By-laws of

Jenks Lodge, No. 24

A.F. & A.M.

Date to be changed

(2026)

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ARTICLE I: COMMUNICATIONS

Section 1. Communications (Meetings)

A. The Regular Communication (also known as a Stated Communication) of this Lodge shall be held in the St. Andrews Temple, located at 18 Turner Avenue, Riverside, RI, or elsewhere in East Providence, RI; on the fourth Monday of every month at 7pm, except July and August.

B. The Master of the Lodge may change the date, time and/or location of a Regular Communication by giving the membership of the Lodge at least seven (7) days' notice of the same, by use of the official newsletter, hereafter referred to as "The Trestle Board".

C. A Special Communication (also known as an Emergent Communication) may be called by the Master at any time by giving Due Notice, consisting of at least seven (7) days' notice via letter, email, website, or The Trestle Board.

Section 2. Annual Communication

A. The Annual Communication for the election and installation of officers shall be held on the first Saturday in January, except when changed by mutual agreement of the Worshipful Master and the presumptive Master elect, together with the District Deputy Grand Master.

B. In the month of November prior to the next Annual Communication the Worshipful Master, Past Masters, Trustees, and Wardens of the Lodge shall meet for the purposes of discussing the state of the lodge. During this meeting any potential nominee for Worshipful Master of Jenks Lodge will present his plans for the ensuing year.

Section 3. Holy Writings

A. The Holy Writings which may be present on the Altar at any communication of this Lodge shall be those that represent the Holy Writings of its Members, Candidates, Entered Apprentices, Fellowcrafts, and unsigned Master Masons. The specific Holy Writings selected to be on the Altar for any communication can be those selected by the Worshipful Master provided there is no objection from the Members of the Lodge and such selection does not violate any of the Grand Lodge of RI Constitution, General Regulations, Decisions, Standing Order or Edicts. If there is an objection from a

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Member of this Lodge the Holy Writings on the Altar shall remain as they were prior to the change until said objection shall be resolved by a vote of the Lodge at its current or next Stated Communication.

B. Multiple Holy Writings may be placed upon the Altar as space shall allow. Only one Holy Writing selected by the Worshipful Master shall be open and have the Lights placed upon it at any communication, except, at the direction of the Worshipful Master for the purpose of conferring a Degree.

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ARTICLE II: FISCAL YEAR

The fiscal year of the Lodge shall be from January 1st to December 31st.

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ARTICLE III: MEMBERSHIP

Section 1. Members

Every man that receives a unanimous vote of the Lodge and has completed all three degrees in Freemasonry may become a member by complying with the requirements of the Constitution of the Grand Lodge of Rhode Island, agreeing to a background check and signing these By-laws, of which he shall be given a copy upon request.

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Section 2. Honorary Members.

Any Master Mason not a member of this Lodge may be elected an Honorary Member in accordance with the Rhode Island Grand Lodge rules and regulations. He shall not be entitled to a vote in the Lodge, neither shall he be subject to the payment of Annual Dues as detailed in Article V Section 1.

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Section 3. Life Members

Life Members are Members, pursuant to Article III Section 1, who have paid dues in accordance with Article V Section 2.

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Section 4. Member eligibility for Lodge positions

A. No Member will be eligible for any position in the Lodge, elected or appointed, if said Member is not a master mason in good standing.

B. Members and Life Members shall be eligible for any Lodge position, whether elected or appointed.

C. Honorary Members shall be eligible for any appointed Lodge position but shall not be eligible for elected Lodge positions.

Section 5. Investigations

A. Investigations of potential members shall be conducted by a committee appointed for that purpose. It shall consist of five lodge members in good standing, appointed by the Worshipful Master. Should vacancies on the committee occur, the Worshipful Master shall fill such vacancies at his earliest convenience.

B. Investigations shall take place in an applicant's home, regardless of marital status unless excused by the Worshipful Master. The reason for being unable to interview the applicant in the home must be stated prior by the Worshipful Master immediately preceding the investigation report given to the lodge.

C. Investigations shall be conducted by a minimum of two committee members, and the results of the investigation shall be transmitted to the Secretary and Worshipful Master in writing.

D. Supplemental investigations shall be conducted at the direction of the Worshipful Master.

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ARTICLE IV: FEES

Section 1. Lodge Application

A. Every applicant of the Lodge shall pay an application fee equal to the assessments stated in the Grand Lodge General Regulations (sections 2.2.3, plus all related decisions, standing orders, etc.), a background check fee, and an application fee of not less than one hundred fifty dollars ($150). This application fee shall be reviewed and set by the Jenks Board of Trustees once each calendar year. This application fee must accompany the application before any vote for degrees can take place. Grand Lodge assessments shall be apportioned as stated in the Grand Lodge Constitution (see Appendix A). Said assessments are to be paid, in each case, to the Grand Lodge before the degree is conferred. If the applicant's application is rejected any portion of his fee that does not include Grand Lodge assessments or background check fees already paid to Grand Lodge may be returned at the discretion of the Worshipful Master.

B. For the passing and raising of a candidate when the candidate has been initiated in another Lodge, the Lodge Application fee shall be reduced by fifty dollars ($50); for raising when a candidate has been

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initiated and passed in another Lodge, the Lodge Application fee shall be reduced by one hundred dollars ($100); and a Master Mason who shall become a member of the Lodge by affiliation shall pay the application fee less one hundred and twenty five dollar ($125.00) plus all dues and assessments due at the time of his signing of the By-Laws. Applications for affiliation shall also be accompanied by a fee for a supplemental background check. The amount of this fee shall be equal to the background check fee for all other lodge applicants. Members of other lodges within the Grand Jurisdiction of Rhode Island who are elected to membership in Jenks lodge on or before March 31st of each calendar year shall be responsible for paying the full Dues as stated in these Bylaws. Those who are elected to membership during April 1st to June 30th shall be entitled to a discount of 25%, those elected from July 1st to September 30th shall be entitled to a discount of 50%, and those elected to membership from October 1st to December 31st shall be entitled to a discount of 75% on the Dues for only their first partial year of membership.

