THE SUPREME COUNCIL CODE

Amended to July 2026

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THE SUPREME COUNCIL CODE

Constitution
By-Laws and General Regulations
Of the
SUPREME COUNCIL
Of the

Mystic Order of

Veiled Prophets

Of the
Enchanted Realm

AMENDED JULY 2026
WITH APPROVED
RULINGS

MISSION STATEMENT

The Grottoes International is a charitable organization, dedicated to promoting Goodfellowship, Friendship and Fun amongst Master Masons.

MANDATE

The Grottoes International is to support, promote and assist the growth of our charitable foundation, Humanitarian Foundation, through local and regional endeavors.

HUMANITARIAN FOUNDATION MISSION STATEMENT

The Humanitarian Foundation believes that children with Special Needs should live as fully and as independently as possible. We are passionately committed to helping to alleviate the suffering and to improve the quality of life by providing dental care for those who otherwise may go without, one smile at a time.

THE SUPREME COUNCIL

OF THE

MYSTIC ORDER OF VEILED PROPHETS

OF THE

ENCHANTED REALM

Incorporated

Certificate election, October 20, 1903

Filed and recorded November 2, 1903,

In Office of Secretary of State

State of New York

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CONSTITUTION

OF THE
SUPREME COUNCIL
OF THE
MYSTIC ORDER OF VEILED PROPHETS
OF THE ENCHANTED REALM

Incorporated under the laws of the State of
New York, November 2, 1903

PREAMBLE

That the best interests of the Mystic Order of Veiled Prophets of the Enchanted Realm may be secured, only Master Masons are eligible for its mysteries. One of the objects of the Order is to benefit the Symbolic Lodge and in many cases the government is guided by Masonic usage as the most perfect system extant; but it is to be explicitly understood that in itself this is not a Masonic Order and that it is in no sense a Masonic degree.

ARTICLE I
NAME

1 a. The name of this corporation shall be THE SUPREME COUNCIL OF THE MYSTIC ORDER OF VEILED PROPHETS OF THE ENCHANTED REALM.

1 b. The Official Emblem of the corporation shall be the image of the Veiled Prophet Mokanna as depicted on the front of the fez of Past Monarch at the time of this proposed change in adopted.

ARTICLE II
JURISDICTION AND POWERS

2 a. This Supreme Council shall have exclusive jurisdiction over all matters pertaining to the Mystic Order of Veiled Prophets of the Enchanted Realm throughout the world.

2 b. It shall have exclusive powers to enact laws and regulations for its own government to amend or revoke them; to grant dispensations and charters for constituting subordinate bodies which shall be known as Grottoes and the members of which shall be known as Prophets and to revoke the same; to enact, amend and revoke laws, regulations and edicts for the government of Grottoes, provided that Grottoes may enact such by-laws and regulations for their own government as are not inconsistent with or contrary to the laws, regulations and edicts of the Supreme Council; and in general, has all governmental powers, executive, legislative and judicial and may delegate those powers to its officers, committees or other representatives, as it may by its laws and regulations enact.

2 c. It shall have original jurisdiction to enforce the provisions of its constitution and laws and to hear and determine charges which may be preferred against (1) an unaffiliated or non-affiliated member of the Order, also in respect of all matters of controversy which may arise between (2) Grottoes or between (3) a Grotto and its Monarch, or (4) between a Grotto and a member or the members of another Grotto or members of different Grottoes or, generally, (5) over any Prophet individually or in any official capacity and to discipline, suspend or expel members of the Order or Grottoes for violation or disobedience of its constitution, laws, regulations or edicts provided that a Grotto shall have, with the Supreme Council, concurrent jurisdiction over any unaffiliated or non-affiliated Prophet residing within its territorial jurisdiction and over any of its members, except its Monarch and members against whom charges are preferred by members of other Grottoes.

ARTICLE III
MEMBERS

3 a. The Supreme Council shall consist of the Past Monarchs and incumbent Monarchs, Chief Justices, Master of Ceremonies and Secretaries of chartered Grottoes.

ARTICLE IV
ELIGIBILITY FOR MEMBERSHIP IN GROTTOES

4 a. The Order of Veiled Prophets shall not be conferred upon any person unless he is a Master Mason in good standing and affiliated with a Masonic Lodge, under the jurisdiction of a regularly constituted Grand Lodge. Grand Lodges outside of the United States must be considered and recommended as "regular" by the Conference of Grand Masters of Masons in North America's Commission on the information for Recognition.

A person's eligibility to membership in a Grotto as a Master Mason in good standing is determined by the regularity of the Lodge of which he is a member, as recognized by the Grand Lodge of Masons of the jurisdiction in which the Grotto is located. (J & L 1931)

A Grotto cannot make any additional limitation as to eligibility for membership, other than that of being an affiliated Master Mason in good standing, such as being engaged in certain specified occupations. (J & L 1946)

The severance of fraternal relationship between Grand Lodges does not and cannot in any way affect the membership or the eligibility to membership in our Order of Master Masons in said grand jurisdictions. (J & L 1949)

Any Grand Lodge Law or Edict requiring that a man shall have been a member or the Order a certain length of time before petitioning for, or being solicited for, or joining an organization predicating its membership on Masonic membership, must be strictly adhered to by the Grottoes located in the jurisdiction of such Grand Lodge. (J & L 1952)

ARTICLE V
SESSIONS

5 a. The Supreme Council shall meet annually at such time and place as may be designated by its By-laws and General Regulations.

5 b. Special sessions may be called by the Grand Monarch.

5 c. No business other than that specified in the call shall be transacted at special sessions.

Those entitled to vote at a Supreme Council Session consist of all Past Monarchs of Grottoes in attendance (including at Large) and incumbent Monarchs, Chief Justices, Master of Ceremonies and Secretaries, or their alternates. No man may have more than one vote which he must cast in person, except if a Past Monarch is named as alternate for an incumbent Monarch, Chief Justice, Master of Ceremonies, or Secretary, he has his own vote as Past Monarch and the vote of the officer for whom he has been appointed alternate. (J & L 1952)

5 d. Entitled to Vote at an annual session of the Supreme Council shall include all Past Monarchs in attendance and incumbent Monarch, Chief Justice, Master of Ceremonies and Secretary of their Grotto or their alternate. In addition to those, there shall be an additional three (3) Red Tassel Prophets from each Grotto named by the Monarch sixty days prior to each session and

whom shall not be entitled to any Supreme Council mileage and per diem. *(Hist. Ref. Proceeding 2013)*

ARTICLE VI
QUORUM

6 a. Fifty members of the Supreme Council, holding membership in at least fifteen Grottoes, shall constitute a quorum for the transaction of business-except that sessions may be opened and closed with less than a quorum present and that on ceremonial occasions only, the Grand Monarch or his accredited representative may open a session for the ceremonial only, irrespective of the number present.

ARTICLE VII
OFFICERS, TRUSTEES, BOARD OF GOVERNORS

7 a. The following Grand Officers shall be elected at each annual session of the Supreme Council for a term of one year.

GRAND MONARCH
DEPUTY GRAND
MONARCH GRAND
CHIEF JUSTICE
GRAND MASTER OF
CEREMONIES GRAND
TREASURER
GRAND VENERABLE PROPHET
GRAND ORATOR
GRAND MARSHAL
GRAND CAPTAIN OF THE GUARD

7 b. The above named Grand Officers and Past Grand Monarchs are the only Prophets entitled to Grand Honors. (Hist. Ref. Proceedings 2003)

7 c. There shall also be three Grand Trustees, one of whom shall be elected each year for a term of three years. (Refer to Sec. 8.1 re: vacancies in Grand Office).

7 d. All officers and trustees shall be chosen by ballot by a majority vote. No one but a Monarch or Past Monarch shall be eligible for election to the office of a Grand Officer or Grand Trustee of the Supreme Council.

7 e. There shall be a Board of Governors, the members of which and the method of selection thereof, shall be determined from time to time by the Supreme Council.

7 f. There shall be a Grand Secretary who shall be elected by the Board of Governors for such length of time, as the Board of Governors shall from time to time determine.

Additionally, all references to the "Executive Secretary" throughout the Supreme Council Code have been changed to Grand Secretary.

ARTICLE VIII
REVENUE

8 a. The revenue of the Supreme Council shall be derived from fees for dispensations and charters, initiation fees and an annual per capita tax levied upon the Grottoes. **Such per capita tax shall be determined as follows:**

Beginning upon enactment of this legislation and for each subsequent year thereafter the per capita tax shall be increased by the same percentage increase for the preceding twelve month period as the Consumer Price Index for all items in the Metropolitan Columbus Ohio area or closest approximation,

rounded to the next highest whole dollar; provided however that if such percentage increase is less than 1% there shall be no increase in such sum for that year. (Hist. Ref. Proceedings 2006)

Not withstanding the foregoing, and in addition to any increase in the per capita tax resulting from the application of the above formula, the per capita tax, which was in the total amount of $14.50 for 2018, shall be increased by the additional sum $2.00 in 2019, $2.00 in 2020, and $2.00 in 2021. In 2022, and in all subsequent years, any increase in the per capita tax shall result solely from the application of the above formula.

ARTICLE IX
AMENDMENTS

9 a. Any amendment, alteration, change or revision of this constitution must be proposed in writing at an annual session and shall lie over for action until the next annual session, when it shall be reported on by the Committee on Jurisprudence and Laws, after which it shall require the affirmative vote of three-fourths (3/4ths) of the members present and voting, to adopt the same.

Any proposed amendment which has been approved or disapproved at any Annual Session, or a similar proposed amendment germane to the same subject matter, may not be presented again to a Supreme Council Session as a proposed Constitutional Amendment, until the third year thereafter.

9 b. No amendment, alteration, change or revision of the constitution shall be retroactive with reference to any action which may be pending and which was authorized by the Supreme Council or by any Grand Monarch, provided the action so authorized was

in accordance with the Constitution before the change was offered.

BY-LAWS AND GENERAL REGULATIONS

Part 1. Of the Supreme Council
Part 2. Of Grottoes
Part 3. Code of Procedure
Part 4. Amendments

PART ONE

BY-LAWS AND GENERAL REGULATIONS OF THE SUPREME COUNCIL

CHAPTER I
SESSIONS OF THE SUPREME COUNCIL

1.1 Annual Session, Time. The annual session of the Supreme Council shall be held in June or July of each year, the exact date to be selected by the Grand Monarch at least three months prior thereto and at least thirty days' notice of the time and place being given to all members of the Supreme Council and to Grottoes. (Hist. Ref. Proceedings 2008)

1.2 Annual Session, Place and Length. The place and length of each session shall be determined by a majority vote of the Board of Governors.

CHAPTER II
ALTERNATES

2.1 Annual Sessions, Alternates. In case either the Monarch, the Chief Justice, the Master of Ceremonies, or the Secretary of a chartered Grotto shall be unable to attend a session of the Supreme Council, the Grotto may select alternates in their stead from among the membership of that Grotto by such methods provided in its By-laws. The alternates shall be entitled to sit in the Supreme Council upon filing with the Grand Secretary a Certificate of his election, attested

by the Secretary and under the seal of the Grotto and the presentation by the alternate of a duplicate of the certification to the Grand Secretary at the annual session of the Supreme Council.

CHAPTER III
ORDER OF BUSINESS OF THE SUPREME COUNCIL

3.1 Order of Business. The following shall be the order of business of the Supreme Council at the annual session:

1. Opening
2. Report of Committee on Credentials
3. Reading of minutes of previous session
4. Appointment of other Session Committees
5. Address of Grand Monarch
6. Report of Grand Officers and Grand Secretary
7. Report of Standing Committees
8. Report of Committee on Distribution
9. Introduction of resolutions and reference to Committees
10. Unfinished business
11. Reports of Session Committees
12. Reports of Standing Committees on referred resolutions
13. New Business
14. Installation of officers
15. Closing

3.2 Order of Business Change. The order of business may be changed at the discretion of the Grand Monarch, unless objection is made thereto by a majority of members present.

3.3 Election of Officers and Trustees. The election of officers and trustees shall be held on the last day of the business session. Nominations, however, shall be permitted only on the next to the last day of the business session. No Prophets shall be eligible for nomination for the election to another elective office in the Supreme Council except that the Deputy Grand Monarch, Grand Chief Justice, Grand Master of Ceremonies, Grand Venerable Prophet, Grand Orator, Grand Marshal and Grand Captain of the Guard may be nominated for a higher office in the Supreme Council line.

3.4 Installation of Officers and Trustees. The installation of officers and trustees shall be conducted by the Grand Monarch, a Past Grand Monarch or a duly commissioned deputy.

3.5 Installation of Officers or Trustees, Special. If through absence or other reason, an officer or trustee cannot be installed at the annual session, he may be installed at some convenient time and place thereafter.

CHAPTER IV
MILEAGE and PER DIEM

~~**4.1 Supreme Council Session.** Past Grand Monarchs, Grand Officers, elected and appointed members of standing committees and special ad interim committees and Monarchs, Chief Justices, Master of Ceremonies and Secretaries or their alternates in attendance at a session shall be entitled to receive transportation reimbursement at the rate of 20 cents per mile, one way, by the most direct route between the place of the Supreme Council session and the place in which the Grottoes of which they are members are located or their place of residence, whichever is nearer the place of the session and $20.00 for each day in attendance at the Supreme Council while sitting in official session. No one, however, shall be doubly reimbursed irrespective of duplicate membership or status.~~

4.2 Supreme Council Session, Limit. The Monarch, Chief Justice, Master of Ceremonies and Secretary of a Grotto (or their alternate) shall not be allowed in total more than fifty percent of the aggregate of the dues and fees paid excepting that portion of per capita tax as provided in Section 14.1 (a) 1. to the Supreme Council for the preceding year by the Grotto of which they are members, except that one member of the Supreme Council from Mokanna Grotto of Hamilton, New York, the founder Grotto of the Order, shall receive, when present, full mileage and per diem, irrespective of the amount of fees and dues paid by the Grotto.

(a) In case the amount available is not sufficient to pay all officers of the Grottoes entitled thereto in full, then they shall be paid in the order of precedence, elected members of the Supreme Council having priority over alternates.

4.3 Officers and Grottoes, Dues Delinquent. No Monarch, Chief Justice, Master of Ceremonies, or Secretary (or alternate) shall receive any compensation unless the dues and fees of his Grotto shall have been paid in full at the time the Supreme Council Session is held.

4.4 Forfeiture. Any member of the Supreme Council who shall be absent for any cause except sickness of himself or family before the close of the session, shall forfeit his right to compensation, either of mileage or per diem.

4.5 Expenses, Special Meetings. Officers of the Supreme Council and members of standing or special ad interim committees who may be called together at times or places other than that of the Supreme Council Sessions shall be paid their necessary expenses only.

~~**4. 6 Extra Per Diem.** Such Officers and members of committees as are required by law or called upon by the Grand Monarch to be in attendance at the place of the Supreme Council session prior or subsequent to the session shall receive additional per diem at the session rate for the days they additionally attend.~~

CHAPTER V
DUTIES OF GRAND OFFICERS, GRAND TRUSTEES AND GRAND SECRETARY OF SUPREME COUNCIL

5.1 Grand Monarch. The Grand Monarch shall exercise all the executive functions of the Supreme Council when it is not in session. He shall:

(a) At each annual session, communicate in writing a statement of his official acts during the preceding yearend recommend such measures, as he may deem expedient.

(b) Preside in the Supreme Council and have power to convene any Grotto, preside therein, inspect its proceedings and inquire its conformity to the rules of the Order.

(c) To institute all Grottoes under dispensation and appoint the officers thereof and constitute all Grottoes charters for which have been issued, provided that such constitution or institution may be done through a Deputy appointed in accordance with the provisions of the paragraph marked (o) hereof and that an appropriation covering all costs thereof shall be made a part of the Supreme Council budget.

(d) Have power to require the attendance of and information from any Grand Officer respecting his office.

(e) Have power to convene any standing or special ad interim committee at any time or place.

(f) Have power to promulgate edicts governing the conduct of Grottoes and Prophets and to interpret the laws of the Supreme Council, such edict or interpretation to remain in force until the next annual session of the Supreme Council and on approval by it, remain in force until modified or changed.

(g) Have power to suspend an elected officer of a Grotto from the functions of his office for just cause and to suspend the charter of a Grotto for just cause, until the next annual session of the Supreme Council.

Failure of a Grotto to have a membership of less than 100 members shall not be just cause for the suspension of a Grotto.

(h) Have power to declare vacant and to refill offices in Grottoes, which have failed to hold annual elections.

(i) Have power to suspend a member of a Grotto, for just cause, until the next annual session of the Supreme Council, provided, however, that 30 days written notice shall be given to the Grotto of which the Prophet is a member after such suspension and the reasons therefore. Such members shall also be notified of his suspension, in writing and the reasons therefore by the Grand Monarch within 30 days thereafter. The Grand Monarch shall have no authority or power to suspend or expel an elected Grand Line officer of the Supreme Council.

(j) Have power to appoint deputies for a specific purpose, which shall be set forth in the commission issued. The appointment shall expire when the purpose therefore shall have been executed and the deputy shall return his commission to the Grand Monarch with a written report of his action there under.

(k) The Grand Monarch has the power and authority (subject to final approval by the Supreme Council) to negotiate and arrange for the taking over, acquisition, absorption, affiliation, or consolidation of bodies with a Masonic membership, in which case the limitations as to a minimum fee do not apply.

(l) Have the power to grant such dispensations as may be applied for and in general do all acts and perform such duties as in his judgment the good of the Order requires, provided that such acts are not in violation of the letter or the spirit of the constitution, By-laws and general regulations of the Supreme Council.

(m) Have the power with the concurrence of the Deputy Grand Monarch and the Grand Secretary to settle and adjust the account due the Supreme Council by a delinquent Grotto both as to amounts and manner of payments and when such settlement has been made, the Grotto shall be thereafter entitled to representation in sessions of the Supreme Council and its representatives shall be entitled to mileage and per diem, as now provided in Chapter IV (4.1).

(n) Preside over all meetings of the Board of Governors and executive committee; appoint committees thereof and in other respects work in conjunction with the Board of Governors in the general supervision of the Order, between sessions of the Supreme Council.

(o) Be a member ex officio of all standing, special, ad interim and session committees of the Supreme Council without vote.

(p) Have power to make Prophets-at-Sight in accordance with the procedure set forth in Chapter XVII.

(q) Have power to preside over and give final approval to the Supreme Council Board of Trustees in all matters pertaining to the

The Grand Monarch does not have the power to rescind, modify, repeal, alter, delay, interfere, ignore, or suspend any action, rule, By-law, Section of the Constitution, Section of the Code, duty or function of an officer, duty or function of a committee or any election of an officer that has been approved by a vote of the Supreme Council. (J & L, 1993)

5.2 Appeals from Decisions of Grand Monarch. From a decision of the Grand Monarch there is no appeal except to the Supreme Council.

5.3 Deputy Grand Monarch. In case of the death, absence, or inability of the Grand Monarch, or vacancy in his office, the Deputy Grand Monarch shall assume his prerogatives, powers and duties for all purposes. In conjunction with the Grand Chief Justice and Grand Secretary, he shall select the hotels at which the Supreme Council General Headquarters shall be established and engage rooms for the Supreme Council Officers, Past Grand Monarchs and standing committee members. Said officers by majority vote shall also contract for accommodations for the representatives of Grottoes who shall make requests therefore.

5.4 Grand Chief Justice. The Grand Chief Justice shall in the absence of the Grand Monarch and/or Deputy Grand Monarch assumes their responsibilities and discharges their duties.

5.5 Grand Master of Ceremonies. In the absence of his superior officers, the Grand Master of Ceremonies shall assume their responsibilities and discharge duties.

5.6 The Grand Treasurer. The Grand Treasurer shall be the Chief Financial Officer of the Supreme Council. His duties shall be:

(a) To see that no expenditures are made except in accordance

with the budget. He alone shall allocate costs and expenditures to the proper accounts.

(b) To take charge of all funds, property and securities of the Supreme Council and deposit all funds and securities in the name of the Supreme Council in some depository approved by the Grand Monarch.

(c) To pay all orders duly drawn under the general regulations or special direction of the Supreme Council and certified by the Grand Secretary.

(d) To attend on the Supreme Council or its presiding officer, when required, with such books and documents relating to his office, as may be necessary; and when required, to attend the meeting of any committee whose duty it may be to act in relation to the fiscal affairs of the Supreme Council.

(e) To report to the Supreme Council at each annual session his receipts and expenditures by items; from whom and when received; to whom and when paid; and the amount of securities in his hands representing investments made by the Grand Trustees.

(f) To pay and deliver to his successor or to such persons as shall be designated by the Supreme Council, within ten (10) days after the expiration of his term of office, all monies, securities, and evidences of debt, books, writings and property of the Supreme Council under his control, with all proper and necessary assignments.

