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30 *Section 2.* It has the sole authority to grant dispensations and charters for the opening and  
31 holding of chapters of Royal Arch Masons, and of lodges of Mark, Past and Most  
32 Excellent Masters, and assign the jurisdictions thereof, and when expedient to  
33 revoke, annul, or suspend the same; to enact and repeal laws and regulations for  
34 the government thereof, and of Capitular Masonry in Minnesota; to try its own  
35 members; to hear and determine all appeals and to settle controversies and  
36 grievances arising between its chapters or the members thereof; to prescribe and  
37 require a uniform mode of work and of the by-laws for chapters; to require from its  
38 chapters such dues and fees as will at all times discharge its engagements, and to  
39 do all things whatsoever which may seem necessary to the peace, harmony, well  
40 being, advancement and perpetuity of Royal Arch Masonry.

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

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

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

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

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

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

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

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

66           **2nd.** Appellate - embracing all matters of controversy or discipline arising in any  
67 chapter, and over which it has not exercised original jurisdiction.

68           **ARTICLE IV - MEETINGS - QUORUM - VOTING**

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

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

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

77           *Section 4.* Representation from 25 percent of the chartered Chapters in good standing  
78 shall constitute a quorum for the transaction of business at Annual or Special  
79 Convocations, but lesser numbers may meet until a quorum appears.

80           *Section 5.* Every member of, and representative to, the Grand Chapter, present at an  
81 annual or special convocation, shall be entitled to cast one vote upon all  
82 questions: Provided, that in case of the election of officers, or when the ayes and  
83 nays are called, if a High Priest, King or Scribe is not present representing his  
84 Chapter in person or by proxy, his vote may be cast by the senior officer of the  
85 chapter who is present; or, if no Dias Officer is present, and none has appointed  
86 a proxy, their remaining three available votes may be claimed by the Senior Past  
87 High Priest among those who may be present; or in the absence of all Past High

88 Priests, by the Chapter Secretary. Neither an absent Secretary nor an absent  
89 Past High Priest may appoint a proxy to cast his vote, as such. Be it further  
90 provided, that in all cases of a tie aye and nay vote, the Grand High Priest may  
91 cast another one vote

92 *Section 6.* Whenever, by reason of epidemic, danger to life, war, or other cause, the  
93 holding of the Annual Convocation, at the time and place specified by law is  
94 rendered inexpedient, the Grand High Priest, by the advice and consent of the  
95 Grand Council, may change the time or place of meeting for that Convocation,  
96 upon notice to all chapters and members, giving the reason for the change;  
97 provided that if it is necessary or expedient to change the time of the Annual  
98 Convocation under the conditions hereinbefore provided then and in that event  
99 the elective officers for the ensuing year shall be elected by the members of the  
100 Grand Chapter upon a ballot furnished by the Grand Council and Grand  
101 Secretary, and which elective officers, together with appointments made as  
102 provided, after being duly installed, shall hold office (unless previously removed  
103 by death or for other cause) until their successors are elected and qualified.

104 **ARTICLE V - OF ITS OFFICERS**

105 *Section 1.* The officers of the Grand Chapter shall be - Grand High Priest, Grand King,  
106 Grand Scribe, Grand Treasurer, Grand Secretary, Grand Chaplain, Grand Captain of  
107 the Host, Grand Principal Sojourner, Grand Royal Arch Captain, Grand Master of the  
108 Third Veil, Grand Master of the Second Veil, Grand Master of the First Veil, Grand  
109 Sentinel and a board of Trustees.

