CHARTER,

BY-LAWS,

STANDING RESOLUTIONS

AND

RULES OF ORDER

OF

BENJ. B. FRENCH LODGE

No. 15,

F. A. A. M.

WASHINGTON, D. C.

1904
THOS. P. MOORE, PRINTER, 633 F STREET
WASHINGTON, D. C.

366.1
F87

CHARTER.

UNITED STATES OF AMERICA,
District of Columbia.

To all whom it may concern:

Know ye that we, the Grand Lodge of the District of Columbia, of the Ancient and Honorable Fraternity of Free and Accepted Masons, duly established, constituted, and organized for the said District, by and under the authority of a Convention of Deputies from the Lodges, held at the City of Washington, the nineteenth day of February, in the year of Masonry five thousand eight hundred and eleven, do hereby constitute and appoint our trusty and well-beloved Brethren, Herman H. Heath Worshipful Master, George C. Whiting Senior Warden, and John L. Clubb Junior Warden of a Lodge to be held in the City of Washington, in the said District, by the name of

"BENJAMIN B. FRENCH LODGE,
NUMBER FIFTEEN."

And we do hereby authorize and empower our said trusty and well-beloved Brethren, and their successors, duly elected and installed, to

hold their Lodge at the place aforesaid at such times as they think necessary and convenient, and to admit and make Freemasons according to the most Ancient and Honorable Custom of the Ancient Masonic Craft. And we do further authorize and empower said Brethren, and their successors, to hear and determine all and singular, such matters and things relating to the Craft, within the jurisdiction of their said Lodge with the assistance of the members thereof. And, lastly, we do further authorize and empower our said trusty and well-beloved Brethren to install their successors, being first duly elected and chosen, to whom they shall deliver this warrant, and invest them with all their powers and dignities as Freemasons, and their successors shall, in like manner, install their successors, &c., &c., &c.; such installations to be on or near Saint John the Evangelist's Day, during the continuance of this Grand Lodge: *Provided always*, That the said above-named Brethren, and their successors, pay due respect to this "Right Worshipful Grand Lodge," and the ordinances thereof; otherwise this warrant to be void and of no effect.

Given in open Grand Lodge, under the hands of our Most Worshipful Grand Officers, and the seal of our Grand Lodge, at the City of Washington, this twenty-seventh day of December, *anno Domini* one thousand eight hundred and fifty-three, and of Masonry five thousand eight hundred and fifty-three.

BENJAMIN B. FRENCH,
Grand Master.

W. E. HOWARD,
Deputy Grand Master.

[SEAL.]

C. ASHFORD,
Senior Grand Warden.

P. H. HOOE,
Junior Grand Warden.

CHARLES S. FRAILEY,
Grand Secretary.

BY-LAWS.

COMMUNICATIONS.

SECTION 1. The stated communications of Benjamin B. French Lodge, No. 15, shall be held on the First and Third Mondays of each month, at half past seven o'clock p. m. Special communications may be called at any time by the Master, or, in his absence, by the Senior Warden, or, in the absence of both, by the Junior Warden. No business shall be transacted at any special communication other than that for which it is called, except that relating to appropriations for charity.

SEC. 2. A majority of the members present at any stated communication may dispense with not more than two of the succeeding stated communications, and official notice of such action shall be sent to the Grand Secretary. During such period any communication held shall be considered special.

SEC. 3. The Lodge shall not be opened except by the Master, Senior Warden, or Junior Warden, or by some Brother who by service in the chair, has attained the title of Past

Master, and not by such Past Master except in the presence and at the request of the officer entitled to the chair, after the latter has called the Lodge to order. Temporary vacancies in all offices subordinate to that of Master shall be filled by the occupant of the chair.

OFFICERS AND ELECTIONS.

SECTION 4. The officers of the Lodge shall be a Master, Senior Warden, Junior Warden, Secretary, Treasurer, Chaplain, Marshal, Senior Deacon, Junior Deacon, Senior Steward, Junior Steward, and Tiler.

SEC. 5. The Master, Senior Warden, Junior Warden, Secretary, and Treasurer, shall be elected annually by ballot at the first stated communication in December, and a majority vote shall be necessary to a choice. The officers thus elected shall be installed the same evening, or as soon thereafter as practicable, prior to the annual communication of the Grand Lodge.

SEC. 6. The Chaplain, Marshal, Deacons, Stewards, Tiler, and (when deemed necessary) an Organist shall be appointed by the Master as soon as practicable after his installation. The Master is also authorized to employ a

choir to serve at stated and special communications of the Lodge when their services are by him deemed necessary.

SEC. 7. A vacancy in any office other than that of Master or Warden, may be filled at any stated communication. But no election for Master or either of the Wardens shall be held at any other time than at the first stated communication in December, except in the case of death, expulsion, or permanent removal from the jurisdiction of the Master and both Wardens, when the Grand Master shall issue a dispensation for a special election of said officers; *provided*, that whenever, from unavoidable cause, a Lodge is prevented from electing or installing its officers at the time prescribed, the Grand Master may issue a dispensation for holding the election or installation at some other stated communication.

SEC. 8. The Master shall have power to remove any appointive officer for inefficiency or neglect of duty.

DUTIES OF OFFICERS.

SECTION 9. It shall be the duty of the Master to open and preside over the Lodge; to take charge of and preserve the Charter, and have

it in the Lodge when at labor, and to read it to the Lodge at the time of his installation; to see that the By-Laws, the Constitution of the Grand Lodge, and the Ancient Charges of Freemasonry are respected and obeyed, to sign all drafts on the Treasurer, to decide all questions of order, and to exercise generally all the functions of a presiding officer.

