

**By Laws  
of  
TUCSON CHAPTER  
No. 3  
Royal Arch Masons  
at  
Tucson, Arizona**



**Charter Granted  
August 23, 1883 - A.I. 2403**

Uniform By Laws - 2014 Edition

REVISED BY LAWS OF  
TUCSON CHAPTER NO. 3, ROYAL ARCH MASONS  
TUCSON, ARIZONA

HELD UNDER THE AUTHORITY OF  
THE GRAND CHAPTER OF ROYAL ARCH MASONS, ARIZONA

CHARTER DATED: August 23, 1883 - A.I. 2403



**ARTICLE I**  
NAME, OFFICERS AND MEMBERS

**Section 1.** This Chapter shall be known as Tucson Chapter No. 3, Royal Arch Masons, Hereinafter referred to as the Chapter, and its officers shall consist of a High Priest, (whose title is Excellent), a King, a Scribe, a Captain of the Host, a Principal Sojourner, a Chaplain, a Treasurer, a Secretary, a Royal Arch Captain, three (3) Masters of the Veils: 3rd, 2nd and 1st in descending Order, a Sentinel, and such other officers as the Chapter may deem it proper to appoint.

**Section 2.** Every Companion named in the Dispensation by authority of which this Chapter was first opened, or who has affiliated therewith, and every Companion who has received the Degrees therein shall, while in good standing, be members of this Chapter.

**Section 3.** The High Priest shall, at the completion of his term of office, receive from the Chapter his choice of either: a Past High Priest Jewel, a Past High Priest Ring, or a Past High Priest Apron, the total cost thereof, to the Chapter, not to exceed Two Hundred dollars (\$200.00).

**ARTICLE II**  
MEETINGS OF THE HIGH PRIEST

**Section 1.** Meetings will be held monthly, except for July and August, on the first Thursday evening starting at 7:00 PM in the form of a Standard meeting, whereby there is a Full Form opening and closing according to the established ritual of Chapter. Labor will be suspended and a Unified Convention will be opened for purpose of conducting the regular business applicable to all three York Rite bodies. When all business has been completed, the Unified meeting will close and the Chapter will close in Full Form. The High Priest may call special Meetings of the Chapter at any time, respectively, after giving due notice to the membership.

**Section 2.** Minutes of the monthly Unified meeting will reflect, at a minimum, the degree or order in which the formal opening was made, the number of officers and members present to establish a quorum according to the opening requirements, committee reports, unfinished and new business, and a report of the financial status.

**ARTICLE III**  
**ELECTIONS AND APPOINTMENTS**

**Section 1.** Any member in good standing, and who is not indebted to the Chapter, shall be entitled to vote at all elections and shall be eligible to any office in the Chapter.

**Section 2.** The High Priest, the King, the Scribe, the Treasurer, and the Secretary shall be chosen annually by ballot at the Stated Meeting in the month of April and shall occupy their respective stations until their successors are chosen and installed.

**Section 3.** All of the other officers of the Chapter shall be appointed by the High Priest and shall occupy their several stations during the will and pleasure of the High Priest.

**Section 4.** The offices of Secretary and Treasurer may be consolidated into the one office of Secretary/Treasurer, and when so combined, the Secretary shall assume and perform all of the duties of the Treasurer as set forth in ARTICLE IV, Section 2 of these By-Laws.

**Section 5a.** There shall be three Trustees of this Chapter, each of whom shall serve a term of three years, unless he sooner resigns or is removed for cause. They shall serve staggered terms, with one to be elected by ballot each year at the regular annual election of officers held at the stated Convocation in April.

**Section 5b.** Each Trustee shall hold office until his successor shall be elected and installed, and by virtue of this election shall also be a director of the York Rite Temple Association for his term of office.

**Section 5c.** In the event of the resignation, death or removal of an elected Trustee, the High Priest shall appoint a Trustee to serve for the unexpired term of his predecessor Trustee.

**Section 5d.** No Trustee shall be reelected to succeed himself.

**Section 6a.** The officers shall be installed as soon as practicable after their election or appointment, and shall hold their respective office until their successors have been duly installed.

**Section 6b.** If an appointive officer fails to attend three successive stated meetings without good and sufficient cause as determined by the High Priest, the High Priest may remove such officer from office and appoint a successor to that office.

**ARTICLE IV**  
DUTIES OF OFFICERS

**Section 1.** The High Priest, the King and the Scribe shall perform such duties as are prescribed in the Statutes and Orders of the Grand Chapter, and as traditionally appertain to their respective stations.

**Section 2.** The Treasurer shall receive all monies from the Secretary, shall keep a just and accurate account thereof, and shall pay the same out only upon order duly signed by the Secretary and approved by the Chapter. He shall submit his books for audit prior to the Stated Meeting in March or at any other time that the High Priest or the Chapter may require. He may receive such compensation for his services as the Chapter may direct.

**Section 3.** The Secretary, in addition to the duties prescribed in the Statutes and Orders of the Grand Chapter, shall issue all notices of meetings; shall sign all vouchers for payment of Chapter funds; and shall perform such other duties as may be required of him by the High Priest or the Chapter. He may receive such compensation for his services as the Chapter may direct.

**Section 4.** The other officers shall perform such duties as traditionally appertain to their respective stations or which shall be assigned to them by the High Priest.

**ARTICLE V**  
PETITIONS FOR THE DEGREES AND APPLICATIONS FOR MEMBERSHIP

**Section 1.** Every petition for the Degrees shall declare the Lodge in which the petitioner is affiliated and the Chapter in which he will be affiliated. It shall also give his full name, date of birth, residence and occupation and shall state whether he has petitioned any other Chapter, and if so, the name of such Chapter, time, date and any action taken thereon, and the facts of his residence owing his qualifications. The petitioner shall declare by his signature that he has read the petition. The petition must be signed by two members of the Chapter petitioned who shall vouch for the good character and Masonic standing of the petitioner and recommend favorable action.

