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CONSTITUTION

AND

BY-LAWS,

—OF—

Monongalia Lodge, No. 10,

OF THE

Independent Order of Odd-Fellows,

LOCATED AT

MORGANTOWN, WEST VA.



MORGANTOWN:

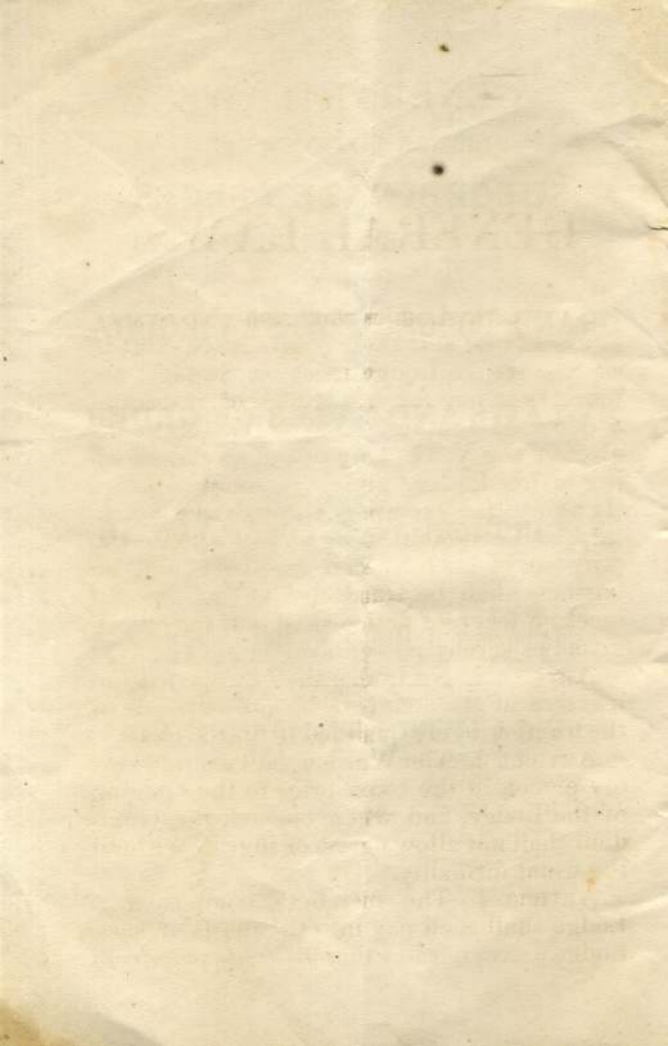
MORGAN & HOFFMAN, PRINTERS.

1867.



GENERAL LAWS
FOR THE GOVERNMENT OF
SUBORDINATE LODGES
WORKING UNDER THE JURISDICTION
OF THE
GRAND LODGE OF WEST VIRGINIA,
AND
BY-LAWS AND RULES OF ORDER
OF
Monongalia Lodge, No. 10,
OF THE
Independent Order of Odd-Fellows,
LOCATED AT
MORGANTOWN, WEST VIRGINIA.

MORGANTOWN:
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GENERAL LAWS.

ARTICLE 1. Lodges shall assemble at such hours as best suit their convenience. But in no case shall a Lodge meet on Sunday, unless it is to pay the last tribute of respect to a deceased brother. Any N. G., or in his absence the V. G., may call a special meeting of his Lodge, giving reasonable notice thereof to the members through the Secretary, and communicating with the notice the purpose of such special meeting; and no business shall be transacted at such special meeting whereof notice shall not have been given as hereby prescribed.

ARTICLE 2. No Lodge shall be opened unless five of its members be present, one of the number being qualified to fill the chair.

ARTICLE 3. The Warden shall examine every person in the room prior to the opening of the Lodge, and when opened, the Guardian shall not allow egress or ingress without the usual formality.

ARTICLE 4. The members composing a Lodge shall each pay into the funds of such Lodge a sum not less than 6½ cents per week.

ARTICLE 5. There shall be five elective officers, viz: the Noble Grand, Vice Grand, Secretary, Treasurer and Chaplain. The Right and Left Supporters to the N. G., the Warden, Conductor, Guardians and Scene Supporters shall be appointed by the N. G., and the Right and Left Supporters to the Vice Grand shall be appointed by the Vice Grand.

ARTICLE 6. Every officer shall fill his station during the space of twenty-six Lodge nights, or to the end of the term.

