

CONSTITUTION AND BYLAWS
of the
GRAND ROYAL ARCH CHAPTER
of the
STATE OF ILLINOIS

Revised in 2015

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ACT OF INCORPORATION

ACT TO INCORPORATE THE GRAND ROYAL ARCH CHAPTER OF THE STATE OF ILLINOIS AND THE SUBORDINATE CHAPTERS UNDER ITS JURISDICTION.

SECTION 1. *Be it enacted by the People of the State of Illinois, represented in the General Assembly,* That the Grand High Priest, Deputy Grand High Priest, Grand King, Grand Scribe, Grand Treasurer, Grand Secretary, Grand Chaplain and Grand Marshall for the time being, and their successors in office, the Past Grand High Priests, Past Deputy Grand High Priests, Past Grand Kings and Past Grand Scribes of the Grand Royal Arch Chapter of the State of Illinois who shall be and remain members of subordinate chapters, together with the High Priests, Kings and Scribes of the several chapters subordinate to said Grand Chapter, while holding said offices, shall be and the same are hereby forever declared and constituted into a body politic and corporate, by the name, style and description of "THE GRAND ROYAL ARCH CHAPTER OF THE STATE OF ILLINOIS."

SEC. 2. The said corporation, by the name and style aforesaid, shall have full power to sue and be sued, plead and be impleaded, prosecute and defend, in all manner of actions at law or in equity, in all places whatever where legal or equitable proceedings are had. The said corporation shall have power to make such constitution, bylaws, rules and regulations for its own government, and the management of its own concerns, and the government of its subordinates, as shall be deemed advisable, and to alter or amend the same at pleasure: *Provided,* That such constitution, bylaws, rules and regulations, shall not conflict with the constitution and laws of this state and of the United States.

SEC. 3. The said corporation, by the name and style aforesaid, shall, by their grand treasurer and grand secretary, be capable in law of purchasing, holding and conveying real estate for the benefit of said corporation, to create a charity fund and a fund in support of education, and for no other uses or benefits whatsoever:

Provided, that said corporation shall not, at any one time, hold personal or mixed property to an amount exceeding fifty thousand dollars, nor real estate to an amount exceeding one thousand acres of land.

SEC. 4. The said corporation shall have power to loan money belonging to the same, and take promissory notes or other evidences for the money so loaned, which may be recovered in their corporate name aforesaid, in all courts and places whatever where juridical proceedings are had.

SEC. 5. The said corporation is also authorized to borrow money in sums not exceeding five hundred dollars at any one time, nor to a greater rate of interest than eight per cent.

SEC. 6. The mode of service of any writ, summons or other process upon said corporation shall be by leaving an attested copy of such writ, summons or other process with the grand secretary, or in his absence, with the grand treasurer, or in the absence of both, at the last usual place of abode of either of them.

SEC. 7. In the management of its business concerns said corporation is hereby authorized to appoint such agents, officers, and attorneys for that purpose as from time to time may be deemed proper.

SEC. 8. Each subordinate chapter under jurisdiction of the aforesaid Grand Royal Arch Chapter now in existence, or which may hereafter be chartered by the same, is also hereby declared to be a body politic and corporate, by and under the name, style and number set forth in their respective charters, and by such designation they may respectively sue and be sued, plead and be impleaded, defend and be defended against, in all suits arising in law or chancery in all the courts of this state, and by said respective names and numbers the said subordinate chapters respectively shall be capable in law of purchasing or receiving, by purchase, gift or otherwise, and of selling and conveying real and personal estate for the benefit of said subordinate chapters respectively: *Provided*, that neither of said subordinate chapters shall at any one time possess more than five hundred acres of land, or hold real estate exceeding in value twenty-five thousand dollars each.

SEC. 9. So far as applicable, the provisions of Sections four, five, six and seven of this act shall be applicable to each of said subordinate chapters.

SEC. 10. In case any subordinate chapter under the jurisdiction of said Grand Royal Arch Chapter should cease to exist, or forfeit its charter, then all the estate, real and personal, together with all the records, books, papers, vouchers, furniture, jewels, seals and fixtures belonging to such chapter shall immediately vest in the said Grand Royal Arch Chapter, and all personal property, the books, records, papers, vouchers, jewels, seals, furniture, deeds, moneys, evidences of debt, leases or mortgages belonging to said chapter so forfeiting its charter or ceasing to exist, shall be delivered over by the last secretary or treasurer of the same to the proper officer or agent of said Grand Royal Arch Chapter on demand, and on failing to do so, each and every member of such delinquent Chapter shall be individually liable to said Grand Royal Arch Chapter, in an action of debt for the full value of the same.

SEC 11. This act shall be taken to be a public act, and shall be liberally construed. It shall also take effect from and after its passage.

APPROVED: February 9, 1853.
(Private laws of 1853, page 402.)

FRATERNAL AND BENEVOLENT SOCIETIES UNDER SPECIAL ACTS.

(Senate Bill No.10, Approved June 2, 1991.)

AN ACT to enable fraternal and benevolent societies incorporated by special acts of the general assembly to take and hold property and borrow money needful and proper to serve and accomplish the purposes of their organization to the same extent as similar societies incorporated not for pecuniary profit under the general incorporation laws.

SECTION 1. Be it enacted by the pole of the State of Illinois, represented in the General Assembly: That in any case where any fraternal or benevolent society or association has been incorporated by any special act of the general assembly of Illinois, and where in the special act under which the same is incorporated or in any amendment thereto there is any limitation as to the amount of value of real estate or personal property which such incorporated body or any of its constituent or subordinate bodies may hold or any limitation as to the amount of money which such fraternal or benevolent society or association may borrow, that notwithstanding any such limitation, such incorporated body or any of its constituent or subordinate bodies may hold real or personal property and may borrow money of whatever amount or value may be needful, suitable and proper to serve and accomplish the purpose of its organization, and to provide for its organization, and to provide for them respectively suitable places of meeting and entertainment and accommodations for their officers and members to the same extent that societies for similar purposes and organized not for pecuniary profit under the general incorporation laws of the state may own and hold property, both real and personal.

--Laws of Illinois, 1911, page 241, section 1.

--Smith-Hurd Illinois Statutes, chapter 32, section 389.

CONSTITUTION OF THE GRAND
ROYAL ARCH CHAPTER
OF THE
STATE OF ILLINOIS

OFFICIAL TITLE

1. This Grand Chapter shall be known and called by the name and style of

The GRAND ROYAL ARCH CHAPTER of the State of Illinois.

WHO CONSTITUTES THE GRAND CHAPTER

2. This Grand Chapter shall consist of:
Most Excellent Grand High Priest.
Right Excellent Deputy Grand High Priest.
Right Excellent Grand King.
Right Excellent Grand Scribe.
Right Excellent Grand Treasurer.
Right Excellent Grand Secretary.
Excellent Grand Chaplain.
Excellent Grand Captain of the Host.
Excellent Principal Sojourner.
Excellent Grand Royal Arch Captain.
Excellent Grand Master of the Third Veil.
Excellent Grand Master of the Second Veil.
Excellent Grand Master of the First Veil.
Excellent Grand Steward.
Excellent Grand Sentinel.
Not to exceed 22 District Deputy Grand High Priests in number
Past Grand High Priests.
Past Deputy Grand High Priests.
Past Grand Kings.
Past Grand Scribes, and
All the Past High Priests who are members of chartered chapters in this jurisdiction, together with the High Priests, Kings and Scribes for the time being of the chartered chapters under the jurisdiction of this Grand Chapter; Provided that the High Priests, Kings and Scribes of chartered chapters who are not present may be represented by their proxies duly constituted and appointed from members of their respective chapters.
3. No grand officer shall officiate in the station to which he may be elected until he has been legally installed nor shall any past or present grand officer be

represented by proxy.

ANNUAL CONVOCATION

6. The stated convocations of this Grand Chapter shall be held annually at such time and place as may be provided in the bylaws.

QUORUM

9. The Grand Chapter shall not be opened unless there be present the representatives of ten chartered chapters. If less than ten chartered chapters are represented the Grand High Priest shall declare the Grand Chapter closed until the next annual convocation, or until the Grand High Priest, by due notice, shall again convene the Grand Chapter, in which case the terms of office of the grand officers shall be extended until such subsequent convocation. (2008)

ELECTION AND APPOINTMENTS IN GRAND CHAPTER

12. The Grand High Priest, Deputy Grand High Priest, Grand King, Grand Scribe, Grand Treasurer, Grand Secretary, Grand Captain of the Host, Grand Principal Sojourner, Grand Royal Arch Captain, shall be elected by ballot in open Grand Chapter at each annual convocation and the companion having the majority of all the votes cast shall be declared duly elected. The Grand Master of the Third Veil, Grand Master of the Second Veil, Grand Master of the First Veil, Grand Chaplain, Grand Steward and Grand Sentinel and all committees shall be appointed by the Grand High Priest. (2008)
13. In addition to the constitutional offices the Grand Chapter may constitute such other offices as it may deem expedient for the management and dispatch of its business.
14. No companion shall be eligible to hold any office in the Grand chapter who is not, at the time of election or appointment, a member in regular standing of a chartered chapter that is subordinate to this Grand Chapter.
15. 15. No Companion shall be elected to any of the offices of the Grand Royal Arch Chapter of the State of Illinois who has not been elected and installed as a High Priest of a Subordinate Chapter of Royal Arch Masons. No Companion shall be elected or appointed to any office or committee of the Grand Royal Arch Chapter of the State of Illinois who is not a member of this Grand Chapter with the exception of Finance Committee and General Counsel. (2002)

16. Each grand officer, previous to entering upon the duties of his office, shall be legally installed, and shall make the following declaration: "I, ... do solemnly promise that, to the utmost of my knowledge and ability, I will strictly comply with the Constitution, Laws and Regulations of the Grand Royal Arch Chapter of the State of Illinois, and the ancient usages and landmarks of the order."
17. If any circumstances should, at any time, prevent the annual election of officers, the several officers shall retain their respective offices until their successors are duly elected, qualified and installed.

POWERS OF THE GRAND CHAPTER

20. This Grand Chapter has the sole government and superintendence of the several Royal Arch Chapters within the State of Illinois; with authority to settle controversies that may arise between them, to assign their limits, to prescribe laws and regulations for their government, to review, confirm or annul their decisions.
21. It has the power under its seal and the signature of the Grand High Priest, Deputy Grand High Priest, Grand King and Grand Scribe, attested by the Grand Secretary, to constitute new chapters of royal arch masons, with the right to confer the mark master, past master, most excellent master and royal arch degrees and when expedient, may revoke, suspend or annul the same.
22. For any violation of its laws, it may reprimand, suspend or expel any of its members.
23. It may require from subordinate chapters such fees and dues as will, at all times, discharge the engagements of the Grand Chapter.

POWERS OF THE GRAND HIGH PRIEST

26. During the recess of the Grand Chapter, the Grand High Priest is invested with all of the executive and judicial powers of the Grand Chapter which the circumstances of the case require shall be exercised without delay, such action being subject to review by the Grand Chapter. This shall not be construed to limit the power of the Grand High Priest to issue edicts and decisions, subject to the provision of No.09 hereof.
27. The Grand High Priest, if present, shall preside at all meetings of the Grand Chapter.
28. The Grand High Priest shall have power to fill, until the next annual election, any vacancy that may occur in the offices of the Grand Chapter.

VACANCIES IN GRAND CHAPTER

- 30.** In the event of the death, removal or absence from the jurisdiction, or the mental or physical incapacity of the Grand High Priest (such impaired condition to be determined by the remaining elective grand officers), the Deputy Grand High Priest shall become acting Grand High Priest, possessing while so acting, all the powers, and charges with all the duties and responsibilities of Grand High Priest; but only during the continuance of the disability affecting his superior officer.

- 31.** In the event of the disability of both the Grand High Priest and Deputy Grand High Priest as aforesaid the Grand King and Grand Scribe shall, according to their rank, assume all the powers and duties named in No.30 hereof and in the event of the disability of all four officers the junior Past Grand High Priest who is able to serve shall become acting Grand High Priest possessing while so acting all the powers and duties named above.

And in the event of the death or resignation of either the Grand King, Grand Scribe, Grand Captain of the Host or the Grand Principal Sojourner the Grand Officer or Officers shall advance to fill the vacated station or stations (of the advancing line.) The Grand High Priest shall appoint a qualified Companion in good standing to the station of Grand Royal Arch Captain. (2004)

- 32.** At any convocation of the Grand Chapter or session thereof, in the absence of the Grand High Priest, the Deputy Grand High Priest shall preside and possess for the time being the customary powers of the presiding officer; but only until the adjournment of the Grand Chapter or until the Grand High Priest in person assumes his station. The Grand King, Grand Scribe and the junior Past Grand High Priest who is able to serve shall severally and in like manner, and in the order named, assume the station of Grand High Priest and preside at any session of the Grand Chapter; but only when and during the time that no officer superior in rank is present and able mentally and physically to preside. The powers of such presiding officer shall cease simultaneously with the emergency which has imposed such duties upon him.

VOTING IN GRAND CHAPTER

- 35.** Each member of the Grand Chapter shall be entitled to one vote, and each subordinate chapter shall have three votes; but no representative from a subordinate chapter shall vote in both capacities as member and representative.

- 36.** In case a chapter has but one representative he shall cast three votes; if two representatives are present the higher in rank shall cast two votes and the lower one; if three representatives are present each shall cast but one vote.

- 37.** In all votes and elections a majority shall govern unless otherwise provided for by

law.

- 38.** The yeas and nays shall be ordered upon demand of fifty representatives. In taking the yeas and nays the chapters in their order shall be called first, the members second and the grand officers last.

DISPENSATIONS FOR NEW CHAPTERS

- 41.** The Grand High Priest shall have power and authority, during the recess of the Grand Chapter, to issue letters of dispensation for new chapters of royal arch masons. Such dispensations shall also confer the power to confer the mark master, past master, most excellent master and royal arch degrees. The High Priest, King and Scribe for the time being shall be master and wardens of said mark, past, and most excellent degrees.
- 42.** On receipt of an application for dispensation to form a new Chapter, the Grand High Priest shall appoint a commission of three competent and disinterested companions to investigate and report upon the advisability of granting such a request. The commission shall investigate the location, ownership and environment of the proposed meeting place; that the hall and anterooms are suitable for Chapter ceremonies; the number of Chapters within a five mile radius; the number of lodges in the area and their membership and that the potential material in the proposed location is sufficient to sustain a healthy and reputable Chapter. On receipt of a favorable report from the Commission the Grand High Priest may issue dispensation to form a new Chapter provided that all the provisions of Codes 2-41 through 2-55 of the Bylaws and Codes 44 and 45 of the Constitution are fully complied with. (2008)
- 44.** No dispensation shall be issued for a new chapter until the sum of one hundred dollars has been paid to the Grand High Priest which sum shall be in full for the dispensation and charter fees. Should a charter not be granted, nor the dispensation continued, the fee shall be refunded to the petitioners excepting such part thereof as shall have been actually expended by reason of their application.
- 45.** Every petition for a new chapter shall be signed by not less than twenty royal arch masons and be accompanied by a description and diagram of the hall and anterooms to be occupied and a statement regarding the ownership and use of same together with the number of lodges in its proposed jurisdiction. (2008)
- 46.** No dispensation or charter shall be granted for instituting a new chapter to any person or persons residing outside the State of Illinois, nor shall any chapter hereafter be named after any living person.
- 47.** No dispensation or charter shall be granted for instituting lodges of mark, past or

most excellent masters independent of a chapter of royal arch masons.

48. Every chapter under dispensation shall, previous to its commencing work under its dispensation, be duly instituted by the Grand High Priest, or his special deputy appointed for that purpose.
50. Each chapter shall, previous to its commencing work under its charter, be duly constituted and its officers installed.
51. Whenever it shall be inconvenient for the Grand High Priest to attend in person to constitute a new chapter and install its officers, he shall have power and authority to appoint some worthy High Priest or Past High Priest as his special deputy to perform the necessary ceremonies, and the form of installation used shall be that contained in the Grand Chapter Book of Ceremonies.

SEAL

54. Every chartered chapter holden under this jurisdiction shall have a seal, with the name and number engraven thereon, an impression of which shall be deposited with the Grand Secretary.

CONVOCATIONS

57. It shall be the duty of every chapter to assemble at least once in each quarter of a year. And those chapters not meeting, for the space of one year shall be liable to forfeit all privileges under the Grand Chapter and their charter may be taken away, unless sufficient excuse shall be shown for such neglect.

FORFEITURE OF CHARTER

60. When a charter or dispensation shall be surrendered, or become forfeited, or expire by limitation of time, the whole of the property of the subordinate chapter, of every kind, shall be vested in the Grand Chapter, and subject of the order of the Grand High Priest.

AMENDMENTS

63. This constitution may be altered or amended in the following manner only: The proposed alteration or amendment must be made in writing at an annual convocation: if seconded by a majority of the votes, it shall be entered upon the minutes and lie over until the next annual convocation, at which time the Grand High Priest shall put the question upon its adoption, either in the same or amended form, and if concurred in by a vote of two-thirds of the members present, it shall thenceforth be of full force and effect as a part of this constitution. If a proposed amendment to this Constitution or the Bylaws relating to this Grand

Chapter receives unanimous consent of seconds, it can be voted on at that annual convocation. (1998)

Title I - Grand Chapter

Convocations

- 1-1. The annual convocation of this Grand Chapter shall be held between July 1st and August 15th, at such time and place as the Grand High Priest, Deputy Grand High Priest, Grand King, Grand Scribe, and Grand Secretary, acting as a committee, shall select, and shall be opened in ample form; provided a constitutional number of representatives are present. (2015)
- 1-2. Special convocations of this Grand Chapter may be called by the Grand High Priest, but no business shall be transacted except such as shall have been previously stated in the call for such special convocation, which call shall be sent to each and every chapter not less than ten nor more than twenty days prior to the date on which such special convocation is called.
- 1-3. Occasional convocations may be convened for ceremonial functions by direction of the Grand High Priest or his specially authorized deputy, but no such convocation shall be convened on Sunday.

1-6. The Annual Convocation of the Illinois Chapter of Royal Arch Masons shall be held each year during the annual Convocation of this Grand Chapter. All elected and appointed Officers of this Grand Chapter shall be designated as the Officers of Illinois Chapter of Royal Arch Masons. The only purpose of the Illinois Chapter of Royal Arch Masons shall be to retain the Capitular membership of all former members of defunct Chapters. No petitions for membership may be received by the Illinois Chapter of Royal Arch Masons. Completion of unfinished work shall be scheduled by the Grand Secretary, to be performed by any Chapter of Royal Arch Masons in this jurisdiction. Each member of the Illinois Chapter of Royal Arch Masons shall pay annual dues to the Grand Secretary on or before the last day of May in the amount of two times the annual Grand Chapter dues as defined in Code 6-41. Members of the Illinois Chapter of Royal Arch Masons may obtain life membership for \$300.00, payable to the Grand Secretary. Members of Illinois Chapter of Royal Arch Masons are entitled to the same rights and privileges as are accorded members of any regularly chartered Chapter as defined in Title 2. The Illinois Chapter of Royal Arch Masons shall not be subject to any of the Codes in Title 2 for constituent Chapters, but each member of this Chapter is subject to all of the Codes governing Royal Arch Masons. (2005)

Rules of Order

- 1-11. General parliamentary usage shall prevail at all convocations of the Grand Chapter and subordinate chapters, so far as is consistent with the constitution, bylaws, rules and regulations of the Grand Chapter.
- 1-12. The Grand High Priest may establish such rules of order (not otherwise provided for) during the annual convocation of the Grand Chapter as he may desire to facilitate the dispatch of business, and change or suspend the same as occasion may require.
- 1-13. The "previous question" is unmasonic, and the making or entertaining of such a motion in the Grand Chapter or in any subordinate chapter is irregular and unlawful. The same rule shall apply to a motion to "lay upon the table" except for a specified limited time within the probable duration of the current convocation of the Grand Chapter or of a subordinate chapter.
- 1-14. All resolutions, motions, or other matters requiring reference to any committee must be presented before the first day of May preceding the annual convocation, and if not so presented, shall not be referred or acted upon at that convocation if objected to by the representatives of three or more chapters.
- 1-15. No proposition contemplating the expenditure or appropriation of any money shall be put upon its final passage until it shall have been considered and reported upon by the Finance Committee.

Eligibility

- 1-21. Whenever the High Priest, King or Scribe shall be unable to attend the annual or other convocation of the Grand Chapter, the officer unable to attend may appoint any member of his chapter in good standing as his proxy to represent the chapter in Grand Chapter, and the proxy so appointed shall be entitled to the same rights and privileges and be subject to the same penalties as the officer appointing him. Such appointment shall be made in writing signed by the officer giving the proxy, and be recorded by the Committee on Credentials. All commissions and proxies shall expire with the closing of the Grand Chapter. (2005)
- 1-22. No one except members of, or representatives to the Grand Chapter shall be admitted to the floor thereof, or permitted to speak on any question before the Grand Chapter without permission of the Grand Chapter or Grand High Priest, but any Royal Arch Mason in good standing, may occupy a seat provided for visitors.
- 1-23. Every member entitled to vote shall, unless excused by the Grand Chapter or Grand High Priest, vote on all questions that may come before the Grand Chapter.

Elections

- 1-31. The annual election of officers shall be at the annual convocation, at such hour as may be fixed by the Grand High Priest; such election shall be conducted by paper ballot, provided that in the case of the suggestion of only one name for an office, the Grand Chapter may elect by acclamation.
- 1-32. In all elections no nominating speeches for office shall be made, nor shall any name suggested be seconded.
- 1-33. In case of the death or permanent disability (to be determined by the Grand Chapter) of any officer of the Grand Chapter, the Grand High Priest shall appoint some competent and qualified companion to fill the vacancy until the next annual election of officers.
- 1-34. Electioneering in any way for oneself for office in the Grand Chapter is prohibited, and any member found guilty of the offense shall be ineligible to hold office.
- 1-35. No companion shall hold more than one office in the Grand Chapter at one and the same time.
- 1-41. The Grand High Priest shall present, at each annual convocation, a written report stating such of his official acts and decisions during the year as he may think necessary for the welfare of the fraternity.
- 1-42. All edicts and decisions of the Grand High Priest shall have all the force of law until the next annual convocation of the Grand Chapter, and no longer, unless adopted by the Grand Chapter.
- 1-43. The Grand High Priest may issue commissions as grand representatives near other grand chapters, and may receive and accredit such representatives from other grand chapters, but all such appointments shall be limited to High Priests and Past High Priests.
- 1-44. The Grand High Priest may issue such special dispensations as in his judgment may be necessary; provided that any dispensation for the change of date of a stated or annual convocation of a Chapter, the election of officers of a Chapter after the date of its annual convocation, or for the transaction of business at a special convocation must provide for notice to all members of the Chapter who reside within the State of Illinois at least 10 days or printed in a publication with general circulation in the State at least five days to the date of the convocation for which the dispensation was requested. (2014)
- 1-45. The Grand High Priest shall each year divide the state into not more than 22 districts, having regard to the location of chapters and the convenience of visiting the same. One District Deputy Grand High Priest shall be appointed and

commissioned annually by the Grand High Priest in each district. Each District Deputy Grand High Priest shall be a member of some chapter therein and a present or Past High Priest; provided that in case there shall be more than one district in a county, the District Deputy Grand High Priest for such districts must be residents of the county and members of chapters therein.