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ARTICLE V: DUES

Section 1. Annual Dues Formula

The method of formulating the Annual Dues of this Lodge shall be as follows:

Annual Dues $$ = Base Dues Rate "X"
+ Lodge Assessment
+ Building Assessment Rate "Y"

A. The Board of Trustees shall meet and review the Dues Formula amounts of "X" and "Y" once each year. If a change is deemed necessary and passes by a majority vote of the Board of Trustees, the new dues amount shall take effect no sooner than the following fiscal year.

B. The Lodge Assessment shall be equal to the amount of the Per Capita Tax assessed to the Lodge by The Grand Lodge of Rhode Island in accordance with Section 1.1.5 of the Grand Lodge Constitution and shall be used by the lodge to pay the same.

C. The Building Assessment Rate of "Y" shall be paid as a donation to the St Andrews Temple Trust. The Trustees of Real Estate shall deposit said donation into a fund established solely for the purposes of Capital Improvements and Major Repairs to the St Andrews Temple. This fund shall not be utilized without a ¾ vote of the Trustees of Real Estate.

D. On or before the first day of January of each year, every member of the Lodge shall pay to the Secretary the prevailing Annual Dues amount in accordance with their membership status for the ensuing year.

Section 2. Life Member Dues

Any member of this Lodge whose Annual Dues are paid in full, upon the settlement of a one-time fee, paid in no greater time period then a single calendar year, as stipulated in Article V Section 2 Subsections B and C, shall be entitled to a Life Membership Certificate, which shall exempt him from the payment of the Base Dues and Building Assessment portion of the Annual Dues as stated in Article V Section 1 thereafter. He shall still be responsible to pay the Lodge Assessment to the lodge on an annual basis.

A. Jenks Lodge Life Members, made such prior to the merger of Jenks Lodge #24 and St Andrews Lodge #39, shall not be required to pay the annual Lodge Assessment at an expense to themselves.

B. The fee for life membership is fifteen (15) times the current Annual Dues as stated in Article V Section 1.

C. Article V Section 2 Subsection B shall be reduced by one (1) for every five (5) years being a Member in good standing of Jenks Lodge to a minimum multiple of ten (10) except in cases where a member has fifty (50) or more years of membership in which case it shall be reduced to a multiple of zero (0). In the event of this exception, said lifetime membership shall be applied automatically to their membership record by the lodge Secretary. A member may count years as a Member in good standing of another lodge if said lodge has merged with Jenks Lodge. Years accrued as an Honorary Member cannot be counted for the purposes of calculating Life Membership costs.

Section 3. Penalty for Non-Payment of Dues and Assessments

Penalty for Non-payment of Dues and Assessments shall be per The Constitution of The Grand Lodge of Rhode Island, Part 1, Article 7, Section 27 (1.7.27) and all related decisions and standing orders. (See Appendix B for a full reference of the aforementioned section.)

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Section 4. Unpaid Annual Dues

All Lodge members must pay their unpaid Annual Dues to regain status as a member in good standing.

A. Members cannot be forced to pay more than the current year, plus one year in arrears, worth of unpaid Annual Dues to regain good standing in the Lodge.

B. Any or all unpaid Annual Dues may be waived at the discretion of the Worshipful Master. A decision of this nature by the Worshipful Master may be appealed to the Board of Trustees and overturned by a simple majority vote thereof.

C. Any unpaid Annual Dues that are waived and/or any unpaid dues over the limit stated in Article V Section 4 Subsection A are years that cannot be counted for the purposes of calculating the Life Membership fee stated in Article V Section 2.

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ARTICLE VI: FUNDS

Section 5. Finance Committee Composition and Duties

A. A Finance Committee consisting of three members of the Lodge elected by the membership shall administer the investment of all funds of the Lodge. At the first applicable election, one member shall be elected for a 1-year term, one for a 2-year term, and one for a 3-year term. Thereafter, one member shall be elected each year to serve a 3-year term.

B. The Worshipful Master and Treasurer shall be Ex Officio members of this committee but shall not have a vote on committee decisions.

C. The members of the committee shall, at their first meeting each year, elect one member of the committee to serve as Chairman for the ensuing year.

D. The committee shall meet with the lodge financial planner no less than quarterly to review the investments of the lodge and perform such other duties as required.

E. A quorum of the finance committee shall consist of not less than two voting members and not less than three total members.

F. The duties of the finance committee shall be as follows:

i) The committee shall have charge of all investment funds established, or to be established, by the Lodge, with the exception of the Lawton Fund. The Finance Committee shall have an advisory role in relation to the Lawton Fund..

ii) The committee shall coordinate with the lodge financial planner to administer and direct the investments of the lodge.

iii) The committee shall direct the investment, or reinvestment, of any available funds.

iv) The committee shall provide to the membership information regarding the financial status of the lodge on a semi-annual basis. This information shall be presented in open lodge and shall be made available upon request to all members of the lodge.

v) The committee shall establish a recommended budget for the lodge each fiscal year and provide said budget to the Worshipful Master no less than three months prior to the annual meeting. The annual budget shall be available upon request to all members of the lodge.

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Section 6. Audits & Reconciliations

All funds of the Lodge shall be reconciled by a Certified Public Accountant or other suitable means appointed by the Treasurer and approved by the Board of Trustees. A preliminary unreconciled report shall be presented at the Annual Communication of the Lodge. The fees for said reports shall be paid from the funds of the Lodge. Any discrepancies between the preliminary unreconciled report and the reconciled report shall be read at the next regular communication of the Lodge. Audits shall only be performed when required by law or when deemed necessary by the Board of Trustees.

Section 7. The General Fund

The General Fund is the fund which holds the lodge's financial securities and investments, including but not limited to, stocks, bonds, mutual funds, or other financial instruments. It shall consist of income received by the lodge and invested by the finance committee to provide for the future financial needs of the lodge. It shall be administered by the finance committee. The income generated by this fund shall, at the discretion of the finance committee, be transferred to The Operating Fund.

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Section 8. The Operating Fund

The Operating Fund is a checking account that shall consist of sums, received from dues and other sources, obtained during the normal operation of the Lodge not hereinafter specially designated. It shall also receive transfers from The General Fund at the discretion of the Finance Committee. This fund shall be used in the payment of the general expenses of the Lodge. Any part of this fund not needed for current expenses may be transferred to another lodge fund or investment by the Treasurer with the consent of the Finance Committee.

