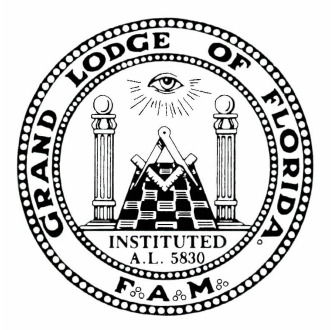
The Most Worshipful Grand Lodge

of

Free and Accepted Masons of Florida



LODGE TRAINING COURSE
STUDY GUIDE

Revised 2002

Series I
Basic Fundamentals

Module I
Administration
Lessons I through VII

Masonic Education Committee

INTRODUCTION

Welcome to the ranks of Master Masons who are concerned about their Lodge's need for good Officers and who are willing to make a commitment to improve themselves in Masonry. Your involvement in this program indicates you are one of those Florida Masons.

Our Lodges and their communities throughout Florida are undergoing constant change and upheaval as a result of the rapid growth of our population. Daily, as individuals and Masons, we are faced with decisions about legal matters, taxation, insurance, planning, finances and other areas which in many instances defy understanding.

Recognizing that those of us who serve our Lodge as Officers must have special knowledge to prepare us to fill those offices, this training material has been prepared for your use and benefit. The course has a number of lessons which have their own text. Many of these also contain lists of reference materials and other items designed to expand your knowledge of our Fraternity.

This program is designed to allow expansion as needed. It is hoped that your interest will be keen and there will be sufficient demand to warrant frequent additions to the program.

Study well the prepared text materials. Make wide use of the various reference materials. Consider the questions carefully and make sure your answer is the best one.

When you have completed the tests in Module I, submit the completed Module to your District Chairman of Masonic Education. He will correct and grade it. When this is done, he will request a certificate of completion from Grand Lodge for you. He will return the Module to you, pointing out any wrong answers he has found. He will then issue you Module II for completion.

We encourage you to continue on to the next Module and complete it. There are three Modules in this series, and a certificate is issued upon completion of each Module. You, your Lodge, and Masonry in Florida will *all* benefit from your participation in this education series.

Again, we want to congratulate you on your dedication to our Fraternity and we welcome you to this course. It has been prepared by your Grand Lodge Masonic Education Committee.

LESSON I
PARTICULAR LODGE OFFICERS

Each Florida Masonic Lodge must have the following Officers: The Worshipful Master, Senior Warden, Junior Warden, Treasurer and Secretary. These Brethren are all elected by secret written ballot and a majority of the votes cast will decide the election.

In addition to the foregoing line Officers, the following appointive Officers are also required: Senior Deacon, Junior Deacon, Senior and Junior Stewards and Tyler. The Worshipful Master may also choose to appoint a Chaplain and Marshal.

As you are now participating in this Lodge Officer's Correspondence Course, it is our purpose to help you to better understand the various duties related to the officers outlined above. Perhaps the best advice we can offer you is to use this text material as an introduction to various information sources and then pursue your individual studies of the responsibilities of Lodge Officers much further.

THE WORSHIPFUL MASTER

Before a man can be made a Mason, he must be worthy and well qualified. Before he can become Worshipful Master, he must be many more things. A few of those trademarks are as follows:

> His zeal as a Mason should be overpowering, yet, his approach should be understated. He must be morally upright and of good reputation in his community. His character and his loyalty to the Fraternity should be without question or blemish. The Worshipful Master must be an ardent student of the Masonic Law as well as its traditions and customs. His sense of duty, temperance and fair play must be above reproach.

If a Lodge recognizes a Brother as such a man and elevates him to the Office of Worshipful Master, he is accorded respect and authority which have few equals in any areas of modern society.

The Master is supreme in the Lodge. No decision can be appealed to the Lodge! The only things which limit the Worshipful Master's authority are his installation vows and Charges, the Constitution, Resolutions and Edicts of the Grand Lodge, the Rules and Regulations of his Lodge, and the ancient established usages and customs of the Fraternity.

With this seemingly unbridled authority, we can well see that the Worshipful Master must be firm but fair in his decisions. He should consider every official move most wisely, since the entire Lodge is dependant upon his acts.

The Master of a Lodge, first and foremost, must have learned well the lesson of self-discipline (circumscribing his desires and keeping passions within bounds). Failure to do so and arbitrary, tyrannical exercise of his authority will tear at the fiber of the Lodge and bury the Worshipful Master in disrespect by his Brethren.

SENIOR WARDEN

This "station" in the Lodge is second only in importance to that of the Worshipful Master. It is not that he is charged with a great many duties but rather the importance of the duties which might come to rest on his shoulders. Should anything happen to the Worshipful Master during his term, the Senior Warden must assume the Master's responsibilities and will be obliged to discharge all the functions normally handled by the Master.

As Senior Warden, this Brother, together with the Master and Junior Warden, has the right to represent the Lodge at Grand Lodge. In addition, he and the other two principle Officers of the Lodge form a

standing committee on Education and Primary Schools and also the Board of Relief for their Lodge. He also is Chairman of the Finance Committee and has responsibility over the Craft during the hours of labor.

JUNIOR WARDEN

The Junior Warden is the last of the principle Officers of the Lodge but his importance to the Craft cannot be overlooked. He is required to assume the duties of the Worshipful Master in the event the Master and Senior Warden are incapacitated.

Probably, the most important single responsibility of the Junior Warden is his chairing of the Vigilance Committee. It is the duty of this committee to keep a watchful eye on the moral conduct of the Craft. It is this committee which should investigate charges of un-Masonic conduct and report findings to the Master. As we all know, our time-honored institution cannot retain a quality reputation without a concerted effort at maintaining high standards for membership.

It should also be the responsibility of the Junior Warden to oversee the instruction of candidates as they progress through the Three Symbolic Degrees, to assure that they receive instruction not only in the catechisms, but also Masonic History, traditions and philosophy as well. He should be proficient in the Esoteric Work of all three Degrees and assist all appointed officers in becoming proficient in the Florida Adopted Work.

Since the Junior Warden is the Officer who is responsible for the Craft during the hours of refreshment, it normally befalls this Officer to attend to providing outstanding meals and refreshments for the benefit of the Craft. If he does this duty well, he will not only fulfill his obligation to his office, but he will likely have a startling effect on attendance at the "knife and fork" activities of his Lodge.

TREASURER

The duties of the Treasurer are many, but his involvement in open Lodge is generally limited. His responsibilities to the Lodge are of great importance and he must be of unquestioned integrity. His business knowledge and experience coupled with his solid, conservative lifestyle certainly prepare him for this position of great trust.

He is obligated to keep the funds of the Lodge at all times and can make no payments (except return fees) without specific action of the Lodge and the Master's written order.

A key role of the Treasurer should be his service to the Finance Committee of the Lodge. By keeping excellent records and legible files, the Treasurer can help members of this committee to discharge their duties and responsibilities to prepare audits and reports to the Lodge as well as assemble details of the annual budget.

SECRETARY

The duties of this office are so complex, it is no wonder that many Lodges have a difficult time locating a qualified person to fill this position. While the Worshipful Master is supreme in his Lodge, without the services of a highly skilled Brother in this office, the Master faces potential tragedy.

The growth and complexities of our Fraternity have created paper mountains which must be conquered. We must maintain records of our membership; the Minutes of our Communications; files must be maintained on our petitioners; the progress of our candidates through the degree work has to be logged; keeping up with daily correspondence and the activities of the various committees is another challenge which each Lodge must face.

The Secretary, if he hopes to be of real service to his Lodge, must cope with all of the foregoing items, and this list doesn't even scratch the surface of the responsibilities which are incumbent upon this office.

The office of Secretary is so complex that Grand Lodge has published "The Lodge Secretary Official Instruction Book" to help this Officer discharge his duties. In addition, a number of Lodge Secretaries Workshops are held throughout the year, in an effort to help these loyal Officers to keep up with the frequent changes in their duties and responsibilities.

While it can be said the Worshipful Master is supreme in his Lodge, a wise, skilled Secretary may well be celestial in his importance to the Lodge.

THE APPOINTIVE OFFICERS

While all of the foregoing Officers are elected by the ballot of the Craft, the following Officers are appointed by the Worshipful Master with one minor alteration, whereby the Senior Warden may nominate the Junior Deacon. It is important that the Master exercise wisdom in his appointments, since custom in many Lodges is to advance the appointive Officers through the "chairs" until they attain the level of line Officers.

DEACONS

The Senior Deacon and Junior Deacon have various responsibilities placed upon them by the By-Laws of the Lodge but their real importance to the Lodge is in their careful attention to performing duties related to degree work, opening and closing of the Lodge and most especially their attention to specific assignments given to them by the Master. By loyal service to the Master and the Lodge, these Brethren can have tremendous effect on the success or failure of the Master's programs.

The Senior Deacon must also be singled out for his duties relative to candidates for the Degrees. He must be responsible to the Master for the proper preparation of the candidates and the safe and conscientious guiding of them through the rigors of the Degrees.

Since the Senior Deacon has the responsibility for introducing visitors to his Lodge, he should strive to make certain that all visitors are greeted warmly and with Brotherly Love and affection.

STEWARDS

The Senior and Junior Stewards are primarily responsible for the physical and mental preparation of candidates. Any other duties they might have are outlined in the By-Laws or in the specific assignments given them by the Worshipful Master. The Stewards' treatment of the candidates during preparations for the Degree Work will give them their first real contact with our esoteric and symbolic work, hence, that first impression must be a good one in order to assure the continuing interest and participation of the candidate.

There never should be any frivolity during the preparation of the candidates, thereby emphasizing the seriousness and solemnity of the Degree that the candidate is about to receive.

The Stewards should be the first Lodge Officer to arrive prior to any meeting either Stated or Called, to set up the Lodge Room as required and the last to leave to assure that the Lodge paraphernalia is returned to its proper storage area. The Stewards are to assist the Junior Warden as needed in preparing refreshments for the Brethren and the necessary cleanup afterward.