ARTICLE 7. No brother shall be eligible to the Noble Grand's chair, unless he shall have filled the chair of Vice Grand; nor the Vice Grand's chair, unless he shall have filled an elective office to the end of the term, or served twenty-six nights in some inferior station, and shall have received the fifth degree. But this provision shall not be construed to apply to a Lodge at its institution. And no brother shall be eligible to the office of Secretary, Treasurer, Right Supporter to the Noble Grand or Vice Grand, Inside Guardian, Outside Guardian, or Warden, unless he be a member of the fifth degree.

ARTICLE 8. Propositions for candidates to fill any of the chairs shall be made on the two Lodge nights immediately preceding, or on the night of election.

ARTICLE 9. No past officer shall oppose any qualified brother for such offices as he may have filled, unless the past officer shall have been two semi-annual terms out of such office, except the Secretary, Treasurer and Chaplain, either of whom shall be re-eligible.

ARTICLE 10. Every elected or appointed officer shall attend the Lodge at the time of opening or be fined such sum as the Lodge shall determine, unless he submit a reasonable excuse, to be judged of by the Lodge.

ARTICLE 11. Any candidate who shall attempt to influence an election, shall be fined such sum as the Lodge shall determine.

ARTICLE 12. Any elected or appointed officer who shall absent himself from his Lodge for three or more successive Lodge nights, shall thereby vacate his seat, unless excused by the Lodge, and another officer shall be elected or appointed, as the case may require, who shall fill out the situation for the remainder of the term, and who shall receive all the honors of the station as though he had served the full term.

ARTICLE 13. Elections for officers shall be held at the last regular meeting in each term, and the newly elected officers shall be installed on the night of their election or the first regular Lodge night thereafter.

ARTICLE 14. Any brother who shall make

use of profane, vulgar or indecent language, shall be fined in such sum as the Lodge shall determine.

ARTICLE 15. The Noble Grand shall have full power to preserve order in the Lodge, and in any brother refusing to obey his commands, shall, for the first offence, be fined, and for the second offence may be ordered to leave the room for the night.

ARTICLE 16. A Subordinate Lodge has a right to adjourn, but must close in due form after its regular business shall have been gone through with.

ARTICLE 17. No Subordinate Lodge has a right to go into committee of the whole.

ARTICLE 18. Any disputes, aggrievances or differences existing between brethren, shall be laid before the Lodge whereof the offending party is a member; the Noble Grand of the Lodge shall thereupon appoint a committee of five, who shall have power to summon the contending parties and determine the matter in question; nevertheless, an appeal may be made at all times to the Lodge, and from their decision to the Grand Lodge.*

* REPORT of a Committee appointed at April Communication, 1841, to report the true meaning and interpretation of the 18th Article of the General Laws:—"Your committee understand the article to apply simply to 'ag-

ARTICLE 19. Any motion for an expulsion shall be announced in open Lodge on the two Lodge nights previous to its being acted upon, and shall state the reasons therefor. When a charge is brought against a member, a special committee shall be appointed, to consist of five members, who shall, with as little delay as possible, summon the parties, examine fairly, and impartially investigate the circumstances of the case, and report the facts, together with such action as they may deem necessary, to the Lodge.— Should the report of the committee recommend expulsion, it shall lay over at least until the next regular meeting, and it shall be the duty of the Secretary to notify the brother against whom the charges are preferred by a written notice delivered to such brother personally, or left at his place of residence, so that opportunity may be given him to

grievances, disputes and differences' existing between members, and not to questions in which a member may be charged for a breach of the laws or principles of the Order. In the former case the committee under this article have the power to settle disputes, differences, &c., and their decision shall be final, unless as there stated, an appeal shall be taken by either of the parties to the Grand Lodge. In the latter the Lodge is the umpire in all cases, and committees only have the power to *recommend* the punishment to be inflicted. Your committee are also of opinion, that a new committee should be appointed in every case of grievance," &c.

vindicate himself against the charges. When the report of the committee recommending expulsion comes up for action, it shall require two-thirds of the members present to expel. If carried, it shall be the duty of the Noble Grand to expel the brother in open Lodge, stating the reasons for such expulsion, and the person expelled shall not again be admitted into that Lodge, nor into any other Lodge of Odd-Fellows, (unless the decision be reversed by the Grand Lodge, to whom an appeal may be had by an expelled brother,) and notice thereof shall be sent to all the Subordinate Lodges under this jurisdiction. Should the report of the committee be otherwise than for expulsion, it may be acted upon on the same night on which the report is made.

ARTICLE 20. No brother shall be allowed the privilege of voting on the same night whereon he is initiated.

