

Suggested Form of Lodge By-Laws

Article I

Name, Warrant, Members, Communications, Order of Business, Fiscal Year

Section 1. Name - The name of this Lodge shall be _____ No. _____ F. & A. M.

Section 2. Warrant - The warrant of this Lodge is a charter granted on the _____ day of _____

_____ A.D. _____, A.L. _____, by the Grand Lodge Free and Accepted Masons of Wisconsin, to the constitution, laws and edicts whereof the most explicit respect and obedience shall ever be paid by this lodge and its members.

Section 3. Members - The members of this lodge shall be those named in its dispensation or charter, Master Masons who have been admitted by regular or plural affiliation, and those who have been raised as Master Masons by or for this lodge; provided, that membership and all the rights thereto shall have been retained in accordance with the by-laws of this lodge and the constitution, laws and edicts of the Grand Lodge.

Section 4. Stated Communications - The stated communications of this lodge shall be held on the - and (insert here day of the week) of each month at _____ o'clock _____ M., except as provided in 56.06(6.1) of the Code of the Grand Lodge.

Section 5. Special communications - Special communications shall be convened at the pleasure of the Worshipful Master, but no business shall be transacted at any special communication except that named in the call.

Section 6. Order of Business - The order of business at all stated communications, subject to change by the Worshipful Master, shall be:

- 1 - Reading of minutes
- 2 - Reading and referring petitions and reports thereon
- 3 - Balloting on petitions
- 4 - Reports of committees
- 5 - Miscellaneous business
- 6 - Conferring of degrees

Section 7. Fiscal Year - The fiscal year of this lodge shall be such as is now or may be hereafter prescribed by Grand Lodge.

Article II Officers and Trustees

Section 1. Officers - The officers of this lodge, their election, their term of office and their duties shall be such as are prescribed by the Laws and Regulations of the Grand Lodge.

Section 2. Compensation - The Secretary, Treasurer and Tiler shall receive such compensation for their services as shall from time to time be determined and fixed by resolution of the lodge.

Section 3. Trustees - There shall be no less than three nor more than nine trustees of this lodge and their duties are such as are or shall be prescribed by the Statutes of the State of Wisconsin and the Laws and Regulations of the Grand Lodge.

_____ trustee(s) shall be elected by ballot for a term of _____ years at the time of the annual election of lodge officers. In the event of a vacancy in the office of any trustee, a successor shall be appointed by the Worshipful Master. The appointee shall hold office until the annual election of lodge officers at which time a successor Trustee shall be elected for the unexpired term.

Section 4. The trustees shall hold and have care of all property, both real and personal, belonging to the lodge, but the management and control thereof shall be subject to the laws of the State of Wisconsin, the Laws and Regulations of the Grand Lodge and the regulations of the lodge.

Article III Candidates, Petitions, Fees and Dues

Section 1. Qualification of candidates for the degrees shall be in accordance with Laws and Regulations of the Grand Lodge.

Section 2. Petitions - Petitions for the degrees or for affiliation as regular or plural members shall be in such form and content as prescribed by the Laws and Regulations of the Grand Lodge.

Section 3. Fees and Dues - The fees for degrees and dues shall be in such amount and payable at such times and in such manner as the lodge shall from time to time by resolution determine, providing, however, that no change shall be made in either fees or dues, except at a stated communication, and then only after due and proper written notice has been given to the membership of this lodge at least ten days prior to the date designated for action on the resolution.

(Note: The sum to be paid for fees and dues may also be fixed in the By-laws.)

(Alternate - if fixed in the By-laws the following language is suggested.)

Section 3. (a) Fees. The fees for the three degrees conferred in this Lodge shall be \$ _____ payable as follows: \$ _____ with the petition and \$ _____ on or before receiving each of the degrees.

(b) Dues. The annual dues of this Lodge are \$ _____, plus the annual per capita tax of the Grand Lodge, and they are payable in advance on or before the first day of January in each year.

Article IV Standing and Special Committees

Section 1. The Charity Committee of this lodge shall be a standing committee and shall consist of the Worshipful Master and Wardens and it shall be the duty of this committee to investigate all cases of charity and administer such relief as in the discretion of the committee it may be found necessary to alleviate the distress of any member of this lodge or those who by Masonic derivation have any claims upon the Lodge, within the limits fixed by Masonic law or the Bylaws of the Lodge.

(Optional - if the Lodge has a Charity Fund)

All authorized expenses for charitable purposes shall be disbursed out of the charity fund by order of the committee upon the Treasurer for a sum not exceeding _____ at a draft and in all other cases by approval of the Lodge.

The charity fund of this lodge shall be deposited in a bank designated by the lodge and shall be known as "Charity Fund of _____ Lodge No. _____ F. & A.M."

There shall be deposited into this fund all money received from the sale of real or personal property, given, devised or bequeathed to the Lodge for charitable purposes; all voluntary gifts received from other sources specifically designated

for the Charity Fund, and such money as the Lodge itself may from time to time direct to be paid into the Charity Fund out of its General Fund.

Section 2. The Finance Committee of this Lodge shall be a standing committee and shall consist of the Worshipful Master and Wardens. It shall be the duty of this committee to examine all bills, claims and accounts which may be presented to the Lodge and report thereon and no accounts shall be allowed or paid by the lodge until the same shall have been audited and approved by the Finance Committee. It shall also be the duty of this committee to examine the books and vouchers of the Treasurer and Secretary from time to time and report thereon to the Lodge. The Finance Committee shall annually present a budget to the Lodge for its consideration prior to the fixing of dues for the ensuing year.

Section 3. The Committee on Discipline shall be a standing committee of this Lodge and shall consist of the Worshipful Master and Wardens. The duties of this committee shall be such as are or may hereafter be prescribed by the Laws and Regulations of Grand Lodge.

Section 4. Special Committees - As the Worshipful Master is absolute in the government of his Lodge he has the power, right and prerogative to appoint any and all special committees and designate the personnel of any and all such special committees he may appoint.

Article V

Amendments

Section 1. These by-laws may be amended by the affirmative vote of two-thirds of the members present at any stated communication.

Section 2. Any proposed amendment shall be presented in writing at a stated communication, recorded upon the minutes of the Lodge and shall lie over to a designated subsequent stated communication for vote thereon. At least ten days prior to the date designated for action on the proposed amendment, written notice shall be given to the membership of this Lodge.

Section 3. All Amendments to these by-laws hereafter adopted shall be submitted to the Grand Master and shall be of no force or effect until he has approved the same.

Section 4. Any law hereafter enacted by the Grand lodge which changes any provisions of these by-laws operates as an amendment thereof without action by the lodge.”