- 1-46. The Grand High Priest, if desirable, may issue commissions as Grand Lecturers to companions so recommended by the Board of Grand Examiners. All such commissions shall expire with the close of the next annual convocation of the Grand Chapter, unless sooner revoked by the Grand High Priest. The Grand High Priest may revoke the commission of any Grand Lecturer for causes satisfactory to him, subject to appeal and review by the Grand Chapter.
- 1-47. Before the close of each annual convocation and before his installation, the Grand High Priest shall appoint the following committees except the finance committee, who shall serve the ensuing year or until their successors are appointed. Any companion who is a member of a chapter under the jurisdiction of this Grand Chapter is eligible to serve on committees. The Grand High Priest shall designate the chairman of all committees except the chairman of the finance committee.
 - (1) A Committee on Jurisprudence, to consist of five Companions.
 - (2) A committee on finance, to consist of four members. The Grand High Priest, Deputy Grand High Priest, Grand King and Grand Scribe shall each appoint one member. The member appointed by the Grand High Priest will be chairman, and the Grand High Priest and Deputy Grand High Priest are ex-officio members.
 - (3) A Committee on Credentials, to consist of five members.
 - (4) A Committee on Public Relations, to consist of three members.
 - (5) A Board of Grand Examiners, to consist of an adequate number of members of the Grand Chapter, each of whom shall be a commissioned Grand Lecturer; they shall also serve as a committee to examine visitors during the annual convocation of the Grand Chapter.
 - (6) A Committee on Masonic Relations to consist of four members.
 - (9) A Committee on Youth Organizations, to consist of three members.
 - (10) A Membership Committee, to consist of eight members: a chairman and one member from each district of the Grand Chapter.
 - (11) The Grand High Priest shall appoint an auditing committee or a professional

auditor to examine and compare the books, vouchers and papers and all accounts of the Grand High Priest, Grand Treasurer and Grand Secretary and make reports thereon to the Grand Chapter before the close of each annual convocation. (2002)

(12) A committee on bylaws, to consist of three members. (2014)

1-48. (2014)

1-49. No member of a committee (with the exception of the Grand Secretary in code 1-48 and the Board of Grand Examiners) as provided in this section (that section referring to committees), shall serve in the same committee for a period of more than 5 consecutive years.

Grand Secretary

1-51. It shall be the duty of the Grand Secretary of attend the Grand Chapter at all its convocations, and to meet with the Grand High Priest or any committee of the Grand Chapter, when required by the Grand High Priest, with all the books and necessary papers appertaining to his office, and to place in the hands of appropriate committees all papers relating to matters over which they have jurisdiction.

1-52. The Grand Secretary shall record all proceedings of the Grand Chapter proper to be written; to keep a record of the returns of all chapters in this jurisdiction; to receive and preserve all petitions, appeals, receipts for rituals and other documents addressed to or belonging to the Grand Chapter, and present same to the Grand Chapter or to the committee having jurisdiction over said papers; to present to the Grand Chapter such unfinished or other business as may require its action at each convocation.

1-53. The Grand Secretary shall receive all moneys due to the Grand Chapter, keep a detailed account of the same and pay over the Grand Treasurer between the first and tenth days of each month or oftener, all moneys previously collected, taking his receipt therefor; and to see that the returns of all subordinate chapters are regularly made and their fees and dues promptly paid.

1-54. The Grand Secretary shall make to the Grand Chapter, at such annual convocation, a detailed report of all moneys received during the year, with a statement of the sources whence they were received, and to present therewith the receipts of the Grand Treasurer therefor.

1-55. The Grand Secretary shall keep the seal of the Grand Chapter and affix the same, with his attestation, to all official papers emanating from that body, and to all official documents of the Grand High Priest as he may direct; also to affix said seal to and officially attest any masonic certificate, diploma, or other proper

document for the use of an individual companion without fee when requested by any chapter in the jurisdiction of which said companion may be a member.

- 1-56. The Grand Secretary shall conduct all correspondence of the Grand Chapter, under the direction of the Grand High Priest, and if required, to submit copies thereof at each annual convocation for inspection, and to issue notices of any special convocation of the Grand Chapter ordered by the Grand High Priest to each and every Grand Officer and chapter within the jurisdiction.
- 1-57. The Grand Secretary shall furnish each chapter in this jurisdiction, on or before the end of its fiscal year, the currently approved methods to make returns of work, etc., and to furnish such instruction in regard to them as the laws and regulations of the Grand Chapter require. (2014)
- 1-58. The Grand Secretary shall forward to each chapter, sixty days before the end of the fiscal year, the currently approved methods to make report of the election and installation of officers. (2014)
- 1-59. The Grand Secretary shall examine during the recess of the Grand Chapter, the proceedings and work of all chartered chapters as soon as received, and compare the same with those of the preceding year, recording all errors discovered, and report the same to the next annual convocation of the Grand Chapter; also to report all chapters in arrears for Grand Chapter dues, or which have neglected or refused to comply with any of the requirements of the laws or regulations of the Grand Chapter. He shall present in tabular form, for each chapter, the facts as to the various matters reported in the annual returns of the several chapters, with such additional information and comments as may be, in his judgment, necessary or of general interest.
- 1-60. The Grand Secretary shall cause the Journal of the Proceedings of each annual convocation to be printed or distributed in electronic format (unless otherwise ordered by the Grand Chapter), with all convenient dispatch, together with the names, titles, and places of address of the Grand Officers, Grand Lecturers, District Deputy Grand High Priests, all permanent members, all members of Committees, and such tabulated masonic statistics as may be deemed proper; provided that none of the details of trials emanating from the Committee on Jurisprudence, the name of the accused or the offense charged, shall be published in the printed proceedings, but that the Grand Secretary shall number such cases, giving the name and number of the chapter, and the final action of the Grand Chapter therein. (2014)
- 1-61. The Grand Secretary shall forward one copy of the Proceedings to each chapter in this jurisdiction (upon the Chapter's request), to each Grand Officer, to each representative of this Grand Chapter near other Grand Chapters, and to each Grand Chapter in fraternal relations with this Grand Chapter. (2014)

- 1-62. The Grand Secretary shall keep a copy of every charter issued by the Grand Chapter.
- 1-63. The Grand Secretary shall furnish every Grand Officer, elected or appointed, Grand Lecturer and every District Deputy Grand High Priest with a commission under seal of his election or appointment.
- 1-64. The Grand Secretary shall furnish a Fifty-Year Membership certificate to any qualified Royal Arch Mason when requested by his chapter.
- 1-65. The Grand Secretary shall execute and file with the Grand High Priest before his installation a surety bond (the fee therefor to be paid out of the Grand Chapter treasury) in such penal sum as may be prescribed by the Grand Chapter, with such security as shall be approved by the Grand High Priest and Chairman of the Committee on Finance conditioned that he will faithfully discharge the duties of his office as prescribed by these Bylaws.

Other Grand Officers

- 1-66. The Grand High Priest and Grand Secretary shall select the site for housing the permanent records of the Grand Chapter. Any charge is to be approved by the Finance Committee before approval of the Grand Chapter.
- 1-71. It shall be the duty of the Deputy Grand High Priest, Grand King, and Grand Scribe to assist the Grand High Priest in the discharge of his duties as he may direct.
 - (1) It shall be the duty of the Deputy Grand High Priest to receive the reports of the District Deputy Grand High Priests and give a report of the same at the Grand Convocation and to assist the coordinating officers and District Deputy Grand High Priests in the performance of their duties. (2002)
 - (2) It shall also be the duty of the Grand King to see that the District Deputy Grand High Priest's paraphernalia are passed on their replacements at the Grand Convocation or within 7 days after the close of Session. (2002)
- 1-72. It shall be the duty of the Grand Treasurer:
 - (1) To attend all convocations of the Grand Chapter with all necessary books and papers appertaining to his office; and also, if required, to submit such books and papers to the Committee on Finance.
 - (2) To receive all moneys belonging to the Grand Chapter from the Grand Secretary, giving his receipt therefor, and to keep in suitable books a just and accurate record thereof.

- (3) To have charge of all securities, bonds, vouchers and all other fiscal property belonging to the Grand Chapter.
 - (4) To invest, with approval of the Grand High Priest and the Chairman of the Committee on Finance, all moneys belonging to the Grand Chapter in excess of current obligations in suitable securities in the name of the Grand Royal Arch Chapter of the State of Illinois; all interest accruing thereon and all interest on current bank balances and time deposits shall be credited to the Grand Chapter.
 - (5) To have the right, power, and authority, together with the Grand Secretary, to sell or assign any of the securities or other personal property owned by this Grand Chapter, and if registered, only the signatures of the Grand Treasurer and Grand Secretary shall be required for the purpose of such sale or assignment.
 - (6) To pay all orders on the Grand Treasury only when signed by the Grand High Priest and Grand Secretary.
 - (7) To make, at each annual convocation of the Grand Chapter, a detailed report of all his official receipts and disbursements, with proper vouchers for the latter, and to present a statement of the condition of the finances of the Grand Chapter.
 - (8) To execute and file with the Grand High Priest before his installation, a surety bond (the fee therefor to be paid out of the Grand Chapter treasury) for such penal sum as shall be required by the Grand Chapter, with security approved by the Grand High Priest conditioned that he will faithfully discharge the duties of his office as prescribed in these Bylaws; and at the end of his term, or sooner if lawfully required to do so, pay over and transfer to his successor in office all the funds, securities, books, records, vouchers or other property belonging to this Grand Chapter which shall have come into his possession. (2002)
- 1-73. It shall be the duty of the Grand Chaplain to perform the usual services incident to the office, and such others as the Grand Chapter or the Grand High Priest may direct.
- 1-74. It shall be the duty of the Grand Steward:
- (1) To make suitable preparations for the accommodation of the Grand Chapter at all its convocations and to see that the hall and rooms are kept in proper condition during the sessions.
 - (2) To take charge of and safely keep all furniture, clothing, and paraphernalia

of the Grand Chapter, during its convocations and during recess, unless otherwise provided for by the Grand Chapter or Grand High Priest; provided, that the Grand Officers shall be allowed to retain their jewels during the recess of the Grand Chapter, and that they shall be severally responsible for the safekeeping and return of the same at the next annual convocation.

1-75. It shall be the duty of the Grand Sentinel to guard the entrance of the Grand Chapter, report all applicants for admission, and see that all who enter are duly qualified; to serve all notices and summonses, and perform such other duties as may be required of him by the Grand Chapter or the Grand High Priest.

1-76 All elected Grand Chapter officers must meet a minimum of once (1) per quarter at a place determined by the Most Excellent Grand High Priest. Other Grand Officers, District Deputy Grand High Priests, committee members, or Companions may be called to attend these meetings when required. The Grand Secretary will conduct a roll call and a record will be kept of those in attendance. A summary of these meetings will be reported at each Grand Convocation with dates, times, meeting location, and a brief summary of discussions. (2015)

Duties of Committees

1-81. It shall be the duty of the Committee on Jurisprudence:

- (1) To consider and report at the annual convocation on such questions, papers and decisions of law and usage as may be referred to them prior to May 1 preceding the annual convocation. This Committee, with the consent of the Grand Chapter, may retain any question referred to it after May 1 and report thereon at the next annual convocation.
- (2) To put all approved decisions of the Grand High Priest into the form of law and report same to the Grand Chapter.
- (3) To report, with such recommendations as it may deem proper, upon all appeals from the proceedings or decisions of any chapter or High Priest thereof and upon all papers and documents relating to any matters of complaint or grievance relating to masonic discipline as may be referred to it.

1-82. It shall be the duty of the Committee on Finance:

To present, before the close of each annual convocation, an estimate of the probable expenses of the ensuing year and recommend the appropriation of such amount as it may deem necessary to finance the business of the Grand Chapter until the next annual session. (2002)

1-83. It shall be the duty of the Committee on Credentials:

- (1) To examine the credentials of all companions claiming the right of membership in this Grand Chapter.
- (2) To list properly the names of all Grand Officers and members; also the name of every representative, with the name and number of his chapter and his official position therein.
- (3) To require from each member presenting himself as a proxy, a written commission signed by the High Priest, King or Scribe whom he represents.
- (4) To have a report prepared upon all matters herein prescribed, and present same to the Grand Chapter immediately after its opening.

1-85. It shall be the duty of the Committee on Public Relations:

- (1) To publicize the activities of Royal Arch Masonry throughout the state, with articles in Masonic publications, newspapers, and other media of publicity.
- (2) The Committee may authorize paid advertisements when approved by the Grand High Priest and the Chairman of the Finance Committee.

1-86. It shall be the duty of the Board of Grand Examiners:

- 1) To hold schools of instruction at such time and place as the Grand High Priest may designate.
- 2) To examine, without fee, all applicants who may present themselves for commissions as Grand Lecturers and report on their qualifications to the Grand High Priest.
- 3) To perform such other special duties as may be assigned them by the Grand High Priest.
- 4) To exercise constant supervision over the ritual and ceremonial practices of this Grand Chapter, and to recommend changes therein as from time to time shall seem appropriate.
- 5) To develop tentative rituals and ceremonial procedures, and to request the use thereof in subordinate chapters by dispensation of the Grand High Priest for the purpose of testing suitability and effectiveness, and shall have authority to develop special rituals for specific events for exemplification. (2014)

1-88. It shall be the duty of the Committee on Masonic Relations to cooperate with all York Rite bodies, and to create greater interest and activities in Royal Arch Masonry. This committee shall assist in the preliminaries for the formation of new

chapters, and report the same to the Grand High Priest for action in accordance with pertinent codes.

1-90. It shall be the duty of the Committee on Youth Organizations to direct Grand Chapter support and cooperation with youth organizations at the state level, and to encourage active support and participation by subordinate chapters and individual companions at the local level.

1-91. It shall be the duty of the Membership Committee to supervise our methods of contacting and approaching prospective members. Each member shall be responsible for the activities in his area and shall report to the Chairman.

1-92. (2014)

1-93. (2014)

1-94. Bylaws Committee

It shall be the duty of this committee to propose additions, deletions or modifications of the Grand Chapter bylaws from time to time as circumstances warrant. (2014)

1-95. It shall be the duty of the Investment Advisory Committee to review and provide guidance for all Grand Chapter Funds (Veil Trust Fund, RAM Charitable Fund, Per Capita Endowment Fund, Life Membership Fund).

1) The committee will interact monthly, as convenient, and present a consensus to the Elected Grand Chapter Officers.

2) The Elected Officers will vote to accept, modify or reject the committee's recommendations within two weeks of receipt.

District Deputy Grand High Priests

1 - 101. Each District Deputy Grand High Priest shall visit every chapter in his district as directed by the Grand High Priest and thoroughly examine its records and accounts, fully inform himself of the condition of the chapter, and make a report to the Grand High Priest in each case. He shall inquire into the administration of its affairs and make such suggestions to the officers as may seem necessary to insure a full compliance with Grand Chapter Bylaws. He shall perform such other duties as may be assigned by the Grand High Priest. He shall serve only five consecutive years.

1-102. Honorary Past Grand High Priest: A member of this Grand Chapter believed to be worthy of being honored with the title of *Honorary Past Grand High Priest* may be invested with the same upon an affirmative majority vote at the Annual

Convocation of the Grand Chapter, provided, that said name is presented by no less than three members of this Grand Chapter no less than thirty days before the Annual Convocation and referred to a committee of no less than three Past Grand High Priests appointed by the Grand High Priest. (2014)

General Provisions

1 - 111. The Bylaws enacted for the government of this Grand Chapter may be amended in the following manner only: Every alteration, addition or amendment shall be made in writing and delivered to the Grand Secretary's office, with copies of the proposed change to the Grand High Priest and Chairman of the Jurisprudence Committee, by May 1 preceding the annual convocation of the Grand Chapter. Amendments reported and voted at the same convocation, if adopted by three-fourths vote, shall become a part of these Bylaws. Amendments reported and voted on either in the same or amended form that were presented at a previous annual convocation, if approved by a two-thirds vote, shall become a part of the Bylaws. No amendment to these Bylaws shall be voted on until the Committee on Jurisprudence has reported thereon. If a proposed amendment receives unanimous consent of seconds, it can be voted on at that annual convocation to conform to Constitution as amended in 1998.

Title 2 - Constituent Chapters

Organization of Chapters

2-1. Every chapter shall consist of the following officers:

High Priest
King
Scribe
Treasurer
Secretary
Chaplain
Captain of the Host
Principal Sojourner
Royal Arch Captain
Master of the Third Veil
Master of the Second Veil
Master of the First Veil
Steward
Sentinel

and as many members as it may find convenient.

2-2. No chapter can legally assemble unless authorized to do so by a dispensation

from the Grand High Priest or a dispensation or charter from the Grand Chapter. Every chapter acquires jurisdiction from the date of its first convocation under dispensation.

- 2-3. Every chartered chapter and every chapter under dispensation shall have a code of bylaws conforming to the Bylaws of this Grand Chapter. All amendments to the bylaws of chartered chapters shall be submitted to the Chairman of the Jurisprudence Committee for approval before any action is taken, except to change the date of stated convocations.

Convocations

- 2-11. The convocations of chapters are stated, special, and emergency.
- 2-12. Stated convocations are those held at the time prescribed in the bylaws. At such convocations all general business shall be transacted with the chapter opened on the Capitular Degrees of Masonry. (2002)
- 2-13. Special convocations may be called at the discretion of the High Priest by sending notice or otherwise to all resident members but no business except receiving and balloting upon petitions, conferring degrees, trials or ceremonial observances shall be transacted unless by special permission of the Grand High Priest. No chapter shall be opened on Sunday. (2014)
- 2-14. When a chapter has been regularly opened on the Capitular Degrees of Masonry for a special convocation on the date of a stated convocation at an earlier hour than that named in the bylaws for the stated convocation, the special may be merged into the stated as follows: At a time not less than fifteen nor more than forty-five minutes after the hour named for the stated to begin, the High Priest shall declare that the hour having arrived for the stated convocation, and the chapter having been opened on the Royal Arch degree, further work in the special will be dispensed with and the business of the stated taken up. The records will show that the above declaration was made by the High Priest and give the names of the officers occupying the various places and stations. (2002)
- 2-15. Any chapter that has not held a stated convocation for a period of six months may be opened for an emergency convocation by order of the Grand High Priest, by three companions appointed by the Grand High Priest, one of whom must be a member of the chapter to be opened, for the transaction of business, election of officers, reading and balloting on petitions, and conferring of degrees; provided that a written notice has been sent to all known resident members at least seven days prior to the emergency convocation, stating the nature of any and all business expected to be transacted. In the absence of a legally installed High Priest and/or Secretary of a chapter opened for an emergency convocation, the Grand High Priest shall empower the appointed companions to act in either or

both capacities for the emergency convocation. A complete and detailed report will be made to the Grand High Priest and Grand Secretary of any and all actions taken. In the absence of the Secretary of the chapter, a report will be mailed to the last known elected and installed Secretary. Any emergency convocation held in accordance shall not be subject to quorum provisions, restrictions as to balloting and meeting place, nor other provisions hostile to the intent of this section, nor shall companions appointed by the Grand High Priest be subject to objection.

- 2-16. No chapter shall be opened on any degree unless there be present at least five Royal Arch Masons, nor shall any business be transacted, except conferring degrees, unless there shall be present at least five members of the chapter, of whom the Sentinel, if a member of the chapter, may be one, except as provided in code 2-15.
- 2-17. The Annual Convocation shall be held in the last two months of the fiscal year or in the first month of the fiscal year.
- 2-18. The High Priest cannot authorize anyone to open the chapter and preside in his absence; at any convocation of the chapter; in the absence of the High Priest, the King and Scribe shall succeed to his duties in the order named; in the absence of all three, a chapter cannot be opened for any purpose, nor can its business or work be carried on, except by the Grand High Priest or his special proxy. A High Priest, King or Scribe who is present on the premises shall not be considered absent under the provisions of Code 2-16. (2014)

Rules of Order

- 2-21. A chapter cannot amend its bylaws except by affirmative vote of two-thirds of members present. All proposed amendments must be submitted in writing at a stated convocation, and action thereon deferred for at least four weeks. All resident members shall be notified at least ten days before action is taken. Notice in a printed chapter bulletin, Masonic paper, periodical, or electronic communication shall be considered due notice, provided such bulletin, paper, periodical or electronic communication is regularly mailed or electronically delivered to each member of the chapter and so mailed or electronically delivered at least ten days before the stated convocation at which action is to be taken. A chapter cannot suspend a by-law for any purpose. (2014)
- 2-22. Nothing shall be done in any chapter while opened on the fourth, fifth or sixth degree except the conferring of degrees or the taking of testimony upon the charges preferred against a mark, past or most excellent master.
- 2-23. The records of any convocation after being regularly approved by the chapter shall not be changed or altered in any way at any subsequent convocation except by dispensation of the Grand High Priest.

- 2-24. No chapter shall transact any business involving final action by vote of the chapter at any convocation after the work of conferring degrees has begun, except as provided in 2-14 herein.
- 2-25. A chapter, when opened on the Capitular Degrees of Masonry, may be called from labor to refreshment for a specified time, but not beyond the limits of the current day. (2002)
- 2-26. All applications for dispensations for special purposes not otherwise provided for may emanate from the High Priest, but shall be under the seal of the chapter.
- 2-27. A dispensation must be issued for a chapter as such to attend any public function or service except such as are strictly masonic.
- 2-28. Every dispensation shall be entered upon the record of the chapter and a prompt report made to the Grand High Priest of whatever is done by authority thereof.
- 2-29. All correspondence of chapters with chapters of another jurisdiction shall be conducted through the office of the Grand Secretary except in cases of emergency.

