



of Minnesota

CONSTITUTION

2024 VERSION

MNRAM CONSTITUTION

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

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ARTICLE 1 - NAME - JURISDICTION - SEAL

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

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

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ARTICLE II - COMPOSITION

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

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ARTICLE III - OF ITS POWERS AND AUTHORITY

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE IV - MEETINGS - QUORUM - VOTING

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

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

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

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

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

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

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

101 **ARTICLE V - OF ITS OFFICERS**

102 *Section 1.* The officers of the Grand Chapter shall be - Grand High Priest, Grand King, Grand
103 Scribe, Grand Treasurer, Grand Secretary, Grand Chaplain, Grand Captain of the Host,
104 Grand Principal Sojourner, Grand Royal Arch Captain, Grand Master of the Third Veil,
105 Grand Master of the Second Veil, Grand Master of the First Veil, Grand Sentinel, and a
106 board of three (3) Trustees. The first three (3) officers named shall constitute the Grand
107 Council. Other Officers may be appointed as defined in the General Regulations of the
108 Grand Chapter of Royal Arch Masons of Minnesota. [2018]

109
110 *Section 2.* The first five officers named in Section 1, and the Grand Captain of the Host, shall
111 be elected by written ballot and majority vote, at the Annual Convocation, and each
112 shall hold office (unless previously removed by death or for other cause) until his
113 successor is elected and qualified; except as herein otherwise' provided. If a
114 candidate is running for an office unopposed, he may be elected by acclamation. If
115 there is more than one candidate for an office, there will be a secret, written ballot
116 (2023). The Board of Trustees shall consist of three elected members, the Grand
117 High Priest by virtue of his office, the Grand Treasurer and the Grand Secretary as
118 advisory members. Beginning with the 1974 Grand Convocation, the first Board of
119 Trustees shall be elected from among the membership of this Grand Chapter, one
120 for one year, one for two years and one for three years. That companion receiving
121 the highest number of votes at the 1974 Grand Convocation shall be elected for three
122 years, the next highest for two years and the third highest for one year. Thereafter,
123 as vacancies occur for elected terms, the successors shall be elected for three years.
124 If any vacancies occur between Grand Convocations, the Grand High Priest may
125 appoint a member of this Grand Chapter to fill the position until the following Grand
126 Convocation.

127 *Section 3.* All other officers shall be appointed by the Grand High Priest with the approval of
128 the Grand Council, provided, however, that the Grand High Priest cannot appoint a

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129 member of the same chapter of which he may be a member unless previously
130 appointed to the advancing line, to the office of Grand Principal Sojourner, Grand
131 Royal Arch Captain, Grand Master of the Third Veil, Grand Master of the Second
132 Veil, Grand Master of the First Veil or Grand Sentinel.

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

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

138 *Section 6.* The titles by which the officers of this Grand Chapter shall be
139 addressed are as follows:

140 Grand High Priest - "*Most Excellent*;"
141 Grand King, Grand Scribe, Past Grand Scribes, Grand Treasurers,
142 Grand Secretary - "*Right Excellent*,"
143 and all other officers - "*Excellent*." All Past Officers, not currently in Grand
144 Office, shall be addressed as "Companion" (2024)

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

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

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

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

160 *Section 1.* The Grand High Priest, in the interval between the Annual Convocations of the
161 Grand Chapter, is vested with the executive power and authority, except to grant
162 charters, and by virtue thereof,

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

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

176 **3rd.** May arrest the charter or dispensation of any chapter and suspend
177 the operations thereof, until the close of the next Annual Grand
178 Convocation.

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

184 **5th.** May convene the Grand Chapter in special or emergent convocation
185 as hereinbefore specified.

186 **6th.** May appoint representatives near other Grand Chapters and receive
187 and accredit representatives from them.

188 **7th.** May draw orders upon the Grand Treasurer for the payment of relief,
189 or or other emergent purposes, or to make or change investments,
190 as provided by the Grand Chapter.

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191 **8th.** May exercise such other powers as are warranted or required by the
192 Ancient Landmarks, Usages and Customs of the Craft; Provided,
193 that he shall have no power to suspend or in any manner supersede
194 the operation of any law of this Grand Chapter.