TYLER

All the Officers of a Lodge must be members of that Lodge with the exception of Tyler. He must be a member of some Lodge! This peculiarity of our Masonic Law arouses some curiosity in that the Tyler is entrusted with guarding well our outer boundaries, assuring the secrecy of our Degree Work and communications are protected from all Cowans and eavesdroppers. One would expect that this office should

be held by a long standing member of the lodge; one who is well familiar with the membership and the community.

Since the Digest of Masonic Law provides this non-member office, it is presumed that the Worshipful Master will exercise his wisdom in making this appointment, thus ensuring the safety and security of tyled meetings.

When a visitor is to be examined, it is his duty to see that the examination is done fairly and with Brotherly Love.

CHAPLAIN

The Worshipful Master has the option of appointing a Chaplain to serve the Lodge in whatever areas he deems appropriate. Normal practice is to have the Chaplain lead the various prayers called for in the opening and closing ceremonies of Lodge communications. If agreeable to the Master, the Chaplain also handles the prayer activities in Degree Work.

Many Lodges have made a practice of placing the Chaplain in charge of sending condolences to bereaved families, coordinating Masonic funeral activities, heading up the Lodge visitation committee and various other special duties which are related to moral obligations of the Lodge.

Upon being appointed to this most important position, the Brother should make it his responsibility to memorize all the required prayers used in the Three Symbolic Degrees as printed in the Florida Masonic Monitor, as well as the opening and closing prayers.

It has been suggested that the wise Chaplain will keep his optional prayers brief in length and general in nature. However, a proper prayer of thanks for the visitors and wishes for their safe return to their homes is certainly an important part of making a Brother feel welcome in the Lodge.

MARSHAL

This appointive office is one generally given to a wise, skilled Brother who has good diction and is at ease speaking before crowds. This Officer will serve at the discretion of the Master and his duties will be governed solely by the Master's wishes. He will frequently be called upon to introduce and accompany visiting dignitaries into the Lodge, thus assuring their proper recognition and respectful welcoming to the Lodge.

The Marshal's careful handling of his assignment will surely reflect favorably upon the Lodge and its attention to details.

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To aid you in your further studies of the responsibilities and duties of Lodge Officers, and to help you prepare for the examination which accompanies this Lesson, your attention is directed to the following reference material. All questions you will be asked are taken from the references and from this printed text. Good Luck!

REFERENCES

Digest of Masonic Law
- Chapter 19
- Chapter 20
- Chapter 21
- Chapter 22

Chapter 23
Chapter 24

Handbook for Lodge Officers
Pages 1-51

LESSON II
Particular Lodges -- Organization and Jurisdiction

Organization can be spelled "Team Work," every member of the team aware of his duties and responsibilities, and every member contributing his part. No "one" Mason, no matter how capable, how bright, how dedicated, can "do it all" for the Lodge. Organization provides a systematic method to allow many members of the Lodge, each working in a specific area of responsibility, to contribute to the common good. Organization produces order, direction, and control of resources.

Basically, Lodge organization consists of the Worshipful Master, the Officers, the Committeemen and the members. The duties of the Worshipful Master and the Officers were discussed thoroughly in Lesson I. For our purposes, we will say that the Master of the Lodge heads up the organization and is the responsible Officer in charge of all functions of the Lodge.

COMMITTEES

All Particular Lodges of the Grand Lodge of Florida are organized and operate under the jurisdiction, Constitution, and By-Laws of the Grand Lodge. Committees are discussed in the Digest of Masonic Law, Chapter 24. The Worshipful Master must use his wisdom, discretion, and experience in choosing the members of the Committees.

There are seven (7) Standing Committees which each Lodge must have: Finance, Vigilance, Petitions, Education, Board of Relief, Charity and Lodge Property. These are considered the most important and are required by Masonic Law.

Finance Committee: The Finance Committee shall consist of the Senior Warden and two (2) members of the Lodge appointed by the Master, whose duty it shall be to examine and report upon all matters relating or appertaining to the financial concerns of the Lodge, which may be placed in their hands by the Lodge or any member thereof, or other person. They shall also examine carefully, and fully, and report upon in writing within thirty days after the close of the Masonic year, all books, accounts, records and vouchers of the Treasurer and Secretary, or cause all of the same to be done by some competent person recommended by the Committee and approved by the Lodge.

It is highly recommended that a Lodge budget be prepared prior to each Masonic year. The Worshipful Master may appoint a Budget Committee to prepare such for the use of the Finance Committee.

Vigilance Committee: The Committee on Vigilance shall be composed of the Junior Warden and two (2) members of the Lodge appointed by the Master, whose duty it is to exercise a watchful superintendence over the moral conduct of the Craft at all times, except during working hours of the Lodge; to correct all irregularities, so far as they can in keeping with the dignity, nature and principles of the Fraternity, and to report, by charges, or otherwise, all matters necessary and proper for the vindication of Masonic Law and virtue.

Petitions Committee: The Petitions Committee shall be composed of not less than three (3) members nor more than seven (7) members, whose duty it shall be to cause each applicant, or the degrees before his position has been received by the Lodge, to appear personally before the Committee to be interviewed and

give such information as may be requested. The Committee shall make its report to the Worshipful Master, after which the petition shall take its usual course.

Education: The Worshipful Master and Wardens shall constitute a Standing Committee on Public Education and Primary Schools. This is of particular interest to Masons because of the Fraternity's involvement in the formation of the Public Education System in this country. It shall be their responsibility to make such studies, prepare such material, and conduct programs of instruction in regard to public education and schools.

Board of Relief: The Worshipful Master and Wardens shall constitute the Board of Relief and jointly shall draw upon the Charity Fund, from time to time, as urgent fraternal necessity and propriety may require. The Board shall render to the Lodge quarterly reports of all disbursements, but, in their discretion, they may omit the name of any recipient thereof unless such recipient is the object of continued charity. The Board must be scrupulously careful that no worthy cry of distress reaches their ears in vain and no deserving needy hands seek their aid without response, if within their power to grant without causing material injury to the Lodge.

Committee on Charity: The Committee on Charity shall, under the direction of the Worshipful Master, arrange:

1) That a portion of every Stated Meeting be set aside for a lecture, talk or discussion of some Masonic or Community Charity or charitable endeavor and members of the Lodge urged to contribute to such charities.
2) Publication in the Lodge bulletin or Trestle Board, if one is published, an announcement of programs above referred to.
3) That the Lodge offer its facilities at cost or below cost to groups or organizations who support, sponsor or perform charitable services.
4) That the Lodge contribute to some, one or more community charity or charitable endeavors on a regular and frequent basis.
5) To advise with the Board of Relief on regard to fraternal need and assistance.

Committee on Lodge Property: The Committee on Lodge Property shall be composed of not less than three (3) nor more than five (5) members appointed by the Worshipful Master whose duties shall be to:

1) Promulgate and propose to the Lodge written Rules for government of use of the Lodge Property.
2) Arrange schedule of meetings of other groups using Lodge property to avoid conflicts.
3) Make recommendations to the Lodge for improvements, repairs, additions and renovations of Lodge property and for maintenance of Lodge Temple and grounds.
4) Under direction of the Worshipful Master and the Lodge, negotiate for agreements between the Lodge and other organizations using Lodge property.
5) Enforce or report to proper Masonic authorities for enforcement of all Lodge and Grand Lodge Rules and Regulations.

The aforementioned Committees are Standing Committees and must be appointed by the Worshipful Master. However, several other Committees are essentially necessary for the proper organization of a Lodge.

The following is a list of "Optional" Committees. It is highly recommended that these Committees be incorporated into the Lodge organization.

Ritual/Instruction Committees: This Committee preferably will be chaired by a "Lodge Instructor" holding at least a Blue Grand Lodge Proficiency Card. It should be their duty to provide instruction to Brothers learning their catechism and conduct their proficiency exams. The Committee would also assist the Officers and interested Brothers in learning the Ritual and Esoteric Work of the Lodge.

Masonic Education: It should be the duty of this Committee to:

1) Instruct candidates in the lessons contained in the Grand Lodge System of Masonic Education Booklets and certify to the Worshipful Master that candidates have received such instructions prior to advancement.

2) To prepare and present interesting and informative programs, at least one a month, to the members at the Stated Communications.

3) To assist and advise the Worshipful Master in accomplishing the goals necessary to qualify for the Grand Lodge Masonic Education Achievement Award.

Investigation Committees: Upon the Lodge receiving a petition for the Degrees, affiliation, reinstatement, or dual membership, the Worshipful Master shall appoint a Committee of three (3) members of the Lodge to inquire into the character and standing of the petitioner. Each member of the Committee shall investigate independently and submit his report in writing to the Lodge or authorize some Brother to report for him if unable to be present in person. The Committee may make a unanimous report or a divided report, provided, if only two (2) members of the Committee report, the Worshipful Master, in his discretion, may proceed with the ballot if no objection is made thereto. Upon the filing of a report and acceptance thereof by the Worshipful Master and the Lodge, the Committee is automatically discharged.

Youth Committee: This Committee should make regular reports to the Lodge concerning the various youth organizations associated with and/or sponsored by the Lodge, such as DeMolay, Rainbow, Job's Daughters, Boy/Girl Scouts, Little League, etc. They may serve as liaison to the Worshipful Master and Lodge for these organizations and may recommend to the Lodge any assistance to these groups they deem necessary.

Sickness and Distress: It is recommended that a Committee be appointed to regularly visit members, wives, widows and orphans who are sick or distressed, either at home or in the hospital and to report to the Lodge on their conditions and needs. Note: All members of the Lodge should be considered ex-officio members of this Committee.

