

CONSTITUTION AND BY-LAWS
OF THE
GRAND COUNCIL
OF
CRYPTIC MASONS
OF THE
STATE OF MISSOURI



REVISED NOVEMBER 11, 2004
Updated June 8, 2018

By special appointment, the below named Companions constituted a special committee appointed by the Grand Master (2004-2005) for the purpose of reviewing and revising the By-Laws of the Grand Council of Cryptic Masons of Missouri to bring them up to date, addressing only the approved changes since the 1998 revision, correction of section numbering, minor grammatical errors, and publication of standing resolutions.

The pages which follow contain the Constitution and By-Laws of the Grand Council of Cryptic Masons of the State of Missouri as amended up to and including the May 13, 2004 Annual Assembly, and are hereby promulgated as the Law of this Jurisdiction.


Stanton T. Brown,
Grand Master


Paul K. Kawakami,
Past Grand Master


William J. Bowser,
Past Grand Master


William R. Probst,
Past Grand Master, Chairman


Attest: Kevin B. Sample,
Grand Recorder

CONSTITUTION

ARTICLE I. *Grand Council*

SEC. 1. *Titles.* The title of this body is “The Grand Council of Cryptic Masons of Missouri.”

The honorary title of the Grand Master is “Most Illustrious”; of the next four elective officers, “Right Illustrious”; and the remaining officers, “Very Illustrious”. The honorary title of “Very Illustrious” shall also apply to Regional Deputy Grand Masters, Regional Deputy Grand Lecturers, and any companion who shall have held any of the appointive grand officer positions referenced. Any grand officer who has served a full term of office is entitled to prefix the word “Past” to the title acquired.

Any Companion who shall have been elected to the position of Master of a Council is entitled to the honorary title of “Illustrious”; and any Master of a Council who shall have completed the term for which he was appointed or elected shall be entitled to the rank of Past Master, and shall also be entitled to the honorary title of “Illustrious”.

Honorary titles shall attach to the person and not to the position. (*Amended 5/1/92*)

SEC. 2. *Jurisdiction.* Its jurisdiction shall be the territorial limits of the State of Missouri.

SEC. 3. *General Powers.* This Grand Council shall have and exercise supreme power and authority over Cryptic Masonry within the State of Missouri, subject only to such restrictions as may grow out of its relations to the General Grand Council. It has, and of right exercises the sole power of government, superintendence and control over all Cryptic Masons in its Jurisdiction.

SEC. 4. *Special Powers.* It has power especially,

(1) To enact and enforce all laws and regulations for the government of the fraternity, and to alter, amend, and repeal the same at pleasure.

(2) To constitute new Councils by granting dispensations and charters under seal, and for good cause, to suspend, revoke and annul the same at pleasure.

(3) To establish and preserve a uniform mode of work, ceremonials, rituals and degrees.

(4) To reprimand, suspend, or expel from its own body any member for a violation of its Constitution or the By-Laws and Regulations of the Grand Council made in pursuance thereof.

(5) To supervise the state and condition of its own finances and to adopt such measure in relation thereto, as may be deemed for the good of the Order.

(6) To assess and collect from the several Councils under its jurisdiction such sums of money, annually, as may, from time to time, be deemed necessary for the support and maintenance of the Grand Council.

(7) At each Annual Assembly to consider and review the reports and doings of the Grand Officers for the preceding year, as well as those of the several Councils under its jurisdiction.

(8) To settle all controversies that may arise between its subordinate Councils.

(9) And, finally, to consider and do all whatsoever it may regard as necessary, or appertaining to the well-being and perpetuation of Cryptic Masonry in the State of Missouri.

SEC. 5. *Of Whom Composed.* The Grand Council shall consist of the following members:

- (1) Grand Master
- Deputy Grand Master
- Grand Principle Conductor of the Work
- Grand Treasurer

Grand Recorder and
Grand Captain of the Guard

A majority of votes cast shall elect, and such elected officers shall hold their respective offices until their successors are elected and installed. The appointive officers of this Grand Council shall be a

Grand Conductor of the Council
Grand Marshal
Grand Steward
Grand Sentinel
Grand Chaplain, and
Grand Organist

(2) The Masters, Deputy Masters, Principal Conductors of the Work, for the time being, of subordinate councils in its jurisdiction, and of all Past Masters of such subordinates, so long as they remain members of Councils, in this jurisdiction; provided that a Past Master of another jurisdiction, who shall have affiliated with a Council under the jurisdiction of this Grand Council may become a member of the Grand Council by a majority vote at any Annual Assembly.

SEC. 6. Proxies, How Appointed. Should the Master, Deputy Master, or Principal Conductor of the Work of any council be unable to attend any Assembly of the Grand Council, either of them may appoint any member of his own council as his proxy to represent him in the Grand Council. The certificate of appointment shall be in writing and signed by the officer appointing him. A proxy so appointed shall be entitled to the same privileges, and perform the duties of the person appointing him, except that the proxy for the Deputy Master and Principal Conductor of the Work shall not be entitled to draw per diem and mileage from the Grand Council for attending the Grand Assembly.

SEC. 7. Voting, Manner of. In the decision of questions arising before the Grand Council, each member present shall be entitled to one vote provided however, that upon request of representatives of three or more Councils, a vote by Councils may be had, in each case the ranking Council Officers present shall cast five votes.

ARTICLE II.

SEC. 8. Assembly of Grand Council. This Grand Council may hold an Annual Assembly at such time and place as shall be provided in the by-laws, provided, that whenever in time of emergency it is found by two, or all three, highest officers of this Grand Council that on account of any law, regulation, or executive order be so restricted that representatives to the Annual Assembly will not be able to attend such Assembly, the Grand Master may, thirty days prior to the date of the stated Annual Assembly, notify all subordinate Councils that the Annual Assembly for any year in which such conditions exists, will not be held. (*Amended 5/2/97*)

ARTICLE III.

SEC. 9. Constitution, How Altered. This Constitution may be altered or amended at any Annual Assembly by a vote of two-thirds of the members present, provided that notice of such amendment shall have been given at the preceding Annual Assembly.

BY-LAWS

ARTICLE I.

Assemblies of the Grand Council

SEC. 1. *Assemblies.* The annual assembly of this Grand Council may be held in the same place as the annual convocation of the Grand Chapter of Royal Arch Masons, commencing at 10 o'clock a.m. of the day preceding, or the day following the meeting of the Grand Chapter, as may be mutually agreed upon by the presiding officers of the two bodies; provided, however, that whenever the majority of the three highest officers of the Grand Council shall be in their discretion determine that the business of the Grand Council may be such that the annual assembly should convene at some other or different hour than 10 o'clock a.m., the Grand Master shall be authorized to fix the hour of opening of such annual assembly, giving the subordinate councils sufficient notice of such a change to enable all representatives to be present at the opening of the assembly. *(Amended 5/2/97)*

SEC. 2. *Special Assemblies.* Special Assemblies may be called at the pleasure of the Grand Master, but no business shall be transacted at a Special Assembly other than that specified in the notice for the Assembly.

SEC. 3. *Quorum for.* At any Annual or Special Assembly of this Grand Council it shall require the representatives from not less than three of the Subordinate Councils to be present to form a quorum for the transaction of business.

SEC. 4. *Absence of First Three Officers, Provisions for.* At any Assembly or Session of the Grand Council should all the first three elective Grand Officers be absent, the Junior Past Grand Master present shall be empowered to open and preside, and in the event that no Past Grand Master qualified to preside be present, then the Grand Council may call any Past or present Master of a subordinate council present to take the chair.

SEC. 5. *Grand Officers, Elective and Appointive.* The elective officers of this Grand Council shall be a

- Grand Master
- Deputy Grand Master
- Grand Principal Conductor of the Work
- Grand Treasurer
- Grand Recorder and

Grand Captain of the Guard. A majority of the votes cast shall elect, and all such elected officers shall hold their respective offices until their successors are elected and installed. The appointive officers of this Grand Council shall be a

- Grand Conductor of the Council,
- Grand Marshal,
- Grand Steward,
- Grand Chaplain,
- Grand Sentinel,

Grand Organist and Grand Chorister they shall serve for one year under the Grand Master making the appointment, and such appointment shall in no way be construed to be prerequisite to election to any elective office at some future time. *(Amended 5/2/97)*

SEC. 6. *Grand Officers, Eligibility.* All officers, elective and appointive, except the Grand Chaplain and Grand Sentinel, shall be Past or Present Masters of a Missouri Council and a member of this Grand Council. (*Amended 5/16/13*)

SEC. 7. *Grand Officers, How Elected.* The elective officers of this Grand Council shall severally be elected by ballot, and by a majority of all the votes cast for that purpose, at each Annual Assembly of this Grand Council.

SEC. 8. *Grand Officers, How Appointed.* The appointive officers of the Grand Council shall be appointed by the Grand Master, with the approval of the Deputy Grand Master, and the Grand Principal Conductor of the Work.

SEC. 9. *Grand Officers, Time of Election.* The election of Grand Officers of this Grand Council shall be held at each Annual Assembly at such hour as may be agreed upon.

SEC. 10. *Grand Officers, Time of Installation.* The installation of the officers of this Grand Council shall take place immediately previous to the final closing of the Annual Assembly, and when duly installed they shall hold their respective offices until their successors are duly elected or appointed and installed.

ARTICLE II.

SEC. 11. *The Grand Master, Powers and Duties.*

(1) The Grand Master shall preside over all the Assemblies of the Grand Council, and have a general supervision of the Craft in all things appertaining to Cryptic Masonry in this jurisdiction.

(2) He may appoint and commission Representatives of this Grand Council near other Grand Councils, and may also receive and accredit Representatives from such other Grand Councils, who must be permanent members of this Grand Council. When a representative shall fail to attend two consecutive Annual Assemblies of the Grand Council, the Grand Master shall request the Grand Master of the jurisdiction he represents to declare the position vacant, and recommend and appoint a suitable companion to be his successor.

(3) He shall have the power to appoint all Standing Committees of the Grand Council.

(4) He shall have the power to appoint all Special Committees unless otherwise ordered by the Grand Council.

(5) He shall have the power to issue such dispensations as are permitted by the Constitution and Laws.

(6) He shall have the power to constitute in person, or by duly authorized proxy, all Councils of Cryptic Masons for which warrants have been previously granted by the Grand Council, and install the officers thereof.

(7) He shall have the power to arrest the charter of any Council for good cause, and report his action to the next Annual Assembly of the Grand Council, with a detailed statement of the facts, and his reasons therefore.

(8) During the recess of the Grand Council he may with the consent of the Deputy Grand Master and Grand Principal Conductor of the Work, or either of them, for good cause suspend from the functions of his office any officer of the Grand Council or the Master of a subordinate Council, but such suspension shall not affect the standing in the Rite of such officer, or his membership in the Council; and he shall report his action in full thereon to the next Annual Assembly of the Grand Council for its final action.

(9) He shall at each Annual Assembly present a written report of his official acts during the recess of the Grand Council, and of the condition of the Rite within the jurisdiction, together with such recommendations as he may deem conducive to its prosperity and advancement.

(10) He shall have the power to preside in any subordinate Council in this Jurisdiction, whose Assemblies he may attend.