110 The first three officers named shall constitute the Grand Council.

111

112 *Section 2.* The first five officers named in Section 1, and the Grand Captain of the  
113 Host, shall be elected by written ballot and majority vote, at the Annual  
114 Convocation, and each shall hold office (unless previously removed by death or  
115 for other cause) until his successor is elected and qualified; except as herein  
116 otherwise' provided. The Board of Trustees shall consist of three elected  
117 members, the Grand High Priest by virtue of his office, the Grand Treasurer and  
118 the Grand Secretary as advisory members. Beginning with the 1974 Grand

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119 Convocation, the first Board of Trustees shall be elected from among the  
120 membership of this Grand Chapter, one for one year, one for two years and one  
121 for three years. That companion receiving the highest number of votes at the  
122 1974 Grand Convocation shall be elected for three years, the next highest for  
123 two years and the third highest for one year. Thereafter, as vacancies occur for  
124 elected terms, the successors shall be elected for three years. If any vacancies  
125 occur between Grand Convocations, the Grand High Priest may appoint a  
126 member of this Grand Chapter to fill the position until the following Grand  
127 Convocation.

128 *Section 3.* All other officers shall be appointed by the Grand High Priest with the  
129 approval of the Grand Council, provided, however, that the Grand High Priest  
130 cannot appoint a member of the same chapter of which he is a member to the  
131 office of Grand Principal Sojourner, Grand Royal Arch Captain, Grand Master of  
132 the Third Veil, Grand Master of the Second Veil, Grand Master of the First Veil  
133 or Grand Sentinel.

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

137 *Section 5.* The Grand High Priest while holding such office, cannot be also the acting  
138 High Priest of his chapter.

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

141 Grand High Priest and all Past Grand High Priests - "Most Excellent;"  
142 Grand King, Past Grand Kings, Grand Scribe, Past Grand Scribes,  
143 Grand Treasurers, Past Grand Treasurers, Grand Secretary and Past  
144 Grand Secretaries - "Right Excellent,"  
145 and all other officers - "Excellent."

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

149 *Section 8.* In the event of the death, or permanent absence or inability of the Grand  
150 High Priest, the Grand King, the Grand Scribe and the Grand Captain of the  
151 host, in the order named, will assume the office and become acting Grand High  
152 Priest until a new Grand High Priest is elected. If the acting Grand High Priest is  
153 to serve more than seven (7) months of the elected Grand High Priest, he shall  
154 be installed as Grand High Priest and consider that his term. He shall be  
155 entitled to all the rights and privileges of a Past Grand High Priest when his  
156 term is completed. [2001]

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

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

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

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

174 2nd. May convene any chapter at any time, preside at any of its  
175 meetings, inspect its paraphernalia and appurtenances and its books,  
176 papers, work and proceedings, or deputize it to be done by another,  
177 and require of it and its officers full conformity to Masonic law and  
178 usage.

179 3rd. May arrest the charter or dispensation of any chapter and suspend  
180 the operations thereof, until the close of the next Annual Grand

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- 181 Convocation.
- 182 4th. May suspend a High Priest from the exercise of his office, and
- 183 arrest his jewel, when charges are preferred against him, or for other
- 184 good reason - until the next Annual Convocation, and appoint a
- 185 commission of Past High Priests to take and report the evidence upon
- 186 his alleged offense.
- 187 5th. May convene the Grand Chapter in special or emergent
- 188 convocation as hereinbefore specified.
- 189 6th. May appoint representatives near other Grand Chapters, and
- 190 receive and accredit representatives from them.
- 191 7th. May draw orders upon the Grand Treasurer for the payment of relief, or
- 192 for other emergent purposes, or to make or change investments, as provided
- 193 by the Grand Chapter.
- 194 8th. May exercise such other powers as are warranted or required by
- 195 the Ancient Landmarks, Usages and Customs of the Craft; Provided,
- 196 that he shall have no power to suspend or in any manner supersede
- 197 the operation of any law of this Grand Chapter.
- 198 The duties of the Grand High Priest are:
- 199 **1st.** To preside at all convocations of the Grand Chapter.
- 200 **2nd.** To execute the will of the Grand Chapter.
- 201 **3rd.** To appoint all officers and committees of the Grand Chapter not
- 202 otherwise provided for.
- 203 **4th.** To constitute, either in person or by proxy, all newly chartered
- 204 chapter and install their officers.-
- 205 **5th.** To exercise a supervisory control over all Grand officers, and
- 206 several chapters, and all Royal Arch Masons - in Minnesota,
- 207 and see that the Constitution an-d General Regulations, laws
- 208 and orders of the Grand Chapter are observed, supported and
- 209 obeyed.
- 210 **6th.** To present an address to the Grand Chapter immediately after
- 211 the opening of each Annual Convocation, detailing his Qfficial
- 212 acts during the preceding year, the condition of Capitular
- 213 Masonry in Minnesota, together with such matters as he may

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214                   deem best, and make such recommendations for legislative  
215                   action as may seem necessary or expedient.

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

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

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

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

231                   **4th.** To have general supervision of the District Officers as to  
232                   arranging dates and places for Festivals and Schools of  
233                   Instruction.

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

237                   In the absence of the Grand King he shall fill the station vacant and perform  
238                   the duties thereof.

239                   In the event of the death, absence from the jurisdiction or inability otherwise of  
240                   both Grand High Priest and Grand King, he shall likewise succeed to and  
241                   exercise all the powers and duties of the office of Grand High Priest as acting  
242                   Grand High Priest.

243    *Section 4.* The duties of the Grand Treasurer and Grand Secretary shall be such as may be  
244                   prescribed by their installation obligations and charges, and by this Constitution and

245 the General Regulations of this Grand Chapter.

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

250 In the event of the death, absence from the jurisdiction or inability otherwise of  
251 the Grand High Priest, Grand King and Grand Scribe, he shall succeed to and  
252 exercise all the powers and duties of the office of Grand High Priest as acting  
253 Grand High Priest.

254 .  
255 *Section 6.* The duties of the Board of Trustees shall be to direct investments,  
256 reinvestment and liquidate or transfer of all funds of this Grand Chapter, which  
257 are not needed for current operating expenses, into investment instruments that  
258 are guaranteed and insured. Such investments may be jointly decided with the  
259 Grand High Priest or as directed by legislation at a Grand Chapter Convocation.

260 **2nd.** To hold in trust all records, property, equipment and paraphernalia  
261 as may be owned or controlled by the Grand Chapter and report  
262 annually net worth of such.

263 **3rd.** Direct an annual audit of the financial condition of the Grand Chapter  
264 and certify to the accuracy of same at each Grand Chapter  
265 Convocation. Such audit to be conducted by Auditors chosen by the  
266 board of Trustees and acceptable to the Grand High Priest; such  
267 audit to show balances, inventories of securities, properties,  
268 earnings and disbursements.

269 **4<sup>th</sup>:** The Grand Treasurer/Secretary shall be bonded in the amount of 60%  
270 of the total funds of the Grand Chapter. The bond is to be paid by  
271 the Grand Chapter. [2009]

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

274 **ARTICLE VII - OF GRAND CHAPTER FINANCES**

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275 *Section 1.* The fiscal year of this Grand Chapter shall end with the close of banking  
276 hours on December 31st, beginning with the year 1992, and it shall be the  
277 duty of both the Grand Treasurer and Grand Secretary to close their books of  
278 accounts as of that date and to submit them to the Committee on Finance at such  
279 time and place as the Grand High Priest shall designate. The Committee on Finance  
280 shall submit acceptable copies of the books of accounts to the Board of Trustees for  
281 audit who, then, shall report on such audit to the Committee on Finance at least one  
282 month prior to the opening of the following Grand Convocation.

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

284           **1st.** Fees charged for dispensations, charters, diplomas, certificates  
285           and other instruments issued under its authority.

286           **2nd.** Dues from its subordinate chapters, which shall be equal and  
287           uniform, and paid annually upon the memberships in good standing  
288           as shown on their last preceding annual reports respectively, and  
289           upon all exaltations during the fiscal year just ended.

290           **3rd.** The sale of any supplies or books required to be purchased of the  
291           Grand Chapter.

