

BILLINGS CHAPTER NO. 6 / *Ad. Council No. 8*  
ROYAL ARCH MASONS  
BILLINGS, MONTANA

HISTORY OF BY - LAWS

The By-laws were originally adopted June 2, 1886 A.D., 5886 A.L. 2416 A.I. First revision adopted March 15, 1893 A.D., 5893 A.L., 2423 A.I.. Second revision adopted June 15, 1909 A.D., 5909 A.L., 2439 A.I.. *3rd revision adopted Feb 13 2020 6020 2550*

BY - LAWS

ARTICLE 1.

The Chapter and its Convocations.

Section 1. The warrant of this chapter is a charter granted by the Grand Chapter of Royal Arch Masons of Montana on the sixth day of June, A.D. 1891, A.L. 5891, or 2431 A.I.

Section 2. The <sup>*title*</sup>~~name~~ of this Chapter shall be "Billings Chapter No. 6", Royal Arch Masons, and it shall be situated at Billings in the State of Montana, United States of America.

Section 3. The Stated Convocations of this Chapter shall be held on the <sup>*2nd and*</sup> ~~fourth~~ Thursday of each month; except the months of June, July and August of each year, in which no Stated Convocation shall be required, but may be held at the discretion of the High Priest. *Meeting on the 2nd Thurs will be announced at the previous*

Section 4. Special Convocations shall be held at the order and discretion of the High Priest, ~~provided no business other than the purpose for which the special convocation is called, shall be transacted.~~ *stated meeting*

Section 5. The hour of assembling of all stated convocations of this chapter shall be at 7:30 p.m. *only*

Section 6. <sup>*3/4*</sup>~~Nine~~ members of the Chapter present shall be necessary for the transaction of business. *These*

Section 7. An Annual Convocation of the Chapter shall be held on the first stated convocation in the month of ~~December~~ of each year, transacting such business as may properly come before such Annual Convocation. *Spec*  
*May? August September*, *for the purpose* *Conv*

Section 8. (a) The annual election of officers shall take place at the Annual Convocation of the Chapter, at which the following principal business may also be transacted:

1. Annual reports of all elective officers for the year immediately preceding.
  2. Reports of Standing Committees, and other committees scheduled to report at this time.
  3. Recommendations in the report of the High Priest, or Standing Committees, for the good of the Chapter or Royal Arch Masonry in general, may be acted upon before the close of the convocation.
  4. Election of Officers for the ensuing year, as herein provided.
- of degree work only*

(b) All officers may be installed on the day of their election, or as soon thereafter as the Chapter may determine; however, no installation shall be postponed ~~for a period exceeding one month following such Annual Election, or beyond the next stated convocation.~~

Section 9. All officers shall hold their respective offices for a period of one year or until their successors are elected and installed. The rules and regulations of the Grand Chapter shall prevail in filling vacancies in office, holding special elections and special installations.

## ARTICLE 2.

### Members and Officers

Section 1. (a) Members of this chapter shall be such Royal Arch Masons as have been exalted therein, or have affiliated with it, upon their own petition and have been duly elected by the Chapter.

~~Section 2.~~ <sup>(b)</sup> (a) Suspension, expulsion or non-affiliation of a member in his Master Mason Lodge, shall, upon satisfactory proof thereof, in regular Chapter Convocation, have the same effect upon his membership in this Chapter. The Secretary shall make note of such suspension, expulsion, or non-affiliation in the minutes and other records of the Chapter and no further action shall be necessary.

<sup>(c)</sup> ~~(b)~~ Similarly, proof of restoration of membership in his Master Mason Lodge following suspension, expulsion or non-affiliation therein shall also be noted in the minutes and other records in a similar manner as described in paragraph (b) above, and such restoration of membership shall be effective from the date of such entry without further action on the part of the chapter; provided, that less than one year has elapsed from receipt of the original notice of suspension, expulsion or non-affiliation and such person is otherwise in good standing and not in arrears with his dues in this chapter.

<sup>(d)</sup> ~~(c)~~ Requests or petitions for reinstatement of membership other than herein mentioned shall require a majority affirmative vote of the members present at any regular convocation of the chapter before such request or petition is granted. Such request or petition for the reinstatement of an individual who has been in a non-affiliated status for more than one year shall be accompanied with a sum equal to the total dues for one year plus the total amount of the dues and assessments for the current year.