**Section 2.** When a petition for the Degrees or an application for Affiliation has been received, it shall be acted upon in accordance with the requirements of the Grand Chapter of Arizona.

**Section 3.** When an applicant shall be rejected, the fee accompanying his application shall be at once returned to him; and when one who has been elected to receive the Degrees shall neglect to present himself for that purpose within twelve months after receiving notice thereof, unless valid reason is given, his election may be declared void and his application fee be forfeited to the Chapter.

**Section 4.** Affiliation in a Lodge is necessary to qualify a petitioner for membership in the Chapter.

**Section 5.** An application for Affiliation must show evidence of affiliation in a Lodge and a Chapter in order to qualify him for membership in the Chapter.

**Section 6.** A petition for plural membership must be accompanied by a Certificate of good standing issued by the Chapter of which the petitioner is a member. Plural membership shall be subject to all the requirements of the Grand Chapter of Arizona.

**Section 7.** Every member of the Chapter must sign the By-Laws thereof in order to be eligible to vote and hold office therein.

## **ARTICLE VI** FEES AND DUES

**Section 1.** The fee for the Degrees shall be Sixty dollars (\$60.00) and shall invariably accompany the petition, out of which fee the applicants dues for the first year shall be paid. The fee may be lowered by majority vote of the Companions present, provided that a written resolution to do so be presented at one stated convocation and notice sent to all members that the resolution will be voted upon at the next stated convocation, and provided further that the minimum fee shall be no less than that set forth in the Constitution of the Grand Chapter of Royal Arch Masons of Arizona. Annual dues prorated according to the time of the dues year shall not be included in the fee for special programs.

**Section 2.** There shall be no fee for affiliation with the Chapter.

**Section 3.** The annual dues for membership in this Chapter shall be 10 dollars (\$10.00) per year plus the Grand Chapter Per Capita Fees, rounded up to the nearest whole dollar. Dues are due January 1 each year and payable in advance.

**Section 4.** Any member of this Chapter who shall be one year in arrears for dues shall be notified thereof by order of the High Priest, and if said dues shall not be paid at or before the stated time, or sufficient reason be given for non-payment, he shall be suspended by vote of the Chapter.

**Section 5.** Any member of this Chapter, suspended for non-payment of dues, may be restored to membership by a majority vote after payment of the arrearages.

**Section 6.** This Chapter shall allow the purchase of Perpetual Memberships from the Grand Chapter in accordance with the provisions for same in the Constitution of the Grand Chapter of Royal Arch Masons of Arizona.

## **ARTICLE VII** OF COMMITTEES

**Section 1.** The first three officers of the Chapter shall constitute a Standing Committee, whose duty it shall be to report any un-Masonic conduct on the part of its members; to reconcile, if possible, any differences which may exist among or between them; and to receive and examine into applications for assistance from all Companions, their widows and orphans, and if found worthy, afford relief as 'their immediate necessities may require.

**Section 2.** The High Priest, at the Stated Meeting after his installation, shall appoint an auditing committee, whose duty it shall be to examine and correct all accounts against the Chapter before presentation by the Secretary.

**Section 3.** At the Stated Meeting in February, a committee shall be appointed to examine the books audit the Books of the Treasurer and the Secretary, and such committee shall report thereon at the next Stated Meeting.

**Section 4.** Such other committees as the High Priest or the Chapter may deem proper or necessary, may be appointed from time to time by the High Priest or the Chapter. All committees shall present their reports in writing. The High Priest shall be ex officio member of all committees.

## **ARTICLE VIII** WITHDRAWALS

**Section 1.** Any member of this Chapter, in good standing, may withdraw therefore upon payment of all dues, and giving notice of such withdrawal at a Stated Meeting.

## **ARTICLE IX** UNLAWFUL REVELATIONS

**Section 1.** Any member of this Chapter, or a Companion within its jurisdiction who shall be so unmindful of his duties as to improperly reveal any of its transactions may, after due trial and by a majority vote of the Chapter, be suspended or expelled.

**ARTICLE X**  
THE ORDER OF BUSINESS

**Section 1.** The order of business at a Stated Meeting shall be as follows:

1. Reading the Minutes of the preceding meetings.
2. Reports on Receipts and Disbursements.
3. Reception of Committee Reports.
4. Reception and referral of Petitions and Applications.
5. Balloting on Petitions and Applications.
6. Reading of Communications.
7. Unfinished and Miscellaneous Business.
8. New business.
9. Good of the Order including conferring of the Degrees when required.

**ARTICLE XI**  
AMENDMENTS AND REVISION

**Section 1.** A Committee shall be appointed by the High Priest, at least bi-annually, to review these Bylaws and submit recommendations for any additions, changes and deletions deemed necessary by the Committee.

**Section 2.** These By-Laws may be amended at any Stated Meeting by the votes of two-thirds of the members present, provided that notice of such amendment shall have been given at the Stated Meeting preceding, and also, that the membership shall have been notified by mail previous to its being taken; but such amendment shall not be valid until approved by the Grand Chapter or the Most Excellent Grand High Priest, and until such approval shall have been transmitted to the Grand Secretary.

\*\*\*\*\*

Adopted: \_\_\_\_\_

/s/ \_\_\_\_\_, Date \_\_\_\_\_

Secretary

(SEAL)

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

M. E. Grand High Priest

Attest: \_\_\_\_\_ Date: \_\_\_\_\_

Grand Secretary

(Grand  
Chapter  
Seal)

\*\*\*\*\*

Bibliography of subsequent revisions:

REVISION DATE:

DATE APPROVED:

APPROVED BY: