

# By-Laws Temple Chapter Number 8 Royal Arch Masons

## ARTICLE I

### OF NAME AND OFFICERS

This Chapter shall be known as Temple Chapter No. 8 of Royal Arch Masons. Its officers shall consist of: a High Priest, a King, a Scribe, a Treasurer, a Secretary, a Captain of the Host, a Principal Sojourner, a Royal Arch Captain, a Master of the Third Veil, a Master of the Second Veil, a Master of the First Veil, a Sentinel and such other officers as the Chapter may deem it proper to appoint.

## ARTICLE II

### OF MEETINGS OF THE CHAPTER.

**Section 1.** This Chapter shall have three State Convocations each calendar year. The customary date of the convocation is on the First Wednesday of the month at 7:00 PM, but this may be changed as needed. Stated Meeting dates times 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 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 Convocations may be called from time to time, as the Chapter, or the presiding officer thereof, may direct at Winslow Lodge, Chalcedony Lodge, or White River Lodge for conducting emergent business or conferring degrees.

**Section 3.** This Chapter may enter into agreement with other York Rite Bodies in the area, to hold a York Rite Convention, under rules prescribed by the Grand Chapter of Arizona, and which Unified meeting is for the purpose of transacting business only

## ARTICLE III

### OF ELECTIONS AND APPOINTMENTS.

**Section 1.** The High Priest, King, Scribe, Treasurer and Secretary shall be elected by ballot, in conformity with Section 69, of the Constitution of the Grand Chapter.

**Section 2.** The other officers of the Chapter shall be appointed by the High Priest, with the consent of the Council, and shall hold their offices during the will and pleasure of the High Priest. *Constitutions and General Regulations of the Grand Chapter of Royal Arch Masons in Arizona, Revised 2015*

## ARTICLE IV

### OF MEMBERSHIP AND DEGREES.

**Section 1.** All petitions for membership and for the degrees must be presented and acted upon in accordance with Section 82 through 107 inclusive, of the Constitution of the Grand Chapter.

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

**Section 3.** Every person exalted to the degree of Royal Arch Mason in, or elected a member of, this Chapter must sign the By - Laws thereof.

## **ARTICLE V**

### **DUTIES OF THE OFFICERS**

**Section 1.** The High Priest, King and Scribe shall perform such duties as are prescribed in the Constitution of the Grand Chapter of Arizona, and as traditionally appertain to their respective stations.

**Section 2.** The Treasurer shall receive all the moneys from the Secretary, shall keep a just and accurate account thereof, and shall pay same out on order of the Chapter. He shall, at the first or second stated Convocation, following the annual installation of officers, submit a report in full of the monetary transactions of the Chapter. The Chapter may also, at any time, cause him to present an account of his receipts and disbursements, and the amount of funds on hand. He shall give bond to the Chapter in such sum and with such sureties as shall be satisfactory to the High Priest, conditioned on the faithful performance of his duties. The cost or premium of such bond shall be paid by the Chapter.

**Section 3.** The Secretary, in addition to the duties prescribed in the Constitution of the Grand Chapter, shall transmit copies of the proceedings of the Chapter to the Grand Chapter, when required; shall issue all notices of meetings, and place them in the hands of the Sentinel for service; shall transmit notices of all rejections, suspensions, expulsions, and restorations, together with elections and degrees conferred, to the Grand Secretary; shall affix the seal of the Chapter, with his attestation, to every document issued by or under his authority; and shall perform such other duties as may be required of him by the Chapter or the High Priest. He shall, if required by the Chapter, give a bond to the Chapter, in such sum and with such sureties as shall be satisfactory to the High Priest, conditioned upon the faithful performance of his duties. He may receive for his services, such compensation as the Chapter may direct.

**Section 4.** The Sentinel, in addition to the necessary duties of his station, shall make proper preparation for the meetings of the Chapter; shall serve all notices, summons or orders, placed in his hands by the Secretary; and shall perform such other duties as may be required of him by the Chapter or the High Priest. He may receive such compensation for his services as the Chapter 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 Chapter or the High Priest.  
*Constitutions and General Regulations of the Grand Chapter of Royal Arch Masons in Arizona, Revised 2015*

## **ARTICLE VI**

### **OF FEES.**

**Section 1.** The fee for the Degrees of Mark Master, Past Master, Most Excellent Master, and the Royal Arch, in the Chapter shall be 60 Dollars, and shall invariably accompany the application.

**Section 2.** The fee for Affiliation with this Chapter shall be 25 Dollars, and shall invariably accompany the application. (Revised April 2017)

**Section 3.** The dues of each member of this Chapter shall be twenty Dollars per year plus any per capita charges by the Grand Chapter of Royal Arch Masons in Arizona, payable on or before the first day of each new year. Dues and per capita payments for new Royal Arch Masons may be prorated by quarter. (Revised April 2017)

**Section 4.** Any member in good standing, may withdraw from membership by being square on the books, and notifying the Chapter of his desire to withdraw at a stated Convocation; but no recommendatory certificate (demit) shall be issued unless ordered by the Chapter.

**Section 5.** A dual or plural member in good standing, may reduce his multiple membership, to his original or mother Chapter, by being square on the books of this Chapter, and notifying the Chapter of his desire to reduce his membership at a stated Convocation; 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 Secretary.

## **ARTICLE VII OF COMMITTEES**

**Section 1.** The High Priest, King and Scribe shall be a Charity Committee, with the 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 High Priest, at the stated Convocation next succeeding his installation, shall appoint an auditing committee, whose duty it shall be to examine and correct all accounts against the Chapter before presentation by the Secretary.

**Section 3.** The High Priest, shall appoint an Audit Committee, whose duty it shall be to examine the books of the Treasurer and the Secretary annually, at the close of the fiscal year and such committee shall report thereon at the next stated Convocation.

**Section 4.** All Committees shall be appointed by the High Priest, unless otherwise ordered by the Chapter, and shall present their reports in writing.

## **ARTICLE VIII OF REVEALING TRANSACTIONS OF THE CHAPTER**

**Section 1.** Any member of this Chapter, or any Royal Arch Mason with 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 therefor. *Constitutions and General Regulations of the Grand Chapter of Royal Arch Masons in Arizona, Revised 2015*

## **ARTICLE IX THE ORDER OF BUSINESS.**

**Section 1.** The order of business, at each stated Convocation 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.
4. Unfinished and miscellaneous business.
5. Good of the order.
6. Conferring of degrees.

## **ARTICLE X AMENDMENTS OF THE BY- LAWS.**

**Section 1.** These By-Laws may be amended at any stated Convocation by the votes of two-thirds of the members present, provided that notice of such amendment shall have been given at the stated Convocation next preceding; but such amendment shall not be valid until approved by the

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Grand Chapter, or the Grand High Priest when the Grand Chapter is not in session, and until such approval shall have been transmitted to the Grand Secretary. *Constitutions and General Regulations of the Grand Chapter of Royal Arch Masons in Arizona, Revised 2015*

*These by-laws were updated by Frank Edens on 4/7/2017.*

*Adopted*

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*High Priest*

*Attest*

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*Secretary*

*Approved*

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*Most Excellent Grand High Priest*

*Attest*

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*Right Excellent Grand Secretary*