

**CONSTITUTION  
BY-LAWS  
STANDING RESOLUTIONS  
OF THE  
GRAND CHAPTER  
ROYAL ARCH MASONS  
OF MONTANA**

APPROVED  
GRAND SESSION  
ROYAL ARCH MASONS OF MONTANA  
ANNUAL CONVOCATION  
JUNE 3, 1999  
BOZEMAN, MT

AND

AS AMMENDED BY RESOLUTION JUNE 7, 2002  
113th ANNUAL CONVOCATION  
HELENA, MONTANA

and

AS AMMENDED BY RECOMMENDATION AT THE 123<sup>rd</sup> ANNUAL  
CONVOCATION JUNE 4, 2012, LEWISTOWN, MONTANA

TABLE OF CONTENTS

	PAGE
ARTICLE #1 - TITLE AND SEAL-----	
1	
ARTICLE #2 - OFFICERS AND MEMBERS-----	1
QUALIFICATIONS OF MEMBERS	
ARTICLE #3 - POWERS AND AUTHORITY-----	2
ARTICLE #4 - CONVOCATIONS-----	
2	
QUORUM	
ARTICLE #5 • ELECTION-----	3
ELIGIBILITY TO OFFICE	
ARTICLE #6 - VOTES AND VOTERS-----	4
ARTICLE #7 - STANDING COMMITTEES-----	4
DUTIES OF COMMITTEES-----	4
ARTICLE #8 - REVENUES-----	6
ARTICLE #9 - THE GRAND HIGH PRIEST-----	6
ARTICLE #10 - THE GRAND KING AND GRAND SCRIBE-----	7
ARTICLE #11 - THE GRAND TREASURER-----	
...7	
ARTICLE #12 - THE GRAND SECRETARY-----	7
CONSTITUENT CHAPTERS:	
ARTICLE #13 - HOW FORMED-----	
.8	
OFFICERS -----•-----•-----•-----•-----	8
ARTICLE #14 - MEETINGS-----	8
HOW REPRESENTED - METHOD OF CHOOSING PROXIES-----	9
RETURNS AND DUES	
CHANGE BY-LAWS	
SEAL	
ASSESSMENTS	
ARTICLE #15 - ELECTIONS-----	10
ARTICLE #16 - QUALIFICATIONS OF APPLICANTS-----	10
RESIDENCE - REJECTION	
REFERENCE TO COMMITTEES •WITHDRAWAL- REBALLOT PETITIONS	
FOR DEGREES OR FOR AFFILIATION, TIME TO FILE DIMIT FEES	
FOR DEGREES-----	11

PENALTY FOR NON-PAYMENT OF DUES ·RESTORATION-REMISSION	
PAYMENT OF DUES PRE-REQUISITE TO REPRESENTATION	
REQUISITE TO ADMISSION	
WARRANT NECESSARY TO LEGALITY	
ARTICLE #17 - DISSOLUTION OF CHAPTERS-----	11
CHARTERS FORFEITED-----	12
GRAND SECRETARY TAKES CHARGE OF PROPERTY OF	
DEFUNCT CHAPTERS	
CONSOLIDATION OF CHAPTERS- HOW VOTE MAY BE TAKEN	
ENDORSEMENT OF CHARTERS	
ORGANIZATION OF CONSOLIDATED CHAPTER-----	13
ARTICLE #18 - DUTIES OF OFFICERS, SUBORDINATE CHAPTERS-----	13
HIGH PRIEST, KING AND SCRIBE, TREASURER, SECRETARY	
OTHER OFFICERS-----	
·14	
ARTICLE #19 - MEMBERSHIP -----	14
PLURAL MEMBERSHIP	
MEMBERSHIP DETERMINED	
MEMBERSHIP IN CHAPTERS UNDER DISPENSATION-----	15
WITHDRAWAL	
SECRECY OF BALLOT	
ONE BALLOT - PROFICIENCY	
JURISDICTION OF CHAPTERS	
ARTICLE #20 - BOOK OF MARKS-----	15
ARTICLE #21 - OBLIGATION OF OFFICERS-----	16
ARTICLE #22 - AMENDMENTS -----	16
ARTICLE #23- VOLUNTARY PRE- PAID LIFE MEMBERSHIP-----	16
STANDING RESOLUTIONS-----	17
CANDIDATES FOR ROYAL ARCH DEGREE	
RITUALS	
PICTURES OF GRAND HIGH PRIESTS	
PROVIDING FOR MONTHLY REPORTS	
MONTHLY REPORTS TO BE FURNISHED COMMANDERIES	
BADGES FOR ANNUAL MEETINGS-----	18
SECRETARIES TO REPORT DEATHS WITH DATE	

CONSIDERING RESOLUTIONS  
YORK RITE FESTIVALS  
ROYAL ARCH TRIENNIAL FUND  
PROLOGUES FOR DEGREES PERMITTED  
OFFICIAL EMBLEM .....19  
COOPERATION  
AMMEMDMRNTS

BY-LAWS-----  
.....20

ARTICLE 1  
WARRANT, TITLE, MEETINGS, HOUR OF MEETING, NOT TO BE CALLED  
OFF, QUORUM

ARTICLE 2  
MEMBERS  
OFFICERS WITH TITLES • ELECTED OR APPOINTED-----20  
INSTALLATION, HIGH PRIEST- POWERS AND DUTIES, NO APPEAL  
EXCEPT TO GRAND CHAPTER, TRF.ASURER, SECRETARY DUTIES  
RECEIPTS TO BE ENTERED ON THE MINUTES-----21  
DUTIES OF SENTINEL, TREASURER, SECRETARY, OFFICES VACATED

ARTICLE 3-----  
----22.  
PETITIONS FOR DEGREES OR AFFILIATION, APPLICATIONS MUST BE  
RECOMMENDED, RESIDENCE NECESSARY IN JURISDICTION,  
REFERENCE AND REPORT  
WITHDRAWAL-----23  
REJECTED PETITION, DELAY IN COMING FORWARD AFTER ELECTION,  
ELECTION TO ALL DEGREES, PROFICIENCY

ARTICLE 4-----•••••-----23  
VOTING - HOW DONE, ELECTIONS BY WRITTEN BALLOT  
FOR DEGREES BY BALLOT-----24  
UPLIFTED HAND, IN CASE OF ONE B.B., INSPECTING BALLOT,  
RIGHT OF BALLOT INVIOABLE AND NOT TO BE DIVULGED,  
BALLOTING ONLY AT STATED MEETINGS

ARTICLE 5-----•-----24  
FEES, NO AFFILIATION FEE, DUES, DELINQUENTS MAY BE  
DISCIPLINED

LIFE MEMBERSHIP-----24

ARTICLE 6 -----25

## COMMITTEE ON CHARITY

ARTICLE 7-----25  
MASONIC OFFENSES, TRIALS - HOW CONDUCTED, JURISDICTION OF  
SOJOURNERS

ARTICLE 8-----••-----25  
MISCELLANEOUS: MEMBERS MUST VOTE UNLESS EXCUSED, DIMITS,  
MUST SELECT HIS MARK BEFORE EXALTATION  
FORCE OF AN OBJECTION, FEE FOR SEVERAL DEGREES, AMENDMENTS,

ARTICLE 9-----27  
GRAND DISTRICTS

# CONSTITUTION of the MOST EXCELLENT GRAND CHAPTER OF ROYAL ARCH MASONS of MONTANA

## ARTICLE I

### Title and Seal.

Section 1. This Grand Chapter shall be entitled "THE MOST EXCELLENT GRAND CHAPTER OF ROYAL ARCH MASONS OF THE STATE OF MONTANA", and shall have a SEAL which shall be affixed to all instruments issued by or under its authority.

