

PREFACE TO 2018 EDITION

This revision of the Constitution and By-Laws of the Grand Lodge of Maryland has been prepared by the Grand Secretary Laura Teate and the By Law Chairperson PGM Stanley Labuda. These changes were approved 5/19/18 at the Annual Session of the Grand Lodge.

Last revision approved 5/19/18 by:

By Grand Lodge Members at Session per the following in the Code of General Laws

Section 22 (12) (a) Code changes adopted by the Sovereign Grand Lodge shall be edited into the Grand Lodge Constitution and Bylaws as mandated without layover

Constitution and Bylaws approved as written at SGL Session on August 21,2019 in Winston-Salem North Carolina

As there were questions regarding the exact motion made to change the Constitution and bylaws it was confirmed by Board of Grand Lodge Officers after reviewing recording of the motion during 6/14/19 BGLO meetings.

CONSTITUTION AND BY-LAWS
Of the GRAND LODGE OF MARYLAND
INDEPENDENT ORDER OF ODD FELLOWS, INC.

The Constitution for Odd Fellow Lodges

By- Laws of Grand Jurisdictional Lodge

2018

CONSTITUTION OF THE GRAND LODGE OF MARYLAND,
INDEPENDENT ORDER OF ODD FELLOWS, INC.

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PREAMBLE

This Constitution of the Grand Lodge of Maryland of the Independent Order of Odd Fellows, Inc. Adopted with the approval of the Sovereign Grand Lodge is ordained for the government and promotion of the Order in the Jurisdiction of Maryland. The only Laws of this Order superior thereto, are, those enacted by the Sovereign Grand Lodge of the term General Laws of the Order appearing in this Constitution or other enactments of this Grand Lodge includes any and all laws enacted by the Sovereign Grand Lodge as set forth in the Rituals, which are the supreme law of the Order. The constitution of the Sovereign Grand Lodge and the Code of General Laws.

ARTICLE I –TITLE

CONSTITUTION AND BY-LAWS of the GRAND LODGE OF MARYLAND I.O.O.F.

This Lodge by virtue of the Charter hearing date of February 22, 1825 from the Grand Lodge of the United States now the Sovereign Grand of Lodge of the Independent Order of Odd Fellows, shall be acknowledges and respected as The Grand Lodge of Maryland of the Independent Order of Odd Fellows, Inc.

ARTICLE II– JURISDICTION AND POWERS

Section 1. This Grand Lodge, is by virtue of the Charter and subject to the limitations therein, the superior tribunal of the Independent Order of Odd Fellows in the State of Maryland, It possesses and exercises all administrative, legislative and judicial powers accorded a Grand Lodge under the laws of the Order, and is subject only to the Sovereign Grand Lodge.

ARTICLE III– MEMBERSHIP

Section 2. This Grand Lodge shall be composed of the Past Grand's in good standing in the Odd Fellow Lodges in good standing of this Jurisdiction who have received the Grand Lodge degree.

To entitle a Past Grand to membership in this Grand Lodge, there must be deposited with the Grand Secretary satisfactory evidence that he has served a regular term as Noble Grand of an Odd Fellows Lodge, and is a member in good standing in a Lodge in good standing in this Jurisdiction at the time of his admission. The Grand Lodge shall be the sole judge of the qualifications of its members.

Section 2A. Non-Discrimination Policy

The Grand Lodge (Rebekah Assembly, Grand Encampment, GLEA, Department Council, Department Association, etc.) of Maryland Independent Order of Odd Fellows (GL/RA/GE/GLEA/DC/DA/etc. Maryland I.O.O.F.) will not discriminate against any individual on the basis of disability, age [other than that of minimum to join the Order (lodge, club or group)], ethnicity, gender, race, sexual orientation, religion or other social identity. The GL/RA/GE/GLEA/DC/DA/etc.- Maryland I.O.O.F. will make reasonable modifications in policies, practices, or procedures when such modifications are necessary to afford its services and facilities to individuals with disabilities, unless the modifications would fundamentally alter the nature of its services. The GL/RA/GE/GLEA/DC/DA/etc. Maryland I.O.O.F. will not exclude any individual based on disability, age, ethnicity, gender, race, sexual orientation, religion or other social identity from the full and equal enjoyment of its services and facilities, unless the individual poses a direct threat to the health or safety of others, or him/herself, that cannot be eliminated by a modification of policies, practices, or procedures or by the provision of auxiliary aids or services. The GL/RA/GE/GLEA/DC/DA/etc. Maryland I.O.O.F. will not exclude any individual from the full and equal enjoyment of its services and facilities because of the individual's association with a person of disability, age, ethnicity, gender, race, sexual orientation, religion or other social identity. (2018)

ARTICLE IV– REPRESENTATIVES

Section 3. Each Odd Fellow Lodge in good standing, not in arrears for any required report or monies due to this Grand Lodge shall be entitled to representation in this Grand Lodge, who shall be a Past Grand in good standing in this Grand Lodge.

a A representative and an alternate shall be elected the first meeting in December and shall be duly certified to the Grand Secretary. One (1) elected,

as a Representative shall not be recognized as such, nor entitled to its rights and privileges until the credentials have been received and approved by the Grand Secretary.

(1) A Lodge that fails or refuses to properly certify its Representative to the Grand Secretary two (2) weeks prior to the Session, shall be billed for mileage and per diem of such uncertified Representatives, if seated by the Grand Lodge, and if the Grand Lodge pays miles and per diem to its representatives.

(2) In case of a vacancy occurring in such representation for any cause, not filled according to the prescribed procedure, the Past Grand's of said Lodge present at the session of the Grand Lodge shall by a vote of the majority of them appoint one of their members to fill such vacancy. The Representative shall cast the vote of his Lodge when the Grand Lodge is called upon to vote by representation. (2018)

b When a Representative shall be installed in an elective office of the Grand Lodge, the office, as Lodge Representative shall be vacated.

(1) A Representative shall represent only one (1) Lodge.

c Cannot be seated unless the Representative and the Lodge are in good standing in this Grand Lodge.

Section 4. The Grand Lodge may provide by the By-Law that officers, Past Officers, and Representatives attending annual and special sessions shall be reimbursed for the expenses of their attendance. Mileage shall be determined as detailed in Chapter VII Sec 170 of this document. Mileage reimbursement for the first fifteen miles of travel, each way shall not be paid to any one of those eligible to receive mileage reimbursement. Further any member who does not incur expenses for their attendance shall also not be entitled to any reimbursement. (2018)

ARTICLE V– MEETINGS

Section 5. ANNUAL SESSIONS. There shall be one annual session of The Grand Lodge held in the month of May, at a time and place voted on at the previous annual session. Regular sessions shall be held each day until the business of the session is completed in the event that any existing conditions make a meeting at the time given inadvisable, the Grand Master, with the approval of the Board of Grand (Lodge) Officers, shall have the authority to postpone the annual session for a period not to exceed thirty days. (2007)

Prior to the close of each Annual Session the date for the next Session shall be announced and recorded with the approval of the Grand Body. Request for change due to Religious Holidays must be made at this time. (1998)

A. Quorum: See Quorum Section 9 below

Section 6.

Special Sessions. The Grand Master may call Special Sessions of the Grand Lodge at any time, or when petitioned by at least seven (7) Past Grands representing at least three (3) lodges; or majority of lodges as detailed in the By-laws. Notice thereof shall be given at least thirty (30) days prior; stating the time; place and purpose of the meeting, and no business shall be transacted except as specified in the notice. In the event of an emergency when it is not financially feasible to hold a special session, the Representatives/lodge (members) [Past Grands] may be polled by mail as to

their vote upon the proposition or propositions, not exceeding two (2) in number, with the pros and cons to be disclosed in full. (2018)

A. See Quorum Section 9 Below

SPECIAL SESSIONS LIMITED. The Grand Master may call Special Session Limited to meet at any time and place for the admission of Past Grand's for instruction in the principles and work of the Order and for the transaction of business not of a legislative or judicial character. No costs shall be incurred by this body for such meeting except the actual expenses of the elective Officers of the Grand Lodge.

A. See Quorum Section 9 Below.

Section 8. PLACE OF MEETING.

(A) Site Selection Committee: The committee shall be a sub-committee of the Joint Banquet and Sessions Committee. This sub-committee shall consist of at least one representative from each Grand Body that is participating in the Join Annual Sessions.

The Sub – Committee shall:

(1) Determine possible meeting sites for each Joint Annual Session within this jurisdiction.

(2) Present the meeting site to the Joint Banquet and Sessions committee for approval or otherwise

(B) Deleted (2014)

Section 9. QUORUM.

A quorum of the Grand Lodge shall consist of the attendance of at least seven (7) Past Grands who are in good standing from not less than three (3) or a majority of the lodges in good standing. Except at Special Sessions Limited, where there shall be a representation from at least three Odd Fellow Lodges. (2018)

a The by-laws of the Grand Lodge may state a larger number.

Section 10. VOTING. All questions before the Grand Lodge shall be determined by a majority of the votes cast by members present, except as otherwise provided by this Constitution, or upon a vote by Lodges, which vote may be called by the Representatives from ten Lodges. When the vote by Lodges is taken, every Lodge shall be entitled to one vote for one hundred members or less and one additional vote for each one hundred members or fraction thereof. No vote by Lodges shall be taken upon any appeal from the decision of the presiding Officer, or upon any report of the Committee on Appeals, or upon any call for the previous question, or upon any dilatory motion. When the vote is taken by Lodges the vote of each Lodge shall be entered on the minutes.

Section 11. JOURNAL. The Grand Lodge shall keep a journal of its proceedings, and shall have the same printed for the information of the Odd Fellows Loges, except such parts as May, in its judgment, be of a confidential nature.

ARTICLE VI – OFFICERS

Section 15. ELECTIVE OFFICERS. The Elective Officers of the Grand Lodge shall be a Grand Master, Deputy Grand Master, and Grand Warden, who shall be elected annually, as here-in provided, and shall hold office for one year; two Grand Representatives to the Sovereign Grand Lodge, when eligible, one to be elected each year, who shall hold office for two years, respectively; and a Grand Secretary and Grand Treasurer, who shall be elected to terms of three years. Two Alternate Grand Representatives when required in the event that the elected Grand Representative cannot attend the upcoming Sovereign Grand Lodge session. The Alternate Grand Representative shall be qualified to be seated at the Sovereign Grand Lodge. (2004) The Grand Master shall not hold office an elective in any Odd Fellows lodge, Rebekah lodge, Degree lodge or Rebekah Assembly within the jurisdiction. (2018)

Section 16. APPOINTIVE OFFICERS. The appointive Officers of the Grand Lodge shall be Grand Chaplain, Grand Marshal, Grand Conductor, Grand Guardian, Grand Musician, Grand Herald, Grand Color Bearer, and a Grand Instructor who shall be appointed by the Grand Master; and Assistant Grand Secretary who may be appointed by the Grand Secretary: at the annual session with the approval of the Grand Lodge, to hold office for one year, or until the installation of their several successors. (1999)

Section 17. QUALIFICATIONS FOR OFFICE

A Past Grand in good standing in an Odd Fellows Lodge and a member of a Rebekah Lodge, and in possession of the Grand Lodge Degree is eligible to hold any office. (2) An officer must maintain membership in the jurisdiction to hold office. Associate Members are not eligible to hold office in this Grand Lodge. (2018)

Section 18. VACANCIES. All vacancies occurring in an elective office during a recess of the Grand Lodge shall be filled as prescribed in the Code of General Laws for that Office. Vacancies occurring in an appointive office shall be filled by the appointing Officers, with the approval of the Board of Grand Officers. An Officer appointed to fill a vacancy shall serve until the close of the next annual session.

If an Officer, or Officers elect, fails to attend a Session of the Grand Lodge, the office may be declared vacant and the same shall be filled by a majority vote of the members present; provided, however, that absence caused by sickness or disability may be excuse by a majority of the members present.

Section 19. REMOVAL FROM OFFICE. Any appointed Officer or Members of an Elective Board or Committee may, for failure to perform the duties of his office, be removed by the Grand Lodge, during a recess thereof, after being given an opportunity for a hearing, by the Board of Grand Officers.

Section 20. In the event that the Grand Treasurer or Grand Secretary, be unable to perform the duties of his office because of sickness, or other incapacity, the Executive Board of Grand Lodge Officers may appoint a Grand Treasurer or Grand Secretary pro-tem to perform the duties of such office, until the resumption of such duties can be performed by the Grand Treasurer or Grand Secretary. (2009)

Section 21. DUTIES OF OFFICERS. The officers of the Grand Lodge shall perform the duties required of them under the General Laws of the Order and such other duties as may be prescribed by this Grand Lodge, by By-Laws or otherwise. The Grand

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Secretary, Grand Treasurer, and Assistant Grand Secretary shall be paid for their services such compensation as may be determined from time to time. No other officer shall receive any compensation, but may be reimburse for expenses actually incurred in the performance of official duties. All Officers receiving, disbursing or holding any funds or securities of the Grand Lodge shall furnish an approved corporate bond in an amount determined by the Grand Lodge.

Section 22. BOARD OF GRAND OFFICERS. The Grand Master, Deputy Grand Master, Grand Warden, Grand Secretary, Grand Treasurer, Junior Past Grand Master, Grand Representatives, Chairman of Finance and Chairman of the Trustees shall by virtue of their offices constitute the Board of Grand Officers, to act for the Grand Lodge during the interim between sessions, reserving to the Grand Lodge itself the approval of their action. The Assistant Grand Secretary shall be an ex-officio member without right to vote. (1996) (2005)

Section 23. JOINT EXECUTIVE BOARD OFFICERS. The Board of Grand Officers and the Executive Committee of the Rebekah Assembly shall constitute the Joint Executive Board Officers. The Executive Committee of the Rebekah Assembly shall be the president, Vice President, Warden, Secretary, Treasurer, and Junior past President and the International Association of Rebekah Assemblies Representative. The Joint Executive Board shall meet at least once every four months and act for the Grand Lodge and Rebekah Assembly during the interim between sessions that affect both units reserving to the Grand Lodge in session for approval of their action. The Grand master shall be the Chairman, the President shall be the Vice Chairman, and the Grand Secretary shall be the Secretary of this Joint Executive Board. ADDED no date shown

ARTICLE VII – ELECTIONS OF OFFICERS

Section 25. NOMINATION.

As prescribed in the Code of General Laws of the I.O.O.F

Section 26. ELECTIONS

As prescribed in the Code of General Laws of the I.O.O.F

Section 27. In the event there is only one nomination for each office or position to be filled the candidates shall be declared duly elected to the office or position for which each is respectively nominated. (2018)

ARTICLE VIII – DISTRICT DEPUTY GRAND MASTERS

Section 28. The Grand Lodge shall from time to time establish within this Jurisdiction such Districts as may be deemed necessary and the Grand Master shall immediately after his installation and with the approval of the Grand Lodge, appoint a District Deputy Grand Master for each District. The Grand Master may, in his discretion, also appoint a Lodge Deputy for each Odd Fellow Lodge in the Jurisdiction. The District Deputy Grand Masters are the representatives of the Grand Master in their respective Districts and Lodges and shall be respected as such. They shall not receive any compensation from the Grand Lodge for the performance of the duties assigned them nor reimbursement for expenses unless previously authorized by the Grand Lodge or the Board of Grand Officers.

ARTICLE IX – COMMITTEES

Section 29. Deleted 2003

Section 30. The Grand Master shall appoint such committees as may be provided for by By-Laws or by resolution. All standing committees shall serve until the close of the annual session following their appointment and shall perform the duties prescribed by By-Laws or regulation of the Grand Lodge. To be eligible to serve on a committee the appointee shall be a member of this Grand Lodge, unless otherwise provided. The members of any committee may be removed for cause by the Grand Master, with approval of the Board of Grand Officers.

Section 30A The following committees may allow Third Degree (Degree of Truth) members of any Lodge of this Jurisdiction to perform duties of the committee: Youth, Wildey, Visual Research and Eye Bank, Pilgrimage for Youth, Sessions and Banquets, Publicity, Pilgrimage to the Tomb, Memorial, Membership and Education, Conclave, Community relations, and Arthritis. These Third Degree committee members shall be able to hold any position except Committee Chairperson. The number of Third Degree committee members shall not exceed one-third (1/3) of the number of the members on that committee.

ARTICLE X – REVENUE

Section 31. The revenue of this Grand Lodge shall be derived from fees, fund raising activities sale of supplies, rents, income from investments, and an annual per capita tax on each member on the roll in each Odd Fellow Lodge as shown by its last Annual Report to the Grand Lodge. The per capita dues shall be fixed by the Grand Lodge at the Annual Session and shall be paid semi-annually or quarterly as the Grand Lodge may direct.

Section 32. This Section was deleted in 2004

Section 33. The revenue of the Grand Lodge shall be raised and expended only for such purposes as may be authorized by the General Laws of the Order and by the By-Laws of the Grand Lodge. All funds of the Grand Lodge, which are not invested, shall be deposited and held in approved banking institutions, in which deposits are insured, and funds for different purposes shall be accurately accounted for.

ARTICLE XI – INVESTED FUNDS

Section 34. All funds created and maintained by the Grand Lodge as Endowment Funds shall be managed and controlled by a Board of Trustees, to be composed of five members who shall be elected in the manner provided for the election of Officers, for terms of three years, the term of one expiring at each Annual Session of the Grand Lodge. The Trustee may serve without compensation, but may receive reimbursement for expenses authorized by the Executive Board of Grand Lodge Officers and the Finance Committee. They shall furnish approved corporate bond for the faithful performance of their duties, in the amount prescribed by the Board of Grand Officers who are authorized to accept a bond from the chairman of the Board as sufficient compliance with this Section. Not more than one member shall be from the same Lodge. (2018)

Section 35. INVESTMENTS. All Endowment and Trust Funds provided for shall be invested in the name of the Grand Lodge under rules approved by the Grand Lodge. Such rules must meet the requirements provided for investments of Trust Funds under control of the courts of Baltimore, Maryland. The investment of different funds shall be kept separate and distinct. No part of any Fund or Income there from shall be loaned to this or any other Grand or Subordinate Body or any member of the Order, unless the fund be created and maintained for such specific purpose.

