

CHAPTER 13.

**GRAND LODGE COMMITTEES**

GENERAL PROVISIONS

**Constitutional Provisions**

The Committees of the Grand Lodge shall be as provided for herein:  
(Art. IX)

**Section 1.** Corporate Committees - The Corporate Committees of the Grand Lodge are:

(1-a) The Corporate Board of Directors, constituted as provided in Article I of this Constitution and as the Budget Commission of the Grand Lodge as provided in this Constitution and the Regulations of the Grand Lodge.

(1-b) The Corporate Board composed of the Grand Master as Chairman, the Deputy Grand Master as Vice Chairman, the Senior Grand Warden, the Junior Grand Warden, the Grand Treasurer and two members appointed by the Grand Master, one of which shall be a Past Grand Master, which Corporate Board shall have power of general supervision over and management of Grand Lodge Funds and property, except Masonic Home property.

(2) The Masonic Home Endowment and Investment Committee composed of nine Master Masons in good standing in Florida Lodges. The members of the Committee shall be men of experience in the management and investment of funds or men qualified in professions that acquaint them with the duties and responsibilities of management and investment of funds, including but not limited to bankers, public accountants, lawyers, financial counselors and men of similar training and experience.

Each incoming Grand Master shall make three appointments to this committee for a term of three years each. Vacancies shall be filled by appointment by the Grand Master for the remainder of the vacant term. Initial implementation shall be by appointment by the Grand Master of three members for three year terms, three members for two year terms and three members for one year terms. (1999)

No person while a member of this committee, or for a period of two (2) years after serving on this committee, may, directly or indirectly, gain any economic benefit by reason of bidding, providing or contracting to provide financial services to the Grand Lodge of Florida. Any attempt to circumvent this regulation will be prima facie evidence of unmasonic conduct and will be punishable as such. (1999)

**Digest of Masonic Law**

The Committee shall make recommendations to the Corporate Board in respect to the following matters:

- (a) Selection of Registered Investment Adviser(s) to manage, or Registered Representative's(s') broker-dealer or its clearing firm to act as custodian for such portions of the Masonic Home Endowment Fund as shall be entrusted to such Registered Investment Adviser(s) or Registered Representative's(s') broker-dealer or its clearing firm by written contract/document with the Grand Lodge. (1999)
  - (b) The terms of contract with the Registered Investment Adviser(s) or the Registered Representative's(s') broker-dealer for management and custodianship of the Masonic Home Endowment Fund. (1999)
  - (c) The means, methods, and standards for evaluation of the services of the Registered Investment Adviser(s), the Registered Representative(s), or its broker-dealer managing and investing the Masonic Home Endowment Fund. (1999)
  - (d) The Committee shall comply with the foregoing in respect to other Grand Lodge funds. (1999)
- (3) The Board of Trustees of the Masonic Home: The power and duty of all supervision of the Masonic Home, including all programs of relief is hereby vested in a Board of Trustees to consist of the Deputy Grand Master, who shall be Chairman of the Board, Senior Grand Warden, Junior Grand Warden and six members to be appointed annually by the Grand Master, one of whom may be a member of the Order of the Eastern Star of Florida, to be nominated by the Grand

Matron of that Order, all of whom shall be appointed immediately after each Annual Communication of the Grand Lodge of Florida. The Grand Master shall designate one of the members of the Board to serve as Vice-Chairman.

One of the six members of the Board to be appointed by the Grand Master shall be appointed only upon nomination by the Deputy Grand Master and one member shall be appointed only upon nomination by the Senior Grand Warden. No person shall serve as a member of the Board for more than six consecutive years.

The Deputy Grand Master shall designate a member of the Board of Trustees or some other suitable person to act as Secretary to the Board to prepare minutes of meetings and after approval thereof by the Chairman to deliver a copy thereof to the Office of the Grand Secretary.

The Board shall be divided into such subcommittees as shall be prescribed by the Constitution or Regulations of the Grand Lodge and such other subcommittees as shall be deemed appropriate by the Chairman of the Board.

It shall be the duty and responsibility of the Board of Trustees to determine and fix basic policy for operation of the Masonic Home and Relief Programs; to employ a Superintendent/Administrator to implement, administer and operate the Masonic Home and Relief Programs. No member of the Board of Trustees, except the Chairman, shall give or attempt to give instructions or directions to the Superintendent/Administrator in respect to administration or operation of the Masonic Home or Relief Program. It shall be the duty of the Chairman to insure strict compliance with the provisions of this paragraph.

The Board of Trustees shall have the care, custody and control of Masonic Home property, real and personal, and shall maintain and make routine repairs thereto and shall arrange for insurance coverage through the Insurance Committee and the Corporate Board. (1992)

- (4) The Finance and Accounts Committee, of which the Senior Grand Warden shall be Chairman and a Past Grand Master shall be a member. This Committee shall prepare proposed Budget and simplified financial statement as to financial condition of the Grand Lodge, which proposed Budget and statement shall be delivered to the Corporate Board for consideration and transmittal to the Particular Lodges as shall be prescribed by Regulation or by Resolution of the Corporate Board.(1992)
- (5) The Endowment Procurement Committee shall be composed of the Junior Grand Warden as Chairman and not more than twenty-five (25) members, which Committee shall be divided into such sub-committees as shall be prescribed by Regulation of the Grand Lodge and such other subcommittees as the Chairman of the Committee shall deem appropriate, but there shall be a sub-committee designated Let Your Pennies Make Good Cents, a sub-committee designated Wills and Gifts, and a sub-committee designated Masonic Home-100, each sub-committee to be composed of a Chairman and at least three (3) other members of the Committee. (1986)
- (6) The Committee on Grand Lodge Properties shall be divided into such subcommittees as shall be prescribed by Regulation of the Grand Lodge and such other subcommittees as the Grand Master shall deem appropriate. This Committee shall have the care, custody and control of all Grand Lodge properties, except the Masonic Home and shall advise the Insurance Committee in respect to appropriate insurance coverage thereof. (1992)