## ARTICLE II

### Officers and Members.

Section 1.A. This Grand Chapter shall be composed of a Grand High Priest, a Grand King, a Grand Scribe, a Grand Treasurer, a Grand Secretary, a Grand Chaplain, a Grand Captain of the Host, a Grand Principal Sojourner, Royal Arch Companions who for ceremonial and ritualistic purposes also hold the titles of Grand Royal Arch Captain, three Grand Masters of the Veils, and a Grand Sentinel. Also such other officers as it may hereafter designate; together with all Past Grand High Priests, Past Grand Kings, Past Grand Scribes, and Past High Priests; and the High Priests, Kings, Scribes and Secretaries of the several Chartered and duly Constituted Chapters, or their regularly appointed proxies.

1.B. Secretaries shall have right to vote as a delegate, but without the right of proxy for that office.

Secretaries will not be eligible for an elective office in this Grand Chapter unless they meet the requirements of Article V, Section 2.

1.C. Past High Priests of other Jurisdictions, who have become affiliated with a Chartered Chapter of this jurisdiction who may be elected to permanent membership upon motion duly made and seconded by a member of the Grand Chapter upon receiving approval by a majority vote of the Grand Chapter members present.

NOTE: In order for one to become entitled to the designation of Past High Priest he must have been elected and installed in a regularly Constituted Chapter. (1916 Proceedings, p. 20,50).

### Qualifications of Members.

Section 2. Each Officer and Member of the Grand Chapter must be a member of some Chapter within its jurisdiction. and with the cessation of such membership shall cease his office and membership in the Grand Chapter.

### ARTICLE III.

#### Powers and Authority

Section 1. This Grand Chapter has the sole government and superintendence of all Chapters of Royal Arch Masons, and Lodges of the Intermediate Degrees, in the State of Montana, and with authority to settle controversies that may arise between them; to assign their limits; to prescribe the laws and regulations for their government; and to review, confirm or annul their decisions.

Section 2. It may grant dispensations and charters for holding regular Chapters of Royal Arch Masons, and may revoke, suspend or annul the same for good cause.

Section 3. It may assess and collect, from the several Chapters under its jurisdiction, such sums of money, annually, as may be found necessary for its maintenance and support.

Section 4. The Degrees required and recognized by this Grand Chapter to be conferred in Chapters in its jurisdiction are Mark Master, Past Master, Most Excellent Master and Royal Arch Mason; but a Royal Arch Mason producing satisfactory evidence of having received the Degree of Royal Arch Mason, both in ample form and duly obligated therein in a Chapter subordinate to a Grand Chapter in fraternal relations with this Grand Chapter, may visit a Chapter working the Royal Arch Degree, and may be given the degree of Mark Master, Past Master and Most Excellent Master to the end that he may be healed, but such healing shall only constitute him an acceptable visitor in a Montana Chapter of Royal Arch Masons. (1974).

Section 5. Where the Constitution or By-Laws or Regulations do not cover a situation the Constitution or Statutes of the Grand Lodge of Montana shall apply.

### ARTICLE IV.

#### Convocations

Section I. The annual stated convocation for the transactions of The Grand Chapter's regular business shall be on such dates and place as it shall be determined; provided, however, that in the event of any serious emergency, and when any duly authorized official, board or body of the Nation or the State of Montana, shall cancel all such annual convocations of all kinds, for the time being, and also when this Grand Chapter, by a majority vote of its Grand High Priest, Grand King, Grand Scribe, Grand Treasurer, Grand Secretary, Grand Captain of the Host, Grand Principal Sojourner, and Grand Royal Arch Captain, herein referred to as the "committee", shall deem the same advisable, the regular annual stated convocation for that year shall be canceled, and in lieu thereof the said Committee may call an "In Lieu" Convocation, which shall consist of the above named Grand Officers of said Committee, together with the regular members of the Jurisprudence and Finance Committees of this Grand Chapter; that said "In Lieu" Convocation shall consist only of said Grand Officers and Committees, which shall conduct, by a majority vote of the whole thereof, all the business and exercise all the powers and authorities of a regular stated annual Convocation of this Grand Chapter, conducting any and all business usually conducted by this Grand Chapter.



Any and all of said Committee, or of the "In lieu" Convocations, may be attended by any member of any Chapter within this jurisdiction, who may attend as a visitor, without the right to vote.

Section 2. The Grand High Priest may call Special Convocations of the Grand Chapter whenever, in his opinion the good of the Order shall require it.

Section 3. Quorum. There must be at least (3) Chartered Chapters represented in order to transact any business connected with the Grand Chapter, either at an Annual or Special Convocation.

## ARTICLE V

### Election and Eligibility to Office

Section I. The elective officers of the Grand Chapter shall be the Grand High Priest, the Grand King, the Grand Scribe, the Grand Treasurer, the Grand Secretary, the Grand Captain of the Host, the Grand Principal Sojourner and the Grand Royal Arch Captain, and shall be chosen by ballot, and by a majority of all votes cast at each Annual Convocation; and shall hold their respective offices until their successors are elected and installed. All elected officers shall be referred to as Right Excellent Companion except Grand High Priest who shall be referred to as Most Excellent.

Section 2. None but High Priests or Past High Priests shall be eligible to election to the elective offices above named.

Section 3. The appointive officers of this Grand Chapter shall be all those that are not elective.

Section 4. The appointive officers shall be appointed by the Grand High Priest, and hold their respective offices until their successors are appointed and installed; and all officers of this Grand Chapter must be members in good standing of a Constituent Chapter within this jurisdiction.

Section 5. There may be created a temporary office of Assistant Grand Secretary, as needed, the occupant of which is to be regularly elected in the same manner as the Grand Secretary, after being nominated in the usual procedure. The new temporary officer so elected will serve without remuneration in working with the Grand Secretary in order to become familiar with the duties thereof in the event he should be elected to the office of Grand Secretary when and if it becomes vacant. When it becomes apparent that an Assistant Grand Secretary is no longer needed, the office shall be discontinued until such time that the need again arises. (1973).

ARTICLE VI.  
Votes and Voters.

Section 1. Each officer and permanent member of this Grand Chapter is entitled to one vote, and no more, in all the proceedings of the Grand Chapter.

ARTICLE VII  
Standing Committees

**Section 1** - The following committees to consist of not less than three nor more than five members each shall be appointed by the Grand High Priest at each annual convocation, to serve during the year”

- A. Jurisprudence
- B. Finance
- C. Distribution
- D. Appeals and Grievances
- E. Royal Arch Research Assistance
- F. Ritual and Education

Section 2. Special Committees may also be appointed by the Grand High Priest on Suspensions and Demits, Credentials and Foreign Relations

Duties of Committees

Section 3. Committee on Jurisprudence.

The Committee on jurisprudence shall:

A. Examine and report on all:

- 1. Questions, documents and papers requiring investigation and
- 2. Decisions upon all points of Grand Chapter law:

B. Review proposed resolutions and recommendations to be considered at the next annual convocation, and recommendations or decisions of the Grand High Priest and Grand King and:

- 1. Prepare legislation as may be required which will carry out the interest of the proponents:

C. Report to the annual convocation:

- 1. Its recommendations as to the legality of decisions and dispensations issued by the Grand High Priest,
- 2. Other proposed amendments to the Constitution and Regulations will accomplish the purpose of the proponents.
- 3. The legal effect of the proposed amendments. And

D. When appropriate, prepare supplementary legislation to proposed amendments and prepare legislation to accomplish recommendations of the Grand High Priest, or committees and report to the annual convocation thereon its recommendations.

