

By-Laws of St. James Lodge #47, F&AM Amended and Adopted as of March 15, 1994

Article I

Section 1. This Lodge shall be known as Saint James Lodge No. 47, Free and Accepted Masons, under the jurisdiction of the Grand Lodge of Louisiana.

Section 2. The domicile shall be fixed at the city of Baton Rouge, Parish of East Baton Rouge, State of Louisiana

Article II

Membership

It shall be composed of the present members and such others as may be regularly affiliated, or who shall be raised to the degree of Master Mason.

Article III

Life Membership

Section 1. Any brother, a member of this Lodge, who has rendered meritorious service to the Lodge, may be made a life member by unanimous vote of all members present at a stated communication.

Section 2. Provided, that not exceeding three life members shall be elected in any one year under the provisions of the preceding section.

Article IV

Communications (Amended October 18, 1990)

Section 1. The stated communications shall be held on the first and third Thursdays of each month at 7:30 o'clock P.M. The festival of Saint John the Baptist, should be observed in the month of June, and the festival of Saint John the Evangelist, should be observed in the month of December.

Section 2. Special communications may be called by the Worshipful Master whenever he may deem the same necessary. No business shall be transacted at a special communication other than that for which it was called.

Section 3. All business sessions shall be conducted with due order and decorum but no parliamentary rule may be invoked which would deprive any member of those fraternal rights which are inherent in Masonry.

Article V

Officers and Elections (Amended August 4, 2005)

Section 1. The elective officers shall consist of the Worshipful Master, Senior Warden, Junior Warden, Treasurer and Secretary, who shall be elected by written ballot at the first stated communication in November of each year and installed on or before the twenty-seventh day of December of each year. A majority of votes cast shall be necessary to elect in each case.

Section 2. The appointive officers shall be Chaplain, Senior Deacon, Junior Deacon, Master of Ceremonies, Senior Steward, Junior Steward, Organist, and Tyler. All of whom, except the Organist, Chaplain and Tyler, must be members of the Lodge. They shall be appointed by the Worshipful Master elect and be installed with the elected officers.

Section 3. All officers shall serve until their successors have been duly elected and installed.

Article VI

Duties of Officers

Section 1. The Worshipful Master. It will be the duty of the Worshipful Master to attend promptly all communications of the Lodge at the hour appointed, and preside over the same, to see that laws and regulations of this Lodge, and those of the Grand Lodge are duly obeyed and enforced, not suffering any of the Ancient Landmarks to be removed, to see that the Wardens and other officers discharge their duties with punctuality, to cause the brethren to deport themselves with decorum while the business of the Lodge is in progress, to call to order and close any debate with such observations as he may deem necessary, to decide all questions of order, and appoint all committees not otherwise provided for. He is also to use his best efforts to promote harmony, banish discord, diffuse charity and preserve temperance. It shall also be his duty to attend the annual communication of the Grand Lodge of Louisiana.

Section 2. Senior and Junior Wardens. The Wardens shall assist the Worshipful Master in all of the duties of his office. The Senior Warden shall succeed to all of the duties of the Worshipful Master when the latter is absent or unable to act. The Junior Warden shall succeed to all of the duties of the Worshipful Master when the latter and the Senior Warden are absent or unable to act. It shall also be the duty of the Junior Warden to take cognizance of the behavior of the brethren within his jurisdiction and report all violations of the precepts and rules of the order that may come under his observations, to prefer charges for any unmasonic conduct of a brother, on his own motion, or by request of the Worshipful Master. It shall be his duty also when charges

are by other brethren to see that the offending brother is properly and correctly dealt with by the Lodge, which he can do either in person or by proxy.

Section 3. Treasurer. It shall be the duty of the Treasurer to hold all deeds, certificates of stock, notes, bonds, obligations, or other property of a financial character, belonging to the Lodge, and to collect and receive the same when directed by the Lodge; to receive all monies from the Secretary, receipting for the same, and pay them out only upon the order of the Worshipful Master and consent of the Lodge. He shall at the stated communication in January and July of each year report the financial condition of the Lodge.

Section 4. Secretary. It shall be the duty of the Secretary to carefully observe the proceedings of the Lodge, make a correct record of all things proper to be written, and to receive all monies due the Lodge, turning them over to the Treasurer, taking his receipt for the same. To keep all books and papers relating to the proceedings of the Lodge. To authenticate all official papers and documents emanating from the Lodge with the seal of the same. To notify the Grand Secretary as prescribed by law, of the suspension, expulsion, deaths, and reinstatement of members and the rejection of applicants; to make out and transmit to the Grand Secretary the annual returns of this Lodge; remit also to him Grand Lodge dues; and perform all other duties pertaining to the office. For his service he shall receive such compensation as may be determined by the Lodge and be exempt from payment of dues and serving upon committees, **except as noted in Article VII Section 3.**

Section 5. Tyler. It shall be the duty of the Tyler to keep the Lodge Room, furniture, regalia, and jewels in proper order; shall serve all summonses, citations and notices, when placed in his hands by the Secretary for that purpose. For his service he shall receive such compensation as may be determined by the Lodge, and be exempt from dues and serving upon committees.