Section 9. The Life Membership Fund

The Life Membership Fund shall consist of all fees received by the Lodge for Life Memberships. The principle of this fund shall not be used for any purpose whatsoever except as follows:

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A. Investment or reinvestment in suitable securities under the direction of the Finance Committee.

B. In the event of a financial emergency, the Board of Trustees may, by a unanimous vote, choose to transfer a portion of the principle to the General Fund for the purpose of solving said emergency.

i) The above noted transfer must be repaid to The Life Membership Fund when financially able.

C. In any given fiscal year, the income, interest and/or earnings of this fund may be used to pay the Grand Lodge Annual assessment for all Jenks Lodge Life Members made such prior to the merger of Jenks Lodge #24 and St Andrews Lodge #39.

i) Any excess income, interest and/or earnings from this fund beyond the above noted expense may be paid into the General Fund of the Lodge as needed with the consent of the finance committee.

Section 10. The Jabez W. Wilmarth Permanent Charity Fund

The Jabez W. Wilmarth Permanent Charity Fund shall consist of such sums as the Lodge may, by majority vote, decide to place in said fund and of such gifts and bequests as may be made to this fund from time to time. At no time shall the principle of this fund be expended for any purpose other than for investment or reinvestment except by a three-fourths vote of theTrustees of Jenks Lodge. Specific details of the proposed expenditure of this character shall be given to each Trustee in the notice preceding the Trustees Meeting, Income from this fund shall be paid to the Current Charity Checking Account, known as Special Fund No. 1, as needed.

A. A Charity Committee, called the Jabez W. Wilmarth Relief Committee, shall consist of members of the Lodge to be elected as hereinafter provided.

i) At the Annual Communication one member shall be elected each year to serve for three years on the Jabez W. Wilmarth Relief Committee on a rotating basis. If any member elected is not able or willing to serve out his term, the Worshipful Master shall appoint any member who is eligible in accordance with Article III to finish said term.

ii) The Worshipful Master and Secretary shall be Ex Officio members of this committee but shall not have a vote in the decisions of the committee.

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B. Such funds as received for the Current Charity Checking Account shall be deposited in a financial institution in the name of Jenks Lodge No. 24 A.F. & A.M., Special Fund No. 1.

i) All orders for withdrawal under the sum of five hundred dollars ($500.00) from the Special Fund No. 1 shall require a majority vote by the Jabez W. Wilmarth Relief Committee; with a maximum annual budget to be set by a majority vote of the finance committee each year.

ii) All orders for withdrawal over the sum of five hundred dollars ($500.00) or over the annual maximum from the Special Fund No. 1, shall be submitted by the committee to the Board of Trustees Jenks Lodge, along with the committee's recommendation, for a two-thirds majority vote of the Board of Trustees of Jenks Lodge at a regular communication for approval. In the interest of privacy, the name of any distressed brother, orphan, or widow, shall be withheld by the committee when making any request for charity. The charity committee will provide detailed reasons for relief, as well as any history of past assistance, as part of the request to the Board of Trustees. After such approval a member of the Board of Trustees must explain the amount given, why it was thought to be the best course of action, and how it helped at the next regular communication of Jenks Lodge.

iii) In the event of an emergency the Worshipful Master of the Lodge may, at his discretion, authorize a temporary increase to either of the above noted maximums. Said increase shall be ratified at the next regular communication by a two-thirds majority vote of the members present at said meeting.

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Section 11. CHARLES EDWIN LAWTON MEMORIAL MASONIC HOME ASSOCIATION FUND

A fund to be known as the Charles Edwin Lawton Memorial Masonic Home Association Fund shall consist of such sums as the Lodge may, by a majority vote, decide to place in said Fund and of such gifts and bequests as may be made to it from time to time.

A. The principal and income from said fund shall be used to establish and maintain facilities to replace the original Charles Edwin Lawton Memorial Masonic Home when and where the same may be established.

B. Every member in good standing of the Lodge shall, by reason of said membership, automatically become a member in good standing of the Charles Edwin Lawton Memorial Masonic Home Association and shall continue to be a member of the Association, so long as he remains a member in good standing of the Lodge.

C. The trustees of The Charles Edwin Lawton Memorial Masonic Home shall consist of not less than five, and not more than 30, members of the Lodge to be elected at the Annual or January Meeting of the Lodge. The Worshipful Master, Senior Warden, Junior Warden, Secretary and Treasurer shall be members of the trustees during their term of office. The trustees shall be elected for a term of three years and shall render an account of their stewardship to the Association at the Annual Meeting.

D. The Lawton trustees shall make all financial decisions relative to the fund. The Jenks Finance Committee shall be kept informed of the financial actions of the Lawton Trust to regularly review and advise the the Lawton Trustees and report said actions to the Brethren when deemed necessary.

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Section 12. Scholarship Funds

A. A fund to be known as the Edward Solomon David Scholarship Fund shall consist of such sums as the Lodge may, by a majority vote,

decide to place in said Fund and of such gifts and bequests as may be made to it from time to time.

i) The Edward Solomon David Scholarship Fund requirements as well as the number of awards available will be presented to the Lodge by a committee as outlined below. The Edward Solomon David Scholarship Fund will be used primarily to support DeMolay and Rainbow groups, as well as other youth-oriented activities and organizations in the Pawtucket and East Providence Areas, or any other purposes as the committee may deem appropriate.

ii) The Edward Solomon David Scholarship Committee, consisting of three members who are eligible in accordance with Article III, will be appointed by the Board of Trustees to administer and approve the disbursement of all funds. In the event that all fund awards available are not awarded, then the committee, with approval of the Board of Trustees, may distribute the said fund awards equally among all approved applicants. Right Worshipful Edward S. David shall be a member of this committee as long as he is willing to serve.

