

**CONSTITUTION, LAWS  
AND REGULATIONS  
OF THE  
GRAND COUNCIL OF ROYAL  
AND SELECT MASTERS  
OF IOWA  
ADOPTED BY  
THE GRAND COUNCIL  
A.D. 1987**

REVISED CONSTITUTION AND LAWS  
AS  
PROPOSED BY  
CODE REVISION COMMITTEE  
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GRAND COUNCIL  
of  
ROYAL AND SELECT MASTERS  
of  
IOWA  
1987

**GRAND RECORDER'S CERTIFICATE**

**I hereby certify that the Constitution and Laws printed herein are the Constitution and Laws of the Grand Council of Royal and Select Masters of Iowa which were adopted at the annual assembly held in the City of Mason City; August 7, 1987. The final approval thereof is shown in the Proceedings of 1987.**

**As amended by the  
Grand Council of Royal and Select Masters of Iowa  
in session August 14, 2015 A.D.**

# CONSTITUTION

## Article I. Name

**Section 1.01** The Name of this body shall be "The Grand Council of Royal and Select Masters of Iowa."

## Article II. Of Whom Composed

**Section 2.01 Members.** The Grand Council shall consist of the Officers of the Grand Council; the Past Officers of the Grand Council; the Illustrious Masters, Deputy Masters, Principal Conductors of the Work, and the Past Illustrious Masters of Councils of this Grand Jurisdiction; Past Illustrious Masters of Councils in other Jurisdictions who have become affiliated with a constituted Council of this Jurisdiction and have been elected to membership in the Grand Council by a majority vote thereof; members of standing committees while serving thereon; and such members of sister Jurisdictions as have been elected to Honorary Membership therein. Honorary members shall have all of the rights and privileges of regular members except that of debate, holding office, or voting.

**Section 2.02 Officers.** The Officers of the Grand Council shall be as follows:

- (a) The Grand Master
- (b) The Deputy Grand Master
- (c) The Grand Principal Conductor of the Work
- (d) The Grand Treasurer
- (e) The Grand Recorder
- (f) The Grand Captain of the Guard
- (g) The Grand Conductor of the Council
- (h) The Grand Chaplain
- (i) The Grand Steward
- (j) The Grand Sentinel.

(k) The Deputy Grand Recorder

**Section 2.03 Other Appointments.** The Grand Master, if he so desires, may appoint a Grand Marshal and or a Grand Organist. The Grand Marshal must be a member of the Grand Council to be appointed. The Grand Organist need not be a member of the Grand Council to be appointed. The Grand Organist will be considered a member of the Grand Council for his term of office.

**Section 2.04 Titles of Grand Officers.** The title of the Grand Master shall be "Most Illustrious"; that of the Deputy Grand Master, Grand Principal Conductor of the Work, Grand Treasurer, and Grand Recorder shall be "Right Illustrious"; and that of all other officers of the Grand Council shall be "Illustrious."

**Section 2.05 Membership and Position Depend Upon Local Membership.** Membership and official position in the Grand Council are dependent upon and coexistent with membership in some Council within its Jurisdiction.

**Section 2.06 Proxies Limited.** No officer or member of the Grand Council shall be represented therein by proxy except the Illustrious Masters, Deputy Masters, and Principal Conductors of the Work of the several chartered Councils. The certificate of appointment shall be in writing and signed by the officer appointing him. No Illustrious Master, Deputy Master, or Principal Conductor of the Work in attendance at an Annual or Special Assembly may give his proxy to another companion, and every proxy must be a member of the same Council as his principal.

### **Article III. Assemblies of the Grand Council**

**Section 3.01 Annual, Time and Place Of.** The Grand Council shall hold one assembly annually unless conditions are such that it is expedient to omit same. Said annual assembly shall be held at a time and place within the territorial jurisdiction of the Grand Council of Royal and Select Masters of Iowa, which is coextensive with the geographical boundaries of the State of Iowa, to be designated by the Grand Master or a Committee which may be appointed by him for such purpose. It may be held in conjunction with the Annual Convocation of the Grand Chapter of Royal Arch Masons of Iowa or with the Annual Conclave of the Grand Commandery of the State of Iowa, or both, if and when a format for such joint meeting shall be agreed upon by the two or three Grand bodies involved, it being the desire of the Grand Council of Royal and Select Masters of Iowa to cooperate with either or both of said bodies for their mutual interest and advantage.

**Section 3.02 Special Assemblies.** Special assemblies may be called at the pleasure of the Grand Master, but no business shall be transacted at a special assembly other than that specified in the notice thereof.

**Section 3.03 Quorums.** At any annual or special assembly of the Grand Council, it shall require the representatives from not less than five chartered Councils to be present to form a quorum for the transaction of business. These representatives must be members of the Grand Council.

## **Article IV. Powers**

**Section 4.01 Grand Council Supreme.** The Grand Council is the Supreme authority in Cryptic Masonry within the territorial limits of the State of Iowa, subject only to such restrictions as may be placed thereon by reason of affiliation with the General Grand Council, Cryptic Masons International. It has, and of right exercises, the sole power of government, superintendence, and control over all Councils of Royal and Select Masters in its jurisdiction.

**Section 4.02 Powers Enumerated.** The Grand Council possesses and enjoys complete sovereignty in Cryptic Masonry, and has full and complete authority and powers, legislative, judicial, executive, creative, and supervisory, limited only by the provisions of this Constitution and such laws and rules of the order as the Grand Council may enact.

## **Article V. Grand Officers**

**Section 5.01 Elective.** The Grand Master, Deputy Grand Master, Grand Principal Conductor of the Work, Grand Treasurer, and Grand Recorder shall be elected at each annual assembly of the Grand Council. The Grand Master, immediately after the referral of his address, shall announce that the ballot for Elective Officers of the Grand Council is open and shall remain open no less than one hour from the time of voting declared open at which time the ballot box shall be closed, and that during the time the ballot is open it shall be under the constant supervision of at least two (2) tellers appointed by the Grand Master.

**Section 5.02 Appointive.** The remaining officers of the Grand Council shall be appointed by the Grand Master immediately preceding the installation of officers of the Grand Council.

**Section 5.03 How Elected.** The elective officers of the Grand Council shall be elected by written ballot and by a majority of the votes cast. The several officers may be elected on the same ballot unless the Grand Council shall by majority vote determine otherwise.

**Section 5.04 Terms of Office.** All Grand Officers shall hold their respective offices until the next annual assembly and until their successors are duly elected or appointed and installed.

**Section 5.05 Eligibility.** All Grand Officers, elective or appointive, shall be selected from the members of the Grand Council except the Grand Chaplain and the Grand Organist, who must be Royal and Select Masters.

**Section 5.06 To Be Past Illustrious Master.** No Companion shall be eligible to the office of Grand Master, Deputy Grand Master, or Grand Principal Conductor of the Work, who has not been duly elected, installed, and has presided over a Council chartered by this Grand Council.

## **Article VI. Vacancies in Office**

**Section 6.01 Grand Office, How Made Vacant.** Any office in the Grand Council shall become vacant if the incumbent shall die, resign, remove from this jurisdiction, cease to be a member of a Council chartered by this Grand Council, or be convicted of a Masonic offense by his particular Council or by a Chapter of Royal Arch Masons or by a Lodge of Ancient Free and Accepted Masons having jurisdiction.

**Section 6.02 Grand Master To Fill.** The Grand Master shall by temporary appointment fill all vacancies which may occur in the offices of the Grand Council, provided however, that a vacancy in the office of Grand Master shall be filled as provided in Section 6.03 of the Constitution.

**Section 6.03 Vacancy in The Grand Master's Office Filled.** When a vacancy in the Office of Grand Master occurs as provided in §6.01, the Deputy Grand Master, or in case of a vacancy also in his office, then the Grand Principal Conductor of the Work shall, upon installation, succeed to the office, title, rank, powers, and duties of the Grand Master. The installation shall be made by any Past Grand Master and a report thereof filed in the office of the Grand Recorder. Provided further, that if for any cause the Grand Master should become temporarily unable to perform the duties of his office, then the duties of the office of the Grand Master shall devolve upon the Deputy Grand Master during said period of disability, and in case the Deputy Grand Master for cause is unable to act, then said duties shall devolve upon the Grand Principal Conductor of the Work during said period of disability of the Grand Master.

**Section 6.04 Absence of The First Three Officers. Who to Preside.** At any assembly or session of the Grand Council, should all of the first three elective Grand Officers be absent, the Junior Past Grand Master present shall be empowered to open and preside, and in the event that no Past Grand Master be present then the Grand Council may call any Past or Present Illustrious Master of a Council who is present to fill the chair.

## **Article VII. Duties of Grand Officers**

**Section 7.01 Privileges and Prerogatives of the Grand Master.** The Grand Master is entitled to the privileges and may exercise the prerogatives which attach to his office by the usages of Cryptic Masonry, subject to the limitations of this Constitution and the requirements of the Grand Council, as expressed by Law. He shall also perform all duties imposed upon him by this Constitution or by Law.

**Section 7.02 Powers.** The Grand Master, during the recess of the Grand Council, may grant dispensations to institute new Councils and set them at work, subject to the provisions of the Laws of the Grand Council; he may arrest the Charter of a Council, revoke its dispensation, or suspend its functions and may arrest the jewel or suspend from office an officer of a Council.

**Section 7.03 Report to the Grand Council.** The Grand Master shall report every exercise of any of the powers enumerated in the preceding section and the reasons therefore to the Grand Council for review at the next annual assembly.

**Section 7.04 Constitute Newly Chartered Councils.** The Grand Master shall, in person or by duly appointed representative, constitute all newly Chartered Councils and install their officers and report his actions to the Grand Council at its next annual assembly.

**Section 7.05 Decide Differences.** The Grand Master may decide such actual matters of difference as may arise in a Council during the recess of the Grand Council upon subjects involving the construction and application of the Law of Cryptic Masonry. He shall not make any such decisions except upon the request of a Council or its Master or after a hearing upon a complaint laid before him by a member of a Council; nor shall he entertain, hear, or determine any appeal from a trial by a Council. All decisions must be reported to the Grand Council at the next annual assembly for review.

**Section 7.06 Shall Submit Written Address to the Grand Council.** The Grand Master shall submit to the Grand Council at each annual assembly a written address containing information of the state and condition of Cryptic Masonry within or affecting this jurisdiction, and full account of all his official acts during the recess of the Grand, Council. He may also incorporate therein such recommendations as he shall deem necessary or proper.

**Section 7.07 Duties of the other Grand Officers.** The other officers of the Grand Council shall perform all the duties pertaining to their several offices by usage and custom and such as may be required by Law.

## **Article VIII. Degrees and Work**

**Section 8.01 Degrees Enumerated.** The degrees in Masonry over which the Grand Council possesses jurisdiction are Royal Master, Select Master, and honorary degree of Super-Excellent Master. They must be conferred in the order herein named.

**Section 8.02 Grand Council Exclusive Power and Authority.** No other person or body, save this Grand Council and the Councils authorized and warranted by it, possesses any power or authority over said degrees or any of them.

**Section 8.03 To Be Conferred, Upon Whom Conferred.** The said degrees shall not be communicated, nor shall any of them be conferred except upon Royal Arch Masons in good

standing who are members of Royal Arch Chapters recognized as regular and legitimate by the Grand Chapter of Royal Arch Masons of Iowa, and also members of Masonic Lodges recognized as regular and legitimate by the Grand Lodge of Iowa of Ancient Free and Accepted Masons.

**Section 8.04 Work and Ritual.** In conferring degrees, and in all meetings in any of the Councils, the work and ritual shall be the ritual of the Grand Council of Royal and Select Masters of Iowa. Innovations or changes in such ritual and work are hereby forbidden. However, the right to individual interpretation of the ritual by constituent Councils shall not be abridged by this section.

**Section 8.05 Grand Council Must Be Opened. Clothing Worn.** The Grand Council, at every assembly before proceeding to transact any business, must be regularly opened in the Select Master degree; and members of the Grand Council must appear in all the assemblies thereof clothed as Royal and Select Masters. Guests and Visitors will be permitted to be clothed appropriate to the offices they represent.

## **Article IX. Constituent Councils**

**Section 9.01 Must Have Charter or Dispensation.** Every Council of Royal and Select Masters in this jurisdiction must be held by virtue of a charter from this Grand Council or a dispensation issued by authority of Law.

**Section 9.02 Chartered Council Must Be Constituted.** Every chartered Council must be duly constituted and its officers installed by the Grand Master or his representative before proceeding to work or to transact business.

**Section 9.03 Councils, Of Whom Composed.** The several Councils shall be composed of the Companions named in their charters and such as they shall admit by regular affiliation or shall greet as Royal and Select Masters and retaining membership therein.

**Section 9.04 Officers of Councils , Duties Of.** The officers of each Council shall be an Illustrious Master, a Deputy Master, a Principal Conductor of the Work, a Treasurer, a Recorder, a Captain of the Guard, a Conductor of the Council, a Steward, and a Sentinel. The first five shall be elected by ballot at such time and in such manner as shall be provided by Law; the last four shall be appointed by the Illustrious Master. The duties of the officers are such as appropriately belong thereto by the usages of Cryptic Masonry or are prescribed by Law. The Illustrious Master may also, at his discretion, appoint a Chaplain, a Marshal, and an Organist, whose duties shall correspond with their titles.

**Section 9.05 Majority Vote to Elect.** In all elections of officers in Councils, a majority of all the votes cast shall be necessary to a choice.

