

# **Knights of St. Andrew of Guthrie Scottish Rite**

## **-- BY-LAWS --**

### **Preamble**

As it is the stated purpose of the Knights of St. Andrew to work diligently for our Brethren of the Scottish Rite Bodies and Temple organizations, we, the Charter Membership of the Knights of St. Andrew of Guthrie Scottish Rite, declare that the Constitution, By-laws, and purposes must always conform to and never be in violation of the Constitution and Code of the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Oklahoma or the statutes of the Supreme Council of Ancient and Accepted Scottish Rite of Freemasonry for the Southern Jurisdiction of the United States of America.

## **ARTICLE I - APPLICATION FOR MEMBERSHIP**

### **Section 1.**

Membership as an active member of the Knights of St. Andrew shall be made by written application to the General Secretary, Guthrie Scottish Rite. Upon receipt of written application for membership, the General Secretary shall transmit the same to the Secretary for presentation to the membership at the next stated or special meeting. At the next stated or special meeting, following such receipt by the Secretary of an application for membership, the Secretary shall read the name of such applicant to the membership, together with other pertinent information as such application may contain. The Venerable Master shall then call for a secret ballot; such application shall be balloted upon by the Active Membership upon secret ball-ballot, as is customary in the fraternity. Three black balls shall be sufficient to reject the applicant for membership upon his said application. No rejection for membership shall prejudice such applicant from again submitting an application for membership in the Knights of St. Andrew to the General Secretary of the Guthrie Consistory. Following the ballot, the applicant will be initiated in the Knights of St. Andrew at that same stated meeting. All initiation fees and subsequent dues must accompany said application for membership.

**Section 1.1.** (Amendment Approved- October 2009)

Applications from prospective members will be given to the Chapter Secretary. All prospective member must be 32 degree (Black Cap) Scottish Rite Masons active and in good standing in the Guthrie Valley. This eligibility will be verified by the Secretary. Courtesy inductions may be granted as requested by other Valleys or Chapters.

**Section 2.** (Amendment Approved- October 2009)

Novitiates will be inducted as Squires. As such, they will be required to perform a minimum of six hours of service to the Chapter. Recording such service will be the responsibility of the Secretary with the assistance of other Knights. At the Reunion following the completion of the required service, the Squire may be elevated to Knighthood.

**Section 3.** (Amendment Approved- October 2009)

Elected officers of the Chapter shall include: Venerable Master, Senior Warden, Junior Warden, Secretary and Treasurer. The offices of Secretary and Treasurer may be filled by the same person with agreement by the Venerable Master and the member standing for election to each office.

**ARTICLE II - STATED MEETINGS**

**Section 1.**

Stated meetings of the Knights of St. Andrew shall be held during each Guthrie Scottish Rite Reunion, of which the annual meeting shall take place during the final Reunion of the Guthrie Consistory in each calendar year. Special meetings may be called at any time by the Venerable Master or the General Secretary of the Guthrie Valley, upon due notice given to the Active and Emeritus Membership. Called meetings shall be held upon written request of ten (10) active Members. Upon receipt of a request for a called meeting, the Secretary shall transmit a copy of the same to the Venerable Master and the General Secretary of the Guthrie Consistory who shall jointly determine the date, time and place for such called meeting, whereupon the Secretary shall give due notice of such called meeting to the Active and Emeritus Members.

**Section 1.1.** (Amendment Approved- October 2009)

Special Meetings may be called by an Acting Venerable Master. Should a vacancy occur, the next elected line office may serve as Acting Venerable Master, until the next regular election, having all the rights and responsibilities of an elected Venerable Master.

**Section 2.**

The annual meeting of the Knights of St. Andrew shall be held during the last Guthrie Scottish Rite Reunion of each calendar year. During such annual meeting, in addition to other business as may be properly brought before the Knights, the Active Membership shall elect officers for the succeeding calendar year and shall appoint such ad hoc committees as are deemed expedient by the membership.

**Section 3.**

A quorum for the transacting of business at any stated, special, or called meeting shall consist of at least seven (7) Active Members, one of whom must be either the Venerable Master, Senior Warden, Junior Warden, or General Secretary of the Guthrie Scottish Rite.

**ARTICLE III - APPOINTMENTS**

**Section 1.**

The Venerable Master shall appoint a Chaplain, Senior Deacon, Junior Deacon, and a Sentinel. All appointments, other than committee appointments, shall be taken exclusively from the Active Membership. Members of committees may include Emeritus Members, but the Chairman of every committee shall be an Active Member. The Venerable Master and the General Secretary of the Guthrie Scottish Rite may appoint committees as are deemed expedient.