Powers and Duties of Chapters

- 2-31. The powers of a chapter are such as are prescribed by the charter and the Constitution and Bylaws of the Grand Chapter, and its own bylaws and are defined as follows:
 - (1) The executive, which relates to the direction and performance of its work, under the control of the High Priest, who is the superior executive officer of the chapter.
 - (2) The legislative, which embraces all matters of legislation relative to the internal concerns of the chapter which are not in violation of its own bylaws, the Constitution and Bylaws of the Grand Chapter, and the orders and edicts of the Grand High Priest.
 - (3) The judicial, which embraces the exercise of discipline over, and the settlement of difficulties between all its own members (except the High Priest and the Grand High Priest, if a member thereof), and all Royal Arch Masons and non-affiliated companions within its jurisdiction, subject always to review by the Grand Chapter upon appeal.
- 2-32. It shall be the duty of each chapter:
 - (1) To annually elect and install its officers.

- (2) To provide a safe and suitable place of meeting.
 - (3) To keep a full and proper record of all its transactions.
 - (4) To make a report thereof annually to the Grand Chapter.
 - (5) To pay its annual dues promptly to the Grand Chapter.
- (5) To have a code of bylaws that shall conform to the Constitution, Bylaws and General Regulations of the Grand Chapter.
- 2-33. Every chapter shall have all official communications from the Grand High Priest or Grand Secretary read in open chapter the next stated convocation after its reception. Communications are officially received when read in the chapter when opened on the Royal Arch degree. All matters that require action at a stated convocation after reception must be acted on at the next or some subsequent stated convocation after being read.
- 2-34. Every document or paper designed for masonic use emanating from a chartered chapter, to be valid, shall have the impression of the seal, and be attested by the High Priest or the Secretary.

Formation of Chapters

- 2-41. No petition to form a new chapter shall be granted by the Grand High Priest or ordered by the Grand Chapter unless the petition shall state the name, number and location of the respective chapters to which the petitioners belong, or if unaffiliated, of which they were formerly members.
- 2-42. No dispensation shall be granted unless the petitioners shall have procured a suitable and safe room, with convenient anterooms, in which to conduct the ceremonies, nor unless the material in the vicinity shall be sufficient to sustain a healthy chapter.
- 2-43. Every petition for a dispensation for a new chapter shall state the proposed name; the names of the proposed High Priest, King and Scribe; name of the proposed location; also the number of lodges in the area, and shall be accompanied by dimits from all non-affiliated petitioners, and chapter certificates that all dues have been paid by all affiliated petitioners to the date of the next convocation of the Grand Chapter.
- 2-44. Every chapter under dispensation shall make its returns to the Grand Chapter on or before June 30, and shall transmit therewith its letter of dispensation, a copy of its bylaws and the record of its proceedings. After making such return, no convocation shall be held until a charter shall be granted (or the dispensation

continued) and its officers properly installed by the Grand High Priest or his special representative.

- 2-45. No chapter instituted after June first shall make returns to the Grand Chapter at the next succeeding convocation, but shall continue under dispensation until the next annual convocation one year later; provided, that the Grand High Priest shall continue the dispensation.
- 2-46. A companion signing a petition for dispensation shall not thereby terminate his membership in the chartered chapter of which he may be a member, nor shall he be liable for dues in the new chapter until a charter shall be issued and the chapter constituted unless he be sooner demitted or has made a request for plural membership. (2006)
- 2-47. A companion on becoming a charter member of a new chapter shall thereby be dimitted from the older chapter; provided, that a member of a chapter must furnish a dimit before he can be enrolled as a charter member of an Illinois chapter unless such companion shall make written request for plural membership. (2006)
- 2-48. The Grand Secretary shall immediately notify all the chapters in this jurisdiction from which charter members are taken, furnishing the names of the companions whose membership is terminated by such action.
- 2-49. Members of a chartered chapter who are also members of a chapter under dispensation may vote and hold office in both chapters; provided, that the High Priest, King and Scribe of a chartered chapter shall not take part in the formation of a new chapter.
- 2-50. Every dispensation shall be copied in full upon the records of the chapter, and the charter, when issued, shall be recorded in like manner.
- 2-51. A petition for a charter shall contain only the names of the companions named in the dispensation and such as have been exalted under the dispensation. These cannot be debarred from signing the petition for a charter, but no other names than those specified shall be entered in the charter.
- 2-52. The High Priest of a chapter under dispensation shall not be amenable to discipline by any chartered chapter during his official term, but, in case such dispensation be annulled or charter withheld, the chapter having original jurisdiction may take cognizance of the conduct of such High Priest unless the same be of a strictly official character.
- 2-53. Every new chapter shall be duly constituted and its officers properly installed by the Grand High Priest or his special representative at an occasional convocation of the Grand Chapter before said chapter can work or transact business under its

charter.

- 2-54. No charter shall be issued to a chapter under dispensation until it shall have conferred the mark, past, most excellent master and royal arch degrees according to the ritualistic ceremonies of this Grand Chapter.
- 2-55. A newly constituted chapter shall not transact any business until it has adopted a code of bylaws approved by the Grand High Priest.

Place of Meeting

- 2-61. A chapter cannot have two places of meeting, but a room adjacent to the hall may be used on special occasions for either ceremonial or social purposes. The High Priest may call a special convocation at a hall in any Illinois city of its choosing other than the usual place of meeting by giving due notice thereof to all resident members. No chapter shall meet in stated convocation for any purpose outside of the corporate limits of the city, town, village or municipality named in its charter except by special dispensation of the Grand High Priest.
- 2-62. A Chapter cannot change its place of meeting from the city, town or village named in the Charter, original or amended, except by special authority of the Grand Chapter or the Grand High Priest, granted upon a petition concurred in by a vote of two-thirds of the members of the Chapter present at a stated convocation, of which convocation and the proposition for such removal, all resident members of the Chapter shall have had at least two week's notice; and such removal shall have the approval of any other chapter within the city, town or village to which the Chapter is moving. (2014)
- 2-63. A chapter may change its place of meeting within the municipality where it is located, by a majority vote at a stated convocation; provided such change has been proposed at a previous stated convocation, and notice of time of action thereon given to all resident members at least ten days before action on such proposed change. (2014)

Election and Appointment of Chapter Officers

- 2-71. Any member of a chapter qualified to vote in the election of officers is eligible to any office in the charter; provided, that no member shall hold more than one office at one and the same time.
- 2-72. The fact that charges have been preferred against a companion does not affect his eligibility for office.
- 2-73. The High Priest, King, Scribe, Treasurer and Secretary shall be chosen annually by secret ballot. The other officers may be elected or appointed by the High Priest as the bylaws provide; provided, that in the case of the suggestion of only one name for an office, the chapter may elect by acclamation.

- 2-74. Except as provided in 2-73, there must be a ballot for each elective office, at which every member present shall have an opportunity to vote. A majority of all the votes cast shall be necessary to a choice. Blank pieces of paper shall not be counted as ballots nor shall they have any effect on the result.
- 2-75. If the time for holding the annual convocation for election of officers as prescribed in the bylaws shall have passed without an election, application must be made to the Grand High Priest for a dispensation to hold a special election; and all officers elected, reelected and appointed must be installed within five weeks after their election or appointment. Such dispensation shall be entered in full upon the records of the chapter.
- 2-76. It is not permissible to make nominating speeches for office in a subordinate chapter or to second any name suggested.
- 2-77. Electioneering in any way for one's self for office in a subordinate chapter is prohibited as unmasonic, and any member found guilty of the offense shall be ineligible to office, and if already in office, shall forfeit the office held by him.

Installation of Officers

- 2-81. The installation ceremonies shall be held not later than five weeks after the election and shall occur in the chapter or some other convenient room, but within the jurisdiction of the chapter. The wearing of chapter robes and regalia at open installations is permitted.
- 2-82. Officers of a chartered chapter must be installed annually even though reelected or re-appointed.
- 2-83. The officers can be legally installed only by a High Priest or a Past High Priest in good standing. This shall not be construed to affect the Grand High Priest or his proxy.
- 2-84. The ceremonies must begin with the High Priest elect. In his absence the officers cannot be installed.
- 2-85. If objection be made to the installation of an officer elect, such objection shall be referred to a committee of three experienced members, preferably Past High Priests, who shall immediately retire to some convenient room and cite the objector to appear and state his reasons for objecting. If the objection be sustained, charges shall be preferred, the accused placed on trial, and his installation postponed until the result of the trial be declared; if not sustained, the installation shall be conducted as if no objection has been made. In case an objection is sustained against the High Priest elect the whole installation shall be postponed until the result of the trial be declared.

- 2-86. The refusal of an officer elect to give bond is a refusal to qualify, and shall be so treated.
- 2-87. When an elected officer refuses to qualify for installation the High Priest shall declare the office vacant and a new election, by dispensation of the Grand High Priest, shall be held as soon thereafter as convenient.
- 2-88. Removal from the territorial jurisdiction of a chapter does not affect the right of an officer elect to be installed therein.
- 2-89. Every chapter shall within ten days after the annual installation transmit to the Grand High Priest, Grand Secretary and District Deputy Grand High Priest a duly certified list of the names of the newly installed officers, together with the dates of their election and installation, the street address of the High Priest and Secretary, and the name and title of the installing officer.
- 2-90. An officer of a chapter must be installed in person.

Powers and Duties of Officers

- 2-91. The duly elected and installed High Priest, King and Scribe, by virtue of their offices and the powers and prerogatives appertaining thereto are the only members qualified to represent the chapter in its corporate capacity and to be designated as its executive officers.
- 2-92. The High Priest shall have power:
- (1) To convene his chapter in special convocation whenever he shall deem proper.
 - (2) To preside at all convocations of his chapter.
 - (3) To cause to be issued all summonses and notices which may be required.
 - (4) To appoint all officers of the chapter whose election is not provided for in the bylaws.
 - (5) To appoint all committees.
 - (6) To fill any vacancy in office for the term of any convocation of the chapter.
 - (7) To discharge all the executive functions of his chapter.
 - (8) To represent his chapter in Grand Chapter even though not residing in the state.

- (9) To require all members of his chapter present to vote upon all questions coming before the chapter unless excused by the High Priest at his own request or by vote of a majority of the members present.
- (10) To perform such other acts as by ancient usage pertain to his office and shall not conflict with the Constitution and Bylaws of the Grand Chapter and the bylaws of his own chapter.

2-93. It shall be the duty of the High Priest:

- (1) To convene his chapter in stated convocation at the time prescribed in the bylaws.
- (2) To see that all the officers of his chapter faithfully perform the duties of their respective offices.
- (3) To suffer no violation of the constitution and Bylaws of the Grand Chapter or the bylaws of his own chapter upon the plea of convenience or expediency except by dispensation of the Grand High Priest.
- (4) To see that the regular returns are made annually to the Grand Chapter and that the Grand Chapter dues are promptly paid.
- (5) To cause summonses to be issued only when the welfare of the chapter or the rights of a companion demands, and to see that disobedience to a summons is followed by prompt discipline unless a satisfactory excuse is rendered to the chapter.
- (6) To cause all necessary notices to be issued in the prescribed manner and form.
- (7) To permit no appeal from his decision to the chapter.
- (8) To see that the work and ritual practiced in his chapter conform to the standard adopted by the Grand Chapter and to allow no innovations therein.
- (9) To have a copy of the Constitution and Bylaws of the Grand Chapter on the pedestal in the east whenever the chapter is open.

2-94. Whenever the High Priest shall receive notice of the intended visit of the Grand High Priest or the District Deputy Grand High Priest, he shall convene his chapter, extend the proper courtesies, have all bylaws and records ready for inspection and furnish every facility that may be necessary for the proper discharge of the duties of the visiting official.

- 2-95. It shall be the duty of the King and Scribe to assist the High Priest in the discharge of the duties of his office and to perform such other acts as may be assigned them.
- 2-96. Neither the King nor Scribe can call a special convocation of the chapter while the High Priest is within the territorial jurisdiction of the chapter and able to authorize a call. When the High Priest is not within the jurisdiction of the chapter or is not able to authorize a call for a special convocation then the King or Scribe in the order of their rank may call such special convocation.
- 2-97. When either King or Scribe is presiding in the absence of the High Priest he may perform any act which may be necessary for the welfare of the chapter.
- 2-98. In the event of the death, removal or absence from the jurisdiction, or the mental or physical incapacity of the High Priest (such impaired condition to be determined by the Grand High Priest) the King shall become acting High Priest, possessing while so acting all the powers and charged with all the duties and responsibilities of the High Priest; but only during the continuance of the disability affecting his superior office, provided, that should said incapacity to act be irreparable or irreversible, a special election by dispensation of the Grand High Priest may be held, said determination being deemed by the act of the Grand High Priest. (2014)
- 2-99. In the event of the disability of both the High Priest and King as aforesaid in Code the Scribe shall assume all the powers and duties prescribed therein; and in the event of the disability of all three officers, a chapter cannot be opened for any purpose, nor can its business or work be carried on, except by the Grand High Priest or his proxy, until a special election is held by dispensation of the Grand High Priest. (2014)
- 2-100. It shall be the duty of the Treasurer:
- (1) To have charge of all money and other fiscal property of the chapter and these cannot be taken from him and placed in the custody of some other person; provided, that the chapter may, by two-thirds votes at a stated convocation, direct the Treasurer to turn over all such books and papers to the temporary custody of any committee or representative of the chapter.
 - (2) To carry all funds and accounts of the chapter in the name of the chapter.
 - (3) To pay out money only upon a written order signed by the High Priest and Secretary and authorized by a majority vote of the chapter.
 - (4) To make an annual report in detail to the chapter and present the same at the annual convocation or oftener if required by the chapter.

2-101. It shall be the duty of the Secretary:

- (1) At all convocations of the chapter, to keep a record of the time of opening and closing, the names of all officers, members and visitors present, to record the proceedings proper to be written and to conduct the correspondence of the chapter under the direction of the High Priest.
- (2) To keep a detailed record of business transacted and work done at all stated and special convocations of the chapter, including the totals of receipts and disbursements since the preceding convocation in a permanently bound, or loose-leaf paged record book; and all minutes, when approved, shall be signed by the High Priest and Secretary. The items of receipts and disbursements shall be kept in a separate cash book; all other records may be kept on a loose-leaf or card index system.
- (3) To pay over to the Treasurer all moneys received as soon thereafter as practicable and within thirty days, taking his receipt therefor.
- (4) To keep a separate account with each member of the chapter; a correct register of members showing the date of petition, election and time of receiving degrees or affiliation and also withdrawal by dimission, death, expulsion or suspension, and a book of marks for the use of the members.
- (5) To keep the seal of the chapter and to affix it to all documents requiring verification, notify all committees of their appointment and all petitioners of their election or rejection.
- (6) To make complete returns to the Grand Chapter at the required time and an annual report in detail and present the same at the annual convocation of the chapter.

2-102. It shall be the duty of the Sentinel to have charge of the rooms, furniture, paraphernalia and property of the chapter not otherwise specified and he shall cause them to be kept in order for the comfort and convenience of the members.

2-103. The record of the members present may be kept in a separate book prepared for the purpose and placed in the custody of the Sentinel, who shall see that every member records his name therein before entering the chapter. The record of visitors may be kept in a similar book, or both may be kept in the same book, care being taken that each visitor records the name and number of his chapter.

2-104. All other officers of the chapter shall perform such duties as are appropriate to their several stations or shall be assigned them by the High Priest when not in conflict with the Constitution and Bylaws of the Grand Chapter and the bylaws of their own chapter.

2-105. The Principal Sojourner is the proper officer to spread the ballot.

Jurisdiction of Chapters

2-111. Every chapter shall have certain personal and territorial jurisdiction. The word jurisdiction or "territorial jurisdiction" as used in these Bylaws shall be construed to include the State of Illinois. The words "resident member" as used in these Bylaws shall be construed to include the State of Illinois.

2-112. The personal jurisdiction of a chapter shall extend over all its members (except its High Priest and the Grand High Priest, if a member thereof) wherever they may reside; and over its unfinished work and rejected material, wherever they may be; provided, that when a petitioner has been rejected by a chapter in this state and has moved to another state and petitions a chapter in said state, the chapter in this state which has rejected his petition shall have no claim to jurisdiction after twelve months from the date of rejection.

2-113. All subordinate chapters of this Grand Chapter shall have concurrent territorial jurisdiction.

2-114. When a petitioner for the degrees is elected and removes from the jurisdiction of the chapter, such chapter shall retain personal jurisdiction of such elected petitioner for a period of twelve months only from the date of such removal. Thereafter said petitioner may petition for the degrees in the chapter in whose jurisdiction he then resides; provided, he may receive the degrees as a courtesy.

2-115. When a petitioner is elected and receives part but not all of the degrees in the chapter electing him and removes from this state, he may, after five years from such removal from this state, petition the chapter in whose jurisdiction he then resides for the remaining degrees, on presenting satisfactory evidence of having received such preceding degrees; and if elected in such chapter, and the remaining degrees conferred on him, he shall then become a member of the chapter conferring the Royal Arch degree upon him; provided, that if he so desires, he may request that the remaining degrees be conferred by courtesy, and thus acquire membership in the chapter in which he was elected and received part of the degrees.

2-116. Whenever a chapter shall grant permission to any other chapter to receive the petition of a rejected candidate, or any unfinished material over whom it may have lawful jurisdiction, it shall thereby permanently relinquish all claim to the same, and the chapter receiving such permission shall acquire lawful jurisdiction, and such permission cannot be subsequently revoked nor can any conditions, pecuniary or otherwise, be made.

2-117. All requests for waivers of jurisdiction shall be read at a stated convocation and

may be balloted upon at the same convocation unless otherwise provided by the bylaws of the chapter; the vote shall be by secret ballot and must be unanimous on original petitions and rejected candidates; on unfinished material a majority vote by show of hands will be sufficient.

2-118. No chapter shall request a waiver of jurisdiction over a rejected candidate until one year shall have elapsed since his rejection.

2 -119. If the request of a chapter for a waiver of jurisdiction is refused, it may in case of an original petition or rejected candidate be renewed after the expiration of one year; in all other cases it may be renewed every three months.

2-120. If a chapter waives jurisdiction to some other chapter to complete unfinished material, the candidate upon being regularly elected, receiving the degrees and signing the bylaws becomes a member of the chapter holding jurisdiction; but where a chapter requests another to confer the degrees for it and the work is done, the candidate becomes a member of the first chapter upon signing its bylaws, either in person or by proxy appointed in writing.

2-121. Whenever a chapter waives jurisdiction over a candidate who has paid in advance for all the degrees, it shall refund that portion of the advance for which it has not given an equivalent in degrees.

Annual Returns

2-131. The annual return of each subordinate chapter, including chapters under dispensation, shall cover the period commencing on the first day after its last report and ending on the 31st day of May of each year, and the returns and payment of Grand Chapter dues shall be made accordingly.

2-132. The annual returns of each chapter, together with the Grand Chapter dues, shall be forwarded to the Grand Secretary on or before the 15th day of June of each year. Such returns shall be signed by the High Priest and Secretary, and have the seal of the chapter affixed thereto. (2015)

2-133. If the returns of a chapter are not filed and the Grand Chapter dues which should accompany the returns are not paid in full on or before the 15th day June each year, the chapter shall be assessed a penalty of twenty five dollars plus ten dollars per month for failure to file an annual return and pay Grand Chapter dues within the prescribed time. The penalty shall be collected as additional Grand Chapter dues. (2015)

2-134. When a chapter shall neglect or refuse to file an annual return by the due date, the Grand High Priest may appoint some qualified companion to take temporary charge of the records of said chapter, compile and file with the Grand Secretary the annual return, and perform such other duties as the Grand High Priest shall

direct, and make disposition of the records as directed by the Grand High Priest. The companion so appointed shall be reimbursed for expenses as provided in the provisions hereof governing finance, and the expenses incurred by this action shall be charged to the delinquent chapter and collected as additional Grand Chapter dues. The Grand High Priest may, if such neglect or refusal to file annual return appears to be willful, depose the officers responsible for such willful neglect or refusal, and report his action to the Grand Chapter at its next annual convocation.

- 2-135. Returns of chapters shall embrace a complete list of all officers; all work done; all admissions, demission, deaths, rejections, suspensions, expulsions, and reinstatements; a list of all Past High Priests of such chapter and of all affiliated Past High Priests of other chapters; the names of all Past High the year; and such other information as may be required. (2014)

Charters of Chapters

- 2-141. The High Priest shall have custody of the charter at all times and it should be present at all convocations of the chapter, but its temporary absence shall not invalidate the actions of the chapter.
- 2-142. Whenever the charter of a chapter shall be destroyed, stolen or shall unaccountably disappear without the fault of the chapter, it shall be the duty of the Grand Chapter or Grand High Priest to cause a duplicate charter to be issued without charge, bearing the original name and number, together with the names of the original Grand Officers and charter members, supplemented with the cause of its issuance, and signed by the Grand High Priest and Grand Secretary and attested by the seal of the Grand Chapter.
- 2-143. Whenever the charter of a chapter shall become so defaced or illegible as to be unfit for use, the Grand Chapter or Grand High Priest may, upon satisfactory proof of the condition and the payment of \$100.00 to the Grand Chapter, cause a new charter to be issued.
- 2-144. When a chapter desires to change its name, a resolution to that effect embodying the name shall be introduced at a stated convocation and action shall be had at some future stated convocation, of which date all resident members shall have at least one week's notice. If the proposed change shall be adopted by a two-thirds vote, the Secretary shall, under seal, certify the fact to the Grand High Priest and he shall present the same to the Grand Chapter. If the Grand Chapter consents to the change, a certificate showing authority for the change, signed by the Grand High Priest and Grand Secretary, and attested by the seal of the Grand Chapter shall be attached to the charter. (2014)

Summons

- 2-151. Every summons issued by a chartered chapter shall be by order of the chapter or High Priest, bear the seal of the chapter, and be attested by the High Priest or Secretary. To be legal it must be presented as a '*summons*.' (2014)
- 2-152. Every member shall faithfully obey a summons issued by the chapter and duly served upon him, if within his power; for a failure to do so he shall be liable to discipline in the manner provided by law, unless excused by a majority of the members present at a stated convocation of the chapter.
- 2-153. The High Priest shall require a written return to be made upon every summons showing the service thereof.
- 2-154. No general summons shall be issued except for purposes of great importance to the chapter or to royal arch masonry in general.