292           **4th.** The funds, dues or proceeds of property of defunct or dissolved  
293           chapters.

294           **5th.** The interest and income from its investments or from any other  
295           source.

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

297           **1st.** For every original charter or dispensation to open a chapter, \$25.00

298           **2nd.** For every charter to perpetuate an original charter, \$ 10.00.

299           **3rd.** For a diploma, certificate or for books and supplies, such. charges as  
300           may be fixed by the Grand Council - the fee or charge shall  
301           accompany the petition or request in each of the foregoing cases.

302           **4th.** For each Royal Arch Mason reported in good standing by a chapter  
303           in its last preceding Annual Return, the per-capita dues of \$9.00,  
304           excepting that no dues shall be charged upon indigent members in good  
305           standing, whose dues have been remitted by the subordinate Chapter and,  
306           providing that a list of those members be included in and made a part  
307           of such Annual Return and, provided further, that such exemption of dues to

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308 the Grand Chapter cover only such members as have their dues remitted for  
309 a period of such Annual Return. This amendment to be effective with the  
310 per capita payable on February 10, 2011 and shall, automatically,  
311 amend the By-Laws of all Subordinate Chapters by increasing the dues for  
312 all members by an amount equal to the increase in per capita.[2009]

313  
314 **5th.** For every exaltation by a Chapter, or at its request, upon its own  
315 election during the fiscal year just ended, \$ 15.00

316 The amounts called for in the last two items shall accompany the  
317 annual returns, and both must be in the Grand Secretary's hand on  
318 or before February 10th in order to constitute a chapter in good  
319 standing.

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

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

328 *Section 6.* No Money shall be drawn from funds of the Grand Chapter or from the deposits,  
329 except by the combined order-check of two of the following three officers - the  
330 Grand High Priest, the Grand Secretary or the Grand Treasurer. Such order-checks  
331 shall be in such form as may be designated from time to time by those three officers  
332 or prescribed by such bank or depository and shall be signed by the combination of  
333 the two named whether so drawn pursuant to an appropriation or for investment or  
334 otherwise. Each check shall be returned to the Grand Secretary for delivery to the  
335 payee. It shall be the policy of the Grand Chapter, however, that all order-checks be  
336 signed by all three officers unless death, disability or unavoidable circumstances  
337 make such policy difficult to execute.

338 *Section 7.* The Grand Treasurer, at least one month before the same becomes payable,  
339 shall deliver to the Grand Secretary any and all bonds or other evidence of

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

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

347  
348           Section 8A Grand High Priest Expenses - On or before sixty days [60] prior to the Annual  
349   Convocation of the Grand Chapter, the Grand King, who traditionally becomes the Grand High  
350   Priest shall report in writing to the Committee on Finance his plans for the year involving  
351   expenses to be incurred, this for the use of the Committee on Finances in considering and  
352   determining what amount should be appropriated for such purposes and what its  
353   recommendations are thereto.

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

359           The Grand High Priest must submit an accounting of his expenses to the Grand Treasurer,  
360   provided, however, if any portion of said appropriation is not needed, the Grand High Priest  
361   shall so report to the Grand Treasurer and the same shall not be paid to him. Any moneys paid  
362   to him not properly expended for the purposes appropriated shall be refunded to the Grand  
363   Treasurer. [2009]

364  
365           Section 8B. Other Officer's Expenses - On or before sixty days [60] prior to the Annual  
366   Convocation of the Grand Chapter, the Committee on Finance shall budget and appropriate  
367   money for the expenses of the following Officers for the next : Grand King, Grand Scribe, Grand  
368   Treasurer, Grand Secretary, Grand Lecturers, District Officers, and the Keystone Editor. The  
369   amount appropriated may be paid in advance upon written request and must be full accounted  
370   for. Any moneys paid out that are not properly expended for the purposes appropriated shall be  
371   refunded to the Grand Treasurer. [2009]

372   *Section 9.* All unexpended balances of appropriations made for a fiscal year just ended

373 shall revert back to the General Fund without action by the Grand Chapter.

374 *Section 10.* Every resolution, or motion contemplating an appropriation of funds, shall  
375 be proposed by, or referred to, the Committee on Finance before it can be acted  
376 upon; and no appropriation can be made after that committee has made its  
377 regular report, except by unanimous consent. Provided, however, that nothing  
378 herein contained shall prevent the reference of such resolution, first to some  
379 other appropriate committee for consideration and report, before its reference to  
380 the Committee on Finance.

381 *Section 11.* The Grand Secretary and Grand Treasurer, in company with the Trustees, shall  
382 submit  
383 a summary of all orders, checks issued, investments made or changed monthly to  
384 the Grand High Priest.

385 *Section 12.* The Grand Treasurer, and the Grand Secretary and his Assistant, shall receive  
386 for his services such compensation as may be appropriated by the Annual Convocation.

387 *Section 13.* A Charity Fund shall be established in the amount of \$ 25,000.00 and a  
388 standing committee of three shall be appointed each year by the Grand High  
389 Priest to administer this fund. The proceeds from the fund may be distributed  
390 among distressed worthy persons, their widows or orphans, aid to the distressed  
391 during a disaster in any area, benevolent foundations or anywhere the fund  
392 might relieve suffering and want.

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

## 396 **ARTICLE VIII - OF STANDING COMMITTEES**

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

- 398 1. A Committee on Appeals and Grievances to consist of five members.
- 399 2. A Committee on Chapters to consist of five members.
- 400 3. A Committee on Credentials to consist of the Grand Secretary and two other  
401 members.
- 402 4. A Committee on Finance to consist of five members.

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- 403 5. A Committee on Foreign Correspondence to consist of one member.  
404 6. A Committee on Jurisprudence to consist of five members.  
405 7. A Committee on Business Communications [2006] to consist of three members.  
406 8. A Committee on Capitular Masonry Education and Promotion to consist of  
407 three members.  
408 9. A Committee on York Rite Cooperation to consist of three members.  
409 10. A Committee on Annual Grand Convocations to consist of the Grand Scribe  
410 as Chairman, the Grand Captain of the Host, and three other members.  
411 13. A Committee on Charity to consist of three members. (See Article VII, Section  
412 13).  
413 14. A Nominating Committee to consist of three members.  
414 15. A committee on the Souvenir Program Booklet to consist of one or more  
415 members. [1996]  
416 All committees shall make a written report upon the matters belonging to them  
417 respectively to the Annual Convocation.  
418

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

425 *Section 3.* The Grand High Priest may convene any committee when he deems it  
426 necessary, and he shall convene the Committee of Finance and Distribution,  
427 Appeals and Grievances and Jurisprudence at least one day before the Annual  
428 Convocation, if there is any business for them, respectively, to consider and report  
429 upon at such Convocation.

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

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

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

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

449 It shall also be its duty to make a preliminary oral report at the opening of the  
450 Grand Convocation, of whether or not a quorum of the chapters are therein  
451 represented, and a final report, after roll call, not later than the opening of the  
452 afternoon sitting of that day. In order to facilitate the preparation of said reports, it is  
453 made the duty of each officer and member of and representative to, the Grand  
454 Chapter, as well as of each committeeman, to present himself at once at the Grand  
455 Secretary's office or at his desk in the Grand Chapter hall, upon arriving at the place  
456 of meeting, and register his attendance and receive and sign an attendance card. No  
457 one who fails to so register shall be reported in the proceedings as present In  
458 addition: to examine and report upon the qualifications of visitors, when directed by  
459 the Grand High Priest, and recommend Honorary Memberships of the Grand  
460 Chapter. [2006]

461 *Section 8.* It shall be the duty of the Committee on Finance to have referred to it and to  
462 report upon the books and accounts of the Grand Treasurer and Grand Secretary,  
463 and to consider and report at the last session of the Grand Convocation, upon all  
464 motions and resolutions involving appropriations of the funds of the Grand Chapter,

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465 with its recommendations of appropriations for the expenses of the Grand High  
466 Priest not including inspection visitations; for the expenses of visitation and  
467 inspections made by or by order of the Grand High Priest or by other Grand Officers  
468 or committees, as well as other sums to carry on the work of the Grand Chapter for  
469 the ensuing year, and no appropriation not included in such report shall thereafter be  
470 made except by unanimous consent.