E. The Committee shall each year review the CONSTITUTION, BY-LAWS, REGULATIONS, STANDING REGULATIONS of the Grand Chapter of Royal Arch Masons of Montana and 60 days prior to the regular Grand Convocation shall prepare and submit to the constituent Chapters a committee report, indicating The Committee’s recommendations for legislation that will:

- A. Eliminate archaic or outdated constitutional sections, by-laws, regulations, standing regulations;
- B. Eliminate obsolete or redundant wording of constitutional sections, by-laws, regulations standing regulations;
- C. Eliminate duplications in constitutional sections, by-laws regulations, standing regulations:
- D. Clarify existing constitutional sections, by-laws, regulations, standing regulations: or
- E. Correct errors and inconsistencies within the constitutional sections, by-laws, regulations, standing regulations.

Section 4. Committee on Finance.

The Committee on Finance shall:

- A. Assist and consult with the Grand High Priest, the Grand Secretary and the Grand Treasurer regarding the financial affairs of the Grand Chapter:
- B. Advise and assist all boards and committees in financial matters, when requested:
- C. Examine and report on all accounts and financial matters referred to them and to make a full report of the financial condition of Grand Chapter before the close of each annual convocation:
- D. Prepare a Preliminary budget that includes any supplementary appropriations made by the Grand High Priest:
- E. Supervise compliance with the adopted budget of Grand Chapter,
- F. Report on every appropriation of money before it can be made: and
- G. Make a recommendation for an adjustment to the current year's per capita assessment should the preliminary budget show a deficit.

Section 5 Committee on Credentials

The Committee on Credentials shall:

- A. Maintain the Grand Chapter sign-in book:
- B. Collect and verify the credentials of all Companions entitled to vote at the annual convocation;
- C. Issue Grand Charter ballots to all Companions presenting valid credentials:
- D. Report the number of Chapters represented at the annual convocation:
- E. Report the number of Grand Officers, Past Grand High Priests, High Priest, Kings, Scribes, Proxies, Secretaries, Committee Members, and Past- High Priests present and eligible to vote at the Annual Convocation.

Section 6. Committee on Foreign Relations.

The Committee on Foreign Relations shall:

- A. Attend Montana annual convocations:
- B. Communicate with the Grand Chapters represented: and
- C. Make a written report to the Grand Secretary in advance of the annual convocation as to the contents of communications exchanged with the Grand Chapter represented.

**Section 7.** A standing committee on Suspensions and Demits. Consisting of three be appointed by the High Priest, who shall cooperate with the secretary in the collection of delinquent dues and to effect reinstatements and to secure demits by affiliation,

**ARTICLE VIII**  
Revenues.

**Section 1.** The revenues of the Grand Chapter shall be derived from fees charged for Dispensations, Charters, Diplomas and other instruments issued under its authority, and from contributions levied upon the Chapters.

A For a Dispensation to open a new Chapter, Fifty Dollars (50.00).

B. For a Charter to perpetuate a Chapter, Fifty Dollars (\$50,00)

**Section 2.** Every Chartered Chapter shall, at the time it makes the annual returns, pay to the Grand Secretary for the use of the Grand Chapter the following dues:

B. For the exaltation of every Companion, Five Dollars (\$5.00).

C. For each Royal Arch Mason on its membership rolls a Chapter shall pay a per capita of no more than nine dollars (\$9.00) except such members whose dues have been remitted by the Chapter for inability to pay the same.

**ARTICLE IX.**  
The Grand High Priest.

**Section 1.** The Grand High Priest shall, at each Annual Convocation, present a written report of all his official acts during the year, and of the condition of Royal Arch Masonry within his jurisdiction, together with such recommendations as he may deem expedient.

**Section 2.** He shall carefully supervise the Constituent Chapters, and see that the Constitution and Regulations of this Grand Chapter are faithfully observed.

**Section 3.** He shall have the executive power and authority when the Grand Chapter is not in session:

**Section 2.** To issue dispensations for the formation of Chapters. Provided, that no dispensation shall be granted for the formation of a new Chapter in this jurisdiction within sixty (60) days prior to the Annual Convocation of this Grand Chapter. (1913).

B, To issue dispensations for the election of an officer or officers of a Chapter at a time other than that named in this Constitution, To confer Royal Arch Degree on less than three or groups of three. To ballot for affiliations at other than at a stated convocation.

- C. To convene any Chapter within this jurisdiction, preside therein, inspect proceedings, and give such orders and instructions as he may deem necessary.
- D. To arrest the Charter or Dispensation of any Chapter, for good reason shown; and for proper cause, to suspend any High Priest from the functions of his office until the ensuing Annual Convocation.
- E. He shall constitute, either in person or by proxy, all newly Chartered Chapters, and install their officers.

Section 4. Upon the death or disability of the Most Excellent Grand High Priest within the first 120 days of his term of office, the Grand King will assume that office and with it all the rights and powers of that office. Upon completion of that term of office he shall have the option to become the Immediate Past Most Excellent Grand High Priest, or stand for election for another term.

The Most Excellent Grand High Priest shall fill any vacancies which may occur in the offices of the Grand Chapter until the next Annual Convocation. (1980).

#### ARTICLE X.

##### The Grand King and Grand Scribe.

Section 1. The Grand King and Grand Scribe, in the absence of their respective superiors, shall severally act as Grand High Priest, in order according to rank; at all other times they shall perform such other duties as may be assigned them by the Grand Chapter.

#### ARTICLE XI.

##### The Grand Treasurer.

Section 1. It shall be the duty of the Grand Treasurer to take charge of all the funds and securities of this Grand Chapter; to pay all orders duly drawn by direction of the Grand Chapter; to report annually to the Grand Chapter his receipts and disbursements by item, and the amount of money and securities in his hands.

#### ARTICLE XII.

##### The Grand Secretary.

Section 1. It shall be the duty of the Grand Secretary to record all the transactions of the Grand Chapter which it is proper to have written, and to superintend the publication thereof immediately after the close of each Annual Convocation. He shall receive, duly file, and safely keep all papers and documents addressed or belonging to the Grand Chapter, and present such as may require its action at each Convocation. He shall keep the seal of the Grand Chapter, and affix the same with his attestation to all documents emanating from this Grand Body. He shall collect the revenue of the Grand Chapter, pay it over to the Grand Treasurer, and present a detailed report of his receipts and of all business appertaining to his office, at each Annual Convocation. He shall report at each Annual Convocation all Chapters which are in arrears to the Grand Chapter, or which shall have neglected or refused to comply with any provisions of its Constitution or Regulations. He shall conduct the correspondence of the Grand Chapter, and submit copies thereof at each Annual Convocation. He shall take charge of the Jewels, furniture, clothing and all paraphernalia of the Grand Chapter during its vacations. He shall report at each Annual Convocation all unfinished business, and shall perform such other duties as may be assigned to him by the Grand Chapter or Grand High Priest. He shall receive for his services such

sum per annum as the Grand Chapter shall appropriate annually; and there shall be appropriated annually by this Grand Chapter for clerical assistance in the office of the Grand Secretary such sum as they may deem necessary.

### ARTICLE XIII CONSTITUENT CHAPTERS

#### How Formed

Section I. Upon the petition of fifteen or more Royal Arch Masons in good standing, the Grand Chapter or the Grand High Priest may issue a letter of dispensation, authorizing them to form and open a Chapter of Royal Arch Masons and lodges of the intermediate degrees, with power to confer the several degrees thereof. But no dispensation shall issue, unless the petition be accompanied by a recommendation from the Chartered Chapter nearest the location of the proposed new one, nor unless the petitioners therefore shall show that they are Royal Arch Masons, and in good standing as such and competent to confer the degrees; and no warrant shall be issued until the officers shall have given proof of their skill by labor under dispensation, and furnish a certificate from the nearest Chapter or of the Grand Lecturer (if there be one) of their ability to confer the degrees and carry on the business of the Chapter. All petitions for new Chapters shall be accompanied by the demits of the signers to the petition.

#### Officers

Section 2. The officers of a Chapter 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, three Masters of the Veils, a Sentinel, and such other officers as its by-laws shall provide.

