

SPRINGTIME COMMANDERY NUMBER.40
KNIGHTS TEMPLAR

Uniform Code of By-Laws

Revised

1974

1975

1977

1986

2006

2017

Article I

Name and Authority

The name of this Commandery shall be Springtime Commandery Number 40. Knights Templar It exists by virtue of a charter dated May 18th, 1959 from the Grand Commandery of Knights Templar of Florida, and is located in **Tarpon Springs** Florida. Revised 2017

Article II

Conclaves

1. The stated conclaves of this Commandery shall be held at 7:30 p.m. on the 4th **Wednesday** of each month at **Tarpon Lodge No. 112, 28 Ring Ave., Tarpon Springs, FL** with the exception of November and December, when they shall be held on the second **Wednesday** of the month. The Commandery may vote to recess during the months of July and August. Revised 2017

2. Special Conclaves may be called by the Commander, or set by the Commandery for the purpose of conferring the Orders, or for such other business as may be prescribed by the Grand Commandery Laws, Rules, and /or Regulations at **Tarpon Lodge No. 112, 28 Ring Ave., Tarpon Springs, FL**. The Grand Commander may authorize the holding of Special Conclaves for the conferring of the Orders at other locations than that specified in the Charter or Warrant in accordance with the laws, rules, and regulations of the Grand Commandery of Knights Templar of Florida . The notice , or summons for all special conclaves shall specify the business to be transacted, and no other business shall be considered at such conclave. Revised 2017

Notice, or summons, may consist of (York Rite Masonic Newsletter), newspaper ads, article, or individual notice to member. Revised 2006

Article III

Quorum

A quorum shall consist of nine members of Springtime Commandery Number 40 entitled to vote including an officer authorized to open a conclave.

ARTICLE IV

Officers

1. The officers of this Commandery shall consist of a Commander, a Generalissimo, a Captain General, a Senior Warden, a Junior Warden, a Prelate, a Treasurer, a Recorder, a Standard Bearer, a Sword Bearer, a Warder, a Sentinel, three guards(if available),(option)three trustees.

2. The style (title) of the Commander is Eminent, and of the other officers Sir Knights. Rev. 2006

ARTICLE V

ELECTION and INSTALLATION OF OFFICERS

1. The annual Conclave for election of Officers in constituent Commanderies within the state of Florida shall be the first Stated Conclave in December, except those Commanderies whose monthly conclave is in the third or fourth week of the month. Those Commanderies may hold their election at the November Conclave.

2. The ELECTION of Officers shall be by written ballot, provided that by unanimous consent, the Commander may order one written ballot to be cast for any Elected officer (or officers) by the Commandery.

(Example: A Sir Knight may rise and address the Em. Commander. After recognition by the Commander the Sir Knight says: Eminent Commander if there be no objection, I move that Sir Knight () cast a unanimous written ballot for Sir Knight () to serve as Eminent Commander of this Commandery for the ensuing year. If there is an objection then the office shall be elected individual written ballot.) Revised 2006

3. In the case of failure of a constituent Commandery to hold its annual election at the annual Conclave as specified, No dispensation to hold such election thereafter is required; such election shall be held as soon as possible after the annual conclave. (The recorder shall submit the results to the Grand Recorder within the designated time frame as outlined in the Recorders manual.

4. The Annual Installation of Officers shall take place on St .John=s Day (December 27th) or as soon thereafter as expedient.. The Officers term shall run until the annual conclave of the year following, and until their respective successor are elected and installed as provided in the constitution of the Grand Encampment of Knights Templar of the United States of America.

5. Any Sir Knight. in good standing(in this Commandery) is eligible to any office in this Commandery. Revised 2006

6. When charges of violation of Templar Law are made against any Sir Knight, pending the trial, such Sir Knight shall not be installed into any Office to which he may have been elected or appointed; and no one under charges except the Eminent Commander, shall perform any official function in this Commandery until after the final determination of such charges, if acquitted in the trial thereof.

7. PUBLIC INSTALLATION : Officers may be installed at a public ceremony, in which case the following provisions shall apply:

- a. The officers WILL appear in full (Knight Templar) uniform Revised 2006
- b. An altar will be provided with an open Bible, but there shall be No display of the Relics,

nor the SQUARE and COMPASSES..

c. The officers will enter in procession

~~d. The service will open with an invocation by the Prelate.~~ Revised 2017

e. The vow of office will be taken by the officers in position under the guideline of the sword tactics

f. The prescribed 10 questions will be omitted from the ceremony, but shall be posed by the Installing Officer prior to the ceremony and in an informal conference

g. All the written charges to the various officers will be omitted, but the Installing Officer may address individuals or groups, using extemporaneous remarks..