Jurisprudence: This Committee is traditionally composed of Past Masters and District Deputies, and Brothers who are knowledgeable in Masonic Law. It is the duty of this Committee to advise the Worshipful Master in the proper administration and execution of Lodge actions with respect to Masonic Law as prescribed in the Grand Lodge Digest of Masonic Law.

Non-Payment of Dues Committee: It is recommended that a Committee be appointed to <u>personally</u> contact each member who is delinquent in his dues. It should be their responsibility to recommend to the Lodge members who should be placed on the Emeritus List. They should recommend to the Master further attention, when necessary, to those members whose interest has declined. A well functioning "NPD" Committee can reduce the number of members suspended at year's end.

Masonic Endowment and Assistance Committee: It should be their responsibility to devise programs to involve the Lodge in its support of the Masonic Home and to raise funds for such. It should also educate the Craft concerning the Masonic Home, its needs, its administration, its funding and organization.

By-Laws Committee: Each Lodge is a dynamic organization, alive and changing with the times. A By-Laws Committee regularly reviews the Lodge By-Laws and recommends updating and changes deemed necessary. It should recommend changes required to keep the By-Laws in conformance with changing Grand Lodge Regulations as well as other changes that may be required from time to time.

Allied and Appendant Orders Committee: It is recommended that a Committee be appointed to interact with the Allied and Appendant Orders and serve as liaison for the Lodge. This Committee can promote Masonic harmony and help avoid scheduling conflicts as well as promote better understanding of each Orders' purposes, aims, goals and objectives.

This is by no means a complete list of Committees. Each Lodge has its own particular areas of need, interest and activity. Proper Committees should be appointed to assist in these areas as necessary. Some of which are: Refreshment, Blood Bank, Maintenance, etc.

JURISDICTION -- TERRITORIAL AND PERSONAL

Jurisdiction: Territorial Jurisdiction -- The territorial jurisdiction of the Lodge shall be determined as provided by the Constitution and Regulations of The Most Worshipful Grand Lodge of Free and Accepted Masons of the State of Florida.

Constitutional Provisions: The Grand Lodge shall, by regulation uniformally applicable to all Lodges prescribe, define and regulate the jurisdiction of Lodges in regard to accepting and receiving petitions for the Degrees, administrating Masonic justice and for all other purposes.

A Lodge has jurisdiction over the territory surrounding the Lodge and extending in every direction one-half the distance to the nearest Lodge. A Lodge having concurrent jurisdiction with other Lodges shall notify such other Lodges of reception of petitions for the Degrees and for affiliations and of acceptance or rejections of such petitions.

For the purpose of receiving petitions for the Degrees, Lodges have concurrent jurisdiction as follows:

a) All Lodges meeting in the same building or Temple,
b) All Lodges in the same city, town or other incorporated area, and
c) All Lodges in the same Masonic District

Any two (2) or more Lodges with contiguous territories, without regard to boundaries of Masonic Districts or of cities, towns or other incorporated areas, may enter into agreement for concurrent jurisdiction for reception of petitions for the Degrees, which agreement shall be in writing approved by adoption of appropriate Resolution at a Stated Communication of each Lodge by majority vote of members present and voting, shall be effective upon approval by the Grand Master. Such agreement shall not be construed to impair, restrict or limit the concurrent jurisdiction with other Lodges under provisions of Regulation 18.02 nor shall such agreement be construed to enlarge the jurisdiction of Lodges not participating in such agreement.

A new Lodge will not be established within the jurisdiction of a Chartered Lodge against its consent but the Grand Lodge may recommend a favorable consideration of the subject.

Personal Jurisdiction: This Lodge preserves the inherent right of exclusive, original jurisdiction over all its members wherever they may reside and over all Masons, to whatever Lodge they may belong, and over all dimitted Masons living within its jurisdiction subject only to the original and concurrent jurisdiction of the Grand Lodge of Florida.

When a Lodge lawfully assumes original jurisdiction, it cannot be rudely divested thereof; therefore, no Lodge can lawfully finish work begun by another surviving Lodge without its consent. Jurisdiction may be waived.

If an Entered Apprentice of a Florida Lodge removes into another Grand Jurisdiction where a similar rule prevails, or into the jurisdiction of another Lodge in Florida, and wishes to receive the Fellow Craft Degree where he is, without waiver of jurisdiction, he should petition his Lodge to request the Lodge in whose jurisdiction he resides to instruct him in the catechism of the Entered Apprentice Degree, and when proficient to confer the Fellow Craft Degree. The same rule applies for advancement to the Master Mason Degree, but one month's time must elapse or intervene between the time of the conferring of the different Degrees. When the Master Mason Degree is thus conferred, the recipient is a member of the Lodge of original jurisdiction. The above rule would not apply to candidates of another Grand Jurisdiction which did not require that one month's time elapse between the time of conferring the different Degrees under the law. In such case, this Grand Jurisdiction will respect the law of the Sister Grand Jurisdiction. A petitioner who has been elected to receive the Degrees may also receive the Entered Apprentice Degree by courtesy.

The Grand Lodge of Florida claims jurisdiction for its Particular Lodges over the rejected applicants of said Lodges removing to other Grand Jurisdictions, for one year from the date of rejection.

There can be no waiver of jurisdiction by a Lodge over a non-Mason who has permanently removed, even recently, to another jurisdiction. The jurisdiction ceases immediately upon a removal intended to be permanent.

In your preparation for the exam for this lesson, you will want to review your Digest of Masonic Law, Chapters 18 and 24, in particular. Consider well the content of each of these reference texts.

LESSON III
COMMUNITY INVOLVEMENT

Community involvement by the Masonic Fraternity is one of the best ways to practice the teachings of our Craft. It not only will re-enforce the integrity of our Fraternity, but it will also lend credibility to the fact that the members of the Masonic Fraternity are caring and productive members within their respective communities.

There are many and varied ways in which our Craft does and can get involved in our respective communities for the betterment of mankind. To suggest to you a few of the ways in which we as Masons, can become involved in our communities, you will find listed below various community projects that can be included in Particular Lodge calendars that include community involvement.

1. CHARITY - Charity, of course, is one of the main purposes of our Fraternity. Charity is the subject of an entire lesson in this correspondence course. However, to provide charity almost entirely involves one's community. Such charities may include: distributing clothing to underprivileged children; providing monetary contributions to a worthy community project; working closely with a church/churches in ones' community to keep informed of destitute persons in the community who need assistance; a standing/permanent charity project in the community; and by giving attention to the sick, aged, and shut-ins in our community, etc.

2. CIVIC INVOLVEMENT - A Particular Lodge may become involved within its community through its support (physical or monetary) in the building of libraries, schools, hospitals, recreational facilities, promoting community clean-up campaigns, yard and garden contests, keeping a close contact with local and governmental authorities to assist in voter registration drives, precinct voting locations in addition to other civic functions that are within the Particular Lodges at no cost.

3. COMMUNITY PROJECTS - Much good can be realized for the Masonic Fraternity through fraternal involvement in various community projects. Such projects as promotion of cultural events like concerts, rodeos, fairs, flower shows, festivals, band promotions, special newpaper editions and radio broadcasts, homecoming celebrations, 4-H projects, by helping to inform ones' community by means of surveys, brochures and pamphlets, by providing available commmunity services, reports on upcoming/filed legislation concerning governmental activities, agencies, police departments, fire departments, courts, councils, etc. A sponsorship of a community-wide Americanism program through the use of various patriotic groups to emphasize the importance of our American heritage.

3. AID TO THE HANDICAPPED - By providing financial assistance for eye examinations, reading materials to shut-ins, radios, typewriters, transportation, etc.

4. ATHLETIC AND RECREATION - Organize a community-wide golf, tennis, baseball, football program, parties and trips, fishing trips, family picnics and outings. Sponsor a Little League baseball, football, soccer, and/or basketball team. Provide a certified hunter/safety program for youth and adults.

5. BLOOD BANK/HEALTH AND WELFARE - Organize and promote a continuing bloodmobile blood drive for the community as a whole, first aid teams and maintain contact with the proper officials and promote civil defense and first aid training. Promote health camps, clinics such as dental, baby, tubercular, mental hygiene, pre-natal, etc. Provide artificial limbs, clothing, food, reading materials, medical, surgical and hospital care for the underprivileged; maintain close contact with all health agencies and their programs.

6. PUBLIC SCHOOLS - Public Education should be a strong and very important part of our fraternal community involvement. Provide scholarships to those deserving students and encourage students to seek higher education. Promote the ideals of this country through the sponsorship, within the school system, of essay contests, etc. Recognize and honor those outstanding students and teachers in each of the schools within our respective communities by the presentation of Certificates of Appreciation through our Grand Lodge, the presentation of a United States Flag that was flown over the U. S. Capitol and support of other recognized awards such as the Golden Apple Award, the Golden Ruler Award, etc.

Cooperate with the school system in the organization of first aid classes, driving classes, etc; develop and supervise playgrounds; assist authorities in solving problems of juvenile delinquency and probation.

7. YOUTH ACTIVITES - Sponsor, recognize and/or support the youth groups in your community such as DeMolay, Rainbow Girls, Job's Daughters, Boy Scouts, Girl Scouts, YMCA, YWCA, 4-H Groups, Future Farmers, Future Homemakers, Juvenile Bands, Athletic Teams, Camps, group contests, handicraft and hobbies. Hold a Father and Son, Mother and Daughter Meeting; observe Youth Week, Boys Week, Boy Scout/Girl Scout Anniversary Week, etc.

REFERENCE

Digest of Masonic Law, Chapter 25 - Regulations 25.36, 25.37. Also, see materials presented by the Grand Lodge Committees on:

Public Education and Citizenship
Masonic Youth

LESSON IV
Charity

As Free Masons, we were taught in our very first degree not only to ask the blessing of Deity before we entered upon any great or important undertaking, but to be charitable toward all mankind, not just a Brother Mason. Would that each member of our Fraternity remember not only to ask God's blessing, which most of us do without a second thought. Why do we do this?