(11) a. Any office of the Grand Council becomes vacant upon the death, by resignation of the incumbent, or by any cause which permanently incapacitated him from the discharge of his duties.

b. The Grand Master shall by temporary appointment fill all vacancies which may occur in the offices of the Grand Council, provided however, that a vacancy in the office of Grand Master shall be filled as provided in the Grand Council by Laws, Article II, Sec. 12. (*Amended 6/9/16*)

c. (*Repealed 6/9/16*)

d. (*Amended 5/2/97, Repealed 5/15/14*)

SEC. 12. Deputy Grand Master and Grand Principal Conductor of Work, Duties. The Deputy Grand Master and Grand Principal Conductor of Work shall assist the Grand Master and in the event of his death, absence or inability, shall in the order of rank, succeed to all his powers and duties.

SEC. 13. Grand Treasurer, Duties.

(1) It shall be the duty of the Grand Treasurer to receive from the Grand Recorder all moneys collected by him on account of the Grand Council, and to receipt to him for the same; to have possession and custody of all funds and other securities belonging to the Grand Council; to pay out such sums of money as may be ordered by the Grand Council, on warrants signed by the Grand Master and by the Grand Recorder.

(2) He shall keep a true and correct record of all receipts of disbursements in a book provided for the purpose, and shall at each Annual Assembly, submit a detailed report in writing, of the receipts and disbursements of his office, and show clearly the exact state of the treasury. He shall deposit the funds of the Grand Council in the name of and to the credit of the Grand Council in some banking institution.

(3) He shall at any time on demand of the Grand Master, or any duly authorized Committee, submit all books, papers and records for examination.

(4) He shall file with the Grand Master a joint bond executed by himself and the Grand Recorder in the sum of \$15,000.00, such bond to be approved by the Grand Master. (*Amended 5/2/97*)

(5) At the expiration of his term of office, he shall deliver to his successor all books, papers, vouchers, moneys and other property of the Grand Council which may be in his custody.

(6) The bonds or other securities owned by the Grand Council shall be deposited in a safe deposit box which shall be accessible only to the Grand Treasurer in the presence of the Grand Master, the Deputy Grand Master, or the Grand Principal Conductor of the Work, provided that in the case of death or disability of the Grand Treasurer such safe deposit box shall be accessible to any of the three Grand Officers named above.

(7) Investments. A committee consisting of the Grand Treasurer, Grand Recorder, and Chairman of the Committee on Finance for and on behalf of this Grand Council, and in the name of the Grand Council of Cryptic Masons of the State of Missouri, to invest any surplus funds of the Grand Council. This Committee shall publish an investment policy where no less than one-half of all investments are in government bond, or in the securities or accounts fully insured or

guaranteed by the United States or an agency of the United States, except for those received by gift or bequest which may be retained in kind. The remainder may be invested in common stock or equal securities in nationally known corporations traded on the New York Stock Exchange, or NASDAQ an “A”[:] or better by Standard and Poor[e]’s or Moody’s or some equally well recognized investment rating service. This shall be a separate fund and not commingled with the investment of any non-Grand Council funds. *(Added 5/13/04, Amended 7/8/18)*

SEC. 14. Grand Recorder, Duties.

(1) The Grand Recorder shall furnish the annual proceedings to the Grand Recorders of each of the other Grand Councils and (so long as this Grand Council may remain a member of the General Grand Council), to the Grand Master and Grand Recorder of the General Grand Council. Such communication shall embrace the roll of Grand Officers and such other matters as may conduce to the general good of the Rite.

(2) He shall forward annually to the General Grand Recorder of the General Grand Council, so long as the Grand Council may remain a member, the returns and dues of this Grand Council.

(3) He shall attend all assemblies of the Grand Council; keep a true record of all its proceedings proper to be written, and make annual publication thereof, either in print or electronic media, under the direction of the Grand Council and forward copies thereof to each of the Grand Recorders of the several Grand Councils, Grand Officers, Past Grand Masters of the Grand Council, and to each of the subordinate Councils in this jurisdiction and also to such other organizations, libraries and periodicals as may be proper recipients. *(Amended 5/13/15)*

(4) He shall receive all moneys due the Grand Council and pay the same over promptly to the Grand Treasurer, taking his receipt therefore.

(5) He shall, at each Annual Assembly submit a detailed report, in writing, of all moneys received by him on account of the Grand Council and of all business appertaining of his office, together with such statistics and general information concerning the subordinate Councils as may be proper for the information and action of the Grand Council.

(6) He shall prepare, sign and duly seal all letters of dispensation, charters, commissions and certificates, or other official documents ordered by the Grand Master or emanating from the Grand Council and shall prepare an official receipt for dues which shall be used by all Councils in this jurisdiction.

(7) He shall conduct the correspondence of the Grand Council.

(8) He shall give an official joint bond with the Grand Treasurer in the sum of \$15,000 thousand dollars, to be approved by the Grand Master, conditioned that he will promptly pay over to the Grand Treasurer, all moneys of the Grand Council that come into his hands.

(9) He shall deliver to his successor in office all the books and other property of the Grand Council in his possession.

(10) He shall perform such other duties as may be assigned by the Grand Council or the Grand Master; and such as are traditionally appropriate to his station.

(11) He shall send blank forms to the subordinate Councils for the listing of the entire membership of each Council, at the close of the year 2000 and each ten years thereafter, that a complete roster of the membership of the Grand Council may be maintained. *(Amended 5/2/97)*

(12) He shall print on replacement pages of all standing resolutions, and amendments, as adopted, and shall mail a copy to each Recorder, Past Grand Master and officer of this Grand Council of Missouri. *(Added 5/13/03)*

SEC. 15. *(Deleted 4/30/76)*

SEC. 16. *Grand Officers, Duties of.* The remaining officers shall perform such duties as are traditionally appropriate to their stations, or as may be assigned them by the Grand Council.

ARTICLE III.

SEC. 17. *Grand Council, Committees.* The Chairman of the following Standing Committees shall be appointed by the Grand Master immediately after his installation:

1. Credentials
2. Reports of Grand Officers
3. Jurisprudence
4. Finance and Accounts
5. Returns of Councils
6. Mileage and Per Diem (*Deleted 5/8/98*)
7. Fraternal Correspondence
8. Youth and Membership (*Added 5/7/86*)
9. Time & Place (*Added 5/12/10*)
10. Audit Committee (*Added 5/13/15*)

SEC. 18. *Standing Committees, Duties of.*

(1) ***The Committee on Credentials*** shall examine the credentials of the members of the Grand Council and of the representatives of other Grand Councils and report a list of the officers, members and representatives present.

(2) ***The Committee on Reports of Grand Officers*** shall report a distribution of the address of the Grand Master and of the other Grand Officers, together with all accompanying documents, so far as occasion may require, to the other committees.

(3) ***The Committee on Jurisprudence*** shall consider the decisions made by the Grand Master, all questions of law referred to it, and all matters of appeals and grievances, and report its findings and recommendations.

(4) ***The Committee on Finance and Accounts*** shall examine the financial statements of the Grand Treasurer and Grand Recorder together with the report of the Auditor and report upon the same. It shall also report upon all matters touching the finances of the Grand Council, and no appropriation shall be made without having been considered and reported upon by this committee. The fiscal year of the Grand Council shall end May 31st of each year. (*Amended 5/15/03*)

In addition, in the event of the death or disability of either the Grand Treasurer or Grand Recorder, the Finance and Accounts Committee together with the concurrence of the Grand Master shall have the authority to remove all ledgers and financial records and shall retain a qualified auditor not previously involved who shall perform a complete audit of such records. These actions shall be conducted with expediency so as not to interfere with operations of the office. (*Added 5/2/97*)

Grand Council Contacts. The execution of any contract by any officer or representative of the Grand Council of Cryptic Masons of Missouri with a duration of more than one (1) year or more or any contract obligating the Grand Council to expend one thousand dollars (\$1,000.00) in the aggregate, shall require the written approval by a majority of the Grand Master, Deputy Grand Master, Grand Principal Conductor of the Work, Grand Captain of the Guard and Grand Recorder. (*Added 5/13/15, 7/8/18*)

(5) ***The Committee on Returns of Councils*** shall examine the returns made by the Councils, and report such errors, omissions or irregularities, if any, as they may discover, and may make such recommendations as may be pertinent in the premises.

(6) ***The Committee on Mileage and Pre Diem*** (*Deleted 5/8/97*)

(7) ***The Committee on Review*** shall review the proceedings of the other jurisdictions and make a report at the next Annual Assembly.

(8) ***The Committee on Youth and Membership*** (*Added 5/7/86*)

(9) ***The Committee on Time and Place*** shall consist of the Deputy Grand Master, the Grand Principal Conductor of the Work, the Grand Treasurer and Grand Recorder who, following the approval of the Report of the Committee on Time and Place at the annual assembly, will be empowered by this Grand Council: (*Amended 6/9/16*)

1. to establish the dates of the Annual Assemblies of this Grand Jurisdiction, keeping in mind that such dates may not conflict with the dates of the Annual Conclaves of Grand Jurisdictions of the South Central Department of the Grand Encampment;

2. to investigate, locate and designate the headquarters facility and geographic location for the Grand Assemblies of the Grand Council;

3. to solicit, receive and analyze bids for services as noted in item number 4;

4. to negotiate room rates, complimentary amenities, hospitality suites, meeting room locations (size, layout and design, furniture, appurtenances and accessories), dressing room locations, specialty services, cost of meals (breakfast, lunches, dinners, banquets as needed), and the use and rental of associated electronic equipment and media as required;

5. to negotiate contracts with facilities selected as the headquarters while keeping in mind the financial bearing of the membership and this Grand Jurisdiction; (*Amended 6/9/16*)

6. the Grand Recorder, in accordance with Article II, Sec. 14 (6) to sign or otherwise execute, or in his absence or unavailability to be signed or otherwise executed by a Grand Officer designated by the Grand Master, such contracts in the name of and in the behalf of the Grand Council of Cryptic Masons of the State of Missouri, after satisfying the requirements of Article II, Sec. 16A. Grand Council Contracts; and, (*Amended 6/9/16*)

7. to closely coordinate all efforts, discussions, visits, written communications and planning with representatives approved and designated for these purposes by the Grand Chapter of Royal Masons and the Grand Commandery of Knights Templar of this jurisdiction.” (*Added 5/12/10*)

(10) ***The Committee on Audit*** shall conduct an annual audit of the Administrative and Financial records of the Grand Council and report to the Grand Master and the Annual Grand Assembly of the Grand Council. This Committee has the authority to contract with accounting professionals for the performance of a triennial fiscal or tax audit review. (*Added 5/13/15*)

SEC. 19. *Special Committees, Appointment.* The Grand Master shall appoint all other committees authorized by the Grand Council for the transaction of its business, and that may not be appointed by resolution of the same.

SEC. 20. *Reports, Must Be in Writing.* The reports of all the committees shall be submitted in writing, typewritten on sheets approximately 8 1/2x11 inches. All reports must be submitted to the Grand Recorder at least 45 days prior to the Annual Assembly. They are to be printed and distributed by the Grand Recorder to each registrant at the Annual Assembly. It is acknowledged that some reports due to their nature cannot be completed and made available until the date of the Annual Assembly, and this will be permitted by recommendation of the Grand Master. (*Amended 5/2/97*)

ARTICLE IV.
Miscellaneous

SEC. 21. Compensation.

(1) The compensation of the Grand Treasurer shall be fixed by the Grand Council annually upon recommendation of the Finance and Accounts Committee. *(Amended 5/2/97)*

(2) The Grand Recorder shall receive as compensation for his services the sum as fixed by the Grand Council annually, upon recommendation of the Committee on Finance and Accounts.

(3) The Committee on Review shall receive as compensation for expenses the sum fixed by the Grand Council annually, upon recommendation of the Committee on Finance and Accounts.