195 The duties of the Grand High Priest are:

196 **1st.** To preside at all convocations of the Grand Chapter.

197

198 **2nd.** To execute the will of the Grand Chapter.

199

200 **3rd.** To appoint all officers and committees of the Grand Chapter not
201 otherwise provided for.

202 **4th.** To constitute, either in person or by proxy, all newly chartered chapter
203 and install their officers. -

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

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

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

216 **1st.** To attend the convocations of the Grand Chapter and assist the
217 Grand High Priest as he may require, and in his absence preside.

218

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

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223 as acting Grand High Priest, and

224 **3rd.** In the event of the death, or permanent removal from the
225 jurisdiction or disability of the Grand High Priest, he shall assume
226 and exercise all the powers of that office, as acting Grand High
227 Priest, until a new Grand High Priest is elected and installed.

228 **4th.** To have general supervision of the District Officers as to
229 arranging dates and places for Festivals and Schools of
230 Instruction.

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

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

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

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

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

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

250 **1st.** To direct investments, reinvestment and liquidate or transfer of all funds
251 of this Grand Chapter, which are not needed for current operating
252 expenses, into investment instruments that are in Moderately

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253 Conservative to Moderate Risk tolerance levels. Moderately
254 Conservative investments are sensitive to short-term losses, but can
255 tolerate some risk in an attempt to achieve a higher rate of return.
256 Moderate Risk investments are to accept more risk than the moderate
257 conservative, but not willing to accept the short-term risk associated
258 with the goal of achieving a long-term return dramatically above the
259 inflation rate. The Trustees shall report the status of the investments to
260 the Grand Council on a quarterly basis. [2018] Such investments may
261 be jointly decided with the Grand High Priest or as directed by
262 legislation at a Grand Chapter Convocation.

263
264 **2nd.** To hold in trust all records, property, equipment and paraphernalia as
265 may be owned or controlled by the Grand Chapter and report annually
266 net worth of such.

267 **3rd.** Direct an annual audit of the financial condition of the Grand Chapter
268 and certify to the accuracy of same at each Grand Chapter
269 Convocation. Such audit to be conducted by Auditors chosen by the
270 board of Trustees and acceptable to the Grand High Priest; such audit
271 to show balances, inventories of securities, properties, earnings and
272 disbursements.

273 **4th:** The Grand Treasurer/Secretary shall be bonded in the amount of sixty
274 percent (60%) of the value of the total funds of the Grand Chapter. The
275 bond is to be paid by the Grand Chapter.

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

ARTICLE VII - OF GRAND CHAPTER FINANCES

278
279 *Section 1.* The fiscal year of this Grand Chapter shall end with the close of banking hours on
280 May 31st, beginning with the year 2013, and it shall be the duty of both the Grand
281 Treasurer and Grand Secretary to close their books of accounts as of that date and to
282 submit them to the Committee on Finance for audit at such time and place as the Grand
283 High Priest shall designate. The Committee on Finance shall submit acceptable copies
284 of the books of accounts and shall report on such audit to the Board of Trustees prior to
285 the opening of the following Grand Convocation. [2012]

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

287 **1st.** Fees charged for dispensations, charters, diplomas, certificates and
288 other instruments issued under its authority.

289
290 **2nd.** Dues from its subordinate chapters, which shall be equal and uniform,
291 and paid annually upon the memberships in good standing as shown
292 on their last preceding annual reports respectively, and upon all
293 exaltations during the fiscal year just ended.

294 **3rd.** The sale of any supplies or books required to be purchased of the
295 Grand Chapter.

296 **4th.** The funds, dues or proceeds of property of defunct or dissolved chapters.

297 **5th.** The interest and income from its investments or from any other source.

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

299 **1st.** For every original charter or dispensation to open a chapter – As
300 documented in Article III – Of Subordinate Chapters, Section 1, of the General
301 Regulations of the Grand Chapter of Royal Arch Masons of Minnesota. [2016]

302
303 **2nd.** For every charter to perpetuate an original charter – As documented in Article
304 III – Of Subordinated Chapters, Section 24, of the General Regulations of the
305 Grand Chapter of Royal Arch Masons of Minnesota. [2016]

306 **3rd.** For a diploma, certificate or for books and supplies, such charges as may
307 be fixed by the Grand Council - the fee or charge shall accompany the
308 petition or request in each of the foregoing cases.