~~h. The ceremony(may) close with the regular Flag Lecture from the Ritual and a benediction from the Prelate~~ Revised 2017

i. JEWELS Upon installation each officer shall be invested with a jewel and insignia as prescribed by Regulation 37.306

j. A Dual Member with Primal Membership in a Commandery in Florida **or a Plural Member** may not hold office in more than one Constituent Commandery at one time. A Dual or Plural Member having his Primal Membership in another Grand Jurisdiction shall not be eligible to hold office in a Commandery in Florida. **Revised 1977-2006-2017**

ARTICLE VI

THE SEAL

The Seal of the Commandery shall
be in the custody of the Recorder.
See Seal imprint for description. Revised 2006

ARTICLE VII

COMMITTEES

The Commander, Generalissimo, Captain General shall be a Standing Committee on Charity and shall have the power to draw Warrants on the Treasurer for any sum not to exceed \$100.00 for the relief of any one applicant, and such action shall be reported to the Commandery at the next Stated Conclave. **Revised 2006**

COMMITTEES: As soon as convenient after his installation, the Commander in his discretion, shall announce his appointed Standing Committees. The members of which shall hold their offices for one year, or until their successor has been appointed.

1. Committee on Finance and Budget- This committee shall consist of three members whose duty it shall be to recommend such appropriations as may be necessary for the current expenses of the ensuing Commandery year. The Generalissimo chairs this committee.

Revised

1977

2. COMMITTEE ON THE VISITATION OF THE SICK; The committee shall consist of three members whose duty it shall be to endeavor to obtain information relative to all sick Sir Knights, visit them, and render such care and attention as may be necessary.

Revised 1977

3. COMMITTEE ON ENTERTAINMENT: This committee shall consist of three members to provide suitable programs for social gatherings, and to perform such other duties as may be required in enhancing fellowship and the nurture of family ties.

Revised 1977

4. VIGILANCE COMMITTEE. This committee shall consist of three, of which the Captain General shall be Ex-Officio.

Revised 1977

5. COMMITTEE ON DELINQUENCY. This committee shall consist of five members of which the Eminent Commander and the Recorder shall be two. The committee shall inquire into , consider and report to the Commandery its recommendations in reference to members of the Commandery subject to suspensions for non-payment of dues (no later than the stated meeting in October of each year). Section 27.01 of the Grand Commandery subtitle suspension of non-payment of dues states: The Commander shall supervise and determine whether it is advisable to remit dues of a delinquent member because of illness, infirmity, or financial inability , and shall recommend to his Commandery the remission of dues if he deems the same justified..

(Remission of dues will be withdrawn from the Heil Plus fund if available otherwise from the general fund.) If the Commander does not see fit to recommend the remission of dues of a delinquent member, he shall appoint a committee of at least two members to make a personal call, if possible, upon such delinquent member with reference thereto. The report of such committee shall be reviewed by the Commander and shall be reported to the Commandery. The process of suspension shall be undertaken only after the foregoing preliminary requirements have been met, where upon the Commander shall see the Recorder sends either a certified letter to the delinquent member at his last known address, giving official notice of intention to suspend such member, including the date and hour when the suspension proceedings will be brought before the Commandery. The Commander shall first inform the Commandery of all pertinent facts and circumstances regarding such delinquent members and shall exhibit the return receipt of the certified or registered letter to the delinquent member, before any action is taken by the Commandery.

Revised 1977-2006

a. It shall be the duty of the recorder of each Commandery to obtain from the Grand Secretary of the(Most Worshipful Grand Lodge of Free and Accepted Masons)of Florida, or from appropriate Lodges or(Grand Lodge) the record of suspensions or expulsions of all members of the commandery of which he is Recorder for its information; thereupon the Recorder shall enter upon the minute the name of the Sir Knight, his Lodge, and the date of his suspension from his Lodge

Revised 2006

6. AN AUDITING COMMITTEE An auditing committee of three members shall be appointed at the time of the annual election of officers to audit the books and accounts of the Treasurer and the Recorder at the close of the Templar year, and to make a report on the same at the time of the installation of officers at the next following conclave, or as soon as expedient.

7. A KNIGHTS TEMPLAR EYE FOUNDATION FUND RAISING CHAIRMAN whose duty shall be solely the raising of funds, within the acceptable, prescribed guidelines, for the Knights Templar Eye foundation, and forwarding same to the State Chairman.

8. A Ways and Means. A committee of three members shall be appointed to weigh and assess fund-raising methods and report their finding to the Commandery.

