

**THE THOMAS S. WEBB CHAPTER No.1798
FOR ROYAL ARCH RESEARCH (THE WEBB CHAPTER)
BY-LAWS**

ARTICLE I. - NAME

The Chapter shall be known and distinguished as THE THOMAS SMITH WEBB CHAPTER No. 1798 OF ROYAL ARCH RESEARCH (THE WEBB CHAPTER), hereinafter referred to as the Chapter, under the jurisdiction of the Grand Chapter of the State of New York, Royal Arch Masons, hereinafter referred to as the Grand Chapter.

ARTICLE II. - PURPOSES

The purpose of the Chapter is to encourage Royal Arch Masonic research and study by its members and others; to present findings and conclusions to the Chapter for discussion and interchange of judgment; to sponsor discussion and debate topics pertaining to Royal Arch Masonry and to publish Transactions at convenient intervals, containing such portions of the addresses, discussions and debates as may be desirable to print. The Chapter is not authorized nor permitted to confer degrees, although exemplification of degrees for research purposes may be permitted.

ARTICLE III. - CONVOCATIONS

SECTION 1: The Annual Convocation of the Chapter shall be held before, after, or during events in the Grand Convocation schedule. The time and location shall be as ordered by the High Priest, and convenient to the location of Grand Chapter's proceedings.

SECTION 2: Other convocations shall be special convocations, at such time and place as ordered by the High Priest.

SECTION 3: Special Convocations may be called by the High Priest at Masonic meeting places within or without the State of New York, subject to and in accordance with any required dispensation to be obtained from the Grand Chapter of another jurisdiction.

SECTION 4: Nine Members, including the High Priest or one of the Council Officers, of the Chapter, shall constitute a quorum for the transaction of business at a Stated Convocation of the Chapter.

SECTION 4.1: At any Special Convocation, nine Companions must be present, including the High Priest or one of the Council Officers of the Chapter.

ARTICLE IV. - OFFICERS

SECTION 1: A High Priest, King, Scribe, Treasurer, and Secretary shall be elected annually. One of three Trustees shall be elected annually for a three-year term, except

that in the first year, three Trustees shall be elected, the terms of whose offices shall be, respectively, one year, two years, and three ears.

SECTION 2: The High Priest shall appoint a Captain of the Host, a Principal Sojourner, a Royal Arch Captain. Masters of the First, Second, and Third Veils, and a Sentinel, and one or more Chaplains.

SECTION 3: The High Priest shall appoint and designate such committees as may be necessary or desirable for the conduct of the business of the Chapter.

SECTION 4: Elected officers and trustees must be active members of the Chapter. Appointed officers must be active members of the Chapter.

SECTION 5: The High Priest of the Chapter must have previously been elected, installed, and served as High Priest in another Chapter under the jurisdiction of the Grand Chapter.

ARTICLE V. - OFFICER DUTIES

SECTION 1: The Treasurer shall receive from the Secretary all money paid into the Chapter and shall give his receipt thereof, keep a just and regular account thereof, and deposit the same in such bank, trust company, or savings institution as the Chapter may designate. All money shall be deposited in the name of the Chapter and no withdrawal shall be made except by check signed by the Treasurer or the Secretary upon authorization by the Chapter.

SECTION 1.1: The Treasurer shall arrange for or provide copies of financial statements to the Secretary in a timely manner, and not more than two weeks after statements are posted.

SECTION 2: The Secretary shall record the proceedings of the Chapter under the direction of the High Priest. He shall receive all money paid into the Chapter and pay the same to the Treasurer, taking his receipt therefore, and shall accurately keep such books and records, and perform such duties, as prescribed by the Grand Chapter. The Secretary may directly deposit monies received, with copies of checks and deposit tickets being forwarded to the Treasurer.

SECTION 3: The Trustees shall be elected and their duties performed in accordance with the New York Benevolent Orders Law, including the requirement of their residency in New York State.

ARTICLE VI. - MEMBERSHIP

SECTION 1: There shall be two classes of Members in the Chapter: Members and Fellows, as well as Subscribers, who shall not be considered Members.

SECTION 2: Membership shall be acquired by affiliation only and application is open to Royal Arch Masons in good standing of Chapters under the jurisdiction of the Grand

Chapter and in jurisdictions recognized by Grand Chapter. Petitions from applicants shall be received and acted upon in accordance with the Constitution of Grand Chapter, except that such petitions may be acted upon during special as well as stated communications.

