

MNRAM CONSTITUTION

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**CONSTITUTION
OF THE
GRAND CHAPTER
OF
ROYAL ARCH MASONS OF MINNESOTA**

7 **ARTICLE 1 - NAME - JURISDICTION - SEAL**

8 *Section 1.* This Grand Chapter shall be known by the name of "Grand Chapter of Royal Arch
9 Masons of Minnesota," and its jurisdiction shall be the concerns of Capitular Masonry
10 within said State.

11 *Section 2.* It shall have a corporate seal, with such device and inscription, as is now, or
12 hereafter be, determined, for use on all instruments issued under its authority.

13 **ARTICLE II - COMPOSITION**

14 *Section 1.* This Grand Chapter shall be composed of a Grand High Priest, Grand King, Grand
15 Scribe, Grand Treasurer, Grand Secretary, Grand Chaplain, Grand Captain of the Host,
16 Grand Principal Sojourner, Grand Royal Arch Captain, Grand Master of the Third Veil,
17 Grand Master of the Second Veil, Grand Master of the First Veil Grand Sentinel, and all
18 Past Grand High Priests, Past Grand Kings, Past Grand Scribes, and Past High Priests
19 of the subordinate chapter of this jurisdiction who at the time are members of subordinate
20 chapters of this jurisdiction, together with High Priests, Kings and Scribes and Secretaries
21 for the time being, of the several subordinate chapters or the proxies of the High Priests,
22 Kings and Scribes appointed by them, respectively, from among eligible voting members
23 of their chapters.

24 **ARTICLE III - OF ITS POWERS AND AUTHORITY**

25 *Section 1.* This Grand Chapter is the only source of, and has supreme power and authority
26 over, Capitular Masonry in Minnesota, with all the attributes of sovereignty and
27 government, - legislative, executive and judicial, limited only by the Ancient Landmarks,
28 the laws and usages of Freemasonry, this Constitution, and the General Regulations
29 and laws adopted in conformity therewith.

30 *Section 2.* It has the sole authority to grant dispensations and charters for the opening and holding
31 of chapters of Royal Arch Masons, and of lodges of Mark, Past and Most Excellent
32 Masters, and assign the jurisdictions thereof, and when expedient to revoke, annul, or
33 suspend the same; to enact and repeal laws and regulations for the government thereof,

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34 and of Capitular Masonry in Minnesota; to try its own members; to hear and determine all
35 appeals and to settle controversies and grievances arising between its chapters or the
36 members thereof; to prescribe and require a uniform mode of work and of the by-laws for
37 chapters; to require from its chapters such dues and fees as will at all times discharge its
38 engagements, and to do all things whatsoever which may seem necessary to the peace,
39 harmony, well being, advancement and perpetuity of Royal Arch Masonry.

40 *Section 3.* Whenever this Constitution, and the Regulations and laws adopted in conformity
41 therewith, are silent upon any subject, the following shall govern:

42 1. The Constitution of the Grand Lodge of Ancient Free and Accepted Masons of
43 Minnesota, so far as applicable, and

44 2. If the Constitution of the Grand Lodge and this Grand Chapter are the same,
45 the decisions of the Grand Lodge there under, unless from time to time otherwise
46 specifically provided for, by this Grand Chapter.

47 *Section 4.* The Grand High Priest is vested with all the powers and authority of this Grand Chapter,
48 not herein or by express law otherwise limited, during the interval between the annual
49 convocations of the Grand Chapter, in any case which may require action without delay,
50 subject to review by this Grand Chapter

51 *Section 5.* The Legislative powers of this Grand Chapter extend to every matter not herein
52 expressly delegated to its chapters.

53 *Section 6.* The Executive powers of this Grand Chapter are such as will make effectual this
54 Constitution, and legislation in conformity thereto, and as will enforce Masonic usage, and
55 shall be carried out by the Grand High Priest in all cases, unless this Grand Chapter has
56 specifically provided otherwise

57 *Section 7.* The Judicial powers of this Grand Chapter are:

58 **1st.** Original, - embracing all controversies between its chapters, or between chapters
59 and its members, or between members of different chapters, and the enforcement of
60 discipline upon its members and chapters, and upon all other Capitular Masons in this
61 jurisdiction: Provided, that this clause shall not be construed to deprive a subordinate
62 chapter of the right to enforce discipline upon any of its own members, wherever they may
63 be, except its High Priest or a Grand High Priest while in office, and

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64 **2nd.** Appellate - embracing all matters of controversy or discipline arising in any
65 chapter, and over which it has not exercised original jurisdiction.

ARTICLE IV - MEETINGS - QUORUM - VOTING

66
67 *Section 1.* The Annual Convocation of this Grand Chapter shall regularly occur at such time as
68 may be fixed by General Regulations.

69 *Section 2.* Special Convocations may be held at any time by order of the Grand High Priest
70 upon thirty (30) days previous notice to each chapter and member of the Grand
71 Chapter, specifying the purpose of the proposed meeting, and no business shall be
72 transacted thereat, except such as is specified in said call.

73 *Section 3.* Emergent Convocations may be opened at any time by the Grand High Priest,
74 or upon his order, for any Masonic ceremonial purpose, without notice.

75 *Section 4.* Representation from twenty five (25%) percent of the chartered Chapters in good
76 standing shall constitute a quorum for the transaction of business at Annual or Special
77 Convocations, but lesser numbers may meet until a quorum appears.