Section 6. All other officers shall perform the duties attached to their respective offices in the manner prescribed by law and custom.

Article VII

Committees

Section 1. The Relief Committee shall consist of the Worshipful Master, Senior Warden and Junior Warden, who shall examine all calls for Masonic relief or assistance of whatever nature. They shall have authority to draw upon the Treasury for a sum not exceeding \$200.00 for any one case, reporting such action to the Lodge at the next stated communication. The Worshipful Master may also appoint a committee of three members of the Lodge to assist the Relief Committee in looking after the sick and disabled, and in the conducting of funerals.

Section 2. The Worshipful Master shall, immediately after his installation, appoint three members of the Lodge to serve as a Finance Committee. This committee shall examine the books, accounts, vouchers and other papers of the Treasurer and Secretary and make a written report to the Lodge at the stated communication in February of each year.

Section 3 (amended October 6, 1938, and August 2nd, 2012). There shall be a standing committee of five members known as the Building Committee. This committee shall be composed as follows: The Worshipful Master, the Secretary and three members elected by the Lodge. The three elective members shall serve overlapping terms. At the annual meeting in December 1938, one member shall be elected for three years. The member elected to this committee for three year at the annual meeting held in December 1937, shall continue as such through the years 1939 and 1940. Commencing with the annual meeting in December 1938, one member shall be elected each year for a term of three years. Commencing in 2012 this election is to be held in conjunction with the annual election of officers.

It shall be the duty of this committee to look after the general maintenance of the Temple Building; to make contracts for the general supervision over the business affairs of the Lodge in connection with its property. Vacancies on this committee, however caused, shall be filled by the Worshipful Master on approval of the Lodge.

Section 4. The Worshipful Master shall appoint a committee consisting of six members or more, and which is known as the "Greetings Committee", who shall make examinations of visiting brethren and see that they are introduced to the Lodge and members, and to extend other courtesies that might properly be expected by a visiting brother.

Article VIII

Fees and Dues

Section 1 (amended March 5, 1992). The fees required shall be as follows: for the degrees of Entered Apprentice, \$100.00; for the degree of Fellow Craft, \$50.00; for the degree of Master Mason, \$50.00; for affiliation, no fee. The total fee for the three degrees shall accompany the petition and no exception shall be permitted. If the petition is rejected the fee shall be returned.

Section 1.1 All petitions must be accompanied by a non-refundable fee sufficient to provide for a criminal background check as required by Grand Lodge Edict

Section 2 (amended January 1, 1990, **amended February 4th, 2016**). Each member of this Lodge, except life members, shall pay annually the sum of ~~\$40.00~~ **\$80.00** as dues and, in addition thereto, such sums for per capita tax and assessments as the Grand Lodge may require, provided, that for good cause the Lodge may remit the dues, or any part thereof, of any member.

Section 3. Dues are payable in advance and shall become delinquent August 1st, of the current year, and at which time the Secretary shall issue notice to delinquents of suspension for non-payment of dues, effective not less than ninety days from the date of notice by vote of the Lodge, in accordance with existing regulations of the Grand Lodge.

Article IX

Funds

No appropriations, except as provided for the Relief Committee, shall be made from the funds of this Lodge, unless the same has been submitted **and approved** at a stated communication and **the brethren within hail duly notified**; this shall not apply to the ordinary expenses of the Lodge. **Any and all other applicable provisions Grand Lodge Law concerning expenditures of lodge funds must be met.**

Article X

Trials and Punishments (Amended July 18, 1963)

All trials and punishments shall be in the Commission Form and in accordance with the General Regulations and Edicts of the Grand Lodge.

Article XI

Order of Business

1. Reading of Minutes.
2. Report of committees on petitions.
3. Balloting on petitions.
4. Report of Relief Committee.
5. Report of other committees.
6. Reception and reference of petitions.
7. Reading of all other communications.
8. Unfinished business.
9. New business.
10. Conferring degrees.
11. Remarks for the good of the order.

The Worshipful Master may, at his pleasure, transpose the order of business temporarily.

Article XII

Amendment, Alteration, or Repeal

These by-laws may be amended, altered, or repealed, by a resolution, in writing, submitted at a stated communication, which shall be laid over until next stated communication, and all member, within hail, be notified of such proposed amendment, alteration or repeal, when, if adopted by a vote of two-thirds vote of the members present, it shall become effective, provided the same is approved by the Committee on Masonic Law and Jurisprudence and the Grand Master.