

Provincial Grand Lodge of Fife & Kinross



LODGE MASTER GET TOGETHER

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Under the governance of the Grand Lodge of Scotland, Provincial Grand Masters (PGMs) play a critical role in the supervision, leadership, and integrity of Freemasonry within their designated Provinces.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



- PGMs are appointed by Commission from Grand Lodge for a term of five years, renewable.
- Prior to appointment, recommendations are sought from Daughter Lodges within the Province.
- The appointed PGM must be a Qualified Member in good standing of a Daughter Lodge in the Province.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



- Must ensure all Daughter Lodges are visited annually by an official Deputation.
- Investigate and correct any Masonic irregularities in the Province.
- At his discretion he may issue binding **instructions** for compliance and discipline without reference to the Provincial Grand Lodge.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



- Follow instructions from the **Grand Master Mason, Grand Lodge, or Governance and Strategy Board**
- Submit an **annual report** on the state of Freemasonry within the Province.
- In his absence, his powers devolve to the Depute, then the Substitute(s) in order of seniority.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



The Provincial Grand Master serves as the **key link** between Daughter Lodges and the Grand Lodge of Scotland, ensuring the **integrity, order, and continuity** of Freemasonry across Provinces. Understanding and applying the above duties and laws is essential to preserving the Craft's reputation and traditions.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



General Responsibilities of a Lodge Master

- Responsible for ensuring that all Lodge activities comply with the Constitution & Laws, and Lodge Bye-Laws.
- Expected to promote harmony, uphold tradition, and protect the interests of the Lodge.
- Entrusted with the safekeeping of the Lodge Charter (Law 118).

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



If the Charter is lost or destroyed:

- Submit a written application for a Duplicate Charter.
- Provide a declaration signed by the Master and the Wardens, with an independent witness, explaining the loss or destruction.
- Pay the appropriate fee.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Annual Certificate (Law 119)

- Ensure that an **Annual Certificate** is applied for and received before **1st January**.
- Submit an affirmation (with the Secretary) that the Lodge is compliant with its Charter, the Laws, and its Bye-Laws.
- Remit all fees as determined by Grand Lodge at the previous October Communication.
(Annual Dues - Capitation Fees.)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Qualified Members (Law 124)

- Founding Members and Reponing Members who are in good standing.
- Master Masons who have been Raised to that Degree within the Lodge and are in good standing.
- Master Masons who have been affiliated for a minimum of 14 days, registered, in good standing and who's address is known.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Members Fees (Laws 125 & 126)

- Every Lodge shall levy from its members (Apprentices and Fellows-of-Craft excepted as having neither voice nor vote) an annual contribution (Test Fee) prescribed in its Bye-Laws .
- (Law 126) Any Brother in arrear of the annual contribution, levied in accordance with Law 125, shall not be entitled to receive notices calling meetings nor be eligible as an Office-bearer or a member of any Committee of the Lodge, nor be entitled to intromit with, or have any vote in, the disbursement of any of the Lodge funds, nor be permitted to speak or vote on any matter brought before the Lodge.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Defaulting Members (Law 126)

- Non-payment of his annual contribution shall not deprive a Brother of the Masonic privilege of attending any Lodge of which he is a subscribing member, but he shall not be entitled to attend the meetings of other Lodges. Where a Brother is in arrear of his annual contribution for a period of twenty-four months or more, he shall be deemed to be a **Defaulting Member** of the Lodge of which he is thus in arrear and shall not be entitled to attend that Lodge until he shall have settled all arrears of his annual contributions in terms of this Law.
- A Brother in arrear of the annual contribution, if not under sentence of suspension, is entitled to settle those arrears at any time and resume the full privileges of membership.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Life Members (Law 127)

- No Lodge must retain or operate a Commutation Fees Fund.
- Members cannot now commute Test Fees. (Cannot become Life Members of the Lodge)
- A Brother who commuted his fees of membership prior to its abolition shall continue to be a Life Member and enjoy all rights pertaining to that.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Resignations (Law 129)

- A member of a Lodge is entitled to resign membership by giving notice in writing to the Secretary. If he is in good standing and free from Masonic censure at the date of his resignation.
- A Qualified Member wishing to affiliate to another Lodge, while retaining his membership, is entitled to a Clearance Certificate.
- A Qualified Member, wishing to affiliate to another Lodge and give up his membership, may be granted a Demit. A Demit is valid for twelve months from date of issue.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Rejoining (Law 130)