(4) *(Deleted 5/2/97)*

(5) *(Amended 5/2/97, Repealed 5/19/05)*

(6) The adoption of this section and the provisions therein contained shall not give any person, or persons, any vested right. The right is reserved to amend, modify, or repeal any or all parts of this section for any or no reason at all. *(Amended 5/2/97)*

SEC. 22. Revenue of the Grand Council. The revenue of the Grand Council shall be derived from the following sources:

(1) For each dispensation to form and open a new Council, there shall be paid the sum of fifty dollars (\$50.00) which must accompany the petition. *(Amended 5/2/97)*

(2) For each charter there shall be paid the sum of five dollars (\$5.00) provided, that should the Grand Council grant a charter to petitioners direct, who have not worked under a dispensation, the fee shall be sixty dollars (\$60.00) which must accompany the petition. *(Amended 5/2/97)*

(3) Each Chartered Council shall pay the sum of twenty-five dollars (\$25.00) for each name borne on its rolls on December 31 of each year plus, the per capita dues of the General Grand Council, Cryptic Masons, International, except those whose dues have been regularly remitted. *(Amended 5/16/02, 5/19/05, 5/14/08, 6/9/16)*

(4) Each Chartered Council shall pay the sum of seven dollars (\$7.00) for each candidate greeted during the year. *(Amended 5/2/97)*

(5) Effective July 1, 2013, each Chartered Council shall assess and pay a fee of ten cents (\$0.10) for each dues paying member name on the books on December 31st of each year to provide for a fund to assist in the development and training of future leaders within the Grand Council and constituent councils by supporting attendance at Grand Encampment and Grand Council leadership training programs as may be available within the Southwest Region or its successor area that includes Missouri. *(Amended 5/16/13)*

SEC. 23. Triennial Fund. The Committee on Finance shall annually include in its budget a sum equal to \$0.06 per member as of the last statistical report, as a Triennial Fund; the fund to be used to aid in defraying the actual expenses only of the three principal officers of the Grand Council and the Grand Recorder. The Grand Recorder shall receive only half of such amount paid to the Grand Council officers and a similar amount from the Grand Chapter or their legally appointed proxies in attendance at the triennial meetings of the General Grand Council, so long as this Grand Council may remain a member thereof. *(Amended 5/2/97)*

All unused funds shall be used to help defray the expenses of any of the Past Grand Masters who may attend the meetings of the General Grand Council; these unused funds to be divided equally between the Past Grand Masters who may attend the triennial meeting; provided, however, that no Past Grand Master shall receive more than his actual expenses so incurred and,

further, that any such funds not so used shall be returned to the general fund of the Grand Council.

SEC. 24. *Degrees, Order of.* The following degrees shall be conferred by the subordinate Councils of this Jurisdiction, and in the following order: Royal Master, Select Master and Super-Excellent Master.

(2) ***Ritual.*** The official Ritual of this Grand Council shall be the Ritual adopted and distributed by the Grand Council of Missouri.

The Grand Recorder shall supply each Constituent Council with nine copies of the Official Ritual without charge.

Additional Rituals may be procured by the Recorders of Missouri Councils from the Grand Recorder upon payment of a nominal fee which shall be adequate to cover their cost and handling. Members of Missouri Councils may then procure such Rituals from their Council Recorders.

ARTICLE V. *New Councils*

SEC. 25. *Dispensations, Requisites.* A dispensation or charter to form a new Council shall not be granted except upon the petition of at least twenty Royal and Select Masters in good standing, who reside within Missouri in which the proposed Council is to be organized.
(Amended 5/2/97)

SEC. 26. *Must be Qualified.* No dispensation shall be issued until the Grand Master is satisfied that the petitioners are skillful and well qualified to confer the degrees, and that the interests of the Order will be sub-served by the formation of such new Council.

SEC. 27. *New Councils, Petitions for.* Affiliated Companions may petition for authority to form a new Council without dimitting from their Councils, but they must give notice in writing to the mother Council of their intention to assist in forming said new Council, and must procure certificates from the Recorders of their respective Councils that they are not in arrears for dues nor under charges, and also that they have given the notice above required, which certificates shall be attached to application for dispensation; but non-affiliated petitioners must present s, or their equivalents, and satisfactory evidence of good standing in Lodge and Chapter.

SEC. 28. *New Councils, How Constituted.* A Council under dispensation shall be constituted by the Grand Master or by some Present or Past Master by him specially deputed.

SEC. 29. *New Council, Selection of Officers.* The offices of Master, Deputy Master and Principal Conductor of the Work of a Council under dispensation, shall be filled by appointment of the Grand Master, and all the other offices shall be filled by appointment of the Master. The officers of a Council under dispensation shall hold office during the continuance of the dispensation, but the Grand Master shall have the power to relieve an officer and appoint another.

SEC. 30. *New Council, Dispensation to be Recorded.* When a new Council commences work the dispensation should be read and recorded in full in the book of records.

SEC. 31. *Membership, What Constitutes.* Those to whom a charter is issued, and those who receive the degrees in a Council are ipso facto members thereof, whether such Council be chartered or under dispensation.

SEC. 32. *New Council, Status of Petitioners.* After a dispensation is granted to form a new Council, the membership of the Companions who petitioned therefore, remains in abeyance as to

the older Councils to which they belonged when signing the petition. They become active members of the Council while under dispensation and when a charter is granted, and the Council constituted, they continue to be members of the new Council, and cease to be members of the old ones; but they may retain their membership in the old Council instead of the new, provided that before the new Council has been instituted under charter they notify the Recorder of the new Council of such desire, which fact shall be certified to Recorders of old Councils by the Recorder of the new Council immediately after the new Council is set to work under charter.

SEC. 33. Council, U.D., When Charter Refused. If the dispensation should be withdrawn, or a charter refused, the affiliated Companions who petition therefore resume their membership in their former Councils without petition or other action.

SEC. 34. Councils U.D., Must Forward Returns. Every Council under dispensation shall, thirty days before the Annual Assembly of the Grand Council, forward to the Grand Recorder, its letter of dispensation, books of records, and its annual returns, including a copy of the latest IRS Form 990 or a copy of the acceptance of the electronic submission of a Form 990N, and also a copy of its proposed By-Laws. (*Amended 6/8/17*)

SEC. 35. Charters, Granted at Annual Assembly. Charters shall be granted by vote of the Grand Council at the Annual Assembly only.

SEC. 36. New Councils, How Constituted. A chartered Council can be constituted only by the Grand Master, or his duly appointed proxy.

SEC. 37. New Councils, Must Have Paraphernalia. No Council shall be constituted until it is provided with a suitable hall, properly furnished, and sufficient paraphernalia to properly confer the degrees.

SEC. 38. New Councils, Must Report Constitution. When constituted, report thereof shall be made to the Grand Master and the Grand Recorder.

SEC. 39. New Councils, Installation of Officers. The officers can only be elected and installed after the Council shall have been duly constituted in the presence of at least nine of its members.

SEC. 40. New Councils, Powers of U.D. A Council under dispensation may confer the degrees upon candidates; affiliate Select Masters by petition for membership; discipline its own members, adopt a code of By-Laws to be approved by the Grand Council, and do all other things clearly expressed in its dispensation, or necessarily implied.

ARTICLE VI. ***Chartered Councils***

SEC. 41. Members, Who Are. Every subordinate Council shall consist of the following members:

- Master
- Deputy Master
- Principal Conductor of the Work
- Treasurer
- Recorder
- Captain of the Guard
- Conductor of the Council
- Marshal
- Steward

Chaplain

Sentinel, and as many other members as may be found convenient.

SEC. 42. *By-Laws of Subordinate Councils.* Each subordinate Council chartered by this Grand Council shall adopt By-Laws for its government; provided that the same shall conform to the Constitution and Laws of the Grand Council. Such Council shall in its By-Laws fix the time of its stated Assemblies set the fees for the degrees, the annual dues of members, the time for the election of officers and such other provisions as may be deemed necessary for its government.

SEC. 43. *By-Laws, Alter or Amend.* A Council has the right to alter or amend its By-Laws in the manner provided in such By-Laws, provided that such alterations or amendments do not conflict with the Constitution and Laws of this Grand Council.

SEC. 44. *By-Laws, Cannot Suspend.* A Council cannot suspend any of its By-Laws.

SEC. 45. *Charter, Lost or Destroyed-Restoration of.* Whenever the charter of a Council shall be destroyed by fire or in any other manner, or shall be stolen or surreptitiously taken and detained, or shall become so defaced or illegible as to become unfit for use, it shall be lawful for the Grand Master to order a duplicate charter to be issued to such Council, which said duplicate charter shall set forth the names of the original officers of said Council, the time of its loss or defacement, and shall be certified to by order of the Grand Master, and attested by the Grand Recorder, under his hand and the seal of the Grand Council at cost of \$5.00. *(Amended 5/2/97)*

SEC. 46. *Council, Seal of.* Every chartered Council must have a seal, and all official papers issued by the Council must be attested by impression of the same.

SEC 47. *Councils, Stated Assemblies.* The Stated Assemblies of a Council shall be held at the time specified in the By-Laws and it shall be required to hold at least four stated Assemblies during each year. A Council failing to meet as provided above forfeits all its rights as a Council, and labor cannot be resumed unless by authority of the Grand Master or Grand Council.

SEC 48. *Councils, Special Assemblies.* Special Assemblies may be held at the pleasure of the Master, but the object of such special Assembly must be distinctly stated in a notice which is to be sent to all resident members, by US Mail or other electronic or digital means, or through newspaper notices inserted ten days in advance of said special Assembly, and no other business shall be transacted but that for which the special Assembly was called. *(Amended 6/9/16)*

SEC. 48A. *Councils, Joint Assemblies.*

(1) Joint Assemblies may be held at the pleasure of the Master, by, among and between chartered Councils without a formal dispensation requesting change of meeting dates, times or locations. Joint Assemblies are a temporary change as distinguished from a permanent change governed by SEC. 55. Joint Assemblies require the same notice requirements to members as SEC. 48 and also assuring that prior notice is given to the Grand Recorder and the Grand Master.

(2) Councils meeting under Joint Assemblies may conduct any and all business during any joint Assembly as would have been conducted had they been meeting separately and at their home domiciles. Each Council must have a quorum as required by SEC. 65, one of whom is an officer that is qualified to open/close his Council in order to conduct any business other than for official visits and conferrals.

(3) Councils are further permitted to hold Special or Joint Assemblies within any Grand Lodge of Missouri Symbolic Lodge in their District where a Council does not exist to confer degrees or for other instructional/educational purposes benefitting the Craft upon written approval from the Worshipful Master of that Lodge and providing prior notice is given to the Grand Recorder and Grand Master. *(Added 6/9/16)*

SEC 49. Councils, Transaction of Business. All business of the Council must be transacted at a stated Assembly, or at a Special or Joint Assembly of which said due notice of the meeting and of the business to be transacted shall have been given to each resident member of the Council. *(Amended 6/9/16)*

SEC. 50. Council, Elections. All elections of officers in constituent Councils must be by ballot, and a majority of the votes cast shall be necessary to elect. Blank ballots shall not be counted.

SEC. 51. Degrees, Fees for. Effective July 1, 1997, no Council shall confer the degrees for a less sum than twenty dollars, which amount must accompany the petition. *(Amended 5/2/97)*

SEC. 52. Fees and Dues, Exemptions. Exemptions shall not be made from the payment of fees or dues, in favor of any business or profession, and this law shall not be violated under any circumstances by the return of all or any part of said sums, as donations, loans or otherwise.