- (7) A panel of Attorneys at law to advise with the Grand Master and Corporate Board on all matters of civil law and to represent the Grand Lodge or any Officers, Committee, Board or Commission thereof when designated so to do by direction of the Grand Master or the Corporate Board. (1984)
- (8) The Committee on Masonic Jurisprudence, constituted as provided in Article IX, Section 1, of this Constitution, which shall be divided into such Sub-Committees as shall be prescribed by Regulations of the Grand Lodge and such other Sub-Committees as the Grand Master shall deem appropriate. When acting as a Corporate Committee, it shall have the duty and authority to review, report and make recommendations to the Grand Lodge on all Corporate Matters. (1989)
- (9) The Committee on Perpetual Membership shall be appointed by the Grand Master and shall be composed of a Chairman and not more than ten (10) members. Under the direction of the Grand Master, the Committee shall promote Perpetual Membership in the Particular Lodges of this Grand Jurisdiction. (1991)
- (10) The Insurance Committee shall review all insurance matters, including insurance policies of the Grand Lodge of Florida and residents of the Masonic Home of Florida, and shall make recommendations concerning the same to the Corporate Board. No person while a member of this committee, or for a period of two (2) years after serving on this committee, may bid or contract to provide insurance to the Grand Lodge of Florida. (1992)

**Section 2. Fraternal Committees - The Fraternal Committees of the Grand Lodge.**

- (1) The Committee on Masonic Jurisprudence, which shall be divided into such sub-committees as shall be prescribed herein or by Regulations of Grand Lodge, and such other sub-committees as the Grand Master shall deem appropriate, but there shall be a sub-committee designated Committee on Resolutions, a sub-committee designated Committee on Masonic Digest, a sub-committee designated Committee on Appeals, a sub-committee designated Committee on Lodge Charters, a sub-committee designated Committee on Appendant and Allied Orders, and a sub-committee designated Committee on Foreign Relations.

Sub-committees shall be composed of a Chairman and at least two

(2) other members. All Resolutions, except Memorial Resolutions, all penal appeals, all applications for Lodge Charters, all requests for recognition or withdrawal of recognition of organizations whose membership is predicated on Masonic affiliation, all correspondence or reports of recognized foreign Jurisdictions and all matters of recognition or withdrawal of recognition of foreign Masonic Jurisdictions and all matters of Masonic Law, customs, practices,

policies and procedures shall be referred to this Committee for report and recommendation thereon. All Past Grand Masters in good standing shall be members of this Committee together with such additional members as may be appointed by the Grand Master.

- (2) The Committee on Work, which may be divided into such subcommittees as shall be prescribed by Regulations of the Grand Lodge and such other sub-committees as the Grand Master shall deem appropriate, but there shall be a sub-committee designated committee on Actual Past Master Degree. The Committee shall give instructions in the Forms and Ceremonies of the Grand Lodge and conduct appropriate memorial ceremonies and confer the Actual Past Master Degree at each Annual Grand Communication. All matters of Masonic Etiquette, ceremonies and ritual shall be referred to this Committee for report and recommendation thereon. All Resolutions, changes, corrections or revisions to the sacred written work shall be limited to once every three (3) years. Grand Lodge may waive this provision and requirements by three-fourths (3/4) vote. (1990)
- (3) The Committee on Returns and Credentials. This Committee shall examine credentials of and register all members of the Grand Lodge in attendance at each Grand Communication and make report thereon and shall include in such report or indicate therein the Brothers eligible to be placed on the payroll of the Grand Lodge and shall furnish copy of the report to the Grand Secretary and to the Grand Treasurer.
- (4) The Grand Master's Coordinating Committee. This Committee, subject to direction of the Grand Master, shall provide and arrange for presentation to the Grand Lodge by appropriate reports all matters of Grand Lodge business and affairs.
- (5) The Committee on Arrangements, which shall have a subcommittee designated Committee on Distinguished Guests. The Committee, subject to the direction of the Grand Master, shall make all arrangements for facilities, entertainment and related matters for each Grand Communication and for accommodation and introduction of distinguished guests.

- (6) A Committee on Workshops for Lodge Officers composed of a Chairman and ten (10) members. Under direction of the Grand Master, this Committee shall conduct workshops for instruction of Lodge Officers in all matters of Masonic Law and Practice relating to their offices.
- (7) A Penal Affairs Panel composed of fifteen (15) Master Masons of Florida Lodges to render such service in Penal matters as may be prescribed by Regulation. The appointment, term, duties and powers of the Panel and the members thereof may be prescribed by Regulation or by the Constitution.
- (8) The Grand Lodge, by Regulation, may create and prescribe duties and powers of a Committee on Museum and History, a Committee on Masonic Education, a Committee on Public Education and Citizenship, a Committee on Youth Activities, a Committee on Public Relations and Publicity, and a Committee on Wardens' Workshop. (2001)
- (9) The above Committees named in Section 2, (1), (2), (3), (4), (5), (6), (7) and (8) are hereby declared to be Fraternal Committees as designated in Section 7 of Article I of the Constitution and shall be appointed by the Grand Master and shall be under his exclusive direction and control subject to the Constitution and Regulations of the Grand Lodge and budgetary limitations.