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

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

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

484 *Section 11.* It shall be the duty of the Committee To observe and report upon all matters of  
485 business presented to the Grand Chapter including any laid over from the last  
486 Annual Convocation, which has not been assigned to another committee or  
487 otherwise disposed of. In addition, will report on such activities to the Grand  
488 Secretary 15 days in advance of the next Grand Convocation so such items shall be  
489 addressed. Any communication will come from the Chairman and two other  
490 members, comprising of one elected officer. The Chairman need not be an elective  
491 officer of the Grand Chapter of Royal Arch Masons in Minnesota, but must be a  
492 member in good standing of any Chapter in Minnesota . [2006][

493 *Section 12 [deleted-2006]*

494 *Section 13.* The duties of the Committee on Capitular Masonry, Education and Promotion  
495 shall be to conduct and maintain an active, aggressive campaign of Masonic

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496 Education and Membership promotion. To formulate plans for such Education in  
497 Subordinate Chapters advising on what is available in books, pamphlets and articles  
498 on Chapter Masonry. To promote Membership recruitment and retention, and  
499 promote involvement in relationship with other Masonic bodies by establishing plans  
500 for liaison with them.

501 *Section 14.* The duties of the Committee on York Rite Cooperation shall be to promote, with  
502 other York Rite Bodies, joint activities. The installations of Officers, Festivals, Social  
503 and Religious events by Subordinate Bodies, to promote the establishment of a York  
504 Rite events calendar and submit it to the Royal Arch Magazine to be printed in the  
505 Minnesota section quarterly, together with such other Masonic news that will  
506 encourage and promote York Rite Cooperation in this Grand Jurisdiction.

507 *Section 15.* The duties of the Nominating Committee shall be to select candidates and  
508 review their qualifications for the elected, non line officers of Grand Treasurer,  
509 Grand Secretary and Trustee(s) of this Grand Chapter and to present the names of  
510 those "selected for nomination in a written report published prior to election of the  
511 Grand Officers.

512 *Section 16.* The duties of the Committee on Annual Grand Convocation shall be to handle  
513 all arrangements and details relating to the following Grand Convocation as directed  
514 by the Grand High Priest. That the Finance Committee shall, each year, recommend  
515 a dollar sum be budgeted for allocation to the use of this Committee. That within 30  
516 days following the Grand Convocation, this Committee will prepare a full report for  
517 printing in the Proceedings of such Grand Convocation; containing a detail of all  
518 financial transactions and other pertinent activities and that any remaining dollar  
519 balance in its keeping be paid over to the Grand Secretary for return to the General  
520 Fund. The term of this Committee shall begin with the date of the discharge of its  
521 predecessor and shall conclude upon its discharge by the Grand High Priest then in  
522 office.

523 *Section 17.* It shall be the duty of the Committee on Unfinished Business to observe and  
524 report upon all matters of business presented to the Grand Chapter including any  
525 laid over from the last Annual Convocation, which has not been assigned to another  
526 committee or otherwise disposed of.

527           16. Section 18. . It shall be the duty of the Committee on the Souvenir Program  
528           Booklet to send all information pertaining to the purchase of advertisement in the  
529           Booklet for the upcoming Annual Convocation to all Subordinate Chapter and  
530           other Masonic Bodies prior to December 1, of the next Grand Convocation. To  
531           secure a printer to print the Booklet. When completed pay over to the Grand  
532           Secretary 1/2 of the net income derived from Booklet as soon as all outstanding  
533           Booklet accounts have been collected and the Booklet bills have been paid. The  
534           committee shall give a report on its activities at the Annual Convocation. [1996]

535

536           ARTICLE IX - OF SUBORDINATE CHAPTERS

537    *Section 1.* A chapter of Royal Arch Masons can be formed only by a charter or warrant of  
538           this Grand Chapter, but a dispensation may issue from the Grand Chapter or, in the  
539           interval between its annual convocations, by the Grand High Priest - in either case  
540           upon the petition of not less than nine regular Royal Arch Masons, of known skill and  
541           moral standing, in the form and under the conditions prescribed by the General  
542           Regulations, authorizing them to open a chapter of Royal Arch Masons and lodges  
543           of Mark, Past and Most Excellent Masters, and therein to confer the several capitular  
544           degrees in conformity with the law governing the same, until February 28th  
545           preceding the next Annual Convocation of this Grand Chapter.

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

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

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

555    *Section 5.* A subordinate chapter has the powers specified in its dispensation or charter,

556 and by the Constitution, General Regulations and laws of this Grand Chapter, and  
557 they are:

558           **1st.** Executive - in the direction and performance of its work under control of its  
559           High Priest, who has the primary executive powers of a chapter and is  
560           responsible to the Grand Chapter for its acting properly and within legal  
561           bounds.

562           **2nd.** Legislative - embracing all matters relating to its internal concerns, which are  
563           not in derogation of the Ancient Landmarks, the Constitution, General  
564           Regulations and laws of the Grand Chapter and the By-Laws of the chapter.  
565           Provided, that every chapter must be governed by the uniform Code of By-  
566           Laws adopted by this Grand Chapter, as to all matters therein specified, after  
567           filling the blanks in the Code form and

568           **3rd.** Judicial - embracing the exercise of the power of discipline, and the  
569           settlement of controversies between and over its members, except its High  
570           Priest and a Grand High Priest, within its territorial jurisdiction, subject to  
571           review thereof by appeal to this Grand Chapter.

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

575 *Section 7.* A chapter may receive petitions for Capitular Degrees from Master Masons who  
576           are members in good standing of a Symbolic Lodge, recognized as such by the  
577           Grand Lodge of Minnesota, and having resided in the jurisdiction of Minnesota for at  
578           least 90 days. Provided, that should a petitioner petition a chapter other than the one  
579           nearest his residence, the-petitioned chapter will notify that chapter nearest his  
580           residence of such petition and no further action will be taken on such petition for 28  
581           days.

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

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

593 *Section 10.* The officers of a chapter shall be High Priest, King, Scribe, Treasurer and  
594 Secretary, (the offices of Treasurer and Secretary may be held by the same  
595 companion),[1997] all of whom shall be elected by ballot and majority vote as  
596 prescribed in its By-Laws, together with Captain of the Host, Principal Sojourner,  
597 Royal Arch Captain, Master of the Third Veil, Master of the Second Veil, Master of  
598 the First Veil, Sentinel and such other officers as its By-Laws provide - all of whom  
599 shall be appointed by the high priest and each of said officers shall perform such  
600 duties as traditionally belong thereto, respectively, or as may be specifically  
601 prescribed by law, and shall hold office for one year or until his successor is  
602 installed. The title of the High Priest, for address, shall be "Excellent" and of all other  
603 subordinate officers and members shall be "Companion." There must be an annual  
604 installation of all chapter officers.

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

612 *Section 12.* Nine members of a chapter shall be necessary to constitute a quorum for the  
613 transaction of any business, except conferring degrees and ceremonials, for which  
614 members of other chapters may be counted for the purposes of a quorum, of the  
615 particular body working.

616 *Section 12A.* If nine members are not present, a six (6) member opening is allowable to

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617 enable the chapter members to ballot on petitions and conduct chapter business  
618 using the six (6) member ritual which is now on file at the Grand Secretary's Office.

