

# By-Laws of Navajo Council No. 7 Cryptic Masons Winslow, Arizona

## Article I Of Name and Officers

Section 1: This Council shall be known as Navajo Council No. 7 Cryptic Masons.

Its officers shall consist of: Illustrious Master, Deputy Master, Principal Conductor of the Work, Treasurer, Recorder, Captain of the Guard, Conductor of the Council, Steward, Sentinel, and such other officers as the Council may deem proper to appoint.

## Article II Of Meetings of the Council

Section 1: Three Stated Assemblies of this Council shall be held annually. The First Wednesday at 7:00 PM is the customary time of the meeting, but this may be changed as needed. Stated Meeting time, date and locations (Winslow Lodge, Chalcedony Lodge, or White River Lodge) shall be decided upon by a vote of Companions at a stated meeting of a Winslow York Rite Body during the previous year. All members shall be notified of the meeting locations prior to the beginning of the year by U.S. Mail. During the year a location, date or time may be changed by a vote of Companions at a Stated Communication and by giving a 21-day notice to all members by, email, U.S Mail and through various websites. Electronic communications through various websites and e-mail is highly encouraged for all meeting times and locations. (Revised April 2017)

Section 2: Special Assemblies may be called from time to time, as the Council, or the presiding officer thereof may direct to conduct emergent business or to confer degrees with a 21-day notice to members at Winslow Lodge, Chalcedony Lodge, or White River Lodge.

Section 3: This Council may enter into agreement with other York Rite bodies in the area, to hold a York Rite convention, under rules prescribed by higher cryptic authority, and which unified meeting is for the purpose of transaction of business only.

## Article III Of Elections and Appointments

Section 1: The Illustrious Master, Deputy Master, Principal Conductor of the Work, Treasurer, and Recorder shall be chosen by ballot at the Stated Assembly in April of each year, and in these elections, the majority of the votes cast shall be necessary for choice.

Section 2: The other officers of the Council shall be appointed by the Illustrious Master, with the consent of the Council, and shall hold their offices during the will and pleasure of the Illustrious Master.

## Article IV Of Membership and Degrees

Section 1: All petitions for membership and for the degrees shall be made in writing, on the prescribed form, shall be received at a stated Assembly and shall be preferred to a committee of three members, who shall report thereon at the first State Assembly thereafter.

Section 2: If any applicant, elected to receive the degrees in this Council, does not come forward to receive them within three months thereafter, the fee therefor shall be forfeited, unless the Council may otherwise direct.

Section 3: Every person exalted to the degree of Select Master or elected to a member of this Council must sign the By-Laws thereof.

## Article V Duties of the Officers

Section 1: The Illustrious Master, Deputy Master, and Principal Conductor of the Work shall perform such duties as are prescribed in the Constitution and General Regulations of the Grand Council Cryptic Masons in Arizona and as traditionally appertain to their respective stations.

Section 2: The Treasurer shall receive all the monies from the Secretary, shall keep a just and accurate account thereof, and shall pay same out on order of the Council. He shall, at the first or second Stated Assembly, following the annual installation of officers, submit a report in full of the monetary transactions of the Council. The Council may also, at any time, cause him to present an account of his receipts and disbursements, and the amount of funds on hand. If required by the Council, he shall give bond to the Council in such sum and with such sureties as shall be satisfactory to the Trustees, conditional upon the faithful performance of his duties, the cost for such bond to be paid by the Council.

Section 3: The Recorder shall keep a correct record of the proceedings of the Council; shall prepare a just and true return of all members agreeable to the Constitution and General Regulations of the Grand Council Cryptic Masons in Arizona, shall keep a correct account with each member; shall collect all monies due the Council. Shall issue summonses and notices when ordered; shall communicate with the Grand Recorder on all changes of status involving the membership at the time, consolidating this information into the annual returns to the Grand Council; shall have the seal of Navajo Council, as well as the books and papers of the Council. He shall, if required by the Council give bond to the Council, in such sum and with such sureties as shall be satisfactory to the Illustrious Master, conditioned upon the faithful performance of his duties. The cost or premium of the bond shall be paid by the Council. He may receive for his services, such compensation as the Council may direct.