B. The "Card" Scholarship Fund shall consist of donations and bequests made to this fund. Each year scholarships will be awarded, in an amount to be set by the Card Scholarship Committee and approved by the Finance Committee.

i) This scholarship may be awarded to any student attending college or trade school at least part time who is a member of Jenks Lodge in good standing or whose father or grandfather is a member of Jenks Lodge in good standing or was a member in good standing at the time of his passing.

ii) The requirements for this scholarship as well as the amount of available scholarships and the lifetime cap per applicant for the award of the same will be set by the Card Scholarship Committee as outlined below. The application

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process shall be posted in the Trestle Board as deemed necessary by the Master and/or Secretary.

iii) The "Card" Scholarship Committee, consists of two members who are eligible in accordance with Article III, and who will be appointed by the Board of Trustees, as well as the Secretary of Jenks Lodge, who shall be a permanent voting member of said committee. The Card Scholarship Committee will administer and approve the disbursement of all scholarships for this fund.

Section 13. Eldon S. Goldenberg Masonic Symposium Memorial Fund

The Eldon S. Goldenberg Masonic Symposium Memorial Fund shall consist of such funds as the Lodge may, by a majority vote, decide to place in said fund and of such gifts and bequests as may be made into this fund from time to time. The purpose of this fund is to perpetuate the remembrance of Eldon S. Goldenberg by having a speaker or event of a masonic nature in the month of October every year.

ARTICLE VII: TREASURER

Section 1. Duties

The Treasurer shall keep a just and regular account of all monies received into, or paid out of, the funds of the Lodge and shall make a statement of the receipts, disbursements and funds of the Lodge at the Annual Communication. He shall not pay out any money belonging to the Lodge without the attestation of the Secretary and the approval of the Worshipful Master.

The Treasurer shall file all required paperwork for the IRS and/or the Rhode Island Secretary of State as required by the Grand Lodge of Rhode Island, or by state or federal law.

ARTICLE VIII: SECRETARY

Section 1. Duties

A. The Secretary shall correctly record all Lodge proceedings. The minutes shall include a record of all receipts and bills presented. He shall issue notices of Communications under the direction of the Worshipful Master, attend to the regular correspondence of the Lodge, and attest to the validity of all the bills of the lodge. He shall fill out and affix the seal of the Lodge to all papers requiring the same and perform such other duties as his office may require.

B. The Secretary shall receive all dues and assessments and keep a faithful account between the Lodge and each member. He shall immediately pay over to the Treasurer all monies received, including a detailed receipt of dues collected. At the Annual Communication, he shall make a complete report of dues and assessments received and of unpaid dues and assessments by years. Upon request of the Worshipful Master, he shall furnish a like report at any regular Communication.

C. Prior to the regular Communication in October, he shall report to the Worshipful Master the names of all members whose Annual Dues have not been paid for the current year and accompany his report with a brief statement of any information within his knowledge respecting each case. The Worshipful Master may at his discretion, communicate any portion of said report to the Lodge for action at a Regular Communication.

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D. The Secretary shall include a faithful accounting of all the bills and receipts of the lodge in the regular minutes of the lodge.

ARTICLE IX: WORSHIPFUL MASTER

Section 1. Duties

The Worshipful Master is an Ex Officio member of all boards and committees. If any individual holding an elected or appointed position in Lodge is not able or willing to serve out his term, the Worshipful Master of the Lodge can appoint an eligible member as stated in Article III to fulfill the remainder of the term. Any position that is not specifically stated in these By-Laws as otherwise is an appointment of the Worshipful Master. All appointed positions serve at the will and pleasure of the Worshipful Master. (see Appendix C for exceptions per Grand Lodge).

A. During His term of office, a Worshipful Master shall be permitted to create a Master's Standing Order (MSO). This order shall be the equivalent of an official edict and can be used to address an issue which exists in, or is caused by the Bylaws of Jenks Lodge or to interpret a part of the lodge's Bylaws. These orders can be revoked by any sitting Worshipful Master and when allowed to stand for an extended time should be brought before the lodge to be voted on as an amendment to be incorporated into the lodge Bylaws whenever possible. A MSO should only be used in cases of necessity, and the Worshipful Master shall be answerable to the Grandmaster as explained to the Worshipful Master during his installation and stated in the Grand Lodge Decision No. 11. All MSOs must use the MSO form located in the appendix of these Bylaws wherein a Worshipful Master must indicate the existing issue, explain his justification for needing an MSO, and detail his resolution.

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ARTICLE X: BOARD OF TRUSTEES

Section 1. Duties and Composition

A Board of Trustees shall have charge of all Lodge property and paraphernalia. They shall have charge of any long-term contract created or entered into by the Lodge, and the care and welfare of the Lodge.

A. The Board of Trustees shall consist of the Worshipful Master, Senior Warden, Junior Warden, Treasurer, Secretary and three members of the Lodge to be elected as hereinafter provided. The Secretary and Treasurer shall be Ex Officio non voting members of the Board of Trustees. The Junior Warden shall serve as an Ex Officio alternate member of the Board of Trustees, voting only when it is necessary to attain a quorum or break a tie vote and then only to the extent necessary to conduct business.

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B. The Board of Trustees shall, at its first meeting each year, elect one board member to serve as Chairman of the Board and one member to serve as Vice Chairman of the Board for the ensuing year. The Treasurer is Treasurer of the Board of Trustees. The Secretary is Secretary of the Board of Trustees.

C. The Board of Trustees shall advise the membership in any decision they deem prudent for the good of the Lodge.

D. The Chairman of the Board shall provide to the membership a report of the Board of Trustees at the Annual Communication outlining the activities of the Board of Trustees and other information as shall be deemed relevant.

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Section 2. Election

At the Annual Communication each year, one member of the Lodge shall be elected to the Board of Trustees to serve a term of three years. In the event that a board member cannot serve out his term of office, the Worshipful Master shall appoint a temporary replacement to serve until the next Annual Communicaiton, at which point a permanent replacement shall be voted on by the membership at the said Annual Communication to serve the remaining term as required.

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Section 3. Meetings and Quorum

The Board of Trustees shall be called to meet, at least quarterly, by the Chairman of the Board. A quorum shall consist of four or more voting trustees. Alternates shall be counted as voting members as needed to achieve a quorum.

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Section 4. Assistant Treasurer and Assistant Secretary

An Assistant Treasurer and/or Assistant Secretary may be appointed, when deemed necessary for the good of the Lodge, by a majority vote of the Board of Trustees.