**Section 9.06 Exclusive Jurisdiction.** Every regularly established Council, whether acting under a charter or a dispensation, shall, while such authority remains in force, have the exclusive right to confer the degrees of Cryptic Masonry as herein before defined upon all worthy and suitable Royal Arch Masons residing within its jurisdiction as defined by Law, subject to the usages and customs of Cryptic Masonry and such regulations as the Grand Council may prescribe.

**Section 9.07 Rights of Council U.D.** Councils under dispensation may exercise all the rights and privileges of chartered Councils except those of, electing officers, enacting by-laws, and sending representatives to the Grand Council.

**Section 9.08 Dispensation of Council When Granted.** No dispensation for a Council shall be granted except upon the petition of fifteen or more Royal and Select Masters in good standing, which petition must be accompanied by their demits from a Council chartered by this Grand Council or some Grand Council recognized by it, and by satisfactory evidence of good standing in Lodge and Chapter.

**Section 9.09 Consent.** No dispensation for the formation of a new Council shall be granted until notice is given and consent obtained from all Councils within the immediate territorial jurisdiction of the same. The Grand Council may, however, order a dispensation for a new Council without the consent as herein provided, if it appears to be for the best interest of Cryptic Masonry.

**Section 9.10 Must Be Qualified.** No dispensation shall be issued for a new Council until the Grand Master is satisfied that the petitioners are skillful and well qualified to confer the degrees and that the interests of the order will be observed by the formation of such new Council.

**Section 9.11 Jurisdiction of Councils.** The jurisdiction of every Council shall be concurrent in all parts of the state except for counties in which Councils are located, provided that in case where two or more Councils are located in one county their jurisdiction shall be concurrent for that county.

## **Article X. Petitions - Membership**

**Section 10.01 Petitions, When Received.** Petitions for membership may be received and balloted upon by a Council at either a stated or called assembly.

**Section 10.02 For all Degrees.** The petition for the degrees shall cover all of the Cryptic degrees, and a unanimous favorable ballot shall be sufficient for all degrees.

**Section 10.03 Ballot Secret and Unanimous.** In balloting on candidates for the degrees, the ballot must be secret; a unanimous favorable ballot is required to elect. Unless objection is raised



before the ballot is taken by some member in attendance, all petitions may be balloted upon simultaneously.

**Section 10.04 Right To Apply For Membership, Vote Necessary.** The right of every Cryptic Mason to apply for membership is absolute, provided, however, that he has resided in the state for at least six months immediately preceding the filing of his petition; but no person previously a Royal and Select Master shall be elected to membership unless two-thirds of the members present in the Council to which application is made vote in favor thereof, when presented for ballot.

**Section 10.05 Expulsion or Suspension in Lodge or Chapter, Same in Council.** The expulsion or suspension from Masonic rights of a Royal and Select Master by a regular Lodge of Ancient Free and Accepted Masons having jurisdiction, or by a regular Chapter of Royal Arch Masons having jurisdiction shall operate to expel or suspend him from all rights of Cryptic Masonry.

**Section 10.06 Restoration , Same.** Any Royal and Select Master who shall be deprived of his rights as such by reason alone of the action of a Lodge or Chapter shall be restored to all such rights upon restoration to his rights as a Master Mason or Royal Arch Mason, as the case may be.

## **Article XI. Discipline.**

**Section 11.01 Kinds.** Only three kinds of discipline can be exercised over Royal and Select Masters: first, reprimand or censure; second, suspension; third, expulsion.

**Section 11.02 Suspension Indefinite.** Suspension shall always be indefinite and may be terminated in the manner provided by Law.

**Section 11.03 Expulsion, How Set Aside.** Expulsion is a total exclusion from all the rights and privileges of Cryptic Masonry. It can only be set aside in special instances, in which, for good cause shown, the Grand Council may allow the expelled member to be re-obligated and re-admitted to membership.

**Section 11.04 Acquittal Bars Retrial.** No accused shall, after acquittal, be tried again for the same offense.

## **Article XII. Miscellaneous**

**Section 12.01 Incorporation If Desired.** The Grand Council, or any particular Council, may become incorporated under the Laws of the state, but only under, and by virtue of, the Corporations Not for Pecuniary Profit.

**Section 12.02 Amendments, How Made, Votes Necessary.** No amendment to this Constitution shall be made unless it shall have been approved by the vote of a majority of the members present and voting at one annual assembly and adopted by a vote of two-thirds of the members present and voting at the next annual assembly.

**Section 12.03 Emblem Of The Grand Council And Subordinate Councils.** The emblem of the Grand Council and Subordinate Councils shall be as follows: in the center is a trowel in an erect position with the handle up and the blade or bowl down; outside of the trowel is a broken equilateral triangle with the missing or broken side on the lower or horizontal side; across and on top of the trowel and broken triangle in a horizontal position with hilt at right is laid a sword; around all of the above and touching the outer points is a circle; and outside of the whole touching the top, bottom, and sides of the circle, is a square.

**Section 12.04 Guests.** The Grand Council will not pay for the banquet and the scheduled activities for the invited Grand Master and Lady from sister jurisdictions with whom we have close fraternal relations, or his personal representative, and the Grand Recorder and Lady from sister jurisdictions with whom we have close fraternal relations, with the exception of the General Grand Master and Lady, or his personal representative. Sister Jurisdictions with whom we have close fraternal relations include North Dakota, South Dakota, Nebraska, Kansas, Missouri, Illinois, Indiana, Wisconsin, and Minnesota. These guests may be invited by the Grand Master at his discretion.

**Section 12.05 To Follow Chapter and Lodge Law.** In the absence of written law or custom on matters occurring in or affecting Councils, the laws and customs which control in like matters in Chapters under the jurisdiction of the Grand Chapter of Royal Arch Masons of Iowa, and in Lodges under the jurisdiction of the Grand Lodge of Ancient Free and Accepted Masons of Iowa, shall govern and control as far as possible.

# LAWS

## Article I. The Laws

**Section 1.01 Prior Constitutions And Laws Repealed.** All Laws, Statutes, and Regulations enacted or passed prior to the enactment of these Laws are hereby repealed, with the exception of and subject to the limitations herein expressed; and these Laws shall take immediate effect.

**Section 1.02 Repeal Not To Affect Prior Act, Action, or Offense.** The repeal of existing laws shall not affect any act done, right accrued, offense committed, or proceeding commenced before the time of the enactment hereof.

**Section 1.03 Laws, How Construed.** In the construction of these laws, the manifest intention of the Grand Council is the true guide.

**Section 1.04 No Law Can Be Suspended.** No law of the Grand Council can be suspended or otherwise rendered inoperative, except by a formal repeal.

**Section 1.05 Amendments , How Proposed , Referred.** All amendments, additions, and alterations to these Laws must be proposed in writing and transmitted to the Grand Recorder prior to June 1. No action can be taken upon any proposed amendment, addition, or alteration until after the same shall have been referred to the Committee on Masonic Jurisprudence, and a report made thereon.

**Section 1.06 Amendments, What to Contain.** Propositions to amend existing Laws must contain each Section or Sub-section affected in its entire form as it is intended to be after it is amended.

**Section 1.07 Same, How Arranged.** Propositions for additions to the Laws must be properly arranged in Sections, after the manner in which these Laws are arranged, and, so far as practicable, so that each subject will be treated in a separate Section. They must also be numbered as additional Sections, and, if appropriate, as additional Chapters thereof.

**Section 1.08 Same, Majority Vote Required.** Amendments, additions, or alterations of the Laws require for their adoption a clear majority of all votes cast in the Grand Council thereon.

**Section 1.09 Same, Resolution Not Sufficient.** No Law shall be enacted by resolution, general regulation, or other method akin thereto; but to alter, change, or enlarge these Laws the provisions of this Chapter must be complied with and conformed to.

**Section 1.10 Laws Must Be General.** All Laws must be of general application upon all Councils of Royal and Select Masters alike; except that upon questions of territorial jurisdiction of Councils, local laws not objected to by any Council affected may be enacted.

## **Article II. The Grand Council**

**Section 2.01 Who to Open, How.** When the Grand Council shall have lawfully convened, a quorum thereof being present, the Grand Master or in the event of his absence or inability, the one on whom, under the Constitution, the duties of that office devolve, shall regularly open the Grand Council in form in the Select Master Degree, with full ceremonies.

**Section 2.02 Grand Offices Filled.** If any officer of the Grand Council be absent at such opening, the Grand Master or Companion acting as such shall, before commencing the opening ceremonies, temporarily fill each vacant office by appointing some member of the Grand Council thereto. Any such appointee shall surrender such office to the incumbent thereof upon his arrival.

**Section 2.03 Remain Open.** After the Grand Council has been regularly opened it shall remain open until the close of that assembly, when it shall be closed in form with full ceremonies. Temporary recesses may be had by calling to refreshment.

## **Article III. The Duties of the Grand Officers**

**Section 3.01 Duties of the Grand Master.** The Grand Master shall perform all duties imposed, and may exercise all the powers conferred upon him by the Constitution and Laws of the Grand Council. He shall preside in the Grand Council and decide all questions of order therein; shall appoint all committees therein, unless the Grand Council shall otherwise provide; shall appoint, at the time and in the manner fixed by Law, the Representatives of this Grand Council near other Grand Councils recognized by this Grand Council; and shall exercise and discharge the executive functions of the Grand Council during its recess.

He may, in his discretion, require any information from any officer of the Grand Council, or of a particular Council, respecting such office or the doings of a Council; and he may convene, open, preside in, inspect, instruct, and close any Council.

**Section 3.02 Deputy Grand Master. Principal Conductor Of The Work.** The Deputy Grand Master and Grand Principal Conductor of the Work shall attend all assemblies of the Grand Council, occupy therein their proper stations, assist the Grand Master in the discharge of his duties, and perform such duties as pertain to their respective offices, or are imposed by Law or by the Grand Council.

**Section 3.03 Grand Treasurer.** The Grand Treasurer shall keep an accurate account of all receipts and disbursements of the Grand Council as furnished him by the Grand Recorder; shall sign, together with the Grand Recorder, all checks drawn against the funds of the Grand Council;

shall render an annual report of the disbursements of his office to the Grand Council and at other times as he may be directed by the Grand Master or Trustees of the Grand Council. The Grand Treasurer, along with the Grand Recorder, shall be named exclusively on all accounts of the Grand Council.

He shall before being installed, execute to the Board of Trustees as such in person and by name, for the use and benefit of the Grand Council, an official bond in such amount and with such sureties as shall be ample and meet the approval of the Board of Trustees. Said bond, however, may be incorporated as part of a blanket bond, provided, the treasurer is so directed by the Grand Council or Board of Trustees.

No Companion shall be elected to the office of Grand Treasurer two (2) terms in succession.

**Section 3.04 Grand Recorder.** The Grand Recorder and Deputy Grand Recorder shall have charge and custody of the archives and records, and shall keep a fair and complete record of the proceedings of the Grand Council; shall have charge of and conduct all correspondence of his office and of the Grand Council, except such as may appropriately come within the duties of the Grand Master; shall receive and receipt for all the revenues of the Grand Council, and immediately deposit same in a bank, or banks, the account to be in the name of the Grand Council of Royal and Select Masters of Iowa, sending duplicate deposit slips for all such amounts deposited to the Grand Treasurer. He shall file with the said depository banks such instrument or instruments as may be necessary to authorize the Grand Treasurer, and himself; to sign checks drawn against all accounts in said depository banks and authorizing said depository banks to honor checks drawn on said accounts when signed by any two of the said three officers; shall receive all Charters, records, seals, paraphernalia, and effects of defunct Councils, and safely preserve the same until otherwise disposed of by the Grand Council; shall safely keep and preserve all libraries, books, volumes, proceedings, and other property belonging to the Grand Council which may come into his custody or be under his control; shall promptly account for and deliver to his successor in office all property and effects belonging to the Grand Council which may come into his hands and not otherwise disposed of under these Laws; shall make a full report of all the affairs of his office to the Grand Council at each annual assembly, and perform such other duties as the Grand Council may require.

He shall give a bond such as is required of the Grand Treasurer, which bond may be part of a blanket bond, if so directed by the Grand Council or Board of Trustees. He shall, previous to each annual assembly, cause to be printed for the use of the members of the Grand Council, a suitable number of copies of the annual address of the Grand Master, the report of the Grand Treasurer, the report of the Grand Recorder, the report of the Committee on Correspondence, and such other matters as the Grand Council or Grand Master may direct to be printed. Immediately after the close of each annual assembly of the Grand Council, the Grand Recorder shall, under the supervision of the Grand Master, collect, collate, and arrange all the transactions of the Grand Council, including all reports made to it, and cause the same, together with full statistical tables of Cryptic Masonry, memorial pages, and records, and such other matter as the Grand Council shall have directed, to be properly printed and bound and distributed to each of the several Councils, all other Grand Councils, the General Grand Council, Cryptic Masons International, the Representatives of this Grand Council near other Grand Councils, and to such others as they

be appropriate or as the Grand Council or Grand Master may direct. The Grand Master may appoint a Deputy Grand Recorder for the purpose of assisting the Grand Recorder in the disposition of the duties required under this section. The Deputy Grand Recorder shall give a bond the same as required for the Grand Recorder.

**Section 3.05 Grand Sentinel.** The Grand Sentinel, in addition to the traditional and customary duties of his office, shall have custody of and properly care for the jewels, robes, furniture, and paraphernalia of the Grand Council, and have the same present and in proper condition for use at the opening of all assemblies thereof.