ARTICLE VIII

DUTIES OF OFFICERS

1. It is the duty of the Eminent Commander, the Generalissimo, and the Captain General to attend the Conclave of the Grand Commandery. Revised 1977

2. It is the duty of the Commander to preside at each Conclave, and see that the Officers and Members duly observe the By-Laws, Rules and Regulations of the Commandery, the Constitution, Laws and Regulations of the Grand Commandery, and the Constitution, Statutes , and Rituals of the Grand Encampment of Knights Templar of the United States of America. Revised 1977

3. It is the duty of the Treasurer to receive from the Recorder all the monies collected by him on account of the Commandery; to keep a correct account of the same and duly pay all orders drawn on him by the authority of the Commandery; to make regular entries both of receipts and disbursements, and to have his books and vouchers always ready for examination, when called upon for that purpose; to report to the Commandery the state of the funds at each annual Conclave, and more often if required, and give such bond and in such amount as shall be directed by the Commandery. The Treasurer and Recorder will be bonded without personal expense. Revised 1977

4. It is the duty of the Recorder to keep a regular list of the members; to record the transactions of the Commandery which are proper to be converted to writing; to receive all monies paid into the Commandery and promptly pay the same over to the Treasurer; to give due notice when so directed, by advertising or otherwise, of the time of holding each Conclave; to make an annual report to the Commandery, at the Annual Conclave, of the state of the funds of the Commandery, embracing an account of the receipts and expenditures, the dues unpaid and from whom due, for the preceding up to and including the Stated Conclave preceding the 31st of December, and more often if required; and to perform such other duties as may be required of him by the Constitution, Laws, and Regulations of the Grand Commandery or this Commandery. Revised 1977

5. It is the duty of the Sentinel to keep the asylum or rooms pertaining to it in good order, and to

make every necessary preparation for the conclaves of the Commandery; to be careful not to admit any person, unless he be in good standing in this or some other(recognized) Commandery, or without consent of his Presiding Officer (A paid up dues card for the current year will be considered evidence of good standing); to serve all summons immediately upon receiving same from the Recorder, according to the directions thereon; and to obey the orders and instructions of the Eminent Commander in relation to the Commandery and its interests. Revised 2006

6. It is the duty of the trustees, if any, to advise the Commandery regarding the safe and prudent disposition, preservation, and investment of its assets, both real and personal and draw attention of the commandery such matters as may affect its fiscal well being. Revised 1977,2006

ARTICLE IX

VACANCIES IN OFFICE

1. Vacancies in elective offices can only occur by death, resignation, Demit, removal after installation beyond the jurisdiction of the Grand Commandery (of Knights Templar of Florida), promotion to fill a vacancy, suspension, or expulsion.

2. In case of a vacancy in the office of Commander, the Generalissimo shall succeed to the office and be installed. In case of a vacancy in the office of the Generalissimo, the Captain General shall succeed to the office and be installed. In case of a vacancy in the office of the Captain General, the office shall be vacant and the Grand Commander(of Florida) shall issue a dispensation for an election to fill the vacancy, and any other that may occur in consequence thereof. In case of vacancy in all three of the above offices, a Dispensation may be issued for a Special Election to fill the vacancies and any other which may result therefrom, pending which the ranking Past Commander able to serve shall act as Commander. The Grand Commander may issue a dispensation to fill any vacancy. Revised 2006

ARTICLE X

PETITIONS

1. Petitions for the Orders shall be on forms of the Grand Commandery(of Florida) a petition, whether for the Orders or membership, shall be referred to a committee of three members of the Commandery, only when requested to do so by a member in good standing in the Commandery acting on the petition. If a Committee is empowered to investigate the petition, it shall consist of members who shall know or personally interview the petitioner. The fact of the report being made and not its character shall be entered on the minutes of the Commandery.

2. A rejected petitioner for the Orders, if still residing within the Jurisdiction of this Commandery, may again petition after the expiration of Six Months, but this Commandery shall not receive the petition of a petitioner who has been rejected by another Commandery until after the lapse of three years except upon Waiver of jurisdiction by such other Commandery.
3. A petition may be withdrawn at any time before balloted upon.
4. An unfavorable report from the committee does not dispense with the necessity of a ballot.
5. Every member present when a ballot on a petition is opened is required to vote unless excused by the Commander or Commandery before the ballot has commenced..
6. The ballot upon Petition for the Orders or for membership must be secret and unanimous. The reason for casting a black ball (cube) cannot be disclosed or inquired into. Revised 2006
7. The Commander may (if only one negative ballot is cast) order one re-ballot before the result of a ballot has been announced and before any Member of the Commandery has left the Asylum.