Section 5. Fidelity Bond

All members of the Board of Trustees shall be covered by a Directors & Officers Insurance policy. The premium for said policy shall be paid from the funds of the Lodge.

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Section 6. Antiquities Committee

The Board of Trustees shall appoint and maintain an Antiquities Committee consisting of not less than three and not more than five individuals from within the membership of Jenks Lodge. The Antiquities Committee shall have responsibility for all assets of Jenks Lodge which do not fall under the purview of the Trustees of Real Estate and are not funds or other assets which these bylaws state are under the purview of another body or board. They shall coordinate and supervise the collection, documentation, display, loaning, and storage of said items both within and without the St Andrews Temple Building.

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ARTICLE XI: TRUSTEES OF REAL ESTATE

There shall be a body named the Trustees of Real Estate consisting of six members and two alternates, from within the membership of Jenks Lodge, as follows; The Worshipful Master, the Treasurer, and the Secretary, as well as three members of the Lodge to be elected by ballot at the Annual Communication, one to serve for three years, one to serve for two years, and one to serve for one year. Thereafter there shall be elected annually at the Annual Communication, one member to serve for three years.

The Senior Warden, and Junior Warden shall serve as Ex Officio alternate members of the Board of Trustees, voting only when it is necessary to attain a quorum or in the event of a tie vote and then, in order of lodge rank, and only to the extent necessary to conduct business.

The Trustees of Real Estate shall, at its first meeting each year, elect one Trustee to serve as Chairman for the ensuing year. The Worshipful Master shall be the Vice-Chairman of the Trustees of Real Estate.

Section 1. Duties

A. The Trustees of Real Estate, by virtue of their office, shall be Trustees of St Andrews Temple Trust and subject to the terms, duties, and obligations of the St. Andrews Temple Trust Agreement.

B. The Trustees of Real Estate shall have charge of the property located at 18 Turner Ave, Riverside, RI, hereafter referred to as St. Andrews Temple. They will also have charge of all property considered necessary for the function of the building including but not limited to, the lodge room organ, kitchen appliances, dining area tables and chairs, and any other associated equipment and furnishings.

C. The Trustees of Real Estate shall have the power to expend funds for the maintenance of the building and for the purchase of necessary supplies for the same.

D. The Trustees of Real Estate shall collect all rental income from the property and shall deposit the same into funds established for the use of the St. Andrews Trust. All bills contracted by said Trustees shall be paid from the aforementioned funds. The Treasurer of the Trustees of Real Estate shall keep a just and proper record of all transactions and shall provide a written report on said transactions at the Annual

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Communication of Jenks Lodge, as well as provide a copy of said report to the Secretary of the Lodge to be recorded in the meeting minutes for said Annual Communication.

E. The Trustees of Real Estate shall, on an annual basis, prior to the month of October, recommend to the Board of Trustees of Jenks Lodge an amount to be used as the Building Assessment Rate for the purposes of calculating the Annual Dues of Jenks Lodge. The final amount of the Building Assessment Rate shall be set by the Board of Trustees of Jenks Lodge.

ARTICLE XII: AWARDS

Section 1. Past Master's Jewel

A Past Master's Jewel is awarded to a Past Master of this Lodge after successfully completing his term in office.

A. *Any Past Master's Jewel awarded prior to September 23, 2002 by E.L. Freeman Lodge No. 41 and which was, at the time of the merger of Jenks Lodge #24 and E.L. Freeman Lodge #41, in possession of the Past Master it was awarded to shall be exempt from Article XII Section 1 Subsections B, C, and D.

B. Every recipient of a Past Master's Jewel, acknowledges and agrees to be bound by this section and shall be required to notify the executor/executrix of his estate and/or next of kin that said jewel shall be returned to the Lodge in the sad event of his demise.

C. If said jewel is not returned to the Lodge, a monetary sum of the cost to have a jeweler make a replacement jewel of equal quality gold will be required in its stead.

D. The Lodge shall to the best of its ability record the size, weight, and a description of each jewel given along with an account of which member the jewel was given to. This shall be on file and recorded in the meeting minutes of the Lodge during the meeting the jewel is presented as well as photos of the jewel.

E. Before, during, or immediately following, the presentation of the jewel, a written copy of the following will be provided to the recipient of the jewel so that it may be signed and returned to the Secretary; "This Past Master's Jewel is entrusted by the Lodge to your care. We hope that you will wear it with equal pleasure to yourself and honor to the fraternity. It is your obligation to keep it safe until the sad event of your demise or such time as you are no longer a Brother in good standing of this Lodge at which time it must be returned to the Lodge either by yourself, or your estate. If you are unable to fulfill this obligation then you, or your estate will be subject to the penalty of this obligation as stated in the By-Laws of this Lodge."

F. *Adopted September 23, 2002 in Pawtucket, Rhode Island at a joint meeting of E. L. Freeman Lodge No. 41 and Jenks Lodge No. 24 being just and lawful Lodges chartered by the Grand Lodge of the Ancient and Honorable Society of Free and Accepted Masons for the State of Rhode Island. In the event an individual ceases to be a member in

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Photos (front and back) of each Past Master's Jewel issued by the lodge shall be included in the minutes of the annual communication at which it was presented, along with the other names and dates inscribed upon it.¶

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good standing of Jenks Lodge, their Past Master's Jewel must be returned to the lodge.

Section 2. Edgar C. Kay Award

The Edgar C. Kay award is given, by a majority vote of the current Edgar C. Kay Award recipients, after being nominated by said recipients and/or the Worshipful Master. It may be awarded to a member of Jenks Lodge for outstanding excellence in ritual in the degrees of Freemasonry. This award shall not be granted to more than one member in a year. If all the current Edgar C. Kay Award Recipients are not able or are unwilling to perform the duty of voting on a nominee, then the Worshipful Master may ask the Board of Trustees to cast a two-thirds majority vote on a nominee in their stead.

Section 3. Abraham Melki Shammas Memorial Medal

The Abraham Melki Shammas Memorial Medal is in honor of Brother Abraham Melki Shammas who performed exemplary service to Freemasonry in general and to E. L. Freeman Lodge No. 41 in particular for more than fifty years. Throughout all his years he stood ever ready to perform any duty, even the humblest, to serve lodge, church, and community without any thought of personal gain, profit or aggrandizement. The Board of Trustees shall perpetuate his memory by establishing the Abraham Melki Shammas Memorial Medal to be awarded to a member of this Lodge in recognition of outstanding and exemplary service to the craft, the church, and/or the community.