ARTICLE 21. Any Outside or Inside Guardian who shall admit a brother without the necessary formality, shall be fined or suspended at the discretion of the Lodge; and should they conjointly suffer a stranger to enter the Lodge, they shall be expelled.

ARTICLE 22. Any member or visiting brother of a Lodge, who shall divulge any of the proceedings required by the Lodge to be kept

secret, or the name of a brother who may have opposed a person coming into the Order, the advancement of a brother in the degrees, or who may have reported unfavorably of him, to such applicant, shall be suspended or expelled, at the discretion of the Lodge; and it is made the duty of every Odd-Fellow to mention the subject in open Lodge or to bring a charge against a brother so offending; on failing to do which the brother last referred to is liable to reprimand or suspension, as the Lodge may determine.

ARTICLE 23. In case a brother be sick, the Noble Grand of the Lodge to which he is attached shall visit him, or cause him to be visited by the Vice Grand or some other brother; and if the brother be a member in good standing, owing not more than three months' dues at the time he is taken sick, nor otherwise disqualified by the Laws of the Order, he shall pay him weekly from the funds of the Lodge, not less than three dollars per week, and also provide persons to sit up with such brother, if found necessary; *Provided, however,* that nothing herein contained shall be so construed as to give other than scarlet degree members *a right to benefits*; and no brother who may fail to pay his dues for three months, shall be entitled to any of the benefits of the Order until two

weeks have elapsed after the payment of said dues.* No one, while sick shall, by paying his dues during his sickness, be entitled to benefits.

ARTICLE 24. In case of the death of a benefit brother, the Noble Grand of the Lodge whereof he is a member, shall cause the funeral benefit granted by such Lodge to be immediately paid to the widow of the deceased brother, which sum shall not be less than thirty dollars. Should there be no widow, it shall be the duty of the Noble Grand to have him decently interred at the expense of the Lodge. Should a benefit brother lose his wife, a sum not less than twenty dollars shall be granted to him.

ARTICLE 25. Absenting himself from the Lodge shall not deprive a brother from receiving the benefit granted by the Lodge in case of sickness, provided such brother's weekly contributions shall have been regularly paid, and he has complied with the By-Laws of the Lodge to which he is attached.

ARTICLE 26. Any brother found in a state of intoxication while receiving the benefits

*The intention of this Grand Lodge, in restricting the granting of weekly benefits to the fifth degree members, was, that it should only apply to such members as shall be elected from and after this communication.—*Adopted April Session, 1843, page 168.*

of the Lodge, or who shall have brought sickness on himself by intemperance or any other immoral conduct, shall not be entitled to benefits, at the discretion of the Lodge.

ARTICLE 27. Any brother who shall be found in a state of intoxication may be punished at the discretion of the Lodge.

ARTICLE 28. Any member of the Order who shall follow any illegal practice, shall be suspended or expelled, as the Lodge may determine.

ARTICLE 29. In all decisions by the Noble Grand the right of appeal to the Lodge shall be allowed to all brethren affected by his decisions, and from that decision to the Grand Lodge.

ARTICLE 30. No person shall be received into this Order for a less sum than five dollars, nor shall the five degrees be conferred on any member for a less sum than fifteen dollars, and in all cases the fees shall be paid in advance. The Noble Grand shall not appoint a committee on a petition, nor present the ballot box for the advancement of a brother in the degrees without first ascertaining if the fees have been paid.

ARTICLE 31. The name, place of abode, and occupation of a person proposed for membership, shall be recorded by the Secretary of the Lodge, and the Noble Grand

and Vice Grand shall appoint a committee of three brethren to examine into the character of such person, and the committee shall, on the ensuing Lodge night, give in their report. If, after balloting, there should be found but one or two black balls in the ballot box, a second balloting shall be had thereon; if on the second balloting there should not be more than two black balls, the election shall lie over until the next meeting; if then, after balloting, three or more black balls are found in the ballot box, the person so opposed shall not be received into the Order, and notice thereof shall be sent to the Grand Secretary, and by him to all Subordinate Lodges working under the jurisdiction of the Grand Lodge of West Virginia, he paying postage on all communications; nevertheless such person may again be proposed at the expiration of six months from such application, and if elected shall be received into the Order. No Lodge shall admit a proposition to initiate any individual unless he be twenty-one years of age. But no Subordinate Lodge shall initiate an individual over forty-five years of age, without the unanimous concurrence of its members. Any candidate who may fail to come forward for initiation within seven weeks from the date of election, shall forfeit the amount of

his initiation fee, which shall not be remitted unless evidence is produced of his inability to attend by reason of sickness or because of absence from the State. The fee shall be returned to a candidate who may be rejected.