Dissolution of Chapters

- 2-161. A chapter may be dissolved by voluntary surrender of its charter by a revocation of its charter by the Grand Chapter.
- 2-162. The charter of a chapter may be surrendered if the proposal be presented at a stated convocation thereof, and the same be acted upon at a subsequent stated convocation, of which all members whose residence is known shall have due notice. A majority vote shall be sufficient but no charter shall be surrendered as long as nine royal arch masons, members of the chapter, desire to continue to work under it in accordance with the Constitution and Bylaws of the Grand Chapter. (2014)
- 2-163. The charter of a chapter may be suspended or revoked:
- (1) For disobedience of any provisions of the Constitution, Bylaws, or Regulations of the Grand Chapter.
 - (2) For violation or neglect of any of the generally recognized usages of royal arch masonry.
 - (3) For disregard of the lawful authority of the Grand High Priest.
 - (4) For failure to meet for a period of one year.
 - (5) For failure to make returns or pay its dues to the Grand Chapter for two successive years.
- 2-164. No charter shall be suspended or revoked except for cause, of which the chapter shall have due notice and an opportunity to be heard.

- 2-165. If the charter of a chapter shall be suspended or revoked, or if for any other cause a chapter shall become dormant, it shall be the duty of the last High Priest, Treasurer or Secretary thereof to surrender to the District Deputy Grand High Priest subject to the order of the Grand High Priest, all property of whatever description, both real estate and personal, belonging to said chapter upon demand, and every member of a chapter who shall refuse to make such surrender, or who shall by vote or otherwise, make any other disposition of such effects than as herein designated, shall not only be liable to masonic discipline for violating the Bylaws and Regulations of the Grand Chapter, but shall also be liable to civil prosecution under Section 10 of the Act of Incorporation.
- 2-166. If at any time it shall be found necessary to suspend or revoke the charter of any chapter for irregular or unmasonic conduct, the members of said chapter implicated in such conduct shall be subject to discipline by the chapter acquiring jurisdiction.
- 2-167. Upon the dissolution of any Chapter except by merger under the provisions hereof, each member of such Chapter shall become a member of the Illinois Chapter of Royal Arch Masons.
- 2-169. A chapter whose functions have been suspended by the Grand High Priest does not lose jurisdiction over its rejected material until its charter has been declared vacated by the Grand Chapter.
- 2-170. When a chapter ceases to exist, its rejected material can petition any chapter having territorial or concurrent jurisdiction. The jurisdiction of a chapter over a rejected petitioner ceases when such chapter becomes defunct.
- 2-171. Any royal arch mason who shall be present or assist in the work of a chapter knowing its charter has been suspended or revoked shall be liable to discipline.
- 2-172. When a charter shall be declared vacated by the Grand Chapter, it shall be erased from the register and its number shall not again be used on a charter. (2014)
- 2-174. Two or more chapters may consolidate under the name, number and charter of one of such consolidating chapters in the following manner: a resolution proposing such consolidation shall be presented in a stated convocation of each of the chapters interested and acted upon at a subsequent stated convocation, of which all members shall be notified at least seven days prior to the convocation at which time the resolution is to be voted on. Such resolution shall specify the name, number and charter of one of the chapters interested, and if approved, the officers of such chapter shall be the officers of the consolidated chapter until the next annual convocation thereof. Adoption of the resolution shall require a favorable vote of two-thirds of the members present; provided that no charter

shall be surrendered as long as nine royal arch masons, members of the chapter desire to continue to work under it, in accordance with the Constitution and Bylaws of the Grand Chapter. (2014)

2-175. Should the resolution be adopted by all chapters interested, as specified in 2-174 above, the Secretary of each chapter will immediately transmit to the Grand High Priest a copy of the resolution, a certificate of the date of mailing, the number of members present, the number of votes for and against the resolution, certified by the High Priest and Secretary, under the seal of the chapter.

2-176. If the Grand High Priest approves the action reported under the provisions of 2-175 above, he shall attach his approval thereto and transmit the documents to the Grand Secretary for the permanent records of the Grand Chapter, and notify the High Priests of the chapters interested of his approval. On receipt of approval from the Grand High Priest, the Secretary of the chapter ceasing to exist shall immediately transmit to the Grand Secretary the charter, seal, and all rituals, together with a list in detail of all the members to the date of the last convocation, and a list in detail of all matters specified in the annual return to the Grand Chapter, from its last annual return to date.

2-177. The High Priest of the chapter ceasing to exist shall rank as a Past High Priest, from the date of approval of the consolidation, without regard to the term for which he was elected. All members of the chapter ceasing to exist shall become members of the consolidated chapter, and all records funds and property of such chapter including unpaid dues of the members thereof, shall become the property of the consolidated chapter, and such chapter shall assume and be responsible for all debts and obligations of the consolidating chapter. Immediately after the approval of the consolidation, the Secretary of the consolidated chapter shall notify the members of the chapter surrendering its charter that they have become members of the consolidated chapter.

Title 3 - Royal Arch Masons

General

- 3-1. The clothing of a Royal Arch Mason shall be a white apron about 14 x 17 inches with a triangular bib about 5 inches deep. Both apron and bib shall be bordered in scarlet. On the bib shall be embroidered a triple tau cross within a triangle and the whole within a circle.
- 3-2. The use of chapter emblems and devices on business cards or signs, or by way of advertisement, except for legitimate chapter purposes, is strictly forbidden.
- 3-3. When a companion has changed his name in accordance with any civil law, statute or ordinance provided for such purpose, he shall promptly notify the secretary of his chapter thereof, accompanying such notification with documentary evidence showing that his name has in fact been so changed. Upon receipt of such notification and documentary evidence, the secretary of the chapter shall file and preserve the same, change the name accordingly on the chapter records, and promptly notify the Grand Secretary of such change of name.
- 3-4. The only proper address or honorary title of all mark masters, past masters and most excellent masters, in good standing, is brother; and of all Royal Arch Masons in good standing is Companion; this honorary title to be an individual distinction, regardless of official rank. The office or official title and not the individual shall be distinguished by prefixing thereto the honorary title of Right Worshipful or Excellent.
- 3-5. The honorary title of the master in a mark, past or most excellent masters lodge is Right Worshipful; and that of the High Priest of a chapter is Excellent. The honorary titles of grand officers are as recited in No.2 hereof.
- 3-6. Honorary title shall be used by others in addressing or referring to an officer, and when so used, shall immediately precede the official title. The official title only shall be used by an officer when necessary for him to designate his rank and authority.
- 3-7. One who has filled by installation and a term of service the office of Grand High Priest, Deputy Grand High Priest, Grand King, Grand Scribe, Grand Chaplain, Grand Steward or Grand Sentinel in the Grand Chapter, or High Priest in a chapter, shall retain the title of the highest office attained by him in Grand Chapter or chapter with the word "Past" immediately preceding and qualifying the official title. Past rank is limited to the offices named in this paragraph.
- 3-8. All past officers entitled to past rank as defined in 3-7 above shall rank

accordingly to seniority, and immediately following the present occupant of the highest office which they formerly held. No distinction shall be made between original and affiliated past officers.

Chapter Membership

- 3-11. Every petition for degrees or membership contemplates membership and it is the duty of every Royal Arch Mason to be a member of some chapter. The bylaws of the chapter should always be present when candidates are exalted or elected to membership, and a refusal to sign shall deprive the petitioner of the rights of membership. If he exercises the privilege of membership later, he cannot deny the responsibility thereof and may be disciplined for refusing to sign the bylaws.
- 3-12. Membership in a chapter may be acquired:
- (1) By having been named in the charter.
 - (2) By regularly receiving the Royal Arch degree therein, and signing the bylaws either in person or by proxy appointed in writing.
 - (3) By a Royal Arch Mason petitioning a chapter for affiliation, and upon due election to membership and signing the bylaws either in person or by proxy appointed in writing.
- 3-13. Any Royal Arch Mason in good standing in any Royal Arch Chapter in this state, or in another jurisdiction which does not prohibit plural membership, who presents evidence that his dues are paid to date of petition, may petition any chapter in this state for membership, and if elected, shall become a member of such chapter without affecting his former membership. Such petition shall be received, referred and balloted in the same manner as any other petition for affiliation. The secretary of the chapter in which he is last elected shall at once notify the secretary of the chapter of which the Royal Arch Mason is a member, if an Illinois chapter, of such election.
- 3-14. Expulsion or suspension in one chapter shall have the like effect in all other chapters in which such companion holds membership. The Grand Secretary shall keep proper index files of all such companions holding plural membership.
- 3-15. A companion holding plural membership shall be entitled to all the rights and privileges of membership in each of said chapters, except that no companion shall hold the office of High Priest in more than one chapter at the same time.
- 3-16. A chapter may, by unanimous ballot, confer honorary membership upon any Royal Arch Mason who is a member in good standing of some other chapter; his name having been proposed at some previous stated convocation. Such honorary membership shall entitle the holder to the right of visitation, but he shall

not be permitted to vote or hold office.

- 3-17. Honorary membership may be terminated by a three-fourths ballot at any stated convocation, provided notice of such proposed action be given at a previous stated convocation and due notice in writing given to such honorary member five days before action is taken. Honorary membership shall be terminated without action by the chapter if the honorary member shall die, or be suspended or expelled from the chapter in which he holds active membership, or if he be elected to active membership in the chapter of which he is an honorary member, or if he shall be and remain for one year or more a non-affiliate in capitular masonry.
- 3-18. Membership in a chapter may be terminated by dissolution of the chapter, by voluntary dimission therefrom, by becoming a charter member of a new chapter, by death, expulsion, or suspension.

Visitation

- 3-21. It is the privilege of every royal arch mason in good standing to visit a chapter; subject, however, to the right of the chapter, whether chartered or under dispensation, or any member thereof, to object to his admission as a visitor. The objector's reasons cannot be inquired into, nor can any member be disciplined for objecting to the presence of a royal arch mason not a member.
- 3-22. No visitor shall be admitted into any chapter unless lawfully vouched for as a royal arch mason. If not so vouched for, he shall be required to furnish documentary evidence as to the name and number of his chapter and to take the test oath in addition to a strict examination on all the degrees from entered apprentice to royal arch inclusive.
- 3-23. The legal information necessary to enable one royal arch mason to vouch for another may be acquired by sitting together in a regularly constituted chapter of royal arch masons; by an examination authorized by the proper officer of the chapter, or by one royal arch mason definitely stating to another whom he knows to be a royal arch mason that he vouches for a third then present as a royal arch mason in good standing. This information may be passed along indefinitely as long as the conditions herein stated are met.
- 3-24. No royal arch mason is justified in vouching for another unless, in Addition to the knowledge that he is a royal arch mason, he is also satisfied that he is in good standing.
- 3-25. No royal arch mason can legally acquire the necessary information to vouch for another by sitting with him in any other body than a chapter of royal arch masons, nor unless the companion vouched for is actually present.

- 3-26. Objection made to the High Priest by a member to a proposed visitor is not valid during the absence of the objector.
- 3-27. A member cannot by objection exclude an honorary member, the Grand High Priest, his proxy, the Deputy Grand High Priest, the Grand King, the Grand Scribe or a District Deputy Grand High Priest when making an official visit, or any companion appointed in accordance with 2-15.
- 3-28. A royal arch mason employed as counsel by a companion on trial is not to be considered as a visitor during such trial and therefore can not be excluded by the objection of a member.
- 3-29. A candidate on whom a degree is being conferred by request of another chapter after such request has been made and accepted, is not a visitor and cannot be excluded by objection.

Dimits and Resignations

- 3-31. A dimit is a certificate of the termination of membership in a local chapter. It shall show that the holder thereof is in good standing, clear on the chapter books and that his membership is voluntarily terminated at his own request.
- 3-32. All applications for dimits shall be in writing, signed by the applicant; if his dues are paid to the date of such application is received by the secretary, and there are no charges pending against him, dimit shall be issued at once, signed by the High Priest and Secretary, with seal of the chapter, and reported at the next stated convocation of the chapter, and record made of the date of issue of the dimit.
- 3-33. A dimit shall date from the chapter record when the same shall be granted and membership ceases from and after such date.
- 3-34. A dimitted companion shall be entitled to a copy of the record of his dimission. Should the secretary neglect to furnish a copy or the companion refuse to receive it, such neglect or refusal shall not in any manner invalidate the joint action of the applicant and the chapter.
- 3-35. If any companion shall lose the certificate of his dimission the secretary of the chapter shall, upon request and satisfactory proof of such loss, furnish him another certificate with the original date, and the fact of re-issuance, which shall be entered upon the chapter record.
- 3-36. Mark, past and most excellent masters shall not be entitled to dimits but the chapter may grant them a certificate setting forth their status in the chapter.
- 3-37. A companion who has been tried on charges of unmasonic conduct and

acquitted, but in whose case an appeal is pending, shall not be entitled to a dimit until his case is finally disposed of.

- 3-38. No companion who is serving as High Priest, King, or Scribe shall dimit or take part in the formation of a new chapter during his official term; provided, such companion may dimit after replacement in office under the provisions of 3-39.
- 3-39. In case any companions serving as an elective officer of a chapter becomes physically or mentally incapable of performing the duties of his office, has permanently moved from the jurisdiction of the chapter, dies, or resigns his office, such fact shall be certified to the Grand High Priest, who may then issue dispensation ordering a special election to fill such vacancy, with such directions as to notice to the resident members of the chapter as he may deem necessary
- 3-40. The resignation of any companion serving as an appointed officer may be received and the vacancy filled by the High Priest.

Non-affiliated Masons

- 3-41. A companion holding a dimit or certificate of good standing issued by a lodge of A.F. & A.M., or by a Grand Secretary of a Grand Lodge of Ancient Craft Masonry, for longer than one year without applying for membership in some lodge of craft masonry, shall not thereafter hold membership in, or be entitled to any of the rights and privileges of a chapter of royal arch masons; provided, that the holder of such dimit or certificate of good standing may at any time, before or after the expiration of one year from the date of such dimit or certificate of good standing, petition for affiliation, and if rejected, shall be considered in good standing in capitular masonry for one year from such rejection, and no longer.
- 3-42. Chapter records shall show members deprived of privilege by reason of non-affiliation in a craft lodge as "Excluded on account of non-affiliation in Craft Masonry." If a non-affiliated member be elected to membership in a lodge he thereby becomes automatically reinstated to membership in the chapter on presenting evidence of his affiliation in a lodge, provided, that said member is not automatically reinstated to any formerly held chapter offices. (2014)
- 3-43. Voluntary non-affiliated royal arch masons shall not be permitted to take any part in the ceremonies of the chapter, nor shall they of right be entitled to any of the privileges of a chapter; provided, that a chapter or member thereof may render to a non-affiliate aid and assistance, or any fraternal courtesy they may deem just and proper, but in all such cases it shall be done as a courtesy and not a right.
- 3-44. Non-affiliated royal arch masons shall be subject to the discipline of the chapter in whose jurisdiction they may reside for any violation of moral or masonic law.
- 3-45. A companion holding a dimit for one year without applying for membership in

some chapter shall not thereafter be entitled to any of the rights and privileges of a chapter; provided that the holder of the dimit may petition for affiliation at any time, and if rejected, he shall be considered as in good standing for one year from the date of such rejection.

Title 4 - Petitions and Candidates

Qualifications of Candidates

- 4-1. Every candidate for the degrees shall be a master mason in good standing and a member of a masonic lodge recognized by the Most Worshipful Grand Lodge of the State of Illinois; he shall be an actual resident of the State of Illinois or a member of a masonic lodge under the jurisdiction of the Most Worshipful Grand Lodge of the State of Illinois.
- 4-2. The physical qualifications of a candidate for degrees shall be left to the decision of the chapter receiving the petition.
- 4-3. If it shall be ascertained, after the election of a candidate, that he is disqualified by lack of residence, the petition, with fee, shall be returned to him with a written statement of the reasons for such action.
- 4-4. No chapter shall knowingly receive a petition for the degrees from an applicant who has been rejected by another chapter at any time within five years from the date of such rejection without first obtaining the consent of such other chapter in writing, unanimously granted by ballot at a stated convocation thereof, and certified under seal. The substance of such certificate shall be entered of record.

Petition for Membership

- 4-11. Petitions for membership shall be in writing, stating the name, number and location of the Masonic lodge of which the petitioner is a member; the name, number and location of the chapter of which he is a present member, or was last a member; whether or not he desires plural membership, and if not, then such petition shall be accompanied by a dimit from such chapter or other satisfactory evidence that he has withdrawn therefrom, or a petition for dimit from such chapter; the petition shall also state his age, occupation, place of residence and business, including street and number where possible, and be signed with the full name of the petitioner. A royal arch mason may petition any chapter in Illinois for membership, without regard to his place of residence.
- 4-12. When a petitioner for membership shall be elected, he shall sign the bylaws and lodge book of marks and record his mark; the documentary evidence accompanying the same shall be filed in the chapter records; if rejected, such evidence shall be returned to the petitioner, with a note from the secretary stating the date of such rejection.

- 4-13. When a petition for membership shall be rejected, the petitioner's rights as a royal arch mason shall remain intact and he shall have the right to re-petition the rejecting chapter or any other chapter for membership at any time he may desire thereafter, and such rejection shall not affect his masonic standing.
- 4-14. A petition for affiliation may be withdrawn upon written request of the applicant at any time before the ballot is taken.
- 4-15. When a companion desires to transfer his membership to another chapter, he shall accompany his petition for affiliation with a written application to his chapter for a dimit. If the ballot is favorable, the secretary of the chapter petitioned shall promptly mail the application for dimit to the chapter of which the petitioner is a member. If the companion is entitled to a dimit as provided herein, dimit shall be issued immediately and forwarded at once to the chapter which elected the companion to membership, and when received, the secretary shall file it with the petition, and enter the companion's name as a member of the chapter petitioned, as of the date of the dimit. If the ballot is not favorable, the application for dimit shall be returned to the companion. The election of the petitioner shall be of no force or effect until the dimit is issued. If the transfer of membership is not completed within eight months from the date of election, all proceedings hereunder shall be null and void. Nothing herein contained shall be construed to prevent a companion from applying for a dimit and presenting such dimit with his petition for affiliation.
- 4-16 A petition for membership by Invitation may be received by a Chapter at a stated convocation if the proposed petitioner meets all qualifications for membership and the petition is signed by two members of the Chapter. No petition fee will be required for the Chapter to receive the Invitation to Petition.
- A) After the invitation to Petition has been read the Chapter may vote by ballot box without assigning an investigating committee.
- B) If the ballot is favorable and the proposed petitioner agrees to join the Chapter he will complete and submit a Petition for Degrees to the Chapter.
- C) If the Chapter ballots on the proposed petitioner and is not favorable the invitation becomes null and void. The invitee may then be invited to petition another Chapter at any time.
- D) If the invitee declines to join the Chapter all actions of the Chapter become null and void. (2015)

Petition for Degrees

- 4-21. All petitions for degrees shall be made in writing, addressed to a chapter having jurisdiction, signed by the petitioner with his full name, stating the name, number and location of the masonic lodge of which he is a member, his age, occupation, residence and place of business, including street and number where possible; the length of time he has resided in Illinois and within the jurisdiction of the chapter; whether he has ever before petitioned for the chapter degrees, and if so, stating the name, number and location of the chapter petitioned, whether elected or rejected, and the date of such former petition as near as possible, and be accompanied by the fee prescribed by the bylaws of the chapter. The foregoing notwithstanding, the chapter petitioned may, upon motion made by a member of the chapter at a stated convocation, by simple majority, vote to waive or remit part or all of the fee for the degrees prescribed in the bylaws of the chapter for a clergyman who has been licensed by a State to perform marriages or ordained by a church recognized as a religious organization under section 501(c) (3) of the U.S. Internal Revenue Code. (2008)
- 4-22. No chapter shall knowingly receive a petition for degrees from an applicant who has been rejected by some other chapter without first obtaining a waiver of jurisdiction from the chapter having jurisdictional rights.
- 4-23. Any candidate for degrees whose petition has been rejected may renew his application after the expiration of one year after such rejection to the same chapter only, if it be in existence; but such chapter may waive jurisdiction as provided in 2-117 hereof. Such petition shall not be balloted upon until the next stated convocation after it is received.
- 4-24. Whenever a petition for degrees or membership shall be rejected, the fee accompanying same shall be immediately returned and the secretary shall notify the petitioner of his rejection.
- 4-25. A petition for degrees cannot be withdrawn after it has been received, without the consent of the Grand High Priest.

Petition by Unfinished Work

- 4-31. The petition of a mark, past or most excellent master seeking advancement in any chapter other than the one under whose authority he may be shall not be knowingly received by any chapter without first obtaining a waiver of jurisdiction from the chapter having jurisdictional rights.
- 4-32. Mark, past and most excellent masters having received these degrees in a chapter not having territorial jurisdiction shall petition the chapter having territorial jurisdiction for advancement, and shall be advanced only upon unanimous ballot.

- 4-33. Mark, past and most excellent masters moving into the state from a foreign jurisdiction and desiring to receive the remaining degrees and become members of a chapter in the state shall petition the chapter having territorial jurisdiction, subject to receiving a waiver of jurisdiction as provided herein, provided personal jurisdiction still exists.
- 4-34. A chapter may receive the petition of a Mark Master in good standing for the remaining degrees of Capitular Masonry, provided he received the Mark Master degree in a Mark Master Lodge, or in a Master Mason Lodge recognized by this Grand Chapter.

Receipt and Referral of Petitions

- 4-41. Every petition shall be signed by two members of the chapter, except as provided in an emergency convocation, and shall vouch for the petitioner, if for the degrees as a Master Mason, if for membership as a royal arch mason, and each petition shall be read at a convocation of the chapter when opened on the seventh degree. The petitioner's name, the lodge of which he is a member, and the chapter if for membership, his age, occupation, residence, by whom recommended and to whom referred shall be made a part of the record.
- 4-42. After a petition is read, it may be received by vote of the chapter either tacitly or formally given, or the chapter may, by majority vote, refuse to receive it. When a petition is received, the High Priest may immediately refer it to an investigating committee of three members of the chapter, whose names shall be announced in open chapter. When requested by a member of the chapter, or in the case of a previously rejected petitioner, such committee must be appointed by the High Priest. Each member of the committee shall make a private verbal report to the High Priest. After the report of the investigating committee has been made, ballot may be spread, and if the petition is for degrees, and the ballot favorable, the work may begin at once. The nature of reports of investigating committees shall not be made matters of record.
- 4-43. A majority report may be received from an investigating committee and the ballot immediately taken if such report is in conformity with the provisions of 4-42.
- 4-44. The High Priest may grant a committee appointed on a petition further time if desired and, in case a member of a committee fails to report, the High Priest may remove him and appoint another in his place, but such new appointee shall have sufficient time to make an investigation if desired.
- 4-45. Previous to the balloting, the High Priest shall read the petitioner's name, lodge of which he is a member (and chapter if for membership), occupation, residence, by whom recommended, to whom referred and state the nature of the report of the investigating committee and to what extent they are agreed.