SEC. 10. In the absence of the Master, his powers and duties shall be exercised by the Senior Warden, and in the absence of both, by the Junior Warden. The Master and Wardens shall, either in person or by proxy, represent this Lodge at all communications of the Grand Lodge of the District of Columbia. The proxies shall be nominated by the Master and Wardens immediately after their installation, and be confirmed by the Lodge.

SEC. 11. The duties of the Secretary, shall be to observe the proceedings of the Lodge, record all things proper to be written, receive all money due the Lodge, and pay the same over to the Treasurer, on or before the next regular meeting, taking his receipt therefor; to countersign all drafts on the Treasurer; to furnish copies of evidence in trials when an appeal to the Grand Lodge is taken; to fur-

nish dimits, certificates, and other orders of the Lodge, duly signed and sealed; and to keep—

1st. A Journal of the proceedings of the Lodge, after the same shall have been approved.

2d. A Book containing the By-Laws, Rules of Order, and Standing Resolutions of the Lodge, to be signed by every Brother on his becoming a member thereof.

3d. A Register of all material facts relative to the Masonic history of each member of the Lodge.

4th. A Record of rejections, suspensions, expulsions, and reinstatements made in the Lodge.

5th. A Ledger containing the accounts of the Lodge with its members.

He shall perform such other duties as are prescribed by the Constitution of the Grand Lodge, or which may be assigned to him by the Lodge or the Master, and shall receive an annual salary of Three Hundred Dollars.

SEC. 12. The duties of the Treasurer shall be, to receive all money from the Secretary, keep accurate accounts thereof, and pay the same out by order of the Master and the con-

sent of the Lodge; to report at each regular meeting the receipts and disbursements since the last stated communication, and the balance remaining on hand; and to deliver to his successor all the funds of the Lodge, and all books, vouchers, and papers having any reference to its financial business. He shall give bond, with an acceptable bonding company as surety in the penal sum of Two Thousand Dollars, conditioned upon the faithful performance of his duties. All money not invested shall be deposited by him in a bank, or depository designated by the Lodge, in the name of Benjamin B. French Lodge, No. 15, F. A. A. M. He shall receive an annual salary of Fifty Dollars.

SEC. 13. The Chaplain shall offer prayer at the opening and closing of the Lodge, and shall officiate at Masonic funerals conducted by the Lodge, and on other appropriate occasions.

SEC. 14. The Marshal shall execute the commands of the Master, superintend public processions of the Lodge, and see that no irregularities occur during the same, collect petitions and communications in the Lodge, and place them before the Secretary.

SEC. 15. The Deacons and Stewards shall perform the duties required by ancient

usage and the charges given them at their installation; they, together with the Marshal, shall also constitute a proficiency committee for the instruction of candidates before advancement.

SEC. 16. It shall be the duty of the Tiler to tile the Lodge during all communications, and to perform such other duties as the Master may direct, and he shall receive a compensation of Two Dollars for each communication at which his services shall be rendered.

CHARITY AND FINANCE.

SECTION 17. There shall be two Standing Committees of three members each, *viz:* (1) A Charity Committee, composed of the Master and Wardens; (2) A Finance Committee, appointed annually by the Master immediately after his installation.

SEC. 18. Applications for relief from others than members of this Lodge or their families shall be referred to the Masonic Board of Relief. Applications over which the Lodge has jurisdiction, when not accompanied by satisfactory evidence, shall be referred to the Charity Committee for investigation and report, but the names of the applicants may, in the discretion of the Committee, be with-

held from the Lodge. In the relief of cases arising between communications, the Charity Committee may expend from the funds of the Lodge, a sum not exceeding Ten Dollars in each case. The Treasurer is authorized to advance such sums as may be needed between communications by the Charity Committee, taking its receipt therefor, for which an appropriation shall be made at the next stated communication, and the said Committee shall account to the Lodge by satisfactory vouchers for such expenditures. No application shall be considered, nor shall any appropriation be made, for the relief of a Brother, while he is within the Lodge.

SEC. 19. The Finance Committee shall audit all accounts of the Lodge, and shall examine the books, accounts, and vouchers of the Secretary and Treasurer, and the money and securities of the Lodge, and submit, at the first stated communication in December, a detailed account of receipts and disbursements during the year ending September 30th, together with a statement of all liabilities and assets of the Lodge. It shall also supervise the finances of the Lodge, and submit from time to time, during the year, its recom-

mendation as to the proper investment of the Lodge funds.

SEC. 20. No appropriation shall be made for any purpose other than the necessary and current expenses of the Lodge, unless there shall be at the time in the hands of the Treasurer the amount to be appropriated over and above all existing liabilities of the Lodge.

SEC. 21. All special committees authorized to receive or disburse money shall render to the Lodge an account of their receipts and disbursements, supported by proper vouchers, approved by the Finance Committee.

TRUSTEES.

SECTION 22. The title to all property of the Lodge shall be vested in three Trustees, whose terms of service shall be three years, one of whom shall be chosen at each annual election. The Trustees shall be the custodians of the securities of the Lodge.

SEC. 23. The Trustees and their successors forever are empowered to institute any suit or action deemed necessary by and on behalf of the Lodge, for its use and benefit, or to defend any suit brought against it.

APPLICATION FOR DEGREES AND AFFILIATION.