**Section 2.**

If an elected office becomes vacant for any reason, the Venerable Master may, with the consent of the General Secretary, appoint a pro tem selected from the Active Membership to fill said vacancy for the remainder of the term. The pro tem will be

responsible for and assume all duties of that office and be afforded all courtesies due him in that office.

#### **ARTICLE IV - PARLIAMENTARY AUTHORITY**

##### **Section 1.**

All meetings of the Knights of St. Andrew shall be conducted in accordance with prudent Masonic decorum, as is seemly for the behavior of all Master Masons.

#### **ARTICLE V - INITIATION FEES AND DUES**

##### **Section 1.**

Every member, including the General Secretary of the Guthrie Valley, Active Members, Emeritus Members, and Charter Members, shall pay annual dues to the Treasurer in an amount as shall be determined by the membership at each annual meeting. Emeritus Member dues shall be one-half of Active Member dues.

##### **Section 1.1.** (Amendment Approved- October 2009)

Annual Dues for all classes of membership are for the calendar year. Dues are considered due and payable at the beginning of the Fall Reunion and will be considered past due on January 1 of the effective calendar year.

##### **Section 2.**

Each member of the Knights, including the General Secretary of the Guthrie Valley, Active Members, Emeritus Members, and Charter Members shall pay an initiation fee prior to his initiation into the Knights in an amount as shall be determined by the membership at each annual meeting.

##### **Section 2.1.** (Amendment Approved- October 2009)

Only Active Members may be inducted and therefore are the only membership group to be affected by the "initiation fee". The Initiation Fee must accompany the application for membership when submitted to the Chapter Secretary.

**Section 3.**

On or before the first stated meeting of each calendar year, the Treasurer shall submit dues statements for the current calendar year to the General Secretary of the Guthrie Valley, Active Members, Emeritus Members, and Charter Members. Members who have not remitted annual dues, except as may be modified in the next succeeding section hereof, by the annual meeting of each calendar year upon vote of the Active Members are subject to being suspended.

**Section 4.**

After investigation, upon motion and vote of the Active Members, remission of annual dues may be granted to any member.

**Section 5.**

There shall not be any assessments made of the members.

**ARTICLE VI - RESIGNATION**

**Section 1.**

Any member may resign if, at the time his written resignation is submitted to the Secretary, he is clear on the books.

**Section 1.1.** (Amendment Approved- October 2009)

The resignation of any member will be accepted if he is in current, good standing, with the Chapter and the Valley of Guthrie.

**ARTICLE VII - EXPULSION**

**Section 1.**

If any member conducts himself in such a manner as to reflect discredit or create unfavorable criticism of the Knights or the Guthrie Scottish Rite, the Venerable Master, upon receiving complaint because of such behavior, shall appoint a committee of three (3) active Members to investigate the conduct of such member, and such committee shall make a written report to the Venerable Master, providing a copy to the General Secretary of the Guthrie Scottish Rite. If it appears from the report of such committee that the

complaint be well founded, the Venerable Master shall then proceed to convene a Tribunal, presided over by the General Secretary of the Guthrie Scottish Rite, which Tribunal shall proceed to notify the member under investigation of such investigation and, if warranted, proceed to conduct trial of the brother for such alleged offense, in every case consistent with the established rules and procedures for jurisprudence of the Most Worshipful Grand Lodge of Ancient Free and Accepted Masons of the State of Oklahoma; provided, however, that such Tribunal shall at all times be presided over by the General Secretary of the Guthrie Scottish Rite.

#### **Section 2.**

The Tribunal conducting trial, as set forth in Section 1 of this article, shall report its findings in writing and in confidence to the Venerable Master who shall then inform the member so affected as to the recommendation of the Tribunal. In the event the Tribunal finds the brother so tried to be guilty of the charges leveled against him, the Tribunal shall make recommendation to the Venerable Master on appropriate punishment, which may include definite suspension, indefinite suspension, or expulsion. The Venerable Master shall then convene an Executive Session Meeting of the Permanent Judiciary Council, which is hereby established, consisting only of the General Secretary of the Guthrie Scottish Rite, the Venerable Master, Senior and Junior Wardens, and the Presiding Officer of Advisory Conference of the Guthrie Scottish Rite. Such Permanent Judicial Council shall determine amongst themselves as to the punishment to be imposed upon the brother in question, which punishment may include definite suspension, indefinite suspension, or expulsion. The sentence so imposed shall be immediately communicated to the offending brother and to the Secretary. A copy of such imposition of sentence shall be also transmitted to the General Secretary of the Guthrie Scottish Rite.