SEC. 53. Councils, May Not Incorporate. No subordinate Council in this jurisdiction shall become incorporated under the laws of this State.

SEC. 54. Appeal, From Decision of Master. No appeal shall lie to the Council from the decision of the Master. His decision can only be reviewed by the Grand Master during the recess of the Grand Council, or by appeal directly to the Grand Council.

SEC. 55. Councils, Place of Meeting. Councils must hold all their Assemblies in some suitable room at the place named in the dispensation or charter, and in no case are they permitted to change their place of meeting without special leave of the Grand Master; provided, that no Council shall be allowed to remove its place of meeting except the same shall be approved by not less than two-thirds of all the members present at a regular Assembly, or at a called Assembly set apart for that purpose; of which proposed removal and time for taking action thereon, all resident members of the Council should have at least ten days notice. And provided, further, that the Grand Master may grant a dispensation to hold a Special Assembly at such other points in the State where there is no Council, as his judgment may approve.

SEC 56. Assemblies, Removal to Other Hall. If the regular hall of a Council, from any cause becomes an unfit or improper place for holding the Assemblies, the Grand Master may authorize them to hold elsewhere in the same city or town.

SEC 57. Removal, How Effected. A council with the permission of the Grand Master or Grand Council, may remove from one city or town to another when two-thirds of the members present at a stated Assembly shall vote therefore, provided that notice of such proposed removal shall have been given at the last previous stated Assembly and, provided further, that written notice of such proposed removal be given to each member of said Council at least ten days before the stated Assembly at which action thereon is to be taken.

SEC. 58. Consolidation of Councils. Whenever two Councils in the vicinity of each other shall desire to consolidate and form one Council under the name and charter of one of said Councils, the same may be consummated in the following manner: Such desire being made known to the Master of each of said Councils, he shall cause all the resident members of his Council to be notified to attend at a stated or special Assembly of the Council for the purpose of considering a proposition to consolidate with Council No. under the name and charter of..... Council No., at which Assembly the Master shall submit the question to the Council as follows: "Will this Council consolidate with Council No. under the name and charter of Council No.?" And should two-thirds of the members present vote in the affirmative, the proposition shall be declared adopted; otherwise the Master shall declare the same rejected, and order the Recorder to record the result

and report the same to the other Council; provided, no such proposition shall be declared adopted, if as many as twenty-five members of the Council proposing to give up its name and charter, vote against said proposition. Should said proposition be adopted, as above, by the Councils parties to such consolidation, then the charter of the Council agreeing to surrender its name and charter, shall be forwarded to the Grand Recorder to be canceled, and the members of such Council shall be and become members of the Council whose name and charter are assumed, as fully as though they had regularly petitioned and been elected members thereof. The books, property and furniture, moneys on hand and due, or to become due to the Council whose name, number and charter have been assumed, and said last mentioned Council shall be and become liable for all the debts of said Council so consolidated with it.

SEC. 59. *Charter, Surrender of.* Any proposition to surrender the charter of a Council shall be made at a stated Assembly, and the consideration of the same shall lie over until the next stated Assembly, and all members shall be duly notified of the proposed action, when if a majority of those present vote to surrender, and there are less than twenty negative votes, the charter shall be surrendered.

SEC. 60. *Extinct Councils, Status of Members.* *(Deleted and Replaced 6/9/16)*

SEC. 60. *Marion Council Number 3.* A Missouri At-Large Council, known as Marion Council Number 3 shall be recognized as a holding Council under the authority of the Grand Council of Missouri. Creation of said council shall not be subject to the previous sections of Article V, but shall be by enactment of law. A charter shall be issued by the Grand Recorder and held by the Grand Master while he remains in office and passed to his successor. All members in good standing of any Missouri Council which shall cease to exist due to either the surrender, revocation or annulment of its Charter, and who do not request a Certificate of Good Standing from the Grand Recorder in order to petition for membership to join another Council within six months, shall be automatically considered members of Marion Council Number 3, and subject to its regulations. Marion Council Number 3 shall be governed, in lieu of by-laws, by the following regulations. *(Replaced 6/9/16)*

(1) ***Officers:*** The officers of Marion Council Number 3 shall be the Grand Officers of the Grand Council, except the Grand Treasurer and Grand Recorder. The officers shall be considered temporary members of the Council during their term of office. The Treasurer and Recorder of Marion Council Number 3 shall be Past Grand Masters appointed annually by the Grand Master and shall be considered temporary members of the Council during their terms of office. Installation as a Grand Council Officer shall be considered installation to the same Marion Council Number 3 office with no further or official declaration. Installation of the Treasurer and Recorder shall be at a time and place as suitable. The officers shall not be assessed dues, shall not be considered dual members due to their temporary membership, nor shall they be permitted to request demits from Marion Council Number 3. The officers' duties shall be the same as the equivalent officers of all other Chartered Councils. The officers shall conduct all business of the Council.

(2) ***Dues:*** The dues for Marion Council Number 3 shall be fifteen dollars (\$15.00) per year plus the annual dues and per capita assessments to the Grand Council. Dues may be remitted by the officers if such remission is, in their opinion, justified.

(3) ***Degree Conferral Restricted:*** Marion Council Number 3 shall not accept petitions for the degrees or for affiliation, and shall not confer degrees.

(4) ***Certificates of Good Standing and Demits:*** Requests for Certificates of Good Standing and requests for demit from Marion Council Number 3 shall be received and granted by the

recorder, provided that all other provisions of Article X of the Grand Council by-laws are fulfilled.

(5) **Meetings:** The officers shall have at least one business meeting, each year, either by personal attendance, conference call or virtually, for the purpose of conducting the business of the Council, including review and approval of the expenses paid by and other actions performed by the recorder.

(6) **Reports:** The Recorder of Marion Council Number 3, in addition to submitting the Annual Return, shall make a report at each annual Grand Assembly of the Grand Council detailing the members and actions of the Council.

SEC. 61. Annual Returns. On or before December 31 each year, Council Recorders will submit to the Grand Recorder a complete list of remissions for their Council to include the member's full name and type of remission in accordance with **Section 106. Dues, Remission.** On or before February 1 each year the Grand Recorder will provide a Masonic Membership Solutions (MMS) statistical report for the previous reporting year along with a bill for the calculated fees due the Grand Council. The bill will include appropriate fees and credits. Fees shall consist of Greeting Fees, Per Capita and any outstanding balances from the previous year's return. Credits shall consist of approved Remissions, Endowed Memberships and General Grand Council Life Memberships as verified by the Grand Recorder, along with any overpayments from the previous year's return. A Financial Report Form and an Annual Audit Committee Report Form (see **Section 61B. Annual Audit**) will also be included as part of the Annual Return. All forms shall be forwarded to the Grand Recorder with a copy of the latest IRS Form 990 or a copy of the acceptance of the electronic submission of a Form 990N, no later than the first day of March of each year. Failure to make such return as provided shall subject the Council to a fine of twenty-five dollars (\$25.00) dollars for each period of thirty days, or fraction thereof, said return is withheld. (*Amended 5/2/97, 6/7/17, 7/8/18*)

SEC. 61A. Any Council not having its annual return submitted by March 8 (eight) of each year will lose all voting privileges at Grand Council and the Grand Recorder will hold all payments to that Council until the annual return is in and all fees paid for that year. (*Added 5/17/01, renumbered 6/9/16*)

SEC. 61B. Annual Audit. There shall be a complete and careful audit of the financial affairs of each subordinate council and of the books, accounts, and vouchers of the Recorder and Treasurer and of others handling, and having in charge, money or property of the council. Such audit shall cover the period from the last previous audit up to and including the thirty-first day of December of each year.

Upon his election, or as soon thereafter as is possible, the Master-elect, shall appoint an auditing committee of three or more members, whose duty it shall be forthwith to audit the books and accounts and vouchers of the Treasurer and Recorder of the council. If the council has trustees, or other custodians of property or funds, then their books, accounts, and vouchers shall also be audited, and the securities or other property checked, inspected, etc. The books, accounts and vouchers of any other officer, member or committee may also be designated by the Master-elect and may be subject to an audit.

The Master-elect, may in lieu of an auditing committee designate any certified public accountant or firm of certified public accountants to make the final audit, provided that the certified public accountant or member of a firm of the same is not related by blood or marriage to the out-going Master, Recorder, or Treasurer.

The report of audit shall be in duplicate, in writing, and be signed by the Auditing Committee or by the C.P.A., or firm of C.P.A.'s who made the audit.

One copy of the report shall be delivered forthwith to the Master-elect, who shall see that the same is presented to and read in open council at the next stated assembly following its date and be spread upon the records thereof; and the other copy shall be transmitted to or filed with the Grand Recorder on or before the first day of March (that being the date for the transmittal to or filing with the Grand Recorder of the annual returns of the council).

All of the actions contemplated herein shall be performed with a view to having the audit completed and the report made prior to the first day of March in each year.

Said report of audit shall be made upon standard printed forms provided by the Grand Recorder, but nothing contained in or omitted from such printed forms shall relieve the auditing committee or C.P.A., or firm of C.P.A.'s from reporting fully and completely their findings in the premises. *(Added 7/8/18)*

SEC. 62. *Extinct Councils, Dues From Members of.* The Grand Council has the right to collect from members all dues chargeable against them up to the time it became extinct, and to discipline all those who refuse or neglect to pay the same. *(Amended 6/9/16)*

SEC. 63. *Extinct Councils, Membership Transfer from.* When a Council has ceased to exist, any member thereof, in good standing becomes a member of Marion Council Number 3. *(Amended 6/9/16)*

SEC. 64. *Extinct Councils, Funds of.* The funds, books, seal and other property of an extinct Council become the property of the Grand Council, which may make such disposition thereof as it deems proper.

SEC. 65. *Quorum, Necessary to Transact Business.* A quorum shall consist of nine Select Masters, members of the Council or five members of the particular Council and four other companions of any other Council. In the absence of a quorum, no business can be transacted; but a quorum being present, the vote of a less number is valid. *(Amended 5/2/97)*

SEC. 66. *Charter, Custodian of.* The Master, and no other, is the legal custodian of the charter of his Council.

SEC. 67. *Sunday, No Assembly on.* No Assembly shall be held on the first day of the week, commonly called Sunday.

SEC. 68. *Notice to Members.* Whenever it shall be necessary to give notice to resident members of a Council of any matter to be acted on by such Council, the Recorder shall issue a notice, stating the subject to be considered by the Council and when to be acted upon, and notifying the members to be present.

SEC. 69. *Summons, What Constitutes.* A summons issued by a constituent Council, or the Master thereof, must be written or printed and under the seal of the Council and need not contain anything beyond the requisition to attend.

SEC. 70. *Summons, Service of.* A summons shall be served by any Select Master designated for that purpose by the Master, by delivering a copy thereof in person or by registered mail, to the party named in the summons. The summons should be returned on or before the return day, with an endorsement of the time of service, or a statement of reasons for a failure to serve.

SEC. 71. *Summons, Must be Obeyed.* Every Royal and Select Master is bound to obey a summons; and for failure without good and sufficient cause, may be notified to appear before his Council at its next meeting; and if satisfactory excuse be not rendered, charges shall be preferred against him and upon trial he may be punished as the Council may determine.

SEC. 72. *Summons, Right to Use.* The Master, or the Council, has the right to summon any member of the Council for any purpose within the scope and business of Cryptic Masonry, and every member is bound to obey such summons, unless unavoidably prevented. While it is left to the discretion of the Illustrious Master, or Council, as to when such an emergency exists. The Master, or Council, must be held to accountability for an arbitrary exercise of this discretion, as for any other willful abuse of official authority.