### ARTICLE XIV Meetings

Section I. Each Chapter shall have a Stated Convocation at least once in every three months for the transaction of its business, provided that any Chapter, upon a motion duly passed and entered in its minutes, may suspend regular meetings during any three concurrent months throughout the year as approved and identified in the Chapter By-Laws. Special meetings may be ordered by the Chapter, or by the High Priest, but no business shall be done there at except conferring of degrees; provided, that a Chapter, at a special meeting called for that purpose, may levy assessments to meet the expense of constructing and furnishing buildings, providing funds to pay debts regularly contracted, or any other necessary expense in accordance with the provisions of Section 6 of Article XIV of this Constitution. Joint meetings of the Chapter with the Council and Commandery are permitted providing each body individually declares itself open at the conclusion of an opening ceremony.

Section 1 A. A Chapter with less than 75 members may hold a legal Convocation with six (6) or more Companions present. (1982 proceedings, p. 69).

## How Represented Method of Choosing Proxies

Section 2. The High Priest, King and Scribe of each of the Chartered Chapters in the jurisdiction may issue their proxy to a member of their Chapter, to represent them at every Convocation of the Grand Chapter, when they cannot attend in person; such proxy must bear the Seal of the Chapter; provided, that in case of absence from the jurisdiction of any one of the above named officers, or a vacancy occurring in such office, the Chapter may elect proxies to represent them at the next Convocation of the Grand Chapter.

Returns and Dues - Year Ending December 31 - Report Due March 15

Section 3. Each Chartered Chapter shall transmit to the Grand Chapter on or before March 15<sup>th</sup> of each year a full and correct return of its transactions for the twelve months next preceding the 31<sup>st</sup> day of December in the form hereinafter provided, and shall accompany such return with payment of its dues to the Grand Chapter.

## Change By-Laws

Section 4. The Chartered Chapters in this jurisdiction are hereby authorized and empowered to alter or amend their by-laws relative to the times of meetings or any other local matter; Provided, the same be done in compliance with the article in the standard form of by-laws relating to this subject.

## Seal

Section 5. Each Chapter hereafter constituted shall, within three months from the date of the Charter, provide a suitable seal, bearing such device as may be deemed proper, and having inscribed thereon the name and number of the Chapter, the date of its Charter, and the place of its location. And all documents and papers emanating from each Chapter, or from its High Priest or Secretary, in his official capacity, shall bear the impress of its seal.

## Assessments

Section 6. The Chartered Chapters of this jurisdiction shall have power by resolution, duly enacted by a two-thirds vote of all the members present at any regular meeting, or any special meeting called for that purpose, of which regular or special meeting due notice shall have been given by mail to each member thereof at his last known address, at least ten days before the date of such meeting, to levy assessments to meet the expense of constructing and furnishing buildings, providing funds to pay debts regularly contracted, or any other necessary expense.

The Chapter shall also have power by such resolution to provide the penalty of suspension for failure to pay such assessment under the same terms and conditions as are provided for non-payment of dues.

ARTICLE XV  
Elections and Installations

The first six officers named in Section 2 of Article XIII shall be elected annually by ballot, and by the majority of all votes cast, no earlier than the first regular Convocation in May and/or before the convening of the Annual Convocation of the Grand Chapter of Royal Arch Masons of the State of Montana. The remaining officers shall be appointed by the High Priest immediately after his election, and shall hold their respective offices until their successors have been duly elected and installed; provided that any Chapter that may elect all of its officers by so providing in its by-laws. Installation of officers must take place following the Annual Convocation of the Grand Chapter of Royal Masons of the State of Montana no later than the first regular Convocation in September.

ARTICLE XVI  
Qualifications of Applicants- Residence-Rejection

Section I. No Chapter in this jurisdiction shall receive an application for the degree unless the applicant shall have resided within its jurisdiction during six months next preceding the date of his application, except by permission of the Chapter nearest his place of residence; Provided, however, that such applicant shall be a Master Mason in good standing, and affiliated with some lodge of Master Masons. No Chapter of this jurisdiction shall confer the degrees on any candidate previously rejected by any other Chapter without the consent of such rejecting Chapter provided such Chapter be in existence.

Reference to Committees – Withdrawal – Re-ballot

Section 2. No Chapter shall ballot upon such application until it shall have been referred to a committee, whose duty it shall be to make strict examination into the qualifications of the applicant. Petitions of candidates may be received by the Chapter and balloted on at the same stated convocation; Provided, however, that any member may request that a petition be referred to a committee of three members of the Chapter, who shall diligently investigate the character and standing of the applicant and report at the next stated convocation of the Chapter and there shall be no ballot on such petitioner until the report of such committee has been received and read at the stated convocation, unless further time be granted. No application shall be withdrawn after reference to a committee, except by unanimous consent of the members present, and it shall require unanimous ballot to elect, but if one black ball or cube only appears in the box the High Priest, without declaring the result may order a second ballot for the purpose of correcting a possible mistake, when if a black ball or cube again be cast, the applicant shall be declared rejected.

Section 2A. A Companion who has taken a demit may be restored to membership in the Chapter that granted it, upon his application, upon a two-thirds vote of the members present; but one holding a demit can become a member in another Chapter only upon a unanimous vote.

Petitions for Degrees or for affiliation – Time to File Demit

Section 3. No Chapter shall receive a petition for the degrees, or for membership, unless the applicant therefore is a Master Mason in good standing, and each applicant for affiliation must present and file with the Secretary his demit from his last Chapter within ninety (90) days after his election.



## Fees for Degrees

Section 4. No Chapter shall confer the degrees for a less sum than thirty dollars, and in every case the fee for each, or all degrees, as may be regulated by the Chapter, shall accompany the application.

### Penalty for Non-Payment of Dues - Restoration - Remission

Section 5. No Chapter shall expel a member for non-payment of dues. But any Constituent Chapter under this jurisdiction may suspend any of its members who are twelve calendar months in arrears for dues by a vote of the majority of the members present at any regular convocation; provided, that there is full proof that the delinquent, if a resident of this jurisdiction, has had thirty days written or personal notice; and, if not a resident of this jurisdiction but his residence is known to the Chapter, sixty days notice in writing; and, if his residence is unknown and cannot, after diligent inquiry, be ascertained, the Chapter may suspend after ninety days notice, given in open Chapter, of such delinquency. When a member has been suspended for non-payment of dues, the act of payment shall reinstate to membership, if arrears and current dues are paid suspension. After the lapse of one year, reinstatement can be made only after payment and a two-thirds vote of the Chapter. The Chapter may remit all or any part of the dues.

### Payment of Dues Pre-requisite to Representation

Section 6. No Chapter which shall have failed to make its annual returns, and to pay dues, shall be entitled to representation at the Annual Convocation of the Grand Chapter.

### Requisite to Admission

Section 7. No person shall be admitted, either as a member or a visitor, in any Chapter, unless he shall have regularly received the degrees of Entered Apprentice, Fellow Craft, Master Mason, Mark Master, Past Master, Most Excellent Master and the Royal Arch in just and legally constituted bodies of such, and must maintain membership in good standing in his lodge as a Master Mason. (1974, Art. XVI, Section 7, amended, p. 14)

### Warrant Necessary to Legality

Section 8. No Chapter of Royal Arch Masons within this jurisdiction shall be considered legal without a dispensation or charter from this Grand Chapter, and no Masonic communication shall be held with any such Chapter, or with any person who is a member thereof, or has received the degrees therein.

## ARTICLE XVII

### Dissolution of Chapters

Section 1. The Charter of a Chapter may be surrendered, if notice shall be given at a stated Convocation that a resolution to that effect will be presented at the next succeeding one; and, if, at such succeeding Convocation, there shall not be nine members present who oppose such resolution, it may be surrendered, if it shall be so ordered by a majority of those assembled, but no act of surrender shall be considered final until it shall have been approved and accepted by the Grand Chapter.