Perhaps because our regular attendance at our house of worship reminds us of the universal need to be charitable toward our fellow man or perhaps as we look around us we see the beauty that the Great Architect of the Universe placed here for all of us to enjoy and it is found to be pleasing to our senses.

Those in need of charity, those living in poverty, those afflicted with disease and those who are crippled are often not pleasing to our senses and we do not care to dwell on them. We must, however, remember that Charity is our most cherished virtue. In most cases, to be charitable to one who is not related to us or is unknown to us is not always the easy thing to do.

If we will constantly keep this in mind and be charitable, not taking the "Bread of Life" from your family or self, but rather assist as best we can with an open heart and as much as our Cable Tow will allow.

If we will just pause for a moment and truly count our blessings, then the cause of charity for others can be seen clearer; for after this pause we can look around us with a clearer vision and see others in much worse condition or in greater need than we. It was once said: "I felt sorry for myself because I had no shoes; then I met a man who had no feet."

Charity is not a virtue of any individual organization -- Charity is the concern, the virtue of each member of that organization.

To relieve the distressed is a duty incumbent on all men, but particularly on Masons. In almost every Degree in Freemasonry, we are instructed in or impressed with the importance of Charity. Our Grand Lodge has directed that some portion of each Regular Communication be set aside for Charity and that the minutes reflect such.

The Most Worshipful Grand Lodge of Florida has reported that Masons donate 2½ million dollars in North America alone -- every day of the year. The General Grand High Priest of the General Grand Chapter of Royal Arch Masons reported in May of 1993 that a recent survey shows this figure is now approaching 1 billion dollars a year; that is almost 2½ million a day, everyday. This figure does not include individual donations by Masons through such means as payroll deduction.

Masons and Masonic Lodges also donate to Charity time, manpower and facilities. We participate in Walk-a-thons and Fund Drives. Many Lodges permit religious and non-profit organizations to use their Temples and grounds for meetings rent free. Some Lodges sponsor Boy Scout Troops or Little League Ball Teams. Most Lodges prepare Food Baskets at Christmas and Thanksgiving. In some areas, Lodges work together to support a favorite local Charity such as a Children's Home, donating food, clothing, money, school supplies, etc.

Each Lodge member and especially each Lodge Officer should seek out opportunities to contribute to and participate in local Charities. We must all extend a helping hand to those who truly need it. Each Lodge should strive to serve its community.

The following is a list of Masonic Organizations and Charities we sponsor or support:

Naturally, we should first list Florida Lodges and the Masonic Home in St. Petersburg. The Home is also supported by the Order of Eastern Star. On the first of June, 1993, the Home had 162 residents and the 1993 budget for the Home is $5,576,000.00. Florida Masons support the Home through such programs as: "Let Your Pennies Make Good Cents, "Wills and Gifts" and "MH-100" and will surpass the $1,000,000.00 mark this

year on contributions. The Masonic Home also offers assistance through programs such as "Non-Resident Relief" and the "Hal W. Adams Fund."

The Ancient and Accepted Scottish Rite of Freemasonry sponsors treatment and research for aphasia victims. Aphasia is a disease affecting speech articulation. The Scottish Rite also has a Children's Hospital Program. On a local level, the Almoner's Fund donates money anonymously to those in need.

Royal Arch Masons of the York Rite contribute to the Royal Arch Research Assistance Fund which sponsors research into Autism -- a disease affecting children in which sound signals are somehow scrambled between the ear and the brain. Affected children are usually unresponsive and uncommunicative. This disease is believed to be a major contributing factor to juvenile delinquency.

Cryptic Masons of York Rite Councils contribute to the General Grand Council Benevolent Fund. This Fund provides money to Research, Cause and Cure of Arteriosclerosis -- America's number one cause of death in older people.

Sir Knights of York Rite Commanderies donate generously to the Knight Templar Eye Foundation. The Eye Foundation provides financial assistance to people needing eye treatment and surgery.

The Order of Eastern Star in Florida strongly supports the Masonic Home. In addition, they also support other Masonic Charities.

The M.O.V.P.R. Grottos sponsor Dental Treatments to mentally disabled children. These children often require special equipment which is very expensive.

The Tall Cedars of Lebanon, a Masonic affiliated organization, are recognized for their support of the Muscular Dystrophy Association and its support of the Annual Jerry Lewis Labor Day Telethon. Since 1951, the organization has raised more than $10 million dollars in the search for a cure for neuromuscular diseases.

Other Masonic organizations such as the Knights of the York Cross of Honor, Red Cross of Constantine, York Rite Colleges, Knight Masons, Allied Masonic Degrees, etc., each have Charity Programs.

The A.A.O.N.M.S., or Shriners, are probably better known outside the Fraternity for their parades and their "funny red hats." But these Nobles in their Fezzes sponsor what is perhaps the greatest philanthropy of all; they operate and maintain 22 hospitals for children; 19 orthopedic hospitals and 3 burn centers. The 1994 budget for the hospitals is $223,591,071 million dollars. In Hillsborough County, Florida, some 60 children are receiving assistance and treatment currently. Since the Hospitals were started in 1922, over 500,000 children have been treated.

Remember, in the First Degree of Freemasonry, you were instructed, even admonished, in the Rite of Destitution, that in your future walks through life you would contribute to those in need, as you were there represented to be. Charity is perhaps the most important facet in the Jewel of Freemasonry.

In conclusion, there is one important factor to remember by all the Masonic Bodies and that is: In all your Charitable activities, such as Contributions, Donations, Gifts or Services, make certain these activities, or any other Charity with which you may be involved, are recorded in the minutes of that Body, thereby ensuring that we as a Fraternity, are indeed a Charitable Fraternity and should remain a Tax Exempt organization from both Personal Property and Income Tax.

LESSON V
GRAND LODGE ORGANIZATION

NAME: In the Act of Incorporation, our Grand Lodge was named "The Most Worshipful Grand Lodge of F. & A. M. of Florida." Hereinafter referred to as "Grand Lodge."

MEMBERSHIP: The members of Grand Lodge, by inherent right, are the Masters and Wardens of the Particular and U. D. Lodges (or appointed proxies), the elected Grand Lodge Officers, and Past Grand Masters. These alone have the right to vote for Grand Lodge Officers.

By courtesy, all elected Past Grand Officers and Past Masters of the Particular Lodges of this jurisdiction are members of Grand Lodge, as long as they are current members of a Particular Lodge of this Grand Jurisdiction. Past Masters have the right to vote on all matters coming before the Grand Lodge, other than the election of Grand Lodge officers.

JURISDICTION: The Grand Lodge is supreme authority over all Regular Masonic Lodges within the boundaries of the State of Florida.

Its jurisdiction also extends, with concurrent right of any other recognized Grand Lodge in the world, to establish and superintend Lodges in any State, Province or Territory where a Grand Lodge does not exist.

POWERS: The Grand Lodge is a representative body, and derives its powers from the Particular Lodges who are its constituents, and from immemorial usage and customs; and is, therefore, the supreme head and authority of all Ancient Craft Masonry in this Grand Jurisdiction. (Const. Article V, Section I)

The Grand Lodge has original jurisdiction over all subjects of Legislation for the benefit of the Craft, and judicial powers in the interpretation and administration of these Laws. It is the appellate court in all cases involving Masonic rights and benefits.

The Grand Lodge has the power to assess and collect an annual revenue adequate to its current demands, and to make such other assessments from time to time, and appropriations as may be required for its permanent accommodations.

The Grand Lodge claims and asserts jurisdiction of all Masonic affairs in Florida, including all organizations, whose fundamental or principle predicates their members who have Masonic affiliation.

OFFICERS OF THE GRAND LODGE: The Officers of the Grand Lodge are: The Grand Master, whose title is "Most Worshipful," the Deputy Grand Master, the Senior Grand Warden, the Junior Grand Warden, the Grand Treasurer and the Grand Secretary, whose titles are "Right Worshipful," and a Right Reverend Grand Chaplain. The Grand Master will appoint a District Deputy Grand Master for each District in the State, whose titles are "Right Worshipful." All of the above Officers are responsible directly to the Grand Master.

The Grand Master also will appoint, for his term of office, a Grand Marshal, the Grand Deacons, the Grand Stewards, a Grand Standard Bearer, a Grand Sword Bearer, a Grand Pursuivant, and a Grand Tyler, all of whom must be a Past Master of a Florida Lodge, whose title will be "Worshipful."

The Grand Master will also appoint a District Instructor for each District, but they are responsible to the Zone Chairman and the State Chairman, in that order, to the Committee on Work.

GRAND LODGE CORPORATE COMMITTEES: During the 1984 Grand Lodge Communication, the delegates voted to establish a Grand Lodge "Corporate Board of Directors of the Most Worshipful Grand Lodge of F. & A. M. of Florida." The members of this Corporate Board will be composed of the Grand Master, Chairman; the Deputy Grand Master, Vice-Chairman; the Senior Grand Warden, the Junior Grand Warden, the Grand Treasurer and two (2) appointees by the Grand Master.

The Grand Treasurer is the Treasurer of the Corporate Board and internal auditor of all claims and disbursements of corporate funds. Should any question arise about a disbursement, he will withhold payment until a majority vote of the Corporate Board can be taken.

The Grand Secretary is ex-officio Secretary of the Corporate Board, but is not a member of it. He is the keeper of the Grand Lodge seal, which also becomes the Seal for the Corporate Board. He will keep complete and accurate minutes of each Corporate Board meeting and will retain the same in the files in the Grand Secretary's office.

The two (2) appointive members of the Corporate Board, one of which shall be a Past Grand Master, shall be appointed by the Grand Master for a term of one year. No appointive member of said Board shall serve for more than three (3) consecutive years.

The Grand Master and any three (3) other members of the Corporate Board shall constitute a quorum. All decisions and actions by said Board shall be by majority vote, which majority shall and must include the Grand Master. There shall be no proxy voting.