**Section 3.** Power to Sit in Recess of Grand Lodge - All Corporate Committees shall have power to sit in the recess of the Grand Lodge. The Committee on Masonic Jurisprudence and the Committee on Work shall have power to sit during the recess of the Grand Lodge and other Fraternal Committees and members thereof may sit or perform duties during the recess of Grand Lodge by direction of the Grand Master.

**Section 4.** General Service Panel - Notwithstanding anything in this Constitution to the contrary, the Grand Master and Corporate Board may agree upon and designate a Panel of not more than twelve (12) Master Masons for assignment to aid or assist any Grand Lodge committee upon showing to Corporate Board of need for such aid and assistance. Members so selected and assigned to assist a Committee shall not be members of or have

vote on such Committee. This Panel shall not be considered to be a committee, no funds shall be appropriated for the Panel and no report need be made in respect to its activities. Funds necessary for use of General Service Panel shall be included in committee appropriation of the committee using members of the Panel.

**Section 5.** Appropriation - Appropriation shall be made in the annual Budget for each of the above Committees or Panels by name except General Service Panel.

**Section 6.** Special Committee Limitations - No special Committee shall be appointed, designated or authorized except pursuant to provisions of Section 9(c) of Article I relating to Special Committees.

**Section 7.** Number of Committees - Except as specified above or elsewhere in this Constitution, each Committee shall be composed of not less than three nor more than eleven members, except the Committee on Masonic Jurisprudence which shall have such number of members as may be determined by the Grand Master, subject to provisions of Sub-section (1) of Section 2 hereof. The Committee on Masonic Education and the Committee on Work shall be composed of not less than three nor more than twelve members, of which one must be Spanish speaking. (1997)

**Section 8.** Committee Reports - All committees shall report in writing to the Grand Lodge. Reports of all subcommittees of Committees provided for herein shall be reviewed by the full Committee and included in and made a part of the full Committee report. (Sec. 1, 2, 3, 4, 5, 6, 7, 8, of Art. IX) (1984)



## COMMITTEES CREATED BY THE CONSTITUTION

### References

#### THE BUDGET COMMISSION

Chapter 14, Grand Lodge Revenue and Finances.

#### MASONIC HOME ENDOWMENT AND INVESTMENT COMMITTEE

Chapter 14, Grand Lodge Revenue and Finances.

#### FINANCE AND ACCOUNTS COMMITTEE

Chapter 14, Grand Lodge Revenue and Finances.

#### BOARD OF TRUSTEES OF MASONIC HOME

Chapter 48, Masonic Home.

## THE ENDOWMENT PROCUREMENT COMMITTEE

### Regulations

**13.01** The Endowment Procurement Committee shall be composed of the Junior Grand Warden as Chairman and not more than twenty-five (25) other members appointed annually by the Grand Master. The duty and function of this Committee shall be to provide a coordinated program for solicitation of funds for the Masonic Home Endowment Fund. There shall be various sub-committees including "Let Your Pennies Make Good Cents," "Wills and Gifts" and "Masonic Home-100" and others as the Chairman may deem appropriate. (1985)

## COMMITTEE ON MASONIC JURISPRUDENCE

### GENERAL PROVISIONS

#### Regulations

**13.02** The Grand Master is requested to file in the office of the Grand Secretary, at least ten days before the opening day of Annual Grand Communication, copies of his address or report together with all necessary papers, records and documents relating thereto and to his other official acts and actions. All other Elected Grand Lodge Officers and all Grand Lodge committees shall file similar reports as to their official acts and recommendations during the year. The Grand Secretary shall lay before the Committee on Masonic Jurisprudence said address or report together with all papers, records and documents relating thereto and to other official acts and actions, implemented or to be implemented by the Grand Master and all other Elected Grand Lodge Officers and committees and all papers and documents relating to penal appeals, applications for Lodge Charters, relations with foreign jurisdictions, relations with Appendant and Allied Orders, and all matters pertaining to Masonic law, policy, practices and corporate matters and the committee shall review all such matters and things and make report and recommendations thereon to the Grand Lodge. (1989)

**13.03** All matters involving Masonic law, customs, practices, policies, corporate matters and procedures shall be referred to the Committee on Masonic Jurisprudence for report and recommendation. The committee shall be divided into such sub-committees as shall be prescribed by the Constitution and Regulations of the Grand Lodge and such additional sub-committees as the Grand Master shall deem appropriate, but there shall be a sub-committee designated Committee on Resolutions, a sub-committee designated Committee on Masonic Digest, a sub-committee designated Committee on Appeals, a sub-committee designated Committee on Lodge Charters, a sub-committee designated Committee on Appendant and Allied Orders, a sub-committee designated Committee on Foreign Relations, and a sub-committee designated Committee on Corporate Matters, which sub-committee shall be composed of a chairman and at least two other members. (1989)

## **SUBCOMMITTEES**

### **COMMITTEE ON MASONIC DIGEST**

#### **Regulations**

**13.04** Immediately after the adjournment of Grand Lodge, the Committee on Masonic Digest shall prepare a report together with a summary thereof, embracing all changes in our laws enacted at the Grand Communication, and shall furnish said report and summary to the Grand Secretary who shall reproduce sufficient copies for distribution to each Particular Lodge, all Grand Lodge Officers, Past Grand Masters, District Deputy Grand Masters, and appropriate Committees. This summary shall be reviewed by the Elected Lodge Officers and report of the changes made in open Lodge at the next Stated Communication after its receipt. This Committee shall supervise and advise in the preparation of newly enacted legislation to be printed on loose leaf updated pages, of required size, for insertion in the Digest of Masonic Law, immediately after each Grand Communication. (1991)

