BY-LAWS

OF

GOLDSBORO LODGE,

No. 634,

A. F. & A. M.,

GOLDSBORO, N. C.

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ARTICLE I.

Charter and Communication.

(1) This Lodge shall be known as Goldsboro Lodge No. 634.

(2) The Master shall have charge of the Charter, which shall be in the Lodge whenever opened.

(3) The stated communication of this Lodge shall be held on the second and fourth Monday in each month at 7:30 o'clock p. m., October 1 to April 1; 8:00 o'clock p. m., from April 1 to October 1.

ARTICLE II.

Election and Appointment of Officers. Their Duties.

(1) The elective officers of the Lodge, to-wit: the Master, Wardens, Treasurer, and Secretary, shall be chosen by ballot at the first stated communication in June of each year; the Master by two-thirds and the remaining officers by a majority of the members present.

(2) The Master elect shall appoint the Deacons, Stewards and Tyler all of whom with the officers elect shall be installed on St. John the Baptist's day (June 24th) or as soon thereafter as practicable.

(3) It shall be the duty of the Master, on the decease of a member or sojourning brother, entitled to such honors, to ascertain if Masonic honors would be agreeable, and if so take measures accordingly.

(4) He shall read or cause to be read in open Lodge, at his discretion, as soon after they may

be received as practicable, the annual proceedings of the Grand Lodge, and to perform such other duties as are provided for in the Grand Lodge Constitution.

ARTICLE III.

The Duties of the Treasurer are:

(1) To receive all moneys of the Lodge from the Secretary, giving his receipt therefor, and pay the same out by order of the Lodge on warrants of the Master, countersigned by the Secretary.

(2) To keep just and true accounts; and at every first regular communication in January, April, July, and October, he shall have a balance sheet, which shall be read to the Lodge, and oftener if called for. He shall exhibit full account of all receipts and expenlitures.

(3) He shall give bond in the sum of one thousand dollars ($1,000) with good and sufficient security; to be approved and paid for by the Lodge.

ARTICLE IV.

The Duties of the Secretary are:

(1) To transcribe on the book of records the minutes of each stated, emergent or special communication; shall keep a book with the By-Laws neatly written therein for the signature of the members, also one for the registration of visitors; shall properly endorse and file all papers necessary to be preserved.

(2) He shall collect all moneys due the Lodge from Dues, Rents, Interest, Dividends, or otherwise, shall have charge of all property belonging to the Lodge both real and personal, such as Notes, Certificates of Stock, Bonds, Books, Records, Furniture, and all other property whatsoever.

(3) He shall pay out no money by virtue of his office; shall pay over to the Treasurer promptly, all moneys received by him; shall draw all orders upon the Treasurer for the payment of bills and accounts by order of the Lodge; shall have charge of the seal of the Lodge, and affix the same to all papers and documents requiring it.

(4) He shall issue all Summonses and Notices for all communications of the Lodge and shall see that every member signs the By-Laws; at the stated communication in May, in each year, and at all other times when required, he shall submit a statement of the amount of funds received by him.

(5) Notice to the other (Blue) Lodges in this city of all Rejections, Suspensions, Expulsions and Reinstatements, shall be promptly given by him to the other (Blue) Lodges, in this jurisdiction and also to the Grand Secretary.

(6) After each election he shall immediately report to the Grand Secretary the names of the officers elected and appointed. Such report shall be made in July, whether there was or was not an election; shall transmit promptly to the Grand Secretary copies of all by-laws and amendments thereof adopted by his lodge.

(7) He shall notify every member owing dues to the amount of $3.00, and should the arrearage continue for six months after said notice, then the Master shall direct the Secretary to summon the said member to appear at the next stated communication and show cause why his name should not be dropped from the roll of membership for non-payment of one year's dues $6.00, together with such sum as shall be charged against him in the meantime, and to be relieved of penalty for neglect to obey the summons he must pay the full amount as charged, unless otherwise ordered by the lodge.

(8) He shall give bond with good and sufficient surety in the sum of one thousand dollars

($1,000) to be approved and paid for by the lodge. For his services he shall receive the sum of twenty-five dollars ($25) per annum, payable quarterly.

ARTICLE V.

The Duties of the Tyler are:

(1) To have charge of the outer door of the lodge room during each communication, and see that none pass or repass but such as are duly qualified and have the permission of the Worshipful Master.

(2) To keep the furniture clean and everything in order for each communication of the lodge. The library, implements, jewels, clothing, and other property of the lodge, with the keys of the several apartments, wardrobes, etc., shall be considered in his custody, and he shall for the time being, be held responsible for their safekeeping; and at the expiration of his term of office, shall deliver over the same to his successor. For his services he shall be paid the sum of twelve dollars ($12) per annum, payable quarterly.

ARTICLE VI.

Committees and Their Duties:

(1) There shall be four Standing Committees, to-wit: Charity, Finance, Reference, and Orphan Asylum.