(g) To prepare the payroll of the Supreme Council and present it for approval.

The Grand Treasurer has no authority to make investments of current (or any other) funds. *(J & L, 1933)*

(h) The Grand Treasurer shall be empowered to borrow money to

meet the current needs of the Supreme Council and for that purpose he shall have the power to hypothecate with the consent of the Grand Trustees such of the securities of the Supreme Council as may be necessary to secure the payment of such loans.

(i) To transfer to the Supreme Council Humanitarian Foundation all funds collected on its behalf.

5.7 Grand Secretary. It shall be the duty of the Grand Secretary:

(a) To record the transactions of the Supreme Council.

(b) To make and preserve a classified list of all members of the Supreme Council.

(c) To register all initiates and members of Grottoes returned to him for that purpose, with the particulars set forth in such returns.

(d) To receive, duly file and safely keep all papers and documents of the Supreme Council and within ten (10) days after the expiration of his term of office, to deliver the same to his successor.

(e) To send to the Secretary of each Grotto, thirty (30) days before the annual session blank certificates for Alternates.

(f) To sign and certify all instruments from the Supreme Council.

(g) To receive and keep a proper account of all monies of the Supreme Council, with dates of receipt and pay the same not later than on the last day of each and every month to the Grand Treasurer, taking his receipt therefore.

(h) To report to the Supreme Council at each annual session the amounts of money received by him and the specific sources from

which they were received and such other information as to the state of the Grottoes as may be necessary for the information or action of the Supreme Council.

(i) To conduct the correspondence of the Supreme Council.

(j) To attend all sessions of the Supreme Council.

(k) To have published and forwarded to Past Grand Monarchs, Grand Officers elected and appointed and to the Monarch and the Secretary of each Grotto, copies of the Supreme Council Code and edicts of the Grand Monarch.

(l) To prepare and furnish such forms and blanks as may be required by the Supreme Council.

(m) To determine the color and prepare and issue to the Grottoes blank annual membership cards.

(n) To edit any official publication that may be issued or authorized by the Supreme Council.

(o) To obtain and turn over to the Grand Treasurer all money and other property of defunct Grottoes.

(p) To have, under the general supervision of the Grand Monarch, direct charge of all extension and rehabilitation work in accordance with the policy of the Supreme Council.

(q) To prepare and deliver to the Grand Monarch or his Deputy appointed for the purpose all dispensations for Grottoes and charters granted and ascertain that all the laws of the Order relative thereto have been complied with before issuing the same.

(r) And in general, to have charge of all the detail of management of

the Order, secretarial and otherwise, that is by custom performed by Executive Secretaries and is not specifically otherwise provided for.

(s) To furnish the Grand Monarch prior to the opening of the annual Supreme Council sessions the names and addresses of all of the members of the Supreme Council who have died subsequent to the preceding session, so far as the same shall come to his knowledge.

(t) He shall report to the Supreme Council all Grottoes, which did not file annual reports within the stipulated time.

(u) With the approval of the Grand Monarch, to assign names to all Grottoes for which dispensations are issued.

5.8 Grand Secretary, Assistants. He shall have the power to employ such assistants, as he may deem necessary with the approval of the Grand Monarch.

5.9 Grand Marshal. It shall be the duty of the Grand Marshal to direct, control and supervise the formation of the Supreme Council officers and committees in and during all official parades and functions.

5.10 Grand Sentinel, Grand Captain of the Guard, Duties and Stations. It shall be the duty of the Grand Sentinel and the Grand Captain of the Guard to guard the Supreme Council while in session. The station of the Grand Sentinel is outside the door and the station of the Grand Captain of the Guard is inside the door.

5.11 Grand Trustees. It shall be the duty of the Grand Trustees to manage the property and invest the funds of the Supreme Council.

(a) The Grand Treasurer shall turn over to the Grand Trustees such

sums as the Supreme Council may from time to time direct, which funds shall be invested by the Trustees in the name of the Supreme Council in United States Government Bonds or Securities approved for trusteeship by the Province of Ontario, Canada and or in Foreign money market funds or foreign stocks that are listed on the New York Stock Exchange. They shall have the power to sell any of said securities at any time and re-invest the proceeds thereof in securities or mutual funds of the type and character herein described.

(b) No part of the funds in the hands of said Grand Trustees shall be diverted from investment purposes or used for general expenses of the Supreme Council without the action of the Supreme Council, provided however, that in case of any emergency arising out of a low cash position in the general fund the Grand Trustees shall be authorized to sell such of the securities of the Supreme Council as in their judgment can be best disposed of for the advantage of the Supreme Council and transfer the proceeds thereof to the Grand Treasurer's general fund, which sum so transferred to the general fund shall at the earliest opportunity be returned to the Grand Trustees for re-investment.

(c) In case of any such emergency the Grand Trustees also may permit the Grand Treasurer to hypothecate any of the securities of the Supreme Council for a temporary loan, such loan to be repaid out of the Grand Treasurer's general fund.

(d) It shall be the duty of the Supreme Council Grand Trustees to manage the Supreme Council Hardship Fund. It shall be the duty of the Grand Monarch to receive all written applications for relief and with the advice and consent of the Board of Governors, to evaluate the requests and to direct in writing the Supreme Council Grand Trustees to make any disbursements

5.12 Grand Trustees, Deposit of Monies and Securities. The Grand Trustees shall deposit all securities purchased as provided for in Section 5. 11 with the Grand Treasurer and all monies either allocated by the Supreme Council for investment purposes, or derived from sale of securities or income there from shall be deposited by the Grand Treasurer in a separate account except as provided in the foregoing paragraph (b).

(a) The Grand Secretary shall receive and keep a proper account of all monies either specifically designated or allocated by the Supreme Council for the Hardship Fund purposes, or derived from income there from and pay the same not later than on the last day of each and every month to the Grand Treasurer, taking his receipt therefore. Such Hardship Fund monies shall be deposited by the Grand Treasurer in a separate interest bearing account except as provided in foregoing paragraph 5.11 (b). (Hist. Ref Proceedings 2007)

5.13 Grand Trustees, Records and Report. The Grand Trustees shall keep a record of their acts and make a written report to the Supreme Council at each annual session, regarding all funds and securities, which have been placed in their hands.

5.14 Grand Trustees, Quorum, Majority Vote. The Grand Trustees compose a Board, which is a single entity. All matters in their jurisdiction should be considered by the entire Board. A decision of a majority is the decision of the Board.

5.15 Grand Officers, General. It shall be the duty of the Grand Venerable Prophet and the Grand Orator, to assist the Grand Monarch and to perform such other duties as may be assigned them by the Supreme Council, Grand Monarch or Board of Governors of the Supreme Council.

5.16 Elective Officers, More than One. No Prophet shall be

eligible to hold more than one elective office in the Supreme Council at the same time.

5.17 Supreme Council Hardship Fund; Establishment. There is hereby created and established a special relief fund to be known, titled and designated as the "Hardship Relief Fund", of the Supreme Council, M.O.V.P.E.R."

5.18 Purpose and Functions. The Supreme Council Board of Trustees shall have general charge and supervision of the Hardship Relief Fund of the Supreme Council and the funds coming into the hands of the Grand Treasurer shall be invested by them, with the approval of the Grand Monarch, or expended for the promotion of such program or for such hardship purposes as the Supreme Council shall direct or in accordance with the terms of any gift or bequest through which such funds may be received.

5.19 Emergencies, Disasters and Hardships. In the event of any regional or national emergency or disaster, the Supreme Council Board of Governors, with the approval of the Grand Monarch, may direct the Supreme Council Board of Trustees to use available funds in its hands, consistent with the terms of a gift or bequest, for the establishment of or contribution to a fund for relief in such Grotto or to such Prophet suffering from such regional or national emergency or disaster.

5.20 Management. Affairs of this fund shall be governed and managed by the Supreme Council Board of Trustees, with the approval of the Grand Monarch on all matters. (Hist. Ref. Proceedings 2007)

CHAPTER VI
BOARD OF GOVERNORS

6.1 How Constituted. A Board of Governors of the Supreme Council is hereby established, the members of which shall be all the elected officers of the Supreme Council (except the Grand Trustees) and the immediate Past Grand Monarch. The Grand Monarch and the Grand Secretary shall be Chairman and Secretary of the Board, respectively. The Board shall meet at the call of the Grand Monarch.

6.2 Powers and Duties. The Board of Governors shall have general supervision over and be responsible for the conduct of the affairs of the Supreme Council between sessions thereof. They shall perform such duties and functions, as may be provided by this code, or action of the Supreme Council or the order of the Grand Monarch. In no way limiting the power herein above conferred, they shall exercise such powers as may be delegated to them by this code, including powers of probation, or action of the Supreme Council or the Grand Monarch. (Hist. Ref. Proceedings 2018)

6.3 Voting Power. Each member of the Board of Governors shall be entitled to one vote, except that in case of a tie, the Grand Monarch can cast an extra vote to break such tie. A vote of the Board of Governors may be taken by mail.

6.4 Executive Committee. There shall be an Executive Committee, composed of the Grand Monarch, Deputy Grand Monarch,

Grand Chief Justice, Grand Master of Ceremonies, Grand Treasurer and the Immediate Past Grand Monarch. It shall meet at the request of the Grand Monarch and perform such duties and have such powers as may be delegated to it by the Supreme Council Code, the Grand Monarch, or a vote of the Supreme Council of the Board of Governors. The Grand Secretary shall act as Secretary of the Executive Committee.

6.5 Rules. The Board of Governors shall have power to enact rules for its own government, which rules shall be binding upon all officers of the Supreme Council.

6.6 Audit. The Board of Governors shall have the account of the Grand Treasurer, the Grand Secretary and the Grand Trustees audited **at least every 3 years** by a certified public accountant. **For those fiscal years not audited, the Board of Governors shall have the account reviewed by a certified public accountant**. The **accountant's** report shall be presented to the Supreme Council at each annual session.

CHAPTER VII
HONORS

7.1 Past Monarchs. The rank of Past Monarch can be obtained only by an elected Monarch who has been duly installed and who shall have served for the term to which he has been elected and by a Monarch of a Grotto under dispensation who shall have served from the institution thereof until a charter has been granted, except that the Grand Monarch in cases of hardship may permit the shortening of said period, at the request of the Grotto. The rank cannot be given either honorary or otherwise to any Prophet who has not so served, except as provided in Chapter XXIII.

7.2 Past Monarchs at Large.

(a) A Past Monarch of a Grotto whose charter has been terminated under the provisions of Section 18.10 and who has thereby become a Member at Large, shall also obtain the status of a Past Monarch at Large with the right to vote as a member of the Supreme Council but his status as such, including his membership in the Supreme Council and his right to vote, shall terminate if he fails to comply with the provisions of said Section 18.10. (Hist. Ref. Proceedings 2002)

(b) A Past Monarch at Large, who affiliates with another Grotto shall not be entitled to wear a Fez which purports to designate him as a Past Monarch of the Grotto with which he has affiliated, but he may wear a Past Monarch's Fez which designates him as a Past Monarch of his original Grotto or Past Monarch at Large, when the Grotto which he has served as Monarch has had its charter terminated pursuant to Section 18.10 of the Code. (Hist. Ref. Proceedings 2002)

CHAPTER VIII
VACANCIES IN OFFICE AND GOOD STANDING IN SUPREME COUNCIL

8.1 Vacancies in Office. Whenever a vacancy shall occur in a Grand Office by death, resignation, failure to file bond, or otherwise, the Grand Monarch shall appoint a member of the Supreme Council to fill the office until the next session of the Supreme Council.

The Grand Monarch may, according to this section, fill the office by declaring vacant all offices junior to that of the vacant office and fill the same by moving up the elected Grand Officers to the next higher office, thus filling the vacancy of the first of the lowest Grand Line Office, videlicet, Grand Captain of the Guard, by appointment of such nominee as he may desire as his personal choice. (J. & L., 1966)

8.2 Good Standing in Supreme Council. A member of the Supreme Council shall be entitled to all the rights and privileges thereof only so long as he remains a member of the Order in good standing.

CHAPTER IX
OFFICERS, STANDING AND AD- INTERIM COMMITTEES OF THE SUPREME COUNCIL

9.1 Officers Appointed. Prior to the opening of each annual session, the Grand Monarch shall appoint a Grand Chaplain and a Grand Sentinel, who need not be members of the Supreme Council.

9.2 Standing Committees. At the annual session or within thirty days thereafter, the Grand Monarch shall appoint from the membership of the Supreme Council, a Committee on Ritual, Protocol and General Regulations (Hist. Ref. Proceedings 2006), a Committee on Memorial Properties and Enchanted Lantern and Welfare Committee and a Convention Committee, the Chairman of which shall be designated as Director General. The appointment of the Director General shall be subject to approval by the Board of Governors. He shall also appoint one member of the Committee on Finance and one member of the Committee on Jurisprudence and Laws for a term of three years. He shall also appoint annually, a Contest and Parade Committee.

The Grand Monarch does not have the authority to appoint the Chairman of the J & L Committee.

9.3 Standing Committees, More Than One Member of a Grotto. No more than one member of a Grotto shall serve on any one standing committee.

9.4 Jurisprudence and Laws.

(a) The Committee on Jurisprudence and Laws shall consist of three members. The members of the Jurisprudence and Laws Committee shall be Prophets in good standing, who must be lawyers or individuals who have received a law degree from an accredited Law College or University. It shall be its duty to have the entire supervision of the constitution and Code, especially in reference to all revisions and amendments; to adjudicate all questions which may be referred to it regarding the government of the Order to receive, pass upon and approve or disapprove of any or all amendments to the by-laws of any Grotto or Association, Unit, or Club which may be submitted to it during the vacation of the Supreme Council and report on the same to the Supreme Council at its next annual session. (Hist. Ref. Proceedings 2017)

(b) The Committee on Jurisprudence and Laws will give an opinion only at the request of an officer or committee of the Supreme Council or the Monarch or Secretary of a Grotto or Association, Unit, or Club. (Hist. Ref. Proceedings 2017)

(c) All requests for an opinion from the Committee on Jurisprudence and Laws shall be filed with the Grand Secretary.

9.5 Finance. The Committee on Finance shall consist of three members. All matters relating to finance, appropriations and disbursements at the Supreme Council session must be referred to this committee for consideration and report before final action thereon by the Supreme Council. It shall at each session submit a budget of expenses for the ensuing year based on the estimated income and resources of the Supreme Council.

9.6 Ritual. The Committee on Ritual shall consist of one member. All innovations or proposed changes in the Ritual shall be referred to the Committee for recommendation to the Supreme Council.

9.7 Contest and Parade. The Contest and Parade Committee shall consist of a General Chairman and one representative, who in the judgment of the Grand Monarch are knowledgeable and qualified to judge the following categories: (Hist. Ref. Proceedings 2015)

(1) Band
(2) Choral-Vocal
(3) Clowns
(4) Drums & Bugle Corps
(5) Revels
(6) Drill and Parade
(7) Motor Patrol & Dune Buggy
(8) Pipe Band & String Band
(9) Cast
(10) Such other categories as may be deemed appropriate

The Grand Monarch may appoint two additional members at large to the Committee who in his judgment are knowledgeable and qualified to judge additional contestants in other categories.

9.8 Memorial Properties Committee. The Committee on Memorial Properties shall consist of three members and shall have charge of the Archive Room of the Order in the George Washington Masonic National Memorial at Alexandria, Virginia. The Committee shall have full authority and it shall be their duty to properly, appropriately and creditably furnish said Archive Room and Founders' Memorial and provide, from time to time, for their adequate maintenance and as the occasion demands, employ such custodians and services as may be necessary for that purpose.

9.9 Enchanted Lantern and Welfare Committee. The Enchanted Lantern and Welfare Committee shall consist of one member, who shall be appointed for a term of one yearend who shall supervise and encourage and promote the Enchanted Lantern and Welfare program in the individual Grottoes.

9.10 Convention Committee. The Convention Committee shall consist of one member designated as the Director General. The Director General shall be responsible for and be in complete charge of all arrangements, program and supervision and management of Supreme Council Sessions and shall make all decisions appertaining thereto, subject only to the approval of the Grand Monarch and/or the Board of Governors.

9.10a Convention Contract Review Committee. Immediately following the close of the session of the Supreme Council at which this article is adopted, the Board of Governors shall select by vote, three members to the Convention Contract Review Committee, one of whom shall serve for three (3) years, one for two (2) years and one for one (1) year. Thereafter appointments to this Committee shall be for a period of three (3) years and are renewable. The Chairman of the Convention Contract Review Committee shall be the member who has the least time to serve in his appointment. (Hist. Ref. Proceedings 2012)
The duties of this Committee shall be to review all preliminary Supreme Council Convention contracts prior to signing that the contracts are in proper form for conventions and generally meet the needs of the convention attendees. The Convention Contract Review Committee shall advise the Grand Line Officer whose contract is to be presented to the Board of Governors for approval and make recommendations to such Grand Line Officer concerning the contract prior to the vote of the Board of Governors and prior to the reading of such contract at the Supreme Council assembled for their vote. The members of the Convention Contract Review Committee may be polled by the Board of Governors and the Supreme Council as to whether or not they favor the terms of such contract or they may instead submit separate or a joint committee report to the Board of Governors to be entered into the

minutes of the next Board of Governors meeting. Members of this committee shall be members of the Supreme Council and they shall have training and/or experience in preparing and negotiating convention contracts. (Hist. Ref Proceedings 2007)

9.11 Ad Interim Committees. At the annual session or within thirty days thereafter, the Grand Monarch shall also appoint such ad interim committees as from time to time may be authorized by him or by Resolution of the Supreme Council. Appointees to such ad interim committees need not be members of the Supreme Council.

CHAPTER X
SUPREME COUNCIL HUMANITARIAN FOUNDATION

10.1 Establishment. There is hereby created and established a Charitable Trust, to be known, titled and designated as the "Humanitarian Foundation, Supreme Council, M.O.V.P.E.R."

10.2 Purpose and Functions. The Foundation shall have general charge and supervision of the Humanitarian Program of the Supreme Council and the funds coming into the hands of the Trustees shall be used by them in the promotion of such program or for such humanitarian purposes as the Supreme Council shall direct or in accordance with the terms of any gift or bequest through which such funds may be received.

10.3 Emergencies and Disasters. In the event of any regional or national emergency or disaster, the Board of Trustees may use available funds in its hands, use of which has not been specifically restricted by the Supreme Council or by the terms of a gift or bequest, for establishment of or contribution to a fund for relief in such disaster area or region.

10.4 Management. Affairs of this Trust shall be governed and managed by a Board of Five (5) Trustees, to be selected by the Board of Governors, as follows: Immediately following the close of the session of the Supreme Council at which this article is adopted, the Board of Governors shall select by secret ballot five (5) Trustees, one to serve for five (5) years, one for four (4) years, one for three (3) years, one for two (2) years and one for one (1) year. At the first meeting of the Board of Governors preceding the annual session of the Supreme Council, the Board of Governors shall select a Trustee to serve for five (5) years. No Trustee shall serve more than two (2) five year terms. (Hist. Ref. Proceedings 2007)

The Grand Monarch shall be ex officio a member of the Board of Trustees without vote.

10.5 Vacancies, How Filled. Vacancies on the Board of Trustees, no matter how occurring, shall be filled by the Board of Governors, who shall select a Trustee to fill the unexpired term of the Trustee causing the vacancy.

10.6 Meeting (a) Annual. The Board of Trustees of the Foundation shall hold its annual meeting for the purpose of electing officers and outlining and organizing the work to be undertaken by the Foundation during the succeeding year at the first meeting held by said Board after the close of the annual session of the Supreme Council, at the call of the Chairman, or a majority of the Board subject to the provisions of Sec. 10.7 relating to notice of meetings.

(b) Regular. The Board of Trustees of the Foundation shall hold three meetings jointly with the Board of Governors of the Supreme Council on the day immediately preceding the opening of the Supreme Council Session and on the day immediately preceding or on the day of the spring meeting and on the day immediately preceding or on the day of the mid-winter meeting of the Board of Governors of the Supreme Council, respectively, for the purpose of coordinating the programs of the Foundation and the Supreme Council and the more efficient administration of the Charitable Trust of the Foundation. A majority of the members of the Board shall constitute a quorum for the transaction of business.

10. 7 Notice of Meeting. Notice of all Trustees meetings shall be given by mailing the same at least ten (10) days, or by telegraphing same at least five (5) days before the meeting, by the members' business or home address, but such notice may be waived by any director. Any and all business may be transacted at any directors meeting.

10.8 Officers, Designation and Election. The Officers of the Board of Trustees shall be a Chairman, Vice-Chairman, Secretary and

Treasurer, elected by the members of the Board from among their own membership. The Secretary and Treasurer may be the same person.