<sup>2</sup> Section ~~X~~. (a) The several officers of this Chapter are ranked and styled as follows: Excellent High Priest, Excellent King, Excellent Scribe, Treasurer, Secretary, Captain of the Host, Principal Sojourner, Royal Arch Captain, Third, Second and First Masters of the Vails and Sentinel.

(b) To the above named officers may be added a Chaplain, Steward, Organist and such other honorary offices as the Chapter may desire to bestow upon its members performing commendable duties within the Chapter, provided, such officers shall be without rank or position in reference to the first named officers above, and the title entirely honorary and descriptive of the honor.

<sup>3</sup> Section ~~X~~. (a) The first five of the above named officers shall be elected by written ballot.

<sup>4</sup> (b) All other officers of this Chapter shall be appointed by the incoming High Priest.

Section ~~X~~. <sup>4</sup> All of the officers of this Chapter must be chosen from among the members of this Chapter.

Section ~~X~~. <sup>5</sup> No one shall be eligible to hold any offices whose dues are not paid in full for the current year for which he is elected or appointed.

## ARTICLE 3

### DUTY OF OFFICERS

Section 1. The High Priest shall preside at all convocations of the Chapter and perform such other duties as are traditionally appropriate to the office.

Section 2. The High Priest shall have general supervision of the Chapter, and he shall have charge of, and be responsible for, the charter. He must see that the charter is present at every convocation, for without the charter, the chapter cannot be opened. He shall have a vote on all questions. It is his duty to see that the officers are proficient in their work and instruct

them in their duties, and see that they, as well as the members, conduct themselves and perform their various duties in a manner becoming a Royal Arch Mason.

- Section 3. From the decision of the High Priest in the chair, there is no appeal, except to the Grand Chapter.
- Section 4. In the absence of the High Priest, the King, and in his absence the Scribe, shall preside and perform all the duties of the High Priest. Either one of the officers, when presiding, may invite any companion to preside. A companion thus presiding shall have all of the powers and duties of the High Priest. In the absence of the High Priest, King, and Scribe, the Junior Past High Priest of this Chapter present may open the chapter and preside.
- Section 5. The King, in addition to the duties prescribed by custom, tradition or landmark, shall be in charge of all properties and paraphernalia belonging to the chapter, keeping the same in usable and presentable condition at all times; and see that the chapter chambers are properly furnished for the conduct of its convocations. The King shall also arrange and take charge of all social functions of the chapter, acting as master of ceremonies or toast master at the request of the High Priest as the occasion may require.
- Section 6. The Scribe, in addition to the duties herein enumerated or prescribed by custom, tradition or landmark, shall be in charge of the preparation for all banquets, dinners or luncheons and shall make all arrangements and purchases therefore, and shall direct the Stewards and other assistants in its preparation and serving.
- Section 7. The Treasurer shall receive and safely keep deposited in a bank approved by the chapter, all moneys belonging to the chapter, and pay them out only upon warrant signed by the Secretary. He shall keep accurate account of all receipts and expenditures made by him and his accounts shall be subject to examination by the Auditing Committee at all times, who shall report as often as may be required. He shall turn over to his successor in office all moneys, books and papers or other property, in his possession belonging to the chapter.
- Section 8. (a) The Secretary shall keep a minute book in which he shall enter the proceedings of the chapter. He shall keep a ledger in which he shall enroll on a separate ledger sheet the name of each member, his age, occupation, residence, birth-place, date of receiving the several degrees, chapter in which exalted, date of withdrawal, suspension, expulsion or death; also a cash book in which to keep account of all dues and money received by him for the chapter and date when payments are made.
- (b) He shall make out all reports to the Grand Chapter, and have in his charge, and be responsible for, the chapter seal. He shall also conduct all correspondence of the Chapter, file and preserve all petitions and collect all moneys due the chapter and pay them over to the Treasurer.
- (c) The Secretary shall record in the minutes the names of candidates reported by other Chapters as having been rejected.
- (d) The Secretary shall deliver to his successor in office all books, papers, equipment or other property in his possession belonging to the Chapter.
- (e) The Secretary shall receive for his services such compensation as the chapter may from time to time determine.
- Section 9. The Sentinel shall serve all notices, summonses or citations issued by authority of the High Priest. He shall assist the King in keeping the Chapter room, furniture, regalia and other paraphernalia in proper order and ready for use, and shall properly store and place under lock and key the equipment and paraphernalia at the close of each chapter convocation. He shall keep a register of attendance and receive for his service such compensation as the chapter may from time to time determine.

move to Treasurer  
sec 7

Section 10. The duties of all other officers of the chapter not here-in specifically mentioned shall be in accordance with the established customs, traditions and landmarks of Royal Arch Capitular Masonry, together with such duties as may be assigned by the High Priest from time to time.

