

As amended to FEB 9<sup>th</sup>  
~~2005~~ November 1<sup>st</sup>, 2010

Formatted: Superscript

## BY-LAWS UTAH CHAPTER NO.1, ROYAL ARCH MASONS

### ARTICLE I Name and Time of Meetings

**Section 1** This Chapter shall be known as Utah Chapter No.1, Royal Arch Masons.

**Section 2** ~~Excepting June and December, of which the meeting date, time, and location will be determined by the bodies,~~ the stated convocations of this Chapter shall be held on the ~~second Wednesday~~ fourth Tuesday of each month and shall convene no earlier than 7:00 p.m., provided that, if the date of any regular convocation falls on a legal holiday, such convocation may be held within seven days thereafter, but notice shall be given to the membership.

The Annual Convocation will be held on the second ~~Wednesday in November at 7:30 p.m.~~  
The convocations in July, August, and December may be dispensed with at the pleasure of the Chapter.

Commented [j1]: Change to fourth Tuesday in November @7:30pm

Formatted: Strikethrough

**Section 3** The High Priest may call a special convocation whenever there is, in his judgment, any necessity therefore. Due notice shall be given.

### ARTICLE II Officers and Elections

**Section 1** In addition to the officers prescribed by the Grand Chapter of R.A.M. of Utah, this Chapter shall, at the first annual election of officers after the adoption and approval of these by-laws, elect a board of three Trustees, for the terms, respectively, of one, two, and three years; and thereafter, at each annual election of officers there shall be elected one Trustee to serve for the term of three years.

**Section 2** At the Annual Convocation each year, the election of officers shall be held. The Companion receiving a majority of the votes cast for each respective office shall be declared duly elected.

**Section 3** In case of a vacancy in an elective office (except that of High Priest) either from death or removal from the jurisdiction, the Chapter shall elect by ballot a successor to fill said vacancy until the next annual election and installation. The ~~Council~~ shall fill all vacancies in the offices under its appointment to serve until their successors shall be appointed and installed.

**Section 4** The ~~Council~~ may declare any office under its appointment vacant, for neglect of duty.

Commented [j2]: Repeatedly in this document the CHAPTER is referred to as COUNCIL, such edits will be struck through hereafter without comment.

Formatted: Strikethrough

Commented [j3]: Change to Officers

Formatted: Strikethrough

Formatted: Strikethrough

### ARTICLE III Duties of ~~Council~~ Officers

**Section 1** It shall be the duty of the High Priest to preside at every convocation; to preserve order and decorum among the Companions; and to see that the By-laws of the Chapter, the Constitution, By-laws, and Regulations of the General Grand Chapter of Royal Arch Masons and of the Grand Chapter, R.A.M. of Utah and the ancient customs of Freemasonry, are duly observed and enforced. The High Priest shall petition to become a member of the Holy Order of High Priesthood as soon after his installation as High Priest as practicable. Should he be selected an Anointed High Priest, the initiation fee to the Holy Order of High Priesthood shall be paid by the Chapter in lieu of any further or additional benefit for his service as High Priest of the Chapter.

**Section 2** When the High Priest of the Chapter is absent, or in case of his inability to act, his powers, and prerogatives shall vest in the King and Scribe in succession.

**ARTICLE IV**  
**Duties of Treasurer**

**Section 1** The Treasurer shall receive from the Secretary all monies belonging to the Chapter; shall pay all orders directed by the Chapter when signed by the High Priest and countersigned by the Secretary; shall keep a correct account of receipts and disbursements and make a full report thereof at the Annual Convocation each year, and also whenever required so to do by the Chapter. He shall turn over all monies, books, papers, and other property pertaining to his office in his possession to his successor when installed and qualified, or as the Chapter may direct. Before entering upon the duties of his office he shall give a bond, running to the Trustees of the Chapter, and conditioned upon the faithful discharge of the duties of his office, in such sum as the Chapter from time to time may direct. Such bond shall be secured from a responsible surety company, authorized to do business in the State of Utah, and the premium therefore shall be paid out of the funds of the Chapter.