**13.05** A Lodge adopting, revising or amending ByLaws shall forward original and three copies signed by the Worshipful Master and Secretary under the Seal of the Lodge, with date of approval and date of adoption shown thereon to the Grand Secretary who shall forthwith examine the same as to form, regularity of procedure and compliance with Masonic Law. If the proposal is found to have been regularly submitted, in proper form and in compliance with Masonic Law, the

Grand Secretary shall retain one copy, and the original and two copies thereof shall be forwarded to the Grand Master for approval or disapproval. Upon approval, the original shall be returned to the Lodge, one copy forwarded to the Grand Secretary for Grand Lodge files and one copy retained by the Grand Master for his files. If the proposed By-Law is not in proper form or is contrary to Masonic Law or is not properly submitted, Grand Secretary shall return the same to the Lodge for appropriate action.

The Committee on Masonic Digest shall, on request of the Grand Secretary, advise with him in regard to proposed amendments. (1978)

### **COMMITTEE ON APPEALS**

#### **Regulations**

**13.06** The Committee on Appeals shall review all appeals to the Grand Lodge and make report and recommendations thereon to the full Committee.

### **COMMITTEE ON LODGE CHARTERS**

#### **Regulations**

**13.07** The Committee on Lodge Charters shall review all documents and papers relating to application for Lodge Charters and make report and recommendation thereon to the full Committee.

### **COMMITTEE ON RELATIONS WITH FOREIGN JURISDICTIONS**

#### **Regulations**

**13.08** The Committee on Foreign Relations shall review proceedings of other Grand Jurisdictions and make report thereof as may be appropriate. All matters relating to recognition of or relations with other Grand Jurisdictions and recognition of and avouchment for members of other Grand Jurisdictions shall be referred to this Committee for appropriate action, report and recommendations thereon. The Committee shall report any departure from the Landmarks or unlawful innovations in the proceedings of any other Grand Jurisdiction to the full Committee. The review of other Grand Jurisdictions as compiled by the Committee shall be printed in the Proceedings of the Grand Lodge. (1985)

**COMMITTEE ON APPENDANT ORDERS****Regulations**

**13.09** The Committee on Appendant and Allied Orders shall review and make report and recommendation in regard to relations of the Grand Lodge with Masonic Clubs and all other appendant, allied and affiliated Orders.

The By-Laws of all such orders or organizations requiring approval of the Grand Lodge shall be referred to this Committee for review and forwarding to the Grand Master with recommendation. (1985)

**COMMITTEE ON WORK****Regulations**

**13.10** The Grand Lodge Committee on Work shall hold a minimum of one (1) Grand Lodge School of Instruction each year at each location wherein has been placed a duplicate copy of the Forms and Ceremonies, each school to be conducted by one (1) or more members of the Committee. The dates and places of holding such Schools and the member or members to hold and conduct them shall be fixed by the Committee on Work. Said Committee shall meet at least once each year and check on the work as taught by its respective members and keep the same uniform. The expense of attending such meetings shall be paid by the Grand Lodge.

It shall be the duty of the Grand Lodge Committee on Work to meet as soon as practicable after their appointment has been announced by the Grand Master, and organize, and make recommendations to the Grand Master for his consideration as District Instructor appointments.

It shall be the duty of the Committee on Work to include in their Schools of Instruction, instruction in the catechism of the lessons of the Three Degrees.

**13.11** (a) The Grand Lodge Committee on Work shall issue card certificates of proficiency to qualified Master Masons, who are members in good standing of regular Lodges, when in the judgment of the said committee, the proficiency of such Masons, in the official Forms and Ceremonies, is such as to meet the standards set up by said Committee, and when otherwise qualified.

(b) The Committee on Work shall issue a white card certificate of proficiency to a Master Mason when proficient in the ceremonies of opening and closing the Three Degrees of Freemasonry and in the esoteric work of the Entered Apprentice Degree.

(c) The Committee on Work shall issue a green card certificate of proficiency to a Master Mason when proficient in the ceremonies of opening and closing the Three Degrees of Freemasonry, and in the esoteric work of the Entered Apprentice and the Fellow Craft Degree.



(d) The Committee on Work shall issue a blue card certificate of proficiency to a Master Mason when proficient in the ceremonies of opening and closing the Three Degrees of Freemasonry, and in the esoteric work of the Entered Apprentice, Fellow Craft and Master Mason Degrees.

(e) The Committee on Work shall issue to a Master Mason proficient in one (1) or two of the lectures of the Degrees an orange card with blue stripe, on which stripe shall be imprinted and impressed the lecture or lectures in which the holder is proficient. An orange card without the blue stripe shall be issued for proficiency in the lectures of the Three Degrees.

(f) The Committee on Work shall issue a gold card of proficiency together with a certificate suitable for framing to a Master Mason when proficient in all Three Degrees and lectures of Freemasonry.