## ARTICLE 4

### Petitions for Membership

- Section 1. (a) All petitions for the degrees, or for affiliation, must be presented to the Chapter at stated convocations only. If for the degrees such petition must state the applicants age, residence, occupation, birth place, whether he has been rejected by any chapter within six months preceding his application, and must contain his own proper name in full and be signed with his regular signature.
- (b) If for affiliation, the petition must, in addition to the requirements stated in Section 1. (a) above, state the name, location and number of the Chapter in which he was exalted, and if possible the date of receiving the degrees; and, in all cases, before he shall become a member or sign these by-laws such applicant for affiliation must present and file with the Secretary his demit from his last Chapter within ninety days after his election to membership; summer recess excepted and extensions of time granted by the chapter.
- Section 2. Petitioners for the degrees or for affiliation must be recommended by two members of this Chapter.
- Section 3. No petition for the degrees shall be received in this Chapter unless the applicant has resided within the jurisdiction of the Grand Chapter of Montana for one year immediately preceding the date of his application, and six months within the jurisdiction of this Chapter, unless the consent of the Chapter under whose jurisdiction the applicant previously resided is first obtained.
- Section 4. Petitions of candidates, if accepted by this Chapter, must be referred to a committee of three members of this Chapter, who shall diligently investigate the character and standing of the applicant and report at the next stated convocation of the Chapter, or as soon thereafter as the Chapter may designate.
- Section 5. After a petition for the degrees, or for affiliation, has been referred to a committee, it cannot be withdrawn until reported upon, or with the consent of the Chapter.
- Section 6. If an applicant for the degrees is rejected, his petition shall not again be received for three months, and after three rejections shall not again be received for one year.
- Section 7. Any candidate failing to come forward for any of the degrees, or for affiliation, within three months after his election shall forfeit all his rights under the same, together with his fee, and must be re-proposed before he can receive the degrees or become affiliated, unless satisfactory reason is given and the time extended by a vote of the Chapter.
- Section 8. In case of rejection the fee shall be returned.
- Section 9. A candidate properly presenting his petition and being elected in this Chapter shall be considered elected to receive all of the degrees; however, the advancement of any candidate may be retarded or stopped by a majority vote of the Chapter.

## ARTICLE 5

### Elections and Balloting

Section 1. The right of a member in good standing to ballot is unquestioned, and all members present shall exercise that right, unless properly excused for cause by permission of the chapter or the High Priest in the chair.

Section 2. (a) Two methods of voting shall be used in this Chapter for the determining of questions properly presented before it, namely:

First, by ballot.

Second, by the uplifted right hand.

(b) Ballots shall be of two different kinds, namely:

First, written.

Second, black and white balls.

Section 3. A ballot for the election of officers will be deemed to have been written, though the body thereof is printed or otherwise mechanically prepared; provided, the name of any individual companion, or group of companions, does not appear thereon. Only the phrase, "Official Ballot", with possibly the date and or name of the Chapter, may appear as a heading, together with the titles of the several offices to be voted upon, each with sufficient space for the member to write the name of the individual Companion of his choice adjacent to each office title. Short pertinent instructions concerning the ballot or manner of voting may appear thereon without invalidating such a ballot. The act of writing a Companion's name in the appropriate space provided constitutes a vote for that Companion to that Office, and must be so considered and counted. All written ballots must be destroyed immediately after the close of the election.

Section 4. (a) The ballot upon petitions for the degrees or for affiliation shall be determined by ~~the black and white balls.~~ *and black cubes*.

(b) The container for the black and white balls shall be constructed in such a manner that a view of the ballot being cast cannot be observed by others.

Section 5. All other questions shall be decided by the uplifted right hand.