ARTICLE XI

FEES AND DUES

1. The fees for conferring the Orders shall be at least **\$125.00**, ~~payable as follows: a minimum of \$30.00 before the (Order of Red Cross and Malta, and \$40.00 before the Order of Temple).~~ All fees must be in the Records possession before the ~~respective~~ Orders are conferred.
Revised 1977, 2006, 2017

2. For membership by Demit from another Commandery, the dues of this Commandery for the year of the application (unless already paid to the commandery from which the Demit is taken) must accompany the Demit.
Revised 2006

3. The annual dues of this Commandery shall be at least \$(20.00) for a member who holds a Life Sponsor in the Knights Templar Eye foundation, all others will pay an additional dollar. In addition all members must pay any and all assessment and per-capita tax as levied by the Grand Commandery of Florida and the Grand Encampment of Knights Templar of the United States of America. Dues are payable in advance at the beginning of each Templar year, (viz January 1)., Revised 1977- 2006

ARTICLE XII

FAILURE TO APPEAR FOR THE ORDERS

1. Failure of a Candidate to present himself for the Orders within twelve months after receiving

notice of his election voids the election; provided, however, that, for satisfactory reasons shown, the Commandery may retain the fee accompanying the petition, and provided that said candidate may again Petition and upon election will be given credit for the fees previously paid.

2. Once constituted a Companion of the Illustrious Order of the Red Cross who fails to appear to receive the remaining Orders within one year after having received the Order of Red Cross shall not be entitled to receive the remaining Orders except upon favorable secret and unanimous ballot of the Commandery at a Stated Conclave.

ARTICLE XIII

SUSPENSION FOR NON-PAYMENT OF DUES

(It shall be the duty of this Commandery, before determining and ordering suspension of any of its members for non-payment of dues to proceed in accordance with the provision set forth in the Constitution, Laws, and Regulations of the Grand Commandery of Florida.)

2. A member suspended solely for non-payment of dues may be restored to membership on written application therefor and a majority vote at a Stated Conclave and payment of the arrears, together with the current years dues; provided that the arrears may be remitted in whole or in part at the discretion of the Commandery)**(Also see Committee on Delinquency). Revised 2006

ARTICLE XIV

DEMITTS

A Demit shall be issued to a Sir Knight upon application in writing at a Stated Conclave without vote; provided that said Sir Knight is not in arrears for dues or under Charges. The Demit shall date from the time it is granted by the Commandery.

ARTICLE XV

EMERITUS MEMBERS

1. (By Necessity) This Commandery may recommend to the Grand Commandery the name of any member it may desire to create an Emeritus Member, pursuant to provisions of the Constitution, Laws and Regulations of the Grand Commandery of Florida.
Revised 2006

2. The status of Emeritus Members should be reviewed before each Annual Conclave and reported to the Commandery. The Commandery may, by a majority vote, take any such member from the Emeritus list when he is able to pay his dues. Special Notice shall be given immediately

to the Grand Commandery of such action.

3. (For Merit) The honorary title of Emeritus Member may be conferred by two-thirds vote at a regular stated Conclave on a deserving member for long membership, and for outstanding and distinguished service to Chivalric Masonry. This Commandery shall pay to the Grand Commandery all annual dues, taxes, and assessments of such member). Revised 2006

ARTICLE XVI

(PERPETUAL MEMBERSHIP)

This Commandery may create only Perpetual Membership from those who retain Affiliation in a Symbolic Lodge, a Chapter of Royal Arch Masons, and a Council of Royal and Select Masters, pursuant to the Constitution, Laws, and Regulations of the Grand Commandery of Knights Templar of Florida.

Section I. This Commandery elects to participate in the Perpetual Membership plan established by the Grand Commandery. Revised 2006

ARTICLE XVII

NO APPEALS

1. No appeals shall lie to the Commandery from a decision of the Commander.
2. When the Commanders decision involves the Construction or effect of the Constitution, Statues, or Rituals of the Grand Encampment or the Laws of the Gand Commandery, or By-Laws of this Commandery, an appeal may be taken to the Grand Commandery, but pending the decision of this appeal, such ruling shall be in full force and effect.