CORPORATE BOARD POWERS: All of the financial affairs of the Grand Lodge are corporate in character; thus the Corporate Board is constituted as the Budget Commission of the Grand Lodge. It is vested with all the constituted and regulated duties of this commission; thus becomes responsible for the supervision and administration of all programs, projects, activities, functions and operations of the Grand Lodge funds and property, except the Masonic Home property.

MASONIC HOME ENDOWMENT AND INVESTMENT COMMITTEE: This Committee is composed of nine (9) Master Masons in good standing in Florida Lodges. Grand Lodge Regulation, Article IX, Section 1 (2), requires "the members 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." This Committee makes recommendations to the Budget Commission, i.e. Corporate Board, in respect to such matters as:

1. Selection of three (3) trust banks or trust departments of state or national banks, for custodial management and investment of a specified amount, by written contract, of the Masonic Home Endowment Fund.

2. The terms of the contract with such management and investment facilities.

3. The means, methods and standards of evaluating each institutions' management, investment and appreciation of the Masonic Home Endowment Fund.

4. Advise the Commission in respect to other Masonic Funds.

THE BOARD OF TRUSTEES OF THE MASONIC HOME: Article IX, Section 3 of the Digest of Masonic Law states: "The power and duty of all supervision of the Masonic Home, including all programs of relief, is hereby vested in the Board of Trustees" of the Masonic Home. By regulation, the Board consists of the Deputy Grand Master, Chairman, the Senior Grand Warden, the Junior Grand Warden and six (6) members to be appointed annually by the Grand Master, one of whom may be a member of the Order of Eastern Star of Florida and nominated by the Worthy Grand Matron of the Order of Eastern Star. The Grand Master will designate one of the members as Vice-Chairman.

One member of the Board will be appointed by the Deputy Grand Master and one member by the Senior Grand Warden. No member of the Board of Trustees may serve more than six (6) consecutive years.

FRATERNAL COMMITTEES: Any and all activities, functions and operations of the Grand Lodge, except those constituted and regulated to the Corporate Board, are considered fraternal in character. They are

administered by the various Fraternal Committees under the direction of the Grand Master. The Fraternal Committees are:

(a) The Committee on Masonic Jurisprudence

(b) The Committee on Work

(c) The Committee on Returns and Credentials

(d) The Grand Master's Coordinating Committee

(e) The Committee on Arrangements

(f) The Penal Affairs Panel

(g) The Committee on Museum and History

(h) The Committee on Masonic Education

(i) The Committee on Public Education and Citizenship

(j) The Committee on Youth Activities

(k) The Committee on Workshops for Lodge Officers

In all purely fraternal matters, the Grand Master has supreme authority. In corporate matters, the Corporate Board is supreme. However, majority vote of the Board must include the Grand Master's vote.

REFERENCES

Corporate Statutes

Constitution: Article I
Article II
Article V

Digest of Masonic Law: Chapter 13, Section I and II
Chapter 48, Masonic Home

LESSON VI
PLANNING

Any man who becomes an Officer in a Masonic Lodge is advancing into the ranks of management. That may seem like a profane term when it is applied to our time-honored institution, so rich in moral doctrine, however, manager is the best word in our language to describe a Lodge Officer's position.

Consider, if you will, that Lodge Officers are responsible for a valuable building, props, clothing, decorations, historical records, and the day-to-day financial activities of an organization which may range from just a few to several hundred members on the rolls. Add to that the responsibility for motivating the membership to participate actively in the functioning of the Lodge attending its meetings, special events and working in its ritualistic work, as well as active support for its charitable activities. If these and the myriad of other activities of a Lodge Officer don't present them with a challenge, they will never face a challenge of management skills.

Lawrence A. Appley, a leading educator in the field, has defined management as "getting results through the efforts of other people." Results are achieved through the use of skills in planning, organizing, and communicating. In this lesson, we will concentrate on planning.

As men progress in their Masonic careers, we assume they develop a good background in the history and laws of the Fraternity to help them discharge future duties. However, if a Brother fails to develop skills in planning, he will have many problems when he becomes a Lodge Officer.

This text addresses the planning necessary for a Worshipful Master. However, the Wardens and Deacons and other appointed Officers will be well advised to heed these lessons if they expect to serve their Lodge well and possibly be advanced to the Master's station.

The wise Worshipful Master will include his Wardens and others of the Officers in his planning for a successful year. This will enable him to establish a "management team" for the successful training of future Officers for his Lodge and by including the team members on planning sessions, he will assure the input of valuable information from the members of his team as well as secure their interest in participating and helping achieve the successful attainment of team goals for the year.

In setting goals for his year, the Worshipful Master should reflect on his responsibility. It is his duty to "set the Craft to work with proper instruction for their labor" or see that it is done. In his obligation, he avers to "promote the general good of society, to cultivate the social virtues, and to teach the knowledge of mystic art." Hence, we can see he certainly has plenty of work set out for himself, if he is willing to do all these things.

The best training ground for a prospective Master is in the various "chairs" of the Lodge beneath the Master and Wardens. In these positions, a man will gain social skills, responsibility and should have ample time to observe the functioning of other Officers and the success or failure of the plans laid by the Master. Hopefully, he will learn from these and use this knowledge as a base upon which to construct his future plans.

There are many aids available to help you prepare for your planning needs. Many of these you may already have, or they are available to you by writing the Grand Secretary, Post Office Box 1020, Jacksonville, Florida 32201-1020. A list of these publications follows:

Handbook For Lodge Officers
Digest of Masonic Law
Florida Masonic Monitor
The Lodge System of Masonic Education
Mentor's Manual
Masonic Etiquette
Handbook of Masonic Programs
Masonic Investigation

Key to Freemasonry's Growth

You can hardly plan for a Masonic year as a Worshipful Master unless you know what things are permitted, hence, an up-to-date version of the Digest of Masonic Law is probably the single most important item you should have. The other publications above you will help you achieve a clearer understanding of Florida Masonry. That understanding will clearly provide you with a greater ability to plan and to organize programs which will be effective and informative.

If your Lodge has a library, you have excellent reference materials to help you with your plans. If you have no library, there's a very worthy project for your year. Establish a Masonic Library in the Lodge!

St. John's Day, on the eve of installation of Officers for the ensuing year, is not the time to begin making plans for your year as Master of your Lodge. That same time, only two or three years earlier, would be the proper time to really begin making your plans. Very simply stated, the sooner you begin planning for your year, the better are your chances for having a successful, attainable plan.

Where do you start? That's really a most important question and can best be determined by you. You're the one who has been sitting on the sidelines, watching previous Masters' activities succeed or fail, so you can best decide where to begin!

It has been suggested that you should learn the wishes of the members. If you know the majority view of the membership, you should certainly have a better understanding of what needs to be done to appeal to this group. Hence, you could be more successful in your planning. How can you know the desires of the Craft? The simplest way is to ask them. In doing this, it is helpful to establish a Talent File on the members. A sample questionnaire is an appendix to this text.

The Talent File can be established by sending a letter to the members with the sample questionnaire, or one of your own devising sent along also. After the initial mailing, the only people who need to fill out one of these forms would be new members. You should probably send out new questionnaires about every five years to the general membership, thus keeping the information updated. The Lodge Secretary can keep track of the Talent File on an on-going basis.

Your Talent File questionnaire also contains a place for the Craft to make suggestions for activities, etc. When you assemble the Talent File, you should chart those suggestions which seem to have the greatest appeal to your members and should be used as a part of your planning activities.

Organize the various suggestions into areas of interest such as degree work, programs, special events, etc. When this material is put together, it is time to hold a planning meeting with your management team.

Your careful review of the Talent File information should help you in making appointments to your various Committees and hopefully your work with the members of the Lodge over the years should help you in selecting active Committee chairmen who will take a real interest in your goals for the Committees.

There are two (2) classes of Committees to be selected as you begin your planning. The Lodge has standing Committees which are outlined in its By-Laws and the composition of these Committees should be in accord with rules provided in the By-Laws. The optional Committees are at the discretion of the Master and should be comprised of members who will be dedicated to the successful completion of the duties they are charged with by the Master.

Your imagination, and the individual needs of your Lodge, will be your guide in naming these optional Committees and their members. Some suggestions for optional Committees are outlined below.

One of the most valuable Committees is a Sick and Hospital Visitation Committee which can devote fraternal attention to our sick, aged and shut-in Brothers. This Committee can do a tremendous amount of good in providing visitations and keeping the Craft informed as to the well-being of its members and that of sojourning Brothers in your Lodge's jurisdiction.

Youth Activities Committees can aid the Lodge in its support and sponsorship of various youth groups, such as DeMolay, Rainbow Girls, Job's Daughters, Boy and Girl Scout activities, softball teams, Little League teams, and many, many other activities supportive of our youth, the foundation stone of growth in our own Fraternity.

A Dining and Refreshment Committee can be appointed to assist the Junior Warden in the preparation and serving of refreshments at Lodge meetings and for special events, such as banquets, picnics, ice cream socials, etc.

Would you like to see attendance at your Stated and Called Communications improve? The best way to accomplish that is to appoint a very active Attendance and Membership Committee. These Brothers can serve as a welcoming committee to greet and welcome members and visitors alike as they come into the Lodge to attend a meeting. They can also maintain the roster, identify members who are interested in serving on Committees and pass along to the Master and Wardens, promote a telephone campaign to increase attendance and innumerable other activities which could really turn around a sagging Lodge attendance.

A By-Laws Committee should be charged with the responsibility for making certain each member of the Lodge has a copy of the By-Laws. They should be responsible for keeping the printing up-to-date, study needed changes in By-Laws to accommodate the ever-changing needs of a Lodge and review By-Law questions with the membership as part of a special program at one or more of your meetings during the year.

