

BY-LAWS

ARTICLE I Communications

Section 1. The regular communications of Montgomery Lodge No. 11, F. & A. M. shall be held on the first and third Monday evenings of each month at 6:30 P.M. prevailing time, at the Masonic Temple, 1273 Federal Drive, Montgomery, AL.

Section 2. A special communication may be called at a regular communication and if done then, the minutes shall show the call and the object thereof; or it may be called by the Worshipful Master at any time he may deem it advisable, but due and sufficient notice of the time and purpose shall be given.

Section 3. The regular communication next preceding the 24th day of June shall be termed Annual.

ARTICLE II Officers

Section 1. The officers of this Lodge shall consist of the: Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary, Chaplain, Marshal, Senior Deacon, Junior Deacon, Senior Steward, Junior Steward, Historian and Tiler.

Section 2. The Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary, Senior Deacon, Junior Deacon and Tiler shall be elected by the Lodge at the Annual Communication each year. The Senior Steward, Junior Steward, Chaplain, Marshal and Historian shall be appointed by the incoming Worshipful Master. The Worshipful Master shall appoint any other officers as the Lodge may from time to time think proper to appoint.

ARTICLE III Elections and Installations

Section 1. The elections of officers of this Lodge shall take place at the meeting next preceding the 24th day of June, termed the Annual Communication.

Section 2. The election must be by ballot and each elective officer must be balloted for separately. One the night of the election, the Worshipful Master shall appoint two Master Masons to act as tellers, and himself acting as judge to conduct the election.

Section 3. A majority of all the valid votes polled shall be necessary to an election. In the case there are two or more candidates for the same office, neither of whom having received a majority of votes, another ballot shall be held and the candidate receiving the lowest number of votes shall be dropped at each succeeding ballot until an election is had.

Section 4. The officers of the Lodge shall be installed as soon after their election as practicable, but in no case will they be installed prior to the 24th day of June and shall be installed no later than forty-five days after such election or appointment.

Section 5. Every member of this Lodge who shall be two years in arrears for dues and/or assessments and does not pay his dues and/or assessments shall be declared suspended as of mid-night June 23rd, and for that purpose the secretary shall read out in open lodge, immediately before the election of officers, the names of those members who are thus in arrears, and the Worshipful Master shall direct the Secretary to write "Suspended" opposite the names of each member of the Lodge where the dues and/or assessments shall remain unpaid for two years as of midnight June 23rd.

ARTICLE IV Petitions

Section 1. All petitions for Initiation or Affiliation shall be recommended and avouched for by two Master Masons, members of this Lodge, and shall be placed in the hands of the committee consisting of three Master Mason members of this Lodge, to be appointed by the Worshipful Master, whose duty it will be to investigate into the character and standing of the petitioner, and make due report thereon, in writing to the Lodge within thirty days thereafter. The ballot then may be taken (at the option of the Lodge), provided the report of the committee has been received. If there appears two (2) black balls it shall be final, but if there is only one (1) black ball, a second ballot may be had, and if there is still one (1) black ball he shall stand rejected.

Section 2. No petition for Initiation or Affiliation, when legally received, can be withdrawn or otherwise disposed of but by ballot by the Lodge.

Section 3. Every person petitioning to become a Master Mason shall enclose in his petition no less than the fee for Initiation as required by the By-Laws. The fee for each of the other degrees respectively must be paid before advancement to each degree. (The fee for the three degrees may be included with the petition). If he is Rejected the money will be returned to the applicant and he shall be notified in writing, by the Secretary under the seal of the Lodge, that he has been Rejected.

Section 4. Should an applicant be stopped by objection, the fees paid for the degrees in which he seeks to advance must be returned to him without delay.

Section 5. A person suspended for non-payment of dues shall not be reinstated until he files a formal request and pays the amount due at time of suspension. The Worshipful Master may appoint a committee of three members of the Lodge to make an investigation, if he deems it advisable, or he shall appoint a committee upon request of a member of the Lodge which shall, at a subsequent meeting, make a report of their findings to the Lodge.

If no committee is appointed, such application may be balloted on at the regular communication at which it was received. A favorable vote, of two-thirds majority of the members present, is required to reinstate the applicant. The Master may submit the question of reinstatement either by rising vote or secret ballot, provided that if any member present requests the Master to obtain the vote by secret ballot, the vote shall be so taken. Upon reinstatement, he will be issued a dues card for the current year's dues.