SECTION 3: Subscribers may be any person or entity, such as a library or Masonic Lodge or body, and shall have access to all publications, digitally at no cost or the same price as for Members if in any physical format.

SECTION 3.1: Subscribers must be elected by a majority “show of hands” at any Stated Convocation, and do not require prior notice.

SECTION 4: Fellowship is an honor to be conferred upon Royal Arch Masons for outstanding achievement in Masonic research and publication. It may be conferred upon any active member in good standing, by the unanimous ballot of the Active Members of the Chapter at any Convocation thereof, after proposal in open Chapter and prior notice to the Membership.

SECTION 5: The right to vote ballot and hold office in the Chapter shall be limited to Members; Members who are elected to Fellowship shall continue to have all the rights, privileges, and benefits of Members to vote, ballot and hold office in the Chapter.

SECTION 6.1: Every Member shall advise the Secretary of their current mailing address and contact information.

SECTION 6: Every Member shall receive the meeting notices of the Chapter and the published Transactions or proceedings thereof, if any.

SECTION 7: Subscribers who are current in the payment of dues shall receive all publications of the Chapter, including Notices. Subscribership by an organization shall not, by virtue thereof, confer the right to attend meetings upon any individual.

ARTICLE VII. - FEES AND DUES

SECTION 1: Petitioners for Membership shall pay an affiliation fee of ten (\$10) dollars, even if previously a Subscriber.

SECTION 2: Annual dues are payable in advance on or before the beginning of each calendar year. Annual dues for Members shall be twenty (\$20) dollars; annual dues for Subscribers (Corresponding Members) shall be twenty (\$20) dollars. Dues are not prorated. However, members elected in the last three months of the calendar year shall not be responsible for that year’s dues.

SECTION 3: Fellows shall be exempt from the payment of any and all dues and fees.

SECTION 4: Subscribers who are elected to Membership shall pay the dues of a Member in the year elected, and if such Member shall have already paid the dues of a Subscriber,

he shall pay an additional sum as dues in the year elected to Membership in an amount equal to the difference in dues between that for Subscribers and Members.

SECTION 5: Subscribers whose dues shall remain unpaid as of December 31st in any year shall be dropped from Subscription. Members one year in arrears of dues (365 elapsed days) may be unaffiliated by a majority vote of the Chapter, taken by a show of hands at any Convocation, provided such Member shall have been duly summoned at least thirty (30) days prior thereto to pay said arrears of dues and the same shall remain unpaid. Publications, if any, will be withheld from any Member or subscriber or Subscriber who is not current in their dues.

ARTICLE VIII. - PROCEEDINGS

SECTION 1: The Chapter. at convenient intervals. may publish proceedings or transactions containing such portions of the addresses and discussions presented in Chapter or submitted thereto, as may be deemed appropriate. It may also publish, reproduce, print or reprint original books of Masonic merit, Masonic documents of historical significance, and rare Masonic publications of all kinds.

SECTION 2: A Publications Committee appointed by the High Priest shall be in charge of the compilation, manufacture, and distribution of all publications of the Chapter.

SECTION 2.1: The Chapter, at its discretion, may make available publications outside of Membership and Subscribers. Printed content will be sold at prices set by the Excellent High Priest to cover the costs of printing, postage, and transaction fees.

ARTICLE IX. - AMENDMENTS

A proposition to amend or annul any or all of these by-laws, or to substitute others in their stead, shall be made in writing, subscribed by three Active Members, read before the Chapter without discussion, and shall then lie over until the next Stated Convocation, to which the Chapter shall be summoned for a vote. The full text of the proposition shall be published, together with the existing provisions, if any, in the Chapter meeting notice for such summoned Convocation. The assent of 2/3 of the Active Members present shall adopt such proposition. Any amendment to the proposition may be made before the vote at such summoned Convocation without further notice.

A revision to the by-laws is approved by the Standing Committee on By-Laws of the Grand Chapter, State of New York, Royal Arch Masons in accordance with Section 325 of the Grand Chapter Constitution. No revision shall take effect until the conditions set forth in Section 325 shall be met.

{Modified and Approved 13 October 2023 at a Convocation in Buffalo, NY}