Section 6. (a) In balloting upon candidates for the degrees, or for affiliation, if more than one black ball <sup>*cube*</sup> appears such person shall be declared rejected; however, if only one black ball <sup>*cube*</sup> appears, a second ballot shall be immediately had and if one or more black balls <sup>*cubes*</sup> still appear such person shall then be declared rejected.

(b) No member shall express how he balloted upon the admission of members or candidates for the degrees, as the secrecy of the ballot is inviolable; however, nothing herein shall preclude a Companion from making known to the Chapter such information as he may possess, in order that the Chapter may be advised prior to the taking of a ballot.

Section 7. No one shall inspect the ballot box save the Scribe, King, and High Priest, who shall do so in the order named.

Section 8. Balloting upon candidates for the degrees, or for affiliation, shall be done at stated convocations of this Chapter only.



## ARTICLE 6

### Dues and fees.

Section 1. The source of income for this chapter shall be from the collection of initiation fees assessed each candidate for the degrees; annual dues from each member; and such other sources of income approved by the chapter, and not in conflict with the by-laws of the Grand Chapter or any rule or regulation thereof.

Section 2. (a) The fee for the four degrees conferred by the chapter shall be thirty-five dollars (\$35.00) payable in advance.

Section 3. (a) The dues shall be twenty-three dollars (\$23.00) per annum payable on the first of January of each year.

(b) No change in the amount of annual dues to be paid by a member shall become effective during the year in which it is adopted.

(c) Special assessments levied by the Grand Chapter shall be so considered, collected and paid out as such. Special assessments levied by this Chapter shall be approved by the Grand Chapter before becoming effective. No assessment shall become due and payable during the year in which they are assessed,

Section 4. Royal Arch Masons shall not be required to pay an affiliation fee to become members of this chapter.

Section 5. Any member of Billings Chapter #6 may become a life member in two ways:

1. Any member who has paid dues in Billings Chapter #6 for a period of Thirty-five years shall be entitled to a certificate of Life Membership, without further payment of dues. Such Life Member shall be entitled to all the rights and privileges of a Royal Arch Mason in good standing.

*delete*  
(a) ~~Any member of Billings Chapter #6 may purchase a life membership in Billings Chapter #6 by paying the sum of money designated in the following table for life membership for the number of years remaining to make up the thirty-five years mentioned in Section 1 above. Upon the purchase of such life membership, he shall be entitled to all the rights and privileges of a Royal Arch Mason in good standing. He shall be entitled to a Purchased Life membership certificate. All monies received from the sale of Purchased Life memberships shall be invested as the Chapter may from time to time direct. Per Capita shall be paid to the Grand Chapter during the life of a member or until he is entitled to regular life member.~~

*amount of \$288*

*with the grand chapter*

Years	Amount	Years	Amount	Years	Amount	Years	Amount	Years	Amount
35	129.00	28	112.50	21	92.50	14	67.75	7	37.50
34	126.75	27	110.00	20	89.25	13	63.95	6	32.50
33	124.50	26	107.25	19	86.00	12	59.75	5	27.50
32	123.25	25	104.50	18	82.50	11	55.50	4	22.25
31	120.00	24	101.50	17	79.00	10	51.25	3	17.00
30	117.50	23	98.75	16	75.50	9	46.75	2	11.50
29	115.25	22	95.50	15	71.75	8	42.00	1	6.00

(Table of payments for Life Membership)

Section 6. Any member of this Chapter in arrears for one year or more shall not be entitled to vote at the Annual election of officers, nor shall he be eligible to hold any office in this chapter, the disqualification may be removed by the payment of dues.

Section 7. The Secretary shall report at the first stated convocation in October of each year the names of all members in arrears for dues for one year or more accompanied by the statement that proper notice has been mailed to their last known address and what if any response was made to the notice.

Section 8. Upon the reading of the list the matter shall be taken under consideration until the next stated convocation of the chapter at which time the chapter shall take action upon each delinquent member, by granting him further time or by suspension or such other action as may, to the chapter, seem to be proper. *Any member in arrears for 1 year may be automatically suspended NPD.*

Section 9. If a member be suspended for non-payment of dues, a majority vote of the members present and voting will restore him to membership upon the payment of ~~two years delinquent dues,~~ together with the payment of the dues and assessments for the current year. *The previous year's*

## ARTICLE 7

### Committees.

Section 1. The High Priest, King and Scribe shall constitute a Standing Committee on Charity.