ARTICLE V
Fees and Dues

Section 1. The fees shall in all cases be as follows:

Entered Apprentice Degree.....	\$50.00
Fellow Craft Degree.....	\$25.00
Master Mason Degree.....	\$25.00

Section 2. Any regularly ordained Minister of the Gospel who is actively engaged in the exercise of his ministerial functions may receive the degrees gratuitously except the fee of \$10.00 on the Entered Apprentice Degree, required by the Grand Lodge for the Alabama Masonic Home, which must in all instances be paid by every candidate.

Section 3. There shall be no fee for affiliation. Members of the fraternity affiliating with the Lodge shall be issued a card for the current year dues, thus honoring dues cards held upon affiliation by demit or transfer.

Section 4. The annual dues of each member of this Lodge shall be \$92.00 each year plus Grand Lodge Dues and District dues rounded to the nearest whole dollar each year.

Section 5. Newly Raised members shall be exempt from dues for the current Masonic year.

Section 6. Life Memberships may be granted upon recommendation by the Master and Wardens and approval by the members present. Any members who have become Life Members previously will retain Life Membership status. Those with Life Membership will be

required to pay the prevailing rate of the Grand Lodge and District dues each year. (Subject to provisions of Section 7 below).

Section 7. Life Membership shall in no way exempt the holder from the payment of any present or future fees or assessments imposed by the Lodge or the Grand Lodge of Alabama. Members not paying such fees and assessments for a period of two (2) years shall be suspended in the same manner as a regular member and such Life Membership shall be null and void.

Section 8. The Lodge shall have power to make assessments to pay its expended and indebtedness, or for the purpose of charity, whenever the fees collected are insufficient for the purpose, but the assessments during any one year shall not exceed twenty (\$20.00) to each member.

ARTICLE VI

Cash, Funds, Jewels and Property

Section 1. The cash, funds, jewels and all property belonging to this Lodge shall be and are hereby vested in and deemed the property of the Master and Wardens for the time being, in trust and for the benefit of the Lodge and dedicated to charitable purposes and to be applied and disposed of as a majority of the members present may from time to time direct.

Section 2. All checks drawn on the Lodge will be signed by the Secretary or by the Treasurer.

ARTICLE VII

Committees and Boards

Section 1. Auditing Committee: On or before the last regular communication in May each year, the Worshipful Master shall appoint an Auditing Committee, composed of two members of this Lodge whose duty it will be to make an audit of the books, accounts and records of the Treasurer and Secretary, a report of which shall be presented in writing to the Lodge at the Annual Communication at which election of officers is held, or not later than the first regular communication in July following.

Section 2. Charity Committee: The Worshipful Master, Wardens, Treasurer and Secretary shall be a standing committee on Charity, of whom the Worshipful Master shall be Chairman, and who is authorized to draw on the Treasurer for such sums as necessity may demand and for charitable purposes, not exceeding \$50.00 in urgent cases to any one person entitled to the same in any thirty days., Such sums expended shall be reported to the Lodge at the next communications. In the absence of the Worshipful

Master, the Senior Ward shall have power to serve in his place, and in the absence of the Worshipful Master and Senior Warden, the Junior Warden shall exercise the same right.

Section 3. Board of Building Trustees: There shall be a Board of Building Trustees, composed of the Treasurer and Secretary and five (5) members. The member's term of office shall be for three (3) years, but their election shall be so arranged that the term of one Trustee or more shall expire each year.

This Board shall elect from its members a Chairman. They shall have power to act for and on behalf of the Lodge, and shall exercise the following powers, responsibilities and duties:

- a. Be in charge and custodians of the Lodge buildings, grounds, property, furniture and fixtures, and shall see that proper records and inventories are kept.
- b. They shall make a report to the Lodge at the Annual Communication, or more often if necessary, of assts in their custody and matters under their supervision. They shall make any recommendations as to such matters as they may deem proper.
- c. Enter into agreements with other Masonic organizations or auxiliaries who may be renting space in the building.
- d. Be responsible for the maintenance of the building and grounds.
- e. They shall have power to disburse such amounts as in their judgement may be proper and shall report the same to the Lodge for its approval, in exercising their functions as Building Trustees.

Section 4. Finance Committee: There shall be a Finance Committee composed of the Treasurer and Secretary and three (3) members of the Lodge who shall be elected by the Lodge, whose term of office shall be for three (3) years, but their election will be so arranged that the term of one member will expire each year. This committee shall elect from its members a Chairman. They shall have general charge and supervision of the financial affairs of the Lodge. All expenses and funds obligated or disbursed, except regular items or routine expenses, will be referred to this committee for its consideration before commitment or final action by the Lodge. It shall be the duty of said committee to investigate and report to the Lodge its conclusions and recommendations on all matters referred to it.

Section 5. Advisory Committee: Immediately after the Annual Installation of Officers, the Worshipful Master shall appoint an Advisory Committee, composed of three Past Masters of the Lodge, whose duty it will be to act in an advisory capacity to the Worshipful Master and other Lodge Officers upon request.

Section 6. Instruction of Work Committee: Immediately after the Annual Installation of Officers, the Worshipful Master shall appoint two or more qualified instructors on work, whose duty it will be to render proper instruction on ritualistic work the Lodge Officers and other members who may be interested in becoming proficient in the ritualistic work. They shall make reports to the Lodge as they may deem necessary.

ARTICLE VIII

Funerals

Section 1. It is the duty of the Worshipful Master to convene the Lodge upon notice of death of a member who may be entitled to receive funeral honors upon request made by him when living, or by his family after his demise for the purpose of attending and performing the Masonic Ceremony.

ARTICLE IX

Duties of Treasurer, Secretary and Tiler

Section 1. Treasurer: It shall be the duty of the Treasurer to receive from the hands of the Secretary all the funds of the Lodge, and take care of the same, payable on vouchers drawn on him by authority of the Lodge, so far as the funds shall be adequate thereon; keep a regular account of receipts and disbursements and have his books and accounts ready for examination and settlement as may be required. At the Annual Communication he shall report on all monies received and all disbursements since the last annual communication; along with the amount on hand at that time, and the amount as of that date; and he shall of no account use the funds of the Lodge for any purpose without the consent of the Lodge, and any such use is hereby declared un-Masonic.

Section 2. The Treasurer shall give bond of \$5,000 in some responsible surety company for the faithful performance of his duties and the safety of the Lodge funds, the premium to be paid by the Lodge.

Section 3. Secretary: The Secretary shall record neatly and correctly all the proceedings of the Lodge which are proper to be written. He shall keep a separate ledger of each member, charge what money may be due from member for dues or assessments and collect and pay them over to the Treasurer and take his receipt for the same, issue notices and shall make a detailed report at the Annual Communication of the cash received and paid out by him since the last annual communication. His books and accounts shall be ready for the annual audit as provided by Section 1, Article VII of these By-Laws, or at any time as may be required. For the faithful performance of his duties as Secretary, he shall receive such amounts as may be fixed by the Lodge for expenses, and he shall be exempt from all dues and assessments.

Section 4. The Secretary shall give bond of \$5,000 in some responsible surety company for the faithful performance of his duties and the safety of the Lodge funds, the premium to be paid by the Lodge.

Section 5. Tiler: The Tiler shall attend punctually all regular and special communications of the Lodge, he shall serve all summonses, keep the jewels and furniture in proper order, and for the faithful performance of his duties as Tiler, he shall receive such amounts as may be fixed by the Lodge for expenses.

ARTICLE X Withdrawals

Section 1. Any member in good standing except the first three officers, may be allowed to withdraw from this Lodge upon oral request of the brother himself, made in open Lodge, or by a written request, signed by him and presented at a regular communication; provided all dues and arrearages have been paid.

ARTICLE XI Amendments

Section 1. All propositions to revise, alter or amend these By-Laws, must be submitted, in writing, at a regular communication, handed to the presiding officer and distinctly read. No new law, revision or alteration of an old one shall be valid unless asserted to by a majority of the members present, and at the next regular communication following, the same shall be taken into consideration, and if two-thirds of the members then present concur to such proposed change, repeal or amendment, it shall be valid and not otherwise.

ARTICLE XII General Regulations

Section 1. The presiding officer shall decide all questions of order without debate. He shall appoint committees, fill all vacancies which may occur in the absence of a regular officer, by appointment pro-tempore, and shall in open Lodge, reprimand any brother who may be guilty of indecorous or disorderly conduct during the session of the Lodge. A second offense of the same nature may be punishable by suspension or expulsion, as the Lodge may think proper.

Section 2. Disbursements, except for charitable purposes, salaries, building maintenance and other regular expenses of the Lodge, must be made by the Lodge at a regular communication.