrears for dues at the time of an election shall be permitted to vote, or be eligible to be elected or hold any office. Such disqualification shall not apply to a member whose dues have been remitted at any time within one year previous to an election.

**Section 3.** Should any member suspended for non-payment of dues neglect for the period of two years to pay his dues or have the same remitted by his Lodge, he may be restored to good standing as provided for by the Ordinances.

**Section 4.** Any member in good standing may withdraw from membership by paying his dues and notifying the Lodge to that effect at a Stated Meeting.

## **ARTICLE X COMMITTEES**

**Section 1.** The Master and Wardens shall be a Charity Committee, and shall have the power to draw upon the Treasurer for any sum, not exceeding \$100 at any one time, for the relief of a distressed worthy Brother, his wife, widow, or orphan.

**Section 2.** The Master, at the Stated Meeting next succeeding his installation, shall appoint an Auditing Committee, whose duty it shall be to examine all accounts presented against the Lodge.

**Section 3.** A committee on delinquent members shall be appointed by the Master at the Stated Meeting next succeeding his installation to personally, or otherwise, interview each delinquent member, ascertain the cause, and work closely with the Master and officers in a continuing effort to effect the retention of all deserving members unable to pay.

**Section 4.** All reports of committees shall be in writing.

## **ARTICLE XI REVEALING THE TRANSACTIONS OF THE LODGE**

**Section 1.** When an applicant for initiation or affiliation is rejected, or a Brother reprimanded, suspended, or expelled, no member or visitor shall reveal, either directly or indirectly, to such person, or to any other, any transactions which may have taken place on the subject. No proceeding of the Lodge not proper to be made public shall be disclosed outside thereof, under penalty of reprimand, suspension or expulsion, as the Lodge may determine. When the Secretary of the Lodge from which a Brother has been suspended or expelled has knowledge that the Brother is also a member of a Masonic Organization, the Secretary shall notify the presiding officer or secretary of such Organization of the suspension or expulsion. The Secretary should, on restoration of the member, notify the presiding officer or secretary of the Masonic Organization of the restoration.

**ARTICLE XII**  
**THE ORDER OF BUSINESS**

**Section 1.** The regular order of business at every Stated Meeting of this Lodge shall be as follows:

- A. Reading of the minutes;
- B. Reports of investigating committees;
- C. Balloting;
- D. Reception of applications;
- E. Miscellaneous and unfinished business; and
- F. Conferring of degrees.

**ARTICLE XIII**  
**AMENDMENTS**

**Section 1.** These By-Laws, relating to the times of meetings, and the amounts of fees, dues, and disbursements by the Charity Committee, may be amended at any Stated Meeting by a two-thirds vote of the members present, if the proposed amendment, in writing, has been presented at a preceding Stated Meeting and written notice has been given to each Lodge member setting forth the text of the proposed amendment and the date of the Stated Meeting at which the vote is to be taken. It shall have no effect until approved by Grand Lodge or the Grand Master, and until approval has been transmitted to the Grand Secretary. The Secretary of the Lodge shall note in the minutes of the Lodge the notice of proposed amendments when made. When transmitting an amendment for approval, he shall forward a certificate, under seal, showing that the law has been complied with and that the amendment has received the required vote. *(10/96)*