(a) The Treasurer and such other officers or members of the Board of Trustees, who shall handle the **funds**, securities, or other assets of the Foundation shall furnish bonds in such amounts and on such terms and conditions as shall be satisfactory to the Executive Committee of the Supreme Council.

10.9 Officers, Duties. The duties of the officers of the Board of Trustees shall be such as are usually performed by officers of such designations on Boards of Directors and such other duties as may be imposed by this article.

10.10 Compensation of Trustees. Members of the Board of Trustees shall be reimbursed for their necessary expenses for attendance at meetings of the Board out of the funds of the Foundation; not specifically earmarked by the provisions of the Supreme Council Code or by the specific limitations or restrictions imposed by the donor.

10.11 Expenses of Operation. Expenses of operation shall be paid from the funds of the Foundation.

No part of any funds received from Enchanted Lantern Donations, Gifts, Bequests, or any other donation shall be used, however, for expenses of operation and administration of the Trust under any circumstances, but such receipts shall be used at all times for the promotion of such program or for such humanitarian purposes as the Supreme Council or donor shall direct.

10.12 Reports of Recommendations. The Board of Trustees shall submit an annual report with recommendations to the Board of Governors of the Supreme Council at its annual meeting immediately preceding the Supreme Council proper.

10.13 Funds, How Obtained. The Foundation may receive funds from the following sources:

(a) Appropriations by the Supreme Council;

(b) assessments levied on subordinate Grottoes or Prophets by proper action of the Supreme Council or subordinate Grottoes;

(c) Voluntary contributions or gifts;

(d) and bequests.

10.14 Solicitation of Funds. The Board of Trustees may solicit funds from subordinate Grottoes or Prophets, provided such solicitation shall be first approved by the Board of Governors of the Supreme Council.

10.15 Funds, Investments and Disbursements. All funds coming into the hands of the Trustees as such shall be invested and reinvested by them as hereinafter provided. Provided, however, that the Trustees shall have authority to allocate so much of such funds as shall, in their sole discretion, be proper or expedient to pay the expense of operation of the Foundation and to promote the purposes and functions specified in accordance with Paragraph 2, of this Chapter, unless otherwise specifically provided in the terms of a gift or bequest.

10.16 Securities Authorized for Investment. Funds coming into the hands of the Trustees as such and not allocated by the Trustees for the payment of expenses or to be used for the promotion of humanitarian purposes shall be invested by the Trustees in the name of the Foundation in United States Government Bonds or Securities approved for fiduciaries by the State of New York or Canadian Government Bonds or Securities approved for fiduciaries by the Province of Ontario, Canada, unless otherwise hereafter specifically provided.

10.17 Sale of Securities. The Board of Trustees may sell such securities, as they shall, in their sole discretion, deem proper or expedient. In the event such securities are sold, or called for payment, the proceeds thereof shall, as soon as possible, be reinvested in

securities of the type authorized or expended for the promotion of the objects and purposes of the Foundation. In the event of the sale or call of such securities, all documents necessary for the proper transfer thereof shall be executed on behalf of the Foundation by the Chairman or Vice-Chairman and Secretary or Treasurer of the Board of Trustees and the seal of the Foundation affixed thereto.

10.18 Acquisition of Real Estate Purchase. The Board of Trustees shall have full authority to purchase and hold in the name of the Foundation any and all parcels of land and appurtenances thereto and to contract for the erection of such buildings thereon as may be proper or expedient in the promotion of the purposes of the Foundation; provided, however, that no real estate shall be purchased for investment purposes.

10.19 Acquisition of Real Estate Gift. The Board of Trustees shall have full authority in the name of the Foundation to accept any gift or bequest of real property or any interest therein; provided, however, that land so received shall be held by the Board of Trustees only so long as may be necessary to secure an advantageous sale thereof, unless otherwise specifically provided by the terms of the gift or bequest or unless such property shall be held for use in promotion of the purposes and objects of the Foundation.

10.20 Transfer of Real Estate. The Board of Trustees shall have the power, in its sole discretion, to sell, transfer or convey any interest in real estate for and on behalf of the Foundation; provided, that said sale, transfer or conveyance is authorized by a majority vote of the members of the Board and provided further that notice of the proposed sale, transfer or conveyance shall have been given to the members of the Board in the call of the meeting at which the question is to be considered. The Secretary of the Board shall record the votes of the members of the Board in favor of and against said sale, transfer or conveyance in the minutes of the meeting. Any instrument necessary for the transfer of real property or any interest therein held in the name of the Foundation shall be executed on behalf of the Foundation by the

Chairman and Secretary of the Board of Trustees by authority of the Board of Trustees and the seal of the Foundation affixed. The Secretary of the Board shall furnish such additional certificates and/or affidavits, as may be necessary to complete the transfer of such real property in a manner acceptable under the laws of the State, Province or Country where such property is located.

10.21 Securities Received by Gift. Securities received by the Board of Trustees by way of gift or bequest may be retained by the Trustees as an investment, regardless of whether they would be authorized for investment under the provisions of Section 10.16. Securities so received shall, in any event, be dealt with as specifically provided by the terms of such gift or bequest.

10.22 Business, Engaging In, Prohibited. The Board of Trustees shall not, in any event, engage in the operation of a business of any type or for any purpose and the Board of Trustees shall refuse to accept any gift or bequest under the terms of which the Foundation might be required to operate a business of any type for any period of time, no matter how short.

10.23 Depositories, Funds. The cash funds of the Foundation shall be deposited in such banking institutions under such conditions and for such purposes as the Board of Trustees shall, from time to time, designate, provided, however, that warrants, checks or drafts drawn against such funds shall be signed by the Chairman, Secretary or Treasurer of the Board of Trustees. Provided further, however, that in the event any funds are so deposited for the purpose of maintaining or operating any hospital, sanitarium, home or other institution, the authority to draw thereon may be delegated to the Superintendent of such institution by the Board of Trustees.

10.24 Depositories, Securities. The securities held by the Trustees in the name of the Foundation shall be kept in one or more safe deposit boxes or vaults as the Board of Trustees shall, from time to time

designate. Access thereto shall be by any two officers of the Board.

10.25 Seal. The Seal of the Foundation shall be circular in form with the words "Humanitarian Foundation, Supreme Council," inscribed around the outer edge and the center shall show the emblem of the Order with the initials, "M. O. V. P. E. R." inscribed in block letters of the top thereof.

10.26 By-Laws and Regulations. By-Laws and Regulations for any operation of the Foundation or any Institution created thereby shall be prepared and adopted by the Board of Trustees; provided, however, that before such By-Laws or Regulations or any amendment thereto shall become effective, they shall first be submitted to the Committee on Jurisprudence and Laws of the Supreme Council for approval.

CHAPTER XI
SESSION COMMITTEES

11.1 Session Committee Appointed. At the annual session (Hist. Ref. 2006) of the Supreme Council, the Grand Monarch shall appoint, to serve during the session, such committees as he may deem necessary and advisable, among which shall be committees of three each as follows:

On Distribution
On State of the Order
On Grievances and Appeals
On Charters and Dispensations
On Credentials

11.2 Distribution. The Committee on Distribution shall review the address of the Grand Monarch and such reports of Grand Officers and others that contain references to more than one subject and allocate the matters touched upon to appropriate committees for consideration and report.

11.3 State of the Order. The committee on State of the Order shall examine and report on such matters as may be referred to it relative to the status and condition of the Order, its progress, extension and propagation.

11.4 Grievances and Appeals. The Committee on Grievances and Appeals shall consider and report on all matters of controversy, appeal, or grievance presented to the Supreme Council.

11.5 Charters and Dispensations. The Committee on Charters and Dispensations shall consist of three members to who shall be referred by the Grand Secretary the returns of all Grottoes for which dispensations have been issued, which committee shall fully consider such returns and make recommendation to the Supreme Council relative to the issuance of charters for such Grottoes.

11.6 Credentials. The Committee on Credentials shall examine and report upon the eligibility to membership in the Supreme Council of all representatives of Grottoes or their alternates. The Supreme Council shall be the sole judge of the qualifications and eligibility of its members.

CHAPTER XII
BONDS

12.1 Grand Treasurer and Grand Secretary. The Grand Treasurer and the Grand Secretary shall provide bonds executed by an acceptable surety company in amounts of not less than $25,000.00 and $10,000.00, respectively, to be approved by the Grand Monarch and conditioned that the respective officer will pay or deliver on demand to the Supreme Council or his successor in office all funds and property of the Supreme Council which have come into his hands and have not been accounted for.

12.2 Premium Payments. The premiums for such bonds shall be paid by the Supreme Council.

12.3 Failure to Provide. On failure to provide such bonds within thirty days after election, the Grand Monarch shall declare the office concerned vacant.

CHAPTER XIII
SALARIES AND EXPENSES

13.1 Grand Monarch. A sum of money, the amount to be determined at each annual session, shall be placed at the disposal of the Grand Monarch to defray his actual expenses and those of such Supreme Council officers and others as he may deputize to act for him or call upon for service to the Supreme Council.

13.2 Grand Treasurer and Grand Secretary. The Grand Treasurer and the Grand Secretary shall be paid administrative stipend, the amount of which shall be fixed annually by the Supreme Council **Board of Governors**

~~(a) They shall also be allowed such necessary expenses incurred by them in their official capacities as the Supreme Council may designate at the annual session for the ensuing year.~~

13.3 Appropriations, Exceeding of. No officer or representative of the Supreme Council shall expend any amount for any purpose in excess of the amounts appropriated by the Supreme Council at its annual session, except and unless such expense is approved and authorized, in advance, by the Committee on Finance. Itemized statements of all disbursements shall be filed with the Grand Secretary precedent to payment thereof. No officer or representative of the Supreme Council shall expend any amount for any purpose in excess of the amounts appropriated by the Supreme Council at its annual session, except and unless recommended and submitted in advance by the Committee on Finance to the Board of Governors and reviewed and approved by the Board of Governors. (Hist. Ref. Proceedings 2005)

CHAPTER XIV
REVENUE OF THE SUPREME COUNCIL

14.1 Supreme Council Per Capita Tax:

(a) Each Grotto shall pay to the Supreme Council annually a per capita tax based upon its membership, including its dual memberships, on the following basis:

1. For the Supreme Council General Fund $5.85 per capita; (Minimum Per Capita Tax $100.00) 50 cents of the per capita tax shall be exempt from any mileage and per diem.

(Hist. Ref. Proceedings 2004)

Such per capita tax shall be determined as follows:

Beginning upon enactment of this legislation and for each subsequent year thereafter the per capita tax shall be increased by the same percentage increase for the preceding twelve (12) month period as the Consumer Price Index for all items in the Metropolitan Columbus, Ohio area or closest approximation, rounded to the next highest whole dollar; provided however, that if such percentage increase is less than 1%, there shall be no increase in such sum for that year. (Hist. Ref. Proceedings 2006)

Not withstanding the foregoing, and in addition to any increase in the per capita tax resulting from the application of the above formula, the per capita tax, which was in the total amount of $22.00 for 2024, shall be increased by $5.00 in 2025. In 2022, and in all subsequent years, any increase in the per capita tax shall result solely from the application of the above formula.

2. For the Supreme Council Convention Fund, $2.00 per capita. (Hist. Ref. Proceedings 2015)
3. For the Supreme Council Memorial Properties Fund, $1.50 per capita. (Hist. Ref. Proceedings 2011)
4. For a Supreme Council Magazine, $4.00 per capita. The $4.00 (Hist. Ref. Proceedings 2006) magazine assessment applies to candidates as they are initiated into each Grotto during the current year. (J. & L. Opinion 1973)
5. For the Supreme Council Membership Fund, $3.50 per capita. (Hist. Ref. Proceedings 2003 and 2025)

(b) The per capita tax shall be paid on each Prophet shown by the annual report of the Grotto to have been a member thereof at

any time during the year then ended, subject to the following exceptions:

1. All Prophets who become members by affiliation during the year.
2. All Prophets who have died during the year without paying their dues.
3. All Prophets suspended during the year for nonpayment of dues;
4. All Prophets whose dues have been remitted by approval of Grand Monarch.
5. Members in Service; (Non-Professional).
6. Prophets at Sight,

AND to the number so determined shall be added all Prophets reinstated during the year.

14.2 (a) Every member of the Supreme Council or his alternate attending a Supreme Council Session shall be required to register and pay a registration fee of $20.00. Said registration fee shall be allocated as follows:

1. $4.00 to the Host Grotto to defray expenses in connection with holding the Supreme Council Session
2. $2.00 to the Committee on contests to be used for contests involving bands, drill teams, chorus and other units.
3. $14.00 to the convention fund of the Supreme Council toward defraying expenses for the Supreme Council Session.

14.2(b) Every adult lady attending Supreme Council Session shall be required to register and pay a registration fee of $10.00. Said registration fee shall be allocated as follows:

1. $2.00 to the Host Grotto to defray expenses in connection with holding the Supreme Council Session.
2. $1.00 to the Committee on contests to be used for contests involving bands, chorus, clowns and any other qualified units.
3. $7.00 to the convention fund of the Supreme Council toward defraying expenses for the Supreme Council Session. (Hist. Ref. Proceedings 2010)

14.3Humanitarian Foundation Contribution:

(a) Each Grotto shall pay to the Supreme Council annually for the use and benefit of the Humanitarian Foundation, for each member, including dual members, at the rate of $1.00 per capita.

(b) Failure to pay such assessment shall have the same effect as a failure to pay dues.

(c) For the purpose of determining the amount due from each Grotto for the Humanitarian Foundation, the membership shall be determined as prescribed in Section 14.1 (b).

Dual members who have to their credit a $50.00 certificate of exemption or a Fairchild Society Certificate in any amount in the Grotto in which they hold original membership, automatically exempts them from payment of the $1.00 Humanitarian Foundation assessment in the Grotto in which they hold dual membership. (Hist. Ref. Proceedings 2015)

(d) The Board of Trustees of the Humanitarian Foundation shall have the power to issue, upon payment of the sum of $50.00, or a subscription in the Fairchild Society at any level, certificates of exemption from future payment of the Humanitarian Foundation contribution herein above provided for. Holders of said certificates shall be exempt from the payment required by the paragraph marked (a) of

this Section and the total of members holding such certificates shall be deducted from the amount determined under the paragraph marked (c) of this Section. (Hist. Ref. Proceedings 2015)

14.4When Due:

(a) The Per Capita Tax herein above provided for is due and payable on the 1st day of February of each and every year and shall become delinquent on the 1st day of March of each and every year. (Hist. Ref. Proceedings 2004)

(b) The Humanitarian Foundation Assessment herein above provided for is due and payable on the 1st day of January of each and every year and shall become delinquent on the 1st day of June of each and every year. If a Grotto shall have remitted to the Grand Secretary the Humanitarian assessment for not more than two years for any Prophet who thereafter fails to pay the same and is suspended for such failure, such Grotto shall be credited with such payments by the Executive Secretary, so as not to penalize said Grotto for having advanced said Humanitarian assessment.

14.5 Returns of Grottoes. The Secretary of each chartered Grotto and Grotto under dispensation shall prepare a statistical return concerning its membership on a form furnished by the Supreme Council and transmit the same to the Grand Secretary at the time of making the payment of the Per Capita Tax and the Humanitarian Foundation assessment herein above provided for.

14.6 Dispensation Fee. Each application for a dispensation for forming a new Grotto shall be accompanied by payment of $50.00 and an additional $15.00 for each signer of the application (exclusive of Prophets and an additional $4.00 magazine per capita. (14.1 (a) 4) (Hist. Ref. Proceedings 2015)

14.7 Charter Fee. Before a charter is granted to a Grotto under dispensation, it shall pay $100.00 to the Supreme Council. In case a

chartered Grotto desires a duplicate of its charter, it shall remit $25.00 to the Supreme Council.

14.8 Initiation Fee. Within ten days after initiation, the Secretary of the Grotto shall remit $15.00 to the Grand Secretary for each initiate. (Hist. Ref. Proceedings 2002)

14.9 Suspended Grottoes. The suspension of a Grotto shall not relieve it from the payment of any indebtedness to the Supreme Council, which shall have accrued at the time of suspension.

14.10 Convention Fund. The proceeds of the special Per Capita Tax for the convention fund shall be segregated and used exclusively for paying the expenses of sessions of the Supreme Council. The fund shall be allocated by the Executive Committee.

14.11 Memorial Properties Fund. The proceeds of the special Per Capita Tax for the Memorial Properties Fund shall be segregated and used exclusively under the direction of the Memorial Properties Committee for the purposes for which said Committee is created, with the approval of the Executive Committee.

14.12 Humanitarian Fund. The proceeds of the special assessment for the Humanitarian Fund of the Supreme Council shall, when collected, be turned over to the Board of Trustees of the Humanitarian Foundation of the Supreme Council on demand or, at least, on or before the 31st day of July each year.

14.13 Members in Service, Dues Remitted. If any Grotto shall remit the dues of any of its members by reason of their service in armed forces of the United States or Canada, then and in that event, such members whose dues have been so remitted shall be deducted from the

total membership for computing the per capita tax and the Humanitarian Foundation Assessment provided for in this chapter.

14.14 Membership Fund. The proceeds of the special Per Capita Tax for the membership fund shall be segregated and used exclusively under the direction of the Membership Committee for paying the expenses of membership retention and recruitment, with the approval of the Board of Governors.

CHAPTER XV
DISPENSATIONS FOR GROTTOES

15.1 Granting, Requirements. The Grand Monarch may grant a dispensation for the organization of a Grotto within any jurisdiction of the Realm where there is not already an existing and actively functioning Grotto, duly chartered by the Supreme Council and conforming with its laws and regulations, upon petition therefore signed by at least twelve (l2) Master Masons in good standing, in addition to such Prophets as may join therein; provided, however, that in the case of what are commonly known and recognized as "Greater" or "Metropolitan" areas within the Realm, the Grand Monarch may, with the consent of the Executive Committee of the Supreme Council, grant a dispensation for the organization of a new Grotto therein, upon a similar petition therefore. (J. & L., 1991) (Hist. Ref. Proceedings 2006) (Hist. Ref. Proceedings 20l5)

15.2 Fees of Petitioners. Every petitioner for the formation of a Grotto, other than those who are Prophets, shall pay a fee of not less than $25.00 to the Secretary of the Grotto. All fees due the Supreme Council shall be paid to the Grand Secretary before any dispensation is delivered.

15.3 Remuneration for Organizing. The payment of any fee, commission, percentage or any remuneration of any kind whatsoever to any one, directly or indirectly, for service rendered in organizing, a Grotto is prohibited.

15.4 Existence of Grottoes Under. A Grotto having a dispensation or charter has a legal existence and jurisdiction and such jurisdiction cannot be gainsaid except by the Supreme Council.

(a) In the case of a Grotto having dispensation, such dispensation shall only be recognized through the term of the Deputy Grand Monarch serving under the Grand Monarch which issued the dispensation. At such time such Grotto must either be chartered, begin the dispensation process over, or be dissolved.

15.5 Powers of Grottoes Under. A Grotto under dispensation cannot elect its officers, nor discipline its members, but it possesses all other powers and privileges and must perform all the other duties of a chartered Grotto, except that it need not have a seal. The Grand Monarch shall appoint the officers of such Grottoes.

15.6 Representation at Supreme Council. A Grotto under dispensation may be represented in the Supreme Council by its Monarch. He shall have all the privileges of a member of the Supreme Council except that he shall not be entitled to vote.

15.7 Returns to Grand Secretary. At least fifteen days before the date fixed for the opening of the annual session of the Supreme Council, following the date of issuance of its dispensation, the Secretary of each Grotto under dispensation shall make a complete return to the Supreme Council, mailing the same by registered mail to the Grand Secretary, which return shall show the following facts:

(a) The names and addresses of all petitioners for the dispensation, listing separately those who were Prophets and those who were Master Masons only, at the time the dispensation was issued.

(b) The population of the city or town in which said Grotto under dispensation is located, as shown by the last state or national

census and the number of members of Masonic Lodges in the city or town, as shown by the last report of the Grand Lodge of the State. The officers appointed for said Grotto while under dispensation. The names and addresses of all candidates upon whom the Order has been conferred while such Grotto has been under dispensation.

(c) The names and addresses of all petitioners whose petitions have been received and acted upon favorably and whose initiation fee has been paid but who have not been initiated.

(d) The names and addresses of all petitioners whose petitions have been received but not acted upon.

(e) A complete description of the meeting place in which said Grotto proposes to hold its meetings.

(f) An inventory of all its paraphernalia.

(g) A copy of its by-laws showing the approval of same by the Committee on Jurisprudence and Laws of the Supreme Council; or if same have not been so approved, the report of the Committee on Jurisprudence and Laws on such by-laws. A complete financial statement of said Grotto under dispensation as of the date of said return.

(h) A complete copy of all the minutes of said Grotto since its organization.

