



Change 1-08

**BY-LAWS**  
**OF**  
**SCIENTIA CORONATI RESEARCH LODGE No.4**

**ARTICLE I**  
**COMMUNICATIONS**

SECTION 1. Stated Communications shall be held during the months of the equinoxes and solstices.

SECTION 2. The Annual Communication shall be the stated communication in December of each year, at which time the Officers and committees shall present their reports to the Lodge for approval.

SECTION 3. Special communications of the Lodge may be held by the order of the Worshipful Master, at a time and place he designates, provided twenty-one days notice is given to all Members.

SECTION 4. The order of business at Stated Meetings will be determined by the Worshipful Master, who may use the following as an outline:

- a. Reading of the minutes for approval
- b. Reading of the Treasurer's Report
- c. Introduction of visitors and guests
- d. Action on applications for Membership

- e. Unfinished business
- f. New Business
- g. Committee Reports
- h. Review and discussion on submitted Masonic papers

SECTION 5: The Seal of Scientia Coronati Research Lodge shall be affixed to all instruments issued by or under its authority.

## **ARTICLE II**

### **OFFICERS**

SECTION 1. At the Annual Communication an election will be held for a Worshipful Master, Senior Warden, Junior Warden, Treasurer and Secretary. These elected officers will be installed at this meeting and will serve until new officers are installed after the next election. The Worshipful Master will appoint a Senior Deacon, Junior Deacon and Tyler, and may appoint additional Officers. Appointed Officers will serve at the will and pleasure of the Worshipful Master.

SECTION 2. To be eligible for elected or appointed office, the member must be an Active Member, in good standing and dues paid in full. An Elected Officer who hasn't met his Active Membership requirements before the next election will be ineligible for that election.

SECTION 3. The Officers of the Lodge shall perform the duties usual to such offices as outlined in the Arizona Masonic Code.

## **ARTICLE III**

### **MEMBERSHIP**

SECTION 1. There shall be three classes of members: Active, Associate, and Subscribing.

SECTION 2. ACTIVE MEMBERSHIP - Upon acceptance of his research paper by the Publications committee, an associate member becomes an Active member. A member may collaborate on a paper, but no more than three Active Memberships may result from any one paper. Active members retain their status by submitting another paper within 18 months of acceptance of their last. Their status remains active until the Publications committee makes

their ruling. If the submission was late, or if the paper fails to meet the current guidelines for submitting a research paper, the member is demoted to associate membership status, unless he is an elected officer, in which case he will be demoted at the next election. Active members have the right to hold elected office, vote, and ballot.

SECTION 3. ASSOCIATE MEMBERSHIP - Master Masons who fall under the jurisdiction of the M. W. Grand Lodge F.& A.M. of Arizona may apply for Associate membership. Associate members have the right to vote and ballot.

SECTION 4. SUBSCRIBING MEMBERSHIP - Individual Master Masons who do not fall under the jurisdiction of the M. W. Grand Lodge F.& A.M. of Arizona , or any Masonic Body, Masonic Library, or Masonic Organization may apply for Subscribing membership. Subscribing members have the right to purchase our publication, but may not vote or ballot.

SECTION 5 Petitions for membership will be read at a scheduled meeting, referred by the Worshipful Master to an investigating committee, and balloted upon at the next stated meeting. At the discretion of the Worshipful Master petitions may be voted on collectively.

## **ARTICLE IV**

### **DUES**

SECTION 1. The annual dues for membership shall be \$75.00 for all classes of membership. These dues will be used but are not limited to the following:

- a) Normal operating expenditures of the Lodge, that includes but is not limited to postage and administrative supplies, publication expenses, and reimbursement of expenses that are directly related to official Scientia Coronati business.
- b) The Masonic Harvest (annual publication),
- c) Expenses for visiting speakers.

SECTION 2. Non-payment of Dues will be handled in accordance with Section 86 of the Arizona Masonic Code.

## **ARTICLE V**

### **COMMITTEES**

#### **SECTION 1. PUBLICATIONS COMMITTEE**

The Senior Deacon shall be the Publications Committee Chairman and shall have the power to form his committee for the purpose of producing MASONIC HARVEST, an annual publication consisting of, but not limited to, research papers, studies, articles, and discussions of the Scientia Coronati Research Lodge. The Committee is charged with reviewing all papers, studies, articles and discussions for the purpose of maintaining a high degree of accuracy and excellence, as well as judging which members will be approved for Active Membership status. This committee is also responsible for working with a publisher to provide the proper oversight of the layout, proofing, and control of the cost elements. The Committee will also provide follow-up actions until the final product is delivered to the hands of the Worshipful Master or the Senior Warden before the Annual Communication.

#### **SECTION 2. PROTOCOL COMMITTEE**

The Senior Warden assisted by the Junior Warden shall be the Protocol Committee Chairman and shall have the power to form his committee for the purpose of finding guest speakers for stated meetings and ensuring all protocol actions are accomplished. Protocol actions can include but are not limited to lodging preparation, presentation room setup, travel to the Lodge, and any other requirements of the guest speaker. The Senior Warden is responsible for ensuring guest speakers are scheduled and that all protocol actions are completed. The Junior Warden is responsible for ensuring that a Lodge memento is ready for presentation by the Master of the Lodge.

#### **SECTION 3. FINANCE COMMITTEE**

The Finance Committee studies the receipts and expenditures of the lodge, along with all planned future expenditures the lodge refers to it. At the Annual Communication this committee will submit a written report on the condition of the general fund along with any recommendations it has. This report shall include a budget for the ensuing year, to be approved by the Lodge.

**ARTICLE VI**

**MASONIC LAW AND PROCEDURE**

SECTION 1. Masonic Law and Procedure as recognized by the M.W. Grand Lodge F. & A.M. of Arizona shall govern on such points as are not provided for herein.

**ARTICLE VII**

**AMENDMENTS**

SECTION 1. The By-laws may be amended or replaced at any Stated Meeting by the vote of two-thirds of the Active members then present, provided that notice of such proposed amendments shall have been given at the stated Meeting next preceding and the vote shall be by written ballot.

**ARTICLE VIII**

**TEMPORARY PROVISIONS**

This article provides for the unique circumstances involving the formation of Scientia Coronati Research Lodge, and the intent is that the first amendment will be to remove it.

SECTION 1: All charter members will be considered Active members for the first 18 months after Scientia Coronati Research Lodge receives its charter.