ARTICLE 32. Any brother applying for degrees, shall be balloted for in the same manner, subject to the same restriction as candidates for membership. No Lodge shall confer any degree on a brother who is a member of another Lodge without first obtaining the permission of the Lodge to which the brother is attached.

ARTICLE 33. Any brother proposing an unworthy person or minor, knowingly, shall be suspended or expelled, at the discretion of the Lodge.

ARTICLE 34. Cards of withdrawal shall be granted when applied for, provided no charges have been brought against the brother making application; provided, however, that no card shall be granted while the brother is indebted to the Lodge. And any brother wishing to deposit his card in a Lodge shall make application through a member thereof; and if a majority do not oppose him, he shall be admitted. No Lodge shall receive a card on deposit without making some charge therefor. The amount of such charge shall be at the discre-

tion of the Lodge receiving the same.

ARTICLE 35. Any brother who shall be concerned in organizing, or shall give countenance and support, or who shall visit any Lodge or Lodges in the State of West Virginia, purporting to be Odd-Fellows, and not possessing a legal and valid charter, duly granted and presented by the Grand Lodge of West Virginia, shall be deemed unworthy of fellowship; and may, upon satisfactory proof, be suspended or expelled, at the option of the Lodge. And any brother so suspended or expelled, shall not be re-instated unless he makes suitable submission, and the Grand Lodge assents thereto. Nor shall any person who has been admitted to membership in such spurious Lodge, be received into any regular Lodge, without the consent of the Grand Lodge.

ARTICLE 36. For every charter for a Lodge the sum of thirty dollars must be paid on delivery.

ARTICLE 37. Every Subordinate Lodge shall pay to the Grand Lodge such taxation and per centage as shall from time to time, by resolution or otherwise, be established and ordered.

ARTICLE 38. Every Subordinate Lodge shall annually, in March, elect one Representative from among her Past Grands to

meet in Grand Lodge at its regular, adjourned or stated communications.

ARTICLE 39. Every Subordinate shall make a complete return, at every Annual Communication of the Grand Lodge, of its officers, the whole number of its members, the number of initiations, suspensions and cause, expulsions and cause, and re-instatement of members, and the name of every member, with the degree which he may have taken, which return shall be regularly attested by the officers of the Lodge.

ARTICLE 40. Any Subordinate Lodge failing to make its return, and pay its dues and taxes to the Grand Lodge, as required by law, for four quarters, (one year,) in succession, shall thereby be deemed extinct, and its charter forfeited. Upon the demise of a Lodge, the last installed officers shall, within three months, transmit or surrender to the Grand Secretary, (or such other brother as may be appointed by the Grand Lodge to receive them,) the charter, books, papers, furniture and funds of said Lodge. Members of extinct Lodges who were clear of the books of such Lodge at the time of the dissolution, or who have paid all arrearages then due to the Grand Lodge, shall, upon application to the Grand Secretary, receive a certificate, under the seal of the Grand

Lodge, to enable him to make application for admission to membership in another Lodge. And no member from a defunct Lodge shall be admitted, either as a visitor or member, into any regular Lodge, without such certificate.

ARTICLE 41. Each Subordinate shall pay at the end of each and every quarter into the treasury of the Grand Lodge of West Virginia such sum for each and every member reported in the quarterly report, as the Grand Lodge, from year to year, shall order and direct. It shall be the duty of the Grand Secretary within thirty days from the adjournment of each regular annual session, by circular, to inform the several Subordinate Lodges of this jurisdiction of the rate per quarter which each Lodge shall pay for Grand Lodge purposes for each and every member in good standing reported.

ARTICLE 42. No Lodge shall have power to expel a brother from his Lodge for any other cause than that of a violation of the Constitution of the Grand Lodge of the United States, the Constitution and General Laws of this Grand Lodge, a violation of the laws of the land, grossly immoral conduct, or for a refusal to pay his dues.

ARTICLE 43. The funds, properties, &c., of the Subordinate Lodges having been raised

for the purpose of relieving sick and distressed brethren, and other charitable uses in the Order, are not liable to be divided in any manner among the members individually, or between one Lodge and another that may branch from it; but shall remain for its legitimate purposes the property of the Lodge, so long as its charter is unreclaimed and five brothers remain in good standing in the Lodge.

ARTICLE 44. Should any doubts arise respecting these Laws, they shall be determined by the Grand Lodge, and no one of them shall be altered, or amended, or annulled, except through motion made in the Grand Lodge, after due notice having been given to the Subordinate Lodges.