(i) Said report shall be accompanied by the Supreme Council fees of its members. No charter shall be granted to any Grotto until all its fees have been paid.

CHAPTER XVI

CHARTERS FOR GROTTOES

16.1 Granting. The Supreme Council alone has the power to grant charters to Grottoes upon application therefore by Grottoes under dispensation.

(a) Provided, however, that during the interim between Supreme Council Sessions, the Grand Monarch may, with the consent and approval of the Board of Governors, grant a charter to any Grotto under dispensation which, during such interim, shall satisfy all the requirements prescribed by the Code for the issuance of a charter by the Supreme Council itself.

16.2 Membership Required. No charter shall be granted to a Grotto under dispensation until and unless it shall have received petitions for membership from at least twenty five (25) Master Masons, (including the petitioners for dispensation) and the payment of the fees for such initiates to the Grand Secretary. (J. & L., 2006)

16.3 By-Laws, Approval Required. No Charter shall be issued to a Grotto until its by-laws shall have been approved by the Supreme Council or the Committee on Jurisprudence and Laws.

16.4 Signatures to. All charters shall bear the official signatures of the Grand Monarch, Deputy Grand Monarch, Grand Chief Justice and Grand Master of Ceremonies of the Supreme Council, attested by the Grand Secretary and under the official seal of the Supreme Council.

16.5 Form of. All charters shall be issued in the name of its Monarch, Chief Justice and Master of Ceremonies, naming as such officers those named in the return provided for in Section 15.7 of this Code, provided, however, that any of such officers may be changed by the Supreme Council in the granting of the charter.

16.6 Exhibition or Loss of. The charter of a Grotto shall be exhibited at every session of the Grotto. Should the charter be lost or destroyed, application shall be made to the Supreme Council for a duplicate.

16.7 Presentation of. All presentations of charters shall be made at an open or closed meeting of the Grotto chartered.

CHAPTER XVII
MEMBERSHIP IN THE ORDER

17.1 All jurisdiction over the making of Prophets is hereby vested in the Grottoes of the Order except that:

(a) The Grand Monarch shall have the power to make a Prophet at Sight and in such instance, in case of an emergency, may deputize any member of the Board of Governors or Past Grand Monarch to communicate the Order to the Prophet so made at sight.

(b) No one shall be made a Prophet at Sight unless a Grotto has previously voted and certified to the Grand Monarch that when made him shall be and become a permanent Life Member of such Grotto without fee. No such action may be taken, however, by the Grotto until the proposal is first approved by the Grand Monarch.

CHAPTER XVIII
DISSOLUTION, SUSPENSION AND MERGER OF GROTTOES

18.1 Dissolution-Law. A grotto can be dissolved only by the surrender or forfeiture of its charter.

18.2 Surrender of Charter. The Charter of a Grotto shall be surrendered only after the members of the Grotto have voted to do so at a meeting called for that purpose. Five days written notice, stating the purpose of the meeting and quoting this section of the Supreme Council Code in full shall be sent to each member. Unless at least seven (7) Prophets vote in favor of retaining the charter, the charter shall be surrendered.

18.3 Forfeiture, Grounds. A Grotto may forfeit its charter by failure to pay its indebtedness to the Supreme Council, by willful resistance to the authority of the Grand Monarch or Supreme Council; or by disobedience to the constitution or laws.

18.4 Forfeiture, Charges Required. No charter can be forfeited, except for failure to pay any indebtedness, except upon charges regularly preferred.

18.5 Surrender or Forfeiture, Effect on Property. The surrender of a charter, when approved, or the forfeiture of a charter, when declared by the Supreme Council, shall be conclusive upon the Grotto and its members and all the money and other property of the Grotto shall become the property of and must, on demand be surrendered to the Supreme Council, through the Grand Secretary, as its authorized agent, by the person or persons having it in charge.

Therefore, in accordance with the code, the Grottos shall turn their remaining funds over to the Supreme Council when they turn in their charter. The funds will be held for five (5) years decreasing by 20%

going to the Supreme Council Operating Fund each year. Giving the Grotto the chance to have the reduced funds returned to restart their Grotto within five (5) years of closing. (Hist. Ref. Proceedings 2018)

18.6 Suspension, Method and Term. The charter of a Grotto may be suspended by the Supreme Council or Grand Monarch at any time, upon proper cause shown, which suspension, when made by the Grand Monarch, shall not extend beyond the next annual session of the Supreme Council.

18.7 Suspension, Automatic and Restoration. The charter of a Grotto becomes automatically suspended on March 1st if its annual return and the amount thereby shown as payable are not in the hands of the Grand Secretary by that date and may be restored by the Grand Monarch prior to the coming session of the Supreme Council after receipt by the Grand Secretary of the returns accompanied with the amount of indebtedness therein shown.

A Grotto whose charter has been suspended under this Section of the Code is in the same situation as a Grotto whose charter has been lifted in any other way. It ceases to function as a Grotto and can hold no meetings or perform any other acts whatsoever except to make the annual return required and pay the amount thereby shown due, until its charter is restored. (See 18.8) (J & L 1954)

18.8 Suspension, Automatic, Postponement. The Grand Monarch may, by dispensation, postpone the date upon which the charter of a Grotto becomes automatically suspended from March 1st to any date not subsequent to the next session of the Supreme Council, in order that the Grotto may have an opportunity to obtain the necessary funds to liquidate its indebtedness to the Supreme Council.

18.9 Restoration of Charters. Charters surrendered, forfeited, or suspended may be restored by the Supreme Council at any session at its discretion on request of ten percent or more of the former members, provided that no charter shall be restored unless at least twenty-five

members of such Grotto petition for such restoration. (Hist. Ref. Proceedings 2012)

18.10 Termination of Grottoes, Effect on Members.

(a) Whenever the Charter of a Grotto is surrendered, forfeited or suspended and whenever the dispensation for the organization of a Grotto is terminated without the granting of a Charter, all Prophets in good standing, members of said Grotto, shall become members at large and are entitled to a Supreme Council dues card. This Supreme Council dues card shall have the force of a demit for the purpose of affiliation and for visitation for one year. The cost of such Dues shall equal the Supreme Council per capita and assessments in accordance with Section 14.1 of the Supreme Council Code. (Hist. Ref. Proceedings 2013)

(b) When a charter is surrendered, a Prophet who is a life member loses that life membership and may obey that provision of Section 18.10(a) of the Supreme Council Code to maintain his status of a Prophet. (Hist. Ref. Proceedings 2002)

18.11 Supreme Council Dues Cards. Prophets formerly members of a Grotto, the charter of which has been surrendered, forfeited or suspended, but who prior to the forfeiture, surrender or suspension of the charter had been suspended for non-payment of dues, are entitled to a Supreme Council dues card upon payment to the Grand Secretary a fee equal to the Supreme Council per capita and assessments in accordance with Section 14.1 of the Supreme Council Code; which dues card will have the same force and limitations as the certificate provided for in Section 18.10.

18.12 Mokanna Grotto. The "Mother Grotto" located in Hamilton, New York, has given custody of its Charter to the Supreme Council. This Charter has monumental historical and sentimental value to all Grottoes and was placed in the George Washington Masonic National Memorial, Alexandria, VA. The elected officers of the Supreme Council will be the defacto Officers of Mokanna Grotto. Mokanna Grotto shall be opened

and closed with the opening and closing of each annual Supreme Council session. Current members of Mokanna Grotto shall remain members for life and are excused from any future dues payments and will annually be issued a dues card, which dues card will have the same force and limitations as the certificate provided for in Section 18.10. (Hist. Ref. Proceedings 2006)

18.13 Merger Procedures. A merger of subordinate Grottoes may be effected by mutual consent of all the Grottoes considering such merger in the following manner. Each Grotto proposes a merger shall furnish to all other Grottoes proposed for such merger a complete list of its membership, property and debts certified by the Monarch and the Secretary is correct at least sixty (60) days before a vote may be taken on such merger and no vote may be taken on a proposed merger of any Grotto until expiration of sixty (60) days after announcement of proposed merger by the Monarch in open Grotto regularly stated communication in naming the date of future meetings for consideration and vote on such merger. Before spreading the ballot on the merger proposed the Monarch in each Grotto affected shall exchange the list of all property and debt as certified from each Grotto to be merged. Thereupon a ballot may be taken and a 3/4th majority of members present shall be declared as consent of said Grotto to the proposed merger and the Monarch and Secretary of the Grotto or Grottoes being merged shall certify to the Grotto with whom such merger is to be made and send to their Grotto to such Merger and shall attach thereto the charter of their Grotto and an alphabetical list of their merged membership to be forwarded by the receiving Grotto to the Grand Secretary as hereinafter provided. Upon receipt of such certificate showing alphabetical list of membership, property and debts of the Grotto charter for surrender the Monarch and Secretary of the Grotto with whom the merger is made shall immediately certify the completed merger together with the list of their own membership prior to the merger and shall transmit the same with the certificate, charter and list of members, property and debts received and attestation form signed by the Secretaries of all Grottoes involved from the merged Grotto or the Grottoes to the Grand Secretary. All the information above mentioned shall be submitted

to the committee on Jurisprudence and Laws and respective SCDD(s) who will in turn send their recommendation to the Grand Secretary for forwarding and must be approved by the committee on Jurisprudence and Laws before submission to the Grand Monarch and the Executive Committee for approval or disapproval. The Grand Secretary shall then carefully inspect the same and finding the papers to conform therewith shall certify approval of such merger to the Grotto with which such merger is made and shall cancel the surrendered charter or charters. Thereafter all property, real and personal, of the merged Grotto or Grottoes shall vest in the Grotto with whom the merger is had, subject to unpaid obligations of the merging Grotto. (Hist. Ref. Proceedings 2013)

CHAPTER XIX
HEAD COVERINGS AND COLORS OF THE ORDER

19.1 The fez shall be the official head covering of members of the Grottoes International and as such must be worn at all sessions of a Grotto, Association or the Supreme Council except that a member of a Grotto Unit may wear a head covering that distinguishes him as a member of a Unit at Unit meetings and other related Unit functions. New members shall acquire, as soon as possible, fez upon being initiated into the Order.

(a) The fez shall be jet black in color, the material surface shall be smooth and without patterns or design. It shall be cone shape, tapering from the head band to the top and flat at the top. It shall be proportionate in height to the head size and shall reflect the proportions of the traditional fez.

(b) The tassel shall be made of silk, rayon, poly blend or some other similar straight material. It shall be at least eighteen (18) inches in length but no longer than twenty-five (25) inches when measured from the top of the tassel, not including the loop, to the bottom of the tassel.

(c) The color of the tassel is dictated by the position held by a Prophet and shall be as follows:

RED: Shall identify a Prophet in good standing who is not a Monarch, Past Monarch, Grand Line officer, Grand Trustee, Grand Trustee Emeritus, Grand Monarch or Past Grand Monarch;

PURPLE: Shall identify a Prophet who is a presiding Monarch or Past Monarch;

SILVER: Shall identify a Prophet who is a Grand Line Officer that is holding an office in the ascending line to Grand Monarch, the Grand Treasurer or Grand Treasurer Emeritus, a Grand Trustee or Grand Trustee Emeritus.

GOLD: Shall identify a Prophet who is a presiding Grand Monarch or Past Grand Monarch. (Hist. Ref. Proceedings 2017)

(d) The emblem of the order shall be two (2) inches in

size and affixed to the front of the fez. A fez belonging to a Prophet who is not a Monarch, Grand Line Officer, Grand Trustee, Grand Trustee Emeritus, Grand Monarch or Past Grand Monarch shall have, in an arc above the emblem of the order, the name of the Grotto to which he is a member in letters no more than one (1) inch high.

(e) The fez of a Past Monarch, Grand Trustee, Grand Trustee Emeritus, Grand Line Officer, Grand Monarch or Past Grand Monarch shall have a "Sun Burst" made of a gilt, metallic like material with the emblem of the order in the center. The initials "M.O.V.P.E.R." made of the same or similar material as the sun burst, in old English, script, or block letters 3/4 of an inch high shall be placed in an arc above the sun burst. All lettering shall resemble a silver colored metallic material or silver colored brilliants or a combination of both. The lettering on the fez of a Grand Monarch or Past Grand Monarch shall be of the same design as that of a Past Monarch except that it shall be made of a gold colored metallic material or gold colored brilliants or a combination of both.

(f) The fez of a Past Monarch, Grand Trustee, Grand Trustee Emeritus, Grand Line Officer, Grand Monarch or Past Grand Monarch may have affixed to the right side of the fez the year he was Monarch of his Grotto. The lettering shall be of the same material and color as that of the other lettering on the fez. The tassel may be held in place on the left side of the fez by a name strip or a suitable tassel holder, affixed near the lower part of the fez. The lettering shall be of the same material and color as that of other lettering on the fez.

A Past Monarch of one Grotto who has affiliated with another Grotto may not wear a Fez of the latter Grotto with a designation thereon of Past Monarch, since he is a Past Monarch of that Grotto which he served as Monarch and no other. (J. & L., 1957)

19.2 It shall be permissible to place on the fez the official Humanitarian Foundation Enchanted Lantern **with the appropriate tab**, **the emblem of the highest level of Fairchild Society achieved** and official membership awards only. Subject awards may be worn in a manner and under such conditions as may be approved by the Board of Governors of the Supreme Council or by vote of the Supreme Council when in session as prescribed in Article IX, section 9a. In addition to the foregoing, it shall also be permissible to place on the fez, the title of an office held, in a straight, horizontal line across the lower part of the fez.

Any adornments, badges or other insignia attached to the head covering or fez, other than as described in Sections 19.1, 19.2 or 19.3 of the Supreme Council Code, are illegal. *(J. & L., 1952)*

19.3 Colors. The colors of the order shall be Persian orange and light blue.

19.4 Mourning. The mourning colors of the order shall be black and the official badge of mourning shall be a black veil draped across the Grotto Charter and when so draped the Grotto shall be deemed to be "draped with the badge of mourning." Those that have the old badge of mourning consisting of a wide scarf of white silk, traversed diagonally by a black band of the same material and finished with white fringe across the ends will be Grand Fathered in so that they can continue to use this as a badge of mourning. (Hist. Ref. Proceedings 2017)

19.5 Adoption. All fezzes not in compliance with the foregoing and not meeting the specifications as delineated above at time of adoption of this revised Chapter shall be considered to be in conformance. (Hist. Ref. Proceedings 2013)

PART TWO

BY-LAWS AND GENERAL REGULATIONS OF

GROTTOES CHAPTER XX
NAMES OF GROTTOES

20.1 Assignment. The submitted name shall be assigned by the Grand Secretary after approval by the Grand Monarch. (Hist. Ref. Proceedings 2012)

20.2 Duplication. No two Grottoes shall bear the same name or names so nearly alike as to be confusing or misleading.

CHAPTER XXI
POWERS OF GROTTOES

21.1 In General. The powers, duties and privileges of Grottoes are such as are defined by its charter and the constitution, by-laws and general regulations of the Supreme Council.

21.2 By-Laws, Adoption. Every Grotto shall adopt the suggested form of by-laws as contained in Appendix V of the Supreme Council Code, but it may adopt such additional amendments or modifications thereof not inconsistent with the Supreme Council Code.

A Grotto may place control of its business affairs in a governing board, except in such matters as the Supreme Council Code requires be acted upon by the Grotto itself. (J & L 1953)

A Grotto cannot amend or change its by-laws except after notice to members of the pendency of such change. (J & L 1943)

21.3 Committee on Jurisprudence and Laws. Whereas, Section 21.3 of the Supreme Council Code, Committee on Jurisprudence and Laws, requires subordinate that "All by-laws and all proposed amendments thereto must be submitted to and approved by the Supreme Council or the Committee on Jurisprudence and Laws before they shall become operative except as provided for in the following section……", and

WHEREAS, there are currently 125 Subordinate Grottoes, consisting of some 9,800 members; and

WHEREAS, in an effort to maintain their existence and budget for annual expenses, numerous subordinate Grottoes are compelled to revise their dues structure; and

WHEREAS, having revised their dues structure, Subordinate Grottoes are, as previously stated, required to submit a proposed By-Laws change for review by the Supreme Council or the Committee on Jurisprudence and Laws in each instance, causing an undue and unnecessary burden on the Supreme Council or the Committee on Jurisprudence and Laws;

NOW THEREFORE BE IT RESOLVED that in the event a subordinate Grotto revises their dues structure, and makes no other changes or updates in its' current By-Laws, it shall not be required to submit the amendment to the Supreme Council or Jurisprudence and Laws for approval.

By-Laws and proposed amendments thereto should be adopted by the Grotto before

submittal to the Supreme Council or the Committee on Jurisprudence and Laws (J&L 2021)

21.4 Amendments of Supreme Council Code. When the Supreme Council Code is amended, changed or altered and the by-laws of a Grotto are thereby affected, the by-laws of the Grotto shall be changed ipso facto to conform to the action of the Supreme Council. The Grotto shall make such changes in its by-laws immediately upon receiving the printed proceedings of the Supreme Council from the Grand Secretary and the Secretary of the Grotto shall send to the Grand Secretary a certified copy showing that such changes have been made. Such changes need not be submitted to the Supreme Council or the Committee on Jurisprudence and Laws before becoming operative.

21.5 Funds, Control of. A Grotto has full and complete control over its own funds and no officer, board, committee, or individual has power to expend any part thereof or to incur any indebtedness in the name of the Grotto without the authorization of the Grotto, either by by-laws or otherwise.

A Grotto may by by-laws authorize its Trustees to withdraw or expend its funds. (J & L 1942)

CHAPTER XXII
OFFICERS OF GROTTOES

22.1 Elective Officers. The Elective officers of a Grotto shall be:

MONARCH
CHIEF JUSTICE
MASTER OF CEREMONIES
TREASURER
SECRETARY
VENERABLE PROPHET
THREE OR MORE TRUSTEES

1. The officers, except the Trustees, shall be elected for a period of one year. The Trustees shall be elected for a period of three or more years as determined by the by-laws of the Grotto; provided, however, that no trustees are necessary if an equivalent board or committee is otherwise provided.

2. The Office of Treasurer and Secretary may be combined.

22.2 Additional Officers. There shall also be a Marshal; Captain of the Guard, Sentinel, Chaplain and such other officers as may be provided for by the by-laws of the Grotto, who may severally be elected or appointed as therein provided.

22.3 Proficiency in Ritual. At least thirty (30) days prior to the meeting at which nominations for office for the ensuing year are to be made, the Monarch shall appoint a committee of Past Monarchs, the number of members of said committee to be determined by him, who shall examine all of the elected officers of the Grotto as to their proficiency in the ritual. At the meeting at which nominations for office are to be made and prior to the making of such nominations, said committee shall report and if said committee shall find any of said officers not proficient in the ritualistic work, such officer shall not be eligible for nomination for any higher office.

22.4 Monarch, Re-Nomination of. If any Monarch shall be re-nominated for another term, then and in that event, if there is no other nomination for the office of Monarch from the floor, the Secretary of the Grotto shall nominate the Chief Justice or the Master of Ceremonies if the Chief Justice is for any reason unavailable, for the office of Monarch and when a vote is taken for Monarch, under such circumstances, the vote must be by secret ballot.

22.5 Rank of Officers. The officers specially provided for in this article shall outrank such additional officers as may be provided by by-law.

22.6 Election of Officers. The elective officers shall be elected by ballot at the first stated session of the Grotto in November or December of each year. A ballot for an elective office bearing the name of a Prophet who is not eligible for the office is null and void and shall not be counted in determining the results of an election. (Hist. Ref. Proceedings 2002)

A member of a Grotto who is not present at the time of election can be elected to office.

A nominating committee may present names for office: This does not stop other nominations.

A Grotto may provide by by-laws for a nominating committee precedent to the election of officers but it must be made clear that this does not bar or stop any member of the Grotto from making any nomination he may desire.

When the by-laws of a Grotto provide that nominations for office shall be made at a session prior to the first stated session in December; an outgoing Monarch may be nominated for both Treasurer and Trustee. He can accept election, however, to but one office. (Hist. Ref.

22.7 Eligibility as Monarch. No prophet shall be eligible to the office of Monarch, except for a Grotto under dispensation, or for the first term after a charter is delivered, unless he shall be a Past Monarch of the Grotto, or shall have previously served at least one term as Chief Justice or Master of Ceremonies of the Grotto, except by dispensation of the Grand Monarch, provided however, that a Prophet who has served thirty (30) or more consecutive years as Secretary of his Grotto may be eligible to the office of Monarch.

A Prophet may be nominated for more than one elective office, but can be elected to only one. Election to one of the offices for which he is nominated shall disqualify him from election to the other. (J & L 1951)

22.8 Eligibility for Officers, General. Only members in good standing and entitled to vote shall be eligible to hold office, except, that in the case of the office of Sentinel, a member in good standing with another Grotto may be eligible therefore.

It is contrary to the best interest of a Grotto that any Prophet should hold two offices in a Grotto at the same time. When a Trustee of a Grotto, provided for in the by-laws of a Grotto, is elected to another office, he should resign as Trustee. (J & L 1928)

A Grotto cannot stipulate that the Monarch shall not be eligible to succeed himself except when approved by a nominating committee and a Board of Governors. No qualifications and limitations regarding eligibility to office can be imposed additional or supplementary to those specifically by the Supreme Council. (J & L 1930)

Under the above ruling a Grotto cannot limit eligibility to the office of Trustee to Past Monarchs. (J & L 1932)

22.9 Terms of Officers. Terms of office begin when the officers are installed and expire when the successors to the incumbents are

installed, unless otherwise provided for in this Code.

22.10 Installation of Officers. The officers shall be installed during the session at which they are elected or appointed or within 45 days thereafter as shall be approved by the Grotto. No officer can be installed by proxy. The installing officer shall be a Monarch or a Past Monarch of a Grotto, or an officer of the Supreme Council.

22.11 Resignation of Officers. In case of a vacancy in the office of Monarch, Chief Justice or Master of Ceremonies, however caused, the Grotto shall immediately notify the Grand Secretary of such vacancy and of the election to fill the same, if any and the successor, giving the date said vacancy occurred.

A Grotto cannot provide that absence by an elective officer from a meeting shall result in declaring that office vacant. (J & L 1929)

A Grotto cannot enact a by-law compelling an elective officer to resign when he becomes a candidate for "public political office." (J & L 1942)

22.12 Principal Officers Absence. If a Monarch, or Chief Justice, or a Master of Ceremonies shall absent himself from two or more regular meetings of his Grotto in succession without reasonable excuse for same, the Grand Monarch, upon ascertaining, or the certification to him of such fact, shall have the power to declare the office held by such absentee officer vacant.

22.13 Vacancy of Elective Office. A vacancy in an elective office may on notice to the members be filled by election at any stated session. A vacancy in an appointive office may be filled at any time.

The Monarch cannot appoint an officer for an unexpired term of an elective office. He can appoint an acting officer or officer pro term only to act until the Grotto holds an election. If no election is held, the appointee fills for the remainder of the term or until the Monarch makes another appointment. (J& L 1928)

When a Prophet who has been elected Monarch declines, before the date set for the installation of officers, to be installed, a special election for that office may be called, to be held at the meeting, but before the installation. (J & L 1930)

When an officer is suspended for non-payment of dues the office becomes vacant and should be filled by appointment or special election. The restoration to membership of the suspended Prophet does not restore him to the office, which he formerly held. (J & L 1930)

A Grotto cannot provide that a vacancy on its Board of Trustees shall be filled by appointment by the "Grotto Council" for the unexpired term. Vacancies in elective offices can be filled only by elections. The Monarch, but none other may appoint an officer pro term to act until an election is held. (J & L 1932)

22.14 Failure to Hold Election. If a Grotto fails to hold an election of officers at the first session in November or December (or by dispensation of the Grand Monarch, within a reasonable time thereafter) the Grand Monarch may declare the offices of the Grotto vacant and proceed to fill them by appointment or by such other method of selection as he may determine. (Hist. Ref. Proceedings 2002)

22.15 Conflicting Provisions. The provisions of this Chapter shall not apply where they are in conflict with the provisions of Chapter XXIII.

22.16 Ballot on Multiple Offices. If more than one officer of the same class is to be elected at the same time, it shall be unlawful to vote for less than the number to be so elected and any ballot cast for less than the total number shall be null and void.

CHAPTER XXIII
OFFICERS ENTERING ARMED SERVICES

23.1 Conflicting Provisions. The provisions of Chapter VII and XXII, insofar as they conflict with the provisions of this Chapter, shall not apply to Prophets serving in the armed forces of their country.

23.2 Election as Monarch. A Prophet so serving who is eligible under section 22.7, to the office of Monarch, shall become a Past Monarch immediately upon election to that office. It shall not be necessary for the Grotto to install him or for him to serve in the office of Monarch at all, but the Grotto shall immediately go into an election to select his successor as Monarch.

23.3 Monarch Entering. A Monarch in office who enters the armed service of his country shall, without further action immediately become a Past Monarch and a special election to choose his successor shall be held in accordance with Section 22.13.

23.4 Prior Declination as Monarch. Prophets who may have been elected Monarch prior to the passage of this article and who have declined the office or who have resigned from the office during their term, by reason of induction into the Armed Forces shall become Past Monarchs.

23.5 General. Prophets who are elected or appointed to other offices while absent and serving in the armed forces of their country may be installed by proxy.

CHAPTER XXIV
DUTIES OF OFFICERS OF GROTTOES

24.1 Monarch. The Monarch shall see that the constitution, by-laws and general regulations and edicts of the Supreme Council and the by-laws of his Grotto are duly observed; that correct records are kept and just accounts rendered and that regular returns are made to the Supreme Council. It is his prerogative to appoint all committees, one of which shall be an Auditing Committee, which shall be appointed each year to audit all financial records, books and accounts of the Secretary, Treasurer, Trustees and any other accounts or funds of the Grotto, its committees, or auxiliary organizations.

It is improper that a Finance Committee of a Grotto should consist of the Monarch, Chief Justice and Master of Ceremonies. (J & L 1928)

24.2 Decisions of Monarch. A decision of the Monarch or of the Chief Justice, Master of Ceremonies, Past Monarch or any other officer presiding or acting in the absence of the Monarch, may be modified, changed or revoked by a three-fourths vote of the Grotto membership, present and voting, at a properly convened regular or special session of the Grotto, subject, however, at all times to appeal to the Grand Monarch or the Supreme Council.

24.3 General. The other officers of Grottoes shall perform the duties defined in the constitution and by-laws and general regulations and such other duties as are traditionally appropriate to them respectively, as well as those assigned to them in the ritual. All monies, securities and property of the Grotto shall be deposited, registered or titled in the name of the Grotto (or its state corporate title) and shall not be expended, disbursed or changed except on the signatures of at least two duly elected or appointed officers designed for that purpose by action of the Grotto membership.

24.4 Direction of Subordinate Officers. The officers shall be subject to the direction of the Monarch or presiding officer in all things

relating to their official duties.

24.5 Monarch's Absence. In the case of the death, absence, suspension, or inability of the Monarch, or a vacancy in his office, the Chief Justice, Master of Ceremonies, or the Senior Past Monarch present will, in succession, succeed to his prerogatives and duties for all purposes, except such as pertain to the installation of officers.

24.6 Bonds of Officers. The Treasurer and Secretary or Treasurer/Secretary of every Grotto shall be required to give bond in such an amount and subject to such terms as shall be acceptable to and approved by the Board of Trustees. **A Grotto with total assets valued less than $10,000 (including real estate) is exempt from this bonding requirement.**

24.7 Trustees. The length of the terms of office of the Trustees or equivalent Board and the time of expiration thereof shall be such that the terms of not more than one-third of their number shall expire each year. They shall hold title to all the property of unincorporated Grottoes in trust for the use and benefit of the Grotto and in all Grottoes, whether incorporated or not, they shall have charge of the investment of the permanent funds of the Grotto.

CHAPTER XXV
SESSIONS OF GROTTOES

25.1 Stated Sessions. A Grotto shall hold stated Sessions at least once a month, except that it may, by by-law, omit three sessions during the calendar year. All stated sessions must be at times as specified by the by-laws of the Grotto, except by dispensation of the Grand Monarch or when a stated session shall fall on a legal or religious holiday, the Grotto may change its stated session to the preceding week or the week following the holiday, after due notice shall have been given to the entire membership.

25.2 Ceremonial Sessions. Each and every Grotto in the Realm shall endeavor to hold at least two ceremonials, either in the long or short form, each year. (Hist. Ref. Proceedings 2005)

Photographs of a ceremonial are prohibited. Diagrams of Ritualistic Ceremonies should not be publicized on bulletin boards or by letters or pamphlets. (J & L 1967)

25.3 Quorum. Seven members, including an officer qualified to preside over a Grotto, shall constitute a quorum, except that the Grotto may provide by by-law for a larger number.

CHAPTER XXVI
JURISDICTION OF GROTTOES

26.1 Over Candidates. Jurisdiction to receive the petitions of candidates for membership in the Order shall be concurrent in all Grottoes, subject to the following limitations and restrictions:

(a) Each Grotto shall have exclusive jurisdiction of candidates' resident within the corporate limits of the city where such Grotto is established, subject to the provisions of the following Section:

(b) Within any Metropolitan area, as the same shall be determined and limited by the findings of the Executive Committee of the Supreme Council, the jurisdiction of Grottoes shall be joint.

26.2 Concurrent. Except as restricted by this Chapter the jurisdiction of all Grottoes shall be concurrent. Grottoes cannot modify this regulation by agreement between themselves.

26.3 Initiation Away from City. For the purpose of conferring the Order only, a sufficient number of the officers and members of a Grotto may by vote of their own Grotto at a stated session, proceed to any place outside of their own city, which place shall not be within the exclusive jurisdiction of any other Grotto and there initiate candidates.

The petitions of all candidates so initiated must have been received and balloted on at a stated session of the Grotto, except that, by unanimous vote of all of the members present at a stated session, authority may be given to receive and ballot upon petitions at the temporary place of meeting.

In case of a joint ceremonial, visiting Grottoes may, with the consent of the host Grotto, hold a meeting for the election of the candidates at the place of holding such ceremonial under the terms of this section. (J & L 1952)

26.4 Annual Meeting, Place of. A Grotto cannot hold its annual meeting in a place outside the city, which constitutes its domicile.

26.5 Invasion of Jurisdiction, Procedure. In case any candidate's petition has been received and he shall have been initiated in any Grotto in violation of the provisions of this Chapter, then the Grotto whose jurisdiction has been invaded may ballot upon such candidate as on a petition for affiliation and if he is elected said Grotto may request the offending Grotto to issue him a demit and his membership shall be transferred to such Grotto and all dues and fees collected from him shall be paid over to the offending Grotto to the Grotto whose jurisdiction was invaded. The provisions of this Section shall not prevent disciplinary action in case the invasion of the jurisdiction aforesaid shall have been the result of fraud or bad faith.

26.6 Where a candidate resides within the Jurisdiction of one Grotto, but desires to become a member in a different Grotto, he is to submit his petition to the Grotto with which he desires membership. The Grotto receiving the petition will inform the candidate that he resides outside of its jurisdiction and provide the candidate with a Waiver of Jurisdiction form, issued by the Supreme Council. The candidate will then complete the Waiver of Jurisdiction form and then forward it to the Monarch of the Grotto with Jurisdiction. The Monarch will complete the Waiver of Jurisdiction within thirty (30) days and

return it to the candidate.

a. If a waiver is granted, the candidate will present the executed Waiver of Jurisdiction to the Grotto he desires to join.

b. If a waiver is not granted, a candidate may appeal the decision to the Grand Monarch. The Grand Monarch will decide the appeal within thirty (30) days and his decision will be final.

c. Upon receipt of an executed Waiver of Jurisdiction form, a Grotto may initiate the candidate per the procedures outlined by the Supreme Council.

d. A waiver of jurisdiction can be granted by order of the Monarch of a Grotto that has jurisdiction over the candidate or by the Grand Monarch. No vote of the membership is necessary.

e. A waiver of jurisdiction can be granted only to an individual candidate. (Hist. Ref. Proceedings 2012)

CHAPTER XXVII
WORK AND CONDUCT OF GROTTOES

27.1 Rituals. The Ritual as promulgated by the Supreme Council shall be adopted uniformly by every Grotto. No Grotto shall have in its possession or use rituals other than those obtained from the Supreme Council.

A Grotto cannot by by-law or otherwise "permanently discontinue" any part of the ritual. (J & L 1929)

27.2 Public Display of Ritual. Ritualistic costumes and other articles of Grotto paraphernalia shall not be worn or displayed in public, nor photographed.

A Grotto cannot use any or all of its scenery and costumes in an entertainment for Prophets and their ladies, nor can the wives of Prophets be permitted to witness any part of the ritualistic work.

27.3 Printing of Ritual. The ritual or any part thereof, shall not be printed or published, except by the Supreme Council, but it shall be permissible to list the names of the ritualistic characters on programs or periodicals in connection with Ceremonials.

27.4 Vulgarity in Ritual Work. Obscenity or vulgarity in any form in the conferring of the ritualistic work including hazing, which subjects any candidate for initiation to any act, condition, demonstration, exposure, or performance of any kind which may cause or result in mental or physical harm to the candidate is strictly prohibited. This prohibition shall include not only ceremonial/sessions but also any and all other pre-initiation directives, missions or informal assignments before or after induction of the candidate.

27.5 Public Acts Prohibited. The wearing in public of women's apparel, or any costume suggesting vulgarity, by Prophets; the humiliation of candidates in parade or public; the molestation of women on the streets or in public; the participation by Prophets in the use of fireworks, explosives, electrical contrivances, or any dangerous device in public in connection with any Grotto or Supreme Council meetings or functions except in regularly scheduled fireworks displays, or the committing of any act or acts that lower the dignity of the Order, is prohibited.

27.6 Gambling. Gambling is prohibited, unless gambling has been authorized by actions of the Grand Lodge of Masons in the Jurisdictions and States for which a Grotto may be located. Any gambling so permitted must be in strict and absolute compliance of the edicts and orders of the Grand Lodge of Masons of that particular Jurisdiction. Furthermore, any gambling must also be in strict and absolute compliance of all laws of the State, County and local jurisdictions of the State, Province and Country of which the Grotto may be located.

27.7 Real Estate, Acquisition and Disposal of. Before a Grotto, a holding company or any subsidiary thereof, may acquire real estate, substantially improve the same for Club House purposes, meeting place, investment or any other purpose or transfer, sell, encumber or convey the same, it shall first obtain written approval from the Grand Monarch, Deputy Grand Monarch and Chairman of the Jurisprudence and Laws Committee, or in said Chairman's absence or inaccessibility, any member thereof. It shall furnish these Grand Officers full and complete information relative to the project, method of financing the acquisition and maintenance thereof, or the reason and purposes for the transfer, sale, conveyance or encumbrance thereof and the disposition of the proceeds there from. Such approval shall not in any way be construed to place any financial obligation upon the Supreme Council for the project.

27.8 Use of the Word Prophet, etc. as Advertising Prohibited. The use of the word "Prophet," or any variation thereof, or any term, sign or symbol of the Order, for commercial or other business enterprises is prohibited, except for official Grotto publications or Grotto sponsored functions. Any Prophet violating this section may be suspended or expelled from the Order. Should the Grotto of which the offender is a member neglect to take action, the Grand Monarch may suspend such offender until the next regular session of the Supreme Council at which session the suspension may be made permanent. Any Grotto neglecting to take action in such a case is subject to having its Charter arrested by the Grand Monarch. Provided, however, that this section shall not apply to those who are regularly engaged in dealing in standard Grotto supplies, uniforms, regalia and emblems.

CHAPTER XXVIII
PUBLICATIONS AND PRACTICES

28.1 Initiation of Programs or Movements. No officer or member of a Grotto shall initiate or undertake to initiate or promote any movement or, program or organization composed of Prophets which affects the entire Realm or the major portion thereof, not solicit funds from other Grottoes or Prophets until the subject matter thereof and an outline of such program or organization shall have been submitted to and approved by the Grand Monarch and the Committee on Jurisprudence and Laws.

28.2 Circulars and Publications. No officer or member of a Grotto shall circularize any other Grotto or the officers and members thereof, or issue any publication or printed matter intended for dissemination among other Grottoes or the members of other Grottoes, without first obtaining permission from the Grand Monarch.

28.3 Campaigns for Office. The printing, circulation, or distribution of resolutions, letters, tickets, or other devices by a Prophet or Prophets suggesting, recommending, opposing, or containing the names of proposed candidates for office in a Grotto is prohibited. The Secretaries of Grottoes shall mail notice of the time and place of annual elections to all members at least one week prior to the date of the election and the notices shall cite this section.

CHAPTER XXIX
FISCAL YEAR AND RETURNS OF GROTTOES

29.1 Fiscal Year. The fiscal year of Grottoes shall end on the thirty-first day of December.

29.2 Election of Officers, Date. The election of officers of Grottoes shall be held at the first stated session in November or December of each year, except that the date may be changed by dispensation of the

Grand Monarch. No candidate shall be received or initiated or obligated at the meeting set aside and designated for an election of officers until after the election of officers shall have been held. (Hist. Ref. Proceedings 2002)

29.3 Election, Notice to Grand Secretary. Immediately after the election of officers, the Secretary of each Grotto shall transmit to the Grand Secretary, upon a form furnished by the Supreme Council, the name and residence of each of the officers elected.

29.4 Annual Returns. The Secretary of each chartered Grotto shall, on or before the first day of March in each year, transmit to the Grand Secretary, upon a form furnished by the Supreme Council, an annual return, accompanied by the dues to the Supreme Council.

Failure to file said annual return on or before the first day of March shall automatically result in the assessment of a ten percent penalty being added to the total amount due the Supreme Council, unless an extension, not exceeding thirty (30) days, is allowed by the Grand Secretary for cause shown.

29.5 Report of Names Added to Rolls. The Secretary of each Grotto shall report to the Grand Secretary the names of all Prophets who have been added to the rolls of membership whether by initiation, reinstatement, or affiliation within ten (10) days after such names are so added to the rolls.

CHAPTER XXX
SEAL AND BOOKS OF GROTTOES

30.1 Seal and Records Required. Each Grotto shall have a seal and shall keep the following books, to wit:

(a) A book of by-laws.

(b) A book of records of the proceedings of the Grotto.

(c) A register containing the name of each member, his birthday, age, occupation, residence, the date of his initiation, or affiliation and also the date of the termination or suspension of his membership and with the cause thereof, as the same may occur.

(d) An alphabetical list of rejections, suspensions and expulsions.

(e) Such other books as may be necessary to present clearly the receipts and accounts of the Treasurer and Secretary.

30.2 Supreme Council Code. It shall be the duty of each Grotto to keep, with the Grotto books, a book on the constitution, by-laws and general regulations of the Supreme Council to which shall be added, from time to time, all alterations duly adopted by the Supreme Council. It shall also be the duty of each Grotto to preserve in its archives copies of the proceedings of the Supreme Council, as published.

CHAPTER XXXI
SUBSIDIARY AND AFFILIATED ORGANIZATIONS AND INSURANCE

31.1 Supervision of. Bands, drill corps and organizations of any kind composed of Prophets shall at all times be subject to the supervision and control of the Monarch of the Grotto from the membership of which such organization is mainly constituted.

31.2 Control of Membership in. The Monarch has power to determine from time to time who shall be members of subsidiary organizations. He can suspend or remove a Prophet from such membership at any time and need not give, unless he sees fit any reason for doing so. He can restore a suspended member of a subsidiary organization to membership therein, as he sees fit.

A Grotto cannot provide that there shall be no appeal by members of a cast from the orders of the director of the cast. *(J & L 1929)*

A subsidiary organization may select and choose its own members by any method it may adopt, subject at all times to the approval of the Monarch of the Grotto, both as to the mode of selection and as to who shall be selected. (J & L 1940)

31.3 Control of Funds of. The Monarch has no direct control over the funds of a subsidiary organization except as given him by the by-laws of a Grotto. The funds of a subsidiary organization may be controlled by the organization itself, subject always, however, to the approval of the Grotto.

An incorporated Credit Union is not such an auxiliary of the Grotto as is contemplated by the Section. (J & L 1954)

31.4 Affiliation or Recognition of Other Organizations. Grottoes are forbidden to affiliate with or recognize any organization the membership of which is not composed exclusively of Prophets.

This section is a limitation upon the action of Grottoes, not individual Prophets and does not limit or determine the nature of organizations of which an individual Prophet can become a member. (J & L 1949)

A Ladies Auxiliary cannot be recognized by a Monarch or a Grotto and consequently he can express no control over such an organization since it is not a subsidiary of the Grotto. Only bands, drill corps and organizations composed of Prophets under the supervision and control of the Monarch may be recognized under Section 31.1 of the code. (J & L 1958)

31.5 By-Laws Restricted. No subsidiary organization of any Grotto shall pass any by-laws, which would make any member of such subsidiary organization ineligible to any Grotto office.

31.6 State and Sectional Organizations:

(a) All State or sectional organizations of Grottoes shall at all times

be under the jurisdiction of and subject to the regulations and control of the Grand Monarch and the Supreme Council.

(b) Any and all constitutions, rules, regulations, legislation's or by-laws enacted by any such State or sectional organization shall in no way conflict with, modify, or alter the constitution, rules, regulations, edicts, decisions or laws of the Grand Monarch or of the Supreme Council.