78 *Section 5.* Every member of, and representative to, the Grand Chapter, present at an annual
79 or special convocation, shall be entitled to cast one vote upon. all questions: Provided,
80 that in case of the election of officers, or when the ayes and nays are called, if a High
81 Priest, King or Scribe is not present representing his Chapter in person or by proxy,
82 his vote may be cast by the senior officer of the chapter who is present; or, if no Dias
83 Officer is present, and none has appointed a proxy, their remaining three available
84 votes may be claimed by the chapter Senior Past High Priest among those who may
85 be present; or in the absence of all chapter Past High Priests, by the Chapter
86 Secretary. Neither an absent chapter Secretary nor an absent chapter Past High
87 Priest may appoint a proxy to cast his vote, as such. Be it further provided, that in all
88 cases of a tie aye and nay vote, the Grand High Priest may cast another one vote.

89 *Section 6.* Whenever, by reason of epidemic, danger to life, war, or other cause, the holding
90 of the Annual Convocation, at the time and place specified by law is rendered
91 inexpedient, the Grand High Priest, by the advice and consent of the Grand Council,
92 may change the time or place of meeting for that Convocation, upon notice to all
93 chapters and members, giving the reason for the change; provided that if it is
94 necessary or expedient to change the time of the Annual Convocation under the

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95 conditions hereinbefore provided then and in that event the elective officers for the
96 ensuing year shall be elected by the members of the Grand Chapter upon a ballot
97 furnished by the Grand Council and Grand Secretary, and which elective officers,
98 together with appointments made as provided, after being duly installed, shall hold
99 office (unless previously removed by death or for other cause) until their successors
100 are elected and qualified.

ARTICLE V - OF ITS OFFICERS

101
102 *Section 1.* The officers of the Grand Chapter shall be - Grand High Priest, Grand King, Grand
103 Scribe, Grand Treasurer, Grand Secretary, Grand Chaplain, Grand Captain of the Host,
104 Grand Principal Sojourner, Grand Royal Arch Captain, Grand Master of the Third Veil,
105 Grand Master of the Second Veil, Grand Master of the First Veil, Grand Sentinel, and a
106 board of three (3) Trustees. The first three (3) officers named shall constitute the Grand
107 Council.

108 The first three officers named shall constitute the Grand Council.

109 *Section 2.* The first five officers named in Section 1, and the Grand Captain of the Host, shall
110 be elected by written ballot and majority vote, at the Annual Convocation, and each
111 shall hold office (unless previously removed by death or for other cause) until his
112 successor is elected and qualified; except as herein otherwise' provided. The Board
113 of Trustees shall consist of three elected members, the Grand High Priest by virtue
114 of his office, the Grand Treasurer and the Grand Secretary as advisory members.
115 Beginning with the 1974 Grand Convocation, the first Board of Trustees shall be
116 elected from among the membership of this Grand Chapter, one for one year, one
117 for two years and one for three years. That companion receiving the highest number
118 of votes at the 1974 Grand Convocation shall be elected for three years, the next
119 highest for two years and the third highest for one year. Thereafter, as vacancies
120 occur for elected terms, the successors shall be elected for three years. If any
121 vacancies occur between Grand Convocations, the Grand High Priest may appoint
122 a member of this Grand Chapter to fill the position until the following Grand
123 Convocation.

124 *Section 3.* All other officers shall be appointed by the Grand High Priest with the approval of
125 the Grand Council, provided, however, that the Grand High Priest cannot appoint a
126 member of the same chapter of which he may be a member unless previously
127 appointed to the advancing line, to the office of Grand Principal Sojourner, Grand

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128 Royal Arch Captain, Grand Master of the Third Veil, Grand Master of the Second
129 Veil, Grand Master of the First Veil or Grand Sentinel.

130 *Section 4.* Each officer, to be eligible to hold office in the Grand Chapter, must be a member
131 of a Chapter in this jurisdiction and all, except the Grand Chaplain, a present or past
132 High Priest.

133 *Section 5.* The Grand High Priest while holding such office cannot be also hold the office of
134 High Priest of any chapter in which he holds membership.

135 *Section 6.* The titles by which the officers and past officers of this Grand Chapter shall be
136 addressed are as follows:

137 Grand High Priest and all Past Grand High Priests - "*Most Excellent;*"
138 Grand King, Past Grand Kings, Grand Scribe, Past Grand Scribes, Grand
139 Treasurers, Past Grand Treasurers, Grand Secretary and Past Grand
140 Secretaries - "*Right Excellent,*"
141 and all other officers - "*Excellent.*"

142 *Section 7.* Every officer shall be installed before entering upon his duties; and if not present
143 for installation at the Annual Convocation, he shall be installed at such time and place
144 as the Grand High Priest may direct.

145 *Section 8.* In the event of the death, or permanent absence or inability of the Grand High
146 Priest, the Grand King, the Grand Scribe and the Grand Captain of the host, in the
147 order named, will assume the office and become acting Grand High Priest until a
148 new Grand High Priest is elected. If the acting Grand High Priest is to serve more
149 than seven (7) months of the elected Grand High Priest, he shall be installed as
150 Grand High Priest and consider that his term. He shall be entitled to all the rights and
151 privileges of a Past Grand High Priest when his term is completed.

152 *Section 9.* A vacancy occurring in an elective office of the Grand Chapter shall be filled by the
153 next lower ranking officer in line moving up and serving as acting, except the offices of
154 (Grand Treasurer and/or Grand Secretary which shall be filled by the Grand Council.
155 All other offices shall be filled by the Grand High Priest.

156 **ARTICLE VI - OF THE POWERS AND DUTIES OF GRAND OFFICERS**

157 *Section 1.* The Grand High Priest, in the interval between the Annual Convocations of the

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158 Grand Chapter, is vested with the executive power and authority, except to grant
159 charters, and by virtue thereof,

160 **1st.** May grant dispensations, for charters, for change of the meeting
161 place of a chapter, for public processions or assemblies held under
162 Masonic direction, (provided that no dispensation shall be required
163 for a Masonic funeral) and for election of officers at a subsequent
164 stated convocation where the regular time has passed, or in case of
165 vacancy in any elective office except the High Priest, but such
166 dispensation must require notice of such election to be given at a
167 stated convocation or by mail to each member in the jurisdiction
168

169 **2nd.** May convene any chapter at any time, preside at any of its meetings,
170 inspect its paraphernalia and appurtenances and its books, papers,
171 work and proceedings, or deputize it to be done by another, and
172 require of it and its officers full conformity to Masonic law and usage.

173 **3rd.** May arrest the charter or dispensation of any chapter and suspend
174 the operations thereof, until the close of the next Annual Grand
175 Convocation.

176 **4th.** May suspend a High Priest from the exercise of his office, and arrest
177 his jewel, when charges are preferred against him, or for other good
178 reason until the next Annual Convocation, and appoint a commission
179 of Past High Priests to take and report the evidence upon his alleged
180 offense.

181 **5th.** May convene the Grand Chapter in special or emergent convocation
182 as hereinbefore specified.

183 **6th.** May appoint representatives near other Grand Chapters, and receive
184 and accredit representatives from them.

185 **7th.** May draw orders upon the Grand Treasurer for the payment of relief,
186 or or other emergent purposes, or to make or change investments,
187 as provided by the Grand Chapter.

188 **8th.** May exercise such other powers as are warranted or required by the
189 Ancient Landmarks, Usages and Customs of the Craft; Provided,

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190 that he shall have no power to suspend or in any manner supersede
191 the operation of any law of this Grand Chapter.

192 The duties of the Grand High Priest are:

193 **1st.** To preside at all convocations of the Grand Chapter.

194

195 **2nd.** To execute the will of the Grand Chapter.

196

197 **3rd.** To appoint all officers and committees of the Grand Chapter not
198 otherwise provided for.

199 **4th.** To constitute, either in person or by proxy, all newly chartered chapter
200 and install their officers.-

201 **5th.** To exercise a supervisory control over all Grand officers, and
202 several chapters, and all Royal Arch Masons - in Minnesota, and
203 see that the Constitution an-d General Regulations, laws and
204 orders of the Grand Chapter are observed, supported and
205 obeyed.

206 **6th.** To present an address to the Grand Chapter immediately after the
207 opening of each Annual Convocation, detailing his Official acts
208 during the preceding year, the condition of Capitular Masonry in
209 Minnesota, together with such matters as he may deem best, and
210 make such recommendations for legislative action as may seem
211 necessary or expedient.

212 *Section 2.* The duties of the Grand King are:

213 **1st.** To attend the convocations of the Grand Chapter and assist the
214 Grand High Priest as he may require, and in his absence preside.

215

216 **2nd.** In case of the temporary absence of the Grand High Priest from the
217 jurisdiction or of any disability which prevents him from performing his duties
218 and exercising his powers, - the Grand King if necessary, shall perform
219 such duties and exercise such powers, during such absence or disability -
220 as acting Grand High Priest, and

221 **3rd.** In the event of the death, or permanent removal from the

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222 jurisdiction or disability of the Grand High Priest, he shall assume
223 and exercise all the powers of that office, as acting Grand High
224 Priest, until a new Grand High Priest is elected and installed.

225 **4th.** To have general supervision of the District Officers as to
226 arranging dates and places for Festivals and Schools of
227 Instruction.

228 *Section 3.* The duties of the Grand Scribe shall be to assist the Grand High Priest in the
229 convocations of the Grand Chapter, to attend him upon visitations when required by
230 him, and to discharge such other duties as appertain to his office.

231 In the absence of the Grand King he shall fill the station vacant and perform
232 the duties thereof. In the event of the death, absence from the jurisdiction or
233 inability otherwise of both Grand High Priest and Grand King, he shall likewise
234 succeed to and exercise all the powers and duties of the office of Grand High Priest
235 as acting Grand High Priest.

236 *Section 4.* The duties of the Grand Treasurer and Grand Secretary shall be such as may be
237 prescribed by their installation obligations and charges, and by this Constitution and the
238 General Regulations of this Grand Chapter.

239 *Section 5.* The duties of the Grand Captain of the Host shall be to assist the Grand High Priest
240 in the Convocations of the Grand Chapter, attend him upon visitations when required
241 by him and to discharge such other duties as appertain to his office.

242 In the event of the death, absence from the jurisdiction or inability otherwise of
243 the Grand High Priest, Grand King and Grand Scribe, he shall succeed to and
244 exercise all the powers and duties of the office of Grand High Priest as acting Grand
245 High Priest.

246 *Section 6.* The duties of the Board of Trustees shall be:

247 **1st.** To direct investments, reinvestment and liquidate or transfer of all funds
248 of this Grand Chapter, which are not needed for current operating
249 expenses, into investment instruments that are guaranteed and insured.
250 Such investments may be jointly decided with the Grand High Priest or
251 as directed by legislation at a Grand Chapter Convocation.

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253 **2nd.** To hold in trust all records, property, equipment and paraphernalia as
254 may be owned or controlled by the Grand Chapter and report annually
255 net worth of such.

256 **3rd.** Direct an annual audit of the financial condition of the Grand Chapter
257 and certify to the accuracy of same at each Grand Chapter
258 Convocation. Such audit to be conducted by Auditors chosen by the
259 board of Trustees and acceptable to the Grand High Priest; such audit
260 to show balances, inventories of securities, properties, earnings and
261 disbursements.

262 **4th:** The Grand Treasurer/Secretary shall be bonded in the amount of sixty
263 percent (60%) of the value of the total funds of the Grand Chapter. The
264 bond is to be paid by the Grand Chapter.

265 *Section 7.* The duties of all other officers shall be those which traditionally pertain thereto, or
266 which shall be required of them by the Grand Chapter.

ARTICLE VII - OF GRAND CHAPTER FINANCES

267 *Section 1.* The fiscal year of this Grand Chapter shall end with the close of banking hours on
268 May 31st, beginning with the year 2013, and it shall be the duty of both the Grand
269 Treasurer and Grand Secretary to close their books of accounts as of that date and to
270 submit them to the Committee on Finance for audit at such time and place as the Grand
271 High Priest shall designate. The Committee on Finance shall submit acceptable copies
272 of the books of accounts and shall report on such audit to the Board of Trustees prior to
273 the opening of the following Grand Convocation. [2012]
274

275 *Section 2.* The revenues of this Grand Chapter shall be derived from:

276 **1st.** Fees charged for dispensations, charters, diplomas, certificates and
277 other instruments issued under its authority.
278

279 **2nd.** Dues from its subordinate chapters, which shall be equal and uniform,
280 and paid annually upon the memberships in good standing as shown
281 on their last preceding annual reports respectively, and upon all
282 exaltations during the fiscal year just ended.

283 **3rd.** The sale of any supplies or books required to be purchased of the
284 Grand Chapter.

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285 **4th.** The funds, dues or proceeds of property of defunct or dissolved chapters.

286 **5th.** The interest and income from its investments or from any other source.

287 *Section 3.* The following fees shall be charged:

288 **1st.** For every original charter or dispensation to open a chapter – As
289 documented in Article III – Of Subordinate Chapters, Section 1, of the General
290 Regulations of the Grand Chapter of Royal Arch Masons of Minnesota. [2016]

291
292 **2nd.** For every charter to perpetuate an original charter – As documented in Article
293 III – Of Subordinated Chapters, Section 24, of the General Regulations of the
294 Grand Chapter of Royal Arch Masons of Minnesota. [2016]

295 **3rd.** For a diploma, certificate or for books and supplies, such charges as may
296 be fixed by the Grand Council - the fee or charge shall accompany the
297 petition or request in each of the foregoing cases.

298 **4th.** For each Royal Arch Mason reported in good standing by a chapter in its
299 last preceding Annual Return, the per-capita dues as reflected in the
300 General Regulations of the Grand Chapter of Royal Arch Masons of
301 Minnesota, excepting that no dues shall be charged upon indigent
302 members in good standing, whose dues have been remitted by the
303 subordinate Chapter and, providing that a list of those members be
304 included in and made a part of such Annual Return and, provided
305 further, that such exemption of dues to the Grand Chapter cover only
306 such members as have their dues remitted for a period of such Annual
307 Return. This amendment to be effective with the per capita payable on
308 February 10, 2016 and shall, automatically, amend the By-Laws of all
309 Subordinate Chapters by increasing the dues for all members by an
310 amount equal to the increase in per capita. [2016]

311 **5th.** For each exaltation by a Chapter, or at its request, upon its own
312 election during the fiscal year just ended - \$ 15.00

313 **6th.** Dues from its subordinate chapters under dispensation paid upon its
314 memberships in good standing as of the end of the reporting
315 calendar year, and upon all exaltations during the fiscal year just

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316 ended. [2011]

317 *Section 4.* All moneys from every source received by the Grand Secretary and by him
318 paid to the Grand Treasurer as required by law shall be deposited by the latter in
319 the name of "Grand Chapter of Royal Arch Masons of Minnesota, " in some bank
320 or other financial institution, designated from time to time, by the Grand Chapter, of
321 (if it has not done so) by the Grand High Priest, Grand Secretary and *Grand*
322 *Treasurer.*

323 *Section 5.* Any permanent or special fund of the Grand Chapter shall be kept separate from
324 its general fund against which appropriations for the ordinary general expenses of the
325 Grand Chapter are made and orders drawn.

326 *Section 6.* No money shall be drawn or obligated from the funds of the Grand Chapter without
327 approval of the majority of the Finance Committee and using standard business and
328 banking processes. A Warrant shall be such form as may be designated by the Finance
329 Committee or prescribed by such bank or depository, and shall be issued and approved
330 prior to drawing or obligating funds. The Grand Treasurer and Grand Secretary shall
331 maintain a record of all Warrants and Checks issued, A quarterly report shall be issued
332 detailing all financial transactions of the previous months to the Grand Council and
333 Finance Committee members..

334 All financial accounts shall have no less than two (2) signatures affixed as
335 authorized access.

336 *Section 7.* The Grand Treasurer, at least one (1) month before the same becomes payable,
337 shall deliver to the Grand Secretary any and all bonds or other evidence of indebtedness
338 belonging to the Grand Chapter; and if any moneys shall come to his hands from any
339 source (except through the Grand Secretary), he shall promptly pay the same to the
340 Grand Secretary for his proper accounting under the law.

341 *Section 8.* Except to make or change investments, or for relief or emergent purposes as
342 provided by Article VI, Section 1, of this Constitution, no order shall be drawn upon
343 any fund of this Grand Chapter, unless expressly authorized by an appropriation
344 therefor.

345 *Section 9* Grand High Priest Expenses - On or before sixty days [60] prior to the Annual
346 Convocation of the Grand Chapter, the Grand King, who traditionally becomes the
347 Grand High Priest shall report in writing to the Committee on Finance his plans for the

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348 year involving expenses to be incurred, this for the use of the Committee on Finances in
349 considering and determining what amount should be appropriated for such purposes and
350 what its recommendations are thereto.

351 The amount appropriated may be paid to the Grand High Priest in advance, up to
352 two-twelfths (2/12) thereof within ten (10) days after the Annual Communication of the
353 Grand Lodge and upon submission of a complete accounting of all prior expenditures of
354 previously advanced funds, up to two-twelfths (2/12) thereof each month thereafter
355 during the Grand High Priest's year, until such appropriation for the Grand High Priest's
356 expense is exhausted,

357 The Grand High Priest must submit an accounting of his expenses to the Grand
358 Treasurer, provided, however, if any portion of said appropriation is not needed, the
359 Grand High Priest shall so report to the Grand Treasurer and the same shall not be paid
360 to him. Any moneys paid to him not properly expended for the purposes appropriated
361 shall be refunded to the Grand Treasurer.

362 *Section 10.* The Grand Chapter may appropriate \$300.00 per year for the Grand High Priest,
363 \$300.00 for the Grand King per year and \$300.00 per year for the Grand Scribe to
364 attend the General Grand Chapter Convocation. The total fund shall not exceed
365 \$2,7000; \$900.00 for the Grand High Priest, \$900.00 for the Grand King, \$900.00 for
366 the Grand Scribe for the Current Triennial Session. If the Grand High Priest, Grand King
367 or Grand Scribe do not attend the General Grand Chapter Convocation, the allotted
368 funds *will remain in the Triennial Fund*, to be available for the next Triennial Session.
369 [2011]

370
371 *Section 11* Other Officer's Expenses - On or before sixty days [60] prior to the Annual
372 Convocation of the Grand Chapter, the Committee on Finance shall budget and
373 appropriate money for the expenses of the following Officers for the next Grand King,
374 Grand Scribe, Grand Treasurer, Grand Secretary, Grand Lecturers, District Officers, and
375 the Keystone Editor. The amount appropriated may be paid in advance upon written
376 request and must be full accounted for. Any moneys paid out that are not properly
377 expended for the purposes appropriated shall be refunded to the Grand Treasurer

378 *Section 12.* All unexpended balances of appropriations made for a fiscal year just ended shall
379 revert back to the General Fund without action by the Grand Chapter.

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380 *Section 13.* Every resolution, or motion contemplating an appropriation of funds, shall be
381 proposed by, or referred to, the Committee on Finance before it can be acted upon;
382 and no appropriation can be made after that committee has made its regular report,
383 except by unanimous consent. Provided, however, that nothing herein contained shall
384 prevent the reference of such resolution, first to some other appropriate committee for
385 consideration and report, before its reference to the Committee on Finance.

386 *Section 14.* The Grand Secretary and Grand Treasurer, in company with the Trustees, shall
387 submit a quarterly summary of all orders, checks issued, investments made or changed
388 monthly to the Grand High Priest.

389 *Section 15.* The Grand Treasurer, and the Grand Secretary and his Assistant, shall receive for
390 his services such compensation as may be appropriated by the Annual Convocation.

391 *Section 16.* A Charity Fund shall be established in the amount of twenty five thousand dollars
392 (\$25,000.00) and a standing committee of three (3) shall be appointed each year by
393 the Grand High Priest to administer this fund. The proceeds from the fund may be
394 distributed among distressed worthy persons, their widows or orphans, aid to the
395 distressed during a disaster in any area, benevolent foundations or anywhere the fund
396 might relieve suffering and want.

397 Any Chapter within this jurisdiction may submit requests to the committee stating
398 full particulars relative to the case; and if the Committee determines the situation
399 worthy, aid may be given.

ARTICLE VIII - OF STANDING COMMITTEES

400 *Section 1.* This Grand Chapter shall have the following Standing Committees:

- 401 1. A Committee on Appeals and Grievances to consist of five (5) members.
- 402
- 403 2. A Committee on Chapters to consist of five (5) members.
- 404
- 405 3. A Committee on Credentials to consist three (3), the Grand Secretary and two (2)
406 other members.
- 407 4. A Committee on Finance to consist of five (5) members.
- 408 5. A Committee on Foreign Correspondence to consist of one (1) member.
6. A Committee on Jurisprudence to consist of five (5) members.

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- 409 7. A Committee on State of the Rite to consist of three (3) members.
- 410 8. A Committee on Capitular Masonry Education and Promotion to consist of three
411 (3) members.
- 412 9. A Committee on York Rite Cooperation to consist of three (3) members.
- 413 10. A Committee on Annual Grand Convocations to consist five (5), the Grand
414 Scribe as Chairman, the Grand Captain of the Host, and three (3) other
415 members.
- 416 13. A Committee on Charity to consist of three (3) members. *(See Article VII, Section 13).*
- 417 14. A Nominating Committee to consist of three (3) members.
- 418 15. A committee on the Souvenir Program Booklet to consist of one (1) or more
419 members.
- 420 All committees shall make a written report upon the matters belonging to them
421 respectively to the Annual Convocation.
- 422 *Section 2.* The Grand High Priest shall appoint from members of the Grand Chapter the
423 Committee on Appeals and Grievances, Foreign Correspondence and Jurisprudence as
424 soon as possible after his installation and all other committees shall be appointed by the
425 Grand High Priest at the beginning of his term of office. He shall notify in writing all
426 Chairmen of Committee members of their appointments, and advise the Grand Secretary
427 of his selections.
- 428 *Section 3.* The Grand High Priest may convene any committee when he deems it necessary, and
429 he shall convene the Committee of Finance and Distribution, Appeals and Grievances and
430 Jurisprudence at least one day before the Annual Convocation, if there is any business
431 for them, respectively, to consider and report upon at such Convocation.
- 432 *Section 4.* No elective line officer of this Grand Chapter shall be named as Chairman of a Standing
433 Committee, except the Committee on Credentials, and the Committee on Annual Grand
434 Convocation; and there shall be, on each Standing Committee, at least one Dias Officer
435 or Secretary from a Subordinate Chapter.
- 436 *Section 5.* It shall be the duty of the Committee on Appeals and Grievances to meet upon order

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437 of the Grand High Priest, and to hear, consider and report upon all appeals, as well as all
438 controversies between chapters, and charges against members of the Grand Chapter, all
439 of which matters must be referred to it.

440 *Section 6.* It shall be the duty of the Committee on Chapters to have referred to it and to examine
441 and report upon, the work and proceedings of all chapters under dispensation, the annual
442 returns of chapters, together with all petitions for, and other matters concerning, charters.
443 It shall notify the Committee on Finance of the amount any chapter has paid in excess of
444 the amount due, that provisions may be made to refund the same.

445 *Section 7.* It shall be the duty of the Committee on Credentials to prepare and report a roll of the
446 members of, and representatives to, the Grand Chapter present at any annual or special
447 convocation, and to include therein the names of the representatives present of foreign
448 Grand Chapters near this Grand Chapter during the first session of the convocation.

449 It shall also be its duty to make a preliminary oral report at the opening of the Grand
450 Convocation, of whether or not a quorum of the chapters are therein represented, and a
451 final report, after roll call, not later than the opening of the afternoon sitting of that day. In
452 order to facilitate the preparation of said reports, it is made the duty of each officer and
453 member of and representative to, the Grand Chapter, as well as of each committeeman,
454 to present himself at once at the Grand Secretary's office or at his desk in the Grand
455 Chapter hall, upon arriving at the place of meeting, and register his attendance and receive
456 and sign an attendance card. No one who fails to so register shall be reported in the
457 proceedings as present. In addition: to examine and report upon the qualifications of
458 visitors, when directed by the Grand High Priest, and recommend Honorary Memberships
459 of the Grand Chapter.

460 *Section 8.* It shall be the duty of the Committee on Finance to have referred to it and to report
461 upon the books and accounts of the Grand Treasurer and Grand Secretary, and to
462 consider and report at the last session of the Grand Convocation, upon all motions and
463 resolutions involving appropriations of the funds of the Grand Chapter, with its
464 recommendations of appropriations for the expenses of the Grand High Priest not
465 including inspection visitations; for the expenses of visitation and inspections made by or
466 by order of the Grand High Priest or by other Grand Officers or committees, as well as
467 other sums to carry on the work of the Grand Chapter for the ensuing year, and no
468 appropriation not included in such report shall thereafter be made except by unanimous
469 consent.

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470 *Section 9.* It shall be the duty of the Committee on Foreign Correspondence to review the reports
471 submitted to it in writing by the Grand Representatives of other Grand Chapters near the
472 Grand Jurisdiction of Minnesota concerning the transactions of such Grand Chapters as
473 they represent.

474 This Committee shall make a brief summary of each such report and place the same
475 in the hands of the Grand Secretary on or before the date of the Annual Grand Chapter
476 Convocation for printing.

477 *Section 10.* It shall be the duty of the Committee on Jurisprudence to have referred to it, and to
478 consider and report its recommendations upon, all acts, decisions and recommendations
479 of the Grand High Priest, as well as upon all proposed legislation affecting this
480 Constitution, or any law, rule or regulation of this Grand Chapter, or of the Ancient
481 Landmarks, Usages or Customs of Masonry, all such to be referred to this committee at
482 least ten days prior to the Grand Convocation.

483 *Section 11* It is the duty of the Committee on State of the Rite to report on all matters not
484 otherwise disposed of, all matters of general interest which should add to the knowledge
485 and create and interest in Capitular Masonry in Minnesota.”

486 *Section 12.* The duties of the Committee on Capitular Masonry, Education and Promotion shall
487 be to conduct and maintain an active, aggressive campaign of Masonic Education and
488 Membership promotion. To formulate plans for such Education in Subordinate Chapters
489 advising on what is available in books, pamphlets and articles on Chapter Masonry. To
490 promote Membership recruitment and retention, and promote involvement in relationship
491 with other Masonic bodies by establishing plans for liaison with them.

492 *Section 13.* The duties of the Committee on York Rite Cooperation shall be to promote, with other
493 York Rite Bodies, joint activities. The installations of Officers, Festivals, Social and
494 Religious events by Subordinate Bodies, to promote the establishment of a York Rite
495 events calendar and submit it to the Royal Arch Magazine to be printed in the Minnesota
496 section quarterly, together with such other Masonic news that will encourage and promote
497 York Rite Cooperation in this Grand Jurisdiction.

498 *Section 14.* The duties of the Nominating Committee shall be to select candidates and review
499 their qualifications for the elected, non line officers of Grand Treasurer, Grand Secretary
500 and Trustee(s) of this Grand Chapter and to present the names of those "selected for
501 nomination in a written report published prior to election of the Grand Officers.

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502 *Section 15.* The duties of the Committee on Annual Grand Convocation shall be to handle all
503 arrangements and details relating to the following Grand Convocation as directed by the
504 Grand High Priest. That the Finance Committee shall, each year, recommend a dollar
505 sum be budgeted for allocation to the use of this Committee. That within thirty (30) days
506 following the Grand Convocation, this Committee will prepare a full report for printing in
507 the Proceedings of such Grand Convocation; containing a detail of all financial
508 transactions and other pertinent activities and that any remaining dollar balance in its
509 keeping be paid over to the Grand Secretary for return to the General Fund. The term of
510 this Committee shall begin with the date of the discharge of its predecessor and shall
511 conclude upon its discharge by the Grand High Priest then in office.