Ballot

- 4-51. No ballot shall be taken on any petition for the degrees or membership at a special convocation unless there be present and voting at least five members of the chapter, except as provided for emergency convocations.
- 4-52. One clear ballot entitles the petitioner to all four degrees; but, if a candidate who has received part of the degrees transfers his allegiance to another chapter, he must petition for the remaining degree or degrees and be again balloted on in such other chapter.
- 4-53. In balloting upon petitions for degrees or membership, each petition shall be acted upon separately and every member of the chapter shall vote unless excused at his own request by the High Priest, or by a majority of the members present, except as provided for in 4-54 hereof. If no objection is made by any member present, ballot may be spread collectively, and if clear shall elect all petitioners; if not clear, separate ballot shall immediately be spread on each petition, which ballot shall be final.
- 4-54. The Sentinel, if a member, has a right to vote if he desires but, at his request, may be excused by the High Priest.
- 4-55. A secret ballot shall be taken on all petitions for degrees or membership, whether the report thereon be favorable or not, unless it shall appear that the chapter cannot legally act on the petition. The order in balloting does not necessarily follow the sequence in which the petitions were received. Election to the degrees or membership must be by unanimous ballot; provided that a companion holding a dimit may be elected to membership in the chapter which issued the dimit by a two-thirds vote.
- 4-56. After the ballot has been taken and duly examined by the Scribe, King and High Priest, if only one negative vote appears the High Priest may order a second ballot and the result of this ballot shall be final and shall be so declared by the High Priest.
- 4-57. At the conclusion of a ballot for the degrees or membership the result only, either "Elected" or "Rejected", shall be announced and recorded. After a ballot has been announced it shall not be reconsidered.
- 4-58. When a ballot is in progress it shall not be suspended or postponed, nor shall it be interrupted by the entering or retiring of members.
- 4-59. Every chapter shall have a ballot box so constructed as to enable every member to cast his vote secretly, and it shall have a sufficient number of white balls and black cubes to enable every member to express his preference.

- 4-60. No debate shall be permitted in open chapter upon the merits or demerits of any candidate at any time. Each member shall express his sentiments by the secret ballot only.
- 4-61. The right of every member to the secret ballot is absolute and cannot be taken from him or questioned by any power whatsoever.
- 4-62. If any member shall be proved to have been actuated by unworthy motives in the exercise of his right as a voter, or shall willfully misuse the ballot to interrupt the legitimate labors or mar the peace and harmony of the chapter, or shall expose the character of his own vote before, at the time of, or after casting it, or shall attempt to ascertain the character of the vote of any other member, he shall be liable to masonic discipline and punishment.

Objection to Candidates

- 4-71. Any member of a chapter may file objections to the conferring of any degree upon a candidate who may have been elected to receive the degrees in such chapter, but such objection, to be valid, must be made before the order is given to prepare him.
- 4-72. If any member of a chapter shall file objections with the High Priest to the advancement of a candidate after such candidate has been elected but before the order has been given to prepare him for the mark master's degree, such objection shall be valid. The objector's identity shall not be revealed, nor his reason be demanded by the High Priest or by the chapter. Such objection shall be entered of record and, if not withdrawn, shall arrest the advancement for one year. The fee, if any, accompanying the petition, shall in such case, be immediately returned to the petitioner.
- 4-73. When the advancement of a candidate is arrested by objection, he may be advanced after the lapse of one year from the time such objection was made and entered of record, without a new petition and election unless objection is again made, but objection may be reviewed at any time during the year, or new objection may be made by the same or another member, and in either case shall hold good for one year from the time of renewal or making.
- 4-74. When a candidate has received any part of the degrees and objection shall be made to his further advancement, the reasons therefor shall be made known if required by the chapter or the High Priest; or the matter may be referred to a committee who shall inquire into the reasons and report thereon to the chapter as soon thereafter as practicable. Upon the reception of the report of the committee, if no good cause for objection has been assigned, or if a majority secret vote of the members present shall declare the reasons to be insufficient, the chapter may proceed to confer the remaining degree or degrees in the same manner as if no objections had been made; but if the reasons assigned shall be deemed

sufficient to stay the degree, the candidate shall be entitled, upon application, to a trial upon the objections preferred.

- 4-75. Objections to a candidate, whether or not any degrees have been conferred, when made by a companion who is not a member of the chapter having jurisdiction, shall be subject to the provisions and procedures of 4-74 above. If the candidate has received no degrees and the objections are valid his advancement shall be arrested for one year and he shall not be entitled to a trial.
- 4-76. A companion who in the exercise of the right of objection is proved to be actuated by unworthy motives, or who maliciously uses it to interrupt the legitimate labors or to mar the peace and harmony of the chapter is liable to discipline and punishment.
- 4-77. When objections are entertained against a candidate seeking advancement and he shall demand a trial, the objections must be formulated into charges and the trial thereof conducted according to the codes in these bylaws governing trials.

Title 5 - *Work Ritual*

Ritual

- 5-1. The ritual adopted by this Grand Chapter in 1972, as amended from time to time, is the standard ritual for use in all subordinate chapters in Illinois.
- 5-2. Any ritual in any language other than English which is authorized, published, and is under the control of the General Grand Chapter of Royal Arch Masons International may be authorized for use as a substitute standard ritual by any subordinate chapter of this Grand Chapter which is authorized to work in that language.
- 5-3. The ritual adopted by this Grand Chapter in 1915 (as revised) is an optional ritual permissible for use in Illinois by the choice of each subordinate chapter.
- 5-4. Special purpose rituals may be used in Illinois under circumstances and controls specified in this section:
 - (1) "The Word" is an authorized ritual for use under the special dispensation of the Grand High Priest in each instance.
 - (2) The ritual authorized by any Grand Chapter recognized by this Grand Chapter may be used by any subordinate chapter of that Grand Chapter when invited by a subordinate chapter in Illinois to present its work. Candidates of Illinois chapters who receive such degrees shall be deemed to have received them in a just and lawful manner, provided that no more nor less than three most excellent masters may be exalted at one and the same time.

- (3) Special purpose or experimental rituals authorized under the provisions of 1-93 (4) of these Bylaws.
- 5-5. Any addition to, deletion from, or any ceremony not provided for in any lawful ritual of this Grand Chapter is prohibited. Any intermingling of, or selective usage of passages within degrees between authorized rituals of this Grand Chapter is prohibited. Any chapter or companion using the same, or any unauthorized ritual or prohibited ritual shall be subject to discipline.

Printed Rituals

- 5-11. The standard ritual shall be printed at the expense of the Grand Chapter. Format, quantities, cost and inventory levels shall be determined by the Executive Committee in coordination with the Finance Committee. Proofs shall bear the certification for accuracy of the Board of Grand Examiners before printing. The printed rituals may include rubrics, notes and directions for floor movements under the control of the Board of Grand Examiners. (2014)
- 5-12. The Grand Secretary shall maintain an inventory of printed rituals and shall control their distribution as directed by the Executive Committee in coordination with the Finance Committee. The secretary of each subordinate chapter may order printed rituals from the Grand Secretary, who shall supply the same at a price to be established by the Executive Committee in coordination with the Finance Committee.
- 5-13. Each printed ritual shall bear a statement that it is the property of this Grand Chapter, along with instructions governing its usage and return.
- 5-14. Destruction of worn, defaced, or defective rituals shall be accomplished under the control of the Grand Secretary, who shall certify such destruction by quantity of copies only. Printed rituals need not be controlled by individual numbering.
- 5-15. The existing stock of the ritual of 1915 (as revised) shall remain under the control of the Grand Secretary, using procedures comparable to those in effect for the standard ritual. Financial regulations governing the printed optional rituals shall be established by the Executive Committee in coordination with the Finance Committee.

Floor Work

- 5-21. The floor movements as instructed by the Board of Grand Examiners in conjunction with the ritual of 1972 (as amended) shall be the standard floor manual of the Grand Royal Arch Chapter of the State of Illinois.

Grand Lecturers

- 5-31. Every companion desiring to be commissioned as a Grand Lecturer must be a member of a royal arch chapter in Illinois; he shall make application to the Grand High Priest for examination on the form provided for that purpose by the Grand Chapter; have endorsed thereon a certificate signed by the High Priest and Secretary of the chapter of which he is a member, that such chapter has, by two-thirds vote, passed a motion or resolution, expressing confidence in the applicant's character, integrity and ability; together with the certificate of a Grand Lecturer that he has instructed the applicant, and that the applicant is proficient in the ritual, ceremonies and floor work of capitular masonry as taught by the Board of Grand Examiners. The Grand High Priest shall designate the time and place for examination, and detail two or more members of the Board of Grand Examiners to conduct the examination. The Grand Examiners so detailed shall be reimbursed for their actual expenses of conducting such examination, and shall receive per diem therefor.
- 5-32. All such applicants shall be thoroughly examined as to their proficiency in the work, ritual, lectures and ceremonies authorized by this Grand Chapter; and the Board of Grand Examiners shall recommend that commissions as Grand Lecturers be issued to such companions so examined as they may deem qualified for such commissions.
- 5-33. The Board of Grand Examiners shall, in their annual report to the Grand Chapter each year, recommend that commissions as Grand Lecturers be renewed and issued to such Grand Lecturers, naming them, as shall have attended not less than five sessions of one or more state schools, and have demonstrated their proficiency in the work, ritual and lectures during such session, or have been excused from such attendance and who, in their judgment, are such as should continue as Grand Lecturers. No person except the Grand High Priest shall have power to excuse Grand Lecturers from attendance at schools for the required time above mentioned. The Grand High Priest may issue commissions as Grand Lecturers to those so recommended by the Board of Grand Examiners. No companion shall act as a Grand Lecturer within this state without a commission from the Grand High Priest.
- 5-34. Grand Lecturers who have served as Grand High Priest or members of the Board of Grand Examiners shall retain the status of Grand Lecturers without required attendance at schools while they remain affiliated with a chapter in this jurisdiction. They shall receive a certificate showing date of their appointment and date of their retirement from the Board of Grand Examiners. This certificate need not be renewed.
- 5-35. A Grand Lecturer who has been commissioned as such for fifteen consecutive years, or who has been commissioned as such for ten consecutive years and has attained the age of sixty years; or who has been commissioned as such for

five consecutive years and has attained the age of seventy years shall upon his written request to the Board of Grand Examiners and the approval of the Grand High Priest, be granted a certificate as a Grand Lecturer Emeritus. He shall retain his certificate as a Grand Lecturer Emeritus so long as he remains in good standing in some Royal Arch Chapter in Illinois, without attendance at any Grand Chapter School of instruction. (2015)

5-36. A program to enhance the ritual proficiency of officers and members of constituent chapters is established to be known as the Progressive Ritualist Program. The program is administered by the Board of Grand Examiners. It consists of five levels of Proficiency as follows:

(1) First level: Requires the applicant to be proficient in the ritual and floor work utilized in the opening and closing ceremonies of the chapter, the manner of going from labor to refreshment and back again, the reception of the District Deputy Grand High Priest, other Grand Officers and the Most Excellent Grand High Priest.

(2.) Second through fifth levels: Requires the applicant to be previously certified at the first level and exhibit proficiency in ritual and floor work for a degree of his choosing, i.e., Mark Master, Past Master, Most Excellent Master or Royal Arch. Any Companion holding membership in any chapter in the State of Illinois may apply for examination as a Progressive Certified Ritualist. Prior to such examination, the Companion, by written request to the chairman of the Board of Grand Examiners, shall state his desire to take his examination, and at which level and for which degree. The chairman of the board shall schedule the time and place for such examination. The Companion may be examined on the first level by two members of the board, two elective Grand Chapter Officers, two District Deputy Grand High Priest, or any combination thereof who have been previously certified at the first level. One member of the Board of Grand Examiners plus one Companion previously certified on the degree being examined must be present to conduct the examination on levels two through five.

Appropriate means of recognition shall be provided to those found proficient according to the above requirements.

Conferring Degrees

5-41. The degrees recognized by this Grand Chapter to be conferred in chapters of this jurisdiction are mark master, past master, most excellent master and royal arch, and shall be conferred in the order named.

5-42. All notices from chapters regarding the conferring of degrees shall contain only

the notice of the time, place of meeting and name of the degree to be conferred. No details of work to be done, business transacted or names of candidates shall be sent except in sealed envelopes.

- 5-43. No chapter shall confer any degree on any candidate who declines to conform to the Bylaws and Regulations of the Grand Chapter. No exception shall be made in favor of any particular person or candidate.
- 5-44. Any chapter may confer the royal arch degree on as many most excellent masters at one and the same time as may be convenient; provided that one team shall receive the degree in full form; and further provided that all candidates be invested with the Word in teams of three; also provided that one or two substitutes may be used in the discretion of the High Priest.
- 5-45. The degrees of mark master, past master and most excellent master may be conferred on as many as may be convenient.
- 5-46. When a chapter desires to have another chapter confer any degree or degrees for it, such arrangements for the conferring of the degree or degrees may be made as may be mutually satisfactory to the High Priest of the chapters interested and to the candidates upon whom such degree or degrees are to be conferred. Request for conferring courtesy degrees may be made only after the fee has been paid in full.
- 5-47. No part of the work shall be omitted, abridged or shortened, nor shall any ritual be used that is not authorized under the provisions of these Bylaws, except by special dispensation of the Grand High Priest.
- 5-48. Companions from Grand Jurisdictions recognized by this Grand Chapter which do not require the mark master, past master and most excellent master degrees, or any of them, who may present themselves as royal arch masons, producing satisfactory evidence of having received that degree, may be given free of charge, the degrees of mark, past and most excellent master to the end that they may be healed.
- 5-49. Any candidate failing to appear for advancement within one year of his election, except for good cause, of which the chapter shall be the judge, and for which by majority vote it may excuse him, must again petition and be subject to the laws governing original petitions for the degrees. The chapter shall credit or refund to the candidate the fee paid with the first petition.
- 5-50. When the candidate shall have failed to appear for the degrees up to thirty days before the expiration of the time limit of his petition, the High Priest shall cause him to be notified of the penalty provided in 5-49 hereof. Such notification shall be delivered personally if possible.

Book of Marks

- 5-51. It shall be the duty of every chapter to provide itself with a book of marks, which shall be on the secretary's desk whenever the mark master degree is conferred.
- 5-52. Every mark master is expected to select and record a mark before receiving the royal arch degree and when once chosen and recorded as such in the lodge book of marks, no one can alter or change it; if erased or changed on the book, such action being illegal, does not thereby alter or change the mark, which remains as originally selected and recorded, and the Secretary of the chapter should cause its restoration on the book.
- 5-53. It is not necessary for a mark master to engrave with his own hand his chosen mark upon the lodge book of marks, but it may be done by another with his approval.

Title 6 - Finance

Grand Chapter Revenue

- 6-1. The revenue of the Grand Chapter shall be derived from the sources specified here under.
- 6-2. For every dispensation to form a new chapter, one hundred dollars, which amount shall include the fee for a charter if the Grand Chapter shall subsequently issue the same; but should a charter not be granted, nor the dispensation continued, the fee shall be refunded to the petitioners, excepting such part thereof as shall have been actually expended by reason of their application. All other dispensations shall be issued without fee.
- 6-3. From each chartered chapter, the Grand Chapter dues as provided herein under 6-41.
- 6-4. From each chapter under dispensation, the Grand Chapter dues as provided herein under 6-42.
- 6-5. Income from distribution of printed rituals.
- 6-6. For each exaltation, a fee of \$10.00.
- 6-7. For each investment made from funds not needed for current expenses, as provided in 1-72 (4) hereof, all income accruing thereon.
- 6-8. Miscellaneous income arising incidentally from the operations of the Grand Chapter.

- 6-9 All moneys specified herein shall be paid into the Grand Treasury within thirty days after being received.

Grand Chapter Expenditures

- 6-11. General operating expenses authorized by the annual budget submitted in accordance with 1-82 (3), and adopted by the Grand Chapter.
- 6-12. Expenditures approved by the Finance Committee in accordance with 1-82 (5) herein.
- 6-14. Every account against the Grand Chapter shall be itemized.
- 6-15. The Grand Treasurer shall receive an annual expense account in the amount specified in the annual budget. (2014)
- 6-16. For his services the Grand Secretary shall receive a sum as adopted annually in the budget of this Grand Chapter at its annual convocation and payable monthly in installments.
- 6-17. An appropriation shall be made annually for the contingent and incidental expenses of the Grand Secretary's office. All expenditures from this contingent fund shall be paid out on itemized bills, approved by the committee on finance, and duly accounted for at the next annual convocation. Any unexpended balance of the appropriation shall be returned to the Grand Chapter Treasury before such final accounting is submitted.
- 6-18. The official charity of the Grand Chapter shall that designated by the Grand High Priest for his term of office, provided, however, that no charity may be so designated unless qualified under §501 © (3) of the Internal Revenue Code or its foreign equivalent. Donations shall be collected through the Royal Arch Masons Charitable Foundation, Inc. chartered on March 24, 2008, and disbursed through that charity foundation. A report of all receipts and expenditures shall be made at each Grand Convocation. Such receipts and/or acknowledgments of donations, memorials, etc., shall be issued as Grand Treasurer determines. Any other special charitable project designated by the Grand High Priest or the Grand Chapter shall be in addition to this official charity. (2008)

Allowable Expenses

- 6-31. The Grand High Priest shall be reimbursed for expenses incurred by him related to the official performance of his duties. In addition he shall be paid mileage and per diem at the annually approved rate by the Internal Revenue

Service for each mile necessarily travelled in the discharge of his duties up to the amount budgeted for Grand High Priest expense. (2014)

- 6-32. For their services, Members of the Board of Grand Examiners shall receive mileage and per diem at the annually approved rate. They shall receive expenses only for schools, examinations and other activities when called by the Grand High Priest, to be paid on itemized bills approved by the Grand High Priest, up to the amount budgeted for the Board of Grand Examiners' expenses. (2014)

Annual Dues to Grand Chapter

- 6-40. The annual dues assessed by a chapter shall be uniform and payable in advance on or before the 1st day of June. Such dues shall not be less than ten dollars (\$10) plus per capita. Each member shall pay the same amount and no dues shall be assessed against a member who is declared legally insane or the Illinois Knights Templar Home for the Aged Infirm, or who has been a Royal Arch Mason in good standing for fifty years or more or life member. No chapter shall levy a special tax or assessment upon its members other than dues prescribed by its bylaws. (2015)

- 6-41. Every chapter in this jurisdiction, on or before the first day of June each year, shall pay into the treasury of the Grand Chapter through the Grand Secretary, as dues, a sum as outlined in Schedule A below, for each Royal Arch Mason belonging to such chapter at the time of submitting the annual returns. No chapter shall be required to pay Grand Chapter dues upon any member who has been declared legally insane or who is a member of the Illinois Knights Templar Home for the Aged Infirm, or who has been a Royal Arch Mason in good standing for fifty years or more, not upon members whose dues have been remitted because of ill health or poverty; provided that no chapter shall pay less than thirty-five dollars as Grand Chapter dues each year. (2015)

Schedule A

	06/01/2016	06/01/2017	06/01/2018	06/01/2019	06/01/2020
General Fund	\$10	\$12	\$13	\$14	\$15
Veil Fund	\$1	\$1	\$1	\$1	\$1
General Grand Chapter	\$2	\$2	\$3	\$3	\$3
Total	\$13	\$15	\$17	\$18	\$19

- 6-42 Every chapter under dispensation shall pay Grand Chapter dues according to all the provisions of 6-41, except that no Grand Chapter dues shall be paid for such

members as pay dues in a chartered chapter.

- 6-43. Any chapter that shall neglect or refuse to pay its annual dues for three consecutive years the charter may be suspended and the effects of the chapter be disposed of as provided in 2-165; provided, that for satisfactory reasons for a failure to comply with the foregoing requirements, and upon making full returns and paying all back dues and penalties, the charter and other effects of the chapter may be restored by the Grand Chapter upon a vote of two-thirds of the members present at an annual convocation, if within two years of the date of suspension. (2008)
- 6-44. Where a chapter is in arrears for Grand Chapter dues or penalty for more than one year, any payment must first be applied to the oldest account.
- 6-45. No Chapter in this jurisdiction shall be charged with the Grand Chapter dues upon a member who has been legally insane, or who is in the Illinois Knight Templar Home for the Aged infirm, or who has been a Royal Arch Mason for fifty years or more. With no exception all other members must pay dues to the Grand Chapter. A Chapter may remit by majority vote, the whole or any portion of the dues of any member then due, if circumstances warrant this action. It then becomes the duty of the constituent Chapter to pay that member's dues to the Grand Chapter. (2015)
- 6-46. Any member of a chapter who has heretofore or may hereafter receive a certificate of fifty years membership in a chapter or chapters of Royal Arch Masons shall be exempt from the payment of dues to the chapter or chapters of which he is a member, and no Grand Chapter dues shall be required to be paid upon any such member. Any member of an Illinois chapter who has been a royal arch mason in good standing for a period of fifty years or more shall be qualified for such certificate.

Chapter Finances

- 6-51. The annual dues assessed by a chapter shall be uniform, each member paying the same amount, provided that no dues shall be assessed against such members as come under the provisions of 6-41, 6-45, or 6-46, or who are in any charitable institution; no chapter shall levy a special assessment upon its members other than the dues prescribed in its bylaws.
- 6-52. The Treasurer, Secretary, and Sentinel, or any of them, shall receive such compensation for his services as the chapter may direct.
- 6-53. No chapter shall confer the four degrees upon any candidate for a less sum than twenty-five dollars, provided, that in cities of more than 250,000 population, the minimum fee shall be thirty dollars.

- 6-54. No chapter shall confer any degree upon any candidate, nor admit any companion to membership, until the fee provided in the bylaws of the chapter has been paid to the proper officer. No written or verbal promise to pay shall be received in lieu of payment, and no portion of such fee shall be remitted either directly or indirectly.
- 6-55. When one chapter confers a degree for another, the chapter that does the work can collect only such fee as is charged by the chapter for which the work is done. The question of which chapter is to receive the fee or any division thereof shall be determined before the work is done. In the absence of such agreement, the chapter that elected the candidate is entitled to the fee. This section shall apply to all courtesy degree work, whether interstate or within this jurisdiction.
- 6-56. The Secretary shall pay over to the Treasurer the fees of an applicant for the degrees as soon as received. If the petitioner is rejected the chapter shall draw an order at once and return the fee to the applicant. In no case shall the chapter use any part of the fee until the petitioner is elected.