(g) All proficiency cards except the brown and gold cards shall only be in force for three (3) years unless renewed by the Committee upon examination of such card holder, or unless the holder of such cards has qualified to receive an extra card for proficiency; *provided*, that when any Master Mason is proficient in the esoteric work of all Three Degrees and the lectures thereof and receives a gold card, it shall be good for life, unless revoked by the Grand Lodge. The brown card shall be in force for ten (10) years. (2003)

(h) The Committee on Work shall issue a silver card for proficiency in the Catechism of the three (3) degrees in accordance with adopted Forms and Ceremonies. (Amended 1979)

(i) The Committee on Work shall issue a brown card for proficiency in all the following portions or parts of the esoteric (monitorial) Forms and Ceremonies: (a) All the Chaplain's parts in the conferring of the three degrees, an opening prayer, a closing prayer, the Flag prayer and the prayers for the 25, 40 and 50 year membership presentation awards; and (b) The three regular Charges at Initiation, Passing and Raising; and (c) All the parts in one or more Funeral/Memorial service; and (d) The Presentation of the Lambskin Apron. (1989)

**13.12** The Committee on Work shall examine and issue proficiency cards in accordance with these Regulations. The Committee shall certify the names of all Brethren to whom has been issued a Certificate of Qualification, to the Grand Secretary, who shall record the same and maintain as permanent records of the Grand Lodge.

2003

144a

**GRAND LODGE PROPERTIES****Regulations**

**13.13** (a) The Committee on Grand Lodge Properties shall be divided into such subcommittees as shall be prescribed by Regulations of the Grand Lodge and such other subcommittees as the Grand Master shall deem appropriate. This Committee shall have the care, custody and control of all Grand Lodge properties, except the Masonic Home and shall advise the Insurance Committee in respect to appropriate insurance coverage thereof. (1991)

(b) It shall be the duty of the Grand Secretary during the month of January, each year, to furnish this Committee and members of the Corporate Board with a complete list of all real estate and other property owned by the Grand Lodge on January first, with the last-assessed value of each item. The Grand Secretary shall make tax returns to the tax assessors in the counties where the Grand Lodge owns property.

The Grand Secretary shall secure and furnish the information to the Committee and members of the Corporate Board of any and all assessments and taxes on all property and the dates on which such taxes and assessments are due and prepare vouchers for payment of all taxes and special assessments early enough to take advantage of any discount which may be available.

(c) The Committee on Grand Lodge Properties shall have such minor repairs and alterations made on all properties entrusted to them as may be necessary to keep them in good condition. All expenditures to properly handle properties entrusted to them shall be charged against such properties. When in the opinion of the Committee it is advisable to sell any property acquired for the use and benefit of the Grand Lodge or Masonic Home, or when under the terms of a will or other conveyance by which the Grand Lodge acquired title a sale of any property is necessary, the Committee shall have authority to sell the same during the recess of the Grand Lodge, and shall take such steps as may be necessary to ensure a sale on favorable terms, except that no sale shall be made without Corporate Board approval. This Committee shall have no authority to negotiate for a sale of the Masonic Home in St. Petersburg, Florida, or the Masonic Offices and contiguous

property in Jacksonville, Florida, except upon authority of the Grand Lodge in Annual or Special Communication, and after due notice to the Particular Lodges at least sixty (60) days in advance of such Grand Communication of the Grand Lodge. (1990)

When in the opinion of the Committee, major repairs or alterations in excess of two thousand dollars (\$2,000.00) to the Masonic Office Building or contiguous property in Jacksonville are necessary, they shall report their opinions and recommendations to the Grand Lodge. The Grand Lodge may approve such major changes as they deem advisable and appropriate, and place in the budget such moneys as may be necessary to make such changes or additions. If, in the opinion of the Committee, repairs are necessary without delay to avoid loss of or serious damage to property before the next Annual Grand Communication of the Grand Lodge, they shall report their opinions and recommendations to the Grand Master and take such action as the Corporate Board may authorize and approve; *provided, however*, that this shall not be authority for the Corporate Board or the Committee to violate Section 3 of Article VIII of the Constitution.

The Committee is authorized, but not required, to lease property entrusted to their care, when such letting is desirable either for preservation of the property or for the production of revenue; *provided, however*, that all such leases must be in accord with the provisions in the law of the Grand Lodge in effect at the time, and shall not be for a period of more than five years, without special action of the Grand Lodge in Annual or Special Grand Communication.

There shall be placed in the budget a revolving fund to meet the necessary expenditures in connection with properties entrusted to them and held for disposal.

d) The Grand Secretary shall be Secretary of the Committee on Grand Lodge Properties, and attend all meetings of the Committee, and keep detailed records of all properties under the supervision of the Committee and minutes of all meetings, with copies being sent to the Committee and all members of the Corporate Board.

(e) All deeds for authorized sale of any property of the Grand Lodge shall be signed by the Grand Master, attested by the Grand Secretary and bear the Seal of the Grand Lodge.

(f) A record shall be made of all sales of property with complete descriptions and information, and all records shall be preserved. A complete report shall be made to the Grand Lodge at the next Annual Grand Communication showing the description of properties sold or leased and the amounts received together with detailed processing costs.

(g) The Grand Secretary shall prepare a detailed report of each piece of property sold or leased for the month in which sold or leased, showing the sales price or rent and description of same, together with an itemized statement of the processing cost and mail copies of same to all members of the Board of Trustees of the Masonic Home, The Corporate Board, The Properties Committee and all Past Grand Masters.

**13.13.1** The Insurance Committee shall review all insurance matters, including insurance policies of the Grand Lodge of Florida and residents of the Masonic Home of Florida, and shall make recommendations concerning the same to the Corporate Board. No person while a member of this committee, or for a period of two (2) years after serving on this committee, may bid or contract to provide insurance to the Grand Lodge of Florida. (1991)

## COMMITTEE ON RETURNS AND CREDENTIALS

### Constitutional Provisions

Prior to the opening of Grand Lodge, the Grand Master shall appoint a Committee on Returns and Credentials and the Grand Secretary shall deliver to such Committee all necessary materials for work of the Committee. The Committee on Returns and Credentials shall report as soon as practicable after opening of Grand Lodge. (Art. IV, Sec. 5).