Since one of our most important activities is the instruction of catechism and the performance of ritualistic work, it would make good sense to have a Work and Instruction Committee. This group should see that the class instructors are unified and teaching the approved work in their catechism classes. They would also be helpful in supervising rehearsals in the Work and assuring the quality of the ritualistic work performed by your Lodge.

As Master, you have the authority and responsibility to appoint such Committees as will be necessary to assure the successful management of your Lodge during your year. With the exception of the overall plan for your year, the choice of Committees and members will likely be <u>the key</u> to a successful year of operation of your Lodge.

After you lay out the type and membership of your various Committees, you must then put together the overall plan for your year's program. Get your management team together and start planning.

A large calendar may be one of your greatest planning tools. With this item in front of you, begin to fill in the blanks of your plan. It is helpful to consider having one monthly meeting devoted to regular business of the Lodge and supplement this business session with programs which lighten the mood or instruct the Brethren in areas of general interest. The other monthly meeting should be set aside for special programs or for degree work, since these meetings frequently entail more time than a general business session.

Use the various months and their holidays as a guide for special programs. For instance February is Washington's Birthday month. A program discussing the Masonic activities of George Washington or a report on the George Washington Memorial would make an excellent topic for a special program. May contains the Mother's Day holiday, hence, it would present an excellent opportunity to have a special reception for mothers and have the DeMolay Flower Talk delivered.

Father's Day in June would be a great time to have a special reception for fathers and sons, both members and non-members of the Lodge. The Fourth of July would be a great time for a program about the Masons who signed the Declaration of Independence. Family picnics and ice cream socials make excellent summer projects for a Lodge and, if properly advertised and promoted, will do wonders for your attendance.

Thanksgiving and Christmas present special opportunities for a Lodge to engage in charitable work, above and beyond the normal charity activities. Provide the turkey, dressing and other goodies which would make up a nourishing holiday dinner for a needy family (or families) in your community. Collect toys and

games or clothing to be distributed to needy children, who without your help might not have a happy Christmas.

Let your imagination, and the imagination of your management team, guide you in your planning session(s). When the plan is completed, have it written up and distributed to the Officers and the Committeemen. Only if the program is firm and specific as to the assignment of responsibilities can you ensure that everyone knows what is expected of them.

After you have shared the written program with the responsible people, you really should get a pledge of commitment to the success of the plan. In addition to a pledge of commitment, you must also establish a means of monitoring the workings of the plan. This can be done by delegating authority over various Committees to each of the other line Officers. They will maintain contact with and an overview of the various Committees and keep you informed as to the progress achieved.

If any part of your system breaks down, for whatever reason, you must act quickly. If a Committee Chairman or the membership are not doing their jobs, you should personally see this is corrected, either by stimulating the Committee or by replacing the Chairman or members who are not performing. Remember, it is your year and you must bear the ultimate responsibility for the success or failure of your program.

In planning your monthly activities, keep Masonic Education in your thoughts at all times. The best way for Masons to learn more about our Fraternity is for them to conduct personal studies into the history of it. However. since most men have so many other influences upon their lives, it makes sense to teach them about the Fraternity during your regular Lodge meetings.

The Masonic Service Association provides each Lodge with monthly editions of The Short Talk Bulletins. These contain material which can be the basis for informational talks given by any member of the Lodge willing to make the effort to read and prepare the presentation. See that these are offered to your membership. The definitions and descriptions available in the Mentor's Manual are also great topics for brief presentations to the Craft which will teach many of the great historical facts about our institution and explain terms which have been overheard in Lodge activities, but may never have been understood by your Brethren.

In addition to the appendix attached to this text, we also recommend the following specific areas of study for you prospective Worshipful Masters. The questions which accompany this lesson are designed to be taken with the assistance of the specific material outlined and it is hoped that the text will allow you to become more familiar with these reference items.

REFERENCES

Digest of Masonic Law
- Chapter 19 - Regulations 19.08, 19.09
- Chapter 20 - Regulations 20.03, 20.04, 20.05, 20.17, 20.18
- Chapter 24 - Complete
- Chapter 25 - Regulations 25.02, 25.07 - 25.10, 25.19 - 25.21, 25.36 - 25.38, 25.47 & 25.48
- Chapter 28 - Regulations 28.04 - 28.07
- Chapter 33 - Regulation 33.08
- Chapter 37 - Regulation 37.18

APPENDIX A

TALENT SURVEY

NAME _____ PHONE

HOME ADDRESS

BUSINESS (NAME & ADDRESS)

BUSINESS PHONE_____ BEST TIME/PLACE TO PHONE

Your Lodge needs at least two (2) members capable of delivering the lectures and charges in each degree. Check the lecture(s) and/or charge(s) you are willing to learn. If you already know one or more of the lectures/charges, please so indicate.

ENTERED APPRENTICE DEGREE

( ) I would like to learn the Charge of the Degree ( ) I know the Charge
( ) I would like to learn the Lecture of the Degree ( ) I know the Lecture

FELLOW CRAFT DEGREE

( ) I would like to learn the Charge of the Degree ( ) I know the Charge
( ) I would like to learn the Lecture of the Degree ( ) I know the Lecture

MASTER MASON DEGREE

( ) I would like to learn the Charge of the Degree ( ) I know the Charge
( ) I would like to learn the Lecture of the Degree ( ) I know the Lecture

MASTER'S DEGREE TEAM

You well remember the great lessons of the Third Degree. For our Lodge to continue to present this impressive Degree we must have Brethren who are willing and able to portray the various parts in the Degree with skill. Rehearsals are required and the Degree provides a great opportunity for Masonic fellowship.

Do you know any one or more of the speaking parts? ( ) Yes ( ) No
Do you know one or more of the non-speaking parts? ( ) Yes ( ) No
Would you like to take a speaking or non-speaking part? ( ) Speaking ( ) Non-speaking
Would you like to help with wardrobes for the team? ( ) Yes ( ) No
What night is most convenient for you to rehearse the Degree?
Monday - Saturday

MUSIC

If you have a musical talent, it is possible this talent could be used alone, or in conjunction with other members to provide the Lodge with musical programs at some future time. If you would be willing to help us, please indicate below.

( ) I will play the organ. ( ) I will play the piano. ( ) Other
( ) I sing ( ) 1st Tenor ( ) 2nd Tenor ( ) Baritone ( ) Bass
I would enjoy singing with a: ( ) Trio ( ) Quartet ( ) Chorus ( ) Choir
I will be glad to lead or direct a musical group for the Lodge as follows:

COMMITTEES

Only with the dedicated, capable assistance of its Committeemen can a Lodge continue to function and prosper. If you are willing to accept one of these important assignments, please check the appropriate item.

( ) Athletics & Recreation
( ) Attendance & Membership
( ) Blood Bank
( ) By-Laws
( ) Charity
( ) Civic Improvement
( ) Community Betterment
( ) Degree Teams
( ) Finance & Budget
( ) Health & Welfare
( ) History
( ) Investigating
( ) LYPMGC
( ) Dining & Refreshment
( ) Masonic Education
( ) Masonic Information & Publicity
( ) MH-100
( ) Program
( ) Property & Maintenance
( ) Public Education & Citizenship
( ) Remembrance & Welfare
( ) Safety
( ) Sick & Hospital Visitation
( ) Social Activities
( ) Work & Instruction
( ) Youth Activities
( ) Others, please list

OTHER LODGE ACTIVITIES

There are a number of other ways you might be able to serve your Lodge and help it be more successful. Will you assist us in some of the following ways?

FUNERALS

( ) I will learn the Masonic Funeral Service from memory.
( ) I am retired, or my work will permit me to attend daytime funerals.
( ) I can attend evening services if called upon.
( ) I will make every effort to attend Lodge funerals.
( ) I will be glad to join a telephone committee to notify Lodge members of funerals.

SPONSORS

( ) I will serve as a sponsor. ( ) I will prepare to coach.
( ) I will assist in the Lodge System of Masonic Education.

LODGE BULLETINS

I will help in getting out a Lodge Bulletin as follows:

( ) Editor
( ) Reporter
( ) Photographer
( ) Mail Clerk
( ) Any other needed service

MASONIC PLAYS

( ) I would like to be in a Masonic play.
( ) Speaking part
( ) Non-speaking part
( ) Wardrobe Director
( ) Director
( ) Other

LODGE MAINTENANCE

( ) Carpentry
( ) Electrical
( ) Plumbing
( ) Sound Equipment
( ) Painting
( ) Air Conditioning
( ) Grounds Maintenance
( ) Other

SUGGESTIONS

The Master, Wardens and other Officers of this Lodge are charged with conducting the day-to-day business operations in your behalf. We are also responsible for making this an effective interesting, enjoyable activity for you to participate in. All of your Officers are dedicated to making things more enjoyable, improve upon attendance at our Communications and generally making the Craft proud and happy that they are members.

To accomplish these goals, we need everyone's assistance. If you have any suggestions for things you would like to see done in this Lodge, please write them below and return them with this talent survey. We will review them all and hope to be able to implement as many as possible. (Use extra sheet if necessary)

LESSON VII

A BRIEF HISTORY OF FREEMASONRY IN FLORIDA

The History of Masonry in Florida cannot be traced properly until the source from which it derived its authority has been firmly established. Inasmuch as Masonry in Florida and in the various States of the Union was established by authority from Masonry in the British Isles, a brief review of the early Masonic activities there should be reported.