Title 7 Discipline

Unmasonic Conduct

- 7-1. Offenses against moral or masonic law committed by a Royal Arch Mason are normally adjudicated by appropriate Masonic authority in the companion's character as a Master Mason, whereby capitular discipline automatically follows under the provisions of 7-2 hereunder. Should an offense limit initial jurisdiction exclusively to Royal Arch Masonry, it is desirable that the exercise of Masonic discipline be uniform and consistent with that exercised by the Grand Lodge of Ancient Free and Accepted Masons of the State of Illinois. To that end, the Grand Royal Arch Chapter of the State of Illinois binds itself to the exercise of the disciplinary codes (except for nonpayment of dues) of the Grand Lodge of Illinois, approximately interpreted mutatis mutandis to conform to the usages, nomenclature, customs and practices of Royal Arch Masonry, including such changes and amendments as may be enacted therein from time to time.
- 7-2. Suspension or expulsion of a companion by a master masons lodge shall operate as a suspension or expulsion by his chapter during the continuance of such sentence.
- 7-3. Whenever a companion who has been suspended by his lodge shall be reinstated by his lodge, he shall thereby be automatically reinstated to good standing in his chapter by presenting evidence of his reinstatement by his lodge, and such fact shall be noted on the records of the chapter.
- 7-4. When a companion who has been expelled from his lodge shall be reinstated by

the Grand Lodge, a certificate from the secretary of the lodge accepting him for membership, under seal of the lodge, must accompany his petition for reinstatement in capitular masonry. No affiliation fee shall be required if he petitions the chapter of which he was formerly a member, for membership therein.

- 7-5. Any office held in a constituent chapter by a member found to be un-affiliated with a craft lodge due to suspension or expulsion shall immediately be forfeit. The vacant office shall be filled by appointment or election as specified by the chapter's bylaws, provided, that dispensation from the Grand High Priest is acquired for any elective office.

Suspension for Nonpayment of Dues

- 7-11 The payment of annual dues is a duty incumbent upon every member of a chapter and the neglect or refusal to fulfill this duty shall be, except for good cause, an infraction of capitular law and shall subject the delinquent to chapter discipline.
- 7-12. No chapter shall make any bylaws, rule or regulation exempting any member from the payment of annual dues or any part thereof; provided, that chapters may remit, by a majority vote, dues already accrued where the member is unable to pay on account of poverty. Nothing herein shall be construed to affect any right heretofore acquired by any member of a chapter under the then existing bylaws of said chapter.
- 7-13. Every chapter shall collect annual dues by its fiscal year, and the annual dues of each member shall be for the fiscal year, and all receipts for annual dues shall cover the fiscal year for which dues are paid. Annual dues are payable in the year the same accrue, and become delinquent on the first day of the following fiscal year. Chapter bylaws providing for the payment of dues in advance cannot be enforced by suspension until such dues have become delinquent as herein provided.
- 7-14. The secretary shall on or before the first day of each fiscal year, give notice, to each member, personally or by transmitting a statement of his indebtedness to his last known point of contact or place of residence, which said notice shall request payment of delinquent dues. (2014)
- 7-15. Any member who may be in arrears for dues to a chapter, according to the provisions of its bylaws shall be notified thereof by the secretary, with a request for payment of the same at or before some specified subsequent stated convocation of the chapter. (2014)
- 7-16. If a member neglects or refuses to make answer to a notice to pay dues at or before the time designated therein, he shall be notified in person if possible, to

appear at some specified subsequent stated convocation and show cause why he should not be suspended for nonpayment of dues. No chapter or grand chapter dues shall accrue against a suspended companion during the period of his suspension.

- 7-17. If the whereabouts of a companion in arrears for dues be unknown, a written notice shall be addressed to him at his last known place of residence. This shall be deemed due notice, and the chapter may proceed without his presence.
- 7-18. When nothing has been known or heard of a life member of a chapter for a period of seven years he shall be considered legally dead.
- 7-19. When any member in arrears for dues shall refuse or neglect to answer the notices prescribed herein, it shall be the duty of the secretary to communicate the fact of delinquency to the chapter at the next stated convocation thereof following the stated convocation specified in the second notice, together with the chapter records showing the companion's indebtedness, which facts and exhibits shall be deemed ample proof of the companion's delinquency.
- 7-20. If a companion who has been served with notice of arrears of dues shall be present in the chapter, he shall be entitled to submit such pleas in extenuation of his delinquency as he may deem proper, after which he shall retire from the chapter. It shall then be the duty of the Excellent High Priest, failing a motion being made to grant the delinquent member further time in which to meet his current obligation, or a motion to remit the dues in arrears either in whole or in part, to cause a ballot to be taken without a formal motion upon the proposition to suspend the delinquent member indefinitely.
- 7-21. A two-thirds ballot by the members present shall be necessary to suspend a companion for nonpayment of dues. These proceedings shall be deemed due notice and fair trial.
- 7-22. If a chapter accepts a note of hand from a member for the payment of dues, such note being purely a business arrangement, the chapter cannot make the nonpayment of the note a basis of charges with a view of penal discipline.
- 7-23. Compulsory process by a chapter to enforce the payment of dues lies only against a member thereof; if a member has dimitted from a chapter by act of the Grand Chapter he cannot afterwards be disciplined for the nonpayment of dues existing at the time of dimission.
- 7-24. A companion cannot be disciplined for arrearages of dues to a chapter that has ceased to exist.
- 7-25. An insane member cannot be disciplined for nonpayment of dues nor can any chapter charge a member with dues who has been legally declared insane during the time of his mental aberration. The legal declaration of a court of law shall be

sufficient evidence of insanity.

Reinstatement

- 7-31. Any member indefinitely suspended by a chapter for nonpayment of dues may file his written petition for reinstatement with the chapter from which he was suspended at any stated convocation, but not more than three times in any one year. The petition may be acted upon at the same or any subsequent stated convocation, when, on payment or remission of delinquent dues, if any, and upon favorable ballot of two-thirds of the members present, the petitioner may be reinstated to membership in the chapter.
- 7-32. Any member indefinitely suspended by a chapter for nonpayment of dues shall be automatically reinstated upon satisfaction of the delinquency if such action is taken within ninety days of the suspension.
- 7-33. If suspended for nonpayment of dues only, a suspended companion may petition the chapter from which he was suspended without the payment of an affiliation fee.
- 7-34. If a chapter from which a member was suspended for nonpayment of dues has become dormant, petition for reinstatement accompanied by remittance in payment of the accrued dues at the time of suspension, may be made to the Grand High Priest provided the petitioner is in good standing in a master masons lodge. The Grand High Priest may direct the Grand Secretary to issue a certificate of good standing to the petitioner, and the dues collected shall be placed to the credit of the dormant chapter on the records of the Grand Chapter.
- 7-35. A chapter cannot refuse to act on a petition for reinstatement from suspension for nonpayment of dues, but if a chapter declines to reinstate such petitioner to good standing in capitular masonry, any delinquent dues paid by said petitioner after his suspension shall be returned to him.

Title 8 Standing Resolutions

Authority of Officers to Assign Registered Securities

Be it resolved by the Grand Royal Arch Chapter of the State of Illinois, an Illinois Corporation, in stated convocation on this 25th day of April A.D. 1950, that:

The Grand Treasurer and the Grand Secretary are hereby jointly authorized and empowered to sell and assign any and all United States securities of any description now or hereafter registered on the books of the Treasury Department and registered securities with respect to which the Treasury Department acts as the transfer agency in the name of "The Grand Royal Arch Chapter of the State of Illinois" or which are now or hereafter may be assigned to it.

And it is further resolved, that any and all assignments of any such securities registered in the name of, or assigned to, this corporation heretofore or hereafter made by the above named officers, are hereby ratified and confirmed.

And be it further resolved, that the Grand Treasurer and Grand Secretary are hereby jointly authorized and empowered to sell and assign any and all securities of any description whatsoever owned or acquired by The Grand Royal Arch Chapter of the State of Illinois.

York Rite Fiscal Officers Fund

WHEREAS, the Grand Royal Arch Chapter of the State of Illinois desires to render every possible service and assistance to its constituent chapters, therefore,

BE IT RESOLVED: that a fiscal officers fund is hereby established under the control of a Board of Managers as provided herein for the protection of the constituent chapters in Illinois. This fund, to be known as the Fiscal Officers Fund of this Grand Chapter, shall be guaranteed by the Grand Royal Arch Chapter of the State of Illinois. The fund shall be administered in conformity to the following rules:

- (1) Each constituent chapter shall remit to the Grand Secretary with the annual report the sum of ten dollars. (2015)
- (2) All moneys so received shall be deposited in an interest-bearing account in a financial institution of public deposit chartered to transact business in the State of Illinois. All moneys so deposited shall be in the name of this Grand Chapter but assigned to the exclusive use of the Board of Managers of the Fund.
- (3) During the calendar year beginning January 1, 2009, and each calendar year thereafter, each constituent chapter so remitting shall be reimbursed against any losses, misappropriations, or mysterious disappearances in the funds administration or accounts of the Treasurer and Secretary of such chapter to a maximum amount of \$5,000.00 annually for each officer.
- (4) The Board of Managers of the Fund shall have sole determining authority as to the validity and amount of any claim for reimbursement made against the fund and may adopt such forms and procedures as are deemed necessary for its purposes.
- (5) Any constituent chapter that considers the maximum annual benefit as provided herein to be inadequate for the prudent management of its financial affairs may secure such additional protection as it considers appropriate, but such protection shall not relieve that body of its obligation hereunder.
- (6) The Board of Managers shall consist of the Deputy Grand High Priest, the Grand King, the Grand Scribe, the Grand Treasurer and the Grand Secretary.

- (7) The Chairman of the Board of Managers shall be appointed by the Grand High Priest from among the aforementioned members. The Chairman may appoint such other officers and committees as he considers appropriate.
- (8) If in the judgment of the Board of Managers, the corpus of the Fund, and its anticipated or realized income from interest shall so warrant, the annual contribution may be reduced or waived in its entirety for any year.
- (9) In the event of a vacancy arising among the Board of Managers, or in the event that a member shall recuse himself from the resolution of a particular claim, the Grand High Priest shall immediately appoint an interim member to serve until the next annual convocation of the Grand Chapter or until the claim in question has been resolved.

Life Membership

- A. There shall be established in the accounts of the Grand Royal Arch Chapter of the State of Illinois two separate accountings to be known as the "GRAC Per Capita Endowment Fund" and the "GRAC Life Membership Fund."
- B. Any member of a chapter, not indebted to the chapter for dues or otherwise, may upon payment of the amount specified in the chapter's bylaws for life membership, become a life member of the chapter. Any subsequent change in the amount so fixed shall not impair the life membership so purchased, nor shall the life member be subject to additional assessment or contribution.
- C. Each chapter except those chapters operating a separate life membership programs shall adopt a by-law establishing the amount necessary to purchase a life membership, which shall be stated in terms of shares for "Life Membership" at \$50 per share. A minimum of six shares shall be necessary to purchase a "Life Membership." After the applicant's life membership has been approved the fees shall be divided into the Grand Chapter per capita share and the Chapter share. It shall be divided three shares for the per capita share and the remaining shares for the chapter share. The Grand Chapter per capita share shall be placed into an investment account known as "GRAC Per Capita Endowment Fund." A record shall be maintained to show the amount in the fund which is credited to each chapter and all the income for said fund shall be distributed at least annually to each chapter in the "Life Membership Fund: on its prorated share of the life membership fund. Each chapter shall be exempt from Grand Chapter per capita tax on those members who have paid a share into the life membership per capita tax fund by purchasing a life membership after January 1, 1995, or an additional share to an existing life membership in the name of the Grand Chapter.

- D. All such purchases shall be transmitted without delay to the Grand Secretary for incorporation into the Fund. The Grand Secretary shall maintain records detailing the number of shares standing to the credit of each chapter. The chapter secretary shall maintain records detailing the life membership status of each companion life member.
- E. All investments and capital transactions of the corpus of the "GRAC Life Membership Fund" and the "GRAC Per Capita Endowment Fund." shall be in accordance with the provisions of the bylaws of the Grand Chapter. A report of the "GRAC Life Membership Fund" and the "GRAC Per Capita Endowment Fund" shall be made by the Grand Treasurer, either accompanying or as a portion of his Annual Report to the Grand Chapter.
- F. Income derived from the investment of the corpus of the Life Membership Fund shall be distributed annually to the several chapters, prorated in proportion to the contributions made by each chapter's members as compared to the total corpus of the fund.
- G. In computing the pro rata shares of the several chapters, the following rules shall apply:
- (1) Consolidation of chapters: the total contributions of the chapters involved shall be added together, and shall stand to the credit of the resulting chapter.
 - (2) Arrested, erased, or voluntarily surrendered charters: the contributions of life members shall be added to the credit of the chapter with which each life member subsequently affiliates.
 - (3) Plural Members: contributions may, but need not, be made through each chapter in which plural membership is held, and shall be credited to that chapter only. Companions may purchase life memberships in as many or as few chapters as desired, but purchases must conform to the bylaws of each chapter in which life membership is desired.
 - (4) Other circumstances: Rules shall be established by the Finance Committee, in coordination with the Executive Committee, the Grand Secretary, and the Grand Treasurer relating to conditions not herein specified.
- H. Any chapter having upon its rolls 250 or more dues-paying members may, at its option, provide in its bylaws for the establishment and administration of a life membership fund under its own administration subject to its own bylaws and subject also to supervision by this Grand Chapter. The Grand High Priest, or one whom he may designate, may annually, at his discretion, examine the records of

the life membership fund of any constituent chapter to satisfy himself that the fund contains the correct amount of money for the total number of living and deceased companions who have purchased life memberships in the chapter and that all money in said fund is safely invested. (At no time may a chapter transfer out of its life membership fund any money which had been contributed to purchase a life membership.) The funds and records of each chapter shall be so examined at least every five years. Should the Grand High Priest find any deficiency, such deficiency shall immediately be corrected by the chapter. Absent such total correction, the Grand High Priest may recommend at the next annual convocation of this Grand Chapter that the right of the chapter to administer its own life membership fund be revoked. In the event that the dues-paying membership (including life members) of a chapter has fallen below 250 for two consecutive years, the chapter shall immediately notify the Grand Secretary that the aforementioned examination must be conducted annually; the Grand High Priest shall then cause such examination of the records to occur. Being so satisfied, the Grand High Priest may, in his discretion, authorize the constituent chapter to continue to administer its own life membership fund; provided that such examination of the records is conducted annually so long as the dues-paying membership remains below 250. However, the membership requirement of 250 shall not apply to any chapter which was administering its own life membership fund prior to July 2002. In the event that a recommendation of the Grand High Priest to revoke the right of a chapter to administer its fund is approved by the Grand Chapter in annual convocation, the officers of the chapter involved shall cooperate and fully comply with all directives of the Grand High Priest, or one designated by him, for transferring all money and records of the fund to this Grand Chapter for inclusion in the Life Membership Fund. (2002)

CHAPTER SECRETARIES MANUAL ON LIFE MEMBERSHIP

I. Introduction

The Grand Chapter, at its annual convocation in 1979, adopted legislation to establish a Life Membership Program. Under this legislation, every Royal Arch Mason in good standing in an Illinois chapter is entitled to purchase a life membership in his chapter.

II. Summary of Life Membership Legislation

Effective January 1, 1980, a Life Membership Fund shall be established by the Grand Chapter, to be invested and administered by the appropriate financial officers of the Grand Chapter. All payments into the Fund shall be permanent contributions, and shall be invested to produce income. All income so generated shall be distributed annually to the several chapters in proportion to each chapter's contribution to the Fund.

Contributions to the Fund shall be in shares of \$50.00 each, with a minimum

contribution of six such shares of \$50.00 (total \$300.00, Three shares to the Grand Chapter (total \$150.00) and three shares to the individual chapter (total \$150.00) Each chapter shall adopt a by-law which specifies the number of shares necessary to constitute a Life Membership in their chapter. (2004)

It is also provided that any chapter which has and maintains a membership of 250 or more dues-paying members may opt in its bylaws to administer its own Life Membership Fund.

Duties of Grand Chapter

III. Operating Rules

Specific rules for the financial administration of the Fund shall be promulgated by the Grand Chapter Executive Committee, in consultation with the Finance Committee, the Grand Treasurer, the Grand Secretary, and the Chairman of the Jurisprudence Committee. The duties of the various officers and agencies concerned with the investment and administration of the Fund shall conform to the appropriate provisions of the Constitution and Bylaws of the Grand Chapter. They shall have authority to appoint such advisors and consultants as they consider necessary to assist them in the performance of their duties.

All monies received from the purchase of Life Membership shares shall constitute the corpus of the Fund, and shall be invested to produce income. Such investment shall be in securities, certificates of deposit, and/or interest-bearing savings accounts in conformity with the laws of the State of Illinois relating to fiduciary funds.

The income from such investments shall be accumulated through the year, and distributed annually to the several chapters in proportion to the number of shares standing to the chapter's credit. Such interim income may be held in a separate interest-bearing account until distributed, and interest gained therefrom shall be included in computing the annual distribution. Appropriate administrative charges, including brokerage, may be defrayed from the income account prior to computing the annual distribution. A modest residuum may be retained in the income account to keep the account open, and to accomplish this purpose, the annual distribution may be calculated to the nearest lower 10 cent per share increment.

IV. Grand Treasurer

The financial operations of the Fund shall be discharged under the control and authority of the Grand Treasurer, who shall render due report of the Fund to the Grand Chapter at each Annual Convocation.

V. Grand Secretary

The administration of the Fund shall be exercised by the Grand Secretary, who shall render due report thereof to the Grand Chapter at its Annual Convocation. His responsibility shall not encompass the maintenance of records relating to individual companions, but only as to the number of shares standing to the credit of each chapter, with proper adjustments thereof which may arise from time to time. He shall receive all contributions to the corpus of the Fund from the several chapters, and transmit the same to the Grand Treasurer for investment. He shall perform such other administrative duties in connection with the Fund as normally arise from the nature of his office, or as directed under the rules of administration which may be duly promulgated.

VI. Annual Distribution of Income

A standard fiscal year for Fund administration purposes shall be adopted, and all income from the investment of the corpus of the Fund shall be accumulated through the fiscal year. Within thirty days of the close of the fiscal year, the annual distribution of income shall be calculated on a per share basis in conformity with the rules outlined herein and to be promulgated by proper authority. The income shall be distributed no later than thirty days after the close of the fiscal year to the several chapters on the basis of the number of shares standing to the credit of each chapter. Contributions made during the year shall be credited on the basis of income earned from the beginning of the quarter following receipt by the Grand Secretary

Duties of Constituent Chapter

VII. Chapter Bylaws

Every Royal Arch Chapter in Illinois now has the duty of adopting a by-law relating to Life Membership. Such action must conform to the procedure for amendment which is specified in your chapter's present bylaws, but the Chairman of the Jurisprudence Committee has ruled that it will not be necessary to obtain his approval for such new bylaws to take effect. However, any future amendment of your chapter's bylaws once you have adopted this provision must be approved -- this is a one-time exemption only. As a matter of administrative cooperation, each chapter is requested to forward the enclosed form to the Grand Secretary to inform him of the action taken by your chapter.

Your by-law should specify how many shares shall be necessary to purchase a life membership in your chapter (not less than six shares of \$50.00 each, three shares to the Grand Chapter and three shares to the individual chapter). It should also state that a companion must be in good standing in his lodge and in the chapter, and current in his chapter dues at the time of purchase. It should also specify that the contribution is not refundable at any time, and that all conditions

of membership in a Royal Arch Chapter must be conformed to (good standing in lodge, for example) or his membership will be interrupted. A sample by-law is included in this manual as a guide, but it is not a mandatory format. (2004)

If your chapter qualifies to administer its own Life Membership Fund, and chooses to do so, it may adopt an appropriate by-law to accomplish that purpose. If you adopt a by-law to do so, the approval of the Chairman of the Jurisprudence Committee shall be obtained. The blanket approval applies only to chapters participating in the Grand Chapter Fund.

The effective date for the initiation of the Life Membership Fund program in the Grand Chapter is January 1, 1980, and each chapter is urged to adopt its by-law as early as possible. The longer you delay, the greater disservice you do to your members, and there is no good reason why the adoption of the by-law should not be completed by every chapter before June 30, 1980 at the latest.

VIII. Chapter Secretary's Duties

The maintenance of Life Membership information relating to the individual companion remains the responsibility of the chapter Secretary. The administration of the Fund from a financial point of view is with the Grand chapter, but from a personal point of view is with the local chapter. The annual return, per capita liability, and other requirements remain unchanged. The only effect of this program upon the normal and routine operations of the individual chapter Secretary is to eliminate the problem of dues collection.

The type of dues card which your chapter chooses to use for life members is your own decision. You may choose to issue an annual card each year, to insert the word "life" in the "dues paid to" space, or adopt a special life membership card.

The Individual Companion

IX. Privileges and Responsibilities

As a Royal Arch Mason, the individual companion enjoys various rights and privileges. The Life Membership Program adds another privilege and right to this array. At his own free choice and option, he may now make a one-time payment and thereafter be free from the payment of any further annual dues for life. If the chapter's dues should be raised, his membership is unimpaired, and he will not be subject to an increased liability. If the return on his contribution falls short of the annual dues specified in the chapter's bylaws, he cannot be assessed for the difference.

Various reasons may prompt a companion to seek Life Membership. He may wish to be free from the annual duty of insuring that his dues are paid. He may be at the peak of his earning power and anticipating the years when the annual

payment of dues may become a financial burden to himself and family. He may be desirous of aiding his chapter by reducing the administrative and financial burden of dues collection. He may desire to leave a legacy to aid his chapter financially for all future time even though he shall have gone to his eternal reward. Whatever the reason, this right cannot be impaired or infringed for any Royal Arch Mason in Illinois.

If you are in good standing in your lodge and chapter, and current in your chapter dues, you may obtain Life Membership by paying to your Chapter Secretary the amount specified in your chapter's bylaws for that purpose. Thereafter your status as a Royal Arch Mason is assured, subject only to the standard conditions of membership. These include maintaining your good standing in a regularly constituted lodge of Master Masons, freedom from the sentence of suspension or expulsion, etc.

