

The Lodge of Antiquity No. 11

By-Laws

The Lodge of Antiquity No. 11 F. & A.M. was instituted Dec. 7, 1857 and chartered July 30, 1858 by the Grand Lodge of the State of New York and strictly abides by the constitutions of the Grand Lodge and the regulations thereof.

If at any time, the Grand Lodge of the State of New York, at its annual communication, passes any article that is in conflict with these By-Laws the action of the Grand Lodge shall be recognized as the operative ruling until such time as the article and/or section of these By-Laws may be revised to be in concert with the intention of the Grand Lodge of the State of New York.

Article 1

Section 1. “The stated communication of this Lodge shall be held on the Second and Fourth Thursday of each calendar month at 8:00 P.M, except during July and August and but one communication in the months of June, November and December. The summoned annual communication shall be the meeting of the month of December.

Section 2. “At the determination of the Master, the Lodge may be opened prior to the regular hour, provided that the business to be transacted is limited to those purposes for which an earlier opening was called.”

Section 3. Special Communications may be held at any hour of the day and on any day of the week except Sunday, provided they be regularly called. Reasonable notice of a Special Communication must be given to each member of the Lodge and this, in addition to giving the time and place of holding the communication, shall set forth the particular purpose for which it is called.”

Article II

Officers and their Duties

Section 1. “The election of Lodge Officers to be held at a communication following the Grand Lodge communication in May and before the installation of officers, with the installation of officers held no later than the first meeting in June. The officers shall consist of the Master, Senior and Junior Wardens, Treasurer, Secretary and three Trustees. The Trustees to be elected to serve a term of three years, one to be elected each year. In case the office of Treasurer, Secretary or Trustee shall become vacant by death, resignation or removal from office, such vacancy may be filled for the unexpired term, by majority vote by ballot, at any stated communication, upon due notice to the members.”

Section 2. “The Master elect, at the meeting of his election or Installation, shall appoint the Deacons, Chaplain, Masters of Ceremony, two Stewards, Marshall, Tiler, Organist and such other officers and committees as the Lodge may require.”

Section 3. “The duties of the Master, Senior and Junior Wardens, shall be as provided in the constitutions of the Grand Lodge.”

Section 4. “The Treasurer shall receive all the funds from the hands of the Secretary, giving his receipt for the same and keep a correct account thereof; he shall pay all drafts passed by the Lodge, on the warrant of the Master, attested by the Secretary; he shall deliver to the Trustees, at the expiration of each three month period, all sums exceeding 100% of the previous year’s expenses at that time; he shall keep an account of receipts and disbursements, number and file his vouchers and report to the finance committee the amount of money received and expended by him and the funds on hand, and submit them for examination whenever the Lodge may direct; and when required he shall deliver all moneys, books, papers and properties belonging to the Lodge to his successor.”

Section 5. “It shall be the duty of the Secretary, in addition to the duties prescribed by the Grand Lodge, under the direction of the Master, to notify the Master, or the proxy duly appointed by the Lodge of every communication of Grand Lodge; to notify the members of communications of the Lodge, when required by the Master; to file in the Grand Secretary’s office immediately after election the names and addresses of the Master and Wardens; to make out a return to the Grand Lodge as often as the Lodge requires; to notify the Grand Secretary of every suspension, expulsion, restoration or rejection which may take place in the Lodge; to furnish the chairman of every committee with the names of his associates, together with a copy of the resolution or subject confided to them by the Lodge to submit his books and papers to the finance committee when required; to collect and record the receipt of all fees and dues and pay the same without delay to the Treasurer. He shall receive for his services a sum to be fixed by the Lodge each year at it’s annual summoned communication, and shall be exempt from the payment of all dues, except Grand Lodge dues and assessments.”

Section 6. “The duties of the appointed officers shall be as laid down in the constitutions, ancient usage and instructions given to them at their installation.”

Section 7. “The salaries of the Tiler and organist shall be fixed by the Lodge, as required, payable quarterly; and they shall be exempt from all dues except Grand Lodge dues and assessments.”

Section 8. “The Trustees shall hold in trust for the Lodge all investments, property and funds on deposit in trust in their custody, and shall transfer, exchange or deposit the same, or any part thereof, whenever required under these By-Laws by a two thirds vote of the members of the Lodge present; they shall deposit, in the name of the Lodge, at the end of every three months, all sums in the hand of the Treasurer exceeding One thousand dollars, in such saving bank or institution as the Lodge may direct, and such amount shall not be withdrawn without the order of the Lodge, the deposit book to be kept in the hands of the Treasurer. They shall at the annual communication in May, or at such time as the Master may direct, render a detailed statement of all property belonging to the Lodge and its condition.”