309 **4th.** For each Royal Arch Mason reported in good standing by a chapter in its
310 last preceding Annual Return, the per-capita dues as reflected in the
311 General Regulations of the Grand Chapter of Royal Arch Masons of
312 Minnesota, excepting that no dues shall be charged upon indigent
313 members in good standing, whose dues have been remitted by the
314 subordinate Chapter and, providing that a list of those members be
315 included in and made a part of such Annual Return and, provided
316 further, that such exemption of dues to the Grand Chapter cover only
317 such members as have their dues remitted for a period of such Annual

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318 Return. This amendment to be effective with the per capita payable on
319 February 10, 2016 and shall, automatically, amend the By-Laws of all
320 Subordinate Chapters by increasing the dues for all members by an
321 amount equal to the increase in per capita. [2016]

322 **5th.** For each exaltation by a Chapter, or at its request, upon its own
323 election during the fiscal year just ended - \$ 15.00

324 **6th.** Dues from its subordinate chapters under dispensation paid upon its
325 memberships in good standing as of the end of the reporting
326 calendar year, and upon all exaltations during the fiscal year just
327 ended. [2011]

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

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

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

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

347 *Section 7.* The Grand Treasurer, at least one (1) month before the same becomes payable,
348 shall deliver to the Grand Secretary any and all bonds or other evidence of indebtedness

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349 belonging to the Grand Chapter; and if any moneys shall come to his hands from any
350 source (except through the Grand Secretary), he shall promptly pay the same to the
351 Grand Secretary for his proper accounting under the law.

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

356 *Section 9* Grand High Priest Expenses - On or before sixty days [60] prior to the Annual
357 Convocation of the Grand Chapter, the Grand King, who traditionally becomes the
358 Grand High Priest shall report in writing to the Committee on Finance his plans for the
359 year involving expenses to be incurred, this for the use of the Committee on Finances in
360 considering and determining what amount should be appropriated for such purposes and
361 what its recommendations are thereto.

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

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

373 *Section 10.* The Grand Chapter *may* appropriate \$300.00 per year for the Grand High Priest,
374 \$300.00 for the Grand King per year and \$300.00 per year for the Grand Scribe to
375 attend the General Grand Chapter Convocation. The total fund shall not exceed
376 \$2,7000; \$900.00 for the Grand High Priest, \$900.00 for the Grand King, \$900.00 for
377 the Grand Scribe for the Current Triennial Session. If the Grand High Priest, Grand King
378 or Grand Scribe do not attend the General Grand Chapter Convocation, the allotted
379 funds *will remain in the Triennial Fund*, to be available for the next Triennial Session.
380 [2011]

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381
382 *Section 11* Other Officer's Expenses - On or before sixty days [60] prior to the Annual
383 Convocation of the Grand Chapter, the Committee on Finance shall budget and
384 appropriate money for the expenses of the following Officers for the next Grand King,
385 Grand Scribe, Grand Treasurer, Grand Secretary, Grand Lecturers, District Officers, and
386 the Keystone Editor. The amount appropriated may be paid in advance upon written
387 request and must be full accounted for. Any moneys paid out that are not properly
388 expended for the purposes appropriated shall be refunded to the Grand Treasurer

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

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

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

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

402 *Section 16.* A Charity Fund shall be established in the amount of twenty five thousand dollars
403 (\$25,000.00) and a standing committee of three (3) shall be appointed each year by
404 the Grand High Priest to administer this fund. The proceeds from the fund may be
405 distributed among distressed worthy persons, their widows or orphans, aid to the
406 distressed during a disaster in any area, benevolent foundations or anywhere the fund
407 might relieve suffering and want.