Miscellaneous

X. Factors You Should Understand

(1) Permanence of the Fund: When a companion purchases a Life Membership, his contribution to the Fund will be earning annual interest permanently, and his chapter will be receiving that annual interest permanently. If the companion dies, is suspended by his lodge, or enters a non-dues-paying status (50-year membership, for example), his chapter will still continue to receive the income from his investment so long as the chapter maintains its charter.

(2) Change of Minimum Contribution: If your chapter chooses at some future time to increase the minimum contribution for Life Membership, you cannot force your existing Life Members to make an additional contribution. Once they have made the original purchase under the provisions of the bylaws then in force, they are Members for Life with no further liability. However, there is nothing to prohibit them from making additional contributions should they voluntarily elect to do so.

(3) Irrevocability of Purchase: When a companion purchases a Life Membership, his contribution to the Fund is permanent and irrevocable. He cannot later withdraw it, nor can his chapter withdraw it for any purpose.

(4) Change of Annual Dues: If a chapter increases its annual dues, it cannot assess a Life Member for the difference which might arise between the annual income from the Fund and the new level of annual dues.

(5) Plural Members: A companion who holds membership in more than one chapter is liable for annual dues in each chapter in which he holds membership. If he chooses to purchase a Life Membership in one such chapter, he remains liable for annual dues in each other chapter in which he holds membership. He

may of course purchase Life Membership in any or all chapters in which he holds membership.

(6) Interruption of Membership: Should a companion demit from his chapter, or suffer an involuntary interruption of his membership, the chapter will continue to receive the annual income from his contribution. This circumstance shall not be considered as supplanting his record of continuous membership since that record is calculated on the basis of his conforming to all the requirements of a Royal Arch Masons. Just because his chapter continues to receive income while he is suspended from his lodge, for example, does not erase such suspension from his record as a Royal Arch Mason.

(7) Consolidation of Chapters: Should two chapters consolidate, having different minimum requirements for the purchase of Life Membership, the resulting consolidated chapter must honor all Life Memberships already in force, and cannot require any additional contribution. It can, however, accept additional contributions if voluntarily offered. Upon approval of the consolidation, the Grand Secretary will credit the resulting chapter with the combined total of shares standing to the credit of the consolidating chapters and will make the annual distribution accordingly.

(8) Charter Arrest: Should a chapter voluntarily surrender its charter, or have its charter arrested, it becomes the duty of each member in good standing to affiliate with another chapter.

In the case of a Life Member, the chapter with which he affiliates shall be credited with the shares deriving from his membership regardless of any difference between the minimum contribution between the defunct chapter and the gaining chapter. The annual distribution of income shall be made to the gaining chapter without regard to any current non-dues-paying status to which the companion may be entitled. To clarify, a Life Member of a chapter requiring two shares affiliates with a chapter requiring three shares because his original chapter's charter was arrested. The new chapter, having accepted him, will be credited with the income from two shares, and the companion is in good standing. If, however, he is now a fifty-year member, the gaining chapter will receive the annual income, but will not pay per capita on his membership.

If a companion Life Member of a chapter whose charter is arrested chooses to affiliate with an out-of-state chapter or if contributions formerly made by deceased members stand to the credit of the defunct chapter, such credits shall be erased, and the income that would accrue to them would be distributed among the remaining chapters' credits. To illustrate, suppose the income of the Fund was \$4,000.00, and there are 1000 shares participating in the distribution, so that each chapter receives \$4.00 per share standing to its credit. However, a chapter has its charter arrested, and there are 25 shares credited to that chapter,

whose contributors are dead, fail to affiliate, or affiliate out-of-state; there would then be only 975 units participating in the distribution, so each share would receive \$4.10.

(9) Transfer of Membership:

- (a) *To Another Illinois Chapter:* If a Life Member of an Illinois Chapter chooses to transfer his membership to another Illinois chapter, the annual distribution of income will be made to the gaining chapter, and the record of credits in the Grand Secretary's office will be amended accordingly. However, such transfer is a voluntary act on the part of the companion, and he may be required to make an additional contribution to the gaining chapter to bring his purchase of Life Membership into conformity with his new chapter's bylaws. It shall be the responsibility of the gaining chapter to inform the Grand Secretary and the losing chapter of the change in status to such Life Member. In all cases the contributions remain permanent with the originating fund and only the interest (or yearly payments from the fund) is paid to the gaining Chapter.
- (b) *To a Chapter in another Grand Jurisdiction:* If a Life Member of an Illinois Chapter chooses to transfer his membership to a chapter in another Grand Jurisdiction, his contribution shall not be transferable, since he would no longer be subject to the obedience of the Grand chapter of Illinois. His original chapter would continue to receive the income from his original investment.

General Discussion

XI. Benefits of Life Membership

A general discussion of the potential benefits of the Life Membership Program to the individual chapter was outlined in correspondence relating to this subject before the Annual Convocation of the Grand Chapter. The program is now in force, and these benefits are now yours. They include:

- (a) assured income, without expense of collection
- (b) conservation of membership
- (c) reduced suspensions
- (d) retained interest of membership
- (e) hedge against inflation
- (f) benefit to the companion outlined above

XII. Factors in Establishing Minimum Contribution

Each chapter must now determine the investment required to produce an annual income that approximates its annual dues minus the per capita tax. That investment must be a minimum of \$300.00 (six shares of \$50.00, three shares to the Grand Chapter and three shares to the individual chapter), and can be fixed at a higher level in \$50.00 increments.
(2004)

While the return on investments cannot be guaranteed, it is reasonable under current conditions, and on a conservative basis, to anticipate an annual return of 5% or more. On this basis if your annual dues are \$7.00 to \$8.00, a minimum level of 2 shares (\$100.00) would seem appropriate. If your dues are \$10.00 or \$11.00, you might choose to specify 3 shares (\$150.00), and if they are in the \$15.00 area, you might choose 4 shares (\$200.00). It should be pointed out that in organizations which offer Life Membership Programs, they have generally failed to achieve participation at a satisfactory level where the Life Membership fee exceeds 15 times the annual dues, but the choice lies with each chapter.

XIII. Sample By-Law:

Every Royal Arch Mason holding membership in this chapter may purchase a Life Membership in this chapter by paying to the Secretary the sum of _____ which amount the Secretary shall remit to the Grand Secretary for credit to the Chapter in the Life Membership Fund of the Grand Chapter. The companion shall be in good standing in his lodge and chapter, and his dues account on the books of the chapter must be current at the time of application. Thereafter, he shall be exempt from the payment of annual dues to the chapter, and shall remain in good standing for life, so long as he remains in good standing in his lodge, and does not come under the sentence of suspension or expulsion from Royal Arch Masonry. Such purchase shall be irrevocable, and shall not be refunded for any cause and the companion so purchasing a Life Membership shall not be liable for further assessment on that account.

Addenda:

Two matters requiring emphasis have been brought to the attention of the Grand Chapter regarding this manual.

- (1) In the sample By-law appearing on this page, it is suggested that there is confusion regarding the companion's status at the time he purchases a Life Membership. The phrase "his dues account on the books of the chapter must be current at the time of application." This phrase is intentional, and it is very important. Assuming a chapter is operating on a January 1 - December 31 fiscal year. On February 15 a companion decides that instead of paying the annual dues which became due on January 1, he will just take a Life Membership and not have to worry about paying annual dues.

However, the chapter will not receive any income from his membership until January of the following year, so it will have been embarrassed in its financial operations during the present year. Therefore, a companion must have paid the dues for the present year in addition to the Life Membership contribution.

- (2) In the section relating to the annual distribution of income on pages 2 and 3, it is pointed out that contributions will earn income from the quarter following that in which they are received by the Grand Secretary. Obviously it will take a little time to invest these funds, and it would be unfair for a contribution which has been working for only three months, for example, to benefit to the extent of a full year 5 share of income.

Grand Sessions Financial Reporting

WHEREAS, it is necessary for accounting purposes, and desirable for control and planning purposes, that financial results of the Annual Meeting Sessions of the York Rite Grand Bodies be a matter of permanent record, therefore,

BE IT RESOLVED: that no later than 120 days following the completion of the Annual Sessions of the York Rite Grand Bodies of Illinois, the Sessions Committee Chairman shall transmit a complete financial report to the Grand Secretary/Recorder of each participating Grand York Rite Body for inclusion in the proceedings relating to that session; and

BE IT FURTHER RESOLVED: that such report shall be accompanied by the refund of all money in excess of \$600.00 (one-third to each Grand Body), and that such refund be included in the Annual Report to the Grand Treasurer at the next annual meeting; and

BE IT FURTHER RESOLVED: that the remaining \$600.00 be turned over to the Chairman of the next Annual Sessions Committee. If less than \$600.00 remains in the fund, the Grand Treasurer of each York Rite Grand Body shall, upon notice from the Sessions Committee Chairman, immediately transmit sufficient money (one-third from each Grand Body) to restore the fund to a startup balance of \$600.00; and

BE IT FURTHER RESOLVED: that if the three York Rite Grand Bodies do not meet in consecutive sessions, the total in the fund shall be returned to the York Rite Grand Bodies (one-third to each); if at a later date the York Rite Grand Bodies again meet in consecutive sessions, the fund shall be restored to a \$600.00 startup balance through equal contributions from each York Rite Grand Body.

Resolutions

There shall be no changes in the adopted floor movements of the standard ritual for a period of FIVE YEARS, except by action of the Grand Chapter.

That the Grand Commandery of Illinois may become a contributory member of the Grand Royal Arch Mason Life Membership Fund.

Be it resolved that the Three Grand York Rite Bodies (Chapter, Council, and Commandery) form a separate organization known as "Grand York Bodies of Illinois". Each Grand Body shall elect to this organization ONE member to serve a three-year staggered term. In 1985, Council member to serve Three years, Chapter to serve Two years, and Commandery to serve One Year.

Be it further resolved that the "Grand York Rite Bodies of Illinois" be empowered to sign a contract with a hotel of its choice, as headquarters for future joint Annual meetings of the THREE Grand Bodies, NOT to exceed THREE years in duration.

Be it further resolved that if the (Three) presiding officers of the Grand York Rite Bodies cannot agree on a General Chairman for the Annual Meeting any year, the "Grand York Rite Bodies of Illinois" Committee shall have power to appoint a General Chairman.

Be it further resolved, if the above sections cannot be agreed upon by resolution, the Chairmen of Jurisprudence of the THREE Grand Bodies shall be directed to change codes so this Committee shall be a standing committee of each Grand Body.

Insurance

WHEREAS, the need for insurance coverage on the property of the Grand Chapter and its Constituent Chapters are covering the liability of their officials and members is obvious; and it is desirable that this insurance be in effect.

NOW, THEREFORE, BE IT RESOLVED, that all units are to provide for local insurance. Such units are to provide the Grand Chapter a Certificate of Insurance annually, certifying its officers are insured and saving them harmless for any loss, and

BE IT FURTHER RESOLVED, that each unit shall provide the Grand Chapter an accurate updated inventory of all its regalia and equipment wherever located, annually, or as directed by the Grand Chapter through its appropriate officers, and

BE IT FURTHER RESOLVED, that any failure to comply with this Resolution shall be construed as a waiver by that local unit of financial obligation for loss, and

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately

upon passage and continue in effect until rescinded by the Grand Chapter.

BE IT FURTHER RESOLVED, that any failure to comply with this Resolution shall be construed as a waiver by that local unit of any financial obligation for any loss which would have been covered by the Grand Chapter insurance policies; and

BE IT RESOLVED FURTHER that this Resolution shall take effect immediately upon passage and continue in effect until rescinded by the Grand Chapter.

RESOLUTION TO WITHDRAW FROM GENERAL GRAND CHAPTER

WHEREAS: The Grand Royal Arch Chapter of the State of Illinois has been, since its founding in 1850, and is now a member of the General Grand Chapter of Royal Arch Masons International; and,

WHEREAS: The General Grand Chapter of Royal Arch Masons International neither exercises nor possesses powers nor authorities, the absence of participation in which would inhibit or demean the inherent sovereign authority of the Grand Royal Arch Chapter of the State of Illinois, nor disturb the comity presently existing between this Grand Chapter and other Grand Chapters, whether members of the General Grand Chapter or not; and

WHEREAS: The benefits deriving from membership in the General Grand Chapter of Royal Arch Masons International are not considered to be proportionate to the cost of membership by the Grand Royal Arch Chapter of the State of Illinois; and,

WHEREAS: The necessary participation by the Grand Dais Officers of the Grand Royal Arch Chapter of the State of Illinois in discharge of the duties of membership in the General Grand Chapter of Royal Arch Masons International are considered inordinately burdensome, both financially and through dissipation of effort and attention; then,

THEREFORE

BE IT RESOLVED: That the Grand Royal Arch Chapter of the State of Illinois withdraw from membership in the General Grand Chapter of Royal Arch Masons International, with effect from the conclusion of the current fiscal triennium of the General Grand Chapter and the discharge of all financial responsibilities undertaken by this Grand Chapter in respect of this triennium; and,

BE IT FURTHER RESOLVED: That every Companion Member of the Grand Royal Arch Chapter of the State of Illinois in attendance at any triennial convocation of the General Grand Chapter of Royal Arch Masons International, whether as officer or invited guest of the General Grand Chapter shall be prohibited from voting in, or undertaking any engagements on behalf of this Grand Chapter in the works of the General Grand Chapter; and,

BE IT FURTHER RESOLVED: That each and every By-Law, resolution, ritual or ceremonial reference or engagement, practice or procedure in force in the Grand Royal Arch Chapter of the State of Illinois, bearing upon or resulting from its membership in the General Grand Chapter of Royal Arch Masons International, be and is hereby annulled and repealed, with effect upon the satisfaction of all engagements undertaken therein, but in no case later than the effective date of termination of membership in the General Grand Chapter; and,

BE IT FURTHER RESOLVED: That the Grand Royal Arch Chapter of the State of Illinois, undertaking this action in consideration of its own best interest only, continues to entertain the highest fraternal regard and affection for the purposes, character, works, and programs of the General Grand Chapter of Royal Arch Masons International; and,

BE IT FURTHER RESOLVED: That the Grand Royal Arch Chapter of the State of Illinois looking with sympathetic fraternal regard upon the charitable works of the General Grand Chapter of Royal Arch Masons International, particularly as implemented through its Royal Arch Research Assistance program, engages to continue to urge its Companions to actively support and participate in that laudable program; and,

BE IT FURTHER RESOLVED: That the Grand Royal Arch Chapter of the State of Illinois, holding in fraternal affection every Companion member of a Royal Arch Chapter holden under the obedience of the General Grand Chapter of Royal Arch Masons International, and holding in fraternal recognition the capitular legitimacy of every chapter so holden, continues to accord fraternal recognition of the General Grand Chapter of Royal Arch Masons International in its essential character of a sister Grand Chapter exercising jurisdiction in certain foreign parts, and tenders to said General Grand Chapter an invitation to exchange representatives near each other to the end that such fraternal amity may continue to the latest ages; and,

BE IT FURTHER RESOLVED: That the Grand Secretary of the Grand Royal Arch Chapter of the State of Illinois give immediate notice of the withdrawal of the Grand Chapter from the General Grand Chapter of Royal Arch Masons International by delivering to the General Grand Secretary thereof, via registered mail, of a copy of these resolutions, duly certifying to the adoption thereof, and sealed with the official seal of this Grand Chapter, and that the receipt for delivery of such notice be deposited in the archives of this Grand Chapter.

SESQUICENTENNIAL FUND

WHEREAS, the 150th Anniversary Celebration of the Grand Royal Arch Chapter of the State of Illinois is to occur in the year 2000, and

WHEREAS, it is considered a major milestone in the history of this Grand Royal Arch Chapter, and deserving of special recognition, and

WHEREAS, adequate funding does not now currently exist to provide for the necessary initial expenses to be incurred during the convening years,

THEREFORE, BE IT RESOLVED, that a separate fund and accounting procedures be established to collect and record donations to the Grand Chapter to assist in offsetting these initial expenses, and that this fund be known as the Sesquicentennial Fund, and

BE IT FURTHER RESOLVED, that all donations of \$100.00 or more shall be recognized by admitting the donor to the Companionship of the Three Most Excellent Masters, and

BE IT FURTHER RESOLVED, that the proceeds remaining from the sale of Sesquicentennial memorabilia, up to the amount received from the Sesquicentennial Fund, are to be paid to the Grand Royal Arch Chapter Veil Fund at the conclusion of the Sesquicentennial celebration, or as soon thereafter as possible, and

BE IT FURTHER RESOLVED, that all donors to the Sesquicentennial Fund will receive recognition for their support of the Grand Royal Arch Chapter Veil Fund at that time.

PAST GRAND HIGH PRIESTS JEWELS

BE IT RESOLVED, that every Past High Priest Jewel presented by this Grand Royal Arch Chapter to a retiring Grand High Priest shall remain the property of this Grand Chapter and shall be presented as a loan for the remainder of his natural life only. Submitted by the Grand Officers. It is noted that this is not retroactive; it would be from the point of passage forward. (1997)

PRINCE HALL ROYAL ARCH MASONS

Because the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Illinois and the Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons, State of Illinois and its jurisdiction, have formally formed an agreement of recognition, whereby visitations and affiliations are permitted among the Lodges, and because the York Rite Bodies are directly under the Most Worshipful Prince Hall Grand Lodge, Free and Accepted Masons, State of Illinois and its jurisdiction,

Therefore be it resolved that the Grand Royal Arch Chapter of the State of Illinois formally extends recognition to the members of the Chapters of the Prince Hall jurisdiction in Illinois for the purpose of visitation and affiliation.

RESOLUTION

BYLAWS OF THE GRAND CHAPTER VEIL TRUST FUND OF THE GRAND ROYAL ARCH CHAPTER OF THE STATE OF ILLINOIS

PREAMBLE/HISTORY

In the early 1990's it became clear to the then Grand Officers of the Royal Arch Chapter of the State of Illinois that a trust fund should be established for the purpose of assisting the Royal Arch Chapter of the State of Illinois in meeting its annual operating expenses. To that end, J. Donald Satterlee, Jr., and his Lady, Terry, contributed the initial donation to establish such fund. At the December, 1992, meeting of The Grand Officers of the Royal Arch Chapter of the State of Illinois, said sum was accepted unanimously and designated as the Grand Chapter Veil Trust Fund. A goal of Two Hundred Fifty Thousand Dollars (\$250,000) was established, and the Grand Chapter Veil Trust Fund initiated. It is the purpose of these Bylaws to provide the rules and regulations for the operation of such fund in perpetuity.

I. PURPOSE

The purpose of the Grand Chapter Veil Trust Fund of The Grand Royal Arch Chapter of the State of Illinois is to establish a trust fund endowment to assist the Grand Royal Arch Chapter of Illinois in meeting its annual operating expenses in perpetuity.

II. TRUSTEES

The Grand Chapter Veil Trust Fund Committee shall consist of five (5) Trustees and one (1) ex-officio member as follows:

- A. The Grand High Priest of The Grand Royal Arch Chapter of the State of Illinois shall serve as an ex-officio Trustee by virtue of his election.
- B. Five (5) members of a Royal Arch Chapter of the State of Illinois in good standing. One (1) such Trustee shall be elected at each annual meeting of The Grand Royal Arch Chapter of the State of Illinois to serve for a five (5) year term. No elected Trustee may serve more than two (2) consecutive terms. At the adoption of these Bylaws the five (5) at-large Trustees shall be elected to serve for a five (5) year term, a four (4) year term, a three (3) year term, a two (2) year term, and a one (1) year term, respectively.
- C. No Grand Officer of The Grand Royal Arch Chapter of the State of Illinois shall serve as a Trustee. Any Grand Officer elected shall promptly resign as Trustee upon assuming the Grand Office. Past Grand Officers shall be eligible for

election as Trustees upon the expiration of their term as a Grand Officer.

- D. The Trustee Committee will elect a Chairman of the Committee each year who shall not be a present Grand Officer.
- E. In the event of a vacancy in the office of Trustee, the Most Excellent Grand High Priest may appoint a member of a Royal Arch Chapter of the State of Illinois in good standing to serve as Trustee until the next annual election at which time a new Trustee shall be elected to fill the remaining unexpired term.
- F. All Trustees shall serve without compensation and without reimbursement for expenses.

III. DUTIES

A. Trustees:

- 1. The Chairman of the Trustees shall receive all monies paid into the Grand Chapter Veil Trust Fund. He shall keep strict account thereof, paying same over to the Grand Secretary, and taking his receipt therefore.
- 2. The Trustees shall meet at least annually and upon call of the Chairman.
- 3. The Trustees shall submit an annual report of their meetings and decisions at the annual meeting of the Grand Chapter

B. Grand Secretary:

- 1. He shall record all monies received from the Chairman, keeping strict account thereof and paying same to the Grand Treasurer, receiving his receipt therefor.

C. Grand Treasurer:

- 1. The Grand Treasurer shall receive all monies paid into the Grand Chapter Veil Trust Fund from the Grand Secretary investing same as hereinafter set forth, keeping strict account thereof. (2015)
- 2. The Grand Treasurer shall submit his financial report of the Grand Chapter Veil Trust Fund at the annual meeting of the Grand Chapter

D. Grand Chapter Auditor:

- 1. The Grand Chapter Auditor shall reconcile all funds of the Veil Fund annually with the financial records of the Grand Secretary, Grand Treasurer,

and the Trustees of the Veil Fund.

E. Separate Accounts:

1. The Grand Secretary and Grand Treasurer shall maintain all records and accounts of the Veil Funds separate and distinct from other funds and accounts of the Grand Chapter.