Resolved, That the Subordinate Lodges be allowed to re-instate any member of their respective Lodges who may have been expelled for non-payment of dues, as soon as all their arrearages have been paid, under the same regulations as are provided for the admission of new members.—*Journal of 1852, page 40.*

Resolved, That when a member of a Subordinate Lodge considers himself aggrieved

by the action of his Lodge, wishes to appeal to this Grand Body, the Subordinate shall furnish him with the evidence in connection with the case, under the signatures of the Noble Grand and Secretary, and the seal of the Lodge.—*Journal of 1854, page 256.*

BY-LAWS.

ARTICLE I.

Name.—This Lodge shall be known by the name, style and title of Monongalia Lodge, No. 10, I. O. of O. F., of West Virginia.

ARTICLE II.

Time of Meeting.

A stated meeting of this Lodge shall be held on Saturday evening of each week.—From the first meeting in October to the last meeting in March, the hour of meeting shall be 7 o'clock; and from the first meeting in April to the last meeting in September, at 8 o'clock.

ARTICLE III.

Quorum.

Five members shall constitute a quorum for the transaction of business, one of whom shall be qualified to fill the Chair; and this Lodge shall not be dissolved while five members are willing to continue it.

ARTICLE IV.

Duties of Officers.

Sec. 1. It shall be the duty of the N. G. to preside at all meetings of the Lodge, when present, and open and close the Lodge in due form; to preserve strict order and decorum,

and enforce the constitution and laws of the Order.

Sec. 2. To decide all questions of order, subject, however, to an appeal to the Lodge, to be decided by a majority of the members present.

Sec. 3. To give the casting vote on all questions before the Lodge, in which there may be an equal division of members, (after all the members present have voted or been excused by the Lodge), except in the election of officers and appeals from his decisions,

Sec. 4. To inspect all ballots on applications for membership, degrees or certificates, and report thereon to the Lodge.

Sec. 5. Sign all orders on the treasury for all moneys, as by a vote of the Lodge shall be ordered to be paid, and also such cards, certificates or notices as may require his signature to authenticate them.

Sec. 6. To appoint all officers specified by the General Laws, and to fill vacancies in the same whenever they may occur; to appoint such standing and special committees as the law prescribes or the Lodge may direct.

Sec. 7. To visit a brother or cause him to be visited by the V. G. or some other brother, immediately upon being advised of his sickness. If the brother be a *bona fide* member, he shall provide brethren to sit up with him

and one
one week

if found necessary, and continue to visit him at least once a week during his illness; *Provided*, his residence be within five miles of the Lodge; and if a member of the fifth (5) degree, he shall cause him to be paid three dollars (\$3) per week from the funds of the Lodge.

Sec. 8. And in the event of the death of a brother of the fifth (5) degree in good standing, to cause the funeral benefit to be paid immediately to the widow of the deceased brother; should he leave no widow he shall have him decently interred at the expense of the Lodge; *Provided, always*, that before taking order and issuing notices for the funeral of a brother, he shall call upon the family or friends of the deceased brother, and ascertain whether any objections exist to conducting the funeral according to the ceremonies of the Order.

ARTICLE V.

Duties of Vice Grand.

It shall be the duty of the V. G. to assist the N. G. in preserving order in the Lodge; and in the absence of the N. G. he shall preside over the Lodge, and perform all duties devolving upon that officer.

ARTICLE VI.

Duties of Secretary.

Sec. 1. The Secretary shall keep an im-

partial account of the proceedings of this Lodge; shall fill up all certificates granted or ordered by the Lodge, and furnish the Grand Lodge with a quarterly report within ten days after the expiration of each quarter; and also keep a regular account with the Grand Lodge.

Sec. 2. He shall receive all moneys paid into the Lodge, pay the same to the Treasurer immediately, and take his receipt therefor.

Sec. 3. He shall attest all orders drawn on the Treasurer, whether drawn by the N. G. or directed by the Lodge.

Sec. 4. He shall deliver to his successor in office all books, papers, &c., belonging or appertaining to the Lodge, with which he may have been entrusted during his incumbency; and his accounts with the members shall be kept in a clear and intelligent manner; he shall attend the meetings of the committee appointed to audit the accounts of the Secretary and Treasurer, and give such assistance and explanation as may be necessary to enable them to perform their duties.

Sec. 5. He shall notify every member who is in arrears, at the end of each quarter, and serve notices when directed by the Lodge.

Sec. 6. He shall receive such sum for his

services as the Lodge may from time to time direct.

ARTICLE VII.