**Section 3.06 Grand Organist. Grand Marshal.** The Grand Master may, if he so desires, appoint a Grand Organist and a Grand Marshal who, during the terms of their office, shall be members of the Grand Council. The Grand Organist need not be a member of the Grand Council at the time of his appointment, but must be a Royal and Select Master. The Grand Marshal must be a member of the Grand Council at the time of his appointment.

**Section 3.07 Arch Masters.** The Grand Master may appoint as many Arch Masters as he shall deem to be in the best interest of Cryptic Masonry in Iowa. Such appointments shall be for a period of one year or until the next regular assembly. It shall be the duty of such Arch Masters to perform such duties in their respective Arches as shall be required of them by the Grand Master. When in the performance of their duties, the Arch Masters shall receive the same mileage and per diem as is paid to the members of the Board of Custodians and the Deputy Custodians upon certification by the Grand Master.

**Section 3.08 Representatives.** The Grand Master may recommend to the Grand Master of other Grand Jurisdictions that a Companion be appointed by him to represent his Grand Council in and near the Grand Council of Iowa.

If, after such appointment, said representative so appointed shall die, resign, remove from the jurisdiction, demit, or be suspended or expelled, the then Grand Master shall immediately notify the Grand Master of the Grand Council for whom the Companion was a Representative and suggest the appointment of a successor. If a Grand Representative so appointed by another Grand Jurisdiction shall be absent, without good excuse to be determined by the then Grand Master, from three consecutive Grand Assemblies, the then Grand Master shall recommend to the Grand Master of the jurisdiction represented by said Companion that his commission be revoked and recommend to the Grand Master of said jurisdiction the name of another Companion and request his appointment.

These Representatives when so appointed shall by correspondence and visitation, seek to cement the Fraternal relations existing between the Grand Council of Iowa and the Grand Jurisdiction which they have been appointed to represent.

**Section 3.09 Other Officers.** The other officers of the Grand Council shall perform all duties which traditionally devolve upon them, or are required by the ritualistic ceremonies, together

with such duties as may be imposed upon them by the Grand Council, by the Grand Master, or by Law.

#### **Article IV. Boards of the Grand Council**

**Section 4.01 Board of Custodians and Deputy Custodians.** The Board of Custodians shall consist of three Companions who are highly skilled in the exoteric and esoteric work of Cryptic Masonry, as appointed by the Grand Master. Each shall be named for a term of three years, and may be reappointed for successive terms. Each year the Grand Master shall appoint or reappoint a member to the Board to fill the expiring term. Any vacancy on the Board of Custodians shall be filled by appointment by the Grand Master with the concurrence of the Deputy Grand Master and the Grand Principal Conductor of the Work for the unexpired term.

The Board of Custodians shall elect its own officers each year. It shall at its own discretion hold or arrange for Schools of Instruction in the various Chartered Councils within this Grand Jurisdiction.

At each annual assembly the Chairman of the Board shall make a report of its doings for the past year and make such recommendations regarding the promulgation of the ritual as it shall deem necessary or expedient.

The Deputy Custodians shall work at the direction of the Board of Custodians and shall report to the Board of Custodians within fifteen days from and after any visitations made by them to any Chartered Council. A copy of said report shall also be filed with the Grand Master.

When in the performance of their duties, which shall include promulgation of the ritual adopted by this Grand Council throughout its Grand Jurisdiction, the members of the Board of Custodians shall receive mileage at the rate of twenty-one cents (\$0.21) two-ways, for a member who drives a vehicle in the performance of his duties, and per diem at the rate of twenty dollars (\$20.00) per day upon certification thereof by the chairman of the Board of Custodians and with the approval of the Grand Master.

When acting at the direction of the Board of Custodians, the Deputy Custodians shall receive mileage at the rate of twenty-one cents (\$0.21) per mile two-ways, for a member who drives a vehicle in the performance of his duties, and per diem at the rate of twenty dollars (\$20.00) per day, for one day, after certification thereof by the Chairman of the Board of Custodians and with the approval of the Grand Master.

**Board of Trustees.** There shall be a Board of Trustees for this Grand Council, consisting of three members, who shall be elected for a term of three years with alternating terms, one to expire each year. All members of the Board of Trustees shall be Past Grand Masters of the Grand Council of Royal and Select Masters of the State of Iowa.

The members of the Board who were serving on the date of the adoption of this amendment, to wit: August 9, 1985 shall continue in office until their respective terms shall have expired or their successors elected to succeed them. The Board shall elect its own Chairman and Secretary.

A vacancy in office shall be filled for the unexpired term by the Grand Master with the concurrence of the Deputy Grand Master and the Grand Principal Conductor of the Work until the next annual assembly when the unexpired term shall be filled by election.

It shall be the duty of the Trustees to hold title to all property of the Grand Council, real, personal, and mixed; to exercise a general supervision over said property and to receive and hold legal title thereto as such in trust for the Grand Council; to keep the Grand Council insured against loss by any nature for its benefit all property, real, personal, or mixed; to execute all conveyances for and on behalf of the Grand Council; to make such contracts, leases and agreements in its name as may be authorized under the Code or by acts of the Grand Council; to approve and select the bank, banks, or other financial institutions to serve as depositories of the Grand Council funds; to provide liability insurance as needed and required for the Grand Council; to approve the form, amount, and the sureties of all bonds given the Grand Council to cover the transactions on behalf of its officers and trustees, which bonds may be part of a blanket bond if desired; to invest the funds and proceeds of the Grand Council under the requirements of the State of Iowa for the investment of trust funds.

The Trustees shall have power and authority to institute and prosecute legal proceedings in their name as Trustees for the preservation and protection of the rights of the Grand Council and to employ counsel to assist in the same, whenever in their judgment or that of a majority of them, it shall be necessary to do so; to take such action and make such contracts during the recess of the Grand Council, as they may, from time to time, deem necessary for the investment, protection, and preservation of the funds and property of the Grand Council; to incur the necessary expense in the exercise of their authority and when said expenses are certified by them for payment they shall be paid by the Grand Council.

Annually, at the regular assembly, the Trustees shall make a report to the Grand Council in detail of all acts done pursuant to the provisions of this Code and shall make such recommendations in relation to the property or funds of the Grand Council as they may deem appropriate for the best interest of the Grand Council.

The Trustees shall receive no compensation for their services, but shall be reimbursed for actual expenses incurred by them in the discharge of their duties, when said expenses are certified by the Trustees and approved by the Grand Master.

## **Article V. The Committees of the Grand Council**

**Section 5.01 Appointment.** The Grand Master shall, at or before each annual assembly of the Grand Council, appoint the following standing committees, provided that the Committee on Appeals and Grievances and the Committee on Councils Under Dispensation shall not be appointed unless it appears that there shall be matters to be brought before the Grand Council requiring the attention of said committees.



Standing committees shall be appointed by the Grand Master and shall be announced to the Grand Council by the newly installed Grand Master immediately upon assuming his office. They shall be designated as and have duties as follows:

- (a) **Credentials.** A Committee on Credentials, who shall examine the credentials of all persons claiming to be members and report thereon. If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, this will be considered a joint committee as set forth in Section 24.02.
- (b) **Councils Under Dispensation.** A Committee on Work of Councils Under Dispensation, to whom shall be referred the work, records, and proceedings of Councils under dispensation, all applications for dispensations or charters, and all cases of forfeited or surrendered dispensations or charters.
- (c) **Chartered Councils.** A Committee on the Returns of Chartered Councils, to whom shall be referred all returns and by-laws of Chartered Councils, and all matters appropriate thereto.
- (d) **Appeals and Grievances.** A Committee on Appeals and Grievances, to whom shall be referred all cases of reported expulsion, all appeals, all grievances and complaints, and such other matters as the Grand Council may direct.
- (e) **Division and Reference.** A Committee on Division and Reference, to whom shall be referred the address of the Grand Master, the report of the Grand Recorder, and such other papers as the Grand Council may direct.
- (f) **Masonic Jurisprudence.** A Committee on Masonic Jurisprudence consisting of all Past Grand Masters of this Grand Jurisdiction who are in good standing. Each incoming Grand Master shall appoint one member of the committee to serve as chairman during his term of office. All propositions to amend the Constitution or Laws of the Grand Council, all decisions and rulings of the Grand Master, and all other matters of a legal significance shall be referred to this Committee after presentation to the Grand Council.
- (g) **Mileage and Per Diem.** A Committee on Mileage and Per Diem, who shall ascertain and report the amount of mileage and per diem to be paid to members entitled thereto. If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, this will be considered a joint committee as set forth in Section 24.02.
- (h) **Finance.** A Committee on Finance which shall consist of three (3) members appointed by the Grand Master for alternate terms of one, two, and three years, and the Deputy Grand Master to be an ex-officio member of this committee, to whom shall be referred all financial reports of the Grand Officers, all matters pertaining to the finances of the Grand Council, and all subjects involving an appropriation of its funds, said matters to be referred to the Finance Committee at least thirty (30) days before the opening of Grand

Council. It shall be the duty of this Committee to recommend a budget for operation of the Grand Council and present same at each annual assembly.

- (i) **Correspondence.** A Committee on Correspondence, to consist of one (1) only, to whom shall be referred all printed proceedings from other Grand Councils and Masonic Bodies, and who shall present a general report at each annual assembly, containing such facts pertaining to Cryptic Masonry throughout the world as he may deem of interest to the Royal and Select Masters of Iowa. Such Committee may also express his own personal opinions upon the matters so reported, but the Grand Council is not responsible for, or bound by, such facts or opinions unless it shall expressly concur therein.
- (j) **General Arrangements.**
  - (i) Joint Committee to consist of two members appointed for four years in conjunction with the Grand Chapter. The Grand Master and the Grand High Priest shall serve in an advisory capacity to the committee.
  - (ii) To have the authority to make all arrangements for the next regular Convocation and Assembly, including location, housing, banquets and entertainment.
  - (iii) The chairmanship will alternate between the Grand Council and the Grand Chapter
- (k) **Visitors.** A Committee on Visitors to whom shall be referred with entertainment and housing of distinguished visitors, both from within and without this Grand Jurisdiction.
- (l) **Necrology.** A Committee on Necrology, consisting of one member only, who shall prepare a suitable memorial for those Companions who have passed on during the year. If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, this will be considered a joint committee as set forth in Section 24.02.
- (m) **Auditing Committee.** An Auditing Committee shall be appointed each year by the Grand Master. This committee shall consist of the Deputy Grand Master, Grand Principal Conductor of the Work, one Past Grand Master, and one Companion selected at large for his knowledge and abilities in this area of endeavor. The Companion selected at large need not be a member of the Grand Council; however, he must be a Royal and Select Master.

The Grand Council fiscal year is from July 1st to June 30th. Each year this committee shall audit the financial accounts and holdings of all Officers, Boards, and Committees of this Grand Council. Since the books of this Grand Council are closed on the 30th day of June each year, this audit shall be accomplished within the first two weeks of July of each year. This audit is to be carried out in the Grand Recorder's Office.

The Grand Master shall appoint one member of this committee as Chairman. It will be the Chairman's responsibility to make a complete report to the Grand Council at each annual assembly.

The Auditing Committee shall receive mileage at the rate of twenty-one cents (\$0.21) per mile two-ways, and per diem at the rate of twenty dollars (\$20.00) per day, for one day, after certification thereof by the Chairman of the Auditing Committee with the approval of the Grand Master.

- (n) **Code Revision.** This Committee shall be appointed by the Jurisprudence Committee and shall consist of as many members as deemed necessary by the Jurisprudence Committee. This committee shall annually report to the Jurisprudence Committee and the Grand Council at each annual assembly.
- (o) **Time and Place.** To which shall be referred: All invitations for holding regular assemblies, upon which it shall report to the Grand Council its recommendations at the regular assembly next preceding the assembly to which the invitation shall refer. Such invitation shall be filed in the office of the Grand Recorder at least sixty (60) days prior to the regular assembly at which action is to be taken, provided that should no invitation be so filed within the prescribed time, the committee may make such recommendations to the Grand Council as it may deem proper. If invitations are filed with the Grand Recorder for assemblies in years subsequent to the next assembly, this committee shall make a similar report. If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, this will be considered a joint committee as set forth in Section 24.02 of these Laws.
- (p) **Masonic Youth.** To consist of one member only to work with the youth of our State and report on the same at each Grand Council Assembly. If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, this will be considered a joint committee as set forth in Section 24.02 of these Laws.
- (q) **Joint Technology Committee.** The Technology Committee of the Grand Chapter/Council will be responsible for the development and maintenance of a web site that will, at minimum, include calendars of Grand Chapter and Grand Council events, stated communications of local bodies, and links to other sites. Links may include, but are not limited to: educational materials, program development materials, and forms required by Secretary/Recorders. They shall be authorized, through the budgeting process, to purchase a domain site and the necessary software to facilitate these duties. This Committee will work closely with the Grand Secretary/Recorder to develop information portals with up-to-date information about the programs of the Grand Chapter and the Grand Council.

The Committee will advise on any technology purchases for the Grand Chapter/Council including but not limited to: projectors, recording devices for meetings, computers and software. The Committee will consist of the two or more Companions (one from each body) who are conversant with computers and the programs needed to maintain modern communication with the membership. The Grand Secretary/Recorder will serve ex officio

on said Committee. This legislation to be effective upon adoption and incoming Grand High Priest and Grand Master to make necessary appointments.