SECTION 24. Candidates for the degrees in this Lodge must be at least twenty-one years of age, recommended by two members, and shall petition in the form prescribed on page 28 Applications for affiliation shall be recommended by two members, and shall be in the form prescribed on page 29.

SEC. 25. No candidate shall be initiated, passed, or raised, or a Brother admitted to affiliation without the unanimous consent of the members present, except as provided in section 36.

SEC. 26. The Master shall be required to see that the ballot-box is so constructed and presented that each officer and member shall cast his ballot unobserved by others, so that the secrecy of the ballot shall be inviolably preserved. It is the duty of every member to vote, and the Master may compel him to do so. The ballots shall be as nearly equal in size and weight as possible, the white ballots to be spherical and the black ballots cubical in shape.

SEC. 27. No one shall inspect the ballot but the Master and the Wardens.

SEC. 28. Before or upon casting a ballot on

a petition for the degrees or for membership no brother shall make known to another or to the Lodge, in what manner he intends to vote or has voted, under penalty prescribed in Section 54.

SEC. 29. If, on casting the ballot for an applicant for the degrees or for membership, it appear that he is rejected, no member or visitor shall inquire into or discover, by any means whatsoever, who opposed his election, under penalty, if a member, of such punishment as the Lodge may direct; or, if a visitor, of nevermore being admitted to the Lodge or becoming a member. The Master shall cause this section to be read immediately after the rejection of a candidate.

SEC. 30. A ballot shall be taken for the three degrees collectively, and in case of one black-ball appearing therein it shall be immediately retaken, when, if a black-ball again appear, no further ballot can be taken for said applicant for the space of six months, and then only upon a new petition received and acted upon as in the case of a first petition. In balloting upon a petition for affiliation, if one black-ball appear, the ballot shall be immediately retaken, and if a black-ball again appear the petitioner shall be declared rejected.

SEC. 31. All petitions for the degrees and for affiliation, after they have been received by a majority vote, shall be referred to a Committee of not less than three Master Masons, and lie over one lunar month, and there shall be at least that time between the conferring of the degrees, unless by dispensation of the Grand Master, such prescribed periods be shortened. Before the second or third degree shall be conferred, the Lodge shall be satisfied of the Brother's proficiency in the preceding degree by report from the chairman of the proficiency Committee.

SEC. 32. No petition for the degrees or affiliation, or application for reinstatement shall be withdrawn after it has been referred to a committee, but it must be acted on by ballot within three months after its presentation, except in case of the petitioner's death.

SEC. 33. No petition for the degrees shall be received from any one who has not been a resident of the District of Columbia for the twelve months next preceding its presentation, except by dispensation of the Grand Master; and if the petitioner has been rejected for the degrees in another jurisdiction, his petition must be accompanied by a release

of jurisdiction unless the period during which jurisdiction is claimed has expired.

SEC. 34. This Lodge shall have jurisdiction over candidates rejected by it for initiation for a period of five years from the date of such rejection, when jurisdiction shall terminate; but after the expiration of one year from the date of rejection, and upon application of the rejected candidate made in writing at least one month prior to action thereon, the Lodge may, by the votes of two-thirds of its members present, at a stated communication, release its jurisdiction; and the Lodge shall not receive a petition of any rejected candidate within five years from the date of his rejection unless it be accompanied by such release of jurisdiction.

SEC. 35. After a candidate has been elected, any member of the Lodge may object to his initiation, and the fact of the objection, with the name of the objector, shall be noted on the minutes of the Lodge, and if the objection be not withdrawn within six months, it shall have the same effect as if a black-ball had been cast at the time of taking the regular ballot upon the petition; in such cases the fees shall be refunded by the Lodge at the expiration of six months.

SEC. 36. After a candidate has been initiated, but before being passed, or after passing and before being raised, objection to his advancement may be made by any member, and such objection shall be referred to a committee, who shall inquire into the cause thereof and report thereon at the next stated communication (unless further time be given), and upon the reception of such report, the Lodge shall vote by ballot whether to sustain the objection or not; and if the objection be sustained by the votes of one-third of the members present, it shall have the same effect as a black-ball, and the fee shall be immediately returned, but if the objection is not so sustained, the degrees may be conferred the same as if no objection had been made. If the objection is sustained the Brother may, six months thereafter, petition the Lodge for the remaining degree or degrees; or after the expiration of one year, if the Lodge shall release jurisdiction by a two-thirds vote of the members present at a stated communication, he may petition another Lodge for the remaining degree or degrees, the application for release having been made in writing at least one month prior to action thereon. In all

such cases, the new petition must take the same course as an original petition for the degrees.

SEC. 37. When a protest is entered by a Brother of another Lodge against the conferring of a degree upon a candidate after his election and before initiation, or at any time after initiation against the advancement of a Brother, the same course shall be pursued as in the case of an objection by a member of the Lodge to the advancement of a Brother after initiation, and with the same effect.

SEC. 38. No Brother shall be admitted to affiliation who belongs to another Lodge, or who has been dropped from another Lodge for non-payment of dues, and has not canceled such indebtedness. A Brother in arrears to an extinct Lodge must pay such arrearages to the Grand Lodge, which held jurisdiction over the extinct Lodge, before he can affiliate with this Lodge.

