



GRAND LODGE FREE AND ACCEPTED MASONS OF WISCONSIN



**PROCEDURE FOR BY-LAW
REVISION, ASSESSMENTS
OR DUES CHANGE.**
REV: ~ February 2017

SCOPE:

The following outline is provided to help you properly follow the procedure to change your lodge By-Laws, add an Assessment or change your Lodge dues if they are in your by-laws.

CODE DEFINATIONS

Chapter 61 By-Laws of Lodges

61.01 By-Laws Required. Each chartered lodge shall adopt by-laws for its government consistent with the laws of the Grand Lodge. By-laws, including amendments thereto, must be approved by the Grand Master before they become operative. Any by-law in conflict with this code is void.

A lodge desiring approval of its by-laws or of proposed by-law or of an amendment to a by-law, shall submit its request to the Grand Secretary. The Grand Secretary shall forward each such request to the Committee on Masonic Jurisprudence for review. The Committee on Masonic Jurisprudence shall, within thirty days, forward such request with its recommendations to the Grand Master for final approval. See also Form 18 for Suggested Form of Lodge By-Laws.

61.02 Amendment of By-Laws. If any by-laws of a lodge are, or shall become, in conflict with this Masonic Code, such by-laws shall be automatically amended to conform with the provisions of the Code. A lodge may amend its bylaws, consistent with its by-laws and this Code, as follows:

- 1) Any proposed by-law amendment must be presented in writing at a stated communication, recorded upon the minutes if the lodge and shall be laid over to a designated subsequent stated communication for a vote thereon.
- 2) Notice in writing of the proposed amendment, stating the time when the vote will be taken, shall be given to all members at least ten (10) days prior to the date designated for action on the proposed amendment.
- 3) A two-thirds (2/3) affirmative vote of the members present at such designated stated communication shall be required for the proposed amendment to be carried, but it shall not become effective until it shall have been approved by the Grand Master.
- 4) See Form 19 for the lodge Secretary's Certificate reporting lodge action on the amendment of by-laws.

61.03 Suspension of By-laws. A lodge cannot suspend a by-law.



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- 1) The proposed by-law amendment must be presented in writing at a stated communication. The Secretary shall record it upon the minutes if the lodge and the Worshipful Master shall lay the amendment over to a designated subsequent stated communication for a vote thereon.
- 2) The Secretary Shall send a notice in writing of the proposed amendment, stating the time when the vote will be taken. The notice shall be given to all members at least ten (10) days prior to the date designated for action on the proposed amendment.
- 3) A two-thirds (2/3) affirmative vote of the members present at such designated stated communication shall be required for the proposed amendment to be carried. The amendment will not become effective until it has been approved by the Grand Master.
- 4) Upon an affirmative vote, the Secretary shall complete Form 19 Rev. February 2017 and transmit it to the Grand Lodge Office along with:
 - a. A copy of the Current By-Laws
 - b. A copy of the Resolution
 - c. The copy of the notice to members, and
 - d. A copy of the lodge minutes of said meeting date, the minutes shall indicate the number of votes in favor and the number opposed to the resolution.

The lodge will continue to operate under the old by-laws until notice is received from the Grand Master that the revised by-laws have been approved by the Jurisprudence committee and himself.

END PROCEDURE