- (r) **Special Committees.** Special committees may be appointed by the Grand Council at its discretion or by the Grand Master as necessity requires. Such special committees shall have only such powers as are explicitly, or by necessary implication, conferred upon them, or are absolutely necessary to properly discharge the duties imposed. Special committees in all instances will be members of the Grand Council pro tempore.

**Section 5.02 Same, How Appointed.** Unless the Grand Council shall otherwise provide, all special committees shall be appointed by the Grand Master.

**Section 5.03 Number on Committees.** All Committees shall consist of three members of the Grand Council, or as specified in Section 5.01 of these Laws.

If the Grand Chapter and the Grand Council meet jointly, or if the Grand Chapter, the Grand Commandery, and the Grand Council meet jointly, provisions set forth in Section 24.02 of these Laws for Joint Committees will be observed.

**Section 5.04 When To Report, Discharge.** All committees shall, unless otherwise ordered by the Grand Council, report at the annual assembly for which they were appointed; and the closing of the Grand Council at such assembly shall discharge all committees unless the Grand Council shall have otherwise ordered.

## **Article VI. Revenues and Appropriations**

**Section 6.01 Revenues, How Derived.** The revenues of the Grand Council are derived from and shall be paid by the several Councils subject to its jurisdiction.

**Section 6.02 Revenue Apportioned.** The revenues of the Grand Council shall be collected from the several Councils as follows:

- (a) For every charter, twenty-five dollars (\$25.00).
- (b) For every dispensation for the formation of a new Council, five dollars(\$5.00).
- (c) For every Companion greeted, five dollars (\$5.00).
- (d) For annual dues from each Companion who was a member of a Chartered Council during any period of the fiscal year, unless such Companion has already paid dues in another Council for the calendar year in which returns are being made, fifteen dollars (\$15.00) plus the annual per capita charged by the General Grand Council of Cryptic Masons

International in accordance with The Constitution and By-laws of the General Grand Council of Cryptic Masons International.

- (i) In the event that the per capita fees charged by the General Grand Council of Cryptic Masons International include a fraction of a dollar, the amount to be charged to Companions in Iowa shall be rounded to the next highest whole dollar. Members of multiple Councils shall be required to pay dues in all of the Councils of which they are members.
- (ii) Councils are not to pay the General Grand Council of Cryptic Masons International per capita fees of Companions who are Life Members of the General Grand Council of Cryptic Masons International to the Grand Council of Royal and Select Masters of Iowa. After verifying that the Life Membership of Companions pertains to that particular Council, that Council is to list the names of such Life Members of the General Grand Council of Cryptic Masons International who are members of their Council on their annual filings submitted to the Grand Council.

**Section 6.03 Appropriations, How Made.** Every resolution or motion contemplating an appropriation from the funds of the Grand Council shall be proposed by, or referred to the Finance Committee of the Grand Council and a report made thereon before it can be acted upon, and no disbursement or appropriation of money shall be made except by vote of the Grand Council unless such appropriation is of an emergency nature which requires action during the interim between assemblies of the Grand Council.

**Section 6.04 Mileage and Per Diem.** The Grand Council shall pay mileage at the rate of twenty-one cents (\$0.21) per mile two-ways, to the Companion who drives a vehicle, by the nearest all-weather highway, as between the Chartered Councils, and the place of assembly, and per diem at the rate of twelve dollars (\$12.00) per day for one day, to each Grand Officer, Past Grand Master, each Arch Master, the members of each standing committee and to one delegate from each Chartered Council, for actual attendance upon its annual assemblies; but no such mileage or per diem shall be paid to any Companion in more than one capacity; further, in no case shall mileage be allowed for a distance greater than that from the home Council to the place of assembly. The highest officer present from any Council shall be entitled to draw the mileage and per diem, and if no such officer is present, then the proxy of such highest officer shall be entitled thereto, and provided, further, that the representatives of the Constituent Councils shall not be entitled to mileage and per diem unless the returns of their Council shall have been filed, and Grand Council dues fully paid as provided in Section 18.03 of these Laws, unless such failure can be satisfactorily explained, and approval given by the Grand Master and Jurisprudence Committee.

**Section 6.05** In the event that the Grand Assembly shall be held jointly with the Grand Chapter or with the Grand Chapter and the Grand Commandery, and a member of this Grand Council entitled to mileage shall also be entitled to mileage from either the Grand Chapter or the Grand Chapter and the Grand Commandery, the other Grand Body or Grand Bodies shall pay their proportionate share of said mileage.

**Section 6.06 Exception.** The several Councils shall not be required to pay annual dues or any per capita assessment to the Grand Council for any Companion who:

- (a) Was suspended during the year for non-payment of dues.
- (b) Died during the year without having paid his dues to the Council.
- (c) Was granted a demit at the January regular of said Council after having filed a request for such demit between the date of the December regular and the 31st day of December of the preceding year.
- (d) 50 year members as provided by Section 15.01 of these Law.

**Section 6.07 Dual Membership.** A Companion who exercises the privilege of dual membership shall pay dues to both Councils in which he holds membership and both Councils shall remit to the Grand Council as provided in Section 6.02 and Section 6.06 of these Laws.

**Section 6.08 Salary of the Grand Recorder and Deputy Grand Recorder.** In addition to his mileage and per diem as set forth in Section 6.04 of these Laws, the Grand Recorder shall be paid such annual salary as may be fixed by the Grand Council. The Deputy Grand Recorder shall receive the mileage and per diem as set forth in section 6.04 and shall be paid such annual salary as may be fixed by the Grand Council.

**Section 6.09 Contingency Funds for The Grand Master.** The Grand Master will be reimbursed for funds expended by him in the discharge of his duties as Grand Master of this Grand Council. An IN STATE and OUT OF STATE CONTINGENCY will be budgeted by the Finance Committee and approved each year by the membership of this Grand Council. All requests for reimbursement from these contingency funds by the Grand Master must be itemized and receipted when presented to the Grand Recorder for payment. Only properly itemized and receipted bills will be paid. In no instances will bills be allowed in excess of the budgeted contingency funds.

## **Article VII. Voting in Grand Council**

**Section 7.01 Officers Elected by Ballot.** All elective Grand Officers must be elected by ballot.

**Section 7.02 Other Questions.** Upon all other questions the vote shall be taken by show of hands, unless nine (9) members demand a vote by ballot, in which case the vote shall be by ballot.

**Section 7.03 Votes Per Member.** In all voting by ballot, each member present is entitled to cast one vote. If he holds the proxy of one or more of the three principal officers of his constituent Council, he may also cast one vote for each such proxy.

**Section 7.04 Officers and Past Officers One Vote Each.** Each Companion present who is an officer of the Grand Council, or who is a member thereof by virtue of past official rank, shall be entitled to one vote, and no more, by virtue of such official rank or membership.

**Section 7.05 Majority Decides.** Except where otherwise provided by Law, all questions voted on are to be decided by a majority of the votes.

## **Article VIII. Rules of Order of the Grand Council**

**Section 8.01 Every Proposition to be in Writing.** Every proposition offered for consideration shall be in writing.

**Section 8.02 Seconded.** No motion shall be entertained unless seconded.

**Section 8.03 To Be Stated.** No debate shall be had on any proposition until after it is stated by the presiding officer.

**Section 8.04 Speaker Must Be Recognized.** Any Companion desiring to speak shall rise and address the Grand Master, but shall not proceed to speak until recognized by that officer.

**Section 8.05 Order of Speaking.** No member shall be allowed to speak a second time upon any question (except by unanimous consent) until all others desiring to be heard upon such question shall have spoken.

**Section 8.06 Division of Question.** Any member may call for the division of a question, and it shall be divided, if in the opinion of the presiding officer it comprehends a question so distinct that if one be taken away there will remain subject matter upon which the Grand Council may act.

**Section 8.07 No Obstructive or Dilatory Motions.** When a question is under debate, no obstructive or dilatory motions shall be entertained, nor, shall any motion be received but to postpone to a time certain, to refer or to amend, which motions shall always be in order, and shall take precedence in the order named.

**Section 8.08 Amend.** The motion to amend may include an entire substitute for the proposed action if it shall relate entirely to the same subject matter.

**Section 8.09 Questions of Order.** The Grand Master shall decide all questions of order, and may terminate the debate on any pending motion at any time at his discretion.

**Section 8.10 Reconsider.** No motion to reconsider can be entertained unless made by one of the majority which decided the question.

## **Article IX. The Existence and Formation of Councils**

**Section 9.01 Councils to Remain.** The Councils of Royal and Select Masters chartered by this Grand Council and still existing within the state shall continue and remain such, with all the rights and privileges heretofore held by them, so long as they shall comply with the Constitution and Laws of the Grand Council now in force or hereafter enacted; but nothing herein contained shall in any way prevent or restrict the Grand Council from establishing new Councils in such places and at such times as it may deem expedient.

**Section 9.02 New Councils Must Have a Dispensation.** No new Council shall be chartered by the Grand Council unless it shall have acted under a dispensation issued by authority of Law for at least three (3) months, and have presented a full and satisfactory transcript of its records, showing that it has regularly conferred upon worthy candidates the degrees of Royal Master and Select Master.

**Section 9.03 Dispensations, Regular Councils.** Dispensations for a Council to be located at a definite place and to meet at a definite time may be issued by vote of the Grand Council in annual assembly or by the Grand Master in vacation. But the Grand Master shall not issue a dispensation where the Grand Council at its last annual assembly shall have refused a dispensation.

**Section 9.04 Same , Continued or Revoked.** The Grand Council may continue or revoke any dispensation for a new Council.

**Section 9.05 Fee Must Be Paid.** No dispensation or charter shall be issued until the fee therefor shall have been paid.

**Section 9.06 Council U.D. to Make Returns.** At least ten (10) days before each annual assembly of the Grand Council, each Council under dispensation shall return its letter of dispensation to the Grand Recorder, and shall transmit therewith its returns and a full transcript of its records, commencing with its dispensation and ending with the last assembly held previous to the making of such transcript. The correctness of such returns and transcript must be certified by the Illustrious Master and Recorder.

**Section 9.07 Same, Jurisdiction and Powers.** Councils under dispensation possess the same territorial jurisdiction, are subject to the same restrictions, and enjoy the same rights and privileges as chartered Councils, except that they may not elect officers, enact by-laws, or be represented in Grand Council.

**Section 9.08 Iowa-At-Large Council.** An unnumbered Council, known as “John Harris Watts Council” shall be recognized as a regular Council under the authority of the Grand Council of Iowa. Creation of said Council shall not be subject to the previous sections of Article IX, but shall be by enactment of law. All members in good standing of any Iowa Council which shall cease to exist due to either the surrender or revocation of its Charter, and who do not join another



Council within six month, shall be automatically considered members of Iowa-John Harris Watts Council, and subject to its regulations. John Harris Watts Council shall be governed, in lieu of bylaws, by the following regulations.

- (a) Officers: John Harris Watts Council shall be the Grand Officers of the Grand Council, who shall be considered to be temporary members of the Council during their term of office. Installation as a Grand Council Officer shall be considered installation to the same Iowa-John Harris Watts Council office with no further or official declaration. The officers shall not be assessed dues, shall not be considered —dual members due to their temporary membership, nor shall they be permitted to request demits from Iowa-John Harris Watts Council. The officers' duties shall be the same as the equivalent officers of all other Chartered Councils. The officers shall conduct all business of the Council.
- (b) Dues: The dues for John Harris Watts Council shall be fifteen (15) dollars per year, plus the annual dues and per capita assessments to the Grand Council. Dues may be remitted by the officers if such remission is, in their opinion, justified.
- (c) Degree Conferral Restricted: John Harris Watts Council shall not accept petitions for the degrees or for affiliation, and shall not confer degrees.
- (d) Demits: Requests for demit from John Harris Watts Council shall be received and granted by the recorder, provided that all other provisions of Article XVII of these Laws are fulfilled.
- (e) Meetings: The Officers shall have at least one business meeting each year for the purpose of conducting the business of the Council, including the review and approval of the expenses paid by and other actions performed by the recorder.
- (f) Reports: The Grand Recorder, who is also the Recorder of John Harris Watts Council, shall make a report at each annual communication of the Grand Council detailing the members and actions of the Council.

## **Article X. The Constitution, Removal and Consolidation of Councils, and the Surrender and Revocation of Charters**

**Section 10.01 Councils, How Constituted.** If for any reason, the Grand Master shall find it impracticable or inconvenient to constitute any newly chartered Council in person, he may, in writing, appoint any past or present Illustrious Master his special deputy for such purpose.

**Section 10.02 Procedure for Restoration of a Charter: Dispensation.** The Grand Master may upon receiving a petition of nine (9) or more Royal and Select Masters who are residents of the territory of a former Chartered Council, grant a Dispensation to open and hold a Council of Royal and Select Masters, and shall appoint therein an Illustrious Master, a Deputy Master, and Principal Conductor of the Work.

There shall be appended to such petition, petition of affiliation from members in good standing for dual membership, or certificates of demission from petitioners together with dispensation fee of five dollars (\$5.00).

**Section 10.03 Charter Restored.** The Grand Master may restore said Charter after the Council has acted under dispensation for at least three (3) months, and has presented a full and satisfactory transcript of its records showing it has regularly conferred upon worthy candidates the degrees of Royal and Select Master to the satisfaction of the Board of Custodians.

**Section 10.04 Returns in Writing.** Within ten (10) days after he shall have discharged the duty imposed upon him, the Companion appointed to constitute any Council shall make written report of all his doings in the premises to the Grand Master.