Section 9. “The Finance committee shall supervise the finances of the Lodge, and inspect and audit the books of the Treasurer and Secretary at least once a year and shall render a report at the Summoned Annual Communications, giving a detailed account of the receipts and expenditures of the past year, furnish a list of all debts due by or to the Lodge, together with such other information as they may deem proper to advance the interest of the Lodge. The finance committee, in conjunction with the Treasurer, shall prepare and submit a yearly annual budget to be adopted at the annual meeting and prepare an annual accounting of the actual income and expense as compared to the proposed budget adopted at the annual meeting the prior year.”

Article III **Finances**

Section 1. “The moneys of the Lodge shall be used for necessary expenses of the Lodge and charity. The social expenses of the Lodge shall not exceed a sum to be agreed upon by the Lodge for the ensuing year at each annual meeting in May.”

Article IV **Membership**

Section 1. The initiation fee shall be One Hundred, Twenty-Five Dollars (\$125.00). Fifty Dollars (\$50.00) of this amount shall be submitted with the petition for membership. The balance shall be due prior to initiation. The fee for an affiliating member, either in demit or under dual membership, shall be Fifty Dollars (\$50.00), to be submitted with the petition for membership. In the event of rejection of any petition for membership, all prepaid monies shall be refunded.”

Section 2. “The annual dues of every member, excepting the Secretary, Tiler, Organist, Life Members and Honorary Members shall be established annually at the Annual Summoned Communication and shall include Grand Lodge Dues and assessments, payable in advance on January First of each year.”

Section 3. “Any member of the craft in good standing who has rendered a notable service to this Lodge or the craft as a whole, may be elected an Honorary Member of this Lodge by unanimous ballot, upon a proposition received at a previous stated communication.”

Section 4. “ There shall be no new Life Members as of January 1, 1994. All present Life Members shall continue to be Life Members and as such shall be exempt from all dues except Grand Lodge dues and assessments. (Constitutions of Grand Lodge of State of New York section 319-A Lodge has full power and authority to enact By-Laws for its own government in conformity to the constitutions of this Grand Lodge and the principles of Free Masonry, and any By-Law inconsistent therewith is void; provided, however that no such By-Law shall permit the annual dues of any member to be fixed at a less sum than is required to be paid by the Lodge to the Grand Lodge for each of its Members.)”

Article V

Section 1. “Any member who is in arrears in payment of dues for a period of one year or more may be unaffiliated by a majority vote of the members present at any stated communication providing such members in arrears have been duly summoned to pay said dues at least thirty days (30) prior thereto, such summons to be sent by registered mail to his last known address. Such unaffiliation shall not take place until an investigation committee appointed by the Master has made suitable inquiry as to the reason for non-payment of dues and reported same to the Lodge.”

Article VI

Section 1. “The Master shall have the power, during an interim of communications to contribute the sum of Fifty Dollars (\$50.00) for the relief of a brother, or the widow or orphan of a brother of this Lodge, which sum shall be reimbursed to him from the funds of the Lodge.”

Section 2. Every application for relief, not otherwise provided for, may be referred to the Masonic Board of Relief.”

Article VII

Section 1. It shall be the duty of the Lodge Historian to keep an accurate account of events that transpire during the year in the Lodge and at the Annual Summomed Communication submit a report which he shall read or cause to be read for approval of the brethren present. The approved report shall be incorporated in the history file of the Lodge.”

Article VIII

Section 1. “The Lodge of Antiquity No. 11 will form a Benevolence Fund (herein called The Fund) to hold money for our charitable contributions, especially those to our fellow brethren, their widows and children. Initially The Fund will be established with an amount held of \$50.00.

This Fund will be the only place from which such contributions shall be made. As of today no money from the Trustees Fund, General Fund, etc. will be used for said purposes. The amount used for any given item/contribution will depend upon the amount available in The Fund, the amount of need, the prospect of other contributions needed from The Fund, other sources of money, etc.

The funds may be allotted, up to the amount of two years Lodge dues, by the Master between Lodge meetings. Any remainder must be voted upon by the Lodge members.

Article IX

Section 1. “These By-Laws shall not be altered, amended, suspended, or repealed, except upon a proposition submitted in writing at a stated communication, when such proposition shall be read and entered upon the minutes; and, after all the members shall have been summoned for the next stated communication, it shall be taken up for action. When two thirds of the members present vote in the affirmative, it will become part of these By-Laws