ARTICLE XVIII

FUNDS

The funds of this Commandery shall be deposited by the Treasurer in a bank **or Investment Account** designated by the Commandery. The account must always stand in the name of (Springtime Commandery Number 40) Knights Templar, and not in the name of the Treasurer, either officially or individually. ~~Provided that upon mutual agreement between the Chapter, and Council and Commandery, funds may be deposited in a joint account in the name of the Clearwater York Rite Bodies, checks used to draw against such deposits are to be numbered by the issuing bank and shall contain a space for designating an appropriate voucher number.~~
In the case of an investment account, the same shall be handled as follows: the

Commandery, along with the other two bodies of the York Rite, existing as the Clearwater York Rite Bodies, shall appoint a trustee to serve as a Board of Trustees for the designation, determination, and reporting of the Council's investments. This individual shall be elected for a three year term at the time of the Annual Election of Officers, when their term is due. The trustee shall be, with the Recorder and Treasurer, the official signatory of the Council's investment accounts, as managed by the Board of Trustees. The Board of Trustees shall be empowered by the Council, and the other York Rite Bodies to direct the Investment Policy Statement and the investments themselves, with approval of the Council and the other bodies. The Recorder and Treasurer shall also serve as ex-officio members of the Clearwater York Rite Board of Trustees. The Board is to meet as frequently as necessary, but not less than twice a year.

Revised 2017

ARTICLE XIX

ANNUAL RETURNS

The Recorder shall make Annual Returns to the Grand Recorder upon blanks furnished by the Grand Recorder, such Returns to be signed by the newly installed Commander, and forwarded to the Grand Recorder on or before January 31st of each year. The full amount of the per-capita tax and fees due the Grand Commandery must accompany the returns.

ARTICLE XX

BY-LAWS AND BOOKS

The Commandery shall adopt and keep a Code of By-Laws, a Record Book of the Proceedings of the Commandery, a Ledger of the payments of its members, and a Book of Questions.

ARTICLE XXI

UNIFORMS

1. The Orders shall not be conferred upon any Candidate until he has complied with the requirements as to uniform as prescribed by the Grand Commandery of Florida.
2. The Commandery should persuade, if possible all new members to secure uniforms and other equipment as prescribed by the Grand commandery.
3. The Commandery may furnish such uniforms to its members at a pro-rated monthly payment. taking such member's Demand Note therefore, payable in full within 12 months after receipt of equipment.

ARTICLE XXII

ORDER OF BUSINESS

At a Stated Conclave, the following shall be the Order of Business unless the Presiding Officer shall elect to pursue a different order.

1. Minutes Read and Adopted
2. Sickness and Distress Reports
3. Communications and Bills
4. Petitions Presented, Read, and Referred
5. Reports Upon and Disposition of Petitions
6. Reports of Standing Committees
7. Reports of Special Committees.
8. Unfinished business
9. New business
10. Conferring of the Orders
11. Reading of the Minutes (optional)
12. Closing

Revised 2006

ARTICLE XXIII

AMENDMENTS

No alteration or amendment to these By-Laws shall be made unless the same be proposed in writing at a Stated Conclave, be entered upon the Minutes, and lie over until the next or a subsequent Conclave when it must be approved by a two-thirds majority of the members present, provided that due notice be given the members of the proposed amendment before the stated Conclave at which final action is to be taken. No amendment shall be in force until it has been approved by the Grand Commandery, provided that amendments adopted during recess of the Grand Commandery may be approved by the Grand Commander, subject to review at the next succeeding Conclave of the Grand Commandery.

ARTICLE XXIV

GIFTS

~~Each Past Commander shall receive~~ **The Commandery may present to the outgoing Commander a Past Commanders Jewel and set of Past Commanders Shoulder Boards. The cost to the Commandery for which shall not to exceed (\$175.00). The Eminent Commander shall not receive cash in lieu of the past Commandeers Jewel and Shoulder Boards. However, the outgoing Commander may select a more costly jewel and shoulder boards and pay the Commandery the difference, prior to order. Further, the outgoing Commander shall at the**

Commandery's expense have a 5x7 color picture taken at a location specified by the Commandery for the Commandery Records. ~~Such picture or photo not to exceed (\$20.00), also~~
Revised 1986-2006-2017

ARTICLE XXV

ORDERS

For any legally recognized Companion joining Springtime Commandery Number 40 in the months of September through December, the fees shall include the **current and** upcoming year's dues.
Revised 2017

Given first reading and approved September 28, 2017.

Given second reading and approved by two thirds, or more majority of member present at stated Conclave October 26, 2017.

ATTEST

Sig. _____
Em. Sir Kt. L. Edward Villaume III,
Grand Recorder

Sig. _____
Em. Sir Kt. John Wright
Commander
Springtime Commandery No. 40

SEAL

Sig. _____
Em. Sir Kt. Comp. Bruce Moir
Recorder,
Springtime Commandery No. 40

Approved this day of 2017

Signed _____
Rt. Em. Anthony L. Griffon
Grand Commander