Section 36. FUNDS. The Grand Lodge may provide By-Laws for the creation and maintenance of other Funds for purpose authorized by the Laws of the Order. (2003)

ARTICLE XII – ODD FELLOW LODGES

Section 40. The Grand Lodge, may in accordance with the General Laws of the Order, charter and institute Odd Fellow Lodges and other authorized Subordinate Bodies, and it may revoke and reclaim such charters and dispensations granted by it.

Section 41. The Grand Master may, during a recess of the Grand Lodge and with the approval of the Board of Grand Officers, grant a dispensation for the institution of an Odd Fellow Lodge. Dispensation granted by the Grand Master shall expire at the next Annual Session of the Grand Lodge, unless approved by the Grand Lodge.

Section 42. The Grand Lodge shall enact a uniform Constitution, rules of Order and such other laws as may be expedient for the government of the Odd Fellow Lodges under its jurisdiction. The Constitution for Odd Fellow Lodges may be amended, altered, and annulled in the same manner as this Constitution may be amended.

Section 43. Each Odd Fellow Lodge and Grand Lodge shall enact By-Laws not in conflict with its Constitution, the Constitution and By-Laws of the Grand Lodge and the General Laws of the Order, which By-Laws shall take effect when approved by the Grand Lodge. Odd Fellow Lodges under the jurisdiction of this Grand Lodge shall possess all rights, powers, and privileges that may be exercised by an Odd Fellow Lodge under the General Laws of the Order, except such as shall be denied thereto by the Grand Lodge.

Section 44. Subject to the General Laws of the Order and the laws and regulations adopted by this Grand Lodge, each Odd Fellow Lodge has jurisdiction over its Funds and other property. All Lodge Funds and property are held in trust and must be accounted for in accordance with the Laws of the Order. They cannot be divided among the members. Should an Odd Fellow Lodge or authorized Association be dissolved or its charter surrendered, revoked, or reclaimed for any cause, all the Funds, books, papers, paraphernalia and other property of such Lodge or Association shall revert to and become the property of this Grand Lodge in accordance with the General Laws of the Order; provided that such funds and property may be returned to such Lodge or Association if it be resuscitated at any time within three years.

Section 45. The Grand Lodge may authorize the organization of Past Grand's Associations, Veterans Associations, Past Grand Masters Associations, and other kindred and auxiliary organizations, including building or Temple Associations, authorized by the General Laws of the Order, for the promotion of the principles of the Order. The Rules and Regulations governing such organizations, and all amendments thereto shall be submitted to and be approved by the Committee on By-Laws of the Grand Lodge, before becoming effective, after report to, and approval by the Grand Lodge.

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Section 46. CHARTERS. Charters and dispensations for the institution of Odd Fellow Lodges shall be signed by the Grand Master and attested by the Grand Secretary. Charters (1982) and dispensation's for the institution of Rebekah Lodges shall be signed by the Assembly President and attested by the Assembly Secretary.

Section 47. SHALL MEET REGULARLY. Odd Fellow Lodges shall hold regular meeting in accordance with their By-Laws, unless prevented by circumstances beyond the control of the Members. In the event that an Odd Fellow Lodge fails to meet for six months, or fails to hold regular meetings for an majority of its meeting nights for a period of twelve months, or there is information that is its dissipating its assets, the Grand Master shall with the approval of the Board of Grand Officers, take into custody the funds and assets of such Odd Fellow Lodge and shall appoint a Special Deputy Grand Master, or Special Deputy Grand Masters, who shall have full supervision and control of its affairs, subject to the direction of the Grand Master. It shall be the duty of the Special Deputy Grand Master to conduct the financial affairs of the Odd Fellow Lodge for its best interests and to assist in reviving the fraternal activities and to restore it to good standing.

ARTICLE XIII – REBEKAH ASSEMBLY

Section 50. The Rebekah Assembly of Maryland derives its authority, rights and powers by virtue of its Charter from the Grand Lodge of Maryland and is subject thereto. It shall adopt a Constitution and By-Laws for its government, which shall become effective upon approval by the Grand Lodge, subject to further review by the Sovereign Grand Lodge.

Section 51. The Rebekah Assembly of Maryland shall possess all the rights, powers and privilege accorded a Rebekah Assembly under the General Laws of the Order and not denied to it by the Constitution and Laws of this Grand Lodge. It shall exercise the same authority and powers with respect to Rebekah Lodges as this Grand Lodge exercises over Odd fellow Lodges.

Section 52. The Secretary of the Rebekah Assembly shall, within thirty days after the close of the Assembly session, submit to the Grand Master and Committee on Rebekah Lodges a preliminary report of the acts of the Assembly. This report shall include copy of all legislation adopted as well as a report of the financial and membership records of the Assembly and all bodies subordinate there to. The Board of Grand Officers shall promptly review such preliminary report and shall declare suspended any act which is contrary to the General Laws of the Order, the Constitution and By-Laws of this Grand Lodge or which may not be for the Good of the Order, which decision shall be reviewed by this Grand Lodge at its next Annual Session.

Section 53. Associations of Past Noble Grand's and others as included in Article XII Section 45 of this Constitution may be authorized by the Rebekah Assembly in accordance with the same regulations as prescribed in said Section 45 of Article XII.

ARTICLE XIV – HOMES

Section 60. Homes for the maintenance, care, and support of Odd Fellows, Rebekah's, their Spouses, and Widows, Blood Relatives, Orphans, any person or persons may be established and maintained in this Jurisdiction only by the Grand Lodge and in accordance with the Code of General Laws.

Section 61. Deleted 2004

ARTICLE XV – OFFENSES AND APPEALS

Section 65. Should an Officer or Member of the Grand Lodge be guilty of a violation of any of the Laws of the Grand Lodge he shall be amenable to the Grand Lodge therefore and may be tried, and if found guilty, may be punished by reprimand or forfeiture of his membership in the Grand Lodge for such period as the Grand Lodge may determine. No member shall be tried for an offense unless the charge or charges be reduced to writing and signed by not less than five Members of the Grand Lodge.

Section 66. Any offense against the Laws of the Order, or of this Grand Lodge by a Member of an Odd Fellow Lodge shall be tried in accordance with the Code of General Laws, and the Laws of this Grand Lodge. The right of appeal to this Grand Lodge from the decision of the Odd Fellow Lodge shall not be denied to any Member.

Section 67. A Member expelled from his Lodge shall not be restored to Membership in the Order, except by dispensation from the Grand Lodge, when it can be proposed again as though he had never belonged to the Order.

Section 68. A Member of an Odd Fellow Lodge shall have a right of appeal to this Grand Lodge, accordance with Rules and regulations adopted by the Grand Lodge, in all cases where, in his opinion, the action of the Lodge is not in accordance with the General Laws of the Order and the Laws of the Grand Lodge, or where it deprives him of some rights or privilege to which he is entitled.

ARTICLE XVI – BY-LAWS

Section 70. This Grand Lodge may adopt, amend or annul, such By-Laws and Rules of Order in conformity with this Constitution, as it may deem expedient at any annual session by a two-thirds vote of the Members present or a two-thirds vote by Lodges when call for; provided that any such proposition shall not be acted upon on the day it is offered. By-Laws may be adopted, amended or annulled at a Special Session by a two-thirds vote of the Members present, or a two-thirds vote by Lodges, and a majority vote of all the Lodge in the Jurisdiction provided the proposed action if full set forth in the call for the Special Session. All amendments shall take effect immediately after the close of the Session at which adopted, unless a later date be specified.

ARTICLE XVII – AMENDMENTS

Section 75. This Constitution or any part thereof may be altered, amended or repealed at an Annual Session by a two-thirds affirmative vote of Representatives present. Any proposition to alter, amend or repeal must be proposed in writing at an Annual Session by a least five Past Grand's from as many different Lodges, which proposition shall be entered on the minutes and shall be acted upon at the next Annual Session; provided also, that when the Grand Lodge provides for the appointment of a Committee to prepare a revision or a revision or amendments, the report of the Committee may be considered and acted upon at the Annual or Special Session to which it is submitted.

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Section 76. Code changes adopted by The Sovereign Grand Lodge shall be edited into the Grand Lodge Constitution and By-laws as mandated without layover.(2018)

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BY-LAWS
OF THE
GRAND LODGE OF MARYLAND
INDEPENDENT ORDER OF ODD FELLOWS, INC.

CHAPTER

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CHAPTER I – OPENING

Section 100. The Grand Lodge shall be opened at the time specified, and if a quorum be present shall proceed to business. If there be no quorum present, the Grand Master shall adjourn the meeting from time to time until a quorum shall appear.

Section 101. In the absence of the Grand Master, the Deputy Grand Master shall preside, and if both of these Officers be absent the Grand Warden shall preside. If none of those officers be present, the senior Past Grand Master shall preside.

Section 102. The Grand Master, or the presiding Officers, shall, in the absence of any Grand Officer, appoint Officers pro-tem to serve during the session.

Section 103. Immediately after the formal opening of the Grand Lodge and the roll call of Officers and Lodges at the first sitting of a session. The Grand Master shall call upon the Committee on Credentials to report upon the Credentials of Representative's and the new Past Grand's and no other business shall be transacted by the Grand Lodge until the report of said committee has been acted upon.

Section 104. The Grand Lodge shall meet at the time called for at the last Annual session each day, unless the Grand Master shall, with the approval of the Board of Grand Lodge Officers, call for the meeting at a different hour, which call shall be sent to all Odd Fellow Lodges, Officers and Representatives at least twenty days prior to the session. Daily sessions shall begin at 9 A.M. and 1 P.M. each day, unless the Grand Lodge adjourns to meet at some other hour. (Change 2007)

CHAPTER II – ORDER OF BUSINESS

Section 110. After the formal opening of the Grand Lodge the business shall be taken up in the following order:

1. Roll Call of Officers, Past Grand Master and Lodges to ascertain whether a quorum is present. (Roll call of Lodges may be dispensed with after the first sitting of a session,)
2. Report of the Committee on Credentials and action thereon.
3. The admission and instruction (when required) of new members.
4. Roll call of Representatives.
5. Reading of minutes of last session
6. Reports of Grand Officers
7. Report of Committee on Distribution and action thereon.
8. Reports of Standing Committees in order named in By-Laws.
9. Reports of Special Committees.
10. Resolutions received and referred.
11. Consideration of unfinished business in order of priority at previous sitting.
12. New Business.
13. Closing or adjourning

(This Order of Business may be changed upon direction of the Grand Master or by vote of the Grand Lodge.)

CHAPTER III – ELECTIONS

Section 111. NOMINATIONS.

As prescribed in the Code of General Laws of the I.O.O.F (2018)

Section 112. Omitted 2018

Section 113. Omitted 2018

Section 114. Omitted 2018

Section 115. Omitted 2018

Section 116. Omitted 2018

Section 117. INSTALLATION. The Grand Officers elected shall be installed at the pleasure of the Grand Lodge at some time during the Annual Session by the Grand Master or a Past Grand master. Should any elective or appointive Grand Officer not be present at the time of installation, he may be installed at a Special Session called for that

purpose. If the Grand Master Elect is to be installed at such special session, the senior Past Grand Master present shall install him. In such an event, the Deputy Grand Master shall act as Grand Master, until the Grand Master is installed. Should any elective Officer fail to appear at the time set for installation and his absence is not excused by the Grand Lodge, the office shall be declared vacant and shall be filled by a majority vote of the Members present. The installation may be either public or closed as the Grand Lodge may decide.

CHAPTER IV – DUTIES OF OFFICERS

Section 120. GRAND MASTER. The Grand Master is the executive head of the Grand Lodge and the Order in this Jurisdiction. They shall exercise administrative and judicial duties during the recess of the Grand Lodge. They shall perform all duties prescribed for this office by the General Laws of the Order, the Constitution and By-Laws of this Grand Lodge and such other duties as may be prescribed from time to time by the Grand Lodge.

- A. Shall visit or cause to be visited by some other elective Office each Odd Fellow Lodge in the Jurisdiction during his term of office.
- B. Shall in person or by a District Deputy Grand Master or other qualified Past Grand install the Officers Elect in all Odd Fellow Lodges.
- C. Shall transmit through the Grand Secretary an annual password to each Odd Fellow Lodge.
- D. Shall execute all papers and documents requiring his signature. May grant such Dispensations as they may deem of advantage to the Order and which do not conflict with the laws and usages thereof.
- E. Shall keep a record of his official acts and shall make a written report thereof to the Grand Lodge. Shall prepare said report and place the same in the hands of the Grand Secretary in time for that Officer to have the report printed or mimeographed and mailed to each Officer, accredited Representative, Committee Member thirty days prior to annual session.
- F. Shall instruct or cause to be instructed by competent Deputies, the Lodges in the Work and Laws of the Order.
- G. Shall be responsible for the safekeeping of the bonds of the Grand Secretary, Grand Treasurer, and Trustees and all other person bonded in favor of the Grand Lodge: such bonds to be kept in the designated Grand Lodge safe deposit box.
- H. Shall have authority with approval of the Board of Grand Lodge Officers and after having satisfied them self that nothing will be done or attempted to be done thereby to reflect on the good name of the Order, or to result in the violation of its Laws to issue dispensations permitting the use of the name of the Order in the organization and maintenance of baseball, bowling, golf, and similar worthy athletic teams, choral societies, glee clubs, orchestras and like musical organizations, composed entirely of Members of the Order. Such organization and all Members thereof shall be amenable to the Laws of the Order.
- I. Shall have authority to grant dispensations to Odd Fellow Lodges to dispense with regular meetings for a period not to exceed two consecutive months in any one calendar year, when it will be to the best interest of such

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- J. Shall have authority to grant dispensations to Odd Fellow Lodges to hold meetings in places other than their regular meeting place as fixed in their By-Laws.
- K. Shall be privileged to attend the meetings of all Standing Committee, but without the right to vote unless duly authorized by the Grand Lodge.
- L. Require all the Lodges in his Jurisdiction to conform to the Laws of the Sovereign Grand Lodge and the Grand Lodge.
- M. Shall visit Lodges within his Jurisdiction and shall instruct and assist them in all matters for the welfare and business of the Order.
- N. Shall render decision concerning the constitution and laws of his Grand Lodge and of the Lodges' in his Jurisdiction, subject to review by the Grand Lodge.
- O. Cannot suspend any action of his Grand Lodge nor suspend, modify, or change any provision of the Constitution of a Lodge.
- P. When authorized by his Grand Lodge to act according to his judgment such authority shall not be delegated.
- Q. Shall direct the removal of an Officer of a Lodge who willfully fails to perform the duties of his office, or is incapable of performing his duties, only after a hearing and approval of two-thirds of his Executive Committee.
- R. May restore the charter of a Lodge suspended by them without action of the Grand Lodge unless restricted by law.
- S. May not compel uniform fee for initiation and degrees.
- T. May participate in proceedings of his own Lodge.
- U. His authority shall cease when removed from office, resignation or when his successor is installed.
- V. Shall not hold an elective office in any Odd Fellow lodge, Rebekah lodge, Degree lodge or Rebekah Assembly within the jurisdiction.

Section 121. The Deputy Grand Master shall support the Grand Master and officiate for them during any absence or incapacity. Shall supervision of the District Deputy Grand Masters and be responsible for their effective services. Shall represent the Grand Master and the Grand Lodge in the organization of District Deputy Association in this Jurisdiction. Shall perform the duties prescribed by the General Laws of the Order and the Laws of this Grand Lodge. Shall keep a record of his official acts and shall make a written report thereof to the Grand Lodge. Shall prepare said report and place the same in the hands of the Grand Secretary thirty days prior to annual session. Shall not serve as a Lodge Representative of Alternate Lodge Representative in this Grand Lodge.

Section 122. The Grand Warden shall assist the Grand Master and in the event of the absence of both the Grand Master and Deputy Grand Master officiates for them. Shall represent the Grand Master and Grand Lodge in the organization and the work of the Past Grand Associations and similar organizations in the Jurisdiction. Shall keep a record of his official acts and shall make a written report thereof to the Grand Lodge. Shall prepare said report and place the same in the hands of the Grand Secretary twenty days prior to annual session. Shall not serve as a Lodge Representative of Alternate Lodge Representative in this Grand Lodge

Section 123. GRAND SECRETARY

- A. The Grand Secretary shall attend all regular and Special Sessions of the Grand Lodge and of the Board of Grand Officers and keep a record of the proceedings thereof. Shall perform all duties prescribed for this office by the General Laws of the Order and the Constitution, By-Laws of the Grand Lodge.