(2) The Worshipful Master and Wardens shall constitute the Committee on Charity, who shall attend to all applications for relief, from a member of this Lodge, his widow or orphans, and shall have the power to draw from the funds of the lodge to the amount of $5.00 without order of the Lodge, reporting same to the succeeding stated communication. All other applications

for relief shall be referred to the Masonic Board of Relief of the City of Goldsboro.

(3) The Committee on Finance shall consist of three members, to be appointed by the Master, at the stated communication next succeeding the installation of the officers of the Lodge, or as soon thereafter as practicable. This committee shall examine the books of the Treasurer and Secretary, and report the same in writing to the Lodge at the first stated communication in June of each year.

(4) The Committee on Reference shall consist of three discreet and judicious members, to be appointed by the Master at the first stated communication in July, who shall consider and decide any controversy or dispute arising at any time among the members, which may be referred to them, and should either party be dissatisfied with the decision of this Committee, they may appeal to the Lodge.

(5) The Orphan Asylum Committee shall consist of three members, who shall be appointed by the Master at the stated communication in July of each year. They shall solicit funds, and see that the necessities of children and infants entitled to an entrance in the Asylum are reported to the Superintendent of same, and in every proper way and manner endeavor to aid and assist this worthy benefaction. They shall make their report in writing and present same to the Lodge at the first stated communication in June of each year.

ARTICLE VII.

Fees.

(1) The fees for degrees conferred in this Lodge shall be twenty-five dollars ($25), which amount must accompany the petition.

(2) The dues for members shall be six ($6) dollars per annum, payable quarterly in advance on the first of January, April, July, and October of each year.

ARTICLE VIII.

Petitions.

(1) Petitions for degrees or membership shall be made in writing (or printed) and in accordance with the forms as prescribed by the Grand Lodge.

(2) Every petition shall be recommended by at least two members, read before the Lodge and referred to a committee of investigation consisting of three members, who shall make a report thereon.

(3) No petition for initiation or membership, received by this Lodge, can be withdrawn except by the unanimous consent of the Lodge, nor shall any such petition be withdrawn after a committee of investigation shall have reported unfavorably thereon.

(4) Before a candidate shall be prepared for initiation, he shall answer satisfactorily the following questions.

(5) Do you declare upon your honor, before these witnesses, that unbiased by friends, and uninfluenced by mercenary motives, you freely and voluntarily offer yourself a candidate for the mysteries of Masonry?

(6) Do you further declare upon your honor, before these witnesses, that you are prompted to solicit the privileges of Masonry by a favorable opinion conceived of the institution, a desire for knowledge, and a sincere wish of being serviceable to your fellow creatures?

(7) Do you further declare upon your honor, before these witnesses, that you will cheerfully

conform to all the ancient established usages of the Fraternity?

(8) Have you petitioned any other Masonic Lodge and been rejected by it?

ARTICLE IX.

Order of Business.

The Order of Business at a stated communication shall be:

1. Reading minutes of last stated and all intervening communications.
2. Reading the Balance Sheet quarterly.
3. Unfinished Business.
4. Reports of Committees on petitions for initiation or membership.
5. Balloting.
6. Reports of Standing Committees.
7. Reports of Special Committees.
8. Reception of Petitions.
9. Communications and Notices.
10. Motions and Resolutions.
11. Informal Communications Affecting the Craft.
12. Reading and Approving the Minutes.

ARTICLE X.

Additions and Amendments.

(1) All additions or amendments to these By-Laws must be submitted in writing at a stated communication, read and laid over until the next stated communication, and then be concurred in by two-thirds of the members present.

ARTICLE XI.

Miscellaneous.

(1) All additional laws for the government of subordinate Lodges are to be found by reference to the "Code" of the Grand Lodge of North Carolina.

(2) All Committees are to be appointed by the Master, unless otherwise provided.

(3) No member or visitor shall engage in conversation during the conferring of the degrees, except in so far as it may become necessary in order to facilitate the work.

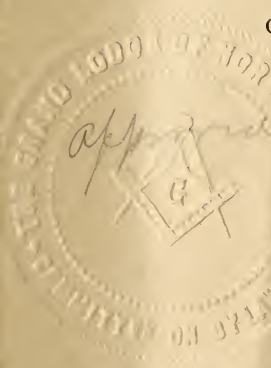
(4) The use of tobacco in any form shall not be allowed in the Lodge room.

(5) That every Entered App. or F. C. failing to advance within six months unless excused by this Lodge shall be subject to ballot.

(6) That no refreshments shall be served in the Lodge Room.

Approved this 16th day of January, 1918.

F. M. HALLEY,
Chairman Committee By-Laws.



10 Approved this 16th day of October 1918 by the Committee on By Laws for the Grand Lodge of North Carolina A F & A M

F M Holley
Chairman