ARTICLE VII. ***Officers***

SEC. 73. *Elective and Appointive.* The elective officers of a Council shall be the Master, Deputy Master, Principal Conductor of the Work, Treasurer, and Recorder. The appointive officers shall be the Captain of the Guard, Conductor of the Council, Marshal, Steward, Chaplain, and Sentinel. (*Amended 5/2/97*)

SEC. 74. *Office, Tenure of.* The several officers shall hold their respective offices until their successors are duly elected (or appointed), and installed.

SEC. 75. *Preside, Who May.* In the absence of the Master, the Deputy Master and in the absence of both, the Principal Conductor of the Work, and in the absence of all three, the Junior Past Master present shall preside.

SEC. 76. *Master, Disability of.* In the case of the death or disability of the Master, the Deputy Master will assume his prerogatives and duties, until the election and installation of a Master.

SEC. 77. *Vacancy in Principal Stations.* Should the station of Master, Deputy Master, and Principal Conductor of the Work all become vacant by death or otherwise, at the same time, the Grand Master may, on proper application, grant a dispensation for an election to fill such vacancies. He shall appoint some Past Master to call a meeting of the Council and preside at the election and install the officers when elected or he may himself call such meeting and preside in person. In either case due notice of such meeting shall be given to all resident members of the Council.

SEC. 78. *Vacancy in Other Offices.* A vacancy in any elective office may be filled by ballot, without dispensation, at any stated assembly, after notice to members, except as provided in Sec. 77. A vacancy in any appointive office may be filled at any time. When a Master or Recorder is elected to fill a vacancy the name of such Master or Recorder shall be immediately certified to the Grand Recorder.

SEC. 79. *Installation, Failure to be Installed.* If an officer duly elected or appointed shall, without reasonable excuse, neglect to attend at the time fixed for installation, his election or appointment, may be declared void by a vote of the body which elected him, or by the officer who appointed him.

SEC. 80. *Installation, When held Public.* Officers of a Council may be installed at any special Assembly. A Council may hold a public installation in its own hall without a special dispensation from the Grand Master, but such dispensation is required in order to hold a public installation in any other place.

SEC. 81. *Elections, Failure to Hold.* Should any Council fail to elect its officers at the time prescribed by its By-Laws, it shall forthwith lay the matter before the Grand Master, who, for good cause shown, may grant a dispensation to hold an election as soon thereafter as may be

practicable; and resident members shall be duly notified of the time set for such election. Such dispensation shall be entered in full upon the records of the Council.

SEC. 82. *The Master.* The Master has it in special charge to see that the By-Laws of his Council are duly observed, as well as statutes, rules and regulations of the Grand Council; that accurate records are made, and just accounts rendered; that regular returns are promptly made to the Grand Council, and that the annual dues are promptly paid. It is his duty to preside at all Assemblies of his Council, and he is responsible for the proper conduct of its affairs. It is his duty, either in person or by proxy, to attend all Assemblies of the Grand Council, and to see that the Recorder of his Council promptly discharges his duty in reference to Council returns, and dues. And he shall have authority to remove any officer of his Council, whose actions are such as to disturb the Craft or to interfere with its proper procedures, customs, and requirements.

SEC. 83. *Officers, General Duties.* The duties of the remaining officers are such as are traditionally appropriate to their respective stations or as may be specifically set forth in regulations to that effect.

SEC. 84. *Office Eligibility to.* Every member of a Council, who shall have received the degree of Super Excellent Master and who is in good standing is eligible to any office in the Council.

ARTICLE VIII.

Petitions

SEC. 85. *Petitions, Form of.* Every petition for the degrees or membership shall declare the Lodge and Chapter of which the petitioner is a member, and shall state whether he has or has not been previously rejected by any Council.

SEC. 86. *Petition, Must be Signed.* No petition can be received, unless signed by the applicant in person, giving his full name, age, residence, occupation, and other blanks properly filled.

SEC. 87. *Petitioner, Must be Recommended.* Each petitioner must be recommended by two members of the Council to which the petition is presented.

SEC. 88. *Petition for Degrees.* A candidate may petition any Council in the State of Missouri for the degrees.

SEC. 89. *Petitions, Must be referred.* *(Deleted 5/2/97)*

SEC. 90. *Petition, Cannot be Withdrawn.* When a petition has been presented to a Council, it cannot be withdrawn unless it shall appear that the Council has no jurisdiction over the petitioner.

SEC. 91. *Petition, Character of Report Not to be Recorded.* *(Deleted 5/13/15)*

SEC. 92. *Petition, Unfavorable Report.* *Deleted 5/13/15)*

SEC. 93. *Petition, When Received.* *(Deleted 5/2/97)*

SEC. 94. *Petition, When Renewed.* The petition of one who has been rejected cannot be renewed until the expiration of at least six months after such rejection. It may then be received by the Council in whose jurisdiction the petitioner then resides.

SEC. 95. *Petition, Ballot Must be Secret.* The ballot upon a petition for the degrees or for membership must be secret.

SEC. 96. *Petition, All Must Vote.* Every member present when a ballot is taken is required to vote, unless excused by the Master before the balloting has commenced.

SEC. 97. *Ballot Examination.* After the ballot on a petition for the degrees has been taken, and examined according to custom, the result shall be declared by the Master, unless only three negative votes shall appear in which case he shall order the second trial of the ballot which shall in all cases be final, provided, that the Grand Master may in his discretion and for good cause grant a dispensation authorizing another ballot at a stated meeting of the Council to be by him designated of which ballot all the resident members shall have due notice. The same proceeding shall be followed on a ballot for affiliation.

SEC. 98. *Ballot, Objection.* A member of a Council in good standing, whether present when the ballot was taken or not may object to the conferring of the degree of Royal Master upon an elected candidate, and cannot be required to disclose his reasons therefore; if he voluntarily discloses them he does not thereby deprive himself of his individual right. When such objection is made, either in person or in writing in open Council, the degree of Royal Master cannot be conferred; and the fact of objection and not the name of the objector shall be entered on the minutes, and shall be equivalent to a rejection by ballot.

SEC. 99. *Objection, to Advancement.* No member of a Council, whether present when the ballot was taken or not, shall prevent or delay the conferring of the degree of Select Master upon any Companion Royal Master by a mere objection; but every candidate once elected to receive the degrees in any Council, and who shall have been duly advanced to the rights and honors of a Royal Master, shall be entitled to the remaining degrees of Select Master and Super-Excellent Master, unless found unworthy after trial on charges duly presented.

SEC. 100. *Objection, Objector Must Prefer Charges.* The objector, in order to prevent or delay the conferring of the degree of Select Master on any such elected candidate who shall have been admitted a Royal Master, shall be required to prefer written charges against him, or give notice that he will do so within one month, and such objection or charges shall be filed with the Recorder of the Council, but should such objector fail to prefer charges within the specified time the candidate shall be entitled to advancement. The said candidate shall be entitled to receive a copy of the charges so presented and to be heard by counsel, the counsel being a Companion Select Master in his defense at an open trial the Council shall be open and at labor on the degree of Royal Master during the trial, but must close on the degree and open (or resume labor) on the degree of Select Master to vote on the sufficiency of the charge and specifications.

SEC. 101. *Objection, by Non-Member.* Charges against an elected candidate may be received from a visiting Companion but shall not be considered by the Council except by a majority vote to the effect or where, in consequence thereof, objection shall be made or charges presented by a member of the Council, and in the manner herein before stated.

SEC. 102. *Objection, May be Withdrawn.* The charges against a Companion Royal Master may be withdrawn by consent of the Council before the commencement of the hearing thereon.

SEC. 103. *Degrees, by Courtesy.* A Council may confer the degrees upon a candidate elected by another Council at the request of such other Council.

SEC. 104. *Non-Affiliate in Lodge or Chapter.* If a member of a Council shall become a non-affiliated Master Mason or Royal Arch Mason, he shall be suspended by his Council record of which must be made in the minutes of the Council and he shall forfeit his privileges as a Select Master during the period of such suspension. Upon receipt of evidence of good standing in the body in which he was suspended, the Council may remove the suspension, their action being noted in the minutes of the Assembly. Should the suspension exist for more than one year it will be necessary to file application for reinstatement.

ARTICLE IX.

Dues

SEC. 105. *Dues, Minimum.* Council dues shall not be less than \$10.00 plus Grand Council per capita and fees in addition to per capita of the General Grand Council, per annum, payable in advance on the first day of January. (*Amended 5/2/97, 7/8/18*)

A receipt card shall be issued to all Royal and Select Masons upon payment of their annual dues, such card shall indicate thereon whether or not the Companion is a Super Excellent Master.

SEC. 106. *Dues, Remission.*

(1) The dues of any member of a Council may be remitted, in whole or in part, for inability to pay, upon application in person, or in writing, or upon a statement of facts made by a companion, justifying such action.

(2) The dues of a member of a council in good standing, may be remitted at any time after said member has been a member for fifty (50) years.

(3) The Grand Council shall issue "Senior Companion Certificates" for presentation to companions of Missouri Councils that have completed fifty (50) years as Select Masters in good standing. Each Council shall forward to the Grand Recorder the name and Council history of each such companion. The Grand Recorder will verify the facts furnished and if the companion is found to be eligible, the Grand Recorder will forward a Senior Companion Certificate to the Council for presentation.

SEC. 107. *Dues, Reconsideration of Remission.* A Council having, upon proper motion, remitted the dues of a member, no reconsideration at a subsequent meeting is admissible. If imposition has been practiced in obtaining the remission of dues, the Companion guilty of the imposition should be disciplined.

SEC. 108. *Dues Cannot be Remitted in Advance.* A Council cannot remit the dues of a member until they have accrued.

SEC. 109. *Assessment Forbidden.* Councils shall not assess members, except in the way of dues, the amount of which shall be fixed by the By-Laws.

SEC. 110. *Dues, Remission of.* A Council may, for good cause, remit in whole or in part, the dues of a Companion suspended for the non-payment thereof, and such remission shall have the same effect as payment thereof would have.

SEC. 111. *Dues, Non-Payment of.* Whenever a member shall fail to pay his dues at the time when the same become due and payable, as fixed by the By-Laws of the Grand Council, it shall be the duty of the Recorder to notify him of such delinquency by delivering to him, in person, a bill for such indebtedness, or by mailing the same in a sealed envelope, addressed to him at his present or last known place of residence; should the delinquent refuse or fail to pay his dues within twenty days after the issuance of such notice, it shall be the duty of the Recorder to notify the Master of such failure, who shall at the next stated Assembly of the Council order a notice to be given the delinquent by the Recorder, requiring him to appear at a specified subsequent stated Assembly, to show cause why he should not be suspended for non-payment of dues.

A companion remaining in arrears for more than one year after suspension for non-payment of dues may be restored to membership by making written application, payment of one years dues and receiving a 2/3 favorable vote by paper ballot. (*Amended 5/6/94*)

SEC. 112. *Reinstatement, After Rejection.* A Companion who has stood suspended for non-payment dues, or on account of suspension in his lodge or Chapter for three years or more,

and whose application for reinstatement has been rejected, may renew his application at any subsequent meeting of the Council.

SEC. 113. *Reinstatement, Committee on Petition.* The Council has the right when deemed advisable, to appoint a committee to inquire into the character and conduct of the petitioner for reinstatement who has been suspended for three years or more for non-payment of dues.