- **A.** It may be awarded by the Worshipful Master with the advice of the Board of Trustees.
- **B.** No more than one such medal shall be awarded in any one fiscal year of this Lodge.
- **C.** No medal shall be awarded to an active line officer, nor to a Past Master within five (5) years of the completion of his term of office.
- **D.** A second medal may be awarded in a fiscal year but only to a Past Master and only as the second medal after a first medal has been awarded to a member not a Past Master in the same year.

Section 4. Pickhover's Path Memorial Medal

Pickhover's Path Memorial Medal is in honor of Right Worshipful Lt. Cmd. Brian Pickhover, Past Master of Jenks Lodge, Secretary Emeritus of Jenks Lodge and

President Emeritus of the Lawton Home. RW:. Pickhover served Jenks Lodge diligently for almost 30yrs as Secretary. During this time, he was a guiding hand in most of the Lodge's affairs and was a firm believer in The Craft. One of RW:. Pickhover's favorite activities, besides attending Jenks Lodge meetings and attending degrees, was to travel and visit other Lodges. RW:. Pickhover encouraged others to travel, and travel often, within The Craft, that they may behold the beauty of Freemasonry. He was an affiliate member of Lodges in Rhode Island and Massachusetts, and he often would take trips to visit lodges in other states and countries. In the spirit of his exuberance to spread the goodwill and friendship of The Craft but more especially of Jenks Lodge this medal was created to perpetuate his memory and to encourage other members of the Lodge to travel as he did, spreading the cement of brotherly love and friendship.

A. This custom lapel pin medal (see appendix) may be awarded to a member of this Lodge no more than once except as noted below.

B. If a member awarded this medal maintains his status of being eligible to win said medal for five consecutive years after it is awarded to him then he will receive a commemorative certificate of recognition and his name will be added to the plaque to be created for this purpose and displayed in the lodge building.

C. If a member maintains the afore-mentioned status for 10 consecutive years he will be awarded a gold colored medal hung from ribbon of blue, gold, white, and red representing the coast guard to be worn as a pocket jewel similar in size to the Edgar C. Kay Award medal (see appendix) in recognition of his diligence.

D. Any member applying for this medal must have a verifiable account of all lodges he visited during the calendar year. Said list must satisfy the following criteria and shall be turned into the Secretary upon request. Note that any single communication may only serve to satisfy one of the criteria listed below.

i) Attendance at more than half of the District Deputy Grand Master visitations within the same District as Jenks Lodge

(a) attending District Deputy visitations at Jenks Lodge shall not count toward meeting the associated DDGM visitation requirements. This means that brethren must attend half of the remaining DDGM visitations in the same District as Jenks Lodge.

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ii) Attendance at one (1) District Deputy Grand Master visitation outside the District of Jenks Lodge but within the jurisdiction of the Grand Lodge of RI

iii) Attendance at two (2) Grand Master visitations of the Grand Master of Rhode Island,

(a) For the purposes of Grand Master Visitations an occasional Lodge presided by the Grand Master of Rhode Island is considered a Grand Master visitation,

iv) Attendance at six (6) meetings of Jenks Lodge No. 24 during a calendar year

v) A visit to two (2) lodges in the jurisdiction of the Grand Lodge of Massachusetts.

vi) A visit to one (1) lodge outside the jurisdiction of The Grand Lodge of Rhode Island and The Grand Lodge of Massachusetts.

vii) A visit to one (1) of the following lodges of which RW:. Pickhover was an affiliate member: Mt. Moriah Lodge #8 or Ezekiel Bates Lodge of MA

viii) Visits, in addition to those listed above, to a total of twelve (12) different lodges in no greater time period than a single calendar year, of which half must be meetings in which a degree was conferred.

E. The Worshipful Master shall have the discretion to grant exceptions to these requirements when circumstances warrant such action for the purpose of determining a Member's eligibility for this award.

For example, in 2020, the Worshipful Master determined that a Member's consecutive years of eligibility shall not be considered interrupted due to circumstances beyond the Member's control, namely, the COVID-19 pandemic in 2020.

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In years when the Grand Master's District Visitation is held at Jenks Lodge, attendance at either the Grand Lodge Annual or Grand Lodge Semi-Annual communications may be used to fulfill the Grand Master's Visitation requirements for the award…

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Section 5. The Lester Gavel

In honor of William Henry Lester Jr., a proud member of Jenks Lodge, and the longest standing Freemason in Rhode Island History, with membership in the craft exceeding 75 years, the lodge establishes the Lester Gavel. This award shall be an icon of longevity and dedication to the craft and shall be symbolically held by the member of Jenks Lodge with the most years of service as a member in good standing of Jenks Lodge. The Lester Gavel shall be physically held by the Lodge on a plaque established for this purpose, engraved

with the names of the previous holders of the gavel. Transfer of the gavel from one holder to another shall be made by the Worshipful Master in person if at all possible.

It shall be the responsibility of the lodge, once each year, to open an official communication of Jenks Lodge at a time and location convenient to the holder of the Lester Gavel so that the holder of the gavel may have the opportunity to attend lodge with his brethren even if attendance at normal lodge communications is not possible. Such a communication shall only be required when said convenient location is within reasonable travel distance of Jenks Lodge, as determined by the Worshipful Master and Wardens of the lodge.

Section 6. Emeritus Status

Any living member of the lodge may be granted an Emeritus title by a majority vote of the members present at any stated communication. This honor signifies the high esteem the brethren hold for said member in lodge matters concerning the office for which he was granted Emeritus status. Said Emeritus members, if present at a meeting of the lodge, shall have his name and Emeritus Title read prior to the reading of the Grand Lodge officer list and shall be given permission to give a brief statement regarding the lodge if he so desires.

ARTICLE XIII: THE CHARITY PLATE

Charity being a principal characteristic of the order, there shall be provided, at each communication, an opportunity for each member to deposit his alms for the benefit of those in need. The sum gathered at each communication shall be noted in the records of the lodge and paid to the Current Charity Checking Account known as Special Fund No. 1.