**Section 10.05 Duplicate Charter.** If the Charter of any Council be lost or destroyed, the Grand Recorder, on order of the Grand Master, shall issue a duplicate thereof, reporting same to the next Grand Council.

**Section 10.06 Removal, Consolidation of Councils, Surrender and Revocation of Charters, Restoration of Charter, and Property Rights There under.** In the matter of the removal of Councils, the consolidation of Councils, the surrender of charters, the revocation and restoration of charters of Councils, and the disposal of property there under, the methods and procedure shall follow, as far as applicable, the Laws in relation to these topics which govern the Grand Chapter of Royal Arch Masons of Iowa. Such action shall, however, always be subject to the direction and approval of the Grand Master and Grand Council.

## **Article XI. The Jurisdiction of Councils**

**Section 11.01 State Wide Over Persons.** The jurisdiction of the several Councils existing within this state shall extend to and include all Royal and Select Masters and all persons being Master Masons and Royal Arch Masons who shall apply for the degrees of Cryptic Masonry.

**Section 11.02 State Wide Over Territory.** The territorial jurisdiction of the several Councils shall include the whole of the territorial limits of the State of Iowa.

**Section 11.03 Jurisdiction of Councils.** The Jurisdiction of every Council shall be concurrent in all parts of the state except for counties in which Councils are located, provided that in case where two or more Councils are located in one county their jurisdiction shall be concurrent for that county. See Section 9.11 of the Constitution.

**Section 11.04 For Degrees, Time Required.** No Council shall possess any jurisdiction over any applicant for the degrees of Cryptic Masonry until he shall have resided six (6) months

within the state, and then the particular Council's jurisdiction as is defined in Section 11.03 hereof.

**Section 11.05 Degrees By Request.** A Council may confer degrees for a Council of another Grand Jurisdiction when the request is presented to the Iowa Council with the approval of the Grand Master of the Grand Council of Iowa and also the Grand Master of the Grand Council of the other Grand Jurisdiction. The Degrees may also be conferred for another Council of this state by request of such Council.

**Section 11.06 For Membership, For Degrees, Jurisdiction.** A demitted Royal and Select Master after he has resided for six (6) months within the territorial limits of Iowa may apply for membership in any Council in the State.

If any Council of this Grand Jurisdiction fails or neglects to receive and ballot on the petition for the degrees within four (4) months after said petition has been filed with its Recorder, or having elected a candidate for the degrees, shall fail or neglect to confer both of the first two degrees within four (4) months after such election, said petitioner may then petition any other Council of this Grand Jurisdiction. Any and all fees paid by the petitioner to the Council which fails or neglects to act must be returned to him, but said provisions shall not apply to a candidate who has himself failed to appear when requested.

**Section 11.07 Waiver For Degrees.** Any Council may, upon receiving a request therefore from another lawfully constituted Council of Royal and Select Masters, by a three-fourths (3/4) ballot taken thereon, waive jurisdiction over any particular candidate for the degrees; but jurisdiction over any such petitioner shall not be otherwise waived or relinquished.

**Section 11.08 Waiver For Membership.** Any Council may, by a majority vote of the members present, waive jurisdiction over any Royal and Select Master to whom it may have denied membership, and issue him a certificate of such waiver, which certificate shall be sufficient authority for any other Council to entertain, receive, and act upon the petition for membership of such Companion.

**Section 11.09 Permission to Open In Jurisdiction.** To encourage the building up of Councils it is hereby provided, that with the written permission of the Grand Master in each case, a Council may open a special assembly in a suitable Lodge or Chapter room in a city or town within its territorial jurisdiction other than that in which chartered.

## **Article XII. Constituent Councils, The Members, The Officers, The Officers' Duties**

**Section 12.01 Number of Members.** Every Council in this jurisdiction shall consist of as many members as may be convenient, but no Council can exist with fewer than nine (9) members.

**Section 12.02 Qualification.** No person can be a member of any Council in this jurisdiction unless he be a regular Royal and Select Master in good standing.

**Section 12.03 The Officers.** The Officers of a Council shall be:

- (a) The Illustrious Master
- (b) The Deputy Master
- (c) The Principal Conductor of the Work
- (d) The Treasurer
- (e) The Recorder
- (f) The Captain of the Guard
- (g) The Conductor of the Council
- (h) The Steward
- (i) The Sentinel

If the Illustrious Master so desires, he may also appoint a Chaplain, a Marshal, and an Organist.

It is the prerogative of each Council if they so desire, to combine the Offices of Recorder and Treasurer and elect a Recorder-Treasurer. However, any Council electing a Recorder-Treasurer must first properly change their by-laws as set forth in Article XIX. The elected Recorder-Treasurer must fulfill all duties of the Treasurer as set forth in Section 12.12, and all duties of the Recorder as set forth in Section 12.13.

**Section 12.04 Who Elected, Who Appointed.** The first five of the officers listed in Section 12.03 shall be elected, by ballot, by the members of the Council at the annual election of officers; and the others shall be appointed by the Master-elect at or before the time of his installation. If the Offices of Recorder and Treasurer are combined as in Section 12.03 above, only four officers shall be elected by ballot.

**Section 12.05 Trustees.** Each chartered Council may by its proceedings of record, or by its by-laws, provide for a Board of Trustees, to consist of no less than three members, who may be the three principal officers of the Council and their successors in office, or members of the Council to be elected by ballot, and for such terms and to serve in such a manner as the Council may provide. However, there must be an odd number of Trustees for a Council. Such Board of

Trustees shall have full control over the funds and property of the Council, may, on order of the Council, negotiate loans for the Council, make purchases of property, and generally hold in trust the property of the Council for its use and benefit, and do all other acts legitimate and proper as the Council may direct.

**Section 12.06 Time Of Annual Election. Installation.** All elections of Officers of Councils must be by ballot, and a majority of the votes cast shall be necessary to elect. Such election shall be held at the stated assembly in November or December of each year. Notification of date, time and location of the elections must be communicated to the membership of the Council no less than one month prior to the elections. Installation shall be had at a stated or special assembly in January following, but the Grand Master shall have authority to issue a dispensation for the holding of installations at some other time.

**Section 12.07 Failure To Elect Or Install.** If any Council shall fail to elect or install its officers at the time fixed by these Laws, the Grand Master may, by dispensation, containing such conditions as he may deem proper, authorize and empower such election or installation to be held at the time fixed by such dispensation.

**Section 12.08 Vacancy in Office.** Any Office in a Council shall become vacant if the incumbent shall die, resign, remove from its jurisdiction, cease to be a member of the Council, or be convicted of a Masonic offense by his Council, by a Chapter of Royal Arch Masons, or by a Lodge of Ancient Free and Accepted Masons having jurisdiction.

**Section 12.09 Vacancy. How Filled.** Whenever a vacancy occurs in an elective office in a Council, the Illustrious Master, or Companion legally acting as Illustrious Master, shall order an election to fill such vacancy, and any vacancy that may result from such election. Such order must be made at a stated assembly of the Council, and the election shall be held at the next stated assembly thereafter, and all Officers elected or appointed to fill vacancies must be installed as soon thereafter as practicable. The Grand Master may by dispensation vary the procedure laid down in this section, in special cases, at his discretion.

**Section 12.10 Duties of The Illustrious Master.** The Illustrious Master of every Council shall see that the Constitution and Laws of the Grand Council and the By-laws of his Council are duly observed and obeyed, and to that end there shall be kept constantly upon the Recorder's table, for the ready use of Officers or Members of his Council copies of such Constitution. Laws, and By-laws; he shall see that all the other Officers of the Council perform the duties of their respective stations faithfully, and be examples of diligence and industry to their Companions; that Council dues are promptly collected; that regular returns be made annually to the Grand Council and the annual dues regularly and punctually paid, and that the Council be duly represented in all assemblies of the Grand Council. It is his right to appoint all appointive officers; to call special assemblies; to order summons issued to the officers and members of the Council and promote and perpetuate the welfare of Cryptic Masonry within the particular jurisdiction of such Council.

**Section 12.11 The Deputy Master. The Principal Conductor of the Work.** The Deputy Master and Principal Conductor of the Work of each Council shall severally assist the Illustrious

Master in the discharge of the duties of his office, as well as perform such other duties as pertain to their offices from the usage and customs of Cryptic Masonry. They shall respectively succeed to the duties of the office of Illustrious Master in the event of the absence or inability of their superior officer or officers.

**Section 12.12 Of the Treasurer, His Bond.** The Treasurer shall receive all money of the Council from the hands of the Recorder, pay there from all orders drawn on him by the Council; keep just and regular account of all money received and disbursed, and render just and full report of all amounts on hand, whenever required by the Illustrious Master of the Council; and shall deliver to his successor in office all funds coming into his hands, together with such books, vouchers, and other matters as may have reference to the financial affairs of the Council. Before being installed, he shall give a bond in such sum and under such conditions as the Council may determine. Said bond may be in the form of a blanket bond.

**Section 12.13 Of the Recorder, His Bond.** The Recorder shall keep a just and fair record, under the direction of the Illustrious Master, of all the proceedings of the Council; receive all money; pay the same over to the Treasurer; furnish all demits, certificates, etc., which the Council may vote or order; keep a register of members and record therein all important facts relative to the Masonic and civil history of each member of the Council; keep an account with each member and promptly collect all dues; keep a visitor's book; keep a delinquent book; attend all trials and meetings for taking evidence; make all transcripts of trials or of proceedings had or taken by the Council which by Law may be required; prepare, sign, and transmit to the Grand Recorder the annual returns of the Council; preserve the seal of the Council and affix it to all official documents; file and preserve all petitions, papers, and documents of every character having reference to the business of the Council; prepare and exhibit to the Council or Illustrious Master, on request, a balance sheet of all accounts of members, and an official statement of his own accounts and promptly deliver to his successor in office all books, papers, vouchers, etc., in his possession which have any reference to the business of his office or the affairs of the Council. Before being installed, he shall give a bond in such sum and under such conditions as the Council may determine. Said bond may be in the form of a blanket bond.

**Section 12.14 Who Empowered to Open Council.** Providing the necessary quorum of Companions is in attendance, a Council may be opened by the Illustrious Master, Deputy Master, Principal Conductor of the Work or in the absence of all three principal officers, the Junior Past Illustrious Master in attendance may open a Council for business or the conferring of degrees.

**Section 12.15 Duties of Other Officers.** The other officers of the Council shall severally perform such duties as may be required of them by the ancient customs and usages of Cryptic Masonry, together with such duties as the Council may impose upon them.

**Section 12.16 Assemblies of Council. Business in The Select Master Degree.** Assemblies of the Council shall be of two kinds: Stated, those set by the By-laws of the Council; and Special, those called at the pleasure of the Illustrious Master.

All business of a constituent Council must be transacted while opened on the Select Master Degree.

Business of a financial nature may be transacted only at a Stated Assembly.

**Section 12.17 Quorum.** A quorum for the transaction of business consists of nine (9) members entitled to vote, including an officer authorized to open the Council. A quorum for the conferring of degrees consists of nine (9) or more Royal and Select Masters including an officer authorized to open the Council.

**Section 12.18 Minimum Fee for the Degrees.** No Council shall confer the degrees for a less sum than fifteen dollars (\$15.00), which amount must accompany the petition; provided, that in cities and towns where there are two or more Councils no one of them shall be permitted to change its fees to a sum less than the lowest fixed by any of the other Councils without the consent of the majority of the Councils having concurrent jurisdiction; and provided further, that a new Council established in a city or town where there are one or more Councils shall not fix its fees at a less sum than the lowest already fixed in such city or town.

**Section 12.19 Council Records.** Every Council must procure, open, and keep full and complete records of all its proceedings, of its financial affairs, and of the accounts of its members with the Council.

**Section 12.20 Seal.** Every Chartered Council shall have a seal, and all financial papers issued by the Council must be attested by an impression of the same.

**Section 12.21 Clothing.** The aprons are of such form and size as are usually worn by Master Masons. They are white bordered on the sides and bottom and lower edges of the bib with a band of purple, and are provided with purple strings or tape. The official emblem is placed on the bib.

### **Article XIII.        Petitions for the Degrees and Balloting Thereon**

**Section 13.01 Facts in Petition.** Every petition of a candidate for the Degrees of Cryptic Masonry shall be in writing, signed by the applicant, stating the Lodge and Chapter of which he is a member, whether or not he has ever been rejected by any Council, and if so, giving its name and location. Such petition must also state the name, age, residence, and occupation of the applicant, and must be recommended by two (2) Royal and Select Masters, members of the Council to which such petition is presented.

**Section 13.02 Must Be Affiliated in Lodge and Chapter.** No Council shall receive the petition for the degrees of any Mason who is not affiliated with some regular Lodge of Master Masons recognized by the Grand Lodge of Iowa, Ancient Free and Accepted Masons and also with some

regular Chapter of Royal Arch Masons recognized by the Grand Chapter of Royal Arch Masons of Iowa.

Provided, however, that a petitioner for the Capitular Degrees may at the same time or a later date petition for the Degrees for the Council and ballot taken thereon, but no Degrees of the Council may be conferred on the petitioner until he shall have received the Royal Arch Degree. If the petitioner has not received the Royal Arch Degree within one year of the date of balloting on his petition for the Degrees of the Council, the ballot on his petition becomes void and a rebalot must be taken or the fee refunded if request is made for the same.