- B. Shall conduct the correspondence of the Grand Lodge, preserve all books, papers and other things belonging to the archives of the Grand Lodge, and shall have in his custody the Seal of the Grand Lodge. Shall prepare and Attest all Official Papers, documents and Charters. Shall keep a record of all the Lodges in the State with the date of their Institution, keep a register of all the members of this Grand Lodge, the time of their admission into and withdrawal there from, and the Lodge to which they belong. Shall likewise keep a register of all members duly initiated, admitted, or transferred to the Odd Fellow Lodges located in Maryland, together with a record of their withdrawal, transfer, suspension, expulsion or decease.
- C. Shall keep the account of the Odd Fellow Lodges with the Grand Lodge; transmit quarterly to each Odd Fellow Lodge a statement of all moneys due the Grand Lodge and adopt such measures as may be most advisable to collect the same; receive all moneys due the Grand Lodge and immediately deposit the same in the designated banking institution to the credit of the Grand Lodge. Shall submit to the Finance Committee and the Board of Grand Officers at the close of a quarter a statement of accounts in arrears.
- D. Shall draw and attest all orders on the Grand Treasurer for moneys appropriated or expended by the Grand Lodge when duly approved by the Committee on Finance. Shall keep his books duly posted and ready at all times for examination and audit and shall report at the Annual Sessions the conditions of the funds of the Grand Lodge and the account of the Lodges.
- E. Shall have the Journal of the Grand Lodge printed within four months from adjournment of the Annual Session and transmit one copy to each Lodge and one copy to each Officer of the Grand Lodge, Past Grand Master, District Deputy Grand Master, those Grand Lodges exchanging their journals with the Grand Lodge of Maryland, and two copies to the Sovereign Grand Secretary. Shall include in an appendix to the Journal all amendments to the Laws of this Grand Lodge and all standing Resolutions that may be adopted subsequent to a separate printing thereof, all statistical tables and such other information that may be called for by this Body.
- F. Shall submit to the Grand Lodge in Annual Session a full report of all the business of their office, the records of the proceedings of the Board of Grand Officers, a summary of the statistical reports of the Odd Fellow Lodges, Rebekah Assembly and much information as the Grand Lodge may direct. Shall report such unfinished business of the preceding Session as should be acted upon by the Grand Lodge. The report shall be printed, and one copy sent to each Officer, accredited Representative ten days prior to the Annual Session. Shall include in like manner the reports of the Grand Master, Deputy Grand Master, Grand Warden, Grand Treasurer and Committees. (2005)
- G. Shall prepare and transmit to the Sovereign Grand Lodge such reports and information as may be required by that Body.
- H. Shall notify all Lodges of Annual and Special Sessions; and all Lodges within any County of the time and place of meetings of all Special Sessions – Limited to be held in such County.

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- I. Shall be present and serve as Secretary at all meetings of the Committee on Finance, Committee on Appeals and Board of Trustees but shall not have the right to vote therein.
- J. Shall receive for his services such compensation as may, from time to time, be determined by the Grand Lodge. Before entering upon the duties of his office, shall give corporate security, in an amount determined by the Committee on Finance, conditioned for the faithful performance of his duties, the premium on the bond being paid by the Grand Lodge. The bond shall be approved by the Committee on Finance and safely kept by the Grand Master. At the expiration of his term of office, shall deliver the Seal, Books, Papers, Documents, moneys, and all property of the Grand Lodge in his possession to his successor in office or to a Committee of the Grand Lodge duly authorized to receive the same.
- K. The Grand Secretary shall serve as the Editor of Jurisdictional Newsletter and shall serve on the Editorial Advisory Board. Shall serve at the pleasure of the Editorial Advisory Board and the Grand Master. The Editorial Advisory Board and the Grand Master shall be able to remove (for cause) The Editor of the Jurisdiction Newsletter. The Grand Secretary as Editor shall decide on publication schedule that shall publish six or more issues per year. (2003) added
- L. Shall not serve as a Lodge Representative of Alternate Lodge Representative in this Grand Lodge

Section 124. GRAND TREASURER

- A. The Grand Treasurer shall attend all Regular and Special Sessions of the Grand Lodge.
- B. Shall perform all the duties prescribed for the office by the General Laws of the Order and the Constitution, By-Laws and Regulations of the Grand Lodge. Shall pay all orders drawn on them for moneys appropriated and owing by the Grand Lodge, duly approved by the Committee on Finance. Payments shall be made by checks signed by the Grand Secretary, the Grand Treasurer and the Grand Master or by any two of them.
- C. Shall keep his accounts duly posted, which shall show the amounts and purpose of all receipts and disbursements, and be ready at all time for examination and audit. Shall keep a report of their receipts and disbursements, and place the same in the hands of the Grand Secretary thirty days prior to annual session. Report shall show the receipts and expenditures of the Temple, the Grand Lodge and all other funds under their control. Shall preserve all vouchers and papers appertaining to their office and ready to submit the same to the Grand Lodge or Committee on Finance when required.
- D. Shall receive for their services such compensation as may, from time to time, be determined by the Grand Lodge. Before entering upon the duties of this office, shall give corporate security in an amount determined by the Committee on Finance, conditioned for the faithful performance of his duties, the premium on the bond being paid by the Grand Lodge. The bond shall be approved by the Committee on Finance and safely kept by the Grand Master. At the expiration of his term of office, shall deliver all books, papers, documents, moneys, and

other property of the Grand Lodge in, his possession to his successor in office, or to a committee of the Grand Lodge duly authorized to receive the same.

- E. Shall not serve as a Lodge Representative of Alternate Lodge Representative in this Grand Lodge

Section 125. GRAND REPRESENTATIVES. The Grand Representatives shall attend the meeting of the Sovereign Grand Lodge, the meetings of this Grand Lodge and the Board of Grand Officers. Shall prepare and introduce at the Annual Sessions all needful legislation to make the Laws of this Grand Lodge conform to the enactments of the Sovereign Grand Lodge at its next previous Session.

Section 126. GRAND CHAPLAIN. The Grand Chaplin shall open and close each meeting of the Annual Session with the Prayer used in Odd Fellow Lodge opening and closing ceremonies and perform such other duties as are appropriate for his office.

Section 127. GRAND MARSHAL. The Grand Marshal, in addition to the duties prescribed by the General Laws of the Order, shall introduce all new representatives and members and assist the Grand Warden in the Grand Lodge. He shall attend the Grand Master in his official visits, when required, and present Officers-Elect for installation under direction of the Grand Master, he shall have superintendence of all processions sanctioned by the Grand Lodge, and have control and direction of all subordinate bodies joining in any procession so sanctioned, causing the Forms and Ceremonies of the Order to be observed on all such occasions.

Section 128. GRAND CONDUCTOR. The Grand Conductor, in addition to the duties prescribed by the General Laws of the Order, shall assist the Grand Marshal in the performance of his duties; attend the needs of the Grand Lodge during the Sessions; serve all notices that may be delivered to him by the Grand Master or Grand Secretary during the Session and perform such other duties as the Grand Master and Grand Secretary direct.

Section 129. GRAND GUARDIAN. The Grand Guardian, in addition to the duties prescribed by the General Laws of the Order, shall attend the inner door of the Grand Lodge Room, and shall permit no one to enter or depart without the consent of the Grand Master or Grand Warden.

Section 130. GRAND HERALD. The Grand Herald, in addition to the duties prescribed by the General Laws of the Order, shall attend the outer door of the Grand Lodge Room; receive cards of visiting Brothers and deliver them to the Grand Guardian, assist the Grand Conductor; have charge of and arrange the Grand Lodge Room and under direction of the Grand Master, perform such other duties as may be appropriate to his office.

Section 131. GRAND MUSICIAN. The Grand Musician shall provide appropriate music at the visitations to Lodges, during Grand Lodge Sessions and at all other official Grand Lodge functions provide a suitable instrument is present.

Section 132. GRAND INSTRUCTOR. The Grand Instructor shall have responsibility under the Grand Master, of the instructions in the unwritten work. He may,

with the approval of the Grand Master, appoint Deputy Instructors to assist him in the duties of his office.

- A. State Instructors of the Rebekah Assembly shall have like duties, responsibilities and authority, under direction of the President of the Rebekah Assembly over the instruction in the unwritten work of the Order in the Assembly and Rebekah Lodges. They may with the approval of the President, appoint Deputy Instructors to assist them in the duties of the office.

Section 133. ASSISTANT GRAND SECRETARY. Shall be subordinate to the Grand Secretary, be required to furnish bond in the amount and under the terms and conditions required by the Grand Lodge. Shall discharge such duties as the Grand Secretary may prescribe and perform his duties when they are absent.

Section 134. BOARD OF GRAND OFFICERS. The Board of Grand Officers shall act for the Grand Lodge during its recess and perform the duties required by the Constitution, By-Laws and Regulation of the Grand Lodge. They shall make a full report of their proceedings to the Grand Lodge at Annual Session.

Section 135. GENERAL TRANSIENT SERVICE FUND. The Board of Grand Officers is authorized to create and maintain a General Transient Service Fund in the manner and for the purposes provided in the Code of General Laws. The operation of the fund and the services to be performed under the provisions of the code shall be under the directions of the Board of Grand Officers or by a Committee appointed by the Board, subject to such rules and regulations as may be adopted by this Grand Lodge from time to time.

CHAPTER V – DISTRICT DEPUTY GRAND MASTERS

Section 140. The District Deputy Grand Masters are the representatives of the Grand Master and the agent of the Grand Secretary in their respective districts. They shall have general supervision of the Lodges in their respective districts and shall report semi-annually or oftener to the Grand Master regarding the general condition of the Order and such other matters as may require attention.

Section 141.

- A. Shall at the beginning of each term, in the absence of the Grand Master, install or cause to be installed by a qualified Past Grand, the regularly elected Officers of the Lodge, and shall see that the Annual Reports and per capita dues are forwarded to the Grand Secretary.
- B. Shall visit the Lodges under his jurisdiction as often as possible; see that the laws, customs and usages of the Order are observed and adhered to, and that the work of the Order is performed uniformly, and report immediately to the Grand Master any condition or violation of Law or usage that should receive prompt attention.
- C. Shall semi-annually, or oftener, and immediately after the installation of Officers, report to the Grand Master the condition of the Lodges. Shall report to the Grand Secretary immediately after the installation of officers, the numbers of the Ritual received from the retiring Noble Grand and delivered to the newly installed Noble Grand.

Section 142. It shall be the duty of each District Deputy Grand Master before the installation of Officers to verify the fact that the Annual Report of each Lodge has been properly executed and forwarded to the Grand Secretary.

Section 143. The Lodge Deputy shall assist the District Deputy Grand Master in the performance of his duties and shall perform such other duties as may be authorized by the Code of General Laws and the Grand Masters.

Section 145. District Deputy Grand Masters and Lodge Deputies may hold office in their respective Lodges.

CHAPTER VI – DUTIES OF COMMITTEES

A. The Rebekah Assembly shall, in addition to any other committees it may provide for, have the following committees whose duties shall, in the Assembly, and be the same as it's like committee in the Grand Lodge: finance, By-Laws, Appeals, Judiciary, distribution and State of the Order. Advance reports shall be prepared by the Assembly secretary and distributed in the same manner as the Grand Secretary is directed to do for the Grand Lodge according to Chapter IV, Section 123 of these By-Laws.

B. FUNDS. Unless authorized by the laws of the Grand Lodge, or Rebekah Assembly, Committees of either Body may solicit funds only when so directed by appropriate Resolution adopted at the Annual Sessions. All committee funds shall be deposited, expended and accounted for in the same manner as other funds of the Grand Lodge of Rebekah Assembly. Signatories for withdrawals and disbursement shall likewise be the same as required for other funds of either Body.

C. Appointments. All committee appointments in each successive term must include the chairperson of retiring term's committee as a member of that same committee for the current term. (2012)

Section 150. The Grand Master shall, immediately following his installation, appoint the following Committees.

1. FINANCE to consist of five Members.
2. BY-LAWS to consist of three Members
3. APPEALS to consist of seven Members.
4. JUDICIARY to consist of three Members.
5. YOUTH to consist of five Members, who shall enter upon their duty on September 1st following the session and shall serve until the following August 31. Appointments shall be for terms of two years, the terms of two expiring in even numbered years and three in odd numbered years.
6. PILGRIMAGE FOR YOUTH COMMITTEE to consist of five Members, who shall enter upon their duties on September 1st following the session and shall serve until the following August 31, which shall cooperate with a like Committee from the Rebekah Assembly as a Joint Committee. The Grand Master shall designate

the Chairman and the President the Vice –Chairman of the Joint Committee. (2018)

7. DELETED 2005

8. MEMBERSHIP & EDUCATION COMMITTEE to consist of five members. The Rebekah Assembly shall appoint a like Committee, in like manner, to work with the Grand Lodge Committee. By virtue of their office or position the following shall be full members of The Membership & Education Committee: The Grand Secretary of the Grand Lodge, the Secretary of the Rebekah Assembly and Grand Instructor of the Grand Lodge. The incoming Grand Master shall name the Chairman and the incoming president of the Rebekah Assembly shall name the Vice Chairman, following the Grand Lodge and Rebekah Assembly, Session, each year. The Joint Membership & Education Committee shall elect a Secretary from its members at the first meeting following the Annual Session of the Rebekah Assembly. The Deputy Grand Master and Grand Warden of the Grand Lodge of Maryland and Vice-President and Warden of the Rebekah Assembly shall be considered ex-Officio members of the Membership & Education committee. (2005) change to read

(a) The duties, responsibilities of the MEMBERSHIP & EDUCATION COMMITTEE with respect to Odd Fellow, Rebekah and Junior Lodges and Theta Rho Girls Clubs shall be the membership and communications programs for Maryland.

(b) THE MEMBERSHIP & EDUCATION COMMITTEE shall make annual reports with any necessary recommendation, including resolutions, to the Annual session of the Grand Lodge of Maryland. Appropriations for the operation of THE MEMBERSHIP & EDUCATION COMMITTEE shall be requested from THE GRAND LODGE AND THE REBEKAH ASSEMBLY OR MARYLAND respectively by resolution, subject to approval of the Grand Lodge and Rebekah Assembly respectively.

9. Publicity & Community Relations Committee: It will be the responsibility of this committee to obtain local media contacts and assist the Lodges in preparing press releases to these local media contacts. They will also provide printed and promotional material to the Lodges as requested and provide assistance to the Lodge in participating in Community affairs to aide in the promotion of membership. This committee shall consist of a minimum of three members. (2005).

10. EDITORIAL ADVISORY BOARD. This Board, under supervision of the Grand Master, shall be responsible for the publication and general operations of "The Maryland Odd Fellow", which publication shall be official and sponsored by this Grand Lodge. The board shall consist of two members, appointed for terms of two years, initially one for two years and one for one year; the third member to the Editor of The Maryland Odd Fellow who shall ~~be~~ appointed by the Board of Grand Officers and who shall serve at the pleasure of the Board the Grand Secretary. The Board shall report to the Annual Session of the Grand Lodge of Maryland with necessary resolution for funding, subject to approval of the Grand Lodge (2003).

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Section 151. The Grand Master shall, not later than February 1st prior to the Annual Session appoints the following Committees;

1. CREDENTIALS
2. DISTRIBUTION
3. STATE OF THE ORDER
4. LEGISLATION
5. LODGE RETURNS
6. REBEKAH LODGES
7. PETITIONS
8. MILEAGE AND PER DIEM

The Grand Secretary shall notify all members of their appointments at the earliest practicable date on a form provided therefore which shall state the name of the Chairman and other members, and also refer to the By-Laws stating the duties of the Committee.

Section 152. Unless otherwise provided all Committees shall consist of five members and the first named shall be the chairman. A majority of the members shall constitute a quorum. As far as possible every Representative from an Odd fellow Lodge shall be a member of a Standing Committee. A report from any committee requiring action by the Grand Lodge shall be accompanied by an appropriate resolution. The adoption of a Committee report shall not have any legislative effect. No debt or obligations shall be incurred by any Committee unless previously authorized by the Grand Lodge or during the recess thereof by the Board of Grand Officer's and the Committee on Finance. Only Grand Lodge Members may serve on standing committees. No person shall, simultaneously, serve as chairman of more than one (1) standing committee

Section 153. COMMITTEE ON FINANCE. The Committee on Finance shall be composed of five members.

- a. The Committee shall examine and pass upon all claims and accounts (except for mileage and per Diem and line budget items), against the Grand Lodge, their approval being necessary before payments by the Grand Treasurer.
- b. The Committee prepares and submits for consideration a proposed budget, setting out expected revenues and expenditures for the next fiscal year recommend the per capita dues, and suggest such measures of finance as they may deem expedient. After approval no appropriation shall be exceeded. This budget shall be presented, at the annual session. If the proposed budget results in a deficit, it shall only be adopted by roll-call vote with two-thirds (2/3) of the voting members present voting in favor. All matters pertaining to finance and appropriations of money shall be referred to it.
- c. Committee on Finance shall secure the CPA for the audit of the Grand Secretary and Grand Treasurer, and any additional books of entities of the Grand Lodge. (2018)

Section 154. COMMITTEE ON BY-LAWS.

Shall receive from the Grand Secretary on a rotating basis amendments to and revised by-laws. This committee shall:

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a. Review all by-laws and amendments thereto of all Lodges under the jurisdiction of the Grand Lodge.

b. Every six (6) years, the committee shall complete a review of all Lodges, doing one-sixth (1/6) of these each year. The Grand Secretary shall notify each Lodge to be examined that year to send three (3) copies of its laws for review. If a Lodge fails to comply, the Grand Secretary shall notify it that its Representative(s) shall be deprived of voice, vote, mileage and per diem.

c. The committee shall not only see that the Lodge laws comply with the laws of The Sovereign Grand Lodge and the Grand Lodge, but it shall also point out to the Lodge any failure to take advantage of its rights and privileges available to the Lodge.

d. The Committee shall not approve any By-Laws or part thereof which may impair the financial strength of the Unit, or which may be contrary to the good of the Order.

e. All By-Laws or Amendments submitted need approval of adoption by the Noble Grand and the Secretary, under seal of the Lodge (or like officers of other units). One copy, if approved, shall be properly endorsed by the Committee and returned to the Lodge (or Unit); the other copy shall be similarly endorsed and filed in the office of the Grand Secretary. The Committee shall notify the Grand Secretary of any change in time of meeting or any other important changes. By-Laws or amendments thereto do not take effect until approved by the Grand Lodge

Section 155. COMMITTEE ON APPEALS. The Committee on Appeals shall be composed of seven members, not more than one of whom shall be from the same Lodge. They shall hear and decide all appeals submitted to the Grand Lodge by Odd Fellow Lodges or members thereof. They shall likewise hear and decide all appeals submitted by other subordinate bodies or members thereof. They shall render an opinion upon the appeal and report thereon to the Grand Lodge. Their action and all proceedings had before them shall be in accordance with the procedure prescribed by the Grand Lodge.