(c) The object and purpose of such State and sectional organizations shall be to further the organization and development of Grottoes; to create a closer fraternal and social relationship between individual Grottoes of the State or section; to outline plans for effective cooperation; to assist individual Grottoes in improving ceremonial sessions and solving their local problems and such other purposes as conform to the provisions of the constitution and laws of the Supreme Council.

(d) Membership by Grottoes in State or sectional organizations shall be voluntary, not compulsory. A State or sectional Grotto Association shall not levy a per capita tax on each Grotto in the State. A State Grotto Association may not stipulate that all Grottoes in the State are ipso facto, members of the Association.

(e) The State Grotto Association may not compel contributions for humanitarian purposes without the approval of the Supreme Council, Board of Governors, and Executive Committee of the Board of Governors or Grand Monarch.

31.7 Insurance Plans. A Grotto may not institute a compulsory insurance or funeral benefit plan for its members, but any such plan which is optional for participation therein, is permissible.

A Grotto can pass by-laws governing a Death Benefit Fund. (J & L 1938)

31.8 Private Use of Name or Emblem. No Prophet either by himself or in conjunction with others, shall use the word "Grotto" or the name of

the Order or any part thereof, or the official emblem of the Order or any part thereof, in connection with any private business or any enterprise for private gain, or for any other purpose whatsoever except when organized as a regular unit of a Grotto.

An incorporated Credit Union is a private business and is fully covered by the Section. (J & L 1954)

The use of the Grotto emblem should not be permitted on printed matter or in any other manner, except by a Grotto itself and subsidiary organizations directly and fully controlled by a Grotto. (J & L 1946)

Prohibits Ladies Auxiliary from wearing the Grotto emblem on their fezzes and that it is the duty of the Grotto to which the Auxiliary is attached to enforce this provision. (J & L 1956)

31.9 Grotto Clubs. An organization of Prophets meeting as such, using any of the emblems of the Supreme Council, M.O.V.P.E.R., or having a title indicating it to be an organization of Prophets may not be organized without the official authorization and approval of a Grotto having jurisdiction over the area where said Grotto Club is organized, subject to the approval also of the Grand Monarch.

(a) Jurisdiction over Members. All Prophets who are members of a Grotto Club are amenable to the by-laws and regulations of the authorizing Grotto whether they are members of that Grotto or of another Grotto.

(b) Control. A Grotto Club shall be under the control of the authorizing Grotto having jurisdiction over said Grotto Club. Any by- laws, amendments thereto or rules and regulations of said Grotto Club shall not become effective until officially approved by the authorizing Grotto having jurisdiction.

(c) Exclusive Jurisdiction Territory. A Grotto Club shall be under the control of the Grotto having exclusive jurisdiction of

the area in which the Grotto Club is located.

(d) Concurrent Jurisdiction Territory.

1. If it is proposed to form a Grotto Club in territory over which two or more Grottoes have concurrent jurisdiction, consent therefore must first be obtained from the two Grottoes nearest to the proposed location of said Grotto Club in the concurrent jurisdiction territory.

2. After such consent is obtained, said Grotto Club shall be under the control of the nearer of the two Grottoes approving the same.

3. If at any time a change is made in jurisdictional territory so that two or more Grottoes have concurrent jurisdiction over an existing Grotto Club, said Grotto Club shall remain under the control of the Grotto under whose authority the Club was created.

(e) Incorporation Grotto Club. The Incorporation of a Grotto Club is prohibited. If, however, particular circumstances require the incorporation thereof, or a Holding Company therefore, approval shall first be had and obtained by the authorizing Grotto under whose jurisdiction said Club may be and the approval of the Grand Monarch.

(f) Audit. Said Grotto Club (or Holding Company, if incorporated) shall be required to have its accounts audited at the close of each year by an Auditor or Committee selected by the Grotto under whose jurisdiction said Club may at the time be. A copy of the Audit Report, including a balance sheet and income and expense statement shall be filed with said Grotto on or before February 1st of the following year.

CHAPTER XXXII
MEMBERSHIP IN GROTTOES

32.1 How Acquired. Membership in a Grotto can be acquired:

(a) By being named in the dispensation granted for a new Grotto.

(b) By petition and election and initiation.

(c) By affiliation.

(d) By reinstatement.
(e) By Sight (Ref. 17.1)

32.2 How Terminated. Membership in a Grotto may be terminated:

(a) By demission.

(b) By suspension for non-payment of dues.

(c) By suspension or expulsion from the Order, after due trial.

32.3 Reinstatement, Rank and Office. A Prophet affiliating or becoming reinstated retains whatever rank in the Order he had previously acquired. He is not, however, restored to any office, which he may have held.

32.4 Grottoes under Dispensation. A Prophet signing a petition for a dispensation becomes a member of the Grotto under dispensation and is amenable to it for dues. He must pay dues to the Grotto of which he was a member prior to the issuing of the dispensation, only up to the date of such dispensation and his membership in the chartered Grotto remains in abeyance until a charter shall be granted to the new Grotto. If the dispensation for the new Grotto be taken up and no charter issued, the membership of each Prophet reverts to the Grotto of which he was a member prior to the issuing of the dispensation. Upon the receipt of a charter, it shall be the duty of the Monarch of the new

Grotto to cause the Secretary to certify that fact to each Grotto in which a charter member formerly held his membership and his membership in said Grotto shall thereupon terminate.

(a) Provided, that if the Prophet is becoming a dual member, he must pay dues to the Grotto under dispensation from the date of the dispensation and continue to pay dues to the chartered Grotto in which he continues to be a member.

A Prophet becomes liable for dues to a Grotto under dispensation from and after the date of the dispensation, at which time his liability ceases for dues to his former Grotto. (J & L 1946)

32.5 Reception of Petitions. A petition for initiation or affiliation can be received by a Grotto at any session and when received, shall be referred to an investigating committee of not less than three members.

32.6 Withdrawal of Petitions. A petition, having been referred to an investigating committee, cannot be withdrawn.

32.7 Petition, Residence Requirements, Time. A petitioner for membership must have been a resident of the place from which he petitions for at least three months preceding the presentation of the petition. He must present his current membership card to the Prophet sponsoring his membership application showing that he is in good standing in his Masonic Lodge.

32.8 Petition, Residence, Place and Change. The place of residence must be within the exclusive jurisdiction of the Grotto petitioned or without the exclusive jurisdiction of any Grotto. If the petitioner establishes residence in a locality where another Grotto has jurisdiction before he becomes a member of the petitioned Grotto, his petition lapses and he must petition the Grotto within the jurisdiction of which he resides.

32.9 Petitions for Affiliation. A petition for affiliation must be

supported by a demit or a certificate from the Grand Secretary (see Supreme Council Code, Section 18.10 and 18.11). If the demit is not presented prior to the election of the petitioner, his membership dates from the time of presentation.

A Prophet who has demitted from a Grotto and who desires to regain membership in the Order (a) if residing in the place where the Grotto from which he demitted is located must make application for affiliation to that Grotto, (b) if residing in a place other than that where the Grotto from which he demitted is located but where another Grotto is situated he must make application for affiliation to the latter Grotto and (c) if residing in a place other than that where the Grotto from which he demitted is located but where there is no Grotto, he may make application for affiliation to any Grotto. *(J. & L., 1940)*

Since the State of California has been classified as a metropolitan area so that all Grottoes in the State have joint jurisdiction, that a Prophet who has demitted from a Grotto located in a joint jurisdiction area must make application for affiliation to a Grotto in the place where he resides, or if he resides in a place other than where the Grotto from which he demitted is located, but where another Grotto is situated, he must make application for affiliation to the latter Grotto, but if he resides in a place other than that where the Grotto from which he demitted is located, but there is no Grotto, he may make application for affiliation in any Grotto. *(J. & L., 1957)*

32.10 Petitions, Ballot. Immediately after receiving the report of the investigating committee, the applicant, whether for membership by initiation, by affiliation or by dual membership, shall be balloted upon.

It shall take three (3) or more black balls to reject a candidate. If on the first ballot there appear less than three (3) black balls, that is to say,

one (l) or two (2) black balls appear in the ballot box, the ballot box will be cleared immediately, by the presiding Monarch, and a second ballot will be taken.

If on the second ballot three (3) or more black balls appear, the candidate shall be declared rejected.

If on the second ballot less than three (3) black balls appear, that is to say one (l) or two (2) black balls appear, the applicant will be accepted for membership.

The procedure for balloting shall be the same as that used in the Lodge within whose jurisdiction the Grotto may reside.

A Prophet who has demitted from a Grotto and then petitions the same Grotto for affiliation shall be reinstated to membership by a majority vote of the members present at a regularly stated meeting of the Grotto. This vote may be accomplished by a show of hands, it may be done by written paper ballot, or by use of the ballot box at the discretion of the presiding Monarch. (Hist. Ref. Proceedings 2015)

32.10 (a) Multiple Petitions, Ballot. In the event a Grotto receives more than two (2) petitions to ballot upon at a stated meeting, whether these petitions are for membership by initiation, affiliation, dual membership or a combination of these, in the interest of time, and at the discretion of the Monarch of the Grotto, the petitions may be balloted upon simultaneously using the same method as the Grotto would use if balloting upon one (l) petition. In the event three (3) or more black balls appear in the ballot box during the simultaneous balloting, the first ballot will be immediately destroyed and each petition shall be balloted upon individually in accordance with the balloting procedures as prescribed in Article 32.10. (Hist. Ref. Proceedings 2015)

32.11 Petition Rejected, Time for Re-petitioning. A petition, having been rejected, cannot again be received, until three months shall have elapsed. A petition for affiliation may again be received at any

time by the rejecting Grotto or by any other Grotto that may have acquired jurisdiction.

lf a petitioner who had, prior to filing such petition, been rejected in another Grotto and who discloses such fact in his petition is, nevertheless, elected to membership and initiated, he becomes a member of the Order even though the Grotto in which he was elected fails to get a waiver from the Grotto in which he had been previously rejected. (J. & L., 1949)

32.12 Initiation, Time of. The Order of the Veiled Prophets may not be conferred by a Grotto except at a stated or special meeting thereof.

An elected candidate, who dies before being obligated, had not become a member. (J. & L., 1938)

32.13 Honorary Memberships. Honorary membership may be conferred at any stated session of a seven eighths vote of the members present and voting, upon any Prophet who is a member in good standing of some other chartered Grotto. Honorary Membership may not be conferred upon anyone not a Prophet. An honorary member of a Grotto shall have no vote therein and is not eligible to office, either elective or appointive, or to committee membership. If an honorary member of a Grotto becomes an active member of that Grotto by affiliation or otherwise, his honorary membership ceases. Honorary membership, once conferred, cannot be withdrawn or rescinded by the Grotto and shall continue as long as such honorary member shall remain in good standing in another Grotto.

32.14 Demits. A Prophet may obtain a demit from a Grotto at any time, but only if he is free from all indebtedness to the Grotto and if no charges are pending against him. The Secretary of the Grotto shall issue such demit upon written request, under the seal of the Grotto and signed by himself and the Monarch and such demit must be issued within 30 days.

32.15 Suspension for Non-Payment of Dues. Prophets in arrears for dues and charges for a period or an amount determined by the by-laws of a Grotto may be suspended for non-payment of dues by a majority vote of the Grotto, after due notice shall have been given them.

A Grotto cannot provide by by-laws that members shall be automatically suspended if their dues are not paid by a specified date. A member cannot be suspended for non-payment of dues except by a majority vote of the Grotto. *(J. & L., 1931)*

32.16 Reinstatement from Suspension of Nonpayment of Dues.

(a) A Prophet suspended for non-payment of dues and charges may upon payment of the amount due at the time of his suspension, be reinstated to membership by a majority vote of the members present and voting at a stated session of the Grotto from which he was suspended. No Grotto shall require more or less than a majority vote for reinstatement or charge any fee in addition to the indebtedness due. Should a Grotto decline to reinstate a Prophet after payment of the amount due at the time of suspension, he shall be issued a demit by the Grotto.

(b) Notwithstanding, the provisions of subparagraph (a), of this section, any Prophet who has removed his residence permanently to a place outside the jurisdiction of a Grotto of which he was a member, may request a reinstatement and then a demit from the Grotto of which he was a member, or from the Grand Secretary of the Supreme Council and upon payment of any delinquent dues or charges owed by him to said Grotto, not to exceed however two years dues and not in excess of the sum of fifty ($50.00) dollars, obtain a demit within 30 days from said Grotto or Grand Secretary. Said delinquent payment shall be forwarded by the Grand Secretary to the Grotto from which the Prophet is requesting a

demit. This provision shall not be construed to exempting such demitting Prophet from paying any dues, which may be owed by him to the Grotto in the new jurisdiction where he intends to affiliate. (He must then use the newly issued demit to affiliate with the Grotto in his new jurisdiction.) At this point, the conditions and circumstances of Section 32.9 and 32.10 apply.

A Grotto cannot provide by by-law that Prophets suspended for non-payment of dues shall become automatically reinstated upon payment of their indebtedness. (J. & L., 1929)

32.17 Suspension, General

(a) Except in the case of suspension by the Grand Monarch in pursuance of the provisions of Chapter V of the Supreme Council Code, no Prophet can be reprimanded, suspended, or expelled except in accordance with the Code of Procedure and no penalty thus inflicted shall be remitted and no Prophet shall be reinstated after suspension or expulsion except in accordance with the Code of Procedure. The Grand Monarch shall report all suspensions made by him to the Supreme Council for its consideration and action.

(b) Failure of a member suspended by the Grand Monarch to appeal said suspension to the next Annual Session of the Supreme Council shall automatically result in said suspension being final. If, however, said suspended member desires to appeal to the next Annual Session of the Supreme Council, he shall notify the Grand Secretary of the Supreme Council, in writing, by certified or registered mail, at least sixty (60) days before said Annual Supreme Council Session. The Grand Secretary shall refer the Appeal to the Supreme Council Committee on Grievances and Appeals, which Committee shall examine all proceedings with respect to said suspension, hear such

witnesses, including the suspended member and report thereon to the Supreme Council Session who shall have power to affirm, reverse or modify the order of suspension of the Grand Monarch. The decision of the Supreme Council shall be final.

(c) No petition to remove the suspension of a Prophet by a Grand Monarch, either automatically affirmed, as aforesaid, or after affirmance on appeal to the Supreme Council, may be entertained by the Supreme Council later than the Second Annual Supreme Council Session following such action by the Supreme Council. No Prophet so finally suspended, may thereafter be elected into membership; either by the Grotto of which he was last a member before such suspension or by any other Grotto and any attempt to evade this provision shall be null and void.

32.18 Suspension, Payment of Dues. Suspension after due trial shall not relieve a member from payment of dues which shall have accrued at the time of such suspension.

32.19 Dual Membership. Dual membership is permitted, provided the Grotto or Grottoes of original jurisdiction file written approval thereof with the Grand Secretary. No member may hold an elective office in more than one Grotto at the same time.

(a) Payment of dues is required by a Prophet holding dual membership in all Grottoes with which he is affiliated.

(b) A Prophet who is suspended for non-payment of dues in the Grotto of his original membership shall automatically be suspended from the other Grotto or Grottoes in which he holds dual membership. If such Prophet desires to discontinue his membership in the original Grotto and continue his dual membership in another

Grotto, he must first be reinstated in the original Grotto by paying his delinquency and obtain a demit.

CHAPTER XXXIII
FEES AND DUES IN GROTTOES

33.1 Initiation Fee. The fee for conferring the Order of Veiled Prophets of the Enchanted Realm and for affiliation and the annual dues of Prophets shall be fixed by the by-laws of the Grotto.

(a) The entire fee must be paid before the Order is conferred and the Supreme Council fee of $15.00 shall be taken there from and remitted to the Grand Secretary within ten days thereafter. (Hist. Ref. Proceedings 2008)

(b) A Grotto cannot provide by by-law that a discount be given members paying dues prior to a fixed date. This, in effect establishes two rates of dues.

(c) A Grotto cannot enact a by-law fixing the fee for membership at the minimum stipulated by the laws of the Supreme Council and remit the current year's dues.

33.2 Dues Cards, Issuance. Each Grotto shall issue to its members, upon payment of dues and such other charges as may be provided by by-law an annual membership card signed by the Secretary. Said card shall contain the name of the Prophet, the name of his Grotto and the year for which dues and charges are paid. No Prophet shall be admitted to any Grotto except on the presentation of his current membership card.

When the by-laws of a Grotto provide that the annual dues are payable in advance on or before the first session in January, a member automatically becomes in arrears the day following that session. (J & L 1941)

A Prophet who has demitted from a Grotto and has a current dues card has the privilege of visiting any other Grotto under the provisions of Section 3.2 of the Supreme Council Code. (J & L 1957)

33.3 Life Memberships:

(a) A Grotto may provide by by-laws or otherwise for the granting of life membership for meritorious service and by sale, but no Grotto shall make life members based on length of membership. Life membership for meritorious service must be, in each case, approved by the Grand Monarch, the Deputy Grand Monarch and the Grand Chief Justice, or any two (2) of them, before becoming effective. Life memberships shall not be sold for less than an amount equal to fifteen times the annual dues currently assessed resident members of the Grotto.

(b) Any monies received from life memberships shall be set aside in a special trust fund, the income of which shall be used to pay Supreme Council per capita dues, **except,** however, that if the balance in said life membership fund shall at any time, in the judgment of the Grand Monarch, Deputy Grand Monarch and Grand Chief Justice, or any two of them, provide sufficient income computed at the then going rate of interest to pay Supreme Council per capita dues for all life members of the Grotto, then living, any excess over and above the necessary principal balance required for such payment may be withdrawn there from by vote of the Grotto membership.

If a Grotto, requests permission to grant a life membership for meritorious service and its special fund, earmarked as aforesaid for the payment of Supreme Council per capita dues, is deemed inadequate in the judgment of the Grand Monarch, Deputy Grand Monarch and Grand Chief Justice, or any two (2) of them, no life membership for meritorious service shall be approved. (Hist. Ref. Proceedings 2012)

Life members cannot be made by paying a sum proportional to the

number of years they have been paying dues. (J & L 1941)

Life membership cannot be granted for a less sum than otherwise provided, based upon services to a Grotto (J & L 1941)

The Humanitarian Fund Assessment is not an Assessment levied by the Grotto itself; therefore, it is collectable from and should be paid by life members. Life members who do not pay their assessment are in the same position as a Prophet who has not paid dues. (J & L 1951)

A Grotto cannot provide by by-law for the granting of Life Membership for meritorious service automatically to all Past Monarchs. (J & L 1954)

33.4 Annual Dues, Minimum. The annual dues for membership in all Grottoes shall not be less than **the Supreme Council annual per capita tax, per Section 14.1.** Grottoes may provide by By-Law that a charge not exceeding $1.00 per year be levied on life members who have not paid for such life membership the minimum fee prescribed in Section 33.3. (Hist. Ref. Proceedings 2013)

The provisions of this Chapter shall not prevent a Grotto from prorating the dues above provided for, for members becoming such during the year for which such dues are assessed. (J & L 1950)

The Humanitarian Fund Assessment is in addition to this minimum. In other words the $5.00 minimum does not include the Humanitarian Assessment, which must be collected in addition thereto. (J & L 1952)

33.5 Remission of Dues. Upon vote of the Grotto any Prophet who is in good standing and who has been admitted to a Masonic home, a convalescent home, hospital, or such other institution, or who is in his dotage and is financially unable to pay dues may have his Grotto and Supreme Council dues and assessments remitted, provided the Grand Monarch likewise approved the same.

CHAPTERXXXIV
GOOD STANDING IN GROTTOES

34.1 Definition. Members shall be deemed in good standing, except for the privilege of attending sessions of Grottoes, as long as they maintain good standing in a Masonic Lodge and are not suspended by their Grotto. No member shall be suspended for non-payment of dues or other charges before receiving written notice of such arrearages and being given an opportunity to show cause why he should not be suspended.

34.2 Termination. When a Prophet obtains a demit from his Masonic Lodge or is suspended or expelled by his Lodge, his membership in the Grotto ceases. Reinstatement may be made as provided in Section 32.18.

A life member of a Grotto when reinstated to membership by his Lodge after having been suspended for non-payment of dues by the Lodge is automatically restored to his status in the Grotto as a life member. *(J & L 1946)*

CHAPTER XXXV
INCORPORATION OF GROTTOES

35.1 Incorporation Authorized. A Grotto may incorporate itself under the laws of the State, Province or Territory in which it is domiciled, provided that there is nothing in the requirements of such laws repugnant and contrary to the general form and methods of the Order, or in conflict with any of the provisions of the Supreme Council Code.

The laws of the Supreme Council neither authorize nor prohibit the incorporation of organizations subsidiary to a Grotto. Such an organization may incorporate if it desires. It, however, remains subject to and under the supervision and control of the Monarch and the Grotto of which it is a subsidiary. (J & L 1930)

35.2 Approval of Articles of Incorporation. Proposed Articles of Incorporation shall be first submitted for approval to the Committee on Jurisprudence and Laws of the Supreme Council before final adoption and shall not be adopted until approved by such Committee.