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ARTICLE XIV: AMENDMENTS

These By-Laws may be amended at any Regular Communication by a two-thirds vote of the members present, the proposal having been presented and read at a previous Regular Communication, and due notice having been given to the members of such propositions in the notice of the communication of said meeting.
These by-laws shall be reviewed annually by a standing By-laws Committee of 5 members (three voting members and two alternates) selected by the Board of Trustees and approved by the Worshipful Master.

ARTICLE XV: PRECEDENCE OF THE GRAND LODGE OF RHODE ISLAND

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If any part of these By-Laws conflict with the rules and regulations set forth by the Grand Lodge Of Rhode Island, then the aforementioned rules and regulations shall take precedence.

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ARTICLE XVI: SEVERABILITY

If any portion of these by-laws is deemed invalid under Federal, and/or Rhode Island State law it shall be regarded as stricken. In that event, the remainder of these by-laws shall continue in full effect.

ARTICLE XVII: FINANCIAL POWER

Nothing in these By-Laws shall be construed as preventing the Board of Trustees from being compliant with, and/or mitigating financial penalties imposed by, any regulations, laws, and/or rules of the United States government and/or the State of Rhode Island.

NOTE: All appendices included shall be updated as required to match The Grand Lodge of Rhode Island constitution, decisions, and standing orders. This material, though referenced, shall not be considered a part of these by-laws and may be amended as needed.

Attest

_____

Frederick Wilmott Jr

Worshipful Master Jenks Lodge #24
Riverside, RI



_____

Mark J. Lomastro

Secretary Jenks Lodge #24
Riverside, RI

_____ _____

Douglas J. Grant

Grandmaster of the Grand Lodge
of the State of Rhode Island

Ronald P. Reed

Grand Secretary for the Grand Lodge
of the State of Rhode Island

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NOTE: All appendices included shall be updated as required to match The Grand Lodge of Rhode Island constitution, decisions, and standing orders. This material, though referenced, shall not be considered a part of these by-laws and may be amended as needed

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APPENDIX A

Constitution References

2.5.9 Assessment of candidates

Each candidate for the degrees of Freemasonry shall be assessed Five ($5.00) dollars for the maintenance of the Forums of Masonic Education. This fee shall be collected by the subordinate lodges and be paid within twenty (20) days thereafter, to the Grand Secretary.

The money so raised shall be transmitted to the Grand Treasurer and shall constitute a fund from which, upon order by the Grand Secretary and approval of the Grand Master, bills approved and submitted by the Committee on Masonic Education shall be paid.

2.2.3 Fees for the three degrees

No subordinate lodge shall confer the three degrees of Freemasonry for a less sum than sixty-five dollars, to be apportioned as follows: namely, twenty-five dollars for the Entered Apprentice, twenty dollars for the Fellow Craft, and twenty dollars for the Master Mason degree, to be paid in each case before the degree in conferred.

See Decision Nos 10, 57; Standing Order Nos. 91, 91.2.

Related Decisions

No. 10. Refund Of Fee For Previous Degree.

Decision: That when a brother is denied advancement to the second degree, no part of the amount paid for the first degree can be refunded to him.

General Regulations, Article II, Sec. 2.2.3. November 27, 1865. (Ballou, GM)

No. 57. Refund Of Fees Prior To Removal

Decision: A lodge has not the right to remit the initiation fee of a Mason who receives the degrees in a lodge, and shortly after removes from the jurisdiction.

General Regulations, Article II, Sec. 2.2.3. May 20, 1907. (Presbrey, GM)

Related Standing Orders

No. 91. Fees For The Three Degrees

Resolved: That no subordinate lodge shall confer the three (3) degrees of Freemasonry for a sum less than sixty-five dollars to be apportioned as follows: namely, twenty-five dollars for the Entered Apprentice, twenty dollars for the Fellow Craft and twenty dollars for the Master Mason degree, to be paid in each case before the degree is conferred, together with any and all assessments by the Grand Lodge.

Constitution, Art. II, Sec. 2.2.3.

No. 91_2. George Washington Memorial

Ordered: That no person applying for the degrees of Masonry to a lodge in this jurisdiction shall receive the Entered Apprentice degree until he shall have paid, in addition to the required fee, the sum of one dollar for the Masonic Home Fund and three dollars for the Endowment Fund of the George Washington Masonic Memorial, a total of four dollars and no person from another jurisdiction applying for affiliation shall be permitted to sign the by-laws until he shall have paid, in addition to the affiliation fee, the sum of one dollar for the Masonic Home Fund. The amounts so collected shall be promptly forwarded to the Grand Secretary.

May 20, 1946.

Amended May 21, 1979.

Re-designated from No. 79 November 16, 199

APPENDIX B

On September 1st, the Secretary of the lodge shall serve a written notice signed by him upon any member whose dues and/or assessments to the lodge are unpaid for the current year as of August 31st, to the effect that unless his dues and/or assessments are paid to the lodge or are remitted by it by November 30th, the lodge after thorough investigation, shall on the 31st day of December of the current year strike from the roll such member indefinitely. Any member whose name shall be so stricken from the roll may be re-admitted to membership by a vote of two-thirds of the members present at any stated communication, and upon payment of all dues and assessments owing at the time his name was stricken from the roll.

Any member of a subordinate lodge whose name may have been or shall be stricken from the roll for non-payment of dues or assessments, and who subsequently petitions for reinstatement within five years of the date of his being stricken from the roll, and said petition of reinstatement being approved by the subordinate lodge, shall be declared a member in good standing from the date of his original signing of the by-laws of said subordinate lodge; provided, however, that no member shall be declared eligible to receive the Fifty-year Veteran's Medal if said member has been dropped from membership and subsequently reinstated more than once.

Life members shall be liable for special assessments and shall not be exempt from the provisions and penalties of this section.

It shall be the duty of the Secretary of each subordinate lodge, on or before the first day of September in each year, to notify at the last known address, all members who may be liable to imposition of the penalty of this section, on a form to be provided by Grand Lodge for the purpose; but failure to receive such notice shall not invalidate the penalty of this section.

Adopted May 15, 1939. Jan. 1, 1940.