Section 156. JUDICIARY COMMITTEE. The Judiciary Committee shall consider all decisions of the Grand Master and other legal questions and report thereon to the Grand Lodge. The Chairman of the Committee shall be qualified in the Laws and usages of the Order and shall be the Legal Advisor to the Grand Master.

(a) This committee shall serve as a Trial Committee when so directed under Chapter XXXVIII in the Code of General Laws. (2018)

Section 157. COMMITTEE ON CREDENTIALS. The Committee on Credential shall examine and report upon the Certificates of Past Grand's and Representatives to this Grand Lodge. Should any certificate prove informal or incorrect, the Committee shall report wherein the defect lies and whether it affects the validity thereof.

Section 158. COMMITTEE ON DISTRIBUTION. The Committee on Distribution shall carefully examine all printed or mimeographed reports which are required by law to be submitted to the Grand Lodge and shall determine to which Committee shall be referred such parts as may possibly require consideration by the Grand Lodge. They shall prepare their report and place the same in the Hands of the Grand Secretary at the opening of the Annual Session.

Section 159. COMMITTEE ON STATE OF THE ORDER. The Committee on State of the Order shall examine and report upon the reports of the Grand Officers, insofar as they relate to the State of the Order, and all other Correspondence from other Grand

Lodges. They shall have referred to them all matters appertaining to the usages of the Order and such other matters as the Grand Lodge may determine. They shall report upon the progress and condition of the Order in this Jurisdiction, recommending such measures for the Good of the Order as they may deem proper.

Section 160. COMMITTEE ON LEGISLATION. The Committee on Legislation shall be composed of five members to whom shall be referred all proposed legislation and such other matters as the Grand Lodge may determine.

Section 161. COMMITTEE ON LODGE RETURNS. The Committee on Lodge Returns shall examine and report upon the Annual Reports of the Odd Fellow Lodges and see that they are correct. They shall attend to such other business as may be referred to them by the Grand Lodge.

Section 162. COMMITTEE ON REBEKAH LODGES the Committee on Rebekah Lodges and the Rebekah Assembly of Maryland during the Annual Session, the Committee shall assist the Grand Lodge Secretary to insure the workings of the Rebekah Assembly of Maryland and Rebekah Lodges are recorded and reported. (2005) change

Section 163. COMMITTEE ON PETITIONS. The Committee on Petitions shall have referred to it all matters pertaining to charters and dispensations of Odd Fellow Lodge and other Subordinate Bodies and members not otherwise referred. They shall examine and report upon such matters to the Grand Lodge at the Annual Session.

Section 164. COMMITTEE ON MILEAGE AND PER DIEM. The Committee on Mileage and Per Diem shall ascertain the amount of mileage and per diem each Officer and Representative who may be in attendance at the Session of the Grand Lodge, and shall have answered to the roll, when called, is entitled to receive from the Grand Lodge. Their report shall be received and acted on at the afternoon sitting of the last day of session.

Section 165. PLANNING BOARD. The Grand Lodge representatives to the Jurisdictional Planning Board shall be the Elected Officers of the Grand Lodge and the Elected or Past Elected Officers of the Sovereign Grand Lodge who are members of this Grand Lodge.

Section 166. COMMITTEE ON WAYS AND MEANS. The Ways and Means Committee shall report to the Grand Lodge Ways and Means of providing financial income for the Grand Lodge. Any deficit budget submitted to the Grand Lodge shall be referred to this Committee and the Committee shall, after proper study, report to the Grand Lodge a balanced budget with supporting data on how the budget may properly be funded; if the budget cannot be balanced the Committee will recommend those deletions and/or reductions to the Grand Lodge that would bring the budget into balance. The Ways and Means Committee shall, with the approval of the Grand Lodge, raise funds for the benefit of the Grand Lodge.

Section 167. PARLIAMENTARIANS. One or more versed in the rules and procedures of Parliamentary Law and Laws of the Order. He is to advise the Grand Master or presiding officer on questions of procedure in transacting the business of the Grand Lodge in Session; legally, efficiently and impartially. He and/or the Committee are chosen by the Grand Master with the approval of the Grand Lodge in Session.

Section 168. **ARTHRITIS COMMITTEE.** The Committee shall assist in raising funds for the National Arthritis Foundation (USA) and Local (State) foundations; give council and advise to the Lodges; obtain and maintain records of all donations; and submit and Annual Report to the Grand Lodge. The committee on Arthritis shall consist of five (5) or more members appointed by the Grand Master.

Section 169. **JOINT BANQUET AND SESSON COMMITTEE (2000) added**

A. The Joint Banquet and Session Committee Shall be composed of five members from both the Grand Lodge and the Rebekah Assembly and any other Grand Body participating in the Joint Annual Session. There may be one Joint Annual Sessions of the Grand Lodge and Rebekah Assembly held each year in the month of May. (2008)

The Joint Banquet and Session Committee if there be one shall.

1. Elect a Chairman, CO-Chairman, and Secretary for this Committee and notify all Grand bodies involved.
 2. Plan all joint activities of the Joint Annual Session, in which shall be:
 - a. Joint Opening/Memorial Service Ceremonies. (2008)
 - b. Joint Installation and Banquet, combined or separate, whichever is best for the support of the membership.
 - c. Registration for all Grand Bodies participating.
 - d. Hospitality Room for all members, visitors and guests attending.
 3. Appoint a sub-committee for site selection to get written proposal for the next Joint Annual Session.
 4. Submit a report or resolution for the Joint Annual Session for approval a Minimum of two years in advance. (2009)
 5. Help with assistance for any special activity of any Grand Bodies.
 6. The Committee shall submit a faithful report to all Grand Bodies, however, the minutes of the Committee shall be submitted to the Grand Secretary but need not be printed in the Journal but shall be available upon request for review. (2005)
- B. All Grand Bodies participating in the Joint Session shall have equal voice and vote in this committee. The grand Master, President of the Rebekah Assembly and any other Presiding Officers of any other Grand Body Participating may attend committee meeting with voice and vote. (2000) (2008)

Section 169A. Maryland Disaster Relief. Deleted (2017)

Section 169B. **Scholarship Committee;** this committee will consist of Three Odd Fellows and Three Rebekah's, at least one being a Past Grand. They shall have charge of awarding scholarships to students related to members of the order of the Jurisdiction of Maryland in amounts not more than \$5000.00 per student. The funds for this committee will be derived from monies budgeted by the Finance Committee of the Grand Lodge of Maryland, Applications for scholarships must have the name of the member on it and attested by the Secretary of the Lodge the member belongs too. The final approval for expenditure of funds shall be subject to the approval of the Board of Grand Lodge Officers. (2005)

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Section 169C. Members Relief Committee: this committee will consist of Three Odd Fellows and Three Rebekah's, at least one being a Past Grand. This Committee will provide such assistance and medical equipment for as long needed or until insurance steps in, to make it possible for the member to remain at home during an illness for as long as feasible medically and financially. The funds for this Committee will be derived from funds budgeted by the Finance Committee of the Grand Lodge of Maryland. Applications for assistance must be forwarded through the Lodge and carry the Seal of the Lodge, and such other documents needed as determined. The final approval for expenditure of funds shall be subject to the approval of the Board of Grand Lodge Officers. (2005)

Section 169D. JOINT HERITAGE COMMITTEE. The Joint Heritage Committee shall consist of a minimum of 10 members, five of those members shall be the Grand Lodge Heritage Committee and five of those members shall be the Rebekah Assembly Heritage Committee. Each member of the Rebekah Assembly Heritage Committee shall be a Rebekah and at least one of that Committee. Each member of the Grand Lodge Heritage shall be an Odd Fellow of the third degree and at least one member shall have the Grand Lodge Degree and shall be the Chairman of the joint committee. The Chairman and the Co Chairman shall render a written report to each of their respective grand Bodies, (Rebekah Assembly and the Grand Lodge) at their Annual Session reporting the activity of the Committee. This Committee shall be charged with maintaining and securing all articles, memorabilia, and assets belonging to the Heritage Room. They shall maintain and keep an accurate inventory of all assets, they shall record all new items received to include the source and ownership, if there be one. As the custodians of the Heritage Room and the assets thereof, they shall not be denied access to either the articles or the Heritage room nor shall they allow or participate in any disbursement of any assets of the Heritage Room nor shall they allow or participate in any disbursement of any assets of the Heritage Room without the written consent of the Executive Boards of the Grand Lodge and the Rebekah Assembly. The Keys to the Heritage Room shall be under the control of the Grand Secretary of the Grand Lodge, the chairman and the co chairman of the Heritage committee. The location of the Heritage Room shall be directed by the joint Executive Boards. (2005)

CHAPTER VII – MILEAGE AND PER DIEM

Section 170. Each officer, Representative and Past Grand Master attending all meeting of an annual or special session of the Grand Lodge shall be reimbursed for the expense at a rate of Forty One cents per mile for the distance traveled in going to and from the place of meeting of the Grand Lodge. The distance traveled is to be paid for one (1) round trip and to be computed by the shortest usually traveled route between the place of meeting of their Lodge and the place of meeting of the Grand Lodge minus thirty (30) miles. Per Diem shall be paid at a rate of Thirty Dollars per day for the Annual Session. No Per Diem shall be paid for a Special Session except when the Special Session requires more than a day to complete, then it shall be paid at the same rate as the Annual Session. Any Officer, representative, or Past Grand Master's not attending the entire session may be paid mileage and per diem when excused by a vote of the Grand Lodge. (1999) (2006) (2018)

Section 171. Each Officers, representative and Past Grand Master, entitled to mileage for attendance at a Session of the Grand Lodge shall have submitted for him/her a statement of his traveling expense, as determined by the Committee on Mileage and Per Diem not later than 12 p.m. of the second day of an Annual Session no later than 1 p.m. on the first day of a Special Session. The Committee shall draw their order on the Grand Treasurer for the same, which order when, properly receipted shall be allowed as vouchers. (2018)

CHAPTER VIII – INVESTED FUNDS

Section 175 All invested and endowment funds created and maintained by this Grand Lodge shall be managed and controlled by the Trustees of the Grand Lodge as provided in the Constitution. The Trustees shall make all investments in the name of the Grand Lodge and shall furnish corporate surety for the faithful performance of their duties. The cost of the bond shall be borne by the Grand Lodge. They shall elect from their number a Chairman and keep a record of their proceedings. At each Annual Session of the Grand Lodge they shall submit a report showing all investments and moneys held by them and the income received.

Section 176. All moneys not invested shall be deposited in an insured banking institution, approved by the Grand Lodge, subject to withdrawal upon the signature of two Trustees. Investments may be made only in ground rents, mortgage and securities that would be approved for the investment of trust funds by the courts of Maryland. No part of the funds shall be loaned to any Grand or Odd Fellow Lodge of the Order. The income from investments shall be collected by the trustee and paid to the Grand Treasurer or other persons authorized to receive the same, to be used for the purpose for which designated.

Section 177. If at any time any Lodge, its Officers, or its members, shall propose, plan, attempt or undertake to dissipate, divest or divide any of its funds so as to prevent or jeopardize their use for the trust purposes provided by the Laws of the Order. It shall be the duty of the grand Master forthwith to take such steps and to institute such proceedings, in the courts or otherwise, as may be deemed necessary or advisable to enforce the Laws of the Order and to prevent the violation thereof, or to follow such funds and recover the same

- (a) There shall be no sale or transfer of any Grand Lodge Real Property, other than property acquired through closing a defunct Lodge, unless said sale be approved by the Grand Lodge of Maryland meeting in either regular or Special Session. Any proposal for sale of Home Property will be studied by the Board of Grand Lodge Officers, prior to calling a Special Session. The Board will determine whether the proposal warrants a Special Session.

CHAPTER IX – I.O.O.F. HOME

Section 180. Thru 184 where deleted in 2004.

CHAPTER X – TRIALS AND APPEALS

CONSTITUTION AND BY-LAWS of the GRAND LODGE OF MARYLAND I.O.O.F.

- A. This Chapter shall apply equally to the Rebekah Lodges. Where necessary the words or phrases, including titles and names, shall be changed to comply with terminology peculiar to the Rebekah Degree. Wherever the name of the Grand Lodge appears (except for jurisdiction authority) the words "The Rebekah Assembly" shall be substituted therefore.

Section 200. The Order shall be entitled to a fair and impartial trial in the manner provided in the Code of General Laws and the Laws of this Grand Lodge.

Section 201-206 Trials and Appeals Replaced with
As prescribed in the General Code XXXVIII General Provisions and Trial Code for instructions and forms. (2018)

CHAPTER XI – GRAND JURISDICTIONAL LODGE

Section 210. There is hereby created a Grand Jurisdictional Lodge of Maryland, in accordance with the Code of General Laws. Members may be admitted to membership in such Lodge upon payment of one year's dues.

Section 211. DUES. Dues in the Grand Jurisdictional Lodge shall be Ten dollars per year plus current SGL per capita payable in advance. (2018)

Section 212. The assets of a defunct Lodge, the members of which are admitted to the Grand Jurisdictional Lodge, shall, as far as possible, be reduced to cash and after the application of so much as may be deemed necessary to discharge all existing obligations of the defunct Lodge, be delivered to the trustees of the Grand Lodge to be held for the following purpose; A proportionate amount, not to exceed \$ 500.00 per member, shall be held to pay a funeral benefit to those beneficial members who were in beneficial standing at the time the charter of the Lodge was revoked. Any amount in excess thereof shall become a part of the funds of the Grand Lodge of Maryland. Should the proportionate part of the fund for each member be less than \$25.00, no part shall be held for a funeral benefit. In the event the Odd Fellow Lodge is reinstated within three years, any unexpended funds may revert to the Lodge. Should any member of the Grand Jurisdictional Lodge acquire membership in another Odd Fellow Lodge in this Jurisdiction, the trustee shall pay to the Lodge accepting him an amount equal to the funeral benefits reserved for him.

Section 213. LIFE MEMBERSHIP. The Board of Grand Officers may authorize life membership for members of the Grand Jurisdictional Lodge who have had not less than thirty years of continuous membership, provided that the funds of the Grand Jurisdictional Lodge will not be affected adversely by granting such life membership.

CHAPTER XII – YOUTH ACTIVITIES

Section 215. The Grand Lodge hereby authorizes the institution of Junior Lodges in accordance with the Code of General Laws and assumes the responsibility for supervision of the same. Supervision and control shall be under direction of the Youth Committee which shall have authority to promulgate rules and regulations not contrary to

the Laws of this Grand Lodge. , subject to approval of the Board of Grand Officers. A Junior Lodge may be instituted upon application of at least ten eligible youths, with approval of the Board of Grand Officers. No Junior Lodge shall be instituted unless sponsored by a Subordinate Body and the Youth Committee is of the opinion that there is a reasonable probability of successful operation. A Grand Junior Lodge may be instituted upon application of five or more Junior Lodges, with approval of the Board of Grand Officers. The Grand Junior Lodge shall have authority to adopt a Constitution, By-Laws and Regulations, subject to review and approval of the Youth Committee, By-Laws Committee and the Grand Lodge.

Section 216. YOUTH ACTIVITIES. Lodges are authorized and encouraged to sponsor and support Junior Lodges, athletic teams, Boy Scouts, Cub Scouts, Musical Organizations and other activities that will promote that welfare of youth and the principles of Odd Fellowship.

Section 217. YOUTH COMMITTEE. The Youth Committee under the direction of the Grand Lodge shall have supervision of the Junior Lodges and promote Youth activities. It shall have the authority to institute Junior Lodges and cooperate with subordinate bodies in Youth activities. Members of the committee shall be appointed by the Grand Master. Any third degree member is eligible for appointment to this committee, with the exception of the Chairman who must be a Past Grand.

The Committee Chairman shall be appointed by the Grand Master. The committee shall elect a Secretary who shall keep all required records and prepare all required reports.

- (a) This committee shall establish such rules and regulations consistent with the rules and regulation established by the Sovereign Grand Lodge and the SGL/I.A.R.A. Youth Committee.
- (b) Authorized and empowered to receive petitions for Charter from the Grand Lodge, reviews and forwards to the Grand Lodge for approval.
- (c) Coordinates and arrange the Institution of Junior Lodges.
- (d) Has the power to grant temporary dispensations to Junior Lodges with the approval of the Grand Master.
- (e) Committee members are Honorary Members of all Junior Lodges
- (f) This committee has the power to recommend suspension or place on probation for any failure to abide by the laws of our order. The Grand Lodge, Board of Grand Lodge Officers retains sole power to actually suspend a charter.
- (g) Decisions of this committee may be appealed to the Board of Grand Lodge Officers, Grand Master or Joint Youth Committee with the Grand Master has the final decision.
- (h) Advisory Officers shall be approved by the sponsoring Lodges with approval granted by the Grand Lodge Youth Committee.
- (i) Qualifications:
 - 1. The Advisory Officer for the Junior Lodge must be an Odd Fellow in good standing.
 - 2. The Advisory Officer for a Junior Lodge must be 21 years or older.
 - 3. An Assistant Advisory Officer of a Junior Lodge must be an Odd Fellow in good standing.
 - 4. An Assistant Advisory Officer of a Junior Lodge must be 18 years or older.

- (j) In the event that a Junior Lodge becomes defunct all property and funds shall become the property of the sponsoring Lodge and held in trust by the Grand Lodge for 3 years.
- (k) Approves Constitutions of Grand Junior Lodges, prior to submitting to Grand Lodge for adoption. Approves method of financing operations or per capita for Grand Junior Lodge by Junior Lodges
- (l) Approves District Deputies or Lodge – Club Deputies as the Grand ruler may appoint, thru the Grand Lodge.
- (m) Supervises grand Junior Lodge in developing Junior Lodge, programs and planning, thru Grand Lodge Youth Committee.
- (n) Plans workshops and training sessions for Advisors & Officers & Members of Junior Lodges. (1991)
- (o) Minimum age to join a Junior Lodge will be 8 years of age.