Masonry can be traced as far as 926 A.D. in the City of York, England. The history of Masonic activities in this region is referred to as the "York Legend." Although Masonry can be traced back to the Eighth Century, it was not until the Eighteenth Century that dedicated members of the four Lodges in London recognized the need for organization and firm leadership and for a close bond between the various Lodges. Thus, in February, 1717, representatives of the four Lodges met in the Apple Tree Tavern, and the Grand Lodge of England was formed. The structure of this new organization was based upon a constitution which provided for regular communications and a revival of the assembly and the feast. Its object was to provide mutual help and promote brotherly feeling among the members of the affiliated Lodges. A new ritual, coupled with a system of secret signs, added strength to this structure of Freemasonry. As provided in its constitution, the Grand Lodge adopted rules and regulations which clarified the rights and the responsibilities of the individual Lodges. In addition, the rules and regulations set limitations on the powers of the new body and provided for its operations. On St. John The Baptist Day, 1717, the annual assembly and feast was held at which time Mr. Anthony Sayer was proclaimed Grand Master. Then in 1725 the Grand Lodge of All England was formed in York, England, and like the Grand Lodge located in London, was constructed on the foundation of Operative Masonry, which had passed into history.

Freemasonry was brought to America by those Master Masons who sought a better way of life in the new world. Here, again, this review will deal only with that portion of the early Masonic history that has a bearing on Masonry in Florida. Inasmuch as Masonry in the United States is organized and operates according to Grand Jurisdiction, it will be necessary to deal with the early history in the States.

The first known record of Masonic activity on the new continent was in 1730 when Thomas, Duke of Norfolk, the Grand Master of the Grand Lodge of England (Moderns), appointed Daniel Coxe as "Provincial Grand Master of the Provinces of New York, New Jersey and Pennsylvania, in America." The appointment made on June 5, 1730, established a Grand Lodge in North America. There is evidence, however, that Masonry and Masonic Lodges were in existence prior to that date.

The appointment of Daniel Coxe as Provincial Grand Master was for a period of two years, but there is no known record as to his activities. Neither is the fate of the Provincial Grand Lodge known. It is assumed that it went out of existence, and a Provincial Grand Lodge of Pennsylvania was established since certain records have been found in the archives of the present Grand Lodge of Pennsylvania and in copies of the Pennsylvania Gazette which was owned and edited by Benjamin Franklin, the celebrated patriarch and statesman. Benjamin Franklin became a member of the Masonic Fraternity in 1731. He was elected Junior Grand Warden of the Provincial Grand Lodge of Pennsylvania in 1732 and Grand Master in 1734. The history of this Grand Lodge from 1734 to 1743 is vague. In 1743, Thomas Oxnard of Boston was appointed Provincial Grand Master of America, and in 1749, he appointed Benjamin Franklin the Provincial Grand Master of Pennsylvania.

In 1735, Masonry was organized in the territory of Georgia. The early history of Masonry in this Grand Jurisdiction is vague because its records have been destroyed. In 1786, however, the Masonic Lodges of this Grand Jurisdiction declared their independence and formed the Grand Lodge of Georgia.

Masonry was introduced into South Carolina when Solomon's Lodge of Charleston was organized October 28, 1736. This Lodge was warranted in 1735 by Lord Weymouth, Grand Master of the Grand Lodge of England (Moderns); and in 1736, John Hammerton was appointed Provincial Grand Master by the Earl of Landown, Grand Master of the Grand Lodge of England (Moderns).

In 1783, the Grand Lodge of England (Ancients) granted a charter for a Lodge in Charleston, South Carolina. By 1787, five Lodges had been chartered by this Grand Lodge. These five Lodges joined together and, in 1787, organized the Grand Lodge of Ancient York Masons of South Carolina.

Distrust and hostile feelings between the two Grand Lodges existed until 1817 when they merged and adopted the name "Grand Lodge of Ancient Freemasons of South Carolina."

On May 31, 1801, the Supreme Council of the Ancient and Accepted Scottish Rite of Freemasonry was opened in Charleston. This Council is the Mother Council of the world. The seat of the Council remains in Charleston, but the physical outlay and its operations are located in Washington, DC. Organized Masonry came to Alabama in 1811 during the time that this land was still a part of the Mississippi Territory. The Grand Lodge of Kentucky, a product of the Grand Lodge of Virginia, chartered Madison Lodge No. 21 in 1811. This Lodge worked under the jurisdiction of the Grand Lodge of Kentucky until the Grand Lodge of Alabama was formed in 1821.

From 1818 to 1821, the Grand Lodge of Tennessee, which originated from the Grand Lodges of both North Carolina and Kentucky, chartered some twelve Lodges in Alabama. When the Grand Lodge of Alabama was originated on June 14, 1821, these Lodges were also absorbed into that body.

The historical records of Freemasonry in Florida were for many years hidden from the world, lying dormant in unmarked and forgotten files. Historians made various attempts to report the early Masonic activities on this territory. Their efforts were in vain. In 1898, the first authoritative record of Masonry in Florida came to light. This record was a rare and very old copy of "Preston's Illustration" which was presented to the Grand Lodge of Florida by Doctor F. F. Bond of Thorncliff, Brighouse, England.

On the title page of the prized gift, the following words were inscribed: "The Gift of James Murray to St. Andrews Lodge No. 1, West Florida, June 27, 1776." This was the first reliable information that a Masonic Lodge had existed in Florida at such an early date and was the spark that kindled the interest to search for the history of Masonry in the Grand Jurisdiction of Florida.

M.·. W.·. James M. Hilliard, Grand Master in 1898, appointed R.·. W.·. Silas B. Wright, Deputy Grand Master, to search for any additional information that might have a bearing on the history of Florida Masonry and to make a written report of his findings to the next Grand Lodge. Brother Wright made two appeals, one to the Board of Editors of the "History of Ancient and Honorable Fraternity of Free and Accepted Masons and Concordant Orders," and the other to the Grand Secretary of the Grand Lodge of Pennsylvania. The Board of Editors was unable to furnish any information that would be beneficial or that would support historical facts about Masonry in Florida, but the Grand Secretary of the Grand Lodge of Pennsylvania reported that there were documents and records in possession of that Grand Lodge that would prove the existence of Masonry in Florida during the early period of the country.

The records, so the Grand Secretary of the Grand Lodge of Pennsylvania reported, had been found among the old records of that Grand Jurisdiction which had been boxed and placed in storage. These records were compiled by the Library Committee of the Grand Lodge of Pennsylvania under the title "Old Masonic Lodge of Pennsylvania, Moderns and Ancients, 1730 - 1800." A portion of this history as reported by the Library Committee is as follows:

> "Heretofore it was believed that at the burning of the Masonic Hall in Philadelphia, on the night of March 1, A.D. 1819, A.L. 5819, that all the records of the present Grand Lodge were destroyed. Many of these old records and papers were saved on that eventful night by the then Grand Secretary, R.·. W.·. George A. Baker, Jr., ... and were listed and securely locked and sealed in six strong wooden boxes, by R.·. W.·. Bernard Bahlgren, Brother Baker's successor, in February, 1824. These boxes were removed from Hall to Hall through the years and lastly stored in one of the vaults of the new Masonic Temple, at Broad and Filbert Streets, in 1873. Here these boxes remained for years, unknown and forgotten until 1896, when it occurred to Brother John A. Perry, Deputy Grand Secretary, to open them and investigate their contents."

The Grand Lodge of Pennsylvania, through its Grand Secretary, made the records and documents available to R.·. W.·. Brother Wright, who studied and copied documents and papers pertinent to Florida. Authentic copies of these papers are now filed in the archives of the Grand Lodge of Florida and are a part of its St. Andrews Lodge No. 1, of West Florida, and other documents which cover portions of the period from 1768 through 1785. Brother Wright prepared and gave a detailed report on his findings which was included in the 1899 Grand Lodge Proceedings.

The charter of St. Andrews Lodge No. 1 of West Florida was issued on May 3, 1771 by the "Provincial Grand Lodge of the Southern District of North America." The petitioners for this Lodge were members of Lodge No. 108 of the register of Scotland and were attached to the 31st Regiment of Foot of the British Army stationed at Pensacola.

Ten Master Masons applied for the charter and are listed as charter members. The charter was signed by James Grand, Provincial Grand Master of the Provincial Grand Lodge of the Southern District of North America, and other officials of the Provincial Grand Lodge. In addition to the certified copy of the charter of St. Andrews Lodge, there were other documents and papers relating to early Masonry in Florida. There were records and minutes of St. Andrews Lodge which revealed the plight of this Lodge and its ties with its Provincial Grand Lodge.

These historical records were definite proof of the activities of the Masonic Fraternity in Florida and further revealed that its activity had emanated from the Grand Lodge of Scotland. Brother Wright immediately wrote that Grand Lodge requesting confirmation of the authenticity of these records and any other information from the records of that Grand Jurisdiction. Their records not only confirmed the accuracy of the records found by the Grand Lodge of Pennsylvania, but also shed light on the Provincial Grand Lodge of the Southern District of North America. The following excerpts are taken from the reply of R.·. W.·. Brother Lyon:

"In searching our Grand Lodge records, I find under date of March 15, 1769. . . 'Having read a petition from James Grant, Esq., Governor of the Province of East Florida, Henry Cunningham, late Senior Warden of the Grand Lodge of Scotland, and many other brethren residing in the province aforesaid, craving a charter for holding a Lodge there by the stile and title of Grant's East Florida Lodge, and also entreating that the Grand Lodge would appoint the said Governor, James Grant, Provincial Grand Master over the lodges in the Southern District of North America, the Grand Lodge granted the desire of that petition and authorized a charter to be made out accordingly, and likewise a commission appointing Governor James Grant, Provincial Grand Master, over the lodges in the Southern District of North America'."

On March 15, 1768, a charter was issued by the Grand Lodge of Scotland to "Grant's East Florida Lodge No. 143," to be located in St. Augustine, in the Territory of Florida. This was the first Masonic Lodge to be established in what is now the State of Florida. On this same date the "Provincial Grand Lodge over Lodges in the Southern District of North America" was created and located at St. Augustine, in the Territory of Florida. Honorable James Grant, Governor of the Territory of Florida, was named Provincial Grand Master. This Grand Body functioned until 1783 when it was suppressed by the Dominican Priesthood and the Spanish Government. All records of this Grand Lodge were destroyed or were carried away and are still missing. The meager information that is available was found in the archives of the Grand Lodge of Pennsylvania and the Grand Lodge of Scotland.

