

# THE MASTERS AND WARDENS ASSOCIATION BYLAWS

Revised May 29, 2004

## NAME

The name of the association is "The Masters & Wardens Association" (herein after referred to as the "Association")

## OBJECTIVES

- a. To further the cause of Freemasonry.
- b. To further communication within the Victoria Masonic family.

## MEMBERSHIP

- a. The membership of the Association shall comprise only:
  - (1) The District Deputy Grand Masters of Districts 1 and 21;
  - (2) The Worshipful Master and Wardens of each Masonic Lodge in Districts 1 and 21, and for the remainder of his term of office and any officer of the Association who becomes an Immediate Past Master;
  - (3) The Senior Deacon of each Lodge -with non-voting rights; and
  - (4) Any Master Mason in Districts 1 or 21 – with non-voting rights unless representing the Master or one of the Wardens of a lodge.
- b. Annual membership dues of the Association, per voting member for each calendar year or part thereof, shall be in an amount determined at each annual general meeting.

## OFFICERS

- a. There shall be a President, an immediate Past-President, a Vice-President from District 1, a Vice-President from District 21, a Secretary, and a Treasurer; or in lieu of a Secretary and a Treasurer, a Secretary-Treasurer; and other officers as the Association may from time to time determine.
- b. All Officers, with the exception of the Past-president, shall be elected by the members of the Association at a general meeting and shall hold office until the expiration of their terms or until their appointments are revoked by the members at a general meeting.
- c. The President shall be responsible for the general management and supervision of the affairs and operation of the Association including the appointment of two auditors. During the absence of the President, his duties and powers shall be exercised by the Vice-President.
- d. The Secretary shall communicate notice of all meetings, have charge of the Association's minutes, and perform such other duties as the Association may require from time to time.
- e. The Treasurer shall keep full and accurate accounts of all receipt and disbursements of the

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Association in proper books of account, and shall deposit all monies in the name and to the credit of the Association, in such financial institution as from time to time shall be designated. He shall disburse the funds of the Association under the direction of resolutions passed at general meetings, and shall whenever required, render an account of all financial transactions and the financial position of the Association.

### MEETINGS

- a. Regular meetings of the Association shall be held bimonthly, starting from January and excluding July and August, on the second Saturday of the month.
- b. Special meetings of the members may be convened by the President.
- c. The Annual Meeting of the Association shall be held in May, at a date, time, and place designated by the president, with a notice in writing delivered to the Master or Secretary of each Lodge, not less than thirty days in advance of such meetings.
- d. Written notice of regular meetings shall be delivered to the Secretary of each Lodge at least thirty days in advance of such meetings.
- e. Every member present and in good standing shall have one vote. All voting shall be by a show of hands, unless a written ballot is specifically requested. All votes with the exception of those relating to an alteration of the bylaws, shall be carried by a simple majority.

### BOOKKEEPING AND FINANCIAL STATEMENTS

The financial year of the Association shall be from May 1st to April 30th.

A copy of the annual financial statement shall be delivered to the Secretary of each Lodge within sixty days following the annual general meeting.

The accounts of the Association shall be audited annually or at such other times as the members shall direct.

The books, records, and accounts of the Association shall, at all reasonable times, be open to inspection by any member of the Association.

### ACCOUNTS

The accounts and financial affairs of the Association shall be kept and transacted in the name of the Association.

All cheques or other negotiable instruments shall be made, drawn, accepted or endorsed in the name of the Association in accordance with resolutions passed by the Association for that purpose from time to time; and when made, drawn, accepted or endorsed as the case may be in accordance with those resolutions, shall be binding on the Association.

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The President, Vice-Presidents, Secretary/Treasurer or any two of them are authorized to transact all financial arrangements relating to the rental of Safety Boxes, negotiable instruments, deposits, transfers, or other related business pertaining to the accounts.

### **ALTERATION OF BY BYLAWS**

These Bylaws may only be altered or added to by a resolution of the Association passed at a meeting of the Association, and carried by a majority of the three-fourths of the members entitled to vote and are present at such meeting.

### **FUNDING OF ASSOCIATION**

Operation of the Masters & Wardens Association shall be financed from voluntary donations of Lodges in Districts 1 and 21.

### **WINDING UP OF ASSOCIATION**

In the event of the dissolution of the Association, all assets shall be directed to the Grand Lodge Masonic Charities Fund.

### **COMMITTEES**

That there shall be Standing Committees of the Association, responsible for Special Events, Fraternal Relations, and an Association Newsletter. The duties of these committees shall be determined by an ordinary resolution of the Association.