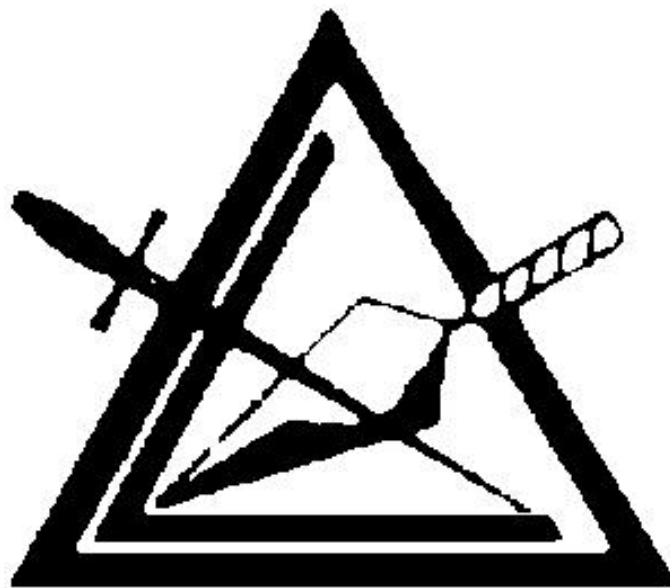


Living Arch

Council No. 32

Royal & Select Masters



By-Laws

Approved by the membership on May 17, 2021

By-Laws
Living Arch Council No. 32
Royal and Select Masters

Article I
Designation and Assemblies

Section 1. This Council shall be known by of the name of Living Arch Council No. 32, Royal and Select Masters.

Section 2. The Stated Assembly of this Council shall be held on the third Monday of each month at 7:00 PM, at Clemson Lodge No. 254 located at 372 College Avenue, Clemson, South Carolina. The Council may recess during the months of June and July. Special Assemblies may be called at the pleasure of the Illustrious Master.

Section 3. The election of officers to serve for the next-ensuing year shall be held at the Stated Assembly in November of each year and the installation of the officers-elect and appointed officers shall be held at the Stated Assembly in December of each year. Officers-elect shall assume their respective offices on December 27, the Festival of St. John The Evangelist Day, and shall serve for one year or longer if their successor has not been elected and installed.

Article II
Order of Business

Section 1. The Order of business at Stated Assembly shall be in accordance with **Rules of Order** (see Appendix) and as follows:

- | | |
|--|------------------------|
| 1. Receiving and confirming minutes | 5. Unfinished business |
| 2. Receiving and receiving petitions for degrees or membership | 6. New business |
| 3. Reports of Committees on petitions | 7. Work |
| 4. Balloting | |

Article III
Powers and Duties

Section 1. This Council shall have and exercise all the Powers and Duties prescribed and defined by the Constitution of the Grand Council of Royal and Select Masters of South Carolina, and such as are usually exercised and developed upon a Subordinate Council and not repugnant to the aforesaid Constitution and Statutes.

Article IV
Officers

Section 1. The Officers of this Council shall consist of the following:

- | | |
|--------------------------------|-------------------------|
| 1. Illustrious Master | 6. Captain of the Guard |
| 2. Deputy Master | 7. Conductor of Council |
| 3. Principal Conductor of Work | 8. Steward |
| 4. Treasurer | 9. Chaplain |
| 5. Recorder | 10. Sentinel |

Newly installed officers will assume their duties on December 27th of each year. The first five are elected; the remainder are appointed by the Illustrious Master.

Section 2. The Duties of the officers shall be such as are traditionally appropriate to their several stations in accordance with the established usages of Cryptic Masonry.

Section 3. The Treasurer shall receive receipts (deposits slips/records) for all monies deposited by the Recorder in the bank, and at the close of his official term, submit a full account of the receipts and disbursements of his office and of the financial standing of the Council. He shall give bond in some standard Guarantee Company, the amount and style of bond being left to the discretion of the Illustrious Master, Deputy Master and Principal Conductor of Work; the Council paying the premium thereon. For the faithful performance of his duties, he shall receive the sum of \$100.00 per annum.

Section 4. The Recorder shall keep a record of all proceedings of the Council proper to be written. He shall receive all moneys in behalf of the Council, turning over to the Treasurer the deposit slip and take his receipt for the same. He shall make out all reports to the Grand Recorder, and at the close of his official term submit a full report in writing of all monies received and orders drawn, and shall perform such other duties as may be required of him. He shall give bond in some standard Guarantee Company, the amount and style of bond being left to the discretion of the Illustrious Master, Deputy Master and Principal Conductor of Work; the Council paying the premium thereon. For the faithful performance of his duties he shall receive the sum of \$599.00 per annum.

Section 5. The Sentinel shall have charge, under direction of the Illustrious Master, of the hall, rooms, furniture, paraphernalia, etc. of the Council, and shall cause them always to be kept in order for the comfort of the Companions and the convenience of the Council.

Article V **Fees and Dues**

Section1 (a). Effective January 1, 2014, the fees for the Council Degrees (Royal Master and Select Master) shall be fifty (\$50.00) dollars, except that the fees for Ministers of God shall be zero (\$0.00) dollars. A minimum of twenty-five dollars (\$25.00) shall accompany the petition for degrees and the remaining balance of twenty-five dollars (\$25.00) shall be paid prior to the conferral of the Royal Master degree.

Provided further that in the event the Grand Council fees or per capita tax is increased, the Council fees for each member shall be increased accordingly, or in the case of a fractional dollar amount, the fees will be rounded up to the next whole dollar. The increase shall be effective on the first day of the year that the Grand Council increase is effective.