## Charters Forfeited

Section 2. The Charter of a Chapter may be forfeited:

- Section 2. By disobedience of any provision of the Constitution or Regulations of this Grand Chapter;
- B. By disregard of the lawful authority of the Grand High Priest;
- C. By violation or neglect of the ancient and recognized usages of the Craft;
- D. By failure to meet during a period of six successive months; and/or,
- E. By a reduction of its members to a number less than six

## Grand Secretary Takes Charge of Property of Defunct Chapters

Section 3. In case of dissolution of a Chapter, the Grand Secretary, or some Companion duly authorized by him, shall at once proceed to receive its funds on hand, collect its outstanding dues, and dispose of its jewels, furniture and property of every kind, as seems to him most judicious; and, he shall place the proceeds thereof after payment of its obligations and necessary expenses, among the funds of the Grand Chapter; Provided, that the Grand High Priest shall direct the Grand Secretary to issue a certificate of non-affiliation to each member of the Chapter whose Charter has been forfeited and the non-affiliates shall thereon be governed by Standing Resolution, entitled "Disabilities of Non Affiliates", as adopted by this Grand Chapter September 19, 1892.

## Consolidation of Chapters - How Vote May Be Taken

Section 4. When a proposition to consolidate a Chapter with another is made therein, the High Priest shall cause the matter to be laid over to a future meeting, and a special notice given to the Companions of the Chapter that the matter will come before the Chapter at tilat meeting for action. If the Chapter votes to consolidate, with not to exceed eight votes in the negative, the measure shall be deemed to be carried. Concurrent action must be taken in the other Chapter, at a meeting notified for that purpose, in the same manner, and adopted by not exceeding eight votes in the negative. If both Chapters vote to consolidate the proceedings shall be certified by each Chapter to the Grand High Priest for examination, together with audit of financial records of both chapters. If he finds that the proceedings of the Chapters are in accordance with these regulations, the Chapters may be consolidated under the name which they select.

## Endorsement of Charters

Section 5. The oldest Charter shall be endorsed under the attestation of the Grand High Priest and Grand Secretary, under the seal of the Grand Chapter, as the warrant of the consolidated Chapter, which shall take rank and date of the Charter. The other Charter will be endorsed in such manner as to show that it is no longer in force, and delivered to the Consolidated Chapter, if desired, to be preserved in its archives.

## Organization of Consolidated Chapter

Section 6. The Grand High Priest, by himself, or such Companion as he may specially deputize therefore, shall cause the members of both Chapters to be assembled, and shall proceed to organize the Chapter by delivering the Charter endorsed as above provided; and shall preside during the election of officers and cause them to be installed. He shall make due return of his proceedings to the Grand Secretary, to be entered upon the records of the Grand Chapter, and reported to the Grand Chapter at its next annual Convocation. The officers of the old Chapters shall at once deliver and pay over to the corresponding officers of the Consolidated Chapter all the property, books and moneys, of each of said Chapters, to be the property of the new Chapter. (1934 Proceedings, p. 36)

### ARTICLE XVIII

#### Duties of Officers, Subordinate Chapters High Priest

Section 1. Each High Priest has it in special charge to see that the by-laws of his Chapter, and the Constitution and Regulations of the Grand Chapter are duly observed; that accurate records are kept, and just accounts and proper reports are rendered by his officers; and that regular returns are annually made to the Grand Chapter at the time prescribed therefore, with payment of the annual dues. From his decision there shall be no appeal to the Chapter, but any three members thereof may complain of his decisions or conduct to the Grand Chapter or Grand High Priest. In all cases of a vote, except votes by ballot, the High Priest, in addition to his proper vote, may have the casting vote.

#### King and Scribe

Section 2. The King and Scribe shall perform the duties severally assigned to them by the traditional usages of the Order; and, in the absence of the High Priest, shall, in the order of their rank, succeed to and be charged with all his powers and duties.

Dispensation requested for election of a King or other lower officers that may be needed due to the departure of the High Priest for California, and the death of the King on April 2, 1951.

DECISION: The Chapter still has a High Priest and that he cannot resign. The position of King is vacant. It is the duty of the Scribe to act as High Priest for the rest of the year or such time as the regular High Priest is absent. During this time the Scribe will have all the powers of the High Priest. (Stam, 1951 Proceedings, p. 14, 40)

#### Treasurer

Section 3. The Treasurer shall receive from the Secretary all moneys belonging to the Chapter, and shall pay the same out under such regulations, and account therefore, at such times and in such manner as by it prescribed.

#### Secretary

Section 4. The Secretary shall keep an accurate record of all the transactions of the Chapter, which should be written, including a list of the officers and members present at each Convocation; shall keep correct accounts of the dues of members; shall prepare and transmit the annual returns to the Grand Secretary; shall keep the

seal of the Chapter and affix it to all documents emanating there from; and shall perform such other duties as may be required of him by the Chapter or the High Priest,

#### Other Officers

Section 5. The other officers shall perform such duties as traditionally appertain to their respective stations, or as may be assigned to them by the Chapter or the High Priest.

### ARTICLE XIX

#### Membership

Section 1. Membership in a Chapter may be acquired by having regularly received the degree of Royal Arch Mason therein; by having been duly elected for affiliation therewith; or, by having been named in a dispensation for a new Chapter as one of the petitioners therefore.

#### Plural Membership

Section 2. A member of a Montana Chapter of Royal Arch Masons may become a member of any Montana Chapter or of any regular Chapter of any other Grand Jurisdiction with which we have fraternal relations and which allows dual membership and shall be obligated by such membership to pay such dues as may be assessable in both Chapters

Membership may be obtained in a Montana Chapter by using the same form as required for affiliation, except that it shall be endorsed "Application for Membership", and such application shall receive the same action as that for affiliation, except that it will not require filing a demit.

Forfeiture of good standing in either Chapter in which membership is held shall automatically have the same effect in the other Chapter, but a demit from one Chapter shall not affect his standing in the other Chapter.

In making the annual report to the Grand Secretary, each Montana Chapter shall particularly report the names of all its members holding dual membership and in such manner as the Grand Secretary shall require. (1975)

A Chapter of this jurisdiction may elect by a three-fourths (3/4) vote of the members present any Companion who has rendered eminent service to the Capitular Craft, an honorary member. Such honorary member shall not have the right to vote in, nor the obligation to pay dues to, the Chapter conferring the honorary membership. Proposal for honorary membership must be given at one Stated Convocation and held over until the next Stated Convocation before vote thereon.

Honorary membership shall cease at the termination of the Companion's membership in the Chapter of which he is a regular member.

#### Membership Determined

Section 3. Membership in a Chapter can only be terminated by voluntary withdrawal there-from; by dissolution of the Chapter; or, by death, suspension or expulsion.

## Membership in Chapters Under Dispensation

Section 4. Chapters under dispensation shall not have the power to affiliate members or grant demits. When a Charter is issued there shall be included in it only the names of the Companions named in the Dispensation and of those who have regularly received the degree of Royal Arch Mason therein.

## Withdrawal

Section 5. A member of a Chapter may withdraw there-from, unless charges are pending against him, by paying his dues, and notifying the Chapter of such intention at any stated Convocation.

## Secrecy of Ballot

Section 6. No member of a Chapter shall be required to divulge his vote upon a ballot for the degrees or for affiliation; nor, assign any reason for such vote, if it be known.

## One Ballot - Proficiency

Section 7. There shall be but one ballot for the four degrees, but each candidate, before advancement, must be proficient in the preparatory preceding degrees which proficiency must be proved by examination in open Chapter or in committee appointed by the High Priest, in the words, signs and grips of each degree.