Amended November 17, 1952; November 19, 1983.

See Decision Nos. 31, 34, 44, 55, 72, 74, 80; Standing Order Nos. 23, 23.1, 62.1.

Related Decisions

No. 31. Determining The Masonic Year

Decision: The Acting Master of a lodge decided that members assessed for dues on the 22nd of April, 1880, were a year in arrears on the 14th of April, 1881, on the ground that it was a "Masonic year." He also decided that a notice issued on the 14th of April, requiring the delinquent to appear for trial on the 9th of June, was two months' notice as required by the by-laws of the lodge, on the ground that it covered two regular communications, which was what was intended by the by-laws.

I decided both these questions in the negative, on the ground that we know no such thing as "Masonic" years or months. That a year in the by-laws meant what it said, and in the case under consideration extended from April 22nd, 1880, to April 22nd, 1881. Likewise, that the two months, referred to in the by-laws, must be taken to be two full months, and not the time from one regular communication to the next but one succeeding.

Constitution, Article VII, Sec. 1.7.27. May 15, 1882. (Freeman, GM)

No. 34. Written Application For Re-Admission

Decision: It is unnecessary for a Mason, stricken from the roll for non-payment of dues, and desiring re-admission, to make a written application.

If a written petition is presented it need not be recommended, referred or lie over. At any regular communication of the lodge, if a brother whose name has been struck from the roll for non-payment of dues shall have paid all dues as required by Article VII, Section 1.7.27 of the Constitution of the Grand Lodge, it would be proper for any member of the lodge to move that he be re-admitted to membership, or it would be proper for the Master to put the question without a motion.

Constitution, Article VII, Sec. 1.7.27. November 29, 1882. (Vincent, GM)

No. 44. Suspension For Unmasonic Conduct

Decision: A member cannot be stricken from the roll of membership for non-payment of dues, while under suspension for unmasonic conduct.

Constitution, Article VII, Sec. 1.7.27. November 21, 1898. (Crowley, GM)

No. 55. Requests To Be Dropped

Decision: Upon the request of a member to be dropped a lodge cannot take immediate action, but must conform to Article VII, Section 1.7.27 of the Constitution.

Constitution, Article VII, Sec. 1.7.27. November 20, 1899. (Livsey, GM)

No. 72. Reinstatement Of Deceased Members

Decision: I ruled that the arrears of dues of a deceased member, who had been dropped for nonpayment of dues, had paid the arrears in dues, and asked for reinstatement, can be accepted as of the date of payment, providing the acceptance is the result of a vote of the lodge.

Constitution, Article VII, Sec. 1.7.27. May 17, 1937. (Knight, GM)

No. 74. Ballot Versus Vote

Decision: That inasmuch as a vote taken in regard to the reinstatement of a member who had been dropped for nonpayment of dues did not comply with Section 1.7.25 of Article VII of the Constitution, which obliges every member present to vote unless excused by the Master, I ruled that the vote was null and void and gave instructions that the vote be so declared and a new ballot taken.

That inasmuch as there appears to be an inconsistency between the wording of "ballot" as it is written in Section 1.7.25 of Article VII of the Grand Lodge Constitution, and the wording of "vote" as it is written in Section 1.7.25 of Article VII of the Grand Lodge Constitution, and the wording of "vote" as it is written in Section 1.7.27 of Article VII of said Constitution, I ruled that the wording "ballot" and "vote" were of the same meaning.

Constitution, Article VII, Sec. 1.7.25. 1.7.27. May 19, 1952. (Ruerat, GM)

No. 80. Fifty-Year Medal Eligibility

Decision: I ruled that a brother raised in a lodge of another Grand Jurisdiction: but who now holds membership in this Grand Jurisdiction: and has been a Mason in good standing for fifty years, shall be eligible to receive a "Grand Lodge of Rhode Island Veteran's Medal."

Constitution, Article VII, Sec. 1.7.27. April 15, 1962. (Allen, GM)

Related Standing Orders

No. 23. Reporting Those Stricken From Roll

Resolved: That whenever any subordinate lodge shall strike from the roll the name of a member for non-payment of dues, the Secretary of such lodge shall, within ten days thereafter, send notice of such action to the Grand Secretary.

Constitution, Art. VII, Sec. 1.7.27. May 17, 1880.

No. 23.1. Recording Those Stricken From Roll

Resolved: That the Secretary of each subordinate lodge shall enter in a book prepared for that purpose the name of every Mason stricken from the roll for non-payment of dues by the lodge, and the name of every brother so stricken from the rolls by other lodges of the jurisdiction, of which notice has been received from the Grand Secretary.

Constitution, Art. VII, Sec. 1.7.27. May 17, 1880.

Re-designated from No. 24 November 16, 1996.

No. 62.1. Non-Refund Of Dues

Ordered: No subordinate lodge shall return any member thereof the amount of dues which said member shall have paid into the treasury of said lodge; provided, however, that this regulation shall not prevent a lodge from relieving the necessities of a member of said lodge by dispensing charity to said member.

Constitution, Art. VII, Sec. 1.7.27. November 19, 1883.

Re-designated from No. 31 November 16, 1996.

APPENDIX C

2.2.13 Vacancy in office of Master or Warden

Whenever a vacancy occurs in the office of a Master or Warden, it shall continue until the annual election, unless otherwise ordered by the Grand Master or Grand Lodge.

See Decision Nos. 22, 66.

Related Decisions

No. 22. Supersedure of Wardens

Decision: The Master of a lodge cannot supersede a Warden by appointing a Deputy to preside over the lodge in the Master's absence: such power is only in the Grand Master or Grand Lodge.

General Regulations, Article II, Sec. 2.2.13. May 18, 1847. (Van Slyck, GM)

MSO-##

Jenks Lodge #24

Master's Standing Order

Justification and Existing conditions

Whereas: Use this space to explain the reasons for your decision

Therefore, in the best interests of the craft I hereby issue the following directive:

Orders and directives

Use this space to write the details of the decision. Be specific and keep it brief!

Effective Date

Issued:
Month, ##, 20## [AL 60##]

Name of Sitting Worshipful Master

Don't forget your name goes here!
Worshipful Master 20XX-20XX
Jenks Lodge #24 – Pawtucket RI