Duties of Treasurer.

Sec. 1. After having been duly elected, he shall give bond with sufficient security, to be approved by the Lodge, for the faithful discharge of the duties imposed on him, which security shall be given previous to his entering upon the duties of his office.

Sec 2. He shall receive all moneys for the use of the Lodge, keeping a correct account of the same.

Sec. 3. He shall pay all orders drawn on him by the N. G., or directed to be drawn by the Lodge, attested by the Secretary.

Sec. 4. He shall have his accounts in readiness, and attend the committee of financial investigation with his vouchers.

Sec. 6. He shall deliver up, when legally called upon, all moneys, books, papers, &c., belonging to the Lodge, into the custody of his successor, or to whom the Lodge may specially appoint.

ARTICLE VIII.

Chaplain.

Sec. 1. He shall be present at the stated meetings of the Lodge, and open and close the same according to his office.

ARTICLE IX.

Steward.

Sec. 1. He shall attend all Lodge meetings—keep the room, regalia, and emblems, in proper order; and in case of special meetings, he shall give the members the earliest notice in his power, (verbally or otherwise), and for his services he shall receive such compensation as the Lodge may from time to time allow.

Sec. 2. He shall be elected by ballot, at the semi-annual election, and shall present his account for settlement on the last night of each quarter.

ARTICLE X.

Appointed Officers.

Sec. 1. They shall perform such duties as are required of them by their several charges and the regulations of the Order.

ARTICLE XI.

Committees and their Duties.

Sec. 1. Any member who may be appointed to serve on a committee, and does not attend to the duties thereof, shall be fined twenty-five (25) cents, unless he offer a sufficient excuse to the Lodge, and the excuse is accepted.

Sec. 2. No brother shall be appointed on a committee who is absent from the Lodge.

Sec. 3. When a committee has under investigation a charge or charges against a brother or brothers, no witness shall be admissible who is not in good standing and in good repute for veracity in the community.

ARTICLE XII.

Regalia.

Sec. 1. No member shall be permitted to enter or sit in Lodge, unless he is clothed in full regalia, according to his rank in the Order.

ARTICLE XIII.

Qualifications for Membership.

Sec. 1. To become a member of this Lodge the applicant must believe in the existence of a Supreme Being, Creator, Preserver and Governor of the Universe; he must be of good moral character, regular and steady conduct, sober and industrious habits, diligent in his calling, and be free from all bodily infirmities which might prevent him from using proper means to obtain a livelihood.

Sec. 2. The applicant must in all cases be 21 years of age.

ARTICLE XIV.

Vacancy in Office.

Sec. 1. Should a vacancy occur in any of the principal or subordinate offices, by death,

resignation or otherwise, the Lodge shall forthwith proceed to elect, or the proper officer to appoint, a successor to fill the unexpired term of the former incumbent; and such elected or appointed officer shall receive all the honors of the office, as though he served the full term.

ARTICLE XV.

Duties of Members.

Sec. 1. Each and every brother shall pay from the date of his initiation or admission at the rate of six and one-fourth ($6\frac{1}{4}$) cents per week.

Sec. 2. Every brother shall settle his account in full at the expiration of each quarter, whether the items be for dues, fines or taxes, and until his account is so settled, he shall be held and deemed not entitled to the P. W., and any brother in arrears eighty-one and one-fourth ($81\frac{1}{4}$) cents or more, shall not be entitled to vote on any question before the Lodge, or at any election.

Sec. 3. If a brother suffer his account to amount to two dollars (\$2) he shall forfeit his right of visiting the Lodge, (except for the purpose of paying arrearages), and all benefits of the Order; and should a brother suffer his account to exceed five dollars (\$5) he may be expelled.

Sec. 4. No brother shall receive benefits for a shorter period than one week, and in no case shall a member receive benefits for a fractional part of a week.

ARTICLE XVI.

Initiation Fee.

Sec. 1. The initiation fee for an applicant under forty-five years of age, shall be five dollars (\$5).

Sec. 2. No person over 45 years of age shall be admitted as a member of this Lodge except by the unanimous consent of the members.

ARTICLE XVII.

Degree Fees.

Sec. 1. Every brother wishing to advance in the degrees, shall pay, for each and every degree, the sum of three dollars (\$3).

Sec. 2. The Lodge shall not give credit for degrees, but in all cases the fee must be paid into the hands of the Secretary, who shall certify the same to the N. G.

ARTICLE XVIII.

Benefits.

Sec. 1. All members of the fifth degree shall be entitled to receive the sum of three dollars (\$3) per week, in case of sickness or disability.