Section 2. An Auditing Committee consisting of three members, one of whom shall be the King, shall be appointed by the High Priest on the day of his installation. They shall examine the accounts of the Treasurer and Secretary and report their findings thereon annually, or at such times as the Chapter may determine.

Section 3. (a) ~~A Finance Committee consisting of three members shall be appointed by the High Priest upon his installation, who shall investigate and report upon all bills referred to them. Their majority approval thereof being required before payment is made. This committee should also pass upon proposed expenditures originating in the Chapter, with recommendations.~~

(b) ~~Members named to joint committees to work with the other branches of York Rite Masonry, the Master Mason Lodges, or any other branch of Masonry, shall operate within the power granted them by this Chapter, these by-laws and the rules, regulations and by-laws of the Grand Chapter, and shall not commit the Chapter to any obligation without its majority approval.~~

Section 4. Companions appointed to serve on the various committees shall be bound in Masonic Honor, to give patient and diligent attention to the business of their appointment, and report their conclusions to the Chapter without fear or favor.

## ARTICLE 8

### Discipline

Section 1. Divulging the transactions of the Chapter, violating the secrecy of the ballot, and continuancy in refusing obedience to a Chapter summons are especially declared to be un-masonic.

Section 2. Proceedings had for the violation of Masonic law, the Constitution of the Grand Chapter, or the by-laws of this Chapter, shall be conducted in a manner as provided by the rules and regulations of the Grand Chapter of Royal Arch Masons in Montana governing Masonic Trials.

## ARTICLE 9

### Miscellaneous

- Section 1. Any Royal Arch Mason being a member of this Chapter and in good standing, free from charges and not in arrears for dues may be granted a demit upon his application therefore.
- Section 2. It shall be the duty of every member of this Chapter to select for himself his Mark, and cause the same to be recorded in the Book of Marks, before being exalted to the August Degree of Royal Arch Mason,
- Section 3. (a) The Order of Business, following the regular opening of the Chapter and which may be altered from time to time by the High Priest in the Chair to suit the convenience of the Chapter, shall be as follows:

1. Opening the Chapter
2. Introductions
3. Reading of the Minutes
4. Presentation of Petitions
5. Reports of Committees on Petitions
6. Balloting upon petitions
7. Communications, with action where necessary
8. Bills
9. Consideration of pending resolutions
10. Reports of Committees by seniority
11. Miscellaneous Unfinished Business
12. New Business
13. General Welfare, Sickness and Distress
14. Ritualistic Work

(b) The business portion of all convocations, except for the rules, regulations and by-laws of the Grand Chapter of Royal Arch Masons, or as may be provided within these by-laws, shall be conducted in accordance with the system of procedure commonly known as "Robert's Rules of Parliamentary Procedure".

## ARTICLE 10

### Ammendments

- Section 1. These by-laws may be altered or amended upon the presentation of a resolution, in writing to alter or amend, at any regular stated Convocation where the same shall be read in open Chapter. Such resolution to alter or amend shall then be deposited with the Secretary for a period of not less than four weeks, during which time he shall give due and timely notice, of the subject matter of the resolution and the date upon which a ballot is to be taken, to each and every member of this Chapter. At the appointed time, a two thirds majority of the members present shall be required for approval; provided however, that no such alteration or amendment shall be in force without approval of the Grand Chapter of Royal Arch Masons in Montana, except, as may be provided by the Grand Chapter by-laws, or rules and regulations.



ARTICLE 11

REPEAL

Section 1. Upon adoption of these By-laws, all existing By-laws are hereby repealed and are no longer of force.

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The foregoing by-laws were duly and regularly adopted by a vote of the members of the Chapter present on the 12 day of December 1957 A.D., 5957 A.L., 2487 A.I.

SIGNED: E. E. COLLINS  
Secretary

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PRESENTED AND READ BY THE COMMITTEE: Kenneth Giddings and E. E. Collins, October 11th, 1957, and again December 12th, 1957. *correct date Tom + I*

These By-Laws of Billings Chapter No. 6 Royal Arch Masons, consisting of 23 pages, have been duly approved by me this 30th day of December 1957 at Forsyth, Montana.

SIGNED: Everett Redeen  
GRAND HIGH PRIEST

*file send to Roger after voted on*

*Read in Jan  
Vote in February*