- A Brother who has ceased to be a member of a Lodge by resigning or using a Demit and who desires to resume membership must follow the same procedure as a new applicant.
- If the ballot be clear the applicant shall be readmitted on his paying the Rejoining Fee set forth in the First Schedule, Item 24, or such higher sum as may be prescribed in the Lodge Bye-Laws.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Honorary / Distinguished Members (Law 131)

- Honorary membership may be conferred on brethren on being duly proposed by the Master and accepted at a **Regular Meeting**.
- A Lodge may confer **Distinguished Service Membership** only on a brother who has given **Long and Distinguished Service** to the Lodge. And only on approval from the Provincial Grand Master.
- On approval being obtained, the Brother must be proposed in Open Lodge by the Master, and due notice given that the proposal will come before a subsequent Regular Meeting, when it must be approved by not less than **two-thirds** of the Qualified Members who vote.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Expected of the Master

- Uphold the honour and dignity of the Lodge, the Province and the Grand Lodge of Scotland.
- Promote **brotherly love, relief, and truth.**
- Act with **integrity, impartiality, and commitment** to Masonic principles.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Expected of the Master

- Receive deputations from PGL or GL in the Third Degree. Unless otherwise agreed by the brother heading the deputation.
- The deputations shall salute the Master only.
- The Master & Wardens shall vacate their seats in favour of the head of deputation and wardens. The Master shall be seated to the right of the head of the deputation when he takes the Master's chair.
- Visiting deputations and brethren from Sister Constitutions shall be introduced prior to the introduction of deputations from PGL or GL regardless of Masonic Rank

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Charges to which the Master gives his ascent to prior to his Installation Ceremony

1. You agree to be a good man and true, and strictly to obey the moral law.
2. You agree to be a peaceable subject, and to conform to the laws of the country in which you reside.
3. You promise not to be concerned in plots or conspiracies against the Government, but to submit patiently to the decisions of the Supreme Legislature.
4. You agree to pay a proper respect to the Civil Magistrate, to work diligently, live creditably, and act honourably towards all men.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



5. You agree to hold in veneration the original Rulers and Patrons of the Order of Freemasonry, and their regular successors, supreme and subordinate, according to their stations, and to submit to the awards and resolutions of your Brethren in Grand Lodge assembled, in every case consistent with the Constitutions of the Order; and that you will not practise or recognise in connection with Lodges any Degrees except those of Apprentice, Fellow-of-Craft (including the Mark), and Master Mason, and the ceremony of Installed Master.
6. You agree to avoid private quarrels, and to guard against all intemperance and excess.
7. You agree to be cautious in your behavior, courteous to your Brethren, and faithful to your Lodge.
8. You promise to respect true and faithful Brethren and to discountenance all Impostors and Dissenters from the original plan of the Institution.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



9. You agree to promote the general good of Society, to cultivate the social virtues, and to propagate the knowledge of the art of Freemasonry, so far as your influence and ability can extend.
10. You admit that it is not in the power of any man or body of men, to make alterations or innovation in Freemasonry.
11. You promise to submit to the Most Worshipful the Grand Master Mason, for the time being, and to his Office bearers, when duly installed; and strictly to conform to every regulation of Grand Lodge that is not subversive of the principles of Freemasonry.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



12. You admit that no Lodge can be constituted without a Charter from a Grand Lodge, or other supreme body with similar powers, and that no countenance be given to an Irregular Lodge, or to any person clandestinely initiated therein; and that no Procession, Consecration, or other Ceremonial of Freemasons, clothed with the badges of the Order, can take place without the special permission of Grand Lodge, or of the Provincial or District Grand Master of the Province or District, or, in his absence, of his Depute or his Substitute.
13. You admit that no person can be regularly made a Freemason or admitted a member of any Lodge, without previous notice, and due enquiry into his character.
14. You promise that no Visitors shall be received into your Lodge without due examination or producing proper vouchers of initiation in a regular Lodge.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Lodge Office-bearers (Law 133)

- Any **Qualified Member** may be nominated for any elective office in the Lodge.
- A Brother **may not** serve as Master of more than one Lodge at a time.
- May not hold **two offices** in the same Lodge.
- Be an Office-bearer in two Lodges within the same Province or District. (**Without a Dispensation**)
- Hold office in a Scottish Lodge and one under another Constitution abroad.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Election of Office-bearers and Members of Committee (Law 134 & 135)

- The nomination and election of Office-bearers and Committee shall be carried out in accordance with Law 135. The election (and nomination if carried out at the same meeting) shall be conducted in the Third Degree. (Law 134)
- Every Lodge shall nominate and elect Office-bearers annually on a day or days fixed by its Bye-Laws. If the nomination and election are at separate meetings the interval between the meetings shall be at least six days exclusive of the dates of both meetings. During the nomination and election at least seven Qualified Members of the Lodge must be present.