IV. INVESTMENTS

All investments of the Grand Chapter Veil Trust Fund shall be made by the Grand Treasurer in funds insured by the U.S. Government, the Federal Deposit Insurance Corporation, the National Credit Union Association, or Mutual Funds and maintained in an account separate from all other Grand Chapter monies. (2015)

V. DISBURSEMENTS

- A. There shall be no disbursements from The Grand Chapter Veil Trust Fund until the principal of said Fund shall have reached the sum of Fifty Thousand Dollars (\$50,000). Until said sum is reached, all interest earned shall be rolled over each year to increase the principal.
- B. When the principal of the Grand Chapter Veil Trust Fund has reached the sum of Fifty Thousand (\$50,000), the elected Grand Officers shall meet to determine whether a deficit has or might occur in the annual budget to The Grand Royal Arch Chapter of the State of Illinois. If the elected Grand Officers by majority vote agree that such a deficit is likely to occur, they shall refer their request for the disbursement of funds to the Grand Chapter Veil Trust Fund Trustees who shall honor said request. The accrued annual interest earned on the Grand Chapter Veil Trust Fund and held in the interest account (see Section C below), or any part thereof, may be withdrawn from the interest account and delivered to the Grand Treasurer for use in the general operating fund of the Grand Royal Arch Chapter of the State of Illinois.
- C. As of June 30th of each year, the annual accrued interest earned by the investments of the Grand Chapter Veil Trust Fund and not distributed shall be held in a separate interest bearing account for a period not to exceed four (4) years. This interest account shall not exceed four (4) years interest earnings and funds not expended from such account and exceeding four (4) years interest earnings shall be reinvested as a part of the principal of said Trust Fund.
- D. No Principal or interest of the Trust Fund herein established shall be used for any purpose other than the purposed herein above set forth. All operating expenses of said Fund shall be paid by The Grand Royal Arch Chapter of the State of Illinois or donated.

VI. GOVERNANCE

Meetings of the Grand Chapter Veil Trust Fund Trustees shall be in accord with Roberts Rules of Order, the laws of the State of Illinois and laws, rules and regulations of the United States of America.

VII. TERMINATION

The Grand Chapter Veil Trust Fund of The Grand Royal Arch Chapter of the State of Illinois shall terminate only upon the termination of The Grand Royal Arch Chapter of the State of Illinois at which time the Trustees of said Fund shall donate the principal and accrued interest, if any, to a Masonic charity qualifying under Section 501 (C) f the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

RESOLUTION OF MASONIC FEALTY

Whereas the Grand Royal Arch Chapter of the State of Illinois, an Illinois Corporation formed by Freemasons of the State of Illinois on 09 February, 1853, and has faithfully followed the rules and regulations of the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Illinois since 09 February, 1853, humbly resolves at the 159th Annual Convocation of the Grand Royal Arch Chapter of the State of Illinois, an Illinois Corporation, on 01 August, 2008, that:

Full faith, allegiance, and fealty is pledged to the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Illinois having its Grand East located in the City of Springfield, Illinois; and,

That this Grand Royal Arch Chapter shall be loyal to the authority of the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Illinois and recognizes that authority as the legitimate Supreme Authority for the fraternity of Freemasons in the State of Illinois.

**BYLAWS
OF
ROYAL ARCH MASONS CHARITABLE FOUNDATION INC.**

**ARTICLE I
Name**

The name of this Corporation shall be: Royal Arch Masons Charitable Foundation Inc. (hereinafter the "Foundation" or "Corporation").

**ARTICLE II
Purposes**

SECTION 1. CORPORATE STATUS. This Foundation shall be a General Not For Profit Corporation as defined by the State of Illinois established to assist Masonic affiliated, associated or sponsored charitable causes in Illinois.

SECTION 2. CHARITABLE PURPOSE. The purpose for which the Foundation is organized is exclusively for charitable purposes, including, for such purposes, the making of distributions to Masonic affiliated, associated or sponsored organizations in Illinois that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (as amended) or the corresponding section of any future federal tax code.

SECTION 3. PROHIBITED ACTIVITIES. The Foundation shall not carry on any activities that are not permitted to be carried on by a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code of 1954 (as amended) or by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (as amended). No part of the net earnings of the Corporation shall inure to the benefit of be distributable to its members, board members, officer or other private persons, except that the shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in this Article.

SECTION 4. DISSOLUTION. Upon dissolution of the corporation, the Board of Directors shall have to pay, or make a provision for the payment of all liabilities of the corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such a manner and to such Masonic affiliated, associated or sponsored organizations organized and operated exclusively for charitable, educational or religious or scientific purposes that shall, at the time, qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (as amended) as the Board of Directors may determine.

SECTION 5. DURATION. The period of the duration of this Corporation is perpetual.

**ARTICLE III
Offices**

The Foundation shall continuously maintain in the State of Illinois a registered office and a registered agent whose business office is identical with such registered office and may have other offices within or without the state.

**ARTICLE IV
Members**

SECTION 1. CLASSES OF MEMBERS. The Foundation shall have one class of members, namely, the members of the Grand Royal Arch Chapter of the State of Illinois (hereinafter the "Grand Royal Arch Chapter") and in good standing thereof.

SECTION 2. VOTING RIGHTS. Each member shall be entitled to one vote on each matter submitted to a vote of the members.

SECTION 3. TERMINATION OF MEMBERSHIP. Suspension and/or expulsion of membership from the member's Masonic Lodge under the Jurisdiction of the Grand Lodge A.F. &A.M. or the State of Illinois and/or a Chapter of Royal Arch Masons under the Jurisdiction of the Grand Chapter of the State of Illinois shall terminate an individual's membership.

SECTION 4. RESIGNATION. Any member may resign by filing a written resignation with the Grand Chapter Secretary, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, assessments, or other charges theretofore accrued and unpaid.

SECTION 5. REINSTATEMENT. Upon reinstatement with the member's Masonic Lodge under the Jurisdiction of the Grand Lodge A.F. &A.M. or the State of Illinois and/or a Chapter of Royal Arch Masons under the Jurisdiction of the Grand Chapter of the State of Illinois the member shall be reinstated.

SECTION 6. TRANSFER OF MEMBERSHIP. Membership in this Corporation is not transferable or assignable.

SECTION 7. NO MEMBERSHIP CERTIFICATES. No membership certificates of the Corporation shall be required.

**ARTICLE V
Annual Meeting**

An annual meeting of the members shall be held concurrently with the Annual Meeting of the Grand Royal Arch Chapter at such place and on such day and hour as the Grand Royal Arch Chapter determines.

ARTICLE VI Board of Directors

SECTION 1. GENERAL POWERS. The affairs of the Foundation shall be managed by or under the direction of its board of directors.

SECTION 2. NUMBER, TENURE, AND QUALIFICATIONS. The number of directors shall be five (5), namely the Most Excellent Grand High Priest of the Grand Royal Arch Chapter, Right Excellent Deputy Grand High Priest of the Grand Royal Arch Chapter, Right Excellent Grand King of the Grand Royal Arch Chapter and two (2) members at-large elected at the Annual Meeting of the Grand Royal Arch Chapter. Each director shall hold office until the next annual meeting of members and until his successor shall have been elected and qualified except the at-large members who shall hold office for two (2) years and until his successor shall be elected and qualified. The two at-large directors shall be elected at the first annual meeting of the members following the date of incorporation but notwithstanding the foregoing provisions:

one (1) of those shall be elected for a one (1) year term. Thereafter one at-large director shall be elected each year for a two (2) year term (this shall be done to stagger the terms and promote continuity on the Board).

SECTION 3. EX-OFFICIO DIRECTORS. The Right Excellent Grand Scribe of the Grand Royal Arch Chapter, the Secretary of Grand Royal Arch Chapter, and the Junior Most Right Excellent Past Grand High Priest of the Grand Royal Arch Chapter shall serve as Ex-Officio directors. Ex-Officio directors shall be directors for all purposes except that they shall not be entitled to vote.

SECTION 4. REGULAR MEETINGS. A regular annual meeting of the board of directors shall be held without other notice than these bylaws immediately after and at the same place as the annual meeting of members. The board of directors may provide, by resolution, the time and place for the holding of additional regular meetings of the board without other notice than such resolution.

SECTION 5. SPECIAL MEETINGS. Special meetings of the board of directors may be called by or at the request of any two directors. The person or persons authorized to call special meetings of the board may fix any place as the place for holding any special meeting of the board called by them.

SECTION 6. NOTICE. Notice of any special meeting of the board of directors shall be given at least 14 days previous thereto by written notice to each director at his address as shown by the records of the corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail in a sealed envelope so addressed, with postage thereon prepaid. If notice is given by telegram, such notice shall be deemed to be delivered when the telegram is delivered to the telegram company. Notice of any special meeting of the board of directors may be waived in writing signed by the person or persons entitled to the notice either before or after the time of the meeting. The attendance of a director at any meeting shall constitute a waiver of notice of such meeting, except when a director attends a meeting for the

express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the board need be specified in the notice or waiver of notice of such meeting unless specifically required by law or by these bylaws.

SECTION 7. QUORUM. The presence in person of not less than 3 directors shall constitute a quorum for the transaction of business at any meeting of the board of directors, provided that if less than 3 of the directors are present at said meeting a majority of the directors present may adjourn the meeting to another time without further notice.

SECTION 8. MANNER OF ACTING. The act of a majority of the directors present at a meeting at which a quorum is present shall be the act of the board of directors, unless the act of a greater number is required by statute, these bylaws, or the articles of incorporation. No director may act by proxy on any matter.

SECTION 9. VACANCIES. Any vacancy occurring in the board of directors shall be filled by the Most Excellent Grand High Priest of the Grand Royal Arch Chapter. A director so appointed to fill a vacancy shall be appointed until the next annual meeting of the members.

SECTION 10. RESIGNATION AND REMOVAL OF DIRECTORS. A director may resign at any time upon written notice to the board of directors. A director may be removed with cause as specified by statute.

SECTION 11. INFORMAL ACTION BY DIRECTORS. The authority of the board of directors may be exercised without a meeting if a consent in writing, setting forth the action taken, is signed by all of the directors entitled to vote.

SECTION 12. COMPENSATION. The board of directors shall act with no compensation.

SECTION 13. PRESUMPTION OF ASSENT. A director of the Corporation who is present at a meeting of the board of directors at which action on any Corporation matter is taken shall be conclusively presumed to have assented to the action taken unless his dissent shall be entered in the minutes of the meeting or unless he shall file his written dissent to such action with the person acting as the secretary of the meeting before the adjournment thereof or shall forward such dissent by registered or certified mail to the secretary of the Corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a director who voted in favor of such action.

ARTICLE VII Officers

SECTION 1. OFFICERS AND TERM OF OFFICE. The officers of the Corporation shall consist of a Chair, a Secretary and a Treasurer. The Corporation shall have such other assistant officers as the Board of Directors may deem necessary, and such

officers shall be appointed by and have the authority prescribed by the Board of Directors.

SECTION 2. DESIGNATED OFFICERS. The Chair of the Corporation shall be the Most Excellent Grand High Priest of the Grand Royal Arch Chapter, the Secretary shall be the Right Excellent Grand Secretary of the Grand Royal Arch Chapter and the Treasurer shall be the Right Excellent Grand Treasurer of the Grand Royal Arch Chapter.

SECTION 3. APPOINTED OFFICERS. The Board of Directors shall appoint any other assistant officers of the Corporation at the start of every term. Appointed officers shall hold office for one year and may be reappointed at the pleasure of the Board of Directors.

SECTION 4. DUTIES.

A. Chair. The Chair shall give active direction and have control of the business and affairs of the Corporation. He may sign contracts or other instruments, which the Board of Directors has authorized to be executed, and shall perform all duties incident to the office of Chair as may be prescribed by the Board of Directors; he shall preside at all meetings of the members and of the board of directors; he may vote all securities that the Corporation is entitled to vote except as and to the extent such authority shall be vested in a different agent of the Corporation by the board of directors.

B. Secretary. The Secretary shall keep the minutes of the meetings of the Board of Directors; see that all notices are duly given in accordance with the provisions of these Bylaws, ensure staff members keep corporate records; and in general perform all duties incident to the office of Secretary and such other duties as may be assigned by the Board of Directors; he shall be the Registered Agent for the Corporation and maintain the Registered Office for the Corporation and shall discharge all duties incident to the office of registered agent and such other duties as may be prescribed by the board of directors.

C. Treasurer. The Treasurer shall be responsible for and oversee all financial administration of the corporation. The Treasurer shall deposit all such moneys in the name of the corporation in appropriate banks, and in general perform all the duties incident to the office of Treasurer and shall discharge all duties incident to the office of registered agent and such other duties as may be prescribed by the board of directors.

ARTICLE VIII Committees, Commissions, and Advisory Boards

SECTION 1. COMMITTEES. The board of directors, by resolution adopted by a majority of the directors in office, may designate one or more committees. The committees, to the extent provided in said resolution and not restricted by law, shall have and exercise the authority of the board of directors in the management of the

Foundation; but the designation of such committees and the delegation thereto of authority shall not operate to relieve the board of directors, or any individual director, of any responsibility imposed on it, him, by law.

SECTION 2. COMMISSIONS OR ADVISORY BODIES. Commissions or advisory bodies not having and exercising the authority of the board of directors in the Foundation may be designated or created by the board of directors and shall consist of such persons as the board of directors designates. A commission or advisory body may or may not have directors as members, as the board of directors determines. The commission or advisory body may not act on behalf of the Foundation or bind it to any actions but may make recommendations to the board of directors or to the officers of the Foundation.

SECTION 3. TERM OF OFFICE. Each member of a committee, advisory board, or commission shall continue as such until the next annual meeting of the members of the Foundation and until his successor is appointed, unless the committee, advisory board, or commission shall be sooner terminated, or unless such member be removed from such committee, advisory board, or commission by the board of directors, or unless such member shall cease to qualify as a member thereof.

SECTION 4. CHAIR. One member of each committee, advisory board, or commission shall be appointed chair.

SECTION 5. VACANCIES. Vacancies in the membership of any committee, advisory board, or commission may be filled by appointments made in the same manner as provided in the case of the original appointments.

SECTION 6. QUORUM. Unless otherwise provided in the resolution of the board of directors designating a committee, advisory board, or commission, a majority of the whole committee, advisory board, or commission shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee, advisory board, or commission.

SECTION 7. RULES. Each committee, advisory board, or commission may adopt rules for its own government not inconsistent with these bylaws or with rules adopted by the board of directors.

SECTION 8. INFORMAL ACTION. The authority of a committee may be exercised without a meeting if a consent in writing, setting forth the action taken, is signed by all the members entitled to vote.

ARTICLE IX

Contracts, Checks, Deposits, and Funds

SECTION 1. CONTRACTS. The board of directors may authorize an agent or agents of the Foundation to enter into any contract or execute and deliver any

instrument in the name of and on behalf of the Foundation, and such authority may be general or confined to specific instances.

SECTION 2. CHECKS, DRAFTS, ETC. All checks, drafts, or other orders for the payment of money, notes, or other evidences of indebtedness issued in the name of the Foundation shall be signed by such agent or agents of the Foundation and in such manner as shall from time to time be determined by resolution of the board of directors.

SECTION 3. DEPOSITS. All funds of the Foundation shall be deposited from time to time to the credit of the Foundation in such banks, trust companies, or other depositories as the board of directors may select.

SECTION 4. GIFTS. A Director may accept on behalf of the Foundation any contribution, gift, bequest, or devise for the general purposes or for any special purpose of the Foundation.

SECTION 5. FUNDS. All purchases must be approved by a majority vote of the Executive Committee in order to be funded by the Foundation. All expenses must be approved prior to reimbursement. Receipts for all expenses, regardless of dollar amount must be provided in order to be considered for reimbursement.

SECTION 6. DISTRIBUTION OF FUNDS. Each year the Most Excellent Grand High Priest of the Grand Royal Arch Chapter shall designate the 501 (c) (3) charitable, educational or religious or scientific organizations that will receive funds. The amount of funds disbursed by the Foundation to those designated 501 (c) (3) charitable, educational or religious or scientific organizations shall be determined by the Board of Directors but in every year shall not be less than the amount of income earned by the Foundation in that year.

ARTICLE X

Audits

The board of directors shall hire a certified public accountant or other appropriate qualified person who is not a member of the Board of Directors to act as an audit committee. The audit committee will audit the books of the Foundation annually and make a full report to the Board of Directors.

ARTICLE XI

Books and Records

The Foundation shall keep correct and complete books and records of account. It shall also keep minutes of the proceedings of its members, board of directors, and committees having any of the authority of the board of directors and shall keep at the registered or principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Foundation may be inspected by any member, or his agent or attorney, for any proper purpose at any reasonable time.

**ARTICLE XII
Fiscal Year**

The fiscal year of the Foundation shall end July 31.

**ARTICLE XIII
Dues**

There shall be no annual dues payable to the Foundation by members other than those payable to the Grand Royal Arch Chapter.

**ARTICLE XIV
Seal**

The corporate seal shall have inscribed thereon the name of the Corporation and the words "Corporate Seal, Illinois." The seal may be used by causing it or a facsimile thereof to be impressed or affixed or in any other manner reproduced, provided that the affixing of the corporate seal to an instrument shall not give the instrument additional force or effect, or change the construction thereof, and the use of the corporate seal is not mandatory.

**ARTICLE XV
Waiver of Notice**

Whenever any notice is required to be given under the provisions of the General Not For Profit Corporation Act of Illinois or under the provisions of the articles of incorporation or the bylaws of the corporation, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Attendance at any meeting shall constitute waiver of notice thereof unless the person at the meeting objects to the holding of the meeting because proper notice was not given.

**ARTICLE XVI
Indemnification**

SECTION 1. INDEMNIFICATION IN ACTIONS OTHER THAN BY OR IN THE RIGHT OF THE CORPORATION. The Corporation may indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative, or investigative (other than an action by or in the right of the corporation) by reason of the fact that he is or was a director, officer, employee, or agent of the corporation, or is or was serving at the request of the Corporation as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, against expenses (including attorneys' fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by such person in connection with such action, suit, or proceeding, if such person acted in good faith and in a manner he reasonably believed

to be in, or not opposed to, the best interests of the Corporation and, with respect to any criminal action or proceeding, had no reasonable cause to believe his conduct was unlawful. The termination of any action, suit, or proceeding by judgment, order, settlement, or conviction or upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that the person did not act in good faith and in a manner he reasonably believed to be in or not opposed to the best interests of the Corporation or, with respect to any criminal action or proceeding, that the person had reasonable cause to believe that his conduct was unlawful.

SECTION 2. INDEMNIFICATION IN ACTIONS BY OR IN THE RIGHT OF THE CORPORATION. The Corporation may indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending, or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of the fact that such person is or was a director, officer, employee, or agent of the corporation, or is or was serving at the request of the Corporation as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, against expenses (including attorneys' fees) actually and reasonably incurred by such person in connection with the defense or settlement of such action or suit, if such person acted in good faith and in a manner he reasonably believed to be in, or not opposed to, the best interests of the corporation, provided that no indemnification shall be made in respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the performance of his duty to the corporation, unless, and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability, but in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses as the court shall deem proper.

SECTION 3. RIGHT TO PAYMENT OF EXPENSES. To the extent that a director, officer, employee, or agent of the Corporation has been successful, on the merits or otherwise, in the defense of any action, suit, or proceeding referred to in Sections 1 and 2 of this Article, or in defense of any claim, issue, or matter therein, such person shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by such person in connection therewith.

SECTION 4. DETERMINATION OF CONDUCT. Any indemnification under Sections 1 and 2 of this Article (unless ordered by a court) shall be made by the Corporation only as authorized in the specific case, upon a determination that indemnification of the director, officer, employee, or agent is proper in the circumstances because he has met the applicable standard of conduct set forth in Sections 1 or 2 of this Article. Such determination shall be made (a) by the board of directors by a majority vote of a quorum consisting of directors who were not parties to such action, suit, or proceeding; (b) if such a quorum is not obtainable, or even if obtainable, if a quorum of disinterested directors so directs, by independent legal counsel in a written opinion; or (c) by the members entitled to vote, if any.

SECTION 5. PAYMENT OF EXPENSES IN ADVANCE. Expenses incurred in defending a civil or criminal action, suit, or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit, or proceeding, as authorized by the board of directors in the specific case, upon receipt of an undertaking by or on behalf of the director, officer, employee, or agent to repay such amount, unless it shall ultimately be determined that he is entitled to be indemnified by the Corporation as authorized in this Article.

SECTION 6. INDEMNIFICATION NOT EXCLUSIVE. The indemnification provided by this Article shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under any bylaw, agreement, vote of members or disinterested directors, or otherwise, both as to action in his official capacity and as to action in another capacity while holding such office, and shall continue as to a person who has ceased to be a director, officer, employee, or agent, and shall inure to the benefit of the heirs, executors, and administrators of such a person.

SECTION 7. INSURANCE. The Corporation may purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, or agent of the corporation, or who is or was serving at the request of the Corporation as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against such person and incurred by such person in any such capacity, or arising out of his status as such, whether or not the Corporation would have the power to indemnify such person against such liability under the provisions of this Article.

SECTION 8. NOTICE TO MEMBERS. If the Corporation has paid indemnity or has advanced expenses under this Article to a director, officer, employee, or agent, the Corporation shall report the indemnification or advance in writing to any members entitled to vote with or before the notice of the next meeting of the members entitled to vote.

SECTION 9. REFERENCES TO CORPORATION. For purposes of this Article, references to "the corporation" shall include, in addition to the surviving corporation, any merging corporation (including any corporation having merged with a merging corporation) absorbed in a merger that, if its separate existence had continued, would have had the power and authority to indemnify its directors, officers, employees, or agents, so that any person who was a director, officer, employee, or agent of such merging corporation, or was serving at the request of such merging corporation as a director, officer, employee, or agent of another corporation, partnership, joint venture, trust, or other enterprise, shall stand in the same position under the provisions of this Article with respect to the surviving corporation as such person would have stood with respect to such merging corporation if its separate existence had continued.

SECTION 10. OTHER REFERENCES. For purposes of this Article, references to "other enterprises" shall include employee benefit plans; references to "fines" shall include any excise taxes assessed on a person with respect to an employee benefit plan; and references to "serving at the request of the Corporation" shall include any

service as a director, officer, employee, or agent of the Corporation that imposes duties on or involves services by such director, officer, employee, or agent with respect to an employee benefit plan, its participants, or beneficiaries. A person who acted in good faith and in a manner he reasonably believed to be in the best interests of the participants and beneficiaries of an employee benefit plan shall be deemed to have acted in a manner “not opposed to the best interests of the corporation” as referred to in this Article.

ARTICLE XVII Amendments

The power to alter, amend, or repeal the bylaws or adopt new bylaws shall be vested in the board of directors. Such action may be taken at a regular or special meeting for which written notice of the purpose shall be given. The bylaws may contain any provisions for the regulation and management of the affairs of the Corporation not inconsistent with law or the articles of incorporation. Notwithstanding any provision to the contrary, no amendment may be made without the assent of the Most Excellent Grand High Priest of the Grand Royal Arch Chapter.

ARTICLE XIII Effective date of these Bylaws

These Bylaws shall not go into effect until they are ratified by a majority vote of the members present at an Annual Meeting or at a Special Meeting convened for that purpose.