35.3 Purpose of Incorporation. It is the intent of the foregoing Sections to enable a Grotto by incorporating itself to acquire and own property, without changing, altering, or impairing the character of the Grotto as established, maintained and controlled by the Supreme Council under and by the Laws of the Supreme Council as adopted and modified from time to time.

An incorporated subsidiary of a Grotto is not subject to the law specifying the officers of an incorporated Grotto and designating their functions and powers, but can select and designate its officers in such way as it sees fit, subject to supervision and control by the Monarch of the Grotto. (J & L 1930)

By-laws and proposed amendments to by-laws of an incorporated Grotto must be submitted and approved the same by by-laws and proposed amendments of an unincorporated Grotto. (J & L 1929)

PART THREE

BY-LAWS AND GENERAL REGULATIONS CODE OF PROCEDURE

CHAPTER XXXVI
CODE OF PROCEDURE

36.1 Complaint, Grounds. An individual Prophet may be complained against by any other Prophet in good standing for conduct unbecoming a Prophet.

36.2 Complaint (other than for non-payment of dues and charges as provided in Section 32.18), Form and Contents. A complaint shall state the facts alleged to constitute the offense. It must be made in writing, signed by the complaining Prophet and presented to the Monarch of the Grotto in which the accused Prophet is a member or the Monarch of the Grotto within the exclusive jurisdiction of which the accused Prophet resides.

36.3 Grievance Committee, Appointment. Upon receipt of a complaint the Monarch shall, without delay, appoint a grievance committee of three members of the Grotto, to be composed of Past Monarchs as far as practicable.

36.4 Grievance Committee, Duties. It shall be the duty of the grievance committee to thoroughly investigate the complaint and report its findings to the Monarch.

36.5 Grievance Committee, Disqualification. No member of this committee or of the trial commission hereinafter provided for shall be related to the Prophet making the complaint or to the accused Prophet, or be interested in the controversy in any manner.

36.6 Formal Charges. If the grievance committee reports that it is probable that an offense has been committed, the Master of Ceremonies of the Grotto (or in case he is disqualified from acting, a Prophet designated by the Monarch) shall cause formal written charges to be prepared in the name of the Grotto against the offending Prophet and filed with the Secretary of the Grotto.

36.7 Trial Commission. The Monarch shall forthwith appoint five disinterested members of the Grotto in good standing as a trial commission and call a meeting of the commission to be held not later than ten days after its appointment. The Commission shall at the meeting select one of its members as Chairman and fix a time and place for a hearing.

36.8 Notice to Accused Prophet. The Secretary of the Grotto shall then cause a certified copy of the charges to be served upon the accused Prophet, together with a notice of the time and place of the hearing as fixed by the trial commission. The service shall be in person by the Secretary or by some designated Prophet in good standing, or by registered mail, addressed to the last known address of the accused Prophet.

36.9 Answer to Charges. The accused Prophet may file, prior to the hearing, a written answer to the charges.

36.10 Prosecution of Charges, Counsel. It shall be the duty of the Prophet preparing the formal written charges to prosecute the charges before the trial commission and he may be assisted by counsel in the presentation, provided the counsel is a Prophet in good standing. The accused Prophet shall also have the right of counsel, subject to the same proviso.

36.11 Witness, Testimony. Both the Grotto and the accused Prophet shall have the right to summon witnesses. The testimony of all witnesses shall be technically recorded or be taken down by a competent stenographer, who must be a Prophet.

36.12 Meetings and Decisions of Trial Commission. After the evidence is presented and the arguments of counsel are heard, which hearing may be attended by any Prophet in good standing, the trial commission shall, in executive session, determine by a majority vote whether the accused Prophet is guilty or not guilty. If the former, the commission shall proceed to fix punishment, which may be either: (1) expulsion, (2) indefinite suspension, (3) suspension for a definite time, or (4) the administration of a reprimand.

36.13 Report of Trial Commission. The trial commission shall report its findings to the Monarch in writing. The report shall be read to the Grotto at its next regular session and the Monarch shall thereupon pronounce judgment in accordance with the findings of the commission. The judgment shall be final unless modified or reversed on an appeal there from to the Supreme Council. A complete written transcript of the trial proceedings must be provided to the accused prophet and to the Supreme Council within fifteen (15) days after judgment has been pronounced. (Hist. Ref. Proceedings 2011)

36.14 Appeal. If a grievance committee finds no probable cause for charges, a Prophet making the original complaint may appeal to the Supreme Council and both the Grotto and the accused Prophet shall have the right to appeal to the Supreme Council from a judgment of a trial commission.

36.15 Notice of Appeal. Notice of appeal must be filed with the Grand Secretary not later than thirty (30) days after judgment has been pronounced and notice has been given the Prophets concerned.

The appeal must be accompanied with a complete transcript of the proceedings.

36.16 Action of Appeals. All appeals to the Supreme Council shall be referred to and considered by the Committee on Grievances and Appeals of the Supreme Council and it shall report its findings to the Board of Governors of the Supreme Council. The action of the Board of Governors upon the report of the Committee shall be final.

36.17 Reinstatement from Suspension (other than for non-payment of dues and charges.) A Prophet indefinitely suspended or expelled by a Grotto may present a petition for reinstatement at any regular session of the Grotto from which he was indefinitely suspended or expelled not later than three years from the date of such indefinite suspension or expulsion. Notice shall be sent to the members of the Grotto that the petition will be considered at the next regular session of the Grotto. If the Prophet was indefinitely suspended, his petition shall be granted upon receiving the affirmative vote of two-thirds of the members present and voting. If the Prophet was expelled, his petition shall be granted upon his receiving the same affirmative vote required of a petitioning candidate. If the petition is not granted, a similar petition shall not be entertained by the Grotto until after one year has elapsed.

Persons who have been suspended or expelled under former codes of procedure remain subject to the provisions of the code under which they are sentenced in its entirety and once the provisions regarding appeals and restorations have been availed of, their cases are finally closed and cannot again be reopened. (J & L 1952)

36.18 Reinstatement in Other Grottoes. A Prophet who has been suspended or expelled from a Grotto (for other than non-payment of dues and charges as provided in Section 32.18) may not petition another Grotto for membership until he has been reinstated in the Grotto from which he was suspended or expelled.

36.19 Limitation of Actions. A prosecution for a prophetic offense must be commenced within three years after the commission thereof, or within three years after the facts pertaining thereto shall become known to a substantial number of Prophets.

PART FOUR

BY-LAWS AND GENERAL REGULATIONS AMENDMENTS

CHAPTER XXXVII
AMENDMENTS AND RULES OF ORDER

37.1 Amendments, Proposal. Any amendments, alteration, change or revision of these By-Laws and Regulations shall be proposed in writing and shall be sent to the Grand Secretary for transmission to the Committee on Jurisprudence and Laws at least sixty (60) days before the annual session of the Supreme Council and shall also be sent by him, together with any amendments, alterations, revisions and changes proposed by the Committee on Jurisprudence and Laws, to the Secretary of each Grotto and to each member of the Supreme Council at least thirty (30) days before the annual session of the Supreme Council.

37.2 Amendments, Adoption. At the said annual session, after receiving the report of the Committee on Jurisprudence and Laws relative thereto, it shall take an affirmative vote of a majority of the members present and voting to adopt the same.

37.3 Amendments Proposed at Session. Any amendment, alteration, change or revision of these By-Laws and General Regulations may be presented at any annual session and acted upon, after reference to and report from the Committee on Jurisprudence and Laws, but such amendment, alteration, change or revision shall require a seven-eighths (7/8) vote of members present and voting in order to be adopted.

37.4 Amendments, Retroactive Prohibited. No revision or amendment of these By-Laws and General Regulations shall be retroactive with reference to any action which may be pending and which was authorized by the Supreme Council, or by any Grand Monarch, present or past, provided the action so authorized was in accordance with the laws before the amendment was offered.

37.5 Rules of Order. Roberts Rules of Order shall govern parliamentary procedure, except where otherwise provided herein.

37.6 Amendments, Revision of Code. Whenever these By-Laws and Regulations are amended by adding a Chapter or Section or repealing any Chapter or Section thereof, the Grand Secretary shall renumber the Chapters or Sections whose numbering are affected by such amendment without further action by the Supreme Council, so that these By-Laws and Regulations will, at all times, appear consecutive as to Chapters and Sections.

CHAPTER XXXVIII
DEFINITION AND NAME

38.1 Definition. The Constitution, together with the By-Laws and General Regulations, shall be known and referred to collectively as the Supreme Council Code.

CHAPTER XXXIX
GROTTO ASSOCIATIONS

39.1 Grotto Associations. Two or more Grottoes may join together and form a state or regional Grotto Association with approval of the Grand Monarch. Such Association shall be subordinate to the Supreme Council M.O.V.P.E.R. and be governed

by a set of By-Laws approved by the Committee on Jurisprudence and Laws. In the event such Association is disbanded and/or ceases to operate (by the direction of the Grand Monarch, by its own action or failure to continue operations), the Association's financial assets shall be treated the same as defunct Grotto assets and be subject to the requirements of Chapter XVIII, paragraph 18.5.

39.2 Prophet Associations. Twenty-five or more Prophets may join together and form a special interest Prophets Association with the approval of the Grand Monarch. The current Grand Monarch, during his term, by virtue of his office, is the head officer of the Association, with all rights and privileges pertaining there unto belonging. Such Association shall be subordinate to the Supreme Council M.O.V.P.E.R. and be governed by a set of By-Laws approved by the Committee on Jurisprudence and Laws. In the event such Association is disbanded and/or ceases to operate (by the direction of the Grand Monarch, by its own action, or failure to continue operations), the Association financial assets shall be treated the same as defunct Grotto assets and be subject to the requirements of Chapter XVIII. Section 18.5.

39.3 Warrants for Associations.
(a) Granting. The Board of Governors alone have the power to grant warrants to Grotto Associations upon application therefore.

(b) By-Laws, Approval Required. No Warrant shall be issued to a Grotto Association until it's by-laws shall have been approved by the Committee on Jurisprudence and Laws.

(c) Signatures to. All warrants shall bear the official signature of the Grand Monarch, Deputy Grand Monarch, Grand Chief Justice and Grand Master of Ceremonies of the Supreme Council.

(d) Form of. All warrants shall be issued in the name of the Association President and other officers.

(e) Exhibition or Loss of. The warrant of a Grotto Association shall be exhibited at every session of the Grotto. Should the warrant be lost or destroyed, application shall be made to the Supreme Council for a duplicate.

(f) Warrant Fee. Before a warrant is granted to a Grotto Association, it shall pay $100.00 to the Supreme Council. In case a warranted Grotto Association desires a duplicate of its warrant, it shall remit $25.00 to the Supreme Council.

(g) Grotto Associations formed with approval of the Board of Governors prior to June 12, 2025 shall be provided their warrant at no cost, except that duplicate copies shall be subjected to the fee described in 39.3(f).

APPENDIX I

RULES OF BOARD OF GOVERNORS AND EXECUTIVE COMMITTEE

ARTICLE I
MEETINGS

1.1 The Board of Governors and the Executive Committee shall hold two joint regular annual meetings as follows:

(a) A meeting shall be held on the day preceding the opening of the annual Supreme Council Session in the city in which such Supreme Council Session is to be held and

(b) A meeting shall he held immediately after or on the day following the closing of the annual Supreme Council Session in the city in which such Supreme Council Session was held.

1.2 Special Meetings. Special meetings of the Board of Governors and/or Executive Committee shall be called by the Grand Secretary at the direction of the Grand Monarch or on the filing of a written request for such meeting with the Grand Secretary by three members of the Board of Governors.

1.3 Committee Chairman

(a) The Chairman of the Committee on Jurisprudence and Laws shall be called to attend all meetings of the Board of Governors and/or Executive Committee in an advisory capacity only and without vote.

(b) At the discretion of the Grand Monarch, the Chairmen or Chairman of any other Committee or Committees may be called to attend any regular annual or special meeting of the Executive Committee and/or Board of Governors in an advisory capacity and without vote.

1.4 Minutes. The Grand Secretary shall keep minutes of all meetings on the Board of Governors and/or Executive Committee; and shall provide copies thereof to all members of the Board of Governors and Chairmen of the Committee on Jurisprudence and Laws and Committee on Finance, respectively, within thirty (30) days after the adjournment of such meeting.

ARTICLE II
FINANCIAL RECORDS AND STATEMENTS

2.1 Accounting Recorders, (Records). Accounting Recorders (Records). The accounting records kept by the Grand Secretary under the Supreme Council Code shall be so revised, set up or established by line item and correlated with the annual budget that the control accounts of the Grand Secretary, shall at all times, coincide with the line item appropriations made in such budget. (Hist. Ref. Proceedings 2005)

2.2 Quarterly Statement:

(a) The Grand Secretary shall prepare and submit to each member of the Board of Governors and the Finance Committee a Quarterly Financial Statement, showing the total income received from all sources and all disbursements by line item made during the preceding quarter.

(b) The statement of disbursements shall be made in such form as to show:

1. The amount of each line item appropriation established at the preceding session of the Supreme Council.

2. The total amount disbursed from each such line item appropriation during the fiscal year prior to the quarter for which the statement was prepared.

3. The disbursements made from each such line item appropriation during the quarter for which the statement was prepared; and

4. The amount remaining unexpended in each such line item appropriation at the end of the quarter for which the statement was prepared.

(c) The statement of income and disbursements shall be based on control accounts by line item.

(d) The statement prepared for the final quarter of any fiscal year shall show the various funds in which the cash on hand is held, the amount held in each such fund, the bank or banks with which such funds are deposited and if any fund is held on deposit in two or more banks, the amount on deposit in each of such banks.

(e) A copy of the final statement, as submitted to the Board of Governors and the Finance Committee, shall be sent to all Grotto Secretaries after its approval by the Board of Governors and the Financial Committee. (Hist. Ref. Proceedings 2007) (Hist. Ref. BOG Minutes November 2015)

ARTICLE III
BUDGET

3.1 Estimate of Income and Expenses. At least ninety (90) days before each Annual Session of the Supreme Council, the Grand Secretary and Grand Treasurer jointly and the incoming Grand Monarch shall submit to the Committee on Finance of the Supreme Council and members of the Board of Governors a line item estimate of the anticipated income and the operating expenses of the Supreme Council for the following year.

3.2 Action by Committee on Finance. The Committee on Finance shall submit to the Grand Secretary, Grand Treasurer and the incoming Grand Monarch and the members of the Board of Governors at least sixty (60) days before each Annual Session a preliminary proposed line item budget for the following year based on all the inputs from the Grand Secretary, Grand Treasurer and incoming Grand Monarch as submitted in paragraph 3.1. A finalized proposed line item budget shall be submitted to the Grand Secretary, Grand Treasurer and incoming Grand Monarch thirty (30) days before each annual session as agreed upon by the Grand Secretary, Grand Treasurer and incoming Grand Monarch. (Hist. Ref. Proceedings 2005)

3.3 Submission to Board of Governors. The proposed line item budget prepared by the Committee on Finance shall be submitted to the Board of Governors at least thirty (30) days prior to the opening of the annual session of the Supreme Council for review, recommendation and comments in connection therewith. The recommendations and comments of the Board of Governors shall be attached to the proposed budget and made known in writing and orally to the Supreme Council in Session at the time of the presentation of the budget. (Hist. Ref. Proceedings 2005)

3.4 Submission to the Voting Delegates. The proposed line item budget with the recommendation and the comments of the Board of Governors, along with the previous year's line item budget amounts and the actual line item expenditures shall be given to each Voting Delegate at the time of their registration at the annual session. (Hist. Ref. Proceedings 2005)

3.5 Appropriations, Exceeding of. No officer or representative of the Supreme Council shall expend any amount for any purpose in excess of the line item amount appropriated by the Supreme Council at its annual session, except and unless such expense is approved and authorized, in advance, by the Committee on Finance. Itemized statements of all disbursements shall be filed with the Grand Secretary precedent to payment thereof. (Hist. Ref. Proceedings 2005)

3.6 Appropriation Not Spent. Any funds not spent in a line item of the budget may not be transferred to another line item of the budget without the approval and authorization, in advance, of the Committee on Finance. A copy of such authorization shall be filed with the Grand Secretary precedent to such transfer. (Hist. Ref. Proceedings 2005)

ARTICLE IV
EXTENSION WORK AND GROTTOES UNDER DISPENSATION

4.1 Limitation of Extension Work. No extension work shall be undertaken or negotiations had for the establishment of new Grottoes without the consent of the Executive Committee first had and obtained.

4.2 Granting of Dispensation and Charters. No dispensation or charter shall be granted without the approval of the Executive Committee first had and obtained.

4.3 Returns of Grottoes under Dispensation. The Grand Secretary shall furnish to said Executive Committee a statement setting forth the membership of such Grotto, an estimate of the Masonic population within the jurisdiction of the proposed Grotto, the distances to the nearest existing Grotto or Grottoes and such other pertinent data which the committee may request.

PETITION FOR INITIATION AND MEMBERSHIP

_____ Grotto

Mystic Order of Veiled Prophets of the Enchanted Realm

To the Monarchs and Prophets of _____ Grotto:

This subscriber respectfully represents that he is a Master Mason in good standing and wishes to offer himself as a candidate for the mysteries of the Veiled Prophets of the Enchanted Realm, and if found eligible, promises to cheerfully conform to all the established usages, customs, and regulations of the Order and to the By-Laws of _____ Grotto.

_____

PRINT YOUR NAME IN FULL (NO INITIALS)

What is your age? _____
What is your date of birth? _____
Where were you born? City and State. _____
What is your mailing address? _____
How long have you resided in this State? _____
How many years at your current residence? _____
Best phone number to reach you is: _____
Email Address: _____
What is your occupation? _____
Name and address of your Employer: _____
Name and Number of your Lodge _____
Located in what City and State? _____
What is your hat size? _____

Have you ever, to your knowledge or belief, presented a petition to, or been rejected in any Grotto of Veiled Prophets? Yes ☐ No ☐ If so, what Grotto?

_____

Have you ever been convicted of a felony? Yes ☐ No ☐

_____ Petioner

Please sign name in full – no initials

Proposed, Recommended and Vouched for by Prophet

_____

Please Print Date

Fee for the Order must accompany Petition.

PETITION FOR REINSTATEMENT

_____ Grotto
MYSTIC ORDER VEILED PROPHETS
of the
ENCHANTED REALM

To the Monarch and Prophets of _____ GROTTO:

I,_____, being a former member of _____ Grotto,

located at _____ do hereby apply for re-instatement with said Grotto.

Age _____ Date of birth _____ Where born _____

Date suspended _____ Amount due at that time _____

Residence _____

Mailing Address _____

Occupation _____

Name and address of business _____

Name, Number and Location of Lodge _____

Residence Telephone _____ Business Telephone _____

Please write name in full – write plainly – no initials

Signed _____, Petitioner

For Grotto Use Only

Recommended by _____

Paid Fee Date _____, 20_____

Referred to Committee _____ Date ____, 20_____

_____

Approved _____, 20_____ Disapproved _____, 20_____

Elected _____, 20_____ Rejected _____, 20_____ Notified _ _____, 20_____Re-instated _____

Petition for Affiliation

Mystic Order of Veiled Prophets

of the

Enchanted Realm

To The Monarch and Prophets Of _____Grotto:

I _____, being a Veiled Prophet of the Enchanted

(Your Name)

Realm in Good Standing, and a former member of _____

Grotto, located at _____ do hereby apply for affiliation with your Grotto.

My Address is: _____City:_____

State: _____ Zip: _____

Date of Birth: _____

Supreme Council Number _____

Name, address on phone Number of Employer_____

_____

Name, Location and Lodge Number of your Lodge_____

_____

Best Phone Number to reach you_____

Email Address_____

Signature in full_____

Grotto Use Only

Recommended by (Top Line Signer)_____

Paid Fee Date_____, 20_____

Referred to Committee _____Date_____, 20_____

Approved _____, 20 _____ Disapproved_____, 20_____

Elected _____, 20_____ Rejected _____, 20_____

Notified_____, 20_____

Affiliated_____, 20_____

Petition For Dual Membership
Mystic Order of Veiled Prophets
of the Enchanted Realm

To The Monarch And Prophets Of (New) _____Grotto:

I, _____, Being A veiled prophet of the Enchanted
(Your Name)

Realm in Good Standing, am a member of _____ located
(Original Grotto)

_____ Do hereby apply for Dual Membership
(Location of Original Grotto)

in _____ Located at City _____
(New Grotto) (Location of New Grotto)

State _____ Zip_____

My Address is: _____City:_____

State: _____ Zip: _____Age: _____

Supreme Council Number _____

Prophet Signature: _____

Dues Paid _____ To _____
(Amount) (Dual Grotto)

Approved at Stated Meeting of (Original) _____ Grotto

Date of Approval: _____

_____ _____
(Monarch's Signature of Original Grotto) (Secretary's Signature of Original Grotto)

Referred to Committee _____ Date _____

Approved at Stated Meeting of (New) _____ Grotto

Date of Approval _____

_____ _____
(Monarch's Signature of New Grotto) (Secretary's Signature of New Grotto)

Grand Secretary's Approval Date: _____

Signature of Grand Secretary: _____

APPENDIX V

SUGGESTED FORM OF BY-LAWS FOR SUBORDINATE GROTTOES

Every Grotto shall adopt the suggested form of by-laws as contained below, but it may adopt such additional amendments or modifications thereof not inconsistent with the Supreme Council Code.