Section 218. JOINT YOUTH COMMITTEE. The Joint Youth committee shall be composed of the Youth Committee, a similar committee of the Rebekah Assembly of Maryland: a representative of the Grand Junior Lodge and a representative of the Theta Rho Assembly who shall have the same rights as other members. The Grand Encampment of Maryland may upon adoption of appropriate legislation, have three representatives on this committee. It may elect a Secretary. This committee shall coordinate the youth activities of the several Grand Bodies and assist in the promotion of Junior Lodges, Theta Rho Girls Clubs and other youth activities. It shall cooperate with the Joint Youth Committee of the Sovereign grand Lodge and shall render reports of its activities to the several Grand Bodies through the respective committees. By virtue of their offices the Grand Master, Deputy Grand Master, Grand Warden and Grand Secretary of the Grand Lodge of Maryland, President, Vice President, Warden, Secretary of the Rebekah Assembly of Maryland and the Grand Patriarch of the Grand Encampment of Maryland shall be ex-officio members of the committee and shall have the same rights as all others.

- (a) The members of the Joint Youth Committee are composed of the Grand Lodge Youth Committee (6 members), the Rebekah Assembly Youth Committee (6 members) and up to (3) members from the Grand Encampment as called for in the Grand Lodge, Rebekah Assembly and Grand Encampment Constitution & By-Laws. The Chairman shall be the appointed Chairman of the grand Lodge Youth committee. The C0-Chairman shall be the appointed Chairman of the Rebekah Assembly Youth Committee. The secretary will be elected by the members of the Joint Youth committee; Membership of this committee shall be at the appointment of the Grand bodies and Rebekah Assembly and need not be a past grand except the Chairman who shall be eligible to render a report to the Grand Lodge, Rebekah Assembly and Grand Encampment.
- (b) The Joint Youth Committee works cooperatively in an administrative manner with the Sovereign Grand Lodge/ International Association of Rebekah Assemblies Youth Committee in all matters pertaining to Junior Lodges and Theta Rho Girl's Clubs and other Youth Activities through respective Youth committee.
- (c) The Committee Members are Honorary Members of all Junior Lodges and Theta Rho Girl's Clubs in the Jurisdiction (Rebekah Members cannot attend Junior Lodge meetings while in Session, but may be

invited to attend during a recess or when they have a social activity.) All Odd Fellows must be a member of the Rebekah Degree in good standing to attend a Theta Rho Girls Club Meeting.

- (d) Conducts, supervises and plans related activities, such as Youth Camp, Programs for Junior Lodges and Theta Rho Girls Clubs and other Youth Activities, as may not otherwise be provided.

Section 219. PILGRIMAGE FOR YOUTH COMMITTEE. The Pilgrimage for Youth committee shall have, in cooperation with a like committee from the Rebekah Assembly of Maryland, supervision and promotion of the participation of the Jurisdiction in the Pilgrimage for Youth sponsored by the Sovereign Grand Lodge. The acts of the Committee shall be subject to the review and approval of the Board of Grand Officers. The Grand Master shall appoint the, chairman and the Assembly President the Vice-Chairman. (2018)

CHAPTER XIII – FISCAL YEARS AND TERMS OF OFFICES

Section 225. Effective May 20, 2017 the fiscal year for the Grand Lodge of Maryland, Rebekah Assembly of Maryland, all Odd Fellow Lodge, all Rebekah Lodges, all Junior Lodges, all Theta Rho Girls Clubs, and other Associations, Board, committees or other organizations subordinate to the Grand Lodge of Maryland shall be that of the calendar year June 1 through May 31. (2017)

Section 226. Effective January 1, 1978 the terms of offices of all officers of Odd Fellow Lodges, and Junior Lodges have an Annual term shall be for the calendar year January 1 through December 31. Any of these Lodges herein qualifying for and have semi-annual terms shall have the same for the periods January 1 through June 30, and July 1 through December 31.

Section 227. Effective April 16, 1985, the terms of offices of all officers of Rebekah Lodges and Theta Rho Girls Clubs having an annual term shall be for the calendar year, as set forth by all Members of the Rebekah Assembly as their Annual Session. Said changes to be place in the Constitution & by-Laws. Any of these Lodges or Clubs listed herein qualifying for and having semi-annual items shall have six (6) month periods as set by the Rebekah Assembly.

CHAPTER XIV – LAWS OF THE GRAND LODGE

Section 230. A. All laws to be passed by Bills.

1. FORM. Bills shall be proposed by one or more representatives. Officers or Past Elected Officers, and shall begin with a title followed by the enacting clause, "Be it enacted by the Grand Lodge." and contain one subject. The Bill shall reference the chapter number, Article and/or Section of the chapter and if applicable, the subsection(s) and/or paragraph(s) and page number (i.e., II-25 of the By-laws to be enacted, amended or repealed). (2018)
2. AMENDMENTS. Bills may be amended, but no amendment shall be considered which changes the original purpose of the Bill.

3. MUST LAY OVER. Bills must lay over one day before action can be taken.

Exception. Bills presented by special or standing committee, or as an emergency which do not lay over two (2) days shall be required a three-fourths (3/4) majority vote for passage (at 2014 Grand Lodge session)

4. EXCEPTION. Bills presented by special or standing committees or as an emergency which do not lay over one day shall require a three-fourth majority vote for passage.
5. VOTING. The vote shall be taken by using a vote by division and the number for and against entered upon the journal. No bill shall become a law unless two-thirds present and voting shall vote in its favor.
6. ROLL CALL VOTE. On demand of one-fifth of the Representative present, a roll call vote shall be taken with the yeas and nays recorded. Each representative, Officer or Past Elected Officer only shall vote on a roll call vote. No vote by Lodges shall be permitted.
7. WHEN AND HOW SUBMITTED. Bills must be submitted in triplicate, typewritten or printed, in the form stated in Sec. 230 (1) above and mailed to the Grand Secretary a minimum of forty-five (45) days prior to the annual session (2018)
8. PROCEDURE. The Grand Secretary shall reproduce the bills after review by the Committee on Legislation and send copies to each Representative, Representative-elect, Past Grand Master, Grand Lodge Officer, and to the Secretarial Officer of each Lodge, at least thirty (30) days prior to the annual session (2018)
9. BILLS INTRODUCED AT THE SESSION. A Representative, Past Elected officer or Officer may introduce a bill at the session if two-thirds of the voting members agree. The bill must be presented in triplicate.
10. HEARING. The Chairman of the Committee on Legislation shall announce the time and place of the meeting of the Committee each day. Anyone may appear before the Committee and be heard for or against a bill.
11. Legislative functions of a Grand Lodge cannot be delegated to a committee.

(a) Code changes adopted by The Sovereign Grand Lodge shall be edited into the Grand Lodge Constitution and By-laws as mandated without layover.(2018)

CHAPTER XV – ALCOHOL

Section 235.

A. Alcoholic beverages shall not be permitted in the Lodge Room at any time.

1. The sale consumption or use of alcoholic beverages shall not be permitted at any time on the Lodge premises during the period of 30 minutes before until after the close of any Lodge meeting.

2. All Lodges shall provide in the By-Laws an Article or Chapter stating that Lodge's policy on alcoholic beverage.
 3. A Lodge shall have the power to prohibit the use of alcoholic beverages, to any form, either on its premises or at any function sponsored by that Lodge.
 4. The sale consumption or use of alcoholic beverages shall be in strict compliance with all local, counties, and state laws concerned with alcoholic beverages.
 5. Each Lodge shall inform the Grand Lodge of its policy with regards to alcoholic beverages. Any change in previous policies shall be sent to the Grand Lodge at once.
- B. The provisions of this Article shall apply to the Grand Lodge and all Bodies subordinate to it.

CHAPTER XVI – CONSOLIDATION

Section 240. EFFECT of the CONSOLIDATION. Under the laws for the consolidation of Lodges, the merging or joining of two Lodges cannot annihilate either. By the act of merging the rights, properties and franchises of each are united together, form in fact, but perhaps not in name, a new body or corporation possessing the rights, powers and franchises of both. The laws of the Grand Lodge in regard to consolidation is as follows: " All members in good standing in each of said Lodges shall thereupon become members of such consolidated Lodge, which shall also have jurisdiction over all suspended members of each of such lodges. All the funds, property and record books belonging to each of said Lodges, shall belong to and be turned over to such consolidated Lodge and all the charge books, except as originally belonged to the Lodge, whose name and number have been retained, shall be turned over to the Grand Lodge.

Section 241. Lodges desiring Consolidation (Code of Procedures)

- a Grand Lodges may permit consolidation of lodges within their jurisdiction under the following regulations, except when five (5) members wish to keep the lodge.
- b The request for such consolidation shall be submitted to each lodge interested, in writing, signed by not less than ten percent (10%) of the membership of each lodge, giving the name and number of the lodge under which the proposed consolidated Lodge shall work, which may be the name and number of either lodge, or the charter name of one and the number of another, or an entirely new name and such number as the Grand Master or the Grand Lodge may award them, together with any other agreements desired between such lodges.
- c A written or printed copy of the proposed provisions for such consolidation shall be mailed within three days to the last known address, as shown on the books of the lodge, to all members of each lodge by the Secretary thereof, stating that a vote will be taken on such provisions on the date specified within four (4) weeks.
- d At such time as may then and there be fixed, a vote by secret ballot shall be taken, the result duly recorded, and a certified transcript of the entire action taken shall be sent,

under seal immediately to the Grand Lodge; office of the Grand Secretary, who shall forward copy to the Grand Master.

e The Grand Master, or the Grand Lodge, may grant and issue the necessary dispensation provided that a majority of the members present and voting in each lodge approve such consolidation.

f The consolidation, if authorized, shall be effected by the Grand Master, or his duly authorized Deputy, whose duty it shall be to receive from each lodge its charter, rituals, books, assets and liabilities. The secretary of each affected lodge shall provide a list of members including dropped, suspended, expelled and deceased since the last report.

g On receiving such property and lists of membership, the Grand Master or his Deputy shall proclaim the lodges duly consolidated, and proceed forthwith to the election and installation of duly qualified members to the various offices.

h All lodge assets and liabilities shall be transferred to the new consolidated lodge.
(2018)

Section 242. Lodges going into Consolidation (Code of Procedure)

- (a) Annual reports must be in.
- (b) Lodge must be paid up and in good standing with their debts and per capita dues.
- (c) All assets (funds & property) must be inventoried and listed.
- (d) Any benefits and membership, escrowed, accounts and death benefits must be listed and presented.
- (e) Benefits to members, if any, must be set aside in escrowed accounts to cover same.
- (f) Show any and all other than normal items belong to the Lodge.
- (g) All funds and property will be surrendered to the Lodge that will carry the merger.
- (h) A roster or list of members and addresses will be presented at consolidation.
- (i) Resolutions must be made for the following
 - 1. Consolidation
 - 2. Article of Consolidation
 - 3. Turning real property, (lot & building) property defined over to ownership of the Lodge you are merging with.
- (j) At time of merger, the Grand Lodge will pick up Charter, seal of the Lodge and Charge books of merging Lodge.

Section 243. Day of Consolidation. At time of Consolidation-all members of both Lodges should be present.

- (a) Go over By-Laws of both Lodges and make necessary changes. Check amount of dues and all benefits. Make up new or revise By-Laws.
- (b) Merging members will be admitted by card. New cards are to be issued for the period of time that the merging Member's dues cards show. They will sign the register.
- (c) Grand Lodge picks up charter, seal of Lodge and Charge Books of Merging Lodge.

CHAPTER XVII – RULES OF ORDER.

THE PRESIDING OFFICER

1. The presiding officer shall preserve order and decorum during the sessions, pronounce the decision on all questions, except on an appeal from his decision, and decide questions of order without debate, subject to appeal.
2. In case of an appeal from a decision of the presiding officers, no member shall speak more than once, unless, by permission of the Grand Lodge. The Deputy Grand Master (or person acting for him) shall put the question: "Shall the decision of the chair stand as the Judgment of the Grand Lodge?"
3. Before putting a question, the presiding officer shall ask: "Is the Grand Lodge ready for the question?" If no member rises to speak, he shall rise and put the question in this form, to wit: "As many as are in favor (as the question may be) say aye," and after the affirmative vote is expressed: "As many as are opposed say no." After the negative vote is expressed he shall then declare the result in the following form, to wit: "The ayes seems to have it, the ayes have it." Or vice versa.
4. The presiding officer, or any ten representatives, doubting the result of a vote, may call for a division of the Grand Lodge: upon which division those voting in the affirmative shall rise and the in the negative, and shall remain standing until counted by the Grand Marshal. The vote being reported to the presiding officer, he shall rise and state the decision.

MEMBERS IN DEBATE

5. A member desiring to speak or deliver any matter to the Grand Lodge shall rise and respectfully address the presiding officer and on being recognized may address the Grand Lodge. He shall confine himself to the question under discussion and avoid personalities. The consequences of a measure may be reprobated but to arraign the motives of those who propose or advocate it, is a personality and not in order.
6. When two or more members rise to speak the presiding officer shall name the member who is entitled to the floor.
7. The Grand Master shall: (1) Permit a member to speak but once until every member who chooses has spoken. No member shall speak more than twice on a question without unanimous consent of the members present

No member, while speaking, shall name another except by his proper title and office, according to his standing in the Order.

8. While the presiding officer is putting a question or addressing the Grand Lodge, a member shall not walk out of or across the room, engage in private discourse, nor when a member is speaking pass between him and the presiding officer.
9. If a member while speaking is called to order, he shall at the request of the presiding officer, take his seat until the question is decided.
10. A member shall not interrupt another while speaking, except for words spoken. If requested, the objectionable words shall be taken down by the Grand Secretary. The speaker, at the request of the presiding officer, shall take his seat until the question is decided.

MOTIONS, RESOLUTIONS AND VOTING

11. A motion shall not be subject to debate until it has been seconded and stated by the presiding officer. It shall be reduced to writing if it contains more than ten words, or if desired by the presiding officer or any two members of the Grand Lodge.
12. When a question is under debate, no motion shall be in order, except:
 - 1) To fix the time to which to adjourn.
 - 2) To adjourn (when unqualified).
 - 3) To take a recess.
 - 4) Raise a question of privilege.
 - 5) For the orders of the day.
 - 6) To lay on the table.
 - 7) For the previous question.
 - 8) Limit or extend limits of debate.
 - 9) To postpone to a time certain (or postpone definitely).
 - 10) To commit or refer.
 - 11) To divide (call for a separate vote.).
 - 12) To amend.
 - 13) To postpone indefinitely.

The several motions shall have precedence in the foregoing order and the first eight shall be decided without debate.

13. A motion to postpone to a time certain, to refer or to postpone indefinitely, being decided, shall not be again allowed on the same day at the same stage of a question.
14. A motion to adjourn or to take a recess is always in order after completion of the calendar except when a vote on the previous question is pending: if carried in the affirmative, it is not an adjournment until the Grand Lodge is closed in form.
15. A motion to strike out and insert is indivisible.
16. No motion or proposition on a subject different from that under consideration shall be admitted under color of amendment.

17. The previous question being ordered by a majority vote, shall have the effect to cut off all debate and bring the Grand Lodge to a direct vote upon the immediate question or questions upon which it has been asked and ordered. A motion for the previous question shall be decided without debate when called for by ten members. When the presiding officer shall rise and put the question: "Shall the main question be now put?"
18. A member who voted on the prevailing side may move for the reconsideration of the vote at the same or next meeting, but no discussion of the main question may be allowed.
19. When a motion or proposition is under consideration, a motion to amend the amendment shall be in order, and it shall also be in order to offer a further amendment by way of substitute.
20. When the reading of any paper or matter is called for and the same is objected to by any member, it shall be determined without debate by a vote of the Grand Lodge.
21. When a blank is to be filled, the question shall be taken first upon the highest sum or number, and the longest or latest time proposed.
22. When motions are made for reference of the same subject to a select committee, or to a standing committee, the question on reference to a standing committee shall be put first.
23. Any question or motion may be discussed in committee of the whole, the presiding officer appointing a qualified member to fill the chair, who shall report to him on the reaching by the committee of its decision, which shall be entered on the minutes.
24. Every report of committee shall be accompanied by a resolution expressive of the action recommended to the Grand Lodge.
25. Every member present shall vote on all questions unless excused by the Grand Lodge or otherwise provided for in these laws and all questions (unless otherwise provided) shall be decided by a majority vote of the members present.
26. No standing rule shall be rescinded or changed without one day's notice being given of the motion therefore; a rule shall not be suspended except by a two-thirds vote.
27. Voting for officers shall be by ballot. All other voting shall be by the voting sign, except that one-fifth (1/5) of the Representatives present may demand a roll call vote. Except as otherwise provided, a majority of a quorum shall prevail (2018)
28. All cases of order not herein provided for shall be governed in discretion of the Grand Lodge by Parliamentary usage based on Robert's Rules of Order.