ARTICLE X. ***Dimits and Certificates***

SEC. 114. *Dimits, Requirements for.* No Council shall grant a dimit to any of its members until all dues are paid or remitted, nor to one who is under charges nor to one who has, in his official capacity, become indebted to the Council, so long as such indebtedness remains.

SEC. 115. *Membership, Transfer of.*

(1) A member of a Council shall be entitled to receive a dimit at a stated Assembly upon his written request.

(2) A member who desires to transfer his membership to another Council in this jurisdiction may do so without first terminating his membership in his own Council. He shall give written notice to his Council of his intention to affiliate with some other Council, stating the name, number and location of the Council with which he desires to affiliate; if he is not in arrears for dues, nor under charges, nor indebted in any official capacity to his Council, his Council shall grant him a certificate of good standing which shall be delivered to him, but addressed to the Council selected for affiliation. This certificate shall constitute and be documentary evidence of his regular standing as a Select Master, and shall accompany the petition for affiliation. Said petition shall take the usual course and the Council receiving it shall within ten days after the ballot is taken, certify the result thereof to the Council from which the certificate came. If the petitioner was elected, his own Council shall at once forward to the Council selected for affiliation his dimit, which shall terminate his membership in the Council which issued the certificate. The member transferring his membership shall pay dues to the Council from which he transferred to the date of said dimit. Should the ballot in the Council for affiliation be unfavorable, his membership shall remain in the Council which issued the certificate. If the certificate of good standing herein provided for is not used within three months from the date thereof, it shall become null and void and of no effect.

ARTICLE XI. ***Jurisdiction***

SEC. 116. *(Deleted 4/30/76)*

SEC. 117. *Degrees, No Fee for Courtesy.* When a Council confers the degrees at the request of another Council, it does not thereby acquire jurisdiction, and the fees belong to the requesting Council, unless it shall see fit to relinquish them.

SEC. 118. *(Deleted 4/30/76)*

SEC. 119. *(Deleted 4/30/76)*

SEC. 120. *Jurisdiction, Waiver for Another.* No Council in this jurisdiction shall receive a petition of an applicant for the degrees who resides in another jurisdiction, without the consent of the Grand Master of the Grand Council within whose jurisdiction the petitioner resides. No Council of this jurisdiction shall, at the request of a Council of another jurisdiction, waive

jurisdiction over an applicant for the degrees who resides in another jurisdiction, but all such requests shall be forwarded to the Grand Master, who may, upon proper investigation, grant such waiver, if he is of the opinion that the best interests of Cryptic Masonry will be advanced thereby.

The subordinate Councils in this jurisdiction are authorized to receive and vote upon the petition of any Royal and Select Master for affiliation who has received such degrees in a Royal Arch Chapter in the United States of America having fraternal relations with the General Grand Chapter, and when any such petitioner be elected to membership in any subordinate council in this jurisdiction, he shall be entitled to receive the degree of Super Excellent Master in such council upon payment of an initiation fee of not less than \$3.00.

SEC 121. *Petitioner, Residence.* A Council cannot receive the petition of one who has no residence - no settled home unless he is a member of the Armed Forces of the United States. (*Amended 5/2/97*)

ARTICLE XII. ***Non-Affiliation***

SEC. 122. *Non-Affiliate, What Constitutes.* A Select Master becomes a non-affiliate whenever he demits from his Council, or ceases to be a member thereof by any means other than suspension or expulsion.

SEC. 123. *Petitioner, Must be Affiliated in Lodge and Chapter.* No petition for the degrees in the Council can be received from one who is not at the time an affiliated Master Mason and Royal Arch Mason.

SEC. 124. *Petitioner, Must be a Resident.* No petition for the degrees shall be entertained by any Council in this jurisdiction, unless the petitioner shall have resided twelve months in the state, except as provided in Section 115.

SEC. 125. *Non-Affiliate, Rights of.* No non-affiliated Select Master shall be permitted to visit any Council in this jurisdiction, nor shall he appear in any procession of Cryptic Masons, nor shall he be entitled to receive Masonic relief from a Council.

ARTICLE XIII. ***Miscellaneous***

SEC. 126. *Visitors, Objection to.* No visitor can be admitted into any Council if a member of such Council who is present objects; provided that no objection shall be valid against the Grand Master nor against any Grand Officer visiting in an official capacity nor against any one specially deputed by the Grand Master to visit said Council, nor against a Companion Select Master in good standing who is acting as counsel for a Companion on trial. Such objection shall not extend beyond the Assembly at which it is made, and shall not be recorded.

SEC. 127. *Exclusion, Master Has Right to.* The Master has a right, and it is his duty, to exclude from the Council a Companion who, by his perverseness or contumacy, may interfere with the proper working of the Council, or disturb its harmony.

SEC. 128. *Offenses, Committed Before Application.* A Companion cannot be tried for offenses committed before he applied for the degrees. If, however, he purposely withheld from the Council or the Committee of Investigation matters that would have resulted in his rejection if

known at the time of his election, then he has received the degrees through fraud and imposition, for which offense he may be subjected to discipline.

SEC. 129. *Petitioner, Failure to Present Himself.* A petitioner for the degrees who fails to present himself within six months after he shall have been duly notified of his election shall forfeit his fee, provided he does not give good reasons for his failure to appear and of the sufficiency of his reasons the majority of the members present shall judge and provided further, if the time exceed one year, the previous election shall be void but, if such candidate makes satisfactory excuse to the Council, he may regularly petition again without repayment of his fee.

SEC. 130. *Installation, Use of Ceremonies.* The Subordinate Councils shall use the ceremonials for the installation of officers as may be adopted and promulgated by the Grand Council.

SEC. 130A. *Grand Lodge By-Laws.* In the event these By-Laws do not specifically apply to, or provide for, a situation or problem arising in any subordinate council or in the Grand Council, then the By-Laws of the Grand Lodge, Ancient Free and Accepted Masons of Missouri shall be applied and shall govern.

ARTICLE XIV.

Trials

SEC. 131. *Offenses.* A Royal or Select Master may be proceeded against by trial, as hereinafter provided, for the violation of the moral or Masonic law.

SEC. 132. *Penal Jurisdiction.* A Council has penal jurisdiction over all its members, and over all its Royal and Select Masters, wheresoever residing.

SEC. 133. *Master, Charges Against.* No Council can entertain charges against the Master of any Council during his term of office. After the expiration of the term of office of the Master, he may be prosecuted for any offense committed by him while Master, except for official misconduct.

SEC. 134. *Charges, Who May Prefer.* Any Select Master in good standing may prefer charges in any Council having jurisdiction, subject to limitations of Sec. 128.

SEC. 135. *Charge, How prepared.* A charge must be in writing, and contain an orderly statement of the facts constituting the offense. It should be brief, should avoid repetition, clearly define the offense, and contain an accurate statement of the time, place and circumstances of its commission. For convenience, such writing (including the specifications) is designated in these laws as a charge.

SEC. 136. *Trial, How Conducted.* In the event of any matter arising dealing with the membership, conduct, official or private, of a member of the Council, the laws of the Grand Lodge A.F. & A.M. of Missouri will apply in the notices, charges, trial procedures, and penalties, so far as the same may be applicable to Council customs and traditions.

ARTICLE XV.

Amendments

SEC. 137. *Amendments, Procedure.* Any additional section not conflicting with these By-Laws or any proposition to repeal or alter any of the foregoing By-Laws shall be presented in writing and submitted to the Chairman of the Jurisprudence Committee and the Grand Recorder not later than 90 days prior to the Grand assembly at which it is to be proposed, and, if adopted

by a majority vote, shall become part of these laws. The Jurisprudence Committee will provide the Grand Recorder a copy of all proposals for Amendments to be voted upon for forwarding for receipt by the constituent Councils not later than forty-five (45) days prior to the Grand Assembly. Any proposal not meeting this timely submission shall be read at the Annual Assembly and lay over to the next Annual assembly. (*Amended 5/13/04, Amended 5/15/14*)

SEC. 138. *Amendment, By Revision.* If, at any session of the Grand Council, it may be deemed necessary to revise these By-Laws, a committee shall be appointed for that purpose, who shall report at the next Annual Assembly, when such Revised Code, if completed, may be adopted, in whole or in part, amended or rejected, as the Grand Council may determine, by a two-thirds vote of those present. (*Amended 5/8/98*)

SEC. 139. *Repeal.* All Laws or parts of Laws heretofore enacted are hereby repealed, and the Laws herein set forth are enacted in lieu thereof.

ARTICLE XVI

Endowed Membership (Renamed 5/19/05)

SEC. 140. *Endowed Membership.* (*Added 4/26/85, Amended 5/19/05*) Any member in good standing in this jurisdiction whose current dues are paid may purchase an endowed membership and be thereby relieved from the further payment of dues, subject to the provisions set forth in this section.

1. The Governing Body of the Endowed Membership Program shall consist of one member elected by the Grand Council for a term of three years, who shall serve as Chairman, together with members of the Finance Committee, Grand Treasurer, and Grand Recorder.

2. Any member may purchase an endowed membership by computing the fee as 20 times the member's Council dues at time of purchase of said endowment membership plus the cost of a General Grand Life Membership, provided that no endowed membership fee shall be less than \$600.00. (*Amended 5/11/88, 5/19/05, 7/8/18*)

3. All endowed membership fees collected by a constituent Council shall be immediately transferred to the Grand Recorder.

4. The Grand Recorder shall immediately issue the member paying the required fees, an Endowed Membership Certificate, under the seal of the Grand Council, and signed by the Grand Recorder, with a copy to the recorder of the member's Council. All funds thus collected will be held in trust for the Council in which membership is held.

5. Upon the holder of an Endowed Membership Certificate transferring to another Council within this jurisdiction, the Grand Recorder shall upon notice thereof transfer on the books of the Endowed Membership Fund the fees received for such Endowed Membership, regardless of by whom the cost of said Endowed Membership was paid, to the credit of the Council to which the transfer was made.

6. Upon the holder of an Endowed Membership Certificate demitting from this jurisdiction to any other, then the fee for such Endowed Membership shall remain to the credit of such Council in the Endowed Membership Fund.

7. All monies received by the Grand Recorder from the constituent Councils for the purchase of an Endowed Membership shall be placed in the Endowed Membership Fund. The principal of this Endowed Membership Fund shall be invested in a manner determined by the Governing Body, but not less than one-half of the principal must be in obligations of the United States or in securities or accounts fully insured or guaranteed by the United States or an agency of the United

States. The remainder may be invested in common stock or equity securities in nationally known corporations traded on the New York Stock Exchange. *(Amended 5/18/00)*

8. Any Council in this jurisdiction may, by vote, purchase from its funds an Endowed Membership Certificate for a member thereof, paying the fee as provided in the formula.

9. When two or more Councils consolidate, all monies in the Endowed Membership Fund shall be transferred to the credit of the surviving or consolidating Council.

10. Upon the dissolution of any Council, holders of Endowed Membership Certificates shall have their Endowed Membership transferred as provided in subdivision 5 of this Section. The interest accruing from the fund remaining to the credit of the dissolved Council, shall at the end of the year, be added to the principal of this fund.

11. Holders of Endowed Membership Certificates are subject to all the rules and regulations of the Grand Council of Cryptic Masons of the State of Missouri and loss of membership by suspension or expulsion shall automatically abrogate his Endowed Membership and any claim to any fees paid for such Endowed Membership, but the Council of which he was a member shall continue to receive the income from such funds.