SEC. 39. An unaffiliated Mason may visit the Lodge not more than once before taking the necessary steps for affiliation. An application for affiliation must be accompanied by a dimit, or equivalent certificate, from the Lodge in which the Brother last held member-

ship, if such Lodge is in existence, and if not in existence, then by a certificate or diploma from the Grand Lodge of the jurisdiction under which the extinct Lodge existed. Upon such Brother becoming a member of the Lodge, the Secretary shall notify the Lodge granting the dimit or equivalent certificate of the Brother's election to membership.

SEC. 40. Should an elected applicant fail to present himself for initiation within six months after notification of his election, his fee shall be forfeited, and all proceedings in his case shall be null and void, unless a satisfactory excuse be rendered to the Lodge.

SEC. 41. The fee for conferring the degrees shall be Fifty Dollars to be paid as follows: Fifteen Dollars with the petition; Fifteen Dollars before receiving the Fellow Craft Degree, and Twenty Dollars before receiving the Master Mason degree. Clergymen not engaged in secular occupation may receive the degrees without payment of fees.

SEC. 42. In no case shall the degrees be conferred until the prescribed fees have been deposited with the Secretary, nor on a candidate or Brother of another Lodge unless by permission of said Lodge.

DUES AND LIFE-MEMBERSHIP.

SECTION 43. The Secretary, Treasurer, Tiler, and clergymen not engaged in secular occupation, shall be exempt from the payment of dues.

SEC. 44. The annual dues of each member not exempt from payment thereof, shall be Three Dollars, payable in advance without notice on the first day of October of each year. The dues of each member raised or affiliated in the year shall for that year be prorated from the first day of the month in which said member was raised or affiliated, and is payable at the time of his raising or affiliation.

SEC. 45. The Secretary shall on the first day of June of each year, send a notice of non-payment of dues to each member then in default, and the mailing of such notice duly addressed, shall be presumptive evidence of its receipt. Any member who fails to pay his dues by the second stated communication in September, thirty days previous notice that said dues are unpaid having been mailed to him, shall, by vote of the Lodge, be dropped from the roll, unless excused by remission of dues by a majority vote of the members present.

SEC. 46. Any member so dropped may be

reinstated by payment of the arrearages if paid within one year from the time he was dropped; after one year he shall be reinstated only on written application, payment of dues to the time he was dropped, and by a majority vote taken by ballot. Such application for reinstatement shall be referred to a committee for report theron, the same as applications for admission or affiliation, and if such application for renewal of membership be rejected and no charges are preferred against him, the Lodge shall, on written application, give him a certificate that he has paid all indebtedness to the Lodge and ceased to be a member thereof. A Brother rejected for reinstatement stands as an unaffiliated Mason, and a subsequent application by him for membership must be by petition for affiliation.

SEC. 47. Every member who has paid, or shall pay, to this Lodge, twenty-one years dues shall become a life-member, and shall thereafter be exempt from the payment of dues; *Provided*, That the required amount, or any part thereof, may be paid in advance, and that exemption from the payment of dues under the provisions of section 43, shall be equivalent to the payment thereof for the purposes of life-membership.

SEC. 48. The Secretary shall issue to every member entitled thereto, a certificate of life-membership under the seal of the Lodge, and of the Grand Lodge, in the form prescribed on page 31, on the payment to the Secretary of the necessary costs.

CLOSE OF MASONIC YEAR.

SECTION 49. The Lodge shall close its books and accounts on September 30th of each year, and the Secretary shall, within thirty days thereafter, make a just and true return to the Grand Lodge of all its members on September 30th, stating one given name and the initial or initials of other given names of each member on the rolls thereof, giving each one his Masonic grade and rank, stating the dates of all initiations, passings, and raisings, and also of all affiliations, dimissions, suspensions, reinstatements, rejections, expulsions, and deaths of members, together with the name and number of the Lodge and the dates of its stated communications, agreeably to a form to be furnished by the Grand Secretary; said return shall be signed by the Master and attested by the Secretary under the seal of the Lodge and shall be accompanied by the amount of its dues and fees to the Grand Lodge.

SEC. 50. The Master shall cause to be furnished to the Grand Secretary and the Grand Treasurer, at least ten days prior to the time fixed for the annual grand visitation to the Lodge, the record and account books of the Secretary and Treasurer of the Lodge for examination.

DIMITS AND CERTIFICATES.

SECTION 51. Dimits shall be granted on written application, on the form prescribed on page 32, if the applicant is clear of the books, and no charges are pending, or are about to be preferred against him,

SEC. 52. Every member in good standing shall be furnished upon application, a certificate of membership under seal, to be signed by the Master, Wardens and Secretary, and attested by the Grand Secretary with the seal of the Grand Lodge affixed.

CHARGES AND TRIALS.

SECTION 53. Whenever a Mason shall prefer charges against a Brother Mason, he shall furnish the Master with a copy of the same, with definite specifications. The Master shall report the same to the Lodge at its next stated communication, without giving the

name of the Brother making the charges, or of the one against whom the charges are made, and he shall thereupon appoint a committee of three disinterested members whose duty it shall be to investigate the matter, with authority, if it be possible, and they consider it a proper case for so doing, to reconcile the difficulty, and they shall report their action to the Lodge at its next stated communication, or as soon thereafter as practicable, with their recommendation in the premises. The Lodge shall then pass upon the report of the committee, and, if a reconciliation or a withdrawal of the charges shall have been reported, it may, by a majority vote of the members present, accept the same as a termination of the controversy; but in case of non-acceptance of the same, it shall determine, by a like majority vote, whether the accused shall be placed upon trial. If a trial be decided upon, the proceedings shall be conducted in accordance with the regulations prescribed by the Constitution of the Grand Lodge.