Section1 (b). A Companion who shall have demitted from any other Council, may be admitted into this Council by petition and election. The fee for affiliation with the Council shall be fifteen (\$15.00) dollars.

Section1 (c). The fee for reinstatement with the Council shall be the sum of the dues for the year in which the member was erased NPD and the dues for the year in which the member's request for reinstatement is approved by the membership.

Section 2. Commencing with the dues for **2022**, each member of the Council shall pay to the Secretary annual dues in the amount of **twenty-seven (\$27.00)** dollars, except that dues shall be zero (\$0.00) dollars for the following:

1. Ministers of God;
2. Members who have purchased life membership through the Grand York Rite;
3. Members who have paid dues for **sixty (60)** years, either consecutively or cumulatively.
4. **Members who had paid dues for forty (40) years, either consecutively or cumulatively as of March 11, 2019.**

Provided further that should the Grand Council dues or per capita tax be increased, the Council dues will increase by the same amount, or in the case of a fractional dollar amount, the dues will be rounded up to the next whole dollar. The increase shall be effective commencing with dues for the year that the Grand Council increase is effective. **[amended 5-17-2021]**

Section 3. All Council dues shall be payable annually in advance on or before December 31. Any Companion failing to pay said dues on or before the following October 31 shall stand automatically erased from the roll of members. Should any companion so erased pay said dues or should the same be remitted by the Council on or before the following December 31, he shall become automatically reinstated as of October 31 preceding.

Section 4. Any member who has been erased for non-payment of dues after the following December 31 shall not be reinstated until he has submitted a petition for reinstatement, paid the reinstatement fee and his petition for reinstatement has been approved by the membership.

Section 5. Any member may become a Life Member upon payment of the prescribed amount for the purchase of Life Membership in effect at the time of payment as determined by the Grand York Rite.

Section 6. The Council has the right to levy and collect such pro-rata assessments as may be needed to pay the expenses for the

prosperity of the body, but no assessment shall be made without due notice to all members that such action is proposed.

Article VI **Demits**

Section 1. Any Companion desirous of withdrawing from this Council shall send to the Recorder his application for a demit in writing, which shall be read at a regular Assembly. If all arrears are paid and there are no charges against him, he shall be entitled to a demit from this Council.

Article VII **Petitions**

Section 1. All petitions for the membership or degrees must be complete and in writing, stating the Council or Chapter of which he is, or last was, a member. The petition shall be received and referred to a Committee of three, who shall examine into the character and Masonic standing of the applicant and report their findings. During Stated and Called Assemblies, petitions may be received, referred and balloted on at the same assembly. A Special Dispensation from the Most Illustrious Grand Master is required to accomplish this during Called or Special assemblies.

Section 2. In all cases where a petition for the degrees or for membership is rejected, the fee accompanying such petition shall be returned to the petitioner without delay, which information shall in no case be communicated by any member of this Council or any visitor who may be present to one not a Royal and Select Master, under penalty in the former case of liability to discipline and in the latter case of not being again permitted to visit the Council. The same shall also apply to the improper disclosure of any of the proceedings of this Council.

Section 3. Should a candidate neglect to present to himself for degrees at the end of six (6) months after being notified of favorable action upon his petition, the money in his petition shall be forfeited to the Council and his election annulled, unless the Council determines that such failure to present to himself is excusable. A new ballot may be required after an interval of one (1) year.

Article VIII **Committees**

Section 1. At the Annual Communication, the Illustrious Master-Elect shall appoint an Auditing Committee, composed three members, whose duty shall be to examine and audit the books and accounts of the Treasurer and Secretary, and report thereon at a Stated Assembly not later than March of the succeeding year.

Section 2. The Illustrious Master may appoint ad hoc committees (i.e., Nominating Committee) at such time as may be appropriate.

Section 3. The Finance Committee shall consist of the High Priest, the Illustrious Master, the Eminent Commander, the Treasurer, the Secretary, and the understudies to the Treasurer and Secretary. The Finance Committee shall periodically review the financial status of the Council, develop a proposed budget for presentation and approval of the members not later than the Stated Convocation in March, direct the investments of the Council, and make recommendations to the members regarding by-laws changes including amounts for dues and fees. A majority of the Finance Committee must approve any proposed expenditure from Council operating funds that are not included in the current annual budget before a motion to spend non-budgeted operating funds can be brought before the members for a vote.

Article IX **Discipline and Trials**

Section 1. All questions of discipline and trials shall be governed by, and in accordance with, established Masonic usage.

Article X
Amendments

Section 1. This Council may amend its By-Laws at a stated Assembly, by two-thirds vote of the members present: Provided, a resolution to insert, alter or amend shall have been presented in writing at the stated Assembly preceding the one when the vote is to be taken, and the same shall become operative when approved by the Most Illustrious Grand Master.

Section 2. On all questions in which these By-Laws are silent, reference shall be had to the Constitution of the Grand Council of Royal and Select Masters of South Carolina.

Article XI
Honorary Membership

Section 1. The Council may, for good and sufficient reason to be shown on the Minutes, elect Companions of other Councils to Honorary Membership, such election, however, does not confer the right to vote nor any rank or standing, but is merely complimentary.

Certificate of Adoption

This is to certify that the foregoing By-Laws were read at a Called Assembly of Living Arch Council No. 32, held at Clemson Lodge No. 254 on March 15, 2021, and adopted by two-thirds vote of the members present at the Stated Assembly held at Clemson Lodge No. 254 on the 17th day of May 2021.

[Signature]
Illustrious Master

5-31-21
Date

[Signature]
Secretary

5/29/2021
Date

[Signature]
Most Illustrious Grand Master

5/31/2021
Date

[Signature]
Grand Secretary

6/26/21
Date