The fate of the first Masonic Lodge, "Grant's East Florida Lodge," in the Territory of Florida, is not known, but it is assumed that it was suppressed at the same time as the Provincial Grand Lodge.

The records founds in the archives of the Grand Lodge of Pennsylvania gave a clear picture of the operations and the fate of Florida's second Masonic Lodge, St. Andrew's Lodge of Pensacola.

Pensacola and the Territory of West Florida were captured by the Spanish in 1781. The Masonic Fraternity again was suppressed by the Dominican Priesthood and the Spanish Government and the Masons were forced to flee. Even though the Masonic Brethren faced grave dangers, they did not leave until they had obtained the charter and records which included the minutes of every communication that had been held since the Lodge was chartered. After they reached the safety of Charles Town, the plight of St. Andrews Lodge No.

1 was reported to the Provincial Grand Lodge on February 9, 1782. This report was assembled and prepared by the Worshipful Master, Thomas Underwood, the Junior Warden, H. Beaumont, and three other members, and forwarded to the Provincial Grand Master in St. Augustine. The Provincial Grand Lodge at St. Augustine acknowledged receipt of the communication, and on March 14, 1782, issued a dispensation to the Brethren of St. Andrews Lodge to work at Charles Town, South Carolina. This authorization stated: "Under your charter until it shall please God to restore you to the Ancient seat of your lodge in West Florida, provided you have the Master and a sufficient number of members of the same to form a lodge." It was signed by R.˙. W.˙. John Forbes, Deputy Grand Master, the Senior and the Junior Grand Wardens and the Grand Secretary.

In compliance with the Dispensation and to assure adequate and proper Masonic protection, a meeting was called and all Masters of the Ancient Lodges of Free and Accepted Masons of Charles Town were summoned. The stated business of this meeting was set forth in the call "to examine into their regularity and their right to work as Masons." A "Clear Bill of Regularity" was duly issued and signed by the Masters and Past Masters of four Lodges. This action cleared St. Andrews Lodge No. 1 of any doubt, and their labors as a regular Lodge were resumed in Charles Town, South Carolina.

When the "Provincial Grand Lodge over the lodges in the Southern District of North America" was suppressed in 1783 by the Spaniards, St. Andrews Lodge No. 1 of West Florida, working under Dispensation in Charles Town, was without authority to function. A new charter from an active Grand Lodge was essential. The Officers and members of St. Andrews Lodge No. 1 turned to the Grand Lodge of Philadelphia (Ancients), and on July 12, 1783, the Lodge was rechartered as Lodge No. 40 of Charles Town, South Carolina. There is no explanation as to why the original name was dropped, but apparently the decision was made by the Grand Lodge of Philadelphia.

Lodge No. 40 of Charles Town continued to work under the jurisdiction of the Grand Lodge of Philadelphia until 1787, when it surrendered its charter, and together with four other Lodges, formed the Grand Lodge of South Carolina. The subsisting Lodge assumed the name of "St. Andrews Lodge No. 10," under the charter and jurisdiction of the new Grand Lodge of South Carolina. It continued to work until 1881 when its charter was surrendered and stricken from the rolls. It is reported that on January 17, 1859, the Grand Lodge of England (Ancients) warranted a Lodge to the 14th Regiment of Foot. The number of this Lodge is reported to be 58b. This Lodge, located in St. Augustine, became dormant.

On March 6, 1776, a renewal of the warrant was authorized and on March 20, 1776, it was renewed. Then, on January 3, 1778, the Grand Lodge of England (Ancients) granted a warrant to No. 204, St. Augustine in East Florida. On January 17, 1780, this warrant was ordered returned to the Grand Secretary because the fee had not been recorded.

The Grand Lodge of South Carolina (Ancients) issued warrant No. 30 to a Lodge at St. Augustine as well as a warrant to Lodge No. 56 located at Pensacola under the name of "Good Intention." Both Lodges were short lived and their exact fate is not known, but it is known that the Spanish Government suppressed all Masonic activities throughout its domain.

In 1806, St. Fernando Lodge in St. Augustine was chartered by the Grand Lodge of Georgia. This Lodge was subsequently suppressed by a mandate of the Spanish Government.

Again, in 1820, the Grand Lodge of South Carolina granted a charter to Floridian Virtue Lodge No. 28, but it could not survive the political and religious hostilities of that day. During 1824, the Grand Lodge of South Carolina granted another charter to Esperanza Lodge at St. Augustine. The failure of this Lodge was attributed to the fact that practically all of its members moved to Havana, Cuba. There are reports of additional Lodges in Florida, but no records from these Lodges have been found. These are mentioned here only because some day documented evidence may be found to support their existence.

Freemasonry entered Florida as a permanent institution when, on December 19, 1825, the Grand Lodge of Alabama issued a warrant to Jackson Lodge No. 23, to be located in Tallahassee, in the Territory of Florida.

A warrant was issued on December 2, 1826, to Washington Lodge No. 1 by the Grand Lodge of Georgia. This Lodge was to be located in Quincey, in the Territory of Florida. On December 8, 1829, the Grand Lodge of Georgia warranted Harmony Lodge No. 2. This Lodge was to be located in Marianna, in the Territory of Florida.

The three Lodges worked under their respective Grand Lodges until 1830. At the regular meeting of May, 1830, Jackson Lodge No. 23 of Tallahassee adopted a Resolution inviting Washington Lodge No. 1 and Harmony Lodge No. 2 to join together in the organization of a Grand Lodge for the Territory of Florida. The two Lodges accepted the invitation and in due time named their delegates. On Monday, July 5, 1830, the delegates from the three Lodges met in the Masonic Temple of Jackson Lodge No. 23, Tallahassee, to decide the proper course to be taken. The meeting was called to order by Brother John P. Duval, of Jackson Lodge No. 23, the oldest Past Master in attendance. Brother Thomas Monroe, also of Jackson Lodge No. 23, was named Secretary. It was the consensus of the group to organize a Grand Lodge for the Territory of Florida. The meeting was then organized into a permanent Convention. Brother John P. Duval was elected President and Brother Thomas Monroe was elected Secretary.

The first order of business following the organization was the adoption of a Resolution stating the right and the purpose of the body to organize a Grand Lodge for the Territory of Florida. The next order of business was the appointment of a Constitution and By-Laws Committee. Named to the Committee were Brothers Thomas Brown, Robert Butler, Richard K. Call, John P. Duval, and Isham Green Searcy of Jackson Lodge No. 23; Henry Gee, John Lines and Isaac Nathans of Washington Lodge No. I; James W. Exum, Jacob Robinson and William J. Watson of Harmony Lodge No. 2. Brother Jacob Robinson served as Chairman. The Committee made its report to the Convention on Friday, July 9, 1830. The report was adopted as amended, enrolled, certified and signed by the Honorable John P. Duval, President of the Convention. The Convention elected Grand Lodge Officers, and the first Grand Master was M.·. W.·. John P. Duval. The Officers, both elective and appointive were duly installed. The Convention, having fulfilled its mission, was adjourned.

The Grand Lodge for the Territory of Florida was then opened in Ample Form. The rules and By-Laws of the Grand Lodge of Alabama were adopted so far as they were applicable to the proceedings of this Grand Lodge; however, a Committee was appointed to make a study and prepare suitable rules and a code of By-Laws for the new Grand Body. The study was made and the report was submitted during the next annual session of Grand Lodge.

Warrants for the three subordinate Lodges were approved and on July 10, 1830, were issued to Jackson Lodge No. 1, Washington Lodge No. 2 and Harmony Lodge No. 3. The new warrants were exchanged for the old charters. The Grand Secretary returned the three old documents to the appropriate Grand Lodges, and with these documents went a request for fraternal recognition and the exchange of fraternal correspondence. The First Annual Communication of the Grand Lodge of the Territory of Florida was closed in Ample Form to meet again on the second Monday after the annual session of the Legislative Council of the Territory of Florida.

In these early years of Freemasonry in Florida, it was determined that no Lodge in Florida shall be named after any living man, and no Lodge in Florida shall bear the number "8." Orion Lodge No. 8 was chartered by the Grand Lodge of Florida at Pleasant Grove, Georgia, near the Florida Line, in 1839. Two years later, without consent of either Grand Body, the Lodge moved to Decatur, now Bainbridge, Georgia. When this fact came to the attention of the Grand Lodge of Georgia, much indignation was expressed and a Resolution was adopted officially declaring Orion Lodge to be a Lodge of Clandestine Masons. Explanations followed and the matter was adjusted in a fraternal spirit of amity and good will. Florida released claim on Orion Lodge and Georgia received it in full fellowship, and to cement the bond of good will and good fellowship, Florida resolved that no other Florida Lodge should bear the number "8," and as a further gesture of good will, elected the Masters and Wardens of Orion Lodge No. 8 honorary members of the Grand Lodge of Florida in perpetuity. In the same spirit, Georgia resolved that Orion Lodge should continue to work under the charter granted by the Grand Lodge of Florida, endorsed by the Grand Lodge of Georgia. And so we see the anomaly of a Lodge of Masons working in another Grand Jurisdiction under and by virtue of authority granted by the Grand Lodge of Florida more than 145 years ago.

The Grand Lodge of Florida, under Masonic Law, has determined that newly chartered Lodges shall be numbered chronologically, the newest Lodge taking the next number above the last Lodge chartered.

NOTE: It is recommended that for further research into early Freemasonry in Florida that the Grand Lodge Proceedings and the Grand Lodge Archives are an excellent source for study and research.

Source: History of Freemasonry in Florida, Volume One (Approved by the 133rd Grand Communication--See report of History Committee, Grand Lodge Proceedings 1962, page 337) and Chapter 16, Article 16.01 - Digest of Masonic Law.