**Section 13.03 May Refuse to Receive Petition.** A Council may, by a majority vote, refuse to receive a petition for the Degrees when presented, and in such case the fee shall be returned to the petitioner, and such refusal shall have the same effect as a rejection by ballot.

**Section 13.04 May Withdraw Petition.** A petitioner for the Degrees may withdraw his petition at any time before its reception by the Council and reference to a committee for investigation, but not afterwards.

**Section 13.05 When Received.** Petitions for membership may be received, referred, and balloted upon by a Council at either a stated or called assembly.

**Section 13.06 Special Report of Committee.** If a petition shall be presented and the committee thereon is convinced that the applicant is barred from acceptance by reason of residence, physical disability, not being a member of a Lodge and/or a Chapter, or other special reason which is an absolute bar to his becoming a member, such fact shall be especially reported, and the petition may be dismissed without a ballot if the Council shall so determine.

**Section 13.07 Barred by Physical Defects.** No candidate whose physical defects are such as will prevent him from conforming literally to all requirements of the several Degrees of Cryptic Masonry can be balloted on or received into a Council. A Candidate to be eligible for the Degrees must be able to conform to all the ceremonies required in the work and practice of Cryptic Masonry. The substitution of artificial parts or limbs for portions of his natural person shall not be a bar, provided such are under the practical control of the petitioner. Deformation or blemish of the natural person may or may not be a disqualification, depending on the nature and extent of the same. Illustrious Masters and Councils will be held strictly accountable for the observance of the Law.

**Section 13.08 Ballot Secret.** All balloting on petitions shall be by balls or cubes, with the ballot box so arranged that each Companion may vote without the character of his ballot being known to any other member of the Council.

**Section 13.09 In Select Master Degree, One Ballot, Objection.** All balloting on petitions for Degrees shall be in the Select Master Degree, and one clear ballot shall entitle the candidate to all the Degrees of the Council. Any member of the Council may, at any time previous to the commencement of the conferring of the Royal Master Degree, object secretly to the Illustrious



Master to the candidate's further advancement, and the objection shall have, when made, the same effect as an unfavorable ballot. The Illustrious Master shall not disclose the name of the objector nor shall the objector disclose his identity, but the fact that an objection has been made by a member of the Council shall be stated by the Illustrious Master in open Council at the next stated assembly, by his announcing that there has been an objection made and declaring the candidate rejected, and such statement and declaration shall be spread upon the records of the assembly.

Unless objection is raised by some member in attendance, all petitions may be balloted upon simultaneously.

**Section 13.10 Re-Ballot.** In all cases where but one negative ballot appears on the first spreading of the ballot, the Illustrious Master shall, to avoid mistakes, order a re-ballot, and if one negative ballot again appears, the candidate shall be declared rejected. In all other cases the first ballot shall be final.

**Section 13.11 Re-Petition.** If a candidate be rejected by a Council he may petition again to the same Council at any subsequent stated or special assembly thereof.

**Section 13.12 Degree Within One Year.** If any applicant for the Degrees shall be elected and fail to present himself for initiation within one year thereafter, his election shall be deemed cancelled and the fees returned upon request.

## **Article XIV. Affiliation and Membership**

**Section 14.01 Dual Membership Permitted.** Any Companion who so desires may belong to more than one Council at one and the same time. This dual membership may extend also to one who currently belongs to a Council outside of this Grand Jurisdiction, if permitted by the other Grand Jurisdiction, if he so desires.

**Section 14.02 Demit Must Accompany Petition.** If a Companion wishes to change his membership and be continuously affiliated, he may file his petition with the Council in which he desires membership and with it a certificate of good standing, under seal of the Recorder of the Council of which he is a member showing that his dues have been paid for the current year, also a written application to his Council for a demit. If elected to membership in the Council petitioned, the Recorder thereof shall immediately forward said application for a demit to the Companion's Council and when the demit is received, shall file it with the petition and enter the Companion's name as a member of the Council as of even date with the certificate of demit. If the petitioner be rejected, the receipt for dues and application shall be returned to him.

**Section 14.03 Contents of Petition.** Every applicant for affiliation shall present to the Council applied to, a petition, giving his age, residence, and occupation, and stating that he is a Royal and Select Master, and designating the Council in which he received the Cryptic Degrees, and the Council of which he was last a member, and also designating the Lodge of Master Masons of

which he is a member and the Chapter of Royal Arch Masons of which he is a member. Such petitions must be signed with his own hand and recommended by two members of the Council to which he applies.

**Section 14.04 Virginia and West Virginia.** Royal and Select Masters who have received the Degree of Royal and Select Master in Chapters of Royal Arch Masons under the jurisdiction of the Grand Chapters of Virginia or West Virginia may be admitted to membership in Iowa Councils on certified copies of demits issued by such Virginia or West Virginia Chapters, provided the petitioner is then a member of an Iowa Chapter of Royal Arch Masons. Evidence of such Iowa Chapter membership shall be certified by the Secretary under seal of such Royal Arch Chapter.

**Section 14.05 When Received. Referred. Reported Upon.** Every petition for affiliation must be received at a stated or special assembly, must be referred to a committee of three Companions for investigation, and a report made thereon before ballot is taken.

**Section 14.06 Ballot Required Demit Cancelled.** The ballot upon a petition for membership shall be taken in the same manner as upon a petition for the Degrees, and no such petitioner can be elected to membership in the Council except by a three-fourths (3/4) ballot of the members present and voting. In the event of election to membership, the demit or evidence of former membership of the applicant shall be cancelled by the Recorder's endorsing thereon the fact of such election to membership with the date thereof.

**Section 14.07 Certificate of Waiver.** Any Royal and Select Master who may have made application for membership in a Council, and has been rejected therein, may apply to such Council for a certificate of waiver of jurisdiction, and if such certificate be granted by a majority vote of the members present, he may petition any other Council within this jurisdiction for affiliation, and, if elected, become a member thereof.

## **Article XV. Annual Dues**

**Section 15.01 Collect Annually.** Each Chartered Council shall assess and collect annually, from each of its members, such annual dues as shall, with its other receipts, be sufficient to defray its own expenses and its annual dues to the Grand Council; provided, however, that when a Companion becomes a member by being greeted after the first day of July of any year, the Recorder shall collect from him Grand Council dues for the year and one-half the amount fixed as Constituent Council dues for that year; and provided, further, that in case a member has paid Grand Council and Constituent Council dues for the annual period in one Council and becomes a member of another Council during such period, no Grand Council or Constituent Council dues shall be collected from him for the year for which such dues have been paid, and provided further that no annual dues shall be assessed against a Companion who has been a member in good standing of a Council in this or any other recognized Grand Jurisdiction for a period of fifty (50) years or more, and shall furnish to his Council satisfactory documentary evidence of such fact.

**Section 15.02 Amount Of.** The amount of such annual dues shall be regulated by each Council, except that the amount thereof shall not be less per member than the annual dues to the Grand Council as fixed by Law, and the per capita assessment also, if any, which may have been made by the Grand Council at its previous annual assembly.

**Section 15.03 May Be Remitted.** If any Companion be financially unable to pay his dues, his Council, may, by motion duly passed and recorded, exempt him from payment of dues for the current year; but to exempt the Council for the payment of Grand Council dues upon such member, the fact of the passage of such motion and the date thereof must be included and certified to the Grand Council with the annual returns of such Council.

**Section 15.04 Military Service.** If a Companion enlists, or is already enlisted, in the active military forces of the United States or any of its allies, the Council, by vote of the members present, may remit the dues of such Companion, showing the record of such action in the annual returns of said Council.

**Section 15.05 Due In Advance.** Each member of a chartered Council shall promptly pay, on or before the first day of January of each year, his annual dues for that year. In case any member shall fail to so pay, it shall be the duty of the Recorder of the Council to collect such dues from such member during such month of January.

**Section 15.06 Delinquency and Notice Thereof.** Dues shall be delinquent the first day of July of each year. When dues of any Companion are delinquent, the Constituent Council may direct the Recorder to notify the Companion of such delinquency and cite him to appear at a stated assembly of said Council and show cause why he should not be suspended for non-payment of dues. Said stated assembly shall be not less than twenty (20) days from the date of such service.

**Section 15.07 Service of Notice.** Service of such notice may be personal, that is, by delivery of a copy to the delinquent Companion, or by mailing a copy of said notice by United States Mail in sealed envelope with sufficient postage thereon and addressed to the Companion at his last known address. If the service is personal, service shall be complete when the delinquent Companion receives his copy of said notice. If service is by mail, service shall be complete on the date of the mailing of such notice. In either case the date and method of service shall be endorsed on a true copy of the notice by the Recorder and shall be entered into the records of the Council.

**Section 15.08 Action to be Taken.** If the Companion shall fail to pay his dues on or before the date of the stated assembly named in said notice or show good cause why he should not pay, the Illustrious Master shall declare him suspended for nonpayment of dues, which declaration shall be entered in the minutes of the assembly.

**Section 15.09 If Delinquency Paid Within Year.** If a Companion who has been suspended for non-payment of dues pays his delinquent dues within one year from the date of suspension, he

shall be automatically reinstated to all of the rights and privileges of any Royal and Select Master.

**Section 15.10 After One Year.** No Companion who has been suspended for non-payment of dues for one year or longer shall be reinstated until after he has paid double the current dues, has petitioned for reinstatement, and has been elected to membership by two-thirds (2/3) favorable ballot of all Companions present who are entitled to vote. Such petition shall not require recommenders or reference to a committee.

**Section 15.11 No Bar To Complaint.** Nothing contained in this Chapter shall in any way retard or prevent any Companion whose name is on the delinquent list for non-payment of dues from being complained against, tried, and punished for any offense committed against Cryptic Masonry.

## **Article XVI. Attendance and Visitation**

**Section 16.01 Right and Duty to Attend.** It is the right of every Royal and Select Master to attend all assemblies of the Council of which he is a member, and it is his duty to be present at all assemblies which he can attend without neglecting his business or his duties to others.

**Section 16.02 Visitation A Privilege. May Be Withheld.** The visitation of a Council of which he is not a member is a privilege which Cryptic Masonry confers on all of its members; but this privilege may be withheld or withdrawn by the Illustrious Master of the Council sought to be visited, either upon his own motion or at the request of a member of his Council, if in his opinion the admission of such visitor would work injury to the welfare of Cryptic Masonry or the Council.

**Section 16.03 Demitted Visitors.** A demitted Royal and Select Master, at the discretion of the Illustrious Master, may visit a Council at any assembly within one year from the date of his demission or within one year after becoming a resident of a local jurisdiction, but not thereafter.

## **Article XVII. Demissions**

**Section 17.01 Right Of.** Every Royal and Select Master in good standing who is a member of a Council in this Grand Jurisdiction, and not barred by the provisions of this Code, is entitled to demission there from upon proper application.

**Section 17.02 Requirements for Granting.** A member shall be granted a demit when the following requirements are met:

- (a) He shall make application therefore in writing, signing with his own hand, and file same with the Recorder.

- (b) He must pay all indebtedness to the Council due at the time of his application for demit is filed with the Recorder.
- (c) If an officer of the Council, he must resign before a demit can be granted.
- (d) There must be no charges of Un-Masonic Conduct against the applicant and no one claiming the privilege of preferring such charges.

**Section 17.03 Procedure.** Each application for demission, filed with the Recorder, must be presented to the Council at the next stated assembly and if the requirements of Section 17.02 of the Law have been met, the demit shall be granted upon order of the Illustrious Master, and the Recorder shall issue a certificate of demission.

Should the application for demit be filed with the Recorder in December, subsequent to the date of the stated assembly for that month, the application may be granted at the next stated assembly, but the certificate shall be back dated to the date of application and no dues required after the first day of January; nor shall the Council be required to pay Grand Council dues on such member.

**Section 17.04 Demit Granted. Absolute Unless To Form A New Council.** A demit when granted is absolute unless the application is for the purpose of forming a new Council and so stated in the application. In this instance the demit shall be sent directly to the Grand Master, who shall hold same until the charter for the new Council has been issued and the petitioner elected to the membership therein. Immediately upon the issuance of the charter, the Grand Recorder shall notify the Council issuing the demit that the charter has been granted.

## **Article XVIII. Returns of Councils**

**Section 18.01 When Made. Contents Of.** Prior to the first day of February of each year, each Council shall furnish a complete record of the work done by it during the preceding year. This report shall be signed by the Illustrious Master and Recorder on blanks furnished by the Grand Recorder and shall contain the information relative to greetings, admissions, reinstatements, demissions, deaths, expulsions, and suspensions, giving names in full with the respective dates; a complete list of officers as of the first day of January preceding; a tabulation of membership as of the first day of January of the current year, including a complete roster thereof, the number of stated and special assemblies, the amount of uncollected dues and such other information as the Grand Council or Grand Recorder may require.

**Section 18.02 Dual Membership Reported.** The Recorder shall state the number of members holding dual membership and specify those dual memberships with another Grand Jurisdiction. In remitting per capita dues to the General Grand Council, the Grand Recorder shall show the number of dual memberships, and remit only once for the same.

**Section 18.03 Pay Grand Council Dues and Fees.** Every Council shall transmit to the Grand Recorder with its returns, the annual dues and fees due the Grand Council.

**Section 18.04 Unpaid By the First of February.** If any Council shall fail to make its return to the Grand Recorder and pay its Grand Council dues and fees on or before the first day of February of any year, it shall be the duty of the Grand Recorder to notify the Illustrious Master and Recorder of such Council of such delinquency, and to request that the same be immediately transmitted. And on the first day of February of each year the Grand Recorder shall lay before the Grand Master a statement of the Councils which may have neglected to make returns and pay dues and fees, with the reasons, if any, which he may have received from the officers of such Councils for such delinquency.