619 *Section 13* Every convocation of a chapter must be opened and closed upon the same  
620 calendar day, and when closed the chapter cannot be reopened that day. Provided,  
621 that in case of a chapter trial, if it impracticable to conclude the same within such  
622 day, the convocation may be extended into the following day, or be called off to a  
623 later date, and the trial be completed then.

624 *Section 14.* Every chapter must provide for at least one stated convocation in each  
625 calendar month, and any chapter failing to hold such convocation for more than  
626 three consecutive months, shall be liable to have its charter, and all rights  
627 thereunder, forfeited.

628 *Section 15.* No chapter shall charge less than *forty* dollars for the capitular degrees to be  
629 conferred, at least one-third of which, shall accompany the application and the  
630 balance to be paid to the Secretary of the Chapter before any degree except Mark  
631 Master degree, shall be conferred.

632 *Section 16.* A chapter can be dissolved only by:  
633 **1st.** By the act of the Grand Chapter revoking or forfeiting its charter; or  
634 **2nd.** By the voluntary surrender of its charter after due notice to all its members  
635 living in the jurisdiction, but no chapter can surrender its charter so long as nine  
636 resident members thereof object.

637 *Section 17.* Whenever a charter of a defunct chapter is restored upon petition, only the  
638 companions who united in such petition shall be members of the restored chapter.

639 *Section 18.* Any officer of a chapter, except the High Priest, King and Scribe, can resign;  
640 and any vacancy may be filled by an election, held after notice thereof has been  
641 given at one Stated Convocation and laid over until the next, or by mailing the same  
642 to each member in the jurisdiction at least ten days before such election

643 *Section 19.* If a chapter allows the date for its annual election to pass without holding it, the  
644 election may be held at a subsequent Stated Convocation, upon a dispensation from  
645 the Grand High Priest, and ten days' notice by mail to all members in the jurisdiction,

646           or said notice may be given at one Stated Convocation, and laid over until the next.

647    *Section 20.* No chapter shall ever be incorporated.

648    *Section 21.* The Grand Secretary upon recommendation of the Grand Council shall be  
649           authorized to merge any chapter with other chapters in those instances where on  
650           account of an absence of a quorum no action could be taken upon a proposal to  
651           merge, consolidate or dissolve.

652           **ARTICLE X - OF DEGREES AND MEMBERSHIP**

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

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

657           **1st.** By election thereon, and receiving the degree of Royal Arch Mason thereafter  
658           in such chapter, or elsewhere at its request, or

659           **2nd.** By election for affiliation, reinstatement or restoration. Such membership  
660           will thereafter continue until terminated by death, or otherwise as provided  
661           by law.

662

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

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

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

674 of Minnesota.  
675

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

678 **ARTICLE XI - AMENDMENTS**

679 *Section 1.* This Constitution may be amended by a proposition therefor presented in writing  
680 at, and approved by, one Annual Convocation of this Grand Chapter, by a two-thirds  
681 vote of the members present thereat, published in the proceedings of that  
682 Convocation, and adopted by a two-thirds vote of the members present at the next  
683 Annual Convocation. Provided that unless such proposal of amendment is  
684 presented by the report of a committee appointed at a previous Annual Convocation  
685 to prepare and report a revision of the laws, no amendment shall be acted upon until  
686 it is first reported upon by the Committee of Jurisprudence.

687 *Section 2.* This Constitution may be amended at any Annual Convocation of the  
688 Grand Chapter. Provided that a proposition to amend has been published and  
689 circulated to all Subordinate Chapters, Grand Officers, Past Grand High Priests, and  
690 the Committee on Jurisprudence no later than **60** days prior to the Grand  
691 Convocation, received at one *session* of the Grand Convocation without vote or  
692 debate, reported on by the Committee on Jurisprudence at a subsequent *session*  
693 when it may be adopted by a three-fourths majority vote of the members present at  
694 such Convocation. Should the proposition fail by its failure to receive a three-fourths  
695 majority vote, it shall layover until the next annual Convocation for action as  
696 provided in ARTICLE XI, section 1. above.

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