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

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412 **ARTICLE VIII - OF STANDING COMMITTEES**

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

- 414 1. A Committee on Appeals and Grievances to consist of five (5) members.
- 415 2. A Committee on Chapters to consist of five (5) members.
- 416 3. A Committee on Credentials to consist of three (3): the Grand Secretary as
417 Chairman and two (2) other members.
- 418 4. A Committee on Finance to consist of five (5) members.
- 419 5. A Committee on Foreign Correspondence to consist of one (1) member.
- 420 6. A Committee on Jurisprudence to consist of five (5) members.
- 421 7. A Committee on State of the Rite to consist of three (3) members.
- 422 8. A Committee on Capitular Masonry Education and Promotion to consist of three
423 (3) members.
- 424 9. A Committee on York Rite Cooperation to consist of three (3) members.
- 425 10. A Committee on Annual Grand Convocations to consist five (5): the Grand
426 Scribe as Chairman, the Grand Captain of the Host, and three (3) other
427 members.
- 428 11. A Committee on Charity to consist of three (3) members.
- 429 12. A Nominating Committee to consist of three (3) members.
- 430 13. A committee on the Souvenir Program Booklet to consist of one (1) or more
431 members.

432 All committees shall make a written report upon the matters belonging to them
433 respectively to the Annual Convocation.

434 *Section 2.* The Grand High Priest shall appoint from members of the Grand Chapter the
435 Committee on Appeals and Grievances, Foreign Correspondence and Jurisprudence as
436 soon as possible after his installation and all other committees shall be appointed by the
437 Grand High Priest at the beginning of his term of office. He shall notify in writing all
438 Chairmen of Committee members of their appointments and advise the Grand Secretary

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439 of his selections.

440 *Section 3.* The Grand High Priest may convene any committee when he deems it necessary, and
441 he shall convene the Committee on Finance, Appeals and Grievances and Jurisprudence
442 at least one day before the Annual Convocation, if there is any business for them,
443 respectively, to consider and report upon at such Convocation.

444 *Section 4.* No elective line officer of this Grand Chapter shall be named as Chairman of a Standing
445 Committee, except the Committee on Credentials, and the Committee on Annual Grand
446 Convocation; and there shall be, on each Standing Committee, at least one Dias Officer
447 or Secretary from a Subordinate Chapter.

448 *Section 5.* It shall be the duty of the Committee on Appeals and Grievances to meet upon order
449 of the Grand High Priest, and to hear, consider and report upon all appeals, as well as all
450 controversies between chapters, and charges against members of the Grand Chapter, all
451 of which matters must be referred to it.

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

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

461 It shall also be its duty to make a preliminary oral report at the opening of the Grand
462 Convocation, of whether or not a quorum of the chapters are therein represented, and a
463 final report, after roll call, not later than the opening of the afternoon sitting of that day. In
464 order to facilitate the preparation of said reports, it is made the duty of each officer and
465 member of and representative to, the Grand Chapter, as well as of each committeeman,
466 to present himself at once at the Grand Secretary's office or at his desk in the Grand
467 Chapter hall, upon arriving at the place of meeting, and register his attendance and receive
468 and sign an attendance card. No one who fails to so register shall be reported in the
469 proceedings as present In addition: to examine and report upon the qualifications of

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470 visitors, when directed by the Grand High Priest, and recommend Honorary Memberships
471 of the Grand Chapter.

472 *Section 8.* It shall be the duty of the Committee on Finance to have referred to it and to report
473 upon the books and accounts of the Grand Treasurer and Grand Secretary, and to
474 consider and report at the last session of the Grand Convocation, upon all motions and
475 resolutions involving appropriations of the funds of the Grand Chapter, with its
476 recommendations of appropriations for the expenses of the Grand High Priest not
477 including inspection visitations; for the expenses of visitation and inspections made by or
478 by order of the Grand High Priest or by other Grand Officers or committees, as well as
479 other sums to carry on the work of the Grand Chapter for the ensuing year, and no
480 appropriation not included in such report shall thereafter be made except by unanimous
481 consent.

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

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

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

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

498 *Section 12.* The duties of the Committee on Capitular Masonry Education and Promotion shall be
499 to conduct and maintain an active, aggressive campaign of Masonic Education and
500 Membership promotion. To formulate plans for such Education in Subordinate Chapters
501 advising on what is available in books, pamphlets and articles on Chapter Masonry. To

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502 promote Membership recruitment and retention and promote involvement in relationship
503 with other Masonic bodies by establishing plans for liaison with them.

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

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

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

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

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ARTICLE IX - OF SUBORDINATE CHAPTERS

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

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

Section 3. Chapters take precedence according to seniority of their respective charters - those granted upon the same date receiving numbers in the order in which they started work under dispensation.

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

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

- 1st.** Executive - in the direction and performance of its work under control of its High Priest, who has the primary executive powers of a chapter and is responsible to the Grand Chapter for its acting properly and within legal bounds.
- 2nd.** Legislative - embracing all matters relating to its internal concerns, which are not in derogation of the Ancient Landmarks, the Constitution, General Regulations and laws of the Grand Chapter and the By-Laws of the chapter. Provided, that every chapter must be governed by the uniform Code of By-Laws adopted by this Grand Chapter, as to all matters therein specified, after filling the blanks in the Code form and
- 3rd.** Judicial - embracing the exercise of the power of discipline, and the settlement of controversies between and over its members, except its High Priest and a Grand

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564 High Priest, within its territorial jurisdiction, subject to review thereof by appeal to
565 this Grand Chapter.

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

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

575 *Section 8.* Any chapter which elects a petitioner may, for the convenience of the candidate, or
576 otherwise; request any other chapter to confer the capitular degrees for it, and the latter
577 in such case, at its convenience, after making sure of the identity of the candidate, should
578 fraternally comply with the request without charge.

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

585 *Section 10.* The officers of a chapter shall be High Priest, King, Scribe, Treasurer and Secretary,
586 (the offices of Treasurer and Secretary may be held by the same companion), all of whom
587 shall be elected by ballot and majority vote as prescribed in its By-Laws; If a candidate is
588 running for an office unopposed, he may be elected by acclamation. If there is more than
589 one candidate for an office, there will be a secret, written ballot (2023), Together with
590 Captain of the Host, Principal Sojourner, Royal Arch Captain, Master of the Third Veil,
591 Master of the Second Veil, Master of the First Veil, Sentinel and such other officers as its
592 By-Laws provide - all of whom shall be appointed by the High Priest. Each of said officers
593 shall perform such duties as traditionally belong there to respectively, or as may be
594 specifically prescribed by law, and shall hold office for one year or until his successor is
595 installed. The title of the High Priest, for address, shall be "*Excellent*" and of all other

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596 subordinate officers and members shall be "*Companion.*" There must be an annual
597 installation of all chapter officers.

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

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

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

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

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

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

623 *Section 17.* A chapter can be dissolved only by:
624 **1st.** By the act of the Grand Chapter revoking or forfeiting its charter; or
625
626 **2nd.** By the voluntary surrender of its charter after due notice to all its members living in

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627 the jurisdiction, however no chapter can surrender its charter so long as nine (9)
628 resident members thereof object.

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

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

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

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

640 *Section 22.* The Grand Secretary upon recommendation of the Grand Council shall be authorized
641 to merge any chapter with other chapters in those instances where on account of an
642 absence of a quorum no action could be taken upon a proposal to merge, consolidate or
643 dissolve.

ARTICLE X - OF DEGREES AND MEMBERSHIP

644
645 *Section 1.* The capitular degrees can only be conferred by a Chapter of Royal Arch Masons.

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

648 **1st.** By election thereon, and receiving the degree of Royal Arch Mason thereafter in
649 such chapter, or elsewhere at its request, or

650 **2nd.** By election for affiliation, reinstatement or restoration. Such membership will
651 thereafter continue until terminated by death, or otherwise as provided by law.

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

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

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

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

ARTICLE XI - AMENDMENTS

665
666 *Section 1.* This Constitution may be amended by a proposition therefor presented in writing at,
667 and approved by, one Annual Convocation of this Grand Chapter, by a two-thirds ($\frac{2}{3}$) vote
668 of the members present thereat, published in the proceedings of that Convocation, and
669 adopted by a two-thirds ($\frac{2}{3}$) vote of the members present at the next Annual Convocation.
670 Provided that unless such proposal of amendment is presented by the report of a
671 committee appointed at a previous Annual Convocation to prepare and report a revision
672 of the laws, no amendment shall be acted upon until it is first reported upon by the
673 Committee of Jurisprudence.

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

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