**Section 18.05 Same, Penalty.** Upon receipt of the information prescribed in the preceding section, the Grand Master shall investigate and inquire into, in such manner as he may deem proper, the causes for the delinquency of each such delinquent Council, and shall take such action in regard thereto as will insure prompt returns and conduce to the welfare of Cryptic Masonry. He may at his discretion arrest the Charter of a Council, or arrest the jewel of the negligent officer or officers, and continue such discipline until the returns have been made and dues and fees paid, or until the next annual assembly of the Grand Council.

**Section 18.06 Unpaid Dues. Representations.** Any Council whose annual returns have not been filed or whose Grand Council dues have not been paid by the first day of February of any calendar year shall not be entitled to representation or their members entitled to vote in the Grand Council, and shall be fined ten percent (10%) of its annual per capita return to the Grand Council for each month it is delinquent, unless for good cause shown, the Grand Master shall authorize such representation and voting privileges. It is the Grand Master's prerogative to waive the fine if, in his opinion, this should be done.

## **Article XIX. The Government of Councils**

**Section 19.01 Adopt By-Laws, Scope Of.** Every Council chartered by this Grand Council shall adopt by-laws for its government; provided, that the same shall conform to the Constitution and Laws of the Grand Council. Such Council shall in its by-laws fix the time of its stated assemblies, the fees for the degrees, the annual dues of members, and such other provisions as may be deemed necessary for its government; the time fixed for stated assemblies shall be upon a certain week day of the calendar month.

**Section 19.02 Same, Must Be General.** No Council shall pass or enact any special regulations or rules having a personal or special application, but shall in all cases make its by-laws of a general and uniform nature.

**Section 19.03 Same, Cannot Be Suspended.** No by-law of a Council shall be suspended or temporarily dispensed with.

**Section 19.04 Same, Lie Over One Month.** No Council shall enact any by-law until the same shall have been before the members at least one month by having been proposed in writing at a

stated assembly and recorded in the records thereof and laid over for final action at a subsequent stated assembly.

**Section 19.05 Must Be Approved.** No by-law or by-laws adopted by any Council shall take effect until approved by the Grand Council or the Grand Master. When approved by the Grand Council or the Grand Master, a copy of the same shall be placed on file with the Grand Recorder. The approval by the Grand Council shall be final in all instances of by-law or by-laws approval, and may override a Grand Master's approval of such by law or by-laws.

## **Article XX. Decisions**

**Section 20.01 Who May Ask For.** Any Council or Member of the Grand Council may ask for the decision of the Grand Council upon any matter actually occurring and involving the jurisprudence of Cryptic Masonry.

**Section 20.02 Method Of.** The method of requesting such decision shall be by written statement duly addressed to the Grand Council, clearly and concisely setting forth the question upon which the decision is asked, and stating that the same arises from some matter actually occurring in the Council, giving its name and number.

**Section 20.03 Such Statement Referred.** All such statements shall be referred to the Committee on Masonic Jurisprudence and report made thereon before being acted upon by the Grand Council.

**Section 20.04 How By Council.** If such statement be presented by a Council, the statement and resolution soliciting the decision of the Grand Council upon the question involved must be adopted by such Council at a stated assembly and must be attested by the seal of the Council and the signatures of the Illustrious Master and Recorder.

**Section 20.05 Members Of The Grand Council.** If such statement be presented by a member of the Grand Council, it must be authenticated by his personal signature.

**Section 20.06 Council May Ask Grand Master.** Any Council desiring an official decision of the Grand Master upon matters such as are described in Article XX during the recess of the Grand Council must, in order to obtain such decision, proceed in the same manner as though applying to the Grand Council for the decision.

**Section 20.07 Illustrious Master May Ask Of Grand Master.** The Illustrious Master of any Council may, during recess of the Grand Council, request the Grand Master to give him an official opinion upon such matters actually arising in the government of his Council as may to him seem to involve difficult or intricate questions in the jurisprudence of Cryptic Masonry and upon which he does not feel sufficiently advised to rule correctly.

**Section 20.08 A Member May Complain of His Council. Procedure.** Any member of a Council may complain against his Council that it has been acting in violation of the Laws of Cryptic Masonry, specifying particularly the acts complained of. Such complaint must be made to the Grand Master, who shall thereupon, if the charges be not frivolous, forward to such Council a copy of such complaint and require an answer thereto in such time as he shall deem proper. Upon receipt of such answer the Grand Master may, at his discretion, visit the Council complained against, hear evidence in support of or in opposition to the charges, or do such other acts as will, in his judgment, disclose a full and fair understanding of the whole matter, and make such decision or take such action as shall conduce to the welfare of Cryptic Masonry.

He may, at his discretion, arrest the Charter of the Council, or the jewels of any or all of its officers, or may reprimand the officers or members of the Council or advise them what is proper to be done. If, in his opinion, the complaint was maliciously preferred without cause, he may reprimand or rebuke the member presenting it or direct charges to be preferred against him.

**Section 20.09 Grand Master to Report Decisions, Etc.** The Grand Master shall report all decisions made and action taken by him in pursuance of the authority conferred under the three preceding sections of the Grand Council in his annual address. Such official decisions and action shall be referred to the Committee on Masonic Jurisprudence.

## **Article XXI. Arrest of Jewel**

**Section 21.01 Who May.** During the recess of the Grand Council the Grand Master may, for such misconduct as causes serious injury to the welfare of Cryptic Masonry, or for the commission of any offense against Cryptic Masonry, as defined in these Laws, arrest the jewel of any officer of the Grand Council or any Illustrious Master of a Council. For like reasons an Illustrious Master of a Council may arrest the jewel of any officer of his Council, and he must make such arrest when directed by the Grand Master so to do, and must promptly report to the Grand Master his compliance with such order.

**Section 21.02 Effect Of.** The effect of the arrest of a jewel is to suspend the officer from the functions of his office while such arrest remains in force. It does not affect his standing as a Royal and Select Master.

**Section 21.03 May Be Restored.** It shall be competent for the officer on whose authority a jewel is arrested to restore it whenever in his judgment the good of Cryptic Masonry will be served thereby.

**Section 21.04 Officer May Appeal. Hearing. Decision.** Any officer of a Council who shall feel aggrieved by the arrest of his jewel of office may petition the Grand Council for the revocation of such order. Such petition shall be referred to the Committee on Appeals and Grievances. The matter shall be promptly investigated by the Grand Council or its said committee. Full opportunity shall be given for all interested to be heard at all stages of the



investigation and hearing; and such decision shall be made either affirming or revoking the order of arrest, as justice may warrant.

## **Article XXII. Offenses and Punishment**

**Section 22.01 Offenses Defined.** Offenses against Cryptic Masonry are those which are defined by these Laws, and consist of the following:

- (a) The violation of any penal statute of the state which involves moral turpitude.
- (b) The unlawful communicating of any of the esoteric work or secrets of Cryptic Masonry, or of Royal Arch Masonry, or of Ancient Craft Masonry.
- (c) The commission of any act, or the omission to perform any duty, contrary to, or in violation of the obligation or teachings of any of the degrees of Cryptic Masonry, or of any of the degrees of Royal Arch Masonry, or of any of the degrees of Ancient Craft Masonry which tends to impair the purity or injure the welfare of Cryptic Masonry.
- (d) The willful disobedience of the Constitution or Laws of the Grand Council, or of any summons or order duly and regularly issued by proper authority.
- (e) The attempting by trifling, captious, or unworthy motives to arrest or hinder the legitimate business or work of the Grand Council or any particular Council.

**Section 22.02 Charges. By Whom Preferred.** No charges can be entertained unless they be preferred by a Royal and Select Master who is a member in good standing of some Council.

**Section 22.03 Where Preferred.** Charges must always be preferred in the Council to which the accused belongs, except as hereinafter provided.

**Section 22.04 When In Grand Council.** Charges against an officer of the Grand Council, or the Illustrious Master of a Council while holding such official position, must be represented to the Grand Council in the manner provided by Law.

**Section 22.05 Jurisdiction Over Members.** Councils have jurisdiction over their members for purposes of discipline regardless of their domicile.

**Section 22.06 Same Over Non-Affiliates.** Councils also have jurisdiction over all non-affiliated Royal and Select Masters domiciled within their territorial jurisdiction or committing an offense against Cryptic Masonry therein.

**Section 22.07 Other Cases.** Councils also have jurisdiction over members of other Councils domiciled within their territorial jurisdiction, or committing an offense against Cryptic Masonry

therein, if the Council to which such alleged offender belongs shall refuse or neglect to prefer charges against and try him within six (6) months after being officially advised by the Council having territorial jurisdiction of the alleged facts constituting the offense complained of.

**Section 22.08 Concurrent Jurisdiction.** Should two Councils possess jurisdiction over the same offender for the same offense, the Council first assuming jurisdiction by the receipt of charges shall have exclusive jurisdiction thereof.

**Section 22.09 Forms and Procedure.** With such necessary changes in forms and methods as may tend to render the same applicable, the Laws of the Grand Chapter of Royal Arch Masons of Iowa and the Laws of the Grand Lodge of Iowa, of Ancient Free and Accepted Masons upon the subjects of charges, notice and service thereof, appearance, trial, evidence, allegations, objections, pleading, judgment, method of inflicting punishment, offenses in open Council, appeals, and all subjects akin thereto shall apply to, govern, and control all actions taken by Councils upon charges preferred, except in such matters as the Grand Council may by Law have otherwise directed.

**Section 22.10 To Follow Lodge and Chapter Law.** In the absence of written Law or custom on matters occurring in or affecting Councils, the Laws and customs which control in like matters in Chapters under the jurisdiction of the Grand Chapter of Royal Arch Masons of Iowa, and in Lodges under the jurisdiction of the Grand Lodge of Iowa of Ancient Free and Accepted Masons, shall govern and control as far as applicable.

## **Article XXIII. Offenses by Councils and Jurisdiction of the Grand Council**

**Section 23.01 Jurisdiction. When.** The Grand Council has jurisdiction over all offenses committed by the Councils, over all offenses committed by the Illustrious Master of a Council or any officer of the Grand Council while holding such official position, and over offenses committed by Royal and Select Masters when the Council having jurisdiction shall refuse to exercise its powers in that respect.

**Section 23.02 How Invoked.** The jurisdiction of the Grand Council can only be invoked upon the complaint of a Royal and Select Master in good standing and a member of a Council in this jurisdiction.

**Section 23.03 Facts in Petition.** A complaint against a Council must be by petition, clearly and concisely setting forth the facts respecting the particular matter or matters complained of, and signed by the complainant. Such petition must be filed with the Grand Master, who shall, after examination of the same, advise the complainant whether he deems the charges sufficient.

**Section 23.04 Action. Copy Served.** If the Grand Master shall advise the complainant that the charges are deemed sufficient, the complainant must at once serve a copy of such complaint on

the Illustrious Master and Recorder of the Council complained against and file proof of such service with the Grand Master.

**Section 23.05 Time to Answer.** The Council accused shall, within forty (40) days after being served with a copy of the complaint, file with the Grand Master its answer to the complaint made against it.

**Section 23.06 Evidence Taken.** Immediately after the Council has answered, or, if it shall fail to answer immediately after the expiration of the time to answer, the Grand Master shall, in person or by duly accredited commissioner, proceed to hear and cause to be written down all such material evidence as may be offered which shall tend to prove or disprove the charges contained in the complaint.

**Section 23.07 Refer to Committee.** Upon the completion of the taking of the evidence, if in his opinion sufficient evidence of irregularity has been shown to warrant a trial thereon, the Grand Master shall refer the whole matter to some standing or special committee to report to the Grand Council thereon at the next annual assembly.

**Section 23.08 When Dismissed.** If the complaint, when made, is by the Grand Master deemed insufficient or frivolous, he shall dismiss the same without taking any evidence; and if, after the evidence be taken, it clearly appears that the charges were unfounded, the proceedings shall then be dismissed without reference to a committee.

**Section 23.09 Against Officer.** Charges against an officer of the Grand Council or the Illustrious Master of a Council for offenses alleged to have been committed while holding such official position must be made by the same persons in the same manner and to the same officers as complaints against a Council, except that if the charges be against the Grand Master, they shall be presented to the Deputy Grand Master and Grand Principal Conductor of the Work and the procedure therein shall be the same as is provided in cases of offenses by Councils.

**Section 23.10 Against Other Royal and Select Masters.** Charges against a Royal and Select Master for an offense committed, and over which jurisdiction has been refused to be exercised, must be made by the same persons in the same manner and to the same officer as a complaint against a Council, and the procedure therein shall be the same, with the exception that the accused cannot be required to answer until evidence be produced tending to show that the local Council has refused to exercise jurisdiction, nor can the accused be found guilty unless that condition precedent be established by a preponderance of the evidence.