## Jurisdiction of Chapters

Section 8. Any Chapter in this Jurisdiction can receive and act on an application for the degrees of the Royal Arch from a qualified resident of this Grand Jurisdiction who is a Master Mason in good standing in a legally constituted lodge of Master Masons.

## ARTICLE XX Book of Marks

Section 1. Each Constituent Chapter under this jurisdiction shall obtain forthwith, and keep, a "Book of Marks", in which shall be entered the Mark of every Brother advanced to the Honorary Degree of Mark Master, and every Brother so advanced is hereby required to select a Mark, and so enter it in said "Book of Marks" before being exalted to the August Degree of the Royal Arch Mason; and all Royal Arch Masons, members of Chapters under this jurisdiction, who have not already adopted Marks, are required to do so within six months after the adoption of this Constitution.

Affiliation but not to interfere With the Mark. (1914 Proceedings,  
p. 20)

ARTICLE XXI  
Obligation of Officers

Section 1. All officers of the Grand Chapter and of its Constituents, before entering upon the duties of their respective stations, shall take a solemn obligation that they will maintain and support the Constitution and Regulations of the Grand Chapter of the State of Montana, as well as those of General Grand Chapter International.

ARTICLE XXII  
Amendments

Section 1. The Grand Chapter, upon concurrence of a majority of the members present at an annual Convocation, may revise or amend this Constitution, provided, that such amendments and revisions shall be submitted in writing to the Grand Secretary at least 120 days prior to the opening of the annual Convocation. The Proposed revisions or amendments shall then be submitted by the Grand Secretary to The Jurisprudence Committee within 15 days for proper form. The Jurisprudence Committee shall then return the proposals to the Grand Secretary within 40 days of receipt, who shall submit a copy of the proposed revisions or amendments to each constituent Council at least 60 days prior to the opening of the annual Convocation. The revisions or amendments shall lie over until the next annual Convocation. Final adoption shall require a three-fourths majority vote of the members present.

Section 2. A Grand High Priest recommendation, if it has the effect of amending the Constitution shall be granted the same status as a resolution, and be subject to all the requirements and provisions governing the same.

ARTICLE XXIII  
Voluntary Pre-paid Life Membership

It is hereby authorized by this Grand Chapter Royal Arch Masons of Montana that a voluntary Pre-Paid Life Membership/Memorial Fund be established, and that any member of any Chapter in the State of Montana may purchase a life membership or contribute to the Memorial Fund.

Administrative procedures and policies shall be set forth in a separate document

## STANDING RESOLUTIONS

### CANDIDATES FOR ROYAL ARCH DEGREE

The Royal Arch Degree may be conferred only upon one or groups of three candidates each at one and the same time without a dispensation.

Installing Officer, in propounding the third question to the High Priest being installed, shall use the Following:

III. That you will never suffer either more nor less than three or groups of three, to be exalted in your Chapter at one and the same time.

### RITUALS

1. There shall be no limit as to the number of Rituals each Constituent Chapter may purchase.
2. All Rituals must be paid for at such rate as the Grand Chapter may determine.
3. Rituals may be ordered from the Grand Secretary.
4. The Constituent Chapter must approve by majority vote the purchase of Rituals.
5. Each Constituent Chapter may adopt any Regulations they desire regarding the distribution and accounting of Rituals in their own Chapter.
6. The Ritual printed and promulgated by and under the authority of this Grand Chapter at its Fifty-Eighth Annual Convocation in 1947 be-and the-same is hereby designated as Standard Montana Work, and that it, together with such changes or additions thereto as may from time to time be duly authorized, be used by all Constituent Chapters of this jurisdiction.

### PICTURES OF GRAND HIGH PRIESTS

In all published proceedings of the Annual Convocations, the Grand Secretary shall include a picture of the retiring M. E. Grand High Priest.

### PROVIDING FOR MONTHLY REPORTS

The Secretaries of the various Constituent Chapters in the jurisdiction of this Grand Chapter of Montana, shall report all changes in membership promptly at the close of the last stated Convocation in each month to the Grand Secretary; if there are no changes they shall also report that fact. The Grand Secretary will issue a circular to each Chapter giving in detail all such changes.

## BADGES FOR ANNUAL MEETINGS

It shall hereafter be the duty of the Grand Secretary to provide badges for the Officers, Permanent Members and Representatives to Grand Chapter at the charge of Grand Chapter.

## SECRETARIES TO REPORT DEATHS WITH DATE

The Secretaries of Constituent Chapters shall promptly report to the Grand Secretary and the Grand Chaplain all deaths of member, giving such data as they are able, in order that the Grand Secretary may be able to present such lists to the M.E. Grand High Priest in time for him to include the same in his address.

## CONSIDERING RESOLUTIONS

This Grand Chapter will not consider any Resolution or Recommendation unless they are submitted to the Grand Secretary prior to and by him to the Constituent Chapters not less than 120 days before the Annual Convocation.

## YORK RITE FESTIVALS

This Grand Chapter approves the holding of York Rite Festivals and recommends that such a Festival be held at least once a year by the York Rite bodies, where conditions justify this type or meeting.

## ROYAL ARCH TRIENNIAL FUND

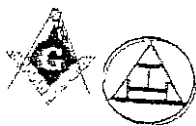
The Grand Chapter of Royal Arch Masons of Montana provides for the attendance of its Grand High Priest, Grand King and Grand Scribe at the Triennial Convocations of the General Grand Chapter of Royal Arch Masons; Provided, however, in the event any of the above named three representatives are unable to attend, then one proxy each shall be issued to their legal representative, if he attends. For the purpose of defraying the expenses of the three representatives above designated, this Grand Chapter will appropriate the sum of \$200.00 per representative, or \$600.00 for the Triennial period; said annual appropriation of \$200.00 each year to be placed in a separate fund to be known and designated as the "Royal Arch Triennial Fund" by the Grand Secretary, and paid out from said Fund by the said officer for the purposes named herein.

## PROLOGUES FOR DEGREES PERMITTED

This Grand Chapter approves the use of any Prologue to the Degrees, which has been approved by the Committee on Royal Arch Advancement, Education and Work, in the conferring of any of the degrees of Royal Arch Masonry.

## GRAND CHAPTER ROYAL ARCH MASONS OFFICIAL EMBLEM

At the Stated Convocation of the Grand Chapter Royal Arch Masons of Montana held June 7th, 2003 in Kalispell Montana this OFFICIAL EMBLEM was adopted.





## COOPERATION

The Most Excellent Grand High Priest should make every effort to coordinate with the Most Illustrious Grand Master and the Right Eminent Grand Commander in the appointment of the following committees: Finance, Jurisprudence, York Rite Coordination, Credentials, Unfinished Business, Membership Triennial and By-Laws.

## AMMENDMENTS

The Grand Chapter, upon concurrence of a majority of the members present at the annual Convocation, may revise or amend these Standing Resolutions, provided, that such revisions or amendments shall be submitted in writing to the Grand Secretary at least 120 days prior to the opening of the annual Convocation. The revisions or amendments shall then be submitted by the Grand Secretary to Jurisprudence Committee within 15 days for proper form. The Jurisprudence Committee shall then return the proposals to the Grand Secretary within 40 days of receipt. The Grand Secretary shall then submit a copy of the proposed revisions or amendments to each of the constituent Chapters at least 60 days prior to the opening of the annual Convocation. If the revisions or amendments are adopted at the annual Assembly they shall become a part of these Standing Resolutions

A Grand High Priest recommendation, if it has the effect of amending the Standing Resolutions shall be granted the same status as a resolution, and be subject to all the requirements and provisions governing the same.

## BY-LAWS

Prescribed by the Grand Chapter of the State of Montana  
for the Government of Constituent Chapters  
Within Its Jurisdiction.