SEC. 54. Any brother known to divulge the proceedings of the Lodge imprudently or improperly shall, if a member, be punished as the Lodge may direct; if a visitor, may never afterward be admitted to this Lodge.

AMENDMENTS.

SECTION 55. Any proposition to amend these By-Laws, must be made in writing, signed by at least two members, submitted at a stated communication, and shall lie over until the next stated communication; a two-thirds vote of the members present shall be necessary to adopt. Amendments not relating to fees, dues, or salaries of officers shall be submitted at the next stated communication of the Grand Lodge at which general business may be transacted, for its examination and approval, and no amendment shall go into effect until so approved.

SEC. 56. No part of these By-Laws shall be temporarily suspended.

FORMS.

FORM OF PETITION FOR DEGREES.

WASHINGTON, D. C....., 19

To the Master, Wardens, and Brethren of Benjamin B. French Lodge, No. 15, F. A. A. M. of the District of Columbia.

The subscriber, having conceived a favorable opinion of the Ancient and Honorable Fraternity of Free and Accepted Masons, and being unbiased by friends and uninfluenced by mercenary or other unworthy motives, freely and voluntarily petitions for the mysteries of Freemasonry and membership in your Lodge, and states that he is further prompted to do so by a desire for knowledge, and a sincere wish to be serviceable to his fellow creatures. He also states that he has honestly and truly answered the questions herein presented, and promises that should his petition be granted he will cheerfully conform to all the ancient and established usages and customs of the Fraternity.

The candidate will answer the following questions:

1 Where were you born?
2 What is your age?
3 Where is your residence?
4 What is your occupation?
5 Where is your place of business?
6 How long have you resided in the District of Columbia?
7 Do you know of any physical, legal or moral reason which should prevent you from becoming a Freemason?
8 Have you previously applied for the degrees of Masonry in this or any other jurisdiction? If so, when and where?
9 Have you ever been defendant in a criminal case in court? If so, state the circumstances and result?
10 Do you believe in God?

Recommended by
.....
....

.....
(Sign name in full)

FORM OF PETITION FOR AFFILIATION.

WASHINGTON, D. C.....19

To the Master, Wardens, and Brethren of Benjamin B. French Lodge, No. 15, F. A. A. M. of the District of Columbia.

The subscriber, a Master Mason, and late a member of.....Lodge, No....., under the jurisdiction of the Grand Lodge of....., respectfully petitions for membership in your Lodge, and herewith presents his dimit. He states that he has honestly and truly answered the questions herewith propounded, and, if found worthy, he pledges himself to a cheerful obedience to your By-Laws and the ancient usages of Masonry.

The applicant will answer the following questions:

1. Where were you born?
2. What is your age?
3. Where is your residence?
4. What is your occupation?
5. Where is your place of business?
6. Have you previously applied for membership in this or any other jurisdiction and been rejected; if so, when and where?

Recommended by
.....
.....

.....
(Sign name in full)

FORM OF APPLICATION FOR REINSTATEMENT, N. P. D.

WASHINGTON, D. C. 19

To the Master, Wardens and Brethren of Benjamin B. French Lodge, No. 15, F. A. A. M.

BRETHREN:

The undersigned, having been dropped for non-payment of dues, ... , 19 . . , hereby makes application for reinstatement, and herewith encloses $. . . . , the amount of dues payable to the Lodge at the time he was dropped.

If reinstated, the petitioner promises a cheerful conformity to the laws, regulations and usages of the Order.

Name in full . . . . . .

Occupation . . . . . .

Residence . . . . . .

Place of business . . . . . .

Mail Address . . . . . .

FORM OF LIFE-MEMBERSHIP CERTIFICATE.

This is to certify that Brother ———, having fulfilled the condition prescribed in the By-Laws, is a Life Member of BENJAMIN B. FRENCH LODGE, NO. 15, F. A. A. M., from and after ———.

[SEAL] ——— ———

Secretary.

This is to certify that BENJAMIN B. FRENCH LODGE, NO. 15, is a legally constituted Lodge working under the jurisdiction of the M. W. Grand Lodge of the District of Columbia. ——— ———, 19—, A. L. ——— ———.

[SEAL] ——— ———,

Grand Secretary.

FORM OF DIMIT.

Benjamin B. French Lodge, No. 15, F. A. A. M.
Working under a Charter Granted by the Grand Lodge of the District of Columbia.

To all whom it may concern, greeting:

This is to certify that That Brother..... whose signature appears in the margin of this Dimit is a Master Mason, and being clear of the books, has regularly dimited from this Lodge.

In testimony whereof, we have signed this Dimit and caused the seal of the Lodge to be attached at the City of Washington, D. C., this.....day of..... A.D. 19..., A.L.59 ..

Attest: .....

..... Master
Secretary

I certify that the above-named Lodge is under the jurisdiction of the Grand Lodge of the District of Columbia.

.....
Grand Secretary.

[The Secretary of the Lodge with which the Brother named in the subjoined dimit affiliates, is requested to kindly detach this form and complete and forward the same as required.]

.....Lodge No.....of.....
Jurisdiction Grand Lodge of.....
.....190 .

To the Grand Secretary, Grand Lodge, F. A. A. M., District of Columbia, Masonic Temple, Washington, D. C.:

This is to certify that Brother..... late a member of.....Lodge No....., under the jurisdiction of the Grand Lodge of the District of Columbia to whose Dimit, dated.....190....., this form was attached, became a member of this Lodge by affiliation on.....190.....