CHAPTER XVIII – REGALIA

Section 250. REGALLA: GRAND LODGE INSIGNIA FOR JEWELS:

Past Grand Master	Sun with Hand and Heart
Grand Master	Sun with Scales of Justice impressed or engraved
Deputy Grand Master	a Half Moon
Grand Warden	Crossed Gavel
Grand Secretary	Crossed Pens
Grand Treasurer	Crossed Keys
Grand Representative	Seal of the Sovereign Grand Lodge
Grand Marshall	A Baton
Grand Conductor	A Roman Sword
Grand Chaplain	Open Bible
Grand Guardian	Crossed Swords
Grand Herald	Old Fashioned Trumpet
Grand Color Bearer	Flag
Grand Instructor	Closed Book
Grand Musician	Lyre

Subordinate Lodge Insignia for Jewels

Past Grand	A five point star
Noble Grand	Two crossed gavel
Vice Grand	An hour glass
Secretary or Fin Secretary	Two crossed pens
Treasurer	Two crossed keys
Warden	Two crossed axes
Conductor	Two crossed wands
Guardians	Two crossed swords
Supporters of Noble Grand	A wand with two circular arms, connected by three links & encompassing a gavel
Supporters of Vice Grand	Same, encompassing an hour glass
Scene Supporters	Same, encompassing a burning torch
Chaplain	Same, encompassing a Bible
Color Bearer	Flag added (2001)
Veteran Jewel	A six pointed Maltese cross of red enamel, support a six pointed white star with red center on which the figures 25 appear in white enamel.

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CONSTITUTION FOR
ODD FELLOW LODGES OF MARYLAND
INDEPENDENT ORDER OF ODD FELLOWS

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XXIII	-RULES OF ORDER

PREAMBLES

Section 500. The Grand Lodge of Maryland of the Independent Order of Odd Fellows ordains the following Constitution for the Government of the Odd Fellow Lodges under its jurisdiction. All Odd Fellow Lodges in the Jurisdiction of Maryland are to be governed by this Constitution, the By-Laws and Regulations of this Grand Lodge, and the General Laws of the Order.

The term "General Laws of the Order" appearing in this Constitution includes any and all enactments of the Sovereign Grand Lodge as set forth in the rituals, which are the Supreme Law of the Order, the Constitution of the Sovereign Grand Lodge and the Code of General Laws. The term "Grand Lodge" means the Grand Lodge of Maryland. I.O.O.F.

ARTICLE I – NAME AND OBJECT

Section 501. This Lodge shall be known by the name designated in its Dispensation or Charter. Among the objects of this Lodge shall be the inculcation and spread of the principles of Fraternity as embodied in the Ritual and the fulfillment of the command of the Order to "Visit the sick. Relieve the distress, bury the dead and educate the orphan."

ARTICLE II-JURISDICTION AND POWERS

Section 502. This Lodge exists by virtue of its dispensation or Charter granted by the Grand Lodge of Maryland, I.O.O.F., to which it is subordinate. It possesses all the rights, powers and privileges that may be exercised by an Odd Fellow Lodge under the General Laws of the Order, subject however to the Laws and Regulations, adopted by this Grand Lodge.

ARTICLE III – MEMBERSHIP

Section 503. Membership in this Lodge shall be acquired through initiation, or by card or certificate, or upon application and election as provided in this constitution. This Lodge shall, by By-Laws, prescribe the terms and conditions for membership therein, which shall be in accordance with the General Laws of the Order and the Laws of the Grand Lodge of Maryland, I.O.O.F. Membership in this Lodge may be beneficial, non-beneficial, non-contributing, associate, life or under other conditions permitted under the General Laws of the Order.

Section 504. Qualifications for membership shall be in accordance with the Laws of the Sovereign Grand Lodge. A person of good moral character, who is not less than sixteen years of age, who believes in the Supreme Being, the Creator and Preserver of the Universe, shall be eligible for membership. (2001)

Section 505. APPLICATION. A Candidate for initiation must be proposed in writing at a regular meeting by a member of the Lodge. The proposition shall state the name and number of the Lodge; name, residence, place and date of birth, and occupation of the applicant and shall be accompanied by one-half of the fee for initiation and degrees. The application shall be signed by the candidate and endorsed by two members of the Lodge. It shall be entered on the minutes of the meeting and referred to a committee of three members for investigation. The committee shall report upon his qualifications and fitness for membership at the next regular meeting, whereupon a ballot shall be taken by ball and cube ballots at the same or a subsequent meeting. At least five ballots must be cast. If the majority of the balls are white, he will be declared elected. If the majority of the ball/cubes are black, he is declared rejected and his application fee returned to him. Should more than one petition for membership be before the Lodge to be balloted upon at the same meeting, a collective ballot may be taken, unless objection is made thereto? Should more than the majority of black balls/cubes appear therein the ballot shall be void and separate ballots shall be taken?

A. If elected to membership the applicant shall, at the next regular meeting; have conferred upon him the Initiatory Degree and shall sign the Members Register; provided that, if the Lodge so determines, he may be initiated at a later date or in some other Lodge. Should the applicant not appear for Initiation within six regular meeting nights after having been so notified, unless satisfactory cause for absence is shown the fee may be forfeited and the election declared void.

Section 506. RECONSIDERATION. An unfavorable ballot may be reconsidered, as provided on the Code of General Laws. If an applicant has been elected to membership and, previous to his initiation or admittance, the Lodge should obtain information disclosing him to be unworthy of membership, it may refuse by a majority vote of the members present, to initiate or admit him. In such an event his election shall be declared void and his fee returned to him.

Section 507. An application for membership may be withdrawn without permission of the Lodge before the report of the committee thereon is made to the Lodge and not thereafter.

Section 508. REJECTION. When an applicant for membership has been rejected, notice thereof shall be sent without delay to the Grand Secretary, stating the name, age and address of the applicant. An applicant who has been rejected by this or any other Lodge shall not be proposed for membership within six months after rejection.

Section 509. REJECTION. Applications for reinstatement of suspended members shall be presented and acted upon in the same manner as applications for membership by initiation; provided, however, that a majority of white ballots cast shall be sufficient for election. The fee for reinstatement of a member suspended for non-payment of dues shall be such as the by-laws may provide, but shall not be less than one year's dues.

Section 510. BY WITHDRAWAL CARD. A Brother of the Order possessing a withdrawal card, dismissal certificate or defunct certificate may be proposed for membership by a member of the Lodge at a regular meeting, the application to be accompanied by his card or certificate and one-half of the admission fee prescribed by the by-laws. The application shall be referred; interview made and balloted on in the same manner as provided for other applications. Should less than three cubes or black balls appear, when the ballot is taken, he shall be admitted to membership upon paying the remainder of the required fee and signing the Members register. An applicant for membership by deposit of card whose application has been rejected may be proposed again at any subsequent meeting.

Section 511. BY TRANSFER CERTIFICATE. A Brother of the Order, wishing to become a member by transfer, may be proposed for membership by a member of the Lodge at a regular meeting, the application to be accompanied by an unexpired visiting card or his official certificate showing his dues paid at least **Ninety Days** in advance and the required fee for the transfer certificate. The application shall be referred; interview made and balloted upon in the same manner as provided for other applications. The Secretary of the Lodge shall forthwith notify the Lodge of which the applicant is a member of his election to membership in this Lodge and request that a transfer certificate be issued to the applicant.

- A. The fee of one dollar for the certificate shall be forwarded with the request therefore. Upon receipt of the transfer certificate the applicant shall be admitted to membership, without payment of any additional fee; except that a Lodge, which pays a sick or funeral benefit may charge such addition fee as it may determine by-law. Should the applicant not be admitted and sign the Membership register within three months after election, the transfer certificate shall be void. The Lodge of which he was a member shall be notified immediately of his admission or of his failure to appear within the three months.

- B. An applicant for membership by transfer, whose application has been rejected, may be proposed again at any subsequent meeting.

Section 512. NON-CONTRIBUTING MEMBERS. A contributing member of an Odd Fellow Lodge may be transferred to non-contributing membership in accordance with the Code of General Laws.

Section 513. ASSOCIATE MEMBERSHIP. An Odd Fellow Lodge may elect to associate membership any member whose dues to the Lodge in which he holds regular membership are paid not less than three months in advance. Applications for associate membership shall be made, interviewed and balloted on the same as applications for membership by deposit of card. The Lodge electing an associate member shall immediately notify by mail the Lodge in which regular membership is held. Odd Fellow Lodges shall not be required to pay per capita dues upon associate members. Associate members may vote and hold office in an Odd Fellow Lodge. Associate Members shall not be entitled to vote in the Grand Lodge Election held in the Lodge in which they hold associate membership, except when their regular membership is outside of the jurisdiction of this Grand Lodge. (2001)

- A. Odd Fellows may join **three** Odd Fellow and/or ~~one~~ **three** Rebekah Lodge, if qualified, as an Associate Member; Rebekah may join ~~one~~ **three** Rebekah Lodge as an associate Member. They may vote and hold office in either their Lodge of regular membership or that of associate membership. They are permitted to hold any Grand Lodge Office by virtue of their Associate Membership. (2012) No legislation found in 2012 to allow this addition

Section 514. LIFE MEMBERSHIP. Any member, or applicant for membership, shall be eligible for membership upon compliance with the provisions of the Code of General Laws.

Section 515. LIFE MEMBERSHIP FUND. The Life Membership Fund established under these provisions of the Code shall be invested and administered, according to the provisions of the Code of General Laws, by the Board of Trustees of the Grand Lodge of Maryland, I.O.O.F.

Section 516. Membership in the Lodge commences at the time of signing the Members Register. Every Member is subject to the Constitution and By-Laws of this Lodge, the Laws of the Grand Lodge of Maryland, I.O.O.F. and the General Laws of the Order.

- A. He is entitled to all, rights and privileges incident to membership and is liable for all duties and responsibilities connected therewith.
- B. He shall not seek enforcement of his rights and privileges in any tribunal outside of the Order and shall accept a decision of The Sovereign Grand Lodge as final.

ARTICLE IV-TERMS, MEETINGS AND QUORUMS

Section 520. TERMS. The terms of this Lodge shall be twelve months, provided that a Lodge that meets weekly, may by adoption of appropriate By-Laws provide for semi-annual terms. Annual terms shall begin on the first meeting night in January and semi-annual terms on the first meeting night in January and July.

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Section 521. MEETINGS. The regular meetings of this Lodge shall be held weekly or semi-monthly on such nights and at such hour as the By-Laws may prescribe. Special meetings may be held at other times upon the call of the Noble Grand or five members of the Lodge that is meeting, and upon dispensation from the Grand Master. The Lodge may meet at an hour earlier than that fixed in its By-Laws, upon dispensation granted by the Grand Master.

Section 522. PLACE OF MEETING. This Lodge shall not remove from the place of meeting designated in the Charter without prior consent of the Grand Lodge. The place of meeting may be changed within the territory designate in the Charter, upon approval of the Board of Grand Officers.

Section 523. QUORUM. Five members in good standing in the Lodge which is meeting including one qualified to preside, shall constitute a quorum for the transaction of business. Should the Lodge during its session, be left without a quorum, it shall not transact business and shall close without ceremony. *Suggest Add as Section*

No legislation found to allow this change

Add Section 524 [reference Bill No. 6 -2013 – Adopted, SGL: A Bill to amend Chapter XXX (page XXX-9) of the Code of General Laws relating to Words and phrases. Be amended to read:]

Meetings B. For units meeting more than once a month, one regular meeting a month could be conducted as a social/informal type meeting if the Grand Body so provides.

(1) A social meeting shall not include any Ritual and no formal business shall be conducted. The Secretary shall make note of the date, location, and Roll Call and number of members in attendance.] May 2014 at sessions

Section 525. No later than February 15th of each year, the Lodge shall make a report to Grand Lodge of Maryland, I.O.O.F. on the forms provided by the Grand Secretary, setting forth in full all information required by the Grand Lodge. The Per Capita **dues** and all other amounts due the Grand Lodge shall be paid as specified by the Grand Lodge of Maryland I.O.O.F. Upon failure to make returns and reports as required, the Lodge may be deprived of the passwords and its rights in the Grand Lodge.

Section 526. This Lodge shall keep a permanent record in book form of all members admitted in the Lodge, setting forth all information regarding their admittance to the Lodge, Honors obtained in the Order and the termination of their membership.

Section 527. This Lodge shall keep a record of its members who are members of a Rebekah Lodge, an Associate Member of another Odd Fellow Lodge or of an Encampment. If a member is not in good standing, or upon the withdraw, suspension, expulsion, reinstatement, or the regaining of good standing of a member, notice of that fact shall be at once given to the Rebekah Lodge, other Lodge or Encampment to which he may belong.

Section 528. This Lodge shall keep sufficient financial records to show at any time the accounts of its members, its receipts and disbursements, all investments of its funds and other effects. The records and accounts shall be audited by qualified members, within fifteen days after the end of each term. The records shall be in such form and shall conform to all requirements prescribed by the Grand Lodge.

ARTICLE VI OFFICERS

Section 529. OFFICERS. The elective officers of this Lodge shall be a Noble Grand, Vice Grand, Secretary, financial Secretary and Treasurer. The Lodge may provide by By-Laws that the duties of the Secretary and Financial Secretary shall be performed by a Secretary. The appointive officers shall be those provided by the General Laws of the Order. The Lodge may provide by By-Laws for the election or appointment of a Marshall, Degree Captain, Musician and such other positions as may be necessary for the conduct of its affairs.

Section 530. TRUSTEES. This Lodge may provide for the election of a Board of Trustees, consisting of not less than three members, to serve for terms of one year, or three years, as provided by the by-Laws. The term of one-third of the members shall expire each year, should the terms be for three years.

Section 531. TERMS. The terms of the Noble Grand, Vice Grand and appointive officers shall be twelve months, unless the Lodge shall adopt a semi-annual term. The terms of the Secretary, Financial Secretary and Treasurer shall be one year commencing in January.

Section 532. ELIGIBILITY. Officers shall possess all qualifications required by the General Laws of the Order, and shall be free from indebtedness to the Lodge. A ~~Brother~~ Members to be eligible to the office of Noble grand shall have been regularly elected and have served a majority of the meeting nights of a term as Vice Grand, or shall have been elected to fill a vacancy and shall have served under such election until the end of the term; provided that in the event all qualified members decline or refuse to accept the office, a third degree member may be elected, ;provided that before such officer shall be installed or act as such officer, a dispensation for the purpose shall be obtained from the Grand Master

- A. A ~~Brother~~ Member to be eligible in the office of Vice Grand shall have served a majority of the meeting nights and not less than two elective or appointive offices, other than Trustee, and to the end of such terms or he shall have been elected or appointed to fill a vacancy in such offices and shall have served under such election or appointment to the end of the terms.

Section 533. VACANCY. A vacancy occurring in any appointive office shall be filled immediately by the Noble Grand (or Vice Grand). A vacancy in an elective office shall be filled at the meeting at which it is declared vacant, unless deferred to a later date by vote of the Lodge. Any officer elected or appointed to fill a vacancy shall serve until the end of the term and shall be entitled to the Honors of the Office.

Section 534. ABSENCE. Should any officer absent himself from the Lodge for four consecutive regular meetings (except on account of sickness or disability), he shall be notified by the Secretary, and if he fails to present a satisfactory excuse at the next regular meeting, his office may be declared vacant by a majority vote of the members present. The Lodge for satisfactory reason's, may excuse an officer from attendance at any meeting, which, if so recorded on the minutes, shall be counted in determining his term of office as though he were personally present.

Section 535. COMPENSATION. This Lodge may provide by By-Laws for the compensation of the Secretaries, Treasurer, Musician and members designated to care for the regalia or other property of the Lodge.

- A. Such compensation shall not be excessive for the services performed and shall not be in an amount that might tend to impair the financial strength of the Lodge. The compensation provided for shall be subject to the review and approval of the Grand Lodge, or the Committee on By-Laws, during a recess thereof, subject to the final approval of the Grand Lodge.
- B. Compensation for Secretaries and treasurer shall not be in excess of \$800.00 for a year for the services performed and shall not be in an amount that might tend to impair the financial strength of the Lodge. The compensation provided for shall be subject to review and approval of the Grand Lodge, or the committee on By-Laws, during a recess thereof, subject to final approval of the Grand Lodge.

Article VII – ELECTIONS

Section 536. Election of officers shall take place at the first regular meeting of the Lodge in the months of June and December, when semi-annual terms are provided; and at the first regular meeting in December, when an annual term is provided. Nominations shall be made for each office immediately preceding balloting for the same.

Section 537. BALLOTING. All elections shall be by written ballot, unless there be nominee, in which event the Noble Grand shall declare him elected. A majority of the votes cast shall be necessary for election. Should there be no choice on the first ballot, the candidate having the smallest number of votes shall be dropped at the next ballot, and so on each successive ballot until an election be had.

Section 538 It shall be the duty of the Noble Grand at the election of Lodge Officers to appoint two tellers, who with the Warden shall canvass the votes cast, and the Warden shall declare the result to the Noble Grand by whom it shall be announced to the Lodge.

Section 539. REPRESENTATIVES. The Representative to the Grand Lodge shall be elected at first regular meeting in December. Should the Representative-elect resign or be unable to attend a session of the Grand Lodge, the Lodge may fill the vacancy by election at any regular meeting and upon the failure of the Lodge to fill such vacancy the Noble Grand shall fill the same by appointment.

ARTICLE VIII – DUTIES OF OFFICERS

Section 545. The Officers of the Lodge shall perform all of the duties and assume all of the responsibilities prescribed for their respective offices by the Ritual, the Code of General Laws, and Laws of the Grand Lodge and the By-Laws of this Lodge. They shall perform any other duties that may be required of them from time to time by the Grand Lodge or this Lodge. The only Officers permitted to receive monetary compensation for their service are: Secretary, financial Secretary (or Secretary) and Treasurer.

Section 546. NOBLE GRAND. It shall be the duty of the Noble Grand to preside over the Lodge and enforce a due observance of its Constitution and By-Laws and all other laws of the Order; see that the officers of the Lodge and committees perform their respective duties. He shall appoint all officers and committees not otherwise provided for.

- A. He shall decide all questions of order, subject to an appeal to the Lodge, and inspect and announce the result of all balloting and other votes by the Lodge.

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He shall not be entitled to vote, except at the election of officers, when balloting for candidates, or when there is a tie vote.