ARTICLE XIX.

Funeral Benefits.

Sec. 1. Upon the death of a brother in good standing in this Lodge, the N. G. shall cause a funeral benefit of \$30 to be immediately paid to the widow of the deceased brother. Should there be no widow, it shall be the duty of that officer to have him decently interred at the expense of the Lodge.

Sec. 2. In case of the death of the wife of a *bona fide* member, the Lodge shall pay to the brother twenty dollars (\$20) as a funeral benefit.

ARTICLE XX.

Penalties.

Sec. 1. Any brother refusing to wear the usual mourning badge of the Order unless excused, from cause, by the Lodge, shall be fined one dollar (\$1).

Sec. 2. Any brother refusing or neglecting to sit up with a sick brother when legally notified, shall be fined two dollars (\$2); unless excused, from cause, by a two-thirds vote of the Lodge.

ARTICLE XXI.

Depositing Card.

Sec. 1. Any brother of the Order desirous of becoming a member of this Lodge, shall send in his card, which shall be read by the

Secretary in open Lodge and referred to a committee of three scarlet degree members, whose duty it shall be to report in writing at the next stated meeting of the Lodge, as to standing and qualifications; said report to be signed by a majority of the committee. The applicant shall then be balloted for, and if a majority of the members present entitled to vote, do not object, he shall be admitted to membership. The fees for depositing card shall be as follows: If a member of the fifth Degree, \$5; fourth Degree, \$4; third Degree, \$3; second Degree, \$2; first Degree, \$1; Initiatory Degree, \$1; unless he shall have taken the degrees in this Lodge, when the fee shall be \$1.

ARTICLE XXII.

Withdrawal Cards.

Sec. 1. Application for withdrawal cards must be made in open Lodge, and if no objection is made, and the applicant is clear of the books, the same shall be granted.

Sec. 2. But if a brother object the N. G. shall appoint a committee of three to investigate all charges and report to the Lodge as early as possible. The sense of the Lodge shall then be taken and a majority shall decide whether the card shall be granted or not. If granted the sum of thirty (30) cents shall be paid for the same.

ARTICLE XXIII.

Visiting Cards.

Sec. 1. Visiting cards may be granted upon application in open Lodge if there be no objection. The applicant, however, must be clear of the books, must prepay his dues for the time the card is granted, and must pay thirty (30) cents for the card.

Sec. 2. If, at the time of application, he holds an expired card, he shall return it to the Lodge, unless he can satisfactorily account to the Lodge for the same.

Sec. 3. Applications for cards for wives shall be made in open Lodge and shall be decided by vote. If two-thirds of the members present vote in favor, it shall be granted, and shall remain in force one year from the date thereof. It shall be signed and delivered on the payment of thirty (30) cents, the recipient signing her name on the margin in presence of the N. G. and Secretary.

Sec. 4. The widow of any deceased member of this Lodge, who was in good standing at the time of his death, shall be entitled, upon application and vote in like manner, to receive a card, which shall remain in force during her widowhood unless sooner revoked by the Lodge; it shall be countersigned by

the recipient on the margin, but no fee shall be charged for the same.

Sec. 5. No card, except that provided for in section 4 of this article, shall be of effect longer than one year from the date of its execution.

ARTICLE XXIV.

General Provisions.

Sec. 1. The family of a brother, who dies under suspension, is not entitled to the benefits of the Order at that or any subsequent period.

Sec. 2. It is not in the power of the Lodge to reconsider a ballot, if any brother or brothers state that he or they voted a black ball or balls by mistake.

Sec. 3. The N. G. can neither read nor state reasons for a member putting in black balls unless he receives the objection from the brother himself who put in the black ball.

ARTICLE XXV.

Beneficent Donations.

Sec. 1. The funds of this Lodge shall not be donated for any purpose, unless, by a vote of two-thirds of the members present at the regular meeting of the Lodge.

ARTICLE XXVI.

Amendments.

Sec. 1. Any alteration to these By-Laws, not inconsistent with the Rules and Regulations of the Order, may be proposed at any stated meeting of the lodge, and acted upon at the next succeeding meeting.

RULES OF ORDER.

RULE 1. The Noble Grand having taken the chair, the officers and members shall clothe themselves in appropriate regalia, take their respective seats, and at the sound of the gavel there shall be general silence.

RULE 2. The Lodge shall then proceed to open in ancient form.