### Regulations

**13.14** The Committee on Returns and Credentials shall arrange for such subcommittees as may be necessary for the purpose



of registering members and visitors prior to the opening of the Grand Lodge. They shall be furnished with a roll of the Lodges so arranged that it can be divided into several parts for use of the subcommittees. The several sub-committees shall sit at the same time and register such representatives of Particular Lodges as shall identify themselves in a satisfactory manner to the Committee. The Committee shall furnish to each Brother so registered an identification card, which shall bear the name of the Brother to whom issued and the name and number of the Lodge represented by him; these cards to be prepared by the Grand Secretary. No representative of a Particular Lodge shall be placed upon the payroll, until he shall have been registered and provided with identification card, without special action of the Grand Lodge. No Brother shall be registered and given a card, unless the Return for the Lodge represented by him has been received.

**13.15** Repealed 1974

## **GRAND MASTER'S COORDINATING COMMITTEE**

### **Regulations**

**13.16** It shall be the duty of the Grand Master's Coordinating Committee, subject to approval of the Grand Master and the Grand Lodge, to refer all matters of unfinished business to appropriate Officers or Committees for report to the Grand Lodge; to provide and arrange for presentation of all Grand Lodge business to the Grand Lodge by reports of appropriate Officers or Committees; to determine the time, order and sequence for presentation to the Grand Lodge and action thereon of all reports, motions and resolutions and generally be responsible for all matters of Grand Lodge business being properly and timely presented to the Grand Lodge. All Officers, Committees or individuals desiring to present matters to the Grand Lodge shall clear such matters through this Committee before the same are presented to the Grand Lodge for action.

## **COMMITTEE ON ARRANGEMENTS**

### **Regulations**

**13.17** The Committee on Arrangements shall make arrangements, subject to direction of the Grand Master, for facilities,

entertainment and related matters for each Grand Communication. There shall be a subcommittee designated Committee on Distinguished Guests which shall provide for accommodation and introduction of distinguished guests.

#### **COMMITTEES CREATED BY REGULATION**

##### **COMMITTEE ON MUSEUM AND HISTORY**

###### **Regulations**

**13.18** The Committee on Museum and History shall be composed of two (2) subcommittees designated Committee on Museum and Committee on History. The Committee on History shall prepare annually a synopsis of the significant events of the last Annual Grand Communication and of the year following such Grand Communication for report to Grand Lodge at the succeeding Annual Grand Communication. The Committee shall perform such other duties in regard to preparation of historical materials relating to the Grand Lodge as the Grand Master may direct, or the Grand Lodge may order by appropriate Resolution. The Committee on Museum shall arrange for display of appropriate materials and mementos relating to Masonic subjects and history.

##### **COMMITTEE ON MASONIC EDUCATION**

###### **Regulations**

**13.19** A Committee on Masonic Education, to be composed of a Chairman and eleven (11) members of which one must be Spanish speaking, shall be appointed by each Grand Master to serve during his Masonic Year. It shall be the duty of this Committee to prepare suitable educational material and to supervise its dissemination under the direction and supervision of the Grand Master. (1998)

The Committee shall study and at appropriate times revise the "Lodge System of Masonic Education" promulgated, described and adopted by the Grand Lodge as shown in 1954 Proceedings at pages 165 through 168 and submit such revision to the Grand Master and the Grand Lodge.

The Committee shall promulgate examination on such Lodge System of Masonic Education and establish standards of required proficiency thereon, and with approval of Grand Master or Grand Lodge prescribe such other and further requirements as shall be necessary and proper to ensure compliance with this and other Regulations relating to Masonic Education.

The Grand Master may appoint a well-informed Master Mason or "director of Masonic Education," whose duties it shall be, under supervision and direction of the Committee and the Grand Master, to aid and assist the Committee and the Lodges in promulgating and implementing the "Lodge System of Masonic Education" and with the approval of the Committee on Finance and Accounts and the Corporate Board may arrange for reimbursement of his expenses.

The Committee shall promulgate a program of Instruction for Lodge Officers and an examination thereon and establish standards of proficiency therein, which program of Instruction and examination shall include but not be limited to:

- (1) The Landmarks.
- (2) The Uniform Code of By-Laws with emphasis on:
  - (a) Lodge Jurisdiction, personal and territorial in respect to receiving petitions for the Degrees and in respect to filing and prosecution of charges of unmasonic conduct.
  - (b) Action of the Lodge in respect to Dual, Honorary and Emeritus membership and necessary action of the Lodge in respect to each such memberships.
  - (c) Procedure for suspension for nonpayment of dues and for reinstatement.
  - (d) Requirements as to stated and special Communications, change of time and place of Communication and dispensing with Communications.
  - (f) Duties and powers of Lodge Committees required by By-Laws.
  - (g) Regulations and By-Laws relating to Lodge Finances in respect to:

1979

149a

1. Charity Fund.
  2. Other Lodge funds and duties of each Lodge officer in regard to collection, custody and disbursement of such funds, records in regard thereto and reports to Lodge thereon.
    - (h) Procedure for amending By-Laws.
- (3) Procedure in respect to Petitions for:
  - (a) Degrees.
  - (b) Affiliation.
  - (c) Dual membership, including time for and method of investigation, balloting and recommendation thereof.
- (4) Masonic Etiquette in respect to but not limited to behavior in and outside the Lodge, funerals, reception and introduction of visitors, and Grand Lodge Officers and other Masonic dignitaries, the Masonic Altar, apron, the Bible, Flag, and other and similar subjects.
- (5) Powers, duties and responsibilities of each elected and appointed Lodge officer particularly in respect to Committee duties, reports to the Lodge and general duties of his office.
- (6) Such other matters and things as the Committee, the Grand Lodge or the Grand Master shall deem appropriate.