....
(SEAL) Secretary

GRAND LODGE, F. A. A. M.

DISTRICT OF COLUMBIA.

OFFICE OF GRAND SECRETARY.

WASHINGTON, D. C., February 1, 1904.

Respectfully referred to Worshipful Brother James S. Raeburn, Chairman, Committee on By-Laws.

The Secretary of Benjamin B. French Lodge states that the last edition of By-Laws is entirely exhausted and that the Lodge will be greatly favored if the Committee will take speedy action on the By-Laws herein.

A. W. JOHNSTON,
Grand Secretary.

WASHINGTON, D. C., April 11, 1904.

Examined and approved by By-Laws Committee.

JAMES S. RAEBURN, *Chairman.*

GRAND LODGE, F. A. A. M.

DISTRICT OF COLUMBIA.

OFFICE OF GRAND SECRETARY.

April, 13, 1904.

Respectfully returned to the Secretary of Benjamin B. French Lodge with the approval of the Committee on By-Laws.

A. W. JOHNSTON,
Grand Secretary.

[SEAL]

STANDING RESOLUTIONS.

RESOLVED, That the first stated communication in November shall be set apart for annual memorial exercises of the Lodge, and that no work be done at that communication.

RESOLVED, That the Lodge shall not appropriate a sum exceeding Fifty Dollars for the funeral expenses of a deceased Brother. And in no case shall any appropriation be made where a deceased Brother leaves an estate or a fund from which funeral expenses can be paid.

RESOLVED, That the Master be authorized to employ a Brother to operate the stereoptican at the conferring of the First and Third degrees, provided that not more than two dollars shall be paid for each evening's service.

All legislation in conflict herewith is hereby repealed.

RULES OF ORDER.

1. The following order of business shall be observed at every stated communication, viz:

a. Reading and approving of minutes.
b. Report of Treasurer.
c. Receiving and referring petitions.
d. Reports of committees on petitions and balloting on same.
e. Reports of other committees.
f. Reading communications.
g. Unfinished business.
h. New business.
i. Work.

2. The Master shall state all motions before debate, afterwards put the questions and declare the result. Should there be a tie, he shall give the casting vote.

3. After a motion is stated by the Master, it shall be deemed to be in possession of the Lodge, but may be withdrawn in absence of objection before amendment or decision.

4. When a question is under debate, no motion shall be received but to postpone indefinitely, to postpone definitely, to commit, or to amend; which several motions shall have precedence in the above order.

5. When a member desires to speak, he shall rise and address the Master.

6. When two or more members rise at once the Master shall name the one entitled to the floor.

7. If a member in debate shall be called to order, he shall resume his seat (unless permitted to explain), and the Master shall decide the point of order without debate.

8. No member shall speak more than twice on the same subject without the consent of the Master.

9. No visitor shall address the Lodge without the consent of the Master, or by his request, or that of the Lodge.

10. No motion for reconsideration can be made later than the stated communication following that at which the question was decided, and then only by one who voted in the majority.

11. All committees shall be appointed by the Master, unless by his request the appointment be referred to the Lodge.

12. The order of business prescribed by Rule 1, may be changed in the discretion of the Master. The other rules shall not be altered except in the manner provided for amending the By-Laws.

INDEX

Reference is to sections except where pages are noted

	SEC.
ABSENCE	
of Master, duty of devolves on whom	10
AFFILIATION	
Application for, requisites	24
Form of petition for	p 29
One black ball in ballot for, effect and proceedure	30
Visit permitted to a non-affiliate, except	39
Petition for cannot be withdrawn, must be acted on within three month from date of receipt	32
must be accompanied by dimit &c	39
of one rejected for reinstatement, must be for	46
Restriction on applicant for	38
Unanimous consent required, when	25
AMENDMENTS	
Provision for	55
What to be submitted to Grand Lodge	55
APPLICANT	
Elected and failing to present himself, proceedure	40
APPROPRIATION	
For charity may be made at special communication	1
funeral expense not to be made, when, limit if made	p 34
Restriction as to	20
To be made at stated communication for money expended between communications for charity.	18
APPROVAL	
of By-Laws	p 33
ARREARS	
To extinct lodge-regulations	38
ASSETS	
Finance Committee to state	19

	SEC.
BALLOT	
Black ball has effect of after six months	35
Secrecy of, provided for	26
Taken for three degrees collectively	30
To be inspected only by Master and Wardens	27
Vote on report in matter of objection to be by	36
BALLOT BOX	
Master to see to construction of	26
BALLOTS	
Size, shape and color of	26
BLACK BALL	
Effect of	30
Has effect of ballot after six months	35
Only one appearing, ballot to be retaken	30
Vote for one-third for sustaining objection has effect of	36
BOND	
of Treasurer, prescription as to	12
BUSINESS	
None at special other than that stated, except appropriations for charity	1
BY-LAWS	
Approval of	p 32
Not to be temporarily suspended	56
CANDIDATE	
For degrees, requisites	24
unanimous consent required when	25
CERTIFICATE	
Form of life membership	p 31
Of life-membership to be issued by secretary, when	48
membership to be furnished each member	52
Refusal of lodge to reinstate from d. n. p. d., brother to have	46
CHAPLAIN	
Duty of	13
CHARGES AND TRIALS	
Procedure	53
CHARITY	
Appropriations for may be made at special	1
Appropriations to be made at stated communications for money expended between communications for	18