12. The Grand Recorder shall annually remit to the recorders of participating constituent Councils, their prorated portion of the earnings of the Endowed Membership Fund minus per capita. This is provided that no earnings shall be distributed on any Endowed Membership until January 1 of the second (2nd) calendar year after such fee, paid in full, is deposited with the Grand Recorder. When an Endowed Member dies, the Grand Council will continue to receive his per capita, less 20% and his Council will continue to receive his prorated earnings, less 20%. The retained 20% will be added to the Fund's principal to provide for growth in the Fund. Prorated earnings shall be based on the members' council dues that existed at the time the individual entered the Endowed Membership Program. Per capita shall be the per capita that existed at the time the individual entered the Endowed Membership Program. *(Amended 5/17/01, 5/19/05)*

13. The annual per capita year for earnings of the Endowed Membership Fund will be as of December 31st of each year.

14. Councils presently having a Membership Program may elect to join this program. However, no new Endowed Membership Programs shall be permitted.

15. *(Amended 5/11/88, 5/6/94, Deleted 5/19/05)*

16. Earnings as herein noted shall be construed to be any portion of the fund in excess of the endowed principal. Earnings thusly shall include, but not be limited to, interest, dividends, appreciation, etc. This shall be a separate fund invested in accordance to Article II, Section 13 (7) and not commingled with the investment of any non-Grand Council funds. *(Added 5/18/00, Amended 7/8/18)*

ARTICLE XVII

Dual-Plural Memberships

SEC. 141. *Dual-Plural Membership.* A Royal and Select Master who is a member in good standing of a Missouri Council of Cryptic Masons may petition for and hold membership in one or more Missouri Councils or in one or more Councils in other Grand Jurisdictions which are in fraternal relationship with the Grand Council and do not prohibit dual/plural membership. A Royal and Select Master, a resident of Missouri, who is a member in good standing of a Council located in another Grand Jurisdiction which is in fraternal relationship with this Grand Council

and which permits dual/plural membership may petition for and hold membership in one or more additional Missouri Councils. *(Added 5/1/92)*

SEC. 141A. Duties of Council Recorders and of the Grand Recorder.

(A) The Recorder of each Council of Missouri shall:

(1) Notify the Grand Recorder of the suspension for non-payment of dues or otherwise, the expulsion of a Dual/Plural member;

(2) Notify the Grand Recorder of the reinstatement of good standing of a Dual/Plural member;

(3) Forward the Certificate of Dimission from council of “original membership” to the Grand Recorder for certification and transmittal;

(9) Submit the Report of Dual/Plural Members as of December 31 of each and every year with the Annual Return.

(Added 5/3/97, Amended 7/8/18)

(B) The Grand Recorder of the Grand Council of Missouri shall:

(1) Notify the other councils involved of the suspension for non-payment of dues or otherwise, the expulsion of a Dual/Plural member;

(2) Notify the other councils involved that a Dual/Plural member has regained good standing after suspension;

(3) Forward the Certificate of Dimission from the council of “original membership” to the council to be regarded by the member as the council of “original membership” to the council to be regarded by the member as the council of “original” or “parent” membership.

(Added 5/3/97, Amended 7/8/18)

SEC. 141B. Withdrawal of Dual/Plural Membership. A Dual or Plural member of a Missouri Council may withdraw his affiliation as a Dual/Plural member by application in writing or in person at a stated convocation for a Certificate of Withdrawal. If the member has fully paid the annual dues for the current year and is not under charges nor indebted in an official capacity, the council shall issue the official and approved Certificate of Withdrawal of Dual/Plural Membership. The member shall not be entitled to a Certificate of Dimission, except from a council of “original membership”. Upon the issuance of a Certificate of Withdrawal, the member shall not be entitled to any reimbursement on the unearned portion of the annual dues. The withdrawal of multiple membership from one or more councils of Missouri shall have no bearing on the standing of the member in the council of his “original membership” or in other Councils in which he has established “Dual/Plural membership”. The Certificate of Withdrawal of Dual/Plural membership shall not be evidence of Capitular standing for the purpose of applying for or obtaining membership by affiliation in another council. The council issuing the Certificate of Withdrawal shall promptly notify the Grand Recorder of such action. *(Added 5/3/97)*

SEC. 141C. Dimit by Dual/Plural Member. A member who holds Dual/Plural membership and whose council of “original membership” is under the Grand Council of Missouri may terminate his affiliation with his council of “original membership” by Dimission and still retain his membership in other councils. Said member shall apply in writing to the council of “original membership” for the Certificate of Dimission; the application shall contain the information of the name, number, location (city and state) of the council which he desires to be regarded henceforth as the council of his “original membership”. The dimit, if granted, shall be mailed to the Grand Recorder for certification and transmittal to the council in which the member will retain his

“original or “parent” membership. The dimit issued by the council of his “original membership” shall not be given to the member. (Added 5/3/97)

SEC. 141D. *Suspension of Dual/Plural Member for Non-Payment of Dues:* A member shall become suspended in all Councils for non-payment of dues when he fails to pay dues in either the original Council or the Council/Councils he holds dual/plural membership.

ARTICLE XVIII

Grand Council Charity Endowment Fund in Memory of Bruce Harmon Hunt

SEC. 142. *Grand Council Charity Endowment Fund in Memory of Bruce Harmon Hunt.* There is hereby created a foundation to be known as the Grand Council Charity Endowment Fund in Memory of Bruce Harmon Hunt, the income from its investments to be used for religious, educational, and charitable gifts. All funds placed in the above named fund shall be separate and apart from the General Fund of the Grand Council. (Added 5/2/97, Amended 5/8/98)

ARTICLE XIX

Masonic Membership Solutions (MMS)

SEC 143. *Masonic Membership Solutions (MMS).* MMS will be the official digital repository of all membership records of the Grand Council of Cryptic Masons of Missouri.

SEC 144. *Use of Data/Content.* Anyone granted access will agree that the use of the data is only as intended by the MMS system. Each individual granted access to data holds a position of trust and must preserve the security and confidentiality of the information he/she uses or accesses. Users are required to abide by all applicable Federal and State guidelines and Masonic policies regarding confidentiality of data. Any individual with authorized access to data must not divulge this information outside except for approved Masonic business. You may not use or export or re-export any content or any copy or adaptation of such content, in violation of any applicable laws or regulations, including without limitation United States export laws and regulations.

SEC 145. *Users Must.*

- A.** Access data solely in order to perform his/her responsibilities.
- B.** Not seek personal benefit or permit others to benefit personally or professionally from any data.
- C.** Not permit unauthorized use of any information.
- D.** Not enter, change, delete or add data to any record outside of the scope of his/her responsibilities.
- E.** Not include or cause to be included in any record or report, a false, inaccurate or misleading entry known to the user as such.
- F.** Not alter or delete or cause to be altered or deleted from any records, report or information system, a true and correct entry.
- G.** Not release data other than what is required in completion of his/her responsibilities.
- H.** Not exhibit or divulge the contents of any record or system information to any person unless it is necessary for the completion of their responsibilities.

SEC 146. *Your Login and Password.* To protect the account information of our users, you are assigned a unique user name. These unique identifiers are disclosed only to you. You are

responsible for maintaining the confidentiality of your account and password and for restricting access to your computer, and you agree to and accept sole responsibility for any and all activities that occur under your account or password. You agree to notify the Grand Recorder immediately of any unauthorized use of your account or password, or any other breach of security. However, you may be held liable for losses incurred to the system or any other user of or visitor to the site due to someone else using your user login and password.

SEC 147. (Illustrious) Master Responsibilities.

A. Shall ensure the utilization of MMS to manage all membership records of the Council in a timely manner.

B. May designate one Information Technology (IT) Representative to assist with managing a council's membership records and will comply with **SEC 148. Council Recorder Responsibilities.**

C. Shall notify the Grand Recorder immediately of any changes to the office of Recorder or IT Representative in order that old accounts may be deactivated, and new accounts established.

SEC 148. Council Recorder Responsibilities.

A. Shall take and be familiar with any training offered by the MMS Administrators and the Grand Recorder's office in order to be able to utilize all aspects of the MMS system.

B. Shall be responsible for maintaining all council membership records in MMS, making necessary changes within 30 days of their occurrence.

C. Shall annually, within 30 days of the installation of officers, update the list of officers of the Council.

D. Recorders and IT Representatives shall log in to MMS no less than monthly to maintain access credentials and to make any approved membership changes.

E. Shall submit to the Grand Recorder a list of all remissions for the reporting year by December 31 each year. Remissions shall include member's full name and type of remission, i.e., Health/Other, or 50-Year Member. Failure to submit remissions list to Grand Recorder by the due date will negate any credits for remissions in the Annual Return calculations for the reporting year.

SEC 149. Grand Recorder Responsibilities.

A. Shall manage and monitor all user accounts, coordinating with System Administrators for all activations and deactivations in a timely manner.

B. Shall annually, within 30 days of the installation of officers, update the list of grand officers of the Grand Council.

C. Shall report to the Grand Master any deficiencies in utilization of MMS by any Council.

D. Shall run an Annual Statistical Report for each Council immediately following the close of the reporting year.

E. Shall generate a bill for each Council based on the Annual Statistical Report of each Council, and which shall include all applicable credits and debits, in accordance with **ARTICLE VI, Chartered Councils, SEC. 61. Annual Returns**, presenting said bill to the Council Recorder no later than February 1.

F. Shall not allow any prior year corrections in a billing cycle due to the failure of any Council Recorder or IT Representative to manage and maintain their membership records.

STANDING RESOLUTIONS:

Standing Resolution No. 1 Adopted April 27, 1995

Certificate Plan for Cryptic Masonry, The Certificate Plan for Cryptic Masonry shall consist of five parts, namely:

PART I – Complete Opening and Closing of a Council in the Select Master Degree. This shall include, in addition to the ritual parts, a word description or exemplification of all floor work.

PART 2 – Complete Opening and Closing of the Super Excellent Master Degree. This shall include, in addition to be ritual parts, a word description or exemplification of all floor work.

PART 3 – Royal Master Degree Work

Section A: The work in its entirety, excluding lecture

Section B: The lecture in the Royal Master Degree

PART 4 – Select Master Degree Work

Section A: The work in its entirety, excluding history, apron lecture and charge

Section B: The history in the Select Master Degree

Section C: The apron lecture in the Select Master Degree

Section D: The charge to the candidate in the Select Master Degree

PART 5 – Super Excellent Master Degree Work

Section A: Scene I in its entirety

Section B: Scene 2 in its entirety

Section C: Scene 3 in its entirety

Section D: The prologue and epilogue

Section F: The lecture in the Super Excellent Master Degree

Rules for Proficiency Certificates shall be:

1. Examination for each part and each section of Parts III, IV, and V may be taken separately, and a certificate of proficiency issued for the individual parts or sections passed.

2. The Companion desiring to be examined as to his proficiency shall request either the Regional Member of the Ritual Committee or the Chairman of the Ritual Committee.

3. As soon as possible, there shall be appointed a committee consisting of not less than two (2) nor more than three (3) certified companions.

4. The examination shall be held in one continuous session. No one shall be admitted to the examination room except the Applicant and the Committee without the express approval of the Applicant.

5. The Applicant shall give from memory the part or section on which he is being examined in accordance with the ritual as prescribed by the Grand Council of Cryptic Masons of the State of Missouri.

6. If, in the opinion of the Examining Committee, the part or section has been given in an acceptable manner, the Chairman of the Examining shall promptly notify the Chairman of the Ritual Committee, who will issue a Certificate of Proficiency or a Wallet Proficiency Card good for a period of three (3) years, bearing the signature of the Grand Master, the Grand Recorder, the Chairman of the Ritual Committee, and the Recipient.