Under direction of the Grand Master the Committee shall arrange for instruction for Lodge Officers and for examinations for proficiency and for appropriate certificate of such proficiency.

Examination in Instruction for Lodge Officers shall be in such form and manner as the Grand Lodge Committee on Masonic Education, with the approval of the Grand Master, shall prescribe and shall be conducted by the Grand Lodge Committee or any member thereof or by the Lodge Committee on Masonic Education. Proficiency shall be certified by the Grand Lodge Committee or by member thereof or by a majority of the Lodge Committee on Masonic Education or by the Worshipful Master, which certificate shall be filed with the Secretary of the Lodge and recorded in the minutes of the Lodge.

The Grand Lodge Committee on Masonic Education shall issue purple card and appropriate certificate to Florida Master Masons demonstrating required proficiency in Instruction for Lodge Officers, which card and certificate shall be in such form as approved by the Grand Master.

Each certificate shall be signed by the Grand Master under seal of the Grand Lodge. (Amended 1979)

#### **COMMITTEE ON PUBLIC EDUCATION AND CITIZENSHIP**

##### **Regulations**

**13.20** The Grand Master may appoint a Committee on Public Education and Citizenship. This Committee shall make such studies, prepare such material and conduct such program of instruction and dissemination of information in regard to public education and citizenship as shall be authorized and directed by the Grand Master.

#### **COMMITTEE ON YOUTH ACTIVITIES**

##### **Regulations**

**13.21** The Committee on Youth Activities shall coordinate the work of Grand Lodge in regard to youth activities and promote appropriate activities for official orders of Masonry emphasizing youth education and activities.

#### **PUBLIC RELATIONS AND PUBLICITY**

##### **Regulations**

**13.21.1** The Committee on Public Relations and Publicity shall prepare such material and conduct such program of dissemination of information in regard to public relations and publicity as shall be authorized and directed by the Corporate Board. (1993)

#### **WARDENS' WORKSHOP**

##### **Regulations**

**13.21.2** The Committee on Wardens' Workshop shall be composed of a Chairman and no more than ten (10) additional members. The members of this committee shall be men of experience in Masonic Education, Management and Organizational Skills or men qualified in professions that acquaint them with the duties and responsibilities of management and training. Committee members may include but should not be limited to Educators, Managers, Accountants, Lawyers and men of similar training and experience and shall prepare such material and conduct such program of dissemination of information in regard to leadership training as shall be authorized and directed by the Corporate Board. (2001)

#### **THE CHILD ID PROGRAM**

##### **Regulations**

**13.21.3** The Committee on the Child ID Program shall be composed of a Chairman and no more than ten (10) additional members. The expenses of Committee meetings shall be paid from Grand Lodge budgeted funds, however, the expense of supplies shall be funded from a sub-account of the Masonic Charities of Florida, Inc. (2002)

**COMMITTEE PROCEDURE****Regulations**

**13.22** All motions, Resolutions, Reports and other proposals for Grand Lodge action shall, prior to such Grand Lodge action, be referred to, acted upon and recommendation made in regard thereto by an appropriate Grand Lodge Committee, including but not limited to:

- (a) All proposals for legislation, trials and appeals, Charters, relations with other Grand Jurisdictions, relations with Foreign Jurisdictions, appendant and allied orders, Masonic Digest, all Resolutions except Memorial Resolutions and all matters of Masonic Law, policies and procedures, shall be referred to the Committee on Masonic Jurisprudence and the appropriate subcommittee thereof.
- (b) All proposals involving management, control, budgeting and expenditure of Grand Lodge funds, except the Masonic Home Endowment Fund, shall be referred to the Committee on Finance and Accounts.
- (c) All proposals relating to management and operation of the Masonic Home shall be referred to the Board of Trustees of the Masonic Home.
- (d) All proposals relating to Forms and Ceremonies, ritual, Masonic protocol and Memorial Resolutions shall be referred to Committee on Work and the appropriate subcommittee thereof.
- (e) All other proposals shall be referred to an appropriate Committee for action and recommendation.
- (f) Grand Lodge may waive the provisions and requirements of this Regulation by three-fourths vote.

**NOTICE OF APPOINTMENT****Regulations**

**13.23** The Grand Secretary shall notify the members of all Committees of their selection; and it shall be the duty of the Committees on Returns and Credentials, Finance and Accounts and Masonic Jurisprudence to meet at the office of the Grand Secretary one (1) days or more in advance of the Grand Lodge Session and at such other times as may be necessary to consider matters pertaining to their respective duties. It shall be the duty of the Committee on Grand



Lodge Properties, Trustees of the Masonic Home, Grand Secretary, Grand Treasurer and Grand Master to refer to these Committees all matters to be presented to the Grand Lodge which should properly be considered by them.

#### **DUTY OF CHAIRMAN**

##### **Regulations**

**13.24** It shall be the special duty of the Chairman of each and every Grand Lodge Committee to return, or have returned to the Grand Secretary, all papers referred to his Committee.

#### **COMMITTEE EXPENSE**

##### **Regulations**

**13.25** Expenses of Grand Lodge Committee members serving during the recess of Grand Lodge may be reimbursed on the following basis:

Transportation:

(a) Private automobile - When used by one or more Committee members, the owner of the automobile shall be allowed mileage in an amount determined by the Corporate Board:

(b) Other means of common carrier transportation actual expenses.

Hotel or Motel Bills:

Actual expenses, but not to exceed the amount provided by the Corporate Board.