## **Article XXIV. Provisions for Joint Meetings of the Grand Chapter and the Grand Council of Iowa**

In the event that the Grand Chapter of Royal Arch Masons and the Grand Council of Royal and Select Masters of Iowa agree to Joint Sessions, the following rules shall prevail:

**Section 24.01 Procedure for Meetings.**

- (a) One full day will be allotted to the Grand Chapter and one full day will be allotted to the Grand Council for their meetings.
- (b) Host responsibility will be on a rotational basis. Grand Chapter will meet first one year, and the Grand Council will meet first on the alternate year. The body meeting first will assume the host responsibility for general meetings and presiding at joint banquet functions.
- (c) The day preceding the sessions will be set aside for committee meetings. No committee meetings will be held during sessions except for working committees of both bodies such as Credentials, Mileage and Per Diem, Jurisprudence, and the Grand Charity Board of the Grand Chapter which may meet during the sessions.
- (d) No Schools of Instruction are to be held during the time that the Grand Chapter and Grand Council are in session.
- (e) All appendant orders will meet at times other than annual sessions. The Order of High Priesthood and Thrice Illustrious Master Degrees are considered part of the representative bodies' sessions.
- (f) Representatives of more than one body will receive mileage on a pro rated basis, equally shared. Each Grand Body will pay its own per diem.
- (g) Joint Meetings will be held in August on such days as the heads of the respective bodies shall agree upon.
- (h) Banquet expenses for entertainment, decorations, and favors shall be divided equally between the two (2) Grand Bodies. Each Grand Body is responsible for its own guests' expenses.

**Section 24.02 Joint Committees.** The following Committees are hereby established as joint committees:

- (a) General Arrangements
- (b) Time and Place
- (c) Necrology
- (d) Credentials
- (e) Mileage and Per Diem
- (f) Masonic Youth

**(g)** The following Joint Committees shall consist of two (2) members from each body:

**(i)** General Arrangements

**(ii)** a) To consist of two members (one appointed for two years in 1997 and one appointed for 4 years in 1997 and thereafter) in conjunction with two members of the Grand Chapter.

**(iii)** b) To which shall be referred all arrangements for the next regular assembly including housing, banquets, and entertainment.

**(iv)** Credentials

**(v)** Mileage and Per Diem

**(h)** The following Joint Committees shall consist of one (1) member from each body:

**(i)** Time and Place

**(ii)** Necrology

**(iii)** Masonic Youth

**(i)** The Chairman of each Joint Committee shall be from the Host Body.

### **Section 24.03 Joint Proceedings.**

**(a)** The Proceedings will be printed with Grand Chapter first.

**(b)** The costs will be prorated to the respective bodies on a per page basis except for Joint Committee reports and other joint pages, which will be shared equally.

**(c)** Appendant Orders will be billed on a per page basis for their reports which are printed in the proceedings.

## INSTALLATION OF COUNCIL OFFICERS

INSTALLING OFFICER: Companions, the installation of officers in a Council marks the completion of one year's work and the beginning of the next. It impresses upon us the democratic nature of our institution and teaches the peculiar art of laying aside the insignia of rank with willingness and gracefulness and of assuming the honors and responsibilities of office with humility. As the present officers have relinquished their stations in token of the completion of the past year's duties, we are once more reminded of the equality that should always exist among the members. Companion Recorder, you will announce the names of the officers elected and appointed for the ensuing year. Companion Marshal, as the names are called you will place the officers in position.

(After all are in position, with Illustrious Master on right of line west of Altar, Marshal says:)

MARSHAL: Illustrious Master, I present these worthy Companions who have been selected as officers of this Council for the ensuing year and are now ready to be installed.

INSTALLING OFFICER: Companions of \_\_\_\_\_ Council No. \_\_\_\_\_, you see before you the Companions who have been selected to serve as officers of this Council during the ensuing year. If any Companion knows of any just cause why they, or any of them, should not be installed, let him now make it known or forever hold his peace. That we may have the needed strength and guidance to accomplish the task before us, let us invoke the blessing of Deity. (Gives knocks \*\*\*, all rise) Companion Chaplain, you will lead us in prayer.

CHAPLAIN: Oh, Thou Grand Master of Heaven and Earth, we approach Thee with reverence and implore Thy blessing upon these Companions who are about to assume the duties of their important offices. Grant them firmness of mind and kindness of disposition, that they may govern the affairs of this Council with justice and moderation. Bless them, O Lord, and bless those whom Thou hast placed under them. May Thy richest blessing rest upon all our Companions wherever dispersed throughout the world. Amen. (Audience is seated)  
(The above prayer is optional. Any suitable prayer may be used.)

INSTALLING OFFICER: My Companions, before proceeding to officially install you, it is necessary for you to take upon yourselves a solemn obligation. You will, therefore, each of you, place your right hand over your heart, say "I", your name, and repeat after me:  
"do solemnly promise on my honor as a Royal and Select Master, that I will support and maintain the Constitution, Laws and Regulations of the Grand Council of Royal and Select Masters of Iowa, the By-Laws of this Council, and all ancient Masonic usages; that I will, to the best of my knowledge and ability, perform the duties of the office with which I am now to be invested."  
(Officers drop hands and are seated)

INSTALLING OFFICER: Companion Marshal, you will present the Illustrious Master elect for installation.

(Marshal, on the left, conducts officer elect to the East, directly in front of, and facing Installing Officer)

MARSHAL: Illustrious Master, I present Companion \_\_\_\_\_ who has been elected to serve as Illustrious Master of this Council and is now ready to be installed.

INSTALLING OFFICER: My Companion, I feel great satisfaction in installing you into the office of Illustrious Master of this Council. It is a station highly honorable to him who diligently and faithfully performs the important duties connected therewith; but before investing you with the honors and responsibilities of your office, it is mandatory that I propound to you certain questions to which, at the close, I must require your unequivocal answers.

1. Do you solemnly promise that you will use your utmost endeavors to correct the vices, purify the morals, and promote the happiness of your Companions?
2. That you will never suffer your Council to be opened unless there shall be present at least nine Select Masters?
3. That you will not suffer any person to receive the degrees in your Council in whose integrity, fervency and zeal you have not entire confidence?
4. That you will not acknowledge or hold communication with any Council that does not work under some regular and constitutional authority?
5. That you will admit no visitor into your Council who has not been regularly and lawfully invested with the Council degrees?
6. That you will faithfully observe the By-Laws of your Council and the Constitution and Laws of the Grand Council?
7. That in the government of your Council you will administer justice tempered with mercy?
8. That you will pay due respect and obedience to the Grand Officers when duly installed and will sustain them in the discharge of their duties?
9. That you will faithfully attend all assemblies of the Grand Council upon receiving proper notice thereof?

Do you submit to all these requirements and do you promise to observe them faithfully?

ILLUSTRIOUS MASTER ELECT: I do.

INSTALLING OFFICER: With entire confidence in the purity of your intentions, and in the integrity of your character as a Select Master, I now declare you duly installed as Illustrious

Master of this Council. You will now be invested with the apron and jewel of your office.  
(Marshal invests him with apron and jewel)

Having been elevated by the voice of your Companions to the highest station in their gift, you are now to assume the functions of that office. It is your duty to set an example of diligence, industry and fidelity; to see that the officers associated with you faithfully perform their respective duties, and that the interests and reputation of your Council are not endangered by imprudence or neglect. The important trust committed to your care will call for your utmost exertions and the exercise of your best faculties. As the representative of Solomon, King of Israel, it will be your duty to recite the secret tradition, illustrate the moral principles of our order, cherish the worthy and hold in due veneration the ancient landmarks.

I now present you with the Charter under which your Council will work; you will receive it as a sacred deposit and never permit it to be used for any other purpose than those expressed therein; and at the expiration of your term you shall duly transmit it to your successor in office.

Receive also the Constitution, Laws and Regulations of the Grand Council of Royal and Select Masters of Iowa, together with the By-Laws of this Council. Familiarize yourself with them and keep them handy at all times for ready reference.

Receive in charge the Holy Bible, Square and Compass, the three great lights of Masonry. May they guide you through your year as Illustrious Master and remind you of the whole duty of man. You will now assume your station in the East.

(Installing officer conducts new I.M. to his station) (removes hat)

I cover you with that mark of distinction, which agreeably to an ancient custom, you are to wear while presiding over your Council.

(Installing officer will call up Council (\*\*\*) and say:)

Illustrious Master, behold your Companions. Companions, behold your Illustrious Master. Let us salute him with the Public Grand Honors of Masonry by three times three. (Done)

Finally, my Illustrious Companion, I place in your hand this gavel, the emblem of your authority. Wield it, my Companion, with prudence and discretion.

(New I.M. seats Council (\*) and may proceed to install the remaining officers or he may invite the Installing Officer to continue. In the latter case he will uncover and surrender the gavel until the completion of the installation ceremonies)

INSTALLING OFFICER: Companion Marshal, you will present the remaining officers in the order of their rank.

#### CHARGE TO DEPUTY MASTER

INSTALLING OFFICER: Companion \_\_\_\_\_, the duties of your office will require your constant and earnest attention. As the representative of H.K.T. with the Illustrious Master in Council you are to occupy the second seat in this Council, and it will be your duty to aid and support your chief in all the requirements of his office. In his absence you are to preside and perform his duties; in his presence you are to assist him. In this important trust it will be your



duty and should be your pleasure to justify the confidence of your Companions. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE PRINCIPAL CONDUCTOR OF THE WORK

INSTALLING OFFICER: Companion \_\_\_\_\_, as the third officer in the Council, it is your duty to sound the silver trumpet at early dawn and eve of day, when the sun's first and last rays gild the mountain tops, to announce high twelve and proclaim the time for labor and refreshment. In the absence of both your superiors you will be called upon to preside. As the interests of the Council should never be permitted to suffer through the lack of preparation by its officers, you will allow me to urge upon you the necessity of being always prepared and qualified to meet such an emergency. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE TREASURER

INSTALLING OFFICER: Companion \_\_\_\_\_, you have been elected to the very important and responsible office of Treasurer of this Council and the qualities which should distinguish you are accuracy and fidelity in carefully preserving the property and funds of the Council and in rendering a just account when required. Your interest in this Council, your attachment to the Craft and your known integrity of character are a sufficient assurance that the duties of your office will be faithfully performed. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE RECORDER

INSTALLING OFFICER: Companion \_\_\_\_\_, you have been elected to an important office in this Council which will require your discriminating judgment as to what is proper to be written. The possession of the requisite qualities has designated you as a suitable Companion for this office, and I doubt not that you will discharge its duties with diligence and fidelity. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE CHAPLAIN

INSTALLING OFFICER: Companion \_\_\_\_\_, to you is committed the devotional exercises of our assemblies and to perform the sacred functions of your office at our public ceremonies. I do not doubt that you will discharge the duties of your present appointment with steadfastness and perseverance in well doing. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE CAPTAIN OF THE GUARD

INSTALLING OFFICER: Companion \_\_\_\_\_, guard well your post and suffer none to pass it but the select, the faithful, and the worthy. Obey the commands of your chief and be near at hand to see them duly executed. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE CONDUCTOR OF THE COUNCIL

INSTALLING OFFICER: Companion \_\_\_\_\_, in the discharge of the duties of your office, and with which you are doubtless familiar, be fervent and zealous. You will thus merit the respect and esteem of your Companions and the approbation of your own

conscience. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE STEWARD

INSTALLING OFFICER: Companion \_\_\_\_\_, your duty is to guard the entrance to the Secret Vault with sleepless vigilance and suffer none to pass it without permission of the Illustrious Master. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE ORGANIST

INSTALLING OFFICER. Companion \_\_\_\_\_, you have been appointed Organist of this Council. As harmony is the strength and support of all institutions, so may the harmony furnished by you strengthen and support every gentle and ennobling emotion of the soul and be an inspiration to your Companions. You will be invested with the jewel and apron of your office and be conducted to your station.

#### CHARGE TO THE SENTINEL

INSTALLING OFFICER: Companion \_\_\_\_\_, as the first application from visitors is usually made to the Sentinel, it is therefore essentially necessary that you exemplify that spirit of friendliness which is manifest in the Council. It is your particular duty to prepare the Council Chambers for the Assemblies and to care for its paraphernalia. You will be invested with the jewel, apron and instrument of your office and be conducted to your station.

#### ADDRESS TO THE ILLUSTRIOUS MASTER

INSTALLING OFFICER: Illustrious Master, you now occupy the highest office in the power of your Companions to bestow. You have accepted a trust to which is attached a responsibility that will require your best efforts to discharge with honor to yourself and satisfaction to your companions. You are to keep a watchful eye over the general conduct of the Council, see that the members are properly instructed and that due solemnity be observed in the practice of our rites. Moreover, you should be an example to your officers and members which they need not hesitate to follow, thus securing for yourself the favor of Heaven and the approval of your Companions. (Installing officer calls up Companions\*\*\*)

INSTALLING OFFICER: Companions, from the very nature of the constitution of every society, some must rule and others obey. While justice and moderation are required of the officers in the discharge of their official duties, subordination and respect are equally demanded of the members. The relation is reciprocal. The interests of both are inseparable. Without mutual cooperation the labors of neither can succeed. A house divided against itself cannot stand. Let brotherly love, therefore, prevail among you. Let each be emulous of the others in promoting peace and unity and in striving to see who can best rule and best obey. And may He whose watchful care is over all who put their trust in Him ever keep and preserve this Council to the glory of His name.

Companion Marshall, you will make the proclamation.

(Marshal goes to west of Altar, raises right hand and says:)

MARSHAL: In the name of the Grand Council of Royal and Select Masters of Iowa, I proclaim the officers of \_\_\_\_\_ Council No. duly installed. All interested will take due notice and govern themselves accordingly.

(Marshal drops hand to side and returns to place on sidelines)

(Installing officer presents gavel to I.M. who puts on hat and seats the Council\*)

*FINS*