- B. He shall sign all warrants or orders drawn on the Treasurer, properly attested by the Secretary, for all monies appropriated or expended by the Lodge or that may be necessary to pay benefits provided by the By-Laws.
- C. He shall at some meeting during his term, cause the By-Laws of the Lodge to be read therein and shall provide for the instruction of the members on the principles and general laws of the Order.

Section 547. VICE GRAND. The Vice Grand shall have charge of the inner door, assist the Noble Grand in the performance of his duties and his absence preside in his stead, appoint his supporters and one member of each investigating committee, and such other duties as may be prescribed for his office.

Section 548. SECRETARY. The Secretary shall perform all of the duties prescribed for his office. He must maintain a complete record of all receipts by source and disbursements by payee in his minutes. For the faithful performance of his duties he may receive such compensation as the By-Laws may provide.

Section 549. FINANCIAL SECRETARY (OR SECRETARY). The Financial secretary (or Secretary) shall perform all of the duties prescribed for his office. He shall maintain a complete book, or books, of record to reflect the receipts and disbursements of each meeting; the receipts may be as one total sum received from the Secretary; the disbursements to be recorded individually to show amount, payee and purpose. At the beginning of each year he shall charge each member with the amount of the dues payable for the year and furnish the member with a statement of the amount due. At the beginning of each quarter he shall furnish a statement to each member in arrears of the amount due by him and also furnish to the Noble Grand a list of such members with the amount due by each.

Section 550. TREASURER. The Treasurer shall perform all the duties prescribed for his office. He shall keep itemized correct accounts of the monies received and expended and furnish the Lodge, at the first meeting of each quarter, with full report of the receipts and disbursements for the past quarter. For the faithful performance of his duties he may receive such compensation as the By-Laws may provide.

Section 551. TRUSTEES. The Trustees shall, under direction of the Lodge, invest the funds and supervise the property and investments. They shall be controlled in the performance of their duties by any laws and regulations adopted by the Grand Lodge for the regulation of investment of Lodge funds and property. They may select one of their members as Secretary-Treasurer of their Board and commit to him the custody and safe keeping of the investments of the Lodge, and in such event require him to give such corporate security as the Lodge may provide. A trustee neglecting or failing to perform the duties of his position in a proper manner may be removed by a majority vote of the Lodge. At the expiration of the term for which they have been elected or upon removal as aforesaid, they shall transfer to their successors all funds and effects of the Lodge in their possession.

Section 552. WARDEN. The Warden shall perform the duties prescribed for his office. He, with the assistance of the Conductor, canvass all votes on motions and resolutions when required to do so, attend the ballot box at election or balloting for candidates and act as messenger for the Lodge.

Section 553. BONDS. The Secretary, Financial Secretary, treasurer and Trustees shall furnish adequate corporate security in favor of the Lodge for the faithful performance of their respective duties. The bonds shall be held by the Noble Grand, unless otherwise provided, and shall be for the exclusive benefit of the Lodge.

Section 554. ORPHANS. In the event that a deceased member of the Lodge leaves a minor child or children, without a proper guardian or means of support, it shall be the duty of the officers of the Lodge to look after the welfare of such children, and to place them in suitable homes. They shall, from time to time, make proper inquiries in their situation and report to the Lodge.

ARTICLE IX – COMMITTEES

Section 560. RELIEF COMMITTEE. The Relief committee shall consist of the Noble Grand, Vice Grand and such other brothers/Sisters as the By-Laws may provide. It shall be their duty to visit all Brothers/Sister reported sick (unless the disease be contagious) and to render to them such assistance as the principles and laws of the Order may require. The Committee shall render all required aid to the widows and orphans of deceased members who may need the assistance and protection of the Lodge.

Section 561. ~~FINACE~~ FINANCE COMMITTEE. The Noble Grand, following his installation, shall appoint a Finance Committee to consist of three members, to whom shall be referred all bills and claims against the Lodge. The Committee shall in the proper order of business recommend the action to be taken thereon.

Section 562. AUDITING COMMITTEE. The Noble Grand shall, at the last regular meeting in each term, appoint an Auditing Committee to audit the books and accounts of the Secretary, Financial Secretary, Treasurer and Trustees. The committee shall render a written report thereon not later than the second regular meeting in the next term.

Section 563. The Lodge may provide in the By-Laws for such other standing and special committees as the business of the Lodge or the Good, of the Order may require.

Section 564. Should a committee, or any member thereof, neglect or fail to perform the duties assigned, the Lodge by a majority vote may discharge the committee, or remove the member there from.

ARTICLE X – DEGREE

Section 570. An applicant having been elected to membership may receive the Initiatory Degree, after paying the balance of the admission fee, if any. After receiving the Initiatory Degree, the member shall be entitled to receive the other Degrees in the following order: The First degree (The Degree of Friendship), The Second degree (The Degree of Brotherly Love), The Third Degree (The Degree of Truth) (2001)

Section 571. Not more than one degree shall be conferred upon a candidate at the same meeting, unless urgent necessity be shown, and a dispensation granted by the Grand Master.

Section 572. This Lodge shall at all times maintain a Degree Team capable of conferring at least one Degree in a dignified, proper and complete manner.

Section 573. No candidate shall be received or instructed in the Third degree until he shall have demonstrated upon examination his knowledge and understanding of the obligation.

ARTICLE XI – ADMISSION FEES

Section 575. The admission fee shall be prescribed by the By-Laws, but in no event shall it be less than Twenty-five dollars, provided the fee for associate membership shall not be less than ten dollars.

Section 576. The fee for admittance by Withdrawal Card, Dismissal Certificate, Defunct Certificate, or Official Certificate may be prescribed by By-Laws but shall not be less than the minimum admission fee. The fee for admittance by transfer shall be the cost of the certificate.

Section 577. Not less than one-half of the fees for membership shall accompany the application when filed and the balance of the fee shall be paid before the applicant is initiated, or admitted to membership. Credit shall not be granted for any part of the membership fee, nor can the same lessened by donation or other device.

ARTICLE XII – DUES AND ASSESSMENTS

Section 580. The amount of dues payable by contributing members shall be determined by the By-Laws of the Lodge. It is permissible for the Lodge to provide for a stated amount to be paid for the support and expenses of the Lodge and to add thereto the amount payable for the Per Capita Dues of the Grand Lodge and the I.O.O.F. Home, the full amount to be payable as dues.

- A. The dues charged shall be sufficient to meet all expenses and obligations of the Lodge and shall not be less than twenty five dollars (\$25.00) per year; except for associate membership the dues shall not be less than ten dollars (\$10.00) per year for support of the Lodge and to provide such additional amount as may be payable to the Grand Lodge, including Home Per Capita Dues and The Sovereign Grand Lodge dues. Residents of the I.O.O.F. home shall be exempt from payment of dues. Dues are payable annually or quarterly, in advance.
- B. A member of any Odd Fellow or Rebekah Lodge who is seventy-five years of age or older who has paid dues for fifty (50) consecutive years is exempt from all dues and assessments provided the member's Lodge has voted to exempt such member from paying all future dues and assessments. Each Lodge taking action under this Sub-section shall maintain a permanent register of such exempt members to show their name and the date on which the Lodge passed the necessary motion or adopted the necessary resolution for the exemption of such members.

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Section 581. Should the expenses and current liabilities for any year be in excess of the income from dues, fees and investments and the current assets on hand, the Lodge shall levy an assessment on all contributing members to meet the deficiency. The assessment shall be charged as dues and shall be payable within three months thereafter.

Section 582. Fines and assessments shall be paid within three months, or be charged as dues, working a forfeiture of benefits.

ARTICLE XIII – SUSPENSIONS AND REINSTATEMENTS

Section 585. A member of this Lodge, who is in arrears for his dues for a period of one year, may be suspended or dropped from membership. The Financial Secretary upon instruction of the Lodge shall notify the Member, in writing under seal of the Lodge of the amount due by him and that the question of his suspension will be considered at a certain stated meeting, at least one month subsequent to such notice.

A. A record of the notice shall be made upon the minutes. Unless the amount of the indebtedness is reduced to less than the amount of one year's dues by the time stated, the Lodge may, by a majority vote, declare the member suspended for non-payment of dues. The Secretary shall make a record of the action upon the minutes and immediately notify the member by mail. The Lodge shall not take any action toward suspension of a member for non-payment of dues until he is in arrears for an amount equal to one year's dues nor within one year after he is clear on the books. Notice mailed to the last known address of the member shall be sufficient. Suspension without the notice and procedure required by the code of General Laws is illegal and void.

Section 586. A member suspended for non-payment of dues may be reinstated within one year after suspension by paying one year's dues and being elected as provided in this Constitution.

Section 587. A member suspended for non-payment of dues may be reinstated, after one year from date of suspension, upon the payment of the fee determined by the By-Laws and being elected as provided in this Constitution. The fee shall not be less than one year's dues nor more than the fee charged an applicant for initiation.

Section 588. A member suspended for non- payment of dues who makes application for reinstatement and for a withdrawal card, for the purpose of uniting with another Lodge, may be reinstated and granted a withdrawal card at any time within five years after suspension, upon payment of one year's dues and price of the card.

ARTICLE XIV – CARDS AND CERTIFICATES

Section 590. WITHDRAWAL CARD. A member wishing to withdraw from this Lodge may apply in person in open Lodge, or by letter, for a withdrawal card, which may be granted in conformity with the Code of General Laws, upon payment of all amounts due the Lodge by him and a fee of one dollar for the card; provided there are no charge pending against him.

Section 592. TRANSFER CERTIFICATE. A member, having been elected to membership in another Lodge shall be granted a transfer certificate upon application being made by the Lodge and payment of a fee of one dollar; providing that his dues are

paid not less than Ninety Days in advance and no charges are pending upon him. The certificate shall be issued without ballot. (2012)

Section 594. OFFICIAL RECEIPT. This Lodge shall use no receipt for dues and assessments other than the official receipt. The certificate shall be issued without charge to all members upon payment of dues and assessments.

Section 595. DISMISSAL CERTIFICATE. A member dropped or suspended for non-payment of dues, and against whom no charges are pending, shall be granted a dismissal certificate, upon making application therefore and paying a fee of one dollar.

ARTICLE XV – BENEFITS

Section 600. ATTENTIVE BENEFITS. This Lodge shall render to all members the attentive benefits to which a member is entitled under the Code of General Laws and the Principles of the Order. It shall render to a sojourning member all care and assistance to which he may be entitled and shall make prompt reports of any sickness or disability to his Lodge.

Section 601. WEEKLY BENEFITS. This Lodge may provide by By-Law for the payment of a weekly benefit to those beneficial members who, through sickness or disability are unable to follow their usual or some occupation, whereby they can earn a livelihood. The weekly benefit provided for shall not be less than the minimum amount required by Code of General Laws not greater than fifty dollars (\$50.00). The By-Laws may provide that no benefit shall be payable for the first week or two weeks of sickness or disability. Benefits shall not be allowed for a fraction of a week. (2005)

Section 602. WHO IS ENTITLED? A member to be entitled to a weekly benefit shall have attained the Third Degree, shall have complied with the By-Laws of this Lodge and the laws of the Grand Lodge relating to benefits, and shall not be more than thirteen weeks in arrears for dues to the Lodge. The Lodge shall determine the period of membership required before a member may be in beneficial standing; providing it shall not be less than thirty days nor more than six months. A member whose sickness or disability arises from the infirmities of age is not entitled to benefits. Benefits shall not be paid to any member whose sickness or disability results from intemperance or immoral conduct on his part, or where he refuses or willfully neglects to take proper care of himself when sick.

Section 603. ARREARAGES. A member who becomes sick or disable while in arrears to the Lodge for more than thirteen weeks shall not, by payment of such arrearage, become entitled to benefits during continuance of such sickness or disability. A member in arrears for a period of thirteen weeks becomes beneficial eight weeks after the payment into the Lodge of all amounts due by him to the Lodge.

- A. For the purpose of determining the beneficial standing of a member, the time he is in arrears shall be considered. A member clear upon the books at any time cannot be held to be out of beneficial standing until after expiration of thirteen weeks thereafter, regardless of the amount of the dues, assessments and other amounts charged to him.

Section 604. FUNERAL BENEFITS. This Lodge may provide by By-Law for the payment of funeral benefits upon the death of a member, who was in beneficial standing, as provided in Section 602, at the time of his death. The benefit, if provided for, shall not

be less than fifty (\$50.00) dollars nor greater than five (\$500.00) hundred dollars. The benefit shall be paid promptly and not later than thirty days after death of the member.

- A. The benefits shall be uniform, but a lesser amount may be provided for, should the member die during the first year of membership. The By-Laws may provide, also, for the payment of a benefit, less than the maximum amount, upon the death of a member not in beneficial standing, but who had been a member of a period longer than one year

Section 605. WHO IS ENTITLED? The funeral benefit shall be payable, in the order named, to the Widow, Guardian of Minor child or Children, or to the person responsible for the payment of the funeral expenses; provided, however, if the member was a resident of the Odd Fellow Home of Maryland, the benefit, less any amount previously paid for admission of the member to the Home, shall be paid to the Grand Lodge for the use of the Home. If there be no such relative, the benefit may, in the discretion of the Lodge, be applied to the funeral expenses of the deceased member. The benefit is not payable as insurance and neither the member nor his estate has any rights therein.

Section 606. A widow (widower) who had permanently separated from their spouse or who has not maintained a good moral character shall not be entitled to the benefit. In no event shall the benefit be paid to the estate neither of the deceased member nor to any person or organization not authorized to receive the same under the Laws of the Order. The Lodge shall have the right to determine to whom the benefit shall be paid, in case of doubt or dispute.

Section 607. Residence beyond the Territorial Jurisdiction of this Lodge shall not disqualify a member from receiving benefits, if otherwise entitled. The member shall place himself under care of the nearest Lodge. If no Lodge were near his place of residence he shall submit to this Lodge satisfactory evidence of his sickness or disability, supported by the certificates of a reputable physician. A member resident of a Home shall not be entitled to weekly benefits.

Section 608. Sickness or disability shall be reported in open Lodge by a Member of the Order or by mail. Benefits shall not be allowed for more than one week prior to the date reported in open Lodge or mailing of the notice, unless the Lodge, for good reason decide otherwise.

- A. The Noble Grand shall at each meeting have an order drawn in favor of the member entitled to benefits. Should the Relief Committee believe that the member is not entitled to benefits; the matter shall be referred to the Lodge for decision? In the event of an appeal upon a question of benefits, such benefits shall not be paid until the appeal is finally decided.

Section 609. Should a member's disability be apparently permanent, but his general health be such as not to prevent him from following his own or some other occupation, whereby he can earn an amount equal to the maximum weekly benefit specified in the By-Laws, he shall not be entitled to benefits.

- A. A member receiving benefits who declares himself or is declared out of care, and afterward becomes sick or disabled from the same cause, shall be placed under care as for a continuation of the original or previous sickness or disability but no benefit shall be paid for the interval he was declared out of care of the Lodge.

ARTICLE XVI – FUNDS

Section 610. This Lodge shall have control and its financial affairs and its funds, so long as it acts in accordance with the General Laws of the Order and the laws of the Grand Lodge. It may use its income for any purpose authorized under the General Laws of the Order, unless expressly restricted by the Laws of this Grand Lodge.

Section 611. All funds of this Lodge, from whatever source derived, are trust funds and are to be accounted for and used in accordance with the General Laws of the Order and this Grand Lodge. All monies shall be deposited in the name of the Lodge, by the treasurer in a banking institution, in which deposits are insured. All investments shall be in the name of the Lodge and in such securities as should be approved for investments of trust funds. Lodge funds shall not be loaned to members of the Order unless such a fund is created and maintained for such specific purposes. Any division of Lodge funds is illegal and void.

Section 612. This Lodge may create special or contingent funds by voluntary contributions or by holding of entertainment events or bazaars where no portion of the expense therewith is chargeable to any regular fund of this Lodge, and to use such funds for any of the purposes authorized in the code of General Laws and of the Grand Lodge; all such funds shall be handled and accounted for in the same manner as the regular Lodge funds.

Section 613. No funds of this Lodge shall be invested or used in the purchase, construction, repair or alteration of property or a building to be used for Lodge or Hall purpose unless the plans, specifications and full particulars of financing be submitted to and receive the approval of the board of Grand Officers or a Special Committee provided for by the Grand Lodge. The Lodge shall not incur any debt or obligation nor enter into any contract for such purpose without the prior approval of the Board of Grand Officers or such committee. This shall not apply to alterations or repairs not exceeding twenty-five (\$2,500.00) hundred dollars in cost. The Lodge shall not sell any real estate or buildings owned by it without the prior approval of the Board of Grand Officers of such Committee. Any funds received from the sale of such property shall be held in escrow by the Grand Lodge of Maryland for future use of the Odd Fellow Lodge in acquiring other property or building or for such purposes as the Board of grand Officer may authorize.

Grand Lodge Escrowed Accounts for Subordinate Lodges. Following are the procedures and explanation for - Grand Lodge Escrowed Accounts:

- 1) Name of Account should be Grand Lodge of Maryland I.O.O.F., in escrow for _____ (Name of Lodge and Number) I.O.O.F.
- 2) Withdrawal made upon signature of any two of the following Grand Master, Grand Secretary, and Grand Treasurer.
- 3) Bank book remains in possession of Lodge. Proceeds of Invested funds may be used for normal operating purposes of the Lodge. The principal may be used only as authorized by the Grand Lodge or Board of Grand Officers.
- 4) Normally these funds are authorized to be used for building or major improvements to the Lodge Temple; however, the Grand Lodge does have the authority to permit funds, in whole, or part, to be used for other purposes.
- 5) The procedure to be used when requesting permission for withdrawal of part, or all of the funds is a letter is, sent to the Grand Lodge explaining proposed use of the funds, amount required and withdrawal slip for the amount.

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Following-a meeting of the Grand Lodge or Board of Grand Lodge Officers, a letter of Explanation will follow. If approved, the slip would be signed and returned to the Lodge for withdrawal.