7. The examination of each Applicant must be completed on the day it is started

Standing Resolution No. 2
Adopted May 8, 1998

Grand Lecturer, *Be* it resolved that effective May 8, 1998 the office of Grand Lecturer is established. The duties of the Grand Lecturer are as follows:

(a) To acquaint himself thoroughly with the work and lecturers of the three degrees of the Grand Council of Cryptic Masons of Missouri.

(b) To visit the councils in Missouri as extensively as possible, and instruct them in the work, lectures and ceremonies adopted by the Grand Council.

(c) To make written report to the Grand Council of the work done by him, and of the general condition of the councils as to work, and of such other matters connected with his office as are considered of interest or importance.

(d) To supervise the Regional Deputy Grand Lecturers and give guidance and assistance in the responsibilities of their office.

(e) To prepare a written schedule, in conjunction with the Regional Deputy Grand Masters, of at least one Regional Assembly in each region per year.

(f) To approve and accredit degree teams throughout the state, for the Royal, Select, and Super Excellent Master degrees.

(g) To direct the Regional Degree Teams through the Regional Deputy Grand Lecturers to confer the Super Excellent Master degree at Regional Assemblies. The Grand Lecturer reports directly to the Grand Master or his appointed representative. He is also a member of the Ritual Committee.

(h) That the Grand Lecturer must possess a current certificate of proficiency in opening and closing a Council of Select Masters before being appointed. (*Amended 5/14/09*)

Standing Resolution No. 3
Adopted May 8, 1998

Regional Deputy Grand Lecturer, (*Adopted 5/8/98*) *Be* it resolved that effective May 8, 1998 the office of Regional Deputy Grand Lecturer is established. The duties of the Regional Deputy Grand Lecturer are as follows:

(a) To acquaint himself thoroughly with the work and lecturers of the degrees of the Grand Council of Cryptic Masons of Missouri.

(b) To visit the councils in Missouri as extensively as possible, and instruct them in the work, lectures and ceremonies adopted by the Grand Council.

(c) To make written report to the Grand Council of the work done by him, and of the general condition of the councils as to work, and of such other matters connected with his office as are considered of interest or importance.

(d) To prepare and conduct, in conjunction with the Regional Deputy Grand Master and the Grand Lecturer, at least one Regional Assembly in his region per year.

(e) To recommend and, in conjunction with the Grand Lecturer, approve and accredit degree teams in his region for the Royal, Select, and Super Excellent Master degrees.

(f) To have the Super Excellent Master degree conferred at Regional Assemblies. The Regional Deputy Grand Lecturer shall report directly to the Grand Master and the Grand Lecturer or the Grand Master's appointed representative. He is also a member of the Ritual Committee and while functioning in a committee capacity reports to the Chairman of that

committee.

(g) That each Regional Grand Lecturer must possess a current certificate of proficiency in opening and closing a Council of Select Masters before being appointed. *(Amended 5/14/09)*

**Standing Resolution No. 4
Adopted May 8, 1998**

Whereas, The Grand Council of Missouri is desirous of establishing and maintaining Fraternal Relations with legitimate Cryptic Masons around the world,

And Whereas, the Grand Council of Missouri is a sovereign Grand Council of Cryptic Masons, and maintains the practice of exchanging Grand Representatives with other Grand Councils,

And Whereas, the Grand Council of Missouri acknowledges the formation and existence of the Supreme Grand Council of Romania,

AND WHEREAS, the Supreme Grand Council of Romania is recognized by the General Grand Council of Cryptic Masons, International as a legitimate and regular Grand Council of Cryptic Masons,

Be It Resolved, that the Grand Council of Missouri approves formal Fraternal Recognition of the Supreme Grand Council of Romania,

And Be It Further Resolved, that the Grand Council of Missouri be authorized to exchange Grand Representatives with the Grand Council of Romania in the furtherance of Fraternal Recognition.

**Standing Resolution No. 5
Adopted May 19, 2005**

Whereas, Right Illustrious Companion Kevin B. Sample has served in various offices in this Grand Council for several years, and

Whereas, Right Illustrious Companion Sample was in the progressive line of this Grand Council at the time a vacancy occurred in the office of Grand Recorder, and he offered himself to be elected to that office, and

Whereas, Right Illustrious Companion Sample would have progressed to the office of Grand Master of this Grand Council in the year of 2003-2004, if he had not agreed to be considered for election as Grand Recorder,

Therefore, Be It Resolved, that Right Illustrious Companion Kevin B. Sample is hereby awarded by the Grand Council of Cryptic Masons of the State of Missouri the distinction and title of Honorary Past Grand Master of Cryptic Masons of the State of Missouri.

**Standing Resolution No. 6
Adopted May 14, 2008**

Whereas, Right Illustrious Companion Donald L. Trabue has served this Grand Council with distinction as its Grand Treasurer for many years,

Be It Resolved, that Right Illustrious Companion Donald L. Trabue is hereby awarded by the Grand Council of Cryptic Masons of the State of Missouri the distinction and title of Honorary Past Grand Master of Cryptic Masons of the State of Missouri.

**Standing Resolution No. 7
Adopted May 16, 2013**

Whereas, our Companion has distinguished himself throughout Freemasonry in general, but more especially internationally, nationally, and within the Great State of Missouri; and

Whereas, our Companion has served this Grand Council with the utmost respect and dignity; and

Whereas, our Companion has offered his expert opinion, counsel, and leadership to this Grand Council and its Officers for many years as the Chairman of the Jurisprudence Committee of this Grand Council; and

Whereas, his guidance and knowledge regarding our laws and those of the Grand Lodge of Missouri has on very rare occasion not necessarily met with our liking, we can rest assured his decision was in the best interest of the Grand Council, Freemasonry in general, and according to the Constitution and By-laws of the Grand Council of Missouri; and

Whereas, there comes to the life of every Companion a time to say, “adieu”; and

Whereas, he has made the decision to relinquish his position on this Committee;

Now, Therefore Be It Resolved that, Most Illustrious Companion Stanton Thayer Brown, Past Grand Master, from this point forward, be received, honored, recognized, and acknowledged as the Chairman Emeritus of the Jurisprudence Committee and an ex-officio member of that Committee into perpetuity. From the Grand Council of Cryptic Masons of the State of Missouri for your service above and beyond the call of duty and your tireless labors for the Grand Council of Missouri.

**Standing Resolution No. 8
Adopted May 14, 2014**

Whereas, the Most Illustrious Grand Council of Royal and Select Masters of the State of Missouri, F&AM, PHA, is to be legally and ceremoniously formed on July 9, 2014 by the Grand Council of Cryptic Masons of the State of Missouri, and does profess to adhere to Masonic principles and ideas similar to those of the Most Illustrious Grand Council of Cryptic Masons of the State of Missouri,

And Whereas, the Most Illustrious Grand Council of Cryptic Masons of the State of Missouri has existed in the State of Missouri since 1864,

And Whereas, each of the said Grand Councils desire to remain autonomous within its Jurisdiction and to operate hereafter with its own Grand Master, Grand Council Officers, Constitution, By-Laws, Ritual, Rules and Regulations, Subordinate Councils, and Membership,

And Whereas, both Grand Councils desire to fraternally recognize the other as a duly constituted Masonic Grand Council,

And Whereas, this resolution will not become effective until approved by each Grand Council at their respective Annual Sessions,

Now, Therefore Be It Resolved, that it is mutually agreed that we will dwell together in Peace and Harmony; each Grand Council does hereafter extend Fraternal Recognition to the other as a duly constituted Grand Council of Cryptic Masons and/or Royal and Select Masters, and do, in the true spirit of Love, Peace, and Unity hereby accord to the other rights of Visitation in Grand Councils and Subordinate Councils, wheresoever assembled, subject always to the Rights, Powers, and Authority of the Grand Masters and the Masters of the Subordinate Councils

to preside over their respective Grand Councils and Councils.

Standing Resolution No. 9

Fraternal Recognition and exchange of Grand Representatives

Grand Council of France (*Adopted 5/15/03*)

Grand Council of Israel (*Adopted 5/15/03*)

Grand Council of Italy (*Adopted 5/15/03*)

Grand Council of Romania (*Adopted 5/13/04*)

Grand Council of Royal and Select Masters of the State of Missouri, F&AM, PHA (*Adopted 5/14/14*)

Standing Resolution No. 10

Adopted May 13, 2015

Whereas, the Grand Council of Cryptic Masons in the State of Missouri is desirous of establishing a Research Council for the purpose of having a repository for material having an historical significance to Cryptic Masonry and furthering Masonic and Cryptic Masonry research and education,

Therefore, Be It Resolved, that the Grand Council of Cryptic Masons of the State of Missouri create and establish Grand Master's Council No. 0 as a repository for educational material, printed materials, videos, films or any other media having historical reference to Cryptic Masonry in Missouri, except for those files in use by the Grand Council Officers in the performance of their constitutional and statutory duties, and for the orderly research of the history and sources of the Cryptic Rite traditions and landmarks. The Grand Master's Council No.0 shall have as its purpose the promoting, encouraging, conducting and fostering of Masonic and Cryptic Masonry Research and Study, and spreading Masonic and Cryptic Masonry Light and Knowledge.

That Grand Master's Council No. 0 have orderly interactions with the Missouri Grand Lodge of Research or its successor in the preservation and dissemination of the historical legacy of Missouri Cryptic Masonry in the Grand Lodge Library and Museum as administered by the Missouri Lodge of Research.

That Grand Master's Council No. 0 be required to meet at least once annually at the time of the Annual Assembly.

Standing Resolution No. 11

Adopted June 9, 2016

Rescinded 6/7/17

**Standing Resolution No. 12
Adopted June 7, 2017**

Whereas, pursuant to Article I, Grand Council, SEC.3 (9) And, finally, to consider and do whatsoever it may regard as necessary, or appertaining to the well-being and perpetuation of Cryptic Masonry in the State of Missouri, and

Whereas, our Symbolic Lodges in the State of Missouri can submit for an award to be received at the Grand Lodge Session when they increase their membership by 5%, and

Whereas, it is appropriate and furthers the growth of Cryptic Masonry in Missouri in recognizing and honoring Councils that have increased their membership,

Now Be It Resolved, the Grand Council of Cryptic Masons of Missouri create Council Growth Awards to be presented at the Annual Grand Assembly for Councils that have increased their membership by 5%, 10%, and 15% during the year. The award to be a printed Certificate to be signed by the Grand Master and the Grand Recorder, and

Be It Further Resolved, that the Grand Council of Cryptic Masons of Missouri should also recognize by a similar Certificate the Council that has increased its membership by the largest percentage during the year.

**Standing Resolution No. 13
Adopted June 8, 2018**

Whereas, our Companion has distinguished himself throughout Freemasonry in general, but more especially within the Grand Council of Cryptic Masons of the State of Missouri; and

Whereas, our Companion has served this Grand Council with the utmost respect and dignity; and,

Whereas, our Companion has offered his expert opinion counsel and leadership to this Grand Council and its Officers for more than 20 years in various capacities, more specifically as Grand Chaplain from 2002 to 2003 and from 2006 to 2017, almost 20 years on the Ritual Committee and as Grand Lecturer for the 2017-2018 Cryptic Year, as well as many other appointments and responsibilities,

Therefore, Be It Resolved, that Right Illustrious Companion Kevin E. Weaver is hereby awarded by the Grand Council of Cryptic Masons of the State of Missouri the distinction and title of Honorary Past Grand Master of Cryptic Masons of the State of Missouri.

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