	SEC.
CHARITY COMMITTEE	
Authority of to make expenditures between communications, amount	18
To account to lodge by vouchers for expenditure between communications	18
Composed of Master and Wardens	17
CHARTER	
To be in possession of Master, &c	9
CHOIR	
Authority of Master to appoint	6
CLERGYMAN	
Certain exempt from dues	43
may receive degrees without fees	41
COMMITTEES	
Special, to account for receipts and expenditures, how	21
Two standing	17
COMMUNICATIONS	
Held in time of suspension of stated, are special	2
Special, may be called, when and by whom	1
Stated dispensed with, when and how	2
time of holding	1
Suspension of stated, Grand Sec. to be notified.	2
CONSENT	
Unanimous required, when	25
DEACONS	
Duty of	15
DEGREES	
Applicant for, rejected in another jurisdiction must file release of jurisdiction with petition, except	33
Ballot for taken collectively	30
Candidate for, requisites of	24
Failure of candidate to present himself for, procedure	40
Fee for, how paid	41
Form of petition for	p 28
Not to be conferred on candidate of another lodge except by permission	42
until fees deposited	42
Objection to conferring not sustained, may be conferred	36
Petition for cannot be withdrawn, must be acted on within three months	32

DEGREES, Continued SEC.
Petition for, in case of objection sustained, must take course of a new petition in another lodge 36
proceedure 21
twelve months residence required 33
Protest of brother of another lodge to conferring, proceedure 37
Time required between each 31
DIMIT
Form of ..... p 32
Granted on written application, when 51
Must accompany petition for affiliation 39
DISPENSATION
Lodge prevented from holding election, Grand Master to issue for 7
D. N. P. D.
Petition for affiliation cannot be received where this is status of applicant 38
DRAFTS
to be countersigned by the Secretary 11
DUES
Amount of and how and when payable 44
Failure to pay, penalty 45
For less than one year to be prorated—time-when payable 44
Notice of non-payment of, to be sent June 1st ... 45
Of lodge to Grand Lodge to accompany return .. 49
Who exempt from payment of 43
ELECTION
Of Master and Wardens can be had only at annual communication, except 7
Officers to be by ballot, except 5
when to be held 5
Prevented, lodge to have dispensation for holding, when 7
EVIDENCE
Copies of in trials to be furnished by Sec ,when 11
FEE
Certain clergymen may receive degrees without 41
Failure of applicant for degrees to present himself, forfeited 40
For degrees, amount and how paid 41

	SEC.
FEE, Continued	
To be deposited before degree conferred	42
refunded after six months on objection before degrees conferred	35
returned when objection sustained	39
FEES	
of lodge to Grand Lodge to accompany return	49
FINANCE COMMITTEE	
Duty of	19
To approve accounts of special committees	21
When and by whom appointed	17
to report and for what period	19
FINANCES OF LODGE	
Finance Committee to supervise	19
FORFEIT	
Failure of candidate to present himself for degrees, fee is	40
FORMS	pp 28 to 32
FUNERAL EXPENSE	
Lodge limited to fifty dollars	p 34
GRAND SECRETARY	
To be notified of suspension of stated communication	2
GRAND VISITATION	
Master to cause books of Secretary and Treasurer to be furnished to Grand Officers ten days before	50
INSTALLATION	
Prevented, lodge to have dispensation for, when	7
When to be made	5
INVESTMENT	
Finance committee to recommend	19
JUNIOR WARDEN	
May call special in absence of both Master and Senior Warden	1
JURISDICTION	
Application for release of in case of objection sustained, to be made when	36
Lodge holds for five years from rejection for degrees	34
not to receive petition of rejected applicant unless accompanied by release of	34
May be released by two-thirds vote after one year in case of objection sustained, for purpose of petition to another lodge	33

JURISDICTION, Continued SEC.
Release of, to be filed by petitioner rejected in another 33
LIFE-MEMBERSHIP
Certificate of, to be issued by Secretary 48
Form of certificate of ..... p 31
Provision for 47
LIABILITIES
Finance committee to state 19
LODGE
By whom to be opened 3
Can be member of but one 38
Granting dimit to be notified of affiliation 39
Not to appropriate more than fifty dollars for funeral expense ..... p 34
Officers of, who are 4
To close books to Sept. 30, of each year 49
MARSHALL
Duty of 14
MASTER
Absence of, duty of devolves on whom 10
Authority of to make removal from office 8
appoint organist and choir 6
Can be elected only at annual communication, except 7
Duty of 9
May call special communications at any time ... 1
compel member to vote 26
Shall cause books of Secretary and Treasurer to be furnished to the Grand Officers ten days before Grand Visitation 50
To cause Section 29 to be read after rejections ... 29
see to construction of ballot box 26
MASTER AND WARDENS
To inspect ballot 27
represent lodge in Grand Lodge 10
MEMBERSHIP
Certificate of to be furnished 52
Restricted to one lodge 38
Secretary to notify lodge, where acquired by affiliation 39
MEMORIAL MEETING
First stated communication in November of each year ..... p 34

	SEC.
MONEY	
Not invested, to be deposited how and where	12
To be received by Secretary, disposition of	11
Treasurer from Secretary and paid out how	12
NOTICE	
Mailing, presumptive evidence of receipt	45
Suspension of stated communication to be given to Grand Secretary	2
OBJECTION	
After election and before receiving degrees, effect of and procedure	35
initiation, procedure	36
To advancement sustained, may petition for remaining degrees after six months	36
OFFICERS	
Of lodge, who are	4
to be appointed, when	6
elected, when	5
OFFICES	
Temporary vacancies in, how to be filled	3
ORDER	
Rules of	pp 35 and 36
ORGANIST	
Authority of Master to appoint	6
PENALTY	
For divulging information as to vote on petition	28
For improperly divulging proceedings of lodge	54
PETITION	
Cannot be withdrawn after reference to Committee-must be acted on within three months, except	32
For affiliation, form of	p 29
degrees, form of	p 28
in case of objection sustained. in another lodge must take course of new petition	36
procedure	31
twelve months residence required	33
reinstatement from d.n.p.d. form of	p 30
PROCEEDINGS	
of lodge improperly divulged, penalty	54
PROFICIENCY	
Provision for	31

SEC.