Meals Away from Home:

Actual expense, but not to exceed the amount provided by the Corporate Board.

All bills for expenses shall be submitted to the Chairman of the Committee for approval and transmission to the Grand Secretary for payment. The Corporate Board shall set the figures for the year at their first meeting after each Annual Grand Communication of the Grand Lodge.

**13.26** The Corporate Board, the Masonic Home Endowment and Investment Committee, the Board of Trustees of the Masonic Home, the Finance and Accounts Committee, the Committee on Masonic Jurisprudence, the Committee on Grand Lodge Properties, the Insurance Committee, the Committee on Returns and Credentials, and the Grand Master's Coordinating Committee may by majority vote of the membership of such board, commission or committee hold meeting at which members only and the Grand Master shall be permitted to attend. (1991)



**13.27** Membership of Grand Lodge Committees shall be distributed as equally as feasible and practicable among the ten zones described in Grand Lodge Regulations but this shall not be construed to authorize Committee appointments in excess of those provided for in the Constitution. (1995)

**13.28** In making appointments to Committees the Grand Master may designate a member of a Committee as State Chairman and other members as Zone Chairman.

**INTERPRETATION OF LAW  
ADOPTED AT 151st ANNUAL COMMUNICATION  
WITH 1984 AMENDMENTS**

(1) **Section 7 of Art. IX** specifically provides that each committee of the Grand Lodge shall be composed of not less than three (3) nor more than eleven (11) members, except the Committee on Masonic Jurisprudence which shall have such number of members as may be determined by the Grand Master, subject to provisions of Sub-section (1) of Section 2 hereof. The Committee on Masonic Education and the Committee on Work shall be composed of not less than three nor more than twelve members of which one must be Spanish speaking. (1997)

(2) **Section 9 (c) of Article I** provides that special committees may be appointed in connection with a Grand Lodge project or program not properly assignable to any established Grand Lodge Committee, subject however to Budget appropriation therefore.

This provision limits special committees in two ways:

(a) A special committee should not be appointed in connection with any project or program if that project or program is within the scope or jurisdiction or a part of the duties of an established committee, and

(b) There must be a specific appropriation for the committee in the Budget.

(3) **Section 4 of Art. IX** provides for a General Services Committee of twelve members to perform any service directed by the Grand Master and the Corporate Board. (1984)

Members of this Committee may be appointed to any subcommittee of an established committee but are not members of, nor do they have a vote on, the established committee.

This provision provides a reserve pool of manpower to assist any subcommittee of an established committee, such as Foreign Relations subcommittee of the Jurisprudence Committee or to the Distinguished Guests subcommittee of the Arrangements

Committee, or any other such subcommittee. Only members of this committee may be assigned to assist established committees.

(4) Although the Grand Master may transfer funds from one subaccount to another subaccount in the same fund (Reg. 14.12 (2) (4) (e)) this does not mean that the Grand Master may create a subaccount for a committee for which there was no appropriation in the Budget. Only the Corporate Board may establish new subaccounts and then only when necessary for keeping of accurate receipts and disbursements. (Reg. 14.12 (3) (b) (5); Const. Art. XIV, Sec. 5 (4))

(5) A chart of authorized committees and limitations as to number of members of each committee is attached hereto.

(6) Each committee shall have a separate item of appropriation in the Budget. (Sec. 5 of Art. IX, Const.) (1984)

**CORPORATE COMMITTEES CREATED BY CONSTITUTION**

<p><b>Corporate Board</b> Grand Master; Deputy G.M.; Senior G. W. Junior G. W.; Grand Tres. &amp; two appointed Members, of which one is a P.G.M.</p> <p><b>Finance and Accounts</b> Senior Grand Warden and seven appointed members</p> <p><b>Panel of Attorneys at Law</b> Three to eight members</p> <p><b>Perpetual Membership Committee</b> Chairman and ten members</p>	<p><b>Endowment Investment Committee</b> Nine Master Masons in Florida Lodges</p> <p><b>Endowment Procurement</b> Junior Grand Warden and twenty-five appointed members</p> <p><b>Jurisprudence Committee</b> Review report and make recommendations on all corporate matters</p> <p><b>Insurance Committee</b> Review all insurance matters; make recommendations</p>	<p><b>Masonic Home Trustees</b> Deputy Grand Master; Senior Grand Warden; Junior Grand Warden and six appointed members</p> <p><b>Properties Committee</b> Chairman and seven members</p>
---	--	---

**FRATERNAL COMMITTEES**

<p><b>Jurisprudence</b> All Past Grand Masters and members appointed by Grand Master</p> <p><b>Coordinating Committee</b> Chairman and ten members</p> <p><b>Penal Affairs Panel</b> Fifteen members</p>	<p><b>Committee on Work</b> Chairman and ten members</p> <p><b>Arrangements Committee</b> Chairman and seven members</p> <p><b>General Services Panel</b> Twelve members for general services</p>	<p><b>Returns and Credentials Committee</b> Chairman and ten members</p> <p><b>Workshops for Lodge Officers Committee</b> Chairman and ten members</p>
--	---	--

**CREATED BY REGULATION**

<p><b>Museum and History Committee</b> Chairman and seven members</p> <p><b>Youth Activities Committee</b> Chairman and ten members</p>	<p><b>Masonic Education Committee</b> Chairman and eleven members</p>	<p><b>Public Education Committee</b> Chairman and ten members</p>
---	---	---

**PRESENT SPECIAL COMMITTEES**

**Public Relations and Publicity**  
(These Committees become defunct if not reappointed and budget appropriation made therefore)