### ARTICLE I

#### Warrant

Section 1 The warrant of this Chapter is a charter granted by the Grand Chapter  
of \_\_\_\_\_  
Royal Arch Masons of Montana on \_\_\_\_\_ day of \_\_\_\_\_, A.D.  
19\_\_\_\_ A. I. 24\_\_\_\_\_

#### Title

Section 2. The title of this Chapter is \_\_\_\_\_ Chapter No. \_\_\_\_\_,  
Royal Arch Masons.

#### Meetings

Section 3. The Stated Convocations of this Chapter shall be held  
on \_\_\_\_\_ of each month; special Convocations at the order of  
the High Priest.

#### Hour of Meeting

Section 4. The hour of meeting from \_\_\_\_\_ to \_\_\_\_\_  
shall be \_\_\_\_\_ o'clock; and from \_\_\_\_\_ to \_\_\_\_\_ o'clock, P.M.

#### Not to be Called Off

Section 5. No Convocation of the Chapter can be called off beyond the day and  
night on which it was opened.

#### Quorum

Section 6. Six members of the Chapter shall be necessary to constitute a quorum  
for the transaction of business. If the sentinel be a member of the Chapter he may  
be included to make up a quorum.

### ARTICLE II

#### Members

Section 1. Members of this Chapter are such Royal Arch Masons as have  
been exalted in or affiliated with it upon their own petition, w/w shall, as soon as  
exalted or affiliated, sign the by-laws, and have not been demitted upon their  
own request, or been suspended or expelled for un-Masonic conduct, or  
become non-affiliate in a lodge of Master Masons, provided, the suspension or  
expulsion or non-affiliation in the -Blue Lodge shall, upon satisfactory proof of  
the same in open Chapter, at any regular meeting, have the same effect upon  
membership in the Chapter, and the Secretary shall make a note of such  
suspension or expulsion or non-affiliation in his minutes, and no further action  
shall be deemed necessary. A like proof of restoration in such cases shall be noted  
in the minutes, and to be effectual from that date without further action on the  
part of the Chapter.

## Officers with Titles--Elected or Appointed

Section 2. The officers are ranked and styled as follows: Excellent High Priest, King, Scribe, Treasurer, Secretary, Captain of the Host, Principal Sojourner, Royal Arch Captain, Three Masters of the Veils and Sentinel, the first six of which shall be elected and the rest appointed. All the officers must be chosen from among the members of the Chapter. (As amended, 1923 proceedings, page 53.)

### Installation

Section 3. All officers must be installed on the evening of election or as soon thereafter as convenient, and hold their offices until their successors are elected and installed. or expelled for un-Masonic conduct. or become non-affiliate in a lodge of Master Masons, provided, the suspension or expulsion or non-affiliation in the Blue Lodge shall, upon satisfactory proof of the same in open Chapter, at any regular meeting, have the same effect upon membership in the Chapter, and the Secretary shall make a note of such suspension or expulsion or non-affiliation in his minutes, and no further action shall be deemed necessary. A like proof of restoration in such cases shall be noted in the minutes, and to be effectual from that date without further action on the part of the Chapter.

### High Priest--Powers and Duties

Section 4. The High Priest has the general supervision of the Chapter; has charge of and is responsible for the charter; must see that it is present at every convocation, as without it the Chapter cannot be opened; has a vote upon all questions; is to instruct all officers in their duties, and see that they, as well as the members, perform them.

### No Appeal Except to Grand Chapter

Section 6. In the absence of the High Priest, the King, and in his absence the Scribe, opens and governs the Chapter, but either, while present may call any Companion to the East. In the absence of the High Priest, King and Scribe, the Junior Past High Priest of this Chapter present may open the Chapter and preside.

### Treasurer

Section 7. The Treasurer shall receive and safely keep all moneys due the Chapter, and pay them out only upon the order of the High Priest and consent of the Companions; he shall keep his accounts subject to an examination by the Finance Committee, who shall report as often as may be prescribed by these by-laws. He shall turn over to his successor in office all moneys, books and papers or other property, in his hands belonging to the Chapter.

### Secretary Duties

Section 8. The Secretary shall keep a book in which to enter the proceedings of the Chapter; a book in which to enroll the names of members, their ages, occupation, residence, birth-place, date of receiving the several degrees, Chapter in which exalted, date of withdrawal, suspension, expulsion or death; also a book in which to keep the accounts of dues to the Chapter, and dates when payments were made. He shall make out all reports to the Grand Chapter, conduct all correspondence of the Chapter, file and preserve all petition, bills and reports, and communications received; collect all moneys due the Chapter, and pay them over to the Treasurer before the succeeding stated Convocation, and have in charge and be responsible for the Chapter Seal. He shall also make monthly reports to the Grand Secretary as required by Standing Regulation. He shall deliver to his successor in office all books, papers or other property of the Chapter that may be in his possession, and for his services shall receive such compensation as the Chapter may determine.

## Receipts to be Entered on the Minutes

Section 9. The Secretary shall enter at the foot of the minutes of each Convocation, his receipts from all sources subsequent to the preceding Convocation.

## Duties of Sentinel

Section 10. The Sentinel shall serve all notices, summonses, or citations issued by authority of the High Priest; shall keep the room, furniture and clothing dean and ready for use; he shall keep a register in which the names of all members and visitors shall be entered, and for such service shall receive such compensation as the Chapter may from time to time determine.

## Treasurer, Secretary,--Offices Vacated

Section 11.. If the treasurer or the secretary of a Subordinate Chapter shall for any cause be unable to discharge the duties of his office, or shall refuse to do so, the Grand High Priest, upon a written application stating the fact, may grant a dispensation authorizing the Chapter to declare the office of the treasurer, or the secretary, as the case may be, vacant; and in case a vacancy shall be so declared to elect an officer to fill the vacancy.

(Adopted, 1929 Proceedings, page 48.)

## ARTICLE III

### Petitions for Degrees or Affiliation

Section 1. All petitions for degrees, or for affiliation, must be presented at stated Convocations only; if for degrees, must state the applicant's age, residence, occupation, birthplace; whether he has been rejected by any Chapter Within six months preceding his application, and must be signed by his own proper name in full, and fee for one degree must accompany the application. If for membership, it must, in addition, state name and number of Chapter in which exalted, and if possible, date of receiving the degrees, and in all cases, before he shall become a member or sign the by-laws, such applicant for affiliation must present and file with the Secretary, within ninety days after his election, his demit from his last Chapter.

### Applications must be recommended

Section 2. Petitions for degrees or affiliation must be recommended by two members of this Chapter.

### Residence Necessary in Jurisdiction

Section 3. No petition for the degrees shall be received in this Chapter unless the applicant has resided within the jurisdiction of the Grand Chapter of Montana six months immediately preceding the date of his application, and six months within the jurisdiction of this Chapter.

### Reference and Report

Section 4. Petitions of candidates, if accepted by this Chapter, must be referred to a committee of three members of the Chapter, who shall diligently investigate the character and standing of the applicant and report at a stated Convocation. Petitions of candidates may be received by the Chapter and balloted on at the same stated Convocation; Provided, however, that any member may request that a petition be referred to a committee of three members of the Chapter, who shall diligently investigate the character and standing of the applicant and report at the next stated Convocation and there shall be no ballot on such petitioner until the report of such

committee has been received and read at the stated Convocation.

#### Withdrawal

Section 5. After a petition for the degrees or affiliation has been referred to a committee, it cannot be withdrawn until reported upon, and then only after a favorable report and unanimous consent.

#### Rejected Petition

Section 6. If any applicant for the degrees is rejected his petition shall not again be received for six months and after two rejection of like intervals, shall not again be received for one year.

#### Delay in Coming -Forward After Election

Section 7. Any candidate failing to come forward for the degrees or affiliation within three months after his election shall forfeit all right under the same, together with his fee, and must be re-proposed before he can receive the degrees or be affiliated, unless a satisfactory reason is given, and the time extended by a vote of the Chapter.