PROFICIENCY COMMITTEE
Chairman of to make report for, when..... 31
Who constitute..... 15
PROPERTY
of lodge, title to vested in trustees..... 22
PROTEST
By brother of another lodge, after election and before conferring degrees..... 37
PROXIES
How and when chosen. 10
PUNISHMENT
For improperly divulging proceedings of lodge.. 54
REINSTATEMENT
D.N P.D., form of petition for.....p 30
How effected.. 46
Petition for cannot be withdrawn, must be acted on within three months..... 32
Refusal of lodge to make, certificate to be given 46
Rejection for, status that of unaffiliated Mason.. 40
REJECTION
Information disclosed as to. penalty..... 29
New petition may be filed after expiration of six months..... 30
Section 29 to be read after 29
RELEASE
Of jurisdiction to be filed with petition for degrees, when 34
RELIEF
Application for from members at and between and communications from others than members, disposition of 18
No application considered or appropriation made when subject of present. 18
REMOVAL
From office, authority of Master to make, who and for what..... 8
REPRESENTATION
In Grand Lodge, when and by whom..... 10
RESIDENCE
Twelve months required in petitioner for degres 33
RESOLUTIONS
Standing.....p 34

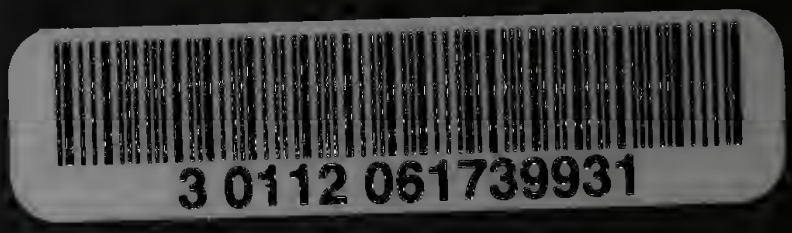
SEC.

RETURN
To be attested by Master and Secretary with seal of lodge 49
To be made to Grand Lodge within thirty days from September 30 49
RULES OF ORDER ..... pp 35 and 36
SALARY
Of Secretary 11
Stereoptican operator ..... p 34
Tiler 16
Treasurer 12
SECRETARY
Books &c to be examined by Finance Committee 19
Duty of 11
Exempt from dues 43
Salary of 11
To issue life membersip certificates 48
make return to Grand Lodge within thirty days from Sept. 30 49
notify lodge granting dimit of brothers affiliation 39
send notice of non-payment of dues on June 1 45
SECURITIES
Trustees custodians of 22
SENIOR WARDEN
May call special in absence of Master 1
SPECIAL COMMITTEES
To account for receipts and expenditures, how .. 21
SPECIAL COMMUNICATIONS
Held in time of suspension of stated, are 2
May be called, when and by whom 1
What business to be transacted at 1
STANDING COMMITTEES
Charity and Finance 17
STANDING RESOLUTIONS ..... p 34
STATED COMMUNICATIONS
Time of holding 1
STEREOPTICAN
Authority to employ some one to operate, compensation ..... p 34
STEWARDS
Duty of, ... 15
SUIT
Trustees to bring and defend 23

	Sec.
SUSPENDED	
By-Laws not to be temporarily	56
TILER	
Duty of	16
Exempt from dues	43
Salary of	16
TITLE	
To property of lodge, vested in Trustees	22
TREASURER	
Authorized to advance sums to Charity Committee, when, amount	18
Books &c to be examined by Finance Committee	19
Duty of	12
Exempt from dues	43
Salary of	12
To give bond—particulars	12
TRIALS	
Copies of evidence in, to be furnished by Secretary, when	11
TRIALS AND CHARGES	
Proceedure	53
TRUSTEES	
Custodians of lodge securities	22
Terms of, when chosen	22
To bring and defend suits	23
UNAFFILIATED	
May make one visit	39
Rejection for reinstatement creates status of	46
UNANIMOUS CONSENT	
Required when	25
VACANCY	
In office of Master, filled only at annual communication, except	7
other than Master or Warden, may be filled when	7
Temporary, to be filled how	3
VOTE	
Duty of every member to	26
Jurisdiction released by two thirds, when	36
No one to make known information as to. penalty	28
One third for sustaining objection, has effect of black ball	36
Two thirds necessary to adopt amendment	55
To be by ballot on report in matter of objection.	36

SEC.

VOUCHERS
Charity Committee to furnish for expenditure between communications,.. 18
To be furnished by special committees.. 21
WARDEN
Vacancy in office of, filled only at annual communication, except..... 7
WARDENS
When to exercise authority of Master..... 10
WARDENS AND MASTER
To represent lodge in Grand Lodge..... 10


3 0112 061739931