Section 4: The Sentinel, in addition to the necessary duties of his station, shall make proper preparation for the meetings of the Council; shall serve all notices, summons or orders placed in

his hands by the Recorder; and shall perform such other duties as may be required of him by the Council or the Illustrious Master. He may receive such compensation for his services as the Council may direct.

Section 5: The other officers shall perform such duties as traditionally appertain to their respective offices, or which shall be assigned to them by the Council or Illustrious Master.

## Article VI Of Fees

Section 1: The fees for the degrees in this Council shall be 60 dollars and invariably shall accompany the application. (Revised April 2017)

Section 2: The dues of each member of this Council shall be twenty dollars plus any per capita assessments of the Grand Council of Cryptic Masons of Arizona, payable on or before the first day of each new year. The dues and per capita for new Select Masters may be prorated by quarter. (Revised April 2017)

Section 3: Any member in good standing, may withdraw from membership by being square on the books, and notifying the Council his desire to withdraw at a stated assembly, but no recommendatory certificate (demit) shall be issued unless ordered by the Council.

Section 4: A dual or plural member in good standing, may reduce his multiple membership, to his original or Mother Council, by being square on the books of this Council, and notifying the Council of his desire to reduce his membership at a stated Assembly; but no demit in any form shall be issued for such conditional withdrawal, however, a special certificate of termination may be obtained from the Grand Recorder.

## Article VII Of Committees

Section 1: The first three officers of the Council shall be a Charity Committee, with power to draw upon the Treasurer for any sum not exceeding 250 dollars at any one time, for the relief of a distressed worthy Companion, his widow or orphans. (Revised April 2017)

Section 2: The Illustrious Master, at the stated Assembly next succeeding his installation shall appoint an auditing committee, whose duty it shall be to examine and correct all accounts against the Council before presentation by the Recorder.

Section 3: The Illustrious Master, shall appoint an audit Committee, whose duty it shall be to examine the books of the Treasurer and the Recorder annually, at the close of the fiscal year and such committee shall report thereon at the next stated Assembly.

Section 4: All committees shall be appointed by the presiding officer, unless otherwise ordered by the Council, and shall present their reports in writing.

Article VIII  
Of Revealing Transactions of the Council

Section 1: Any member of this Council, or any Cryptic Mason within its jurisdiction, who shall be so unmindful of his duties as improperly to reveal any of its transactions, shall upon proof thereof, be immediately brought to trial thereof.

Article IX  
The Order of Business

**Section 1.** The order of business, at each stated Assembly shall be as follows:

1. Reading of the minutes of preceding meetings.
2. Reception of Reports and action thereon.
3. Reception and reference of applications and petitions.
4. Balloting.
5. Unfinished and miscellaneous business.
6. Good of the order.
7. Conferring of degrees.

Article X  
Life Memberships

Section 1: Life memberships shall comply with the Constitution of the Grand Councils of Cryptic Masons of Arizona.

Article XI  
Updating of By-Laws

Section 1: These By-Laws may be amended at any stated Assembly by the votes of two-thirds of the members present, provided that notices of such amendments shall have been given at the stated Assembly next preceding; but such amendment shall not be valid until approved by the Grand Council, or the Most Illustrious Grand Master when the Grand Council is not in session, and until such approval shall have been transmitted to the Grand Recorder.

By-Laws were updated by Frank Edens on 4/7/2017.

*Adopted*

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*Illustrious Master*

*Attest*

\_\_\_\_\_  
*Recorder*

*Approved*

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*Most Illustrious Grand Master*

*Attest*

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*Very Illustrious Grand Recorder*