Section 8. In case of rejection, the fee shall be returned.

#### Election to All Degrees

Section 9. A candidate elected in this Chapter shall be considered elected to receive all the degrees; but the advancement of any candidate may be retarded or stopped by the objection of any member.

#### ARTICLE IV Voting-

##### -How Done

Section 1. But two methods are known in Chapters in determining questions: first, ballot; second, the uplifted right hand. Ballots are of two different kinds: First, written; second, white balls and black cubes

##### Elections by Written Ballot

Section 2. Officers are elected by written ballots, and a majority of the whole number cast shall be necessary to a choice.

NOTE: Secretary cannot cast the ballot for the Chapter. Elective officers must be chosen by written ballots cast by each Companion voting separately. (1908 Proceedings, pages 109, 124.)

### For Degrees by Ballot

Section 3. The vote upon applications for degrees or affiliation, shall be determined with the white BALLS and black CUBES.

### Uplifted Hand

Section 4. All other questions shall be decided by the uplifted right hand.

### In Case of One Black Cube

Section 5. In balloting for candidates for the degrees or for affiliation, if more than one black cube appear, the ballot shall cease, and the candidate be declared duly rejected; but if only one appears on the first ballot, a second may be immediately had, and if one black still appears, the candidate shall be duly rejected.

### Inspecting Ballot

Section 6. No one shall inspect the ballot save the High Priest, King and Scribe, who shall do so in the order named.

### Right of Ballot Inviolable and Not to be Divulged

Section 7. The right of ballot is unquestioned, and no one has the right to express how he voted upon the admission of members or candidates for the degrees; all must acquiesce as the law is unalterable; except that a Companion of his own volition may give his reason for rejection, but that only in cases of misapprehension; Provided that nothing contained in this Section shall preclude a Companion from making known to the Chapter such facts as he may be in possession of, that the Chapter may act understandingly.

### Balloting Only at Stated Meetings

Section 8. Balloting for candidates for affiliation can be done at stated Convocations only, unless by dispensation.

## ARTICLE V

### Fees

Section 1 The fees for the four degrees conferred by this Chapter shall be \_\_\_\_\_dollars.

### No Affiliation Fee

Section 2. Royal Arch Masons shall not be required to pay an affiliation fee.

### Dues

Section 3. Every member shall pay annual dues of \_\_\_\_\_dollars.

### Delinquents May Be Disciplined

Section 4. Any member in arrears for one year's dues may be subjected to Masonic Discipline.

ARTICLE VI  
Committee on Charity

Section 1. The High Priest, King and Scribe shall constitute a Standing Committee on Charity who shall have power to draw upon the Treasurer for charitable purposes.

ARTICLE VII  
Masonic Offenses

Section 1. Divulging the transactions of the Chapter, violating the secrecy of the ballot box, and contumacy in refusing obedience to a Chapter summons, are especially declared un-Masonic, and shall subject the offender to Masonic discipline.

**Trials--How Conducted**

Section 2. Proceedings had for violation of Masonic Law, the Constitution of the Grand Chapter, or the by-laws of this Chapter, shall be conducted as provided by Regulations of the Grand Lodge of Montana governing trials.

Jurisdiction of Sojourner

**Section 3.** Non-affiliating or sojourning Companions are amenable to this Chapter while within its jurisdiction for un-Masonic conduct, and shall be proceeded against the same as members.

ARTICLE VIII  
MISCELLANEOUS

Members Must Vote Unless Excused

**Section 1.** No member of this Chapter, present and entitled to vote, shall be excused from that duty.

Demits

Section 2. Any Royal Arch Mason being a member of this Chapter, and in good standing, free from charges and not in arrears for dues, may be granted a demit upon his application therefore. Provided, that no officer who has been duly elected and installed may demit during his term nor until his successor is duly installed. (As amended. 1918 Proceedings, p.28.)

## Must Select His Mark Before Exaltation

Section 3. It shall be the duty of every member of this Chapter 1;2 select his Mark, and cause the same to be recorded in the Book of Marks before being exalted to the August Degree of a Royal Arch Mason except in festivals

Force of an  
Objection

Section 4. Objections to advancement after a ballot made in open Chapter, shall have the same force and effect as the casting of a black ball.

Fee for Several  
Degrees

Section.5. Any Brother elected to receive the Mark Master's Degree shall Pay \_\_\_\_\_dollars, Past Masters Degree \_\_\_\_\_dollars, Most Excellent Masters Degree\_\_\_\_\_dollars and Royal Arch Degree \_\_\_\_\_dollars

## Amendments

Section 6. The Grand Chapter, upon concurrence of two-thirds majority of the members present at the annual Convocation , may revise or amend these By-Laws, provided, that such revisions or amendments be submitted in writing to the Grand Secretary at least 120 days prior to the opening of the annual Convocation. The revisions or amendments shall then be submitted by the Grand Secretary to the Jurisprudence Committee within 15 days for proper form. The jurisprudence Committee shall then return the proposals to the Grand Secretary within 40 days of receipt. The Grand Secretary shall then submit a copy of the proposed revisions or amendments to each of the constituent Chapters at least 60 days prior to the opening of the annual Convocation. If the revisions or amendment are adopted at the annual Convocation they shall become a part of these By-Laws.

Section 6a. A Grand High Priest's recommendation, if it has the affect of amending these By-laws shall be granted the same status as a proposed amendment, and be subject to all the requirements and provisions governing the same.

NOTE: Refused approval of amendment of Chapter by-laws, "Ministers of God shall be exempt from the payment of annual dues," holding that if a Subordinate Chapter or one of its members cares to pay the dues of one or more of its Companions, **it** is not a matter for Grand Chapter consideration, but that until Grand Chapter approved such amendment in Subordinate Chapter by-laws, such Subordinate Chapters must remit annual dues for such members. ( 1917 Proceedings, page 15.)

Section 7. Order of business, which may be altered from time to time to suit the convenience of the Chapter, shall be as follows:

- 1st. Reading of Minutes.
- 2nd. Presentation of Petitions.
- 3rd. Report of Committee on Petitions.
- 4th. Balloting for Candidates.
- 5th. Reports of Special Committees by Seniority.
- 6th. Considering Resolutions.



- 7th. Reading Communications.
- 8th. Report of Distress or Sickness.
- 9th. Miscellaneous or Unfinished Business.
- 10th. Conferring Degrees.

## ARTICLE IX

### GRAND DISTRICTS

SECTION 1 . (1)The Grand Jurisdiction of Montana includes districts made up of those chapters, which the Grand High Priest in his discretion may decide to group together- The Grand High Priest in exercising his discretion shall endeavor to group chapters, which are located in the same geographical area and may take into account membership so that Districts may be equal in size. However, the Grand High Priest may use other criteria in the exercise of his discretion,

(2). Each District shall be assigned a district Grand Officer to oversee the operation of the district, The District Deputy shall convene at least one meeting in each District during a year.

(3). Each District shall have to the authority to.

a. At a regularly convened District meeting with a least one dais officer from 50% of the District Chapters in attendance,

I. Adopt resolutions to be submitted to the Grand Chapter for its consideration and to propose amendments to the Constitution and By-Laws of the Grand Chapter. Districts are subject to the same time requirements for submission of resolutions as constituent chapters;

II, Submit nominations for the election of officers; and,

III, Submit recommendations to the Grand King for the appointment of District Deputy Grand High Priests.

(4). Each District in its discretion may hold and conduct

a- Degree Festivals for the conferral of Capitular Degrees;

b- Conduct Chapters for Instruction;

c. Social events; and,

d. Such other activities that district shall deem to promote Royal Arch Masonry.

Adopted June 7, 2002, Grand Royal Arch Convocation, Helena, MT