### **ARTICLE VIII - REINSTATEMENT**

#### **Section 1.**

A member who has become suspended by reason of nonpayment of dues shall be eligible for reinstatement upon payment of dues owing at the time of such suspension, as well as the current year's dues, and written application made to the Venerable Master. At the next Annual Meeting, the Venerable Master shall present such application for reinstatement to the Active Membership without investigation, and the Active Membership shall proceed to vote on the reinstatement of such suspended brother by secret ballot. Three black balls shall be sufficient to reject the application for reinstatement but

shall not prejudice such suspended member from making subsequent application for reinstatement.

**Section 1.1.** (Amendment Approved- October 2009)

The vote on reinstatement of a former member shall be a show of hands with the decision based on a simple majority of the active members present.

**Section 2.**

Any brother who has been suspended from membership by reason of sentence imposed by the Permanent Judicial Council may make application for reinstatement; in the case of a definite suspension, following the period of such definite suspension, and in the case of indefinite suspension, following the expiration of three years from date of imposition of such sentence of indefinite suspension by the Permanent Judicial Council, and in both instances, by written application to the Venerable Master and tendering of the current year's annual dues. At the next stated meeting, the Venerable Master shall report the application for reinstatement by such suspended brother and shall then appoint a committee consisting of the General Secretary, as Chairman, and two Active Members who shall investigate such application for reinstatement and report the same to the Active Members at the next stated meeting of the Membership. At such next stated meeting of the Membership, the application for reinstatement shall be voted upon by secret ballot by the Active Members. Three black balls shall be sufficient to reject such application for reinstatement, and such rejection shall prejudice such applicant for reinstatement, who shall then be ineligible to make subsequent application for reinstatement for a period of one calendar year from date of such rejection. Upon subsequent application for reinstatement, the same procedure shall be followed as set forth in this section. The Brother upon whom sentence of definite or indefinite suspension has been imposed may not make more than three applications for reinstatement, and the Venerable Master shall refuse to accept more than three applications for reinstatement from such suspended member, upon whom a sentence of definite or indefinite suspension has been imposed.

**Section 2.1.** (Amendment Approved- October 2009)

The vote on reinstatement of a former member having been subject to suspension will be by a show of hands or, at the preference of the Venerable Master, a written ballot whereon the active member may cast his vote by writing "Yes" for reinstatement or "No" for denial of reinstatement. The decision will be determined by a simple majority of the active members present.

**Section 3.**

If a Brother applying for reinstatement is rejected by the Members, the current year's annual dues tendered by the Brother shall immediately be refunded without approval of the membership.

**Section 3.1.** (Amendment Approved- October 2009)

If an application for reinstatement is denied by the Members, the funds tendered with the application shall immediately be refunded to the applicant without further financial approval by the Members.

**Section 4.**

Any member who has been expelled is thereafter ineligible to seek reinstatement.

**ARTICLE IX - FINANCIAL OBLIGATIONS**

**Section 1.**

No debt shall be contracted in excess of the amount of cash on hand in the custody of the Treasurer at the time such debt is contracted, except on approval of the Advisory Conference of the Guthrie Scottish Rite.

**Section 2.** (Amendment Approved- October 2009)

Annual dues, application fees and Life Member contributions are to be deposited by the Treasurer in the general fund. Expenditures of general funds are, in accordance with Masonic tradition approved by the membership at special or stated meetings.

**ARTICLE X - AUTHORITY OF GUTHRIE CONSISTORY MASTERS**



**Section 1.**

The Advisory Conference of the Guthrie Scottish Rite or the Sovereign Grand Inspector General for the State of Oklahoma shall have the authority to remove from office and declare vacant any office when it shall be deemed for the best interest of Scottish Rite Masonry so to do. Such Advisory Conference of the Guthrie Scottish Rite or the Sovereign Grand Inspector General for the State of Oklahoma shall have the authority to instruct the Secretary to call a meeting of the Active and Emeritus Membership for the purpose of holding a special election to select any officer or officers to succeed any who may have been suspended from office by such Advisory Conference or the Sovereign Grand Inspector General. Such officers elected at such meeting called by the Advisory Conference of the Guthrie Scottish Rite shall serve from their election and installation until the next annual meeting when their regular successors shall be elected and installed.

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