RULE 3. The N. G. shall preserve order, and pronounce the decisions of the Lodge on all subjects; he shall decide questions of order without debate, subject to an appeal to the Lodge by any member, on which appeal no member shall speak more than once, when the question before the Lodge shall be, *Shall the decision of the chair stand as the judgment of the Lodge?* which shall be taken by the V. G.

RULE 4. No question shall be stated unless moved and seconded, nor be open for consideration until stated by the N. G., and when a question is before the Lodge, no motion shall be received unless to lay on the table, the previous question, to postpone, or refer

or to amend; and these motions shall have precedence in the order in which they are arranged, the first two of which shall be decided without debate.

RULE 5. When a blank is to be filled, the question shall be first taken on the highest sum or number and on the longest time proposed.

RULE 6. Any member may call for a division of the question when the sense will admit of it; but a motion to strike out and insert, shall be indivisible, except at the option of the mover.

RULE 7. Before putting the question, the N. G. shall ask, "Is the Lodge ready for the question?" If no member rises to speak, he shall rise and put it, and after he has risen to put the question, no member shall be permitted to speak upon it. Whilst the N. G. is addressing the Lodge or putting a question, silence shall be observed in the Lodge Room.

RULE 8. Each member, when he desires to speak, or offer a resolution, shall rise to his feet and respectfully address the N. G., and not proceed with his remarks until recognized by that officer; he shall confine himself to the question under debate, and avoid all per-

sonalities, indecorous or sarcastic language.

RULE 9. No member shall speak more than once on the same subject or question, until all who wish to speak shall have had an opportunity to do so, nor more than twice without permission from the Lodge. Each member while speaking, shall designate the officer or member spoken of by his proper rank or title, according to his standing in the Lodge.

RULE 10. If two or more members rise to speak at the same time, the chairman shall decide which is entitled to the floor.

RULE 11. When a brother has been called to order, he shall take his seat until the question of order is determined, when, if permitted, he may proceed again, unless it be for the manifestation of temper or improper feeling, he shall not be allowed to speak again in Lodge at that meeting, unless by a vote of the Lodge.

RULE 12. No brother shall be interrupted while speaking, except it be to call him to order, or for the purpose of explanation.

RULE 13. No member shall be permitted to speak or vote, unless clothed in proper Regalia and at his station in the Lodge.

RULE 14. No member shall vote on any question in which he is immediately interested or if not present when the question is stated.

RULE 15. On the call of five members debate shall cease, and the question be taken on the matter or subject under consideration.

RULE 16. On the call of three members, a majority of the Lodge may demand that the previous question shall be put, which shall always be put in this form, "Shall the main question be now put?" and until it is decided, shall preclude all amendments to the main question and all further debate.

RULE 17. Resolutions or motions shall be reduced to writing upon the call of any brother.

RULE 18. When the reading of any paper or other matter is called for, and the same is objected to by any member, it shall be determined by vote of the Lodge without debate.

RULE 19. The N. G. or any member doubting the decision of a question, may call for a division of the Lodge.

RULE 20. Any five members calling for yeas and nays, they shall be ordered by the N. G. and recorded on the minutes.

RULE 21. Any member who voted with the majority, may call for a reconsideration of a vote, at that or the succeeding meeting in which it was passed, and if sustained by a majority of all the votes, the reconsideration shall be carried.

RULE 22. Any member may excuse himself from serving on a committee if at the time of his appointment he is a member of two other committees; no member can be appointed on a committee when absent from the Lodge.

RULE 23. The person first named on a Committee shall act as chairman until another is chosen by the members of the Committee. The mover of a resolution referred to a special committee is usually the first named thereon.

RULE 24. No Committee can be finally discharged until all the debts contracted by it shall have been paid.

RULE 25. A motion to adjourn is always in order after the regular Lodge business is gone through with, which motion shall be decided without debate. If decided in the affirmative it is no adjournment until the Lodge is closed in due form.

RULE 26. No standing Rule of this Lodge shall be rescinded or changed without the assent of two-thirds of the brothers present; but a standing rule of order may be suspended on any particular occasion by assent of a majority of the brothers present.

RULE 27. All members present shall vote upon all questions before the Lodge, unless excused by a majority vote of the members present.

RULE 28. All questions of order not herein provided for, shall be determined by the Rules laid down in Cushing's Manual.

FORM OF PROPOSITION.

N. G., Officers and Members of Monongalia Lodge No. 10, I. O. O. F.:

The undersigned having examined your Constitution, By-Laws, and Rules of Order, is desirous of being admitted to membership in your benevolent and honorable Order.

Age ---- years; *Occupation* ----; *Residence* ----

Signed

A-----*B*-----

Recommended by ---- *and* ----