Any subordinate Grotto may add to but may not change this set of by-laws except with the consent of the Committee on Jurisprudence and Laws.

It is suggested that all subordinate Grottoes in submitting their by-laws to the Committee on Jurisprudence and Laws for approval, include all of the provisions set forth below and adding thereto, if they wish, such additional by-laws as the local Grotto approves.

BY-LAWS OF_____GROTTO
OF THE MYSTIC ORDER OF VEILED
PROPHETS OF THE ENCHANTED REALM

I
PREAMBLE

That the best interest of the Mystic Order of Veiled Prophets of the Enchanted Realm may be secured, only Master Masons are eligible for its mysteries. One of the objects of the Order is to benefit the Symbolic Lodge and in many cases the government is guided by Masonic usage as the most perfect system extant; but it is to be explicitly understood that in itself it is not a Masonic Order and that it is in no sense a Masonic Degree.

II
NAME AND LOCATION

This Grotto shall be located in the city of_____, State or Province of _____and known as _____Grotto, M.O.V.P.E.R. and acknowledges obedience to and the sovereignty of the Supreme Council of the Mystic Order of Veiled Prophets of the Enchanted Realm, organized in Hamilton, N.Y., June 13, 1890.

III
MEMBERSHIP

Sec.1. No one but a regular Master Mason in good standing and affiliated with a regularly and duly constituted Masonic Lodge is eligible to membership in this Grotto.

Sec.2. Membership shall be divided into three classes: active, honorary and life. Active membership may be obtained either by petition, followed by election and initiation, or by affiliation.

Sec.3. A petition for initiation or affiliation can be received by the Grotto at any session and when received, shall be referred to an investigating committee of not less than three members. A petition, having been referred to an investigating committee cannot be withdrawn. The petitioner must have been a resident of the place from which he petitions for at least three months preceding the presentation of the petition. He must present his current membership card to the Prophet sponsoring his membership application showing that he is in good standing in his Masonic Lodge. A petition for affiliation must be supported by a demit or a certificate from the Grand Secretary.

Sec. 4. Immediately after receiving the report of the investigating committee, the applicant, whether for membership by initiation or by affiliation, shall be balloted upon. It shall take three or more black balls to reject a candidate. If but three black balls appear, a second ballot shall be taken immediately and if three or more black balls appear on the second ballot, the candidate shall be declared rejected.

Sec. 5. A petition having been rejected cannot again be received until three months shall have elapsed. A petition for affiliation may again be received at any time by the rejecting Grotto, or by any other Grotto, that may have acquired jurisdiction.

Sec. 6. Any Prophet who at the time, is a member in good standing of some other chartered Grotto may without fee and by unanimous ballot at any session, be elected an honorary member of this Grotto. An honorary member is not entitled to vote, nor can he hold office or committee membership in this Grotto.

Sec. 7. Any member of this Grotto who is in good standing on the books may commute all future annual dues and become a life member upon payment of $_____in cash. (This amount must not be less than an amount equal to fifteen times the annual dues of the Grotto.)

IV
OFFICERS

Sec. 1. The elective officers of this Grotto shall consist of: Monarch, Chief Justice, Master of Ceremonies, Treasurer, Secretary, or Treasurer/Secretary, Venerable Prophet and_____Trustees. The Marshal, Captain of the Guard, Sentinel and Chaplain of this Grotto shall be_____(Elected/Appointed).

Sec. 2. At the first election of Trustees,_____Trustees shall be elected, one for a period of one year, one for a period of two years and one for a period of three years. Thereafter, one shall be elected each year to serve for a period of three years.

Sec. 3. As soon as is practicable after the election of officers, the Monarch may appoint such other officers as may be desirable or necessary for the proper exemplification of the Order to serve during his term of office.

Sec. 4. Any officer may resign at his pleasure. The vacancy in an elective office may, on three days' notice to members, be filled by election at any stated session. A vacancy in an appointive office may be filled at any time.

Sec. 5. The duties of the officers shall be such as are prescribed by the Supreme Council Code, together with such other duties as are usual to such office or officers.

Sec. 6. The elective officers shall be elected by ballot at the first stated session of the Grotto in November or December of each year, except that the date may be changed by dispensation of the Grand Monarch. No candidate shall be received or initiated or obligated at the meeting set aside and designated for an election of officers, until after the election of officers shall have been held. No candidate for elective office shall be balloted upon until he shall be certified as being eligible for such office as required by the Supreme Council Code.

Sec. 7. The Treasurer and Secretary or Treasurer/Secretary shall give a corporate surety bond in such amount and subject to such terms, as shall be acceptable to and approved by the Board of Trustees and as required by the Supreme Council Code.

Sec. 8. The officers shall be installed during the session at which they are elected or appointed or within 45 days thereafter as approved by the Grotto and their terms shall continue until their successors are elected and installed.

V
SESSIONS

Sec. 1. Stated sessions of this Grotto shall be held on the_____day in each month. (The Grotto must hold monthly sessions, but may by by-law omit three sessions during the calendar year.)

Sec. 2. Special sessions shall be held at the call of the Monarch, or when requested in writing by not less than_____members. Only the business designated in the call shall be acted upon at special sessions. Notice of time and place of holding special sessions shall be mailed to each member at least five days prior thereto. At least two ceremonial sessions shall be held each year.

VI
FISCAL YEAR

The fiscal year of the Grotto shall end December 31.

VII
QUORUM

_____members (not less than seven) including an officer qualified to open the Grotto, shall constitute a quorum.

VIII
FEES AND DUES

Sec. 1. The fee for conferring the Order shall be $_____(not less than $25.00) all of which shall be paid before initiation.

Sec. 2. The fee for affiliation shall be $_____, which must accompany the petition, to be returned if the petition is rejected.

Sec. 3. The annual dues of each member shall be $_____(not less than $5.00), payable in advance on or before the first stated session in January of each year. Honorary and life members shall not be required to pay dues. Upon payment of annual dues a member shall be issued an annual membership card which shall be good until after the **first** session in January of the succeeding year.

Sec. 4. Each member of the Grotto, including life members, shall, at time of paying his annual dues, pay to the Secretary the sum of $1.00 for the benefit of the Supreme Council Humanitarian Foundation to be used exclusively for charitable purposes. A failure to pay said dollar shall have the same force and effect as a failure to pay dues.

Sec. 5. A member delinquent in dues after ten (10) days written notice and an opportunity to show cause why he should not be suspended, may be suspended by a majority vote of the members present and voting at any session.

IX
DEMITS

A demit shall be issued a member upon his written request at any time, if he is free from all indebtedness and no charges are pending against him, no action by the Grotto being necessary.

X
PENALTIES

When a Prophet demits or becomes expelled or suspended from a Masonic Lodge, his standing in the Grotto shall be similarly affected and his membership ceases, or lies in abeyance until he had re-affiliated with the Lodge.

XI
AMENDMENTS

These by-laws may be altered, amended or repealed by an affirmative vote of two-thirds (2/3) of the members present and voting at any regular session, after the proposed change shall have been submitted in writing at a previous regular session, read and entered upon the Minutes and not less than five (5) days written notice shall have been given the members reciting the change and designating the session at which action thereon is to be taken. When the Constitution and Code of the Supreme Council are amended or changed and the by-laws of this Grotto are thereby affected, the by-laws of this Grotto are ipso facto changed to conform to the action of the Supreme Council.

(Suggested other provisions which the local Grotto might add to the foregoing by-laws, adopting of Robert's Rules of Order, setting forth the order of business; establishing various committees, including that of Secretary and Treasurer; establishing various committees, including committee on charity, finance committee, auditing committee, etc.; establishment of meeting place, investment of monies, payment of salaries to Secretary or other officers; and other provisions establishing a complete set of rules for the regulation and conduct of the Grotto, providing the same are not inconsistent with, or violative of the Supreme Council Code.)

APPENDIX VI

OFFICIAL SUPREME COUNCIL EMBLEM

Refer to Article I. Name 1b. (page 7)

APPENDIX VII
SUGGESTED PROTOCOL ON THE VISITATION OF THE GRAND MONARCH

Over a period of years, a tendency has developed on the part of the Officers of local Grottoes to be quite remiss in their reception of Grand Monarchs upon official visitations, with the result that the occasion has been marred by a careless failure to recognize the dignity of that high office and accord its incumbent that rightful respect contemplated by the Supreme Council Constitution, By-Laws and General Regulations. Therefore, it is necessary to call to your attention the following protocol compiled from edicts of Past Grand Monarchs and which apply to a Session of the Supreme Council, a District or State Association, or a Grotto visited by the Grand Monarch.

Advance Preparation for Grand Monarch's Visit

When the Grand Monarch is about to make an official visit to a Grotto or an Association of Grottoes, the hosts will be advised, either by the Grand Monarch himself or by the Supreme Council Office as to the time of the Grand Monarch's arrival as nearly as can be ascertained and whether he will be accompanied by his Lady. The hosts should arrange for hotel or motel accommodations according to the Grand Monarch's wishes. Such quarters should be separate and removed from a general parlor or reception room for visitors. The host Grotto should by all means endeavor to ascertain the exact time of the Grand Monarch's arrival in the city if possible. It is also suggested that the host Grotto write the Grand Monarch, prior to his visit, of their tentative program planned for him, so that he will be prepared and permit him to express his wishes as to his personal participation.

Reception Committee

A committee should be appointed to act as a host to the Grand Monarch during his visit. If his Lady accompanies him, a Ladies' Committee should be appointed to entertain her. If the Grand Monarch arrives by transportation having a fixed time of arrival, that time of arrival should by all means be ascertained and the host committee should wait upon him at his arrival point.

If not, they should make arrangements at the hotel in which he has his reservation to be advised as soon as he arrives there and wait upon him as soon

as possible after his arrival. Appropriate and ready transportation should be available to transport him and his party to the hotel. Arrangements for handling of baggage should be prearranged so as to ensure delivery to it to the Grand Monarch when he reaches hotel. The plans for this visit and entertainment should again be reviewed and his approval obtained. Do not prepare too heavy a schedule for the Grand Monarch so that he can have ample time to rest, especially after his arrival.

Transportation should be provided to and from all functions as well as to and from his arrival and departure terminals.

Interview with Elective Officer

The Monarch and elective officers of the host Grotto, as well as the Monarch and elective officers of visiting Grottoes in the area should wait upon the Grand Monarch at a point designated for that purpose and report on the condition of their Grottoes and discuss any problems they may have. The real purpose of the Grand Monarch's visit is to ascertain the condition of the Grottoes visited; therefore, such a report from the principal officers of the Grottoes is of utmost importance. The host Grotto should cooperate in making proper quarters available for such visitation. In places where there may be a long wait on account of some delay, a place should be provided for rest and privacy for the Grand Monarch.

Introduction and Reception of Guests

At public meetings, or meetings where guests may be in attendance, the following order of introduction and reception should be followed:

1. Visiting Monarchs, Past Monarchs and Officers.

2. Visiting Supreme Council Committeemen.

3. Visiting dignitaries and celebrities (other than the Most Worshipful Grand Master or his representative.)

4. Past Grand Monarchs (in reverse order of their seniority rank.)

5. Grand Line Officers (presented individually in reverse order of their official station.)

6. Grand Monarch.

7. Most Worshipful Grand Master or his representative if present.

Presentation of the Grand Monarch

All distinguished guests are to be presented and introduced before the Grand Monarch. When the time comes for the reception of the Grand Monarch, a Past Monarch or high ranking Prophet should be appointed to retire and escort him into the room. If the escort of the Grand Monarch is to be accompanied by a Patrol, the Patrol should enter first and form in open order between the point of entrance and the presiding officer's station and come to a salute. All in attendance shall be brought to their feet as the Grand Monarch enters the room. The Grand Monarch will then be conducted to a point just short of the residing officer's station and come to a halt. The Grand Monarch will then be presented to the presiding officer. The presiding officer will then come down to the level of the Grand Monarch, direct his words of welcome to the Grand Monarch, then take him by the arm and conduct him to the stage or platform. He will then present the Grand Monarch to the Prophets assembled. The Grand Monarch will then be presented with the gavel and asked to preside. He will strike the gavel seating the assembly and the Patrol will retire. NO SIGNS ARE TO BE GIVEN. The address of the Grand Monarch should follow and should be the only speech of the occasion unless he otherwise directs.

(The Grand Monarch should always be made as comfortable as possible while he is waiting to be received and introduced.)

The next order of business shall be the reception of the Grand Master of Masons or his representative, if present, of the State or Province in which the meeting is being held. (In the absence of the Grand Monarch, the Grand Master shall be received by the ranking Grand Line Officer present.)

The Grand Honors at a Closed Session

In closed sessions the same order of introduction and reception should be adhered to. However, all signs should be given.

The Grand Monarch should receive the Grand Honors directly after he is presented to the members from the stage or platform. If any Past Grand Monarchs are present they should be presented first, then all Members of the Supreme Council starting from the lowest in rank, leaving the Grand Monarch until last. They will all receive the Grand Honors at the same time as the Grand Monarch.

If the Grand Monarch is not present, the Past Grand Monarchs should be presented first, then the Supreme Council Officers, leaving the highest in rank until the last, then he shall receive the Grand Honors for the Grand Monarch, with the others participating.

If the Grand Monarch and none of the Supreme Council Officers are present, the Senior Past Grand Monarch shall be given the Grand Honors; any others present, participating. (Only the Grand Monarch, Grand Line Officers and Past Grand Monarchs are entitled to Grand Honors.)

Presentation of Flags and National Anthems

At Installations, whether open or closed, at Ceremonies or Special Grotto Sessions not including business meetings, the flags of the United States and Canada should be presented and placed on the stage or platform if there is room and at the front of the hall if there is no room on the stage, the American flag to the left as the audience faces it and the others on the right.

After the Pledge of Allegiance, the Star Spangled Banner should be played or sung. If any present or past Supreme Council Officers or any present or Past Monarchs of Canada are present, the National Anthem of their country should be played or sung. The American Flag should be presented at all Grotto Sessions; the Pledge of Allegiance given and the National Anthem played or sung.

Procedure for Parade and Review

In case of a parade, the Grand Monarch should ride in the position of honor at the head of the parade directly following the official colors (The American and The Canadian Flags), in an open car, weather permitting, provided for that purpose. If the Grand Master of that jurisdiction (or a brother designated to represent him), in which the parade is held is present, he should ride in an open car, if the street is wide enough side by side with the car of the Grand Monarch, if not the Grand Master or his representative's car should precede the Grand Monarch's car. (No other car shall precede these officers' car; NOT EVEN THE PARADE MARSHALS CAR.) No one else should ride in either car except by expressed invitation of the Grand Master or the Grand Monarch. The parade should start on time and the Grand Monarch and his officers should be made as comfortable as possible during any delays. A point should be designated near the end of the line of march at which the Grand Monarch and his officers will drop out of the parade and review it as it passes by. Colors, except the American Flag or the Canadian Flag (depending on the country in which the parade is held), should be dipped in passing in review before the Grand Monarch and uniformed bodies should give an eyes right. The point of the review should be on the RIGHT HAND side of the column of march. The Grand Monarch shall take the salute for the Supreme Council Officers who will remain seated, except when the parade units of a Supreme Council Grand Line Officer's Grotto or a Past Grand Monarch's Grotto pass the reviewing stand at which time said Grand Line Officer or Past Grand Monarch arises and takes his stand at the Grand Monarch's right, taking the salute with him.

Dress and Entertainment

The Grand Monarch should be notified in advance as to whether the Officers intend to be in full dress at the meeting. It would also be well to discuss any special features of entertainment for the Grand Monarch and his Lady with him by correspondence before his arrival in the city and of course, again at the time of arrival.

Reception Receiving Line

At receptions or functions where a Receiving Line is used, the Grand Monarch is the last one in the order or reception, with others stationed according to rank. When Ladies are present they should stand with their escorts.

Rank

It should always be remembered that at any event of the M.O.V.P.E.R., whether a meeting of the Supreme Council, of a State or District Association, or a local Grotto, the Grand Monarch shall be addressed at all times by his title, 'Prophet Grand Monarch.' any Past Grand Monarch, when present, shall be addressed by his title, ‘Past Grand Monarch”.

Unless specifically requested, the Grand Monarch and/or his Lady should never be left unattended by less than one host and/or hostess in any place outside of their private quarters.

When a Past Grand Monarch or Grand Line Officer attends a Grotto and the Grand Monarch is not present, the ranking Grand Line Officer or ranking Past Grand Monarch shall be extended and accorded the same as rendered the Grand Monarch. The Grand Honors should be rehearsed at business meetings once in a while and certainly just previous to the Grand Monarch's visitation so that it will be done properly.

Seating at Banquets

At all banquets, the Grand Monarch will have a seat on the right of the presiding officer. This, of course, applies to all Grotto dinners and functions of that sort. There should be no deviation unless advised by the Grand Monarch.

SUGGESTED PROTOCOL FOR GROTTO ASSOCIATIONS

Procedure for the Grand Monarch at Meetings, Parades, Banquets and Receptions is previously covered.

PARADES (Order of Presentation)

1. Grand Master or his representative
2. Grand Monarch
3. Association President
4. Association Officers
5. Supreme Council Officers
6. Past Grand Monarchs and Committeemen

BANQUETS

Head Table
Grand Monarch, Grand Master and Association Officers
Secondary Head Table
Supreme Council Officers
Past Grand Monarchs

RECEPTIONS

Grand Monarch and Lady
Grand Master and Lady
Association President and Lady
Association Officers
Supreme Council Officers
Past Grand Monarchs

APPENDIX VIII
METROPOLITAN AREAS

WASHINGTON, D.C.:

That the metropolitan area of Washington, D.C. be the boundary lines of the District of Columbia and the County of Montgomery, Maryland and the jurisdiction of Grottoes operating within shall be joint.

PHILADELPHIA, PENNSYLVANIA:

The metropolitan area of Philadelphia to include the corporate limits of Philadelphia and Upper Darby, constituting the metropolitan area where jurisdiction shall be joint, in accordance with Supreme Council Code.

CHICAGO, ILLINOIS:

That the metropolitan area of Chicago be defined as the corporate limits of the City of Chicago, Cicero, Roseland Evanston, Berwyn, Maywood, Oak Park and Melrose Park.

BOSTON, MASSACHUSETTS:

Chelsea, Everett, Somerville, Cambridge, Brookline, Boston and the jurisdiction of Grottoes operating in this area shall be concurrent.

CLEVELAND OHIO & VICINITY-

Rocky River, Lakewood, Garfield Heights, North Olmstead, Euclid, Cleveland Heights, East Cleveland Richmond Heights, Bedford, Brooklyn Heights, Parma Heights and all Grottoes operating within the jurisdiction shall be joint.

DETROIT, MICHIGAN:

Detroit, Wayne, Dearborn and all Grottoes operating within the jurisdiction shall be joint.

KANSAS CITY, MISSOURI:

Kansas City, Missouri; Kansas City, Kansas; Merriam, Independence, North Kansas City, Argentine, Mission, Armour and all Grottoes operating within the jurisdiction shall be joint.

MINNEAPOLIS-ST PAUL, MINNESOTA:

Minneapolis, St. Paul, South St. Paul, St. Louis Park. All Grottoes operating within the jurisdiction shall be joint.

NEW YORK-BROOKLYN, N.W.:

The Metropolitan Areas shall be all of the Burroughs comprising what is known as the Greater Metropolitan Area and all Grottoes operating within the jurisdiction shall be joint.

ST. LOUIS, MISSOURI:

St. Louis County, East St. Louis, Granite City, Venice, Madison, Washington Park, Maplewood, Webster Groves, Glendale, Kirksville, Brentwood, Richmond City, University City, Clayton, Overland Normandy Wellston. All Grottoes operating within the jurisdiction shall be joint.

STATE OF CALIFORNIA:

STATE OF FLORIDA:

The jurisdiction of all Grottoes operating within the State of Florida shall be concurrent.

STATE OF TEXAS:

Beaumont Port Arthur and Orange.

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