- 6) This procedure prohibits the Grand Lodge from tapering with the Lodge funds and prohibits the Lodge from un-authorized use of the funds.

Section 614. This Lodge shall keep any buildings or personal property owned by it covered by fire and tornado insurance in an amount sufficient to protect the Lodge from serious loss in case of fire or tornado affecting said property.

Section 615. LIFE MEMBERSHIP FUNDS. This Lodge may by adoption of appropriate By-Laws provide for a Life Membership fund to provide for the payment of dues of members who have no less than thirty years of continuous membership in a Lodge. The fund may be raised and created by such methods as may be in accordance with the Laws of the Order and shall be maintained on a sound actuarial basis with an expected interest rate not less than 4-1/2% per annum. All By-Laws, regulations and amendments thereof governing and relating to such funds shall be approved by the Committee on By-Laws and the Board of Grand Officers subject to final approval of the Grand Lodge. A detailed report of the condition of the fund shall be submitted with the annual report to the Grand Lodge and the Board of Grand Officers or a committee appointed for that purpose shall make a proper audit of the funds.

ARTICLE XVII – OFFENSES AND APPEALS.

Section 620. OFFENSES. Should any member of this Lodge be guilty of any offense against the Laws of the order or of “conduct unbecoming an Odd Fellow”, he shall be amenable to the Lodge and may be tried, and if found guilty may be punished by reprimand, fine, suspension or expulsion from the Order, as provided by the General Laws of the Order and the Laws of the Grand Lodge.

- A. A member convicted of a felony by a court of Justice under the laws of the land and serving sentence under such conviction may be expelled from the Order, upon proof of such conviction and sentence.

Section 621. CHARGES. No member shall be placed on trial for any offense unless the charge or charges are reduced to writing and presented to the Lodge in triplicate. One copy properly attested shall be served on the accused personally or by registered mail (or certified mail) and one copy forwarded to the Grand Master. The charges shall be heard and tried by the Lodge in accordance with the procedure prescribed in the By-Laws of the Grand Lodge. A sentence of suspension for a period of one year, or more, or of expulsion shall not become final until reviewed and approved by the Grand Lodge Committee on appeals, subject to final approval of the Grand Lodge.

Section 622. APPEALS. A member found guilty of any charge preferred against him shall have the right of appeal to the Grand Lodge. A member shall have the right of appeal to the Grand Lodge in any case where, in his opinion an action of the Lodge is not in accordance with the General Laws of the Order, the Laws of the Grand Lodge, the by-Laws of the Lodge or where it deprives him of some right to which he is entitled.

- A. The appeal shall be made and heard in accordance with the By-Laws of the Grand Lodge.

ARTICLE XVIII – BY-LAWS

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Section 623. By-Laws in conformity with this Constitution and the General Laws of the Order may be adopted, amended and altered by two-thirds vote of the members present in the Lodge, providing that any proposition to adopt, alter or amend shall not be acted upon until notice thereof have been given to all members.

- A. By –Laws and any amendments thereof shall not become effective until approved by the Committee on By-Laws with final approval by the Grand Lodge.

ARTICLE XIX – CHARTER AND EFFECTS.

Section 624. Should this Lodge become defunct, surrender its Charter, or its Charter be declared forfeited, it shall be the duty of the last installed Officer and Trustees to immediately deliver to the Grand Secretary, or any other person authorized to receive the same, the Charter, Seal, Books, Papers, Funds, Investments, Property and all other effects belonging to the Lodge. Title to any real estate shall be transferred to the Grand Lodge, All rights and title of such funds, property and other effect shall become vested in the Grand Lodge in accordance with the General Laws of the Order and the Laws of the Grand Lodge. Any necessary forms to effect transfer of funds or other assents shall be signed by the proper Lodge officers as directed by the Grand Lodge, the Board of Grand Officers or Special Grand Lodge committee appointed for that purpose.

Section 625. PHOTOSTTIC COPIES. A photo static copy of the Charter may be used in place of the original whenever such Charter shall be or become unsatisfactory for Lodge purposes. The photo static copy shall be not less than twelve by fifteen inches in size. The original Charter shall be preserved and be available whenever required by the Grand Lodge.

ARTICLE XX – AMENDMENTS

Section 630. This Constitution may be amended, altered or repealed by the Grand Lodge in the same manner that the Constitution of the Grand Lodge may be amended or repealed.

ARTICLE XXI – CONSTITUTION

Section 635. All provisions of the Constitution shall be construed in the most liberal manner that would carry out the fraternal purposes of the Odd Fellow Lodge. Any question as to the true meaning of any part of this Constitution shall be submitted in writing to the Grand Master under seal of the Lodge. His decision shall be final and conclusive unless reversed by the Grand Lodge.

ARTICLE XXIII – RULES OF ORDER

Section 640. All Lodges shall incorporate as non-profit, fraternal, charitable corporations under the laws of the jurisdiction of Maryland. Said Lodge will maintain the reversionary interest in said corporation. The incorporation shall include language reflecting that Lodge is subject to the laws, rules & regulations of the Grand Lodge & the Sovereign Grand Lodge. The Lodges shall furnish copies of their incorporation papers and future amendments to the Grand Lodge. All Lodges after incorporation shall maintain their corporate status under the laws of Maryland.
All Lodges must be incorporated for self-protection.

ARTICLE XXII – INCORPORATION

Section 650. NOBLE GRAND.

1. The Noble Grand shall preserve order and pronounce the decision on all questions except on an appeal from his decision and decide question of order without debate. Subject to an appeal.
2. In case of an appeal from a decision of the Noble grand, no member shall speak more than once, unless by permission of the Lodge. The Vice grand (or person acting for him) shall put the question: "Shall the decision of the chair stand as judgment of the Lodge?"
3. Before putting the question the Noble Grand shall ask: "Is the Lodge ready for the question?" While the Noble Grand is addressing the Lodge or putting the question, silence shall be observed in the Lodge room. After the affirmative and negative votes have been expressed he shall declare the result in the following form: "The ayes seem has it – the ayes have it, "or vice versa.
4. The Noble Grand or a member doubting the result of a vote may call for a division of the Lodge, upon which division, those voting in the affirmative shall rise and then those in the negative, and shall remain standing until counted by the Warden. The vote being reported to the Noble Grand, he shall rise and state the decision.

Section 660. MEMBERS IN DEBATE.

5. A member desiring to speak or deliver a matter to the Lodge shall rise and address the Noble Grand, and on being recognized may address the Lodge. He shall confine himself to the question under discussion and avoid personalities. The consequences of a measure may be reprobated but to arraign the motive of those who propose or advocate it, is a personality and not in order.
6. When two or more members rise to speak, the Noble Grand shall name the member who is entitled to the floor.
7. No member shall speak more than once on the same subject or question until all who wish to speak shall have an opportunity to do so or more than twice without permission from the chair. Each member while speaking shall designate the officer or member spoken of by his proper rank or title according to his standing in the Order.
8. While the Noble Grand is putting a question or addressing the Lodge, a member shall not leave or walk across the room, engage in private discourse, nor when a member is speaking pass between him and the presiding officers.
9. No member shall be interrupted while speaking, except it is to call him to order, when he shall cease speaking and take his seat, until the question of order is determined, when, if permitted, he may again proceed.
10. No motion shall be debated or opened for discussion until the same has been seconded and stated by the Noble Grand. It shall be reduced to writing at the request of any two members.
11. When a question is under debate, no motion shall be in order except:
 1. To Close.
 2. To take recess.
 3. To lay on the table.
 4. For the previous question.
 5. To postpone to a time certain.
 6. To commit or refer.

7. To divide.
8. To amend.
9. To postpone indefinitely.
10. The several questions shall have procedure in the foregoing order and the first four shall be decided without debate.
11. A motion to postpone to a time certain, to refer or to postpone indefinitely, being decided shall not be again allowed during the same meeting at the same stage of a question.
12. A motion to close is always in order after the regular business has been gone through, except when a vote on the previous question is pending. If carried, the Lodge must be closed in form.
13. The previous question being ordered by a majority vote, shall have the effect to cut off all debate and bring the Lodge to a direct vote upon the immediate question or question upon which it has been asked and ordered. A motion for the previous question shall be decided with debate when called for by five members, when the Noble Grand shall rise and put the question: "Shall the main question be now put?"
14. No motion or proposition on a subject different from that under consideration shall be admitted under color of amendment.
15. When a motion or proposition is under consideration a motion to amend and a motion to amend the amendment shall be in order, and it shall also be in order to offer a further amendment by way of substitution.
16. When a proposition has been decided it shall be in order for any member voting on the prevailing side, at the same or next meeting, to move for reconsideration thereof, but no discussion of the main question shall be allowed, and in no event shall any question or subject which has been indefinitely postponed be reconsidered.

Section 665. QUESTIONS.

17. When a blank is to be filled and different sums, numbers or times are proposed, question shall be first taken on the highest sum or number and the longest of latest time.
18. Any member may call for the division of a question when the sense will admit of it. A motion to strike out and insert shall not be deemed advisable.
19. When the reading of any paper or matter is asked for and the same objected to by any member, it shall be determined by a vote of the Lodge without debate.
20. The affirmative of any question shall be first put and then the negative. In matters of form, such as reading reports or communications, withdrawing motions, etc., the reading may be ordered or the request granted by the Noble Grand stating: "If there be no objection", the reading shall proceed or the request be granted.
21. Every member present entitled to vote on a question shall do so unless excused by the Lodge.
22. All questions shall be decided by a majority vote of the members present, unless otherwise provided.

Section 670. COMMITTEES

23. Any members may excuse himself from serving on a committee. If at the time of his appointment he is a member of two other active committees.
24. No committee can be finally discharged until all debts contracted by it shall have been paid or shall have been assumed by another committee.
25. The first named on a committee shall act as chairman until another be designated or chosen by the members of the committee.
26. Every report of a committee shall be accompanied by a resolution expressive of the action recommended to the Lodge.
27. All cases of order not herein provided for shall be governed in the discretion of the Lodge, by parliamentary usage based on Robert's Rules of Order.

Section 675. RELIEF CODE.

BENEFIT – What sick and funeral benefits do you pay?
BLACK – He is a fraud and he has a card or other papers from this Lodge, they are forgeries.
BOAT – He is an expelled member, and has not been in good standing for
CASH - Is in our city asking financial assistance and claims membership in our Lodge in good standing.
CAUTION – Look out for the fraud name _____
DOUBT- Identity in doubt. Wire description.
FINAL – A member in your Lodge died here.
FUNDS – Shall we aid him and draw on you to the extent of \$_____
GREEN – Wire instructions to us at us to the disposition of his remains.
GRIP – Draw on us for the amount of expenses incurred.
HELP – Will your Lodge pay nurse hire, and how much per day?
HOUSE – Is in our city, holding a visiting card from your Lodge and asking of us financial assistance.
LODGE – Forward remains to this place by _____
PURPLE – We think best to bury him there.
RED - _____ holding a visiting card from your Lodge. Died here
REGALIA – Assist him and we honor draft to the extent of \$_____
RIVER – Has your Lodge a member in good standing by the name of
ROCK - A member of our Lodge is in your city needing assistance. His name and address are _____
SECRETARY - He has a fraudulent card.
WHITE – We don't know any such party, and he does not belong to our Lodge.
WIDOW – Spouse or child of a deceased member of your Lodge is in our city asking assistance. Shall we draw on your Lodge to the extent of \$_____
YELLOW – Is in our city and very sick. Claims membership in your Lodge. Shall we give him attendance on your account?

WORDS AND PHRASES

Following is a listing of words & phrases which are currently used freely throughout The Code of General Laws & elsewhere in our Order, but which are not necessarily defined therein.

Affirmation: A solemn declaration made under the penalties of perjury, by a person who for some reason cannot take an oath. (Non- members who serve as

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witnesses in trials of the Order may be required to give affirmation of the truth of their testimony in lieu of the specified oaths.)

Amendment:	A formal alteration of a bill, motion, or law.
Bill:	A form or draft of a law presented to a body for action.
Branch:	A Grand Body and all its component units.
By-Laws:	Regulation for procedure to conduct business.
Charter:	An instrument, executed with form and solemnity, bestowing rights and privileges, and issued by a Grand Body to a component unit at its institution.
Charter Member:	A qualified petitioning member who was present at the institution.
Chevalier:	A member of a Canton of the Patriarchs Militant.
Code:	A precise arrangement of existing laws.
Commission:	A formal document or command deputizing a member to perform a certain duty.
Component:	A component unit.
Component Body:	A component unit.
Component Unit:	A constituent group of person having a common interest and answerable to a superior body. A Lodge, Encampment, Canton, Auxiliary, Club, or Chapter of the Order.
Constitution:	A system of fundamental rules, principles, and ordinances for the government of an organized body or society.
Decoration – Of Chivalry:	A jewel and badge bestowed for distinguished service.
Degrees:	A ceremony conferred upon a member exemplifying and teaching a lesson of the Order and indicating rank in a component unit or branch.
Dying Declaration:	A statement made at the point of death or by a person about to die.
Emblem:	A picture or object representing one thing to the eye and another to the understanding; a painted enigma or a figure representing some obvious history, instructing us in mortal truth.
Emergency:	Urgent necessity, demanding prompt action.
Endowment:	That which is bestowed or settle on property, fund or revenue, permanently appropriated for any purpose.

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- Examining Committee:** A committee appointed by the Presiding Officer of a component unit to examine a visitor from another jurisdiction or a visitor from the same jurisdiction who is without the current password or a visitor from the Manchester Unity, to determine the identity and knowledge of the visitor and ascertain whether said visitor is in order and qualified to visit that component unit.
- Foundation:** A donation or legacy appropriated to support an institution, and constituting a permanent fund usually for a charitable purpose; a fund invested for a benevolent purpose.
- Gender:** The laws of the Order shall be construed to apply equally to all members regardless of sex. (Where the Brother is used, it shall apply-to Sister also.)
- Good Standings:** A member who meets all the requirements of Chapter IV, Section 2, Paragraph H (13) of this Code, shall be considered in Good Standing.
- Grand Body:** The Sovereign Grand Lodge, General Military Council, International Association of Rebekah Assemblies and International Association of Ladies Auxiliaries Patriarchs Militant are designated as International Grand Bodies. Other Grand Bodies are: Grand Lodge, Grand Encampment, Department council, Rebekah Assembly, Grand Ladies Encampment Auxiliary, Department Association Ladies Auxiliaries Patriarchs Militant, Grand Junior Lodge and Theta Rho assembly.
- Grand Decoration of Chivalry:** A jewel and badge on a chevalier for extraordinary distinguished service.
- Historical Body:** A component unit which has historical and traditional significance.
- Honorary Members:** Individuals who are not members of the Order, but who are otherwise eligible for membership, and who being deserving of recognition for achievement or prominence-have been singled out by The Sovereign Grand Lodge and designated as Honorary Members.
- Honors of Office:** Recognition of the satisfactory performance of service, until the end of the term of the duties of an office into which a member has installed. The rank of Past Sovereign Grand Master shall include the rank of Past Grand Sire.
- Impeachment:** An accusation or charge brought against another person or unit.
- International Body:** See Grand Body.
- Interviewing Committee:** A committee appointed to call on applicants for membership, to check their references, to determine the moral character and other

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qualifications of said applicants and recommend the admission or rejection of said applicants. This committee shall also determine the proficiency of applicants for admission by card in the degrees indicated on the card.

Jewel of the Order:	An authorized Badge or Medal of fraternal significance, worn to indicate office, honors of office, service in the Order, or in recognition for some special achievement.
Journal:	Official Proceedings of The Sovereign Grand Lodge or and Grand body.
Lady:	A Sister Rebekah who is a member of a Ladies Auxiliary Patriarchs Militant or one upon whom the Decoration of Chivalry has been conferred.
Local Unit:	See Component Unit.
Malfeasance:	the performance of some injurious act which the party had contracted not to do, or had no right to do.
Matriarch:	A Sister Rebekah who is a member of a Ladies Encampment.
Meeting:	An assembling together of members of a component unit for the purpose of conduction business and/or performing ritualistic work or for some social function.
Misfeasance:	Something which might be lawful in itself, but was done in an improper manner; misuse of power.
Nonfeasance;	Failure to perform a duty.
Oath:	A solemn attestation of the truth or inviolability of what is stated.
Obligation:	An agreement, promise, contract, oath or affirmation by which one is bound.
Password:	A word to be utter by one before he is allowed to pass (or remain); a watchword; a countersign.
Patriarch:	A member of an Encampment.
Per Diem:	By the day.
Pro tem:	for the time being, or temporary.
Quorum:	In a Lodge, Encampment, Canton, Auxiliary, Club or Chapter, a quorum shall be five members in good standing, including one qualified to preside to conduct business. In a Grand Body a quorum shall be as defined by the laws of said Grand Body.

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Recess:	Suspension of business or procedure for a short time; a short intermission. The period between regular sessions.
Regalia:	An insignia, jewel, or decoration of the Order indicating rank and station.
Relief:	Support, alleviation, aid, help or assistance.
Representative:	A person selected to represent a unit.
Ritual:	Code of primary laws, ceremonies and exercises observed by a Grand Body or Component Unit of the Order.
Special Meeting:	A meeting other than a scheduled meeting, called for the purpose of transacting one or more specific stated items of business.
Subpoena:	A writ commanding the person designated in it to attend court under a penalty for failure.
Summons:	A warning or citation to appear in court; specifically, a written notification, signed by the proper officer, to be served on a person, and warning him to appear in court of a day specified, to answer to the plaintiff upon the pain of judgment against the defendant for default in so doing.
Trust Fund:	A fund to be used for a specific purpose only.
Unit:	See component unit.
Warrant:	A document giving authority to do something. An official certificate of appointment usually issued to an officer of lower rank than a commissioned officer.