**ARTICLE V**  
**Duties of Secretary**

**Section 1** The Secretary shall keep a correct record of the proceedings of the Chapter; keep a correct account with each member; receive all monies due to the Chapter and pay the same over to the Treasurer, taking his receipt therefore; issue notices and summons whenever required so to do. He shall communicate to the Grand Secretary all rejections, suspensions, expulsions, and reinstatements by the Chapter, and make reports to the Grand Chapter when required. He shall take charge of the Seal, books, papers, etc., belonging to the Chapter, and shall deliver them over to his successor, or to a committee appointed by the Chapter, whenever called upon; he shall keep a correct list of all members, and shall report to the Chapter at the Annual Convocation each year a statement of all unpaid balances, with the names of the delinquents; and inform all committees of their appointment, and the purpose for which they are appointed.

**Section 2** Every Mark Master must, immediately after his admission as such and before he receives the Royal Arch Degree, select his Mark and have the same recorded in the Book of Marks, kept by the Chapter for that purpose; and it is made the special duty of the Secretary to see that this regulation is complied with.

**Section 3** In consideration of the duties herein imposed upon the Secretary, he shall receive such compensation as the Chapter may determine.

**ARTICLE VI**  
**Duties of Board of Trustees**

**Section 1** The funds, jewels, furniture, and other property belonging to this Chapter are hereby vested and declared to be the property of the Trustees and their successors in office forever for the use of the Chapter. The Trustees shall carefully guard and preserve all the property of the Chapter; and shall invest its funds, and shall reinvest, collect, or otherwise dispose of the same, as the Chapter shall from time to time direct. They shall carefully examine the books and accounts of the Treasurer and Secretary prior to the Annual Convocation each year, and report upon them to the Chapter at such Convocation. They shall make full report at the Annual Convocation each year of the condition of the property of the Chapter, and the state of its funds, and shall make such other and further reports and perform such other duties as the Chapter may direct.

**ARTICLE VII**  
**Duties of Sentinel**

**Section 1** The Sentinel shall ~~attend~~ attend all Convocations of the Chapter; and shall serve notices and summonses when required so to do; he shall see that the Chapter room and furniture are in good and proper condition for the holding of Convocations at the appointed time; and shall perform such other duties pertaining to his office as may be required of him. He shall receive such compensation as the Chapter may determine.

**ARTICLE VIII**  
**Committee on Relief**

**Section 1** The members of the Council shall be a standing committee for the purpose of extending Masonic Charity to distressed Masons, their wives, widows, and orphans, and shall cooperate with like committees of other Masonic bodies.

**ARTICLE IX**  
**Dues**

**Section 1** The dues of each member of this Chapter shall be sixteen dollars (~~\$16.00~~ 26.00) per annum, payable on or before January 1st of each year.

**Section 2** No appropriation of any of the funds of this Chapter shall be made at any other than a Stated Convocation of the same, except for charitable purposes.

**ARTICLE X**  
**Petitions**

**Section 1** All petitions for degrees or for membership shall be referred to a committee of three members of the Chapter, which committee shall make careful inquiry into the character and qualifications of the candidate and report thereon.

**Section 2** The fee for the degrees of this Chapter shall be fifty dollars (\$50.00), which sum shall accompany the petition.

**Section 3** A petition for the degrees or for membership must be acted upon within three months after it is presented, except in the case of the petitioner's death or removal from the jurisdiction, in which event the fee will be returned.

**Section 4** Should the applicant for the degrees be elected and fail to come forward for advancement within three months, his fee shall be forfeited and nothing further can be done in the case, unless for good reasons the Chapter otherwise directs.

**Section 5** Should the applicant be rejected, the deposit fee shall be returned to him.

**Section 6** Petitions may be voted upon in the same Convocation in which presented.

**ARTICLE XI**  
**By-laws, Amendments, etc.**

**Section 1** All members of the Chapter are required to sign the By-laws upon Exaltation or Affiliation.

**Section 2** These By-laws may be amended or altered upon notice in writing filed with the Secretary at a Stated Convocation. The Secretary shall give written notice of the proposed amendment or alteration by mail to each member of the Chapter at least fifteen days before the next Stated Convocation. At the next Stated Convocation after the notice of amendment or alteration is received, the same shall be voted upon, and if two-thirds of the members present concur, shall be adopted, subject to approval by the Grand High Priest.

**ARTICLE XII**  
**Order of Business**

**Section 1** The order of business of this Chapter at Stated Convocations shall be:

1. Reading of Minutes
2. Reports of Committees
3. Reception of Petitions
4. Balloting
5. Unfinished business
6. New business
7. Conferring Degrees

This is a true and correct copy of the By-laws, including approved amendments thru ~~February 9<sup>th</sup> 2005~~ November 1<sup>st</sup>, 2010.

Formatted: Superscript