512 *Section 16* It shall be the duty of the Committee on the Souvenir Program Booklet to send all
513 information pertaining to the purchase of advertisement in the Booklet for the upcoming
514 Annual Convocation to all Subordinate Chapter and other Masonic Bodies prior to
515 December 1, of the next Grand Convocation. To secure a printer to print the Booklet,
516 and when completed pay over to the Grand Secretary one-half (½) of the net income
517 derived from Booklet as soon as all outstanding Booklet accounts have been collected
518 and the Booklet bills have been paid. The committee shall give a report on its activities
519 at the Annual Convocation.

ARTICLE IX - OF SUBORDINATE CHAPTERS

520
521 *Section 1.* A chapter of Royal Arch Masons can be formed only by a charter or warrant of this
522 Grand Chapter, but a dispensation may issue from the Grand Chapter or, in the interval
523 between its annual convocations, by the Grand High Priest - in either case upon the
524 petition of not less than nine regular Royal Arch Masons, of known skill and moral
525 standing, in the form and under the conditions prescribed by the General Regulations,
526 authorizing them to open a chapter of Royal Arch Masons and lodges of Mark, Past and
527 Most Excellent Masters, and therein to confer the several capitular degrees in conformity
528 with the law governing the same, until forty-five (45) days preceding the next Annual
529 Convocation of this Grand Chapter.

530 *Section 2.* A chapter working under dispensation shall be governed by the same laws and rules
531 as chartered chapters as to petitions for and the conferring of degrees, including the fees
532 to be charged therefor, and such chapters shall have no power otherwise, except to adopt
533 By-Laws and to elect officers preliminary to their being granted a charter.

534 *Section 3.* Chapters take precedence according to seniority of their respective charters - those

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535 granted upon the same date receiving numbers in the order in which they started work
536 under dispensation.

537 *Section 4.* No chapter shall be named for a living person.

538 *Section 5.* A subordinate chapter has the powers specified in its dispensation or charter, and by
539 the Constitution, General Regulations and laws of this Grand Chapter, and they are:

540 **1st.** Executive - in the direction and performance of its work under control of its High
541 Priest, who has the primary executive powers of a chapter and is responsible to
542 the Grand Chapter for its acting properly and within legal bounds.

543 **2nd.** Legislative - embracing all matters relating to its internal concerns, which are not
544 in derogation of the Ancient Landmarks, the Constitution, General Regulations and
545 laws of the Grand Chapter and the By-Laws of the chapter. Provided, that every
546 chapter must be governed by the uniform Code of By-Laws adopted by this Grand
547 Chapter, as to all matters therein specified, after filling the blanks in the Code form
548 and

549 **3rd.** Judicial - embracing the exercise of the power of discipline, and the settlement of
550 controversies between and over its members, except its High Priest and a Grand
551 High Priest, within its territorial jurisdiction, subject to review thereof by appeal to
552 this Grand Chapter.

553 *Section 6.* A chapter shall be composed of its charter members, and all such Royal Arch Masons
554 as subsequently affiliate with or are exalted upon, its election while they retain such
555 membership.

556 *Section 7.* A chapter may receive petitions for Capitular Degrees from Master Masons who are
557 members in good standing of a Symbolic Lodge, recognized as such by the Grand Lodge
558 of Minnesota, and having resided in the jurisdiction of Minnesota for at least ninety (90)
559 days. Provided, that should a petitioner petition a chapter other than the one nearest his
560 residence, the petitioned chapter will notify that chapter nearest his residence of such
561 petition and no further action will be taken on such petition for twenty-eight (28) days.

562 *Section 8.* Any chapter which elects a petitioner may, for the convenience of the candidate, or
563 otherwise; request any other chapter to confer the capitular degrees for it, and the latter
564 in such case, at its convenience, after making sure of the identity of the candidate, should

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565 fraternally comply with the request without charge.

566 *Section 9.* Each chapter has jurisdiction for all purposes over its own members, except the High
567 Priest or the acting Grand High Priest, if a member of it, wherever such members may
568 reside, and over its unfinished work wherever dispersed, and concurrent jurisdiction for
569 the exercise of penal powers over all Royal Arch Masons, whether its members or not,
570 residing within its area except the members of a chapter of a concurrent jurisdiction - for
571 any violation of a moral or capitular law or Masonic obligation ...

572 *Section 10.* The officers of a chapter shall be High Priest, King, Scribe, Treasurer and Secretary,
573 (the offices of Treasurer and Secretary may be held by the same companion), all of whom
574 shall be elected by ballot and majority vote as prescribed in its By-Laws; together with
575 Captain of the Host, Principal Sojourner, Royal Arch Captain, Master of the Third Veil,
576 Master of the Second Veil, Master of the First Veil, Sentinel and such other officers as its
577 By-Laws provide - all of whom shall be appointed by the High Priest. Each of said officers
578 shall perform such duties as traditionally belong thereto respectively, or as may be
579 specifically prescribed by law, and shall hold office for one year or until his successor is
580 installed. The title of the High Priest, for address, shall be "*Excellent*" and of all other
581 subordinate officers and members shall be "*Companion.*" There must be an annual
582 installation of all chapter officers.

583 *Section 11.* The convocation of a chapter shall be Stated or Special. Stated Convocations shall
584 be held at the time fixed by its By-Laws, at which all business must be transacted, except
585 the conferring of degrees and ceremonial observances. Special Convocations for work or
586 for ceremonials may be held at the pleasure of the High Priest, but no other business shall
587 be transacted thereat, except the receiving and balloting on petitions. Provided, no
588 convocation for work shall be held on the Sabbath or first day of the week.

589 *Section 12.* Nine (9) members of a chapter shall be necessary to constitute a quorum for the
590 transaction of any business, except conferring degrees and ceremonials, for which
591 members of other chapters may be counted for the purposes of a quorum, of the particular
592 body working.

593 *Section 13.* If nine (9) members are not present, a six (6) member opening is allowable to enable
594 the chapter members to ballot on petitions and conduct chapter business using the six (6)
595 member ritual which is now on file at the Grand Secretary's Office.

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596 *Section 14.* Every convocation of a chapter must be opened and closed upon the same calendar
597 day, and when closed the chapter cannot be reopened that day. Provided, that in case of
598 a chapter trial, if it impracticable to conclude the same within such day, the convocation
599 may be extended into the following day, or be called off to a later date, and the trial be
600 completed then.

601 *Section 15.* Every chapter must provide for at least four stated convocations in each calendar
602 year, and any chapter failing to hold such convocations each year, shall be liable to have
603 its charter, and all rights there under, forfeited. [2015]

604 *Section 16.* No chapter shall charge less than forty dollars (\$40) for the capitular degrees to be
605 conferred, at least one-third ($\frac{1}{3}$) of which shall accompany the application and the balance
606 to be paid to the Secretary of the Chapter before any degree except Mark Master degree,
607 shall be conferred.

608 *Section 17.* A chapter can be dissolved only by:

609 **1st.** By the act of the Grand Chapter revoking or forfeiting its charter; or

610

611 **2nd.** By the voluntary surrender of its charter after due notice to all its members living in
612 the jurisdiction, however no chapter can surrender its charter so long as nine (9)
613 resident members thereof object.

614 *Section 18.* Whenever a charter of a defunct chapter is restored upon petition, only the
615 companions who united in such petition shall be members of the restored chapter.

616 *Section 19.* Any officer of a chapter, except the High Priest, King and Scribe, can resign; and any
617 vacancy may be filled by an election, held after notice thereof has been given at one
618 Stated Convocation and laid over until the next, or by mailing the same to each member
619 in the jurisdiction at least ten days before such election

620 *Section 20.* If a chapter allows the date for its annual election to pass without holding it, the
621 election may be held at a subsequent Stated Convocation, upon a dispensation from the
622 Grand High Priest, and ten (10) days' notice by mail to all members in the jurisdiction, or
623 said notice may be given at one Stated Convocation, and laid over until the next.

624 *Section 21.* No chapter shall ever be incorporated.

625 *Section 22.* The Grand Secretary upon recommendation of the Grand Council shall be authorized

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626 to merge any chapter with other chapters in those instances where on account of an
627 absence of a quorum no action could be taken upon a proposal to merge, consolidate or
628 dissolve.

ARTICLE X - OF DEGREES AND MEMBERSHIP

630 *Section 1.* The capitular degrees can only be conferred by a Chapter of Royal Arch Masons.

631 *Section 2.* Membership in a chapter may be acquired only through a petition in due form
632 presented to a chapter, and -

633 **1st.** By election thereon, and receiving the degree of Royal Arch Mason thereafter in
634 such chapter, or elsewhere at its request, or

635 **2nd.** By election for affiliation, reinstatement or restoration. Such membership will
636 thereafter continue until terminated by death, or otherwise as provided by law.

637 *Section 3.* A candidate for the capitular degrees must be in such physical condition as will enable
638 him to meet the requirements of each degree he is to take, when he takes it. Provided,
639 that if a candidate uses an artificial limb which enables him to conform to all our rites and
640 ceremonies, he is eligible; but if the candidate has lost the sight of both eyes, he is not
641 eligible except by dispensation from the Grand high Priest.

642 *Section 4.* If a candidate for the capitular degrees neglects or refuses to present himself to receive
643 them within six months after notice of his election, his right to receive the same upon, and
644 all fees paid prior to, such election shall be deemed forfeited, unless the chapter waives
645 the default.

646 *Section 5.* Dual membership shall be permitted in the same manner and procedure as outlined in
647 the Constitution of the Grand Lodge, Ancient Free and Accepted Masons of Minnesota.

648 *Section 6.* Honorary Memberships' may be conferred upon selected Royal Arch Masons by
649 election at a Grand Chapter Convocation, subject to vote.

ARTICLE XI - AMENDMENTS

650 *Section 1.* This Constitution may be amended by a proposition therefor presented in writing at,
651 and approved by, one Annual Convocation of this Grand Chapter, by a two-thirds (2/3) vote
652 of the members present thereat, published in the proceedings of that Convocation, and
653 adopted by a two-thirds (2/3) vote of the members present at the next Annual Convocation.
654 Provided that unless such proposal of amendment is presented by the report of a
655

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656 committee appointed at a previous Annual Convocation to prepare and report a revision
657 of the laws, no amendment shall be acted upon until it is first reported upon by the
658 Committee of Jurisprudence.

659 *Section 2.* This Constitution may be amended at any Annual Convocation of the Grand Chapter.
660 Provided that a proposition to amend has been published and circulated to all Subordinate
661 Chapters, Grand Officers, Past Grand High Priests, and the Committee on Jurisprudence
662 no later than sixty (60) days prior to the Grand Convocation, received at one *session* of
663 the Grand Convocation without vote or debate, reported on by the Committee on
664 Jurisprudence at a subsequent *session* when it may be adopted by a three-fourths ($\frac{3}{4}$)
665 majority vote of the members present at such Convocation. Should the proposition fail by
666 its failure to receive a three-fourths ($\frac{3}{4}$) majority vote, but receives at least a two-thirds
667 ($\frac{2}{3}$) majority vote, it shall layover until the next annual Convocation for action as provided
668 in ARTICLE XI, section 1, above.

669 *Section 3.* No proposition to amend shall be submitted after sixty (60) days before the Annual
670 Convocation, except by permission of the Grand High Priest. Any special committee
671 appointed for the purpose of studying and recommending change is exempt from the
672 sixty-day (60) requirement.