Throughout the election a copy of the latest edition of these Laws shall be available and that fact shall be announced by the Master and shall be minuted. (Law 135)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Lodge Committees

- Every Lodge shall have a General Committee consisting of key office-bearers and additional members as prescribed in the Lodge Bye-Laws. (Law 149)
- The General Committee has the power to appoint Sub-Committees and delegate matters as it deems fit. (Law 149)
- Every Lodge shall have a Committee of Enquiry comprising specific office-bearers and elected members. (Law 150)
- A quorum for meetings of the General Committee and Committee of Enquiry is four. (Law 152)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Lodge Meetings

- The Charter and Annual Certificate must be in the Lodge Room in view of the Brethren and available for inspection during every meeting. A copy of the Grand Lodge Constitution and Laws and the Lodge Bye-Laws must also be in the Lodge Room. (Law 154)
- The Lodge must fix the days and times of its Regular Meetings, including those for nominations, elections, installations, and consideration of annual accounts. (Law 155)
- Changes to the place, date, or cancellation of a Regular Meeting require dispensation.
- Lodges are prohibited from holding meetings on a Sunday except for Divine or Memorial Services or the Funeral of a Brother.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Lodge Meetings

- Meetings must be convened by circular, advertisement, or intimation, as specified in the Lodge Bye-Laws.
- The number of Special Meetings for conferring Degrees shall not exceed the number of Regular Meetings during the same period.
- Only the business for which a Special Meeting was called may be dealt with.
- The Master shall preside at all meetings of the Lodge.
- In the absence of the Master, the Immediate Past Master or any Past Master shall officiate in order of precedence.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Lodge Meetings

- All business shall be transacted in the **First Degree** except for the election of Office-bearers and members of Committees. (Law 160)
- At each Regular Meeting of a Lodge (including Annual Meetings for considering accounts and for nomination, election and installation of Office-bearers) the Minutes of the previous Meetings shall be passed and signed by the Master or presiding Brother and by the Secretary. (Law 163)
- Notice of Motion must be in writing and signed by the proposer and seconder who must be Qualified Members of the Lodge. Given only at a **Regular Meeting**. (Law 164)
- The motion shall not be considered until one month has elapsed after the Meeting at which notice was given. Discussed and voted only at a **Regular Meeting**. (Law 164)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- Every candidate for Initiation or Affiliation must present an application to the Lodge duly completed and supported by two Qualified Members of the Lodge. (Law 166)
- A candidate for Affiliation must produce with his application the Diploma or Certificate of Membership issued to him by Grand Lodge or a Sister Grand Lodge together with a valid Demit or Clearance Certificate or a Resignation Certificate.
- Every application for membership must be recorded in the Petition Book of the Lodge, duly signed by the candidate and by his proposer and seconder **at or before** the relative meeting of the Committee of Enquiry.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates



Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- Every candidate shall be at least Eighteen years of age at the date of his application. (Law 167)
- All applications for Initiation or Affiliation shall be read only at a **Regular Meeting** and remitted to the Enquiry Committee. The duties of the Enquiry Committee shall be to make full enquiry into the character and qualifications of every candidate in the manner set forth in the Fourth Schedule. (Law 168)
- Before conducting any interviews, which must be in person with the Applicant, the Lodge shall communicate with any Lodge which may have refused the candidate's application and with any Lodge where an application has been made and withdrawn.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- After the Enquiry Committee has completed and submitted its report the application may be considered by the Lodge and a ballot taken. The ballot can be taken only at a **Regular Meeting**. This must not be earlier than the fourteenth day after the reading of the application in terms of Law 168, nor must it be earlier than the day after the Committee of Enquiry has completed its report. (Law 169)
- At the Regular Meeting at which an application is to be considered the report of the Committee shall be read and, without discussion, the ballot shall be taken, only Qualified Members having the right to vote. (Law 170)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- A minimum of **three black** balls shall exclude a Candidate.
- Ballots for Initiation and for Affiliation **cannot be taken together**.
- The Master and Wardens alone are responsible for declaring the result of the ballot.
- No Brother shall disclose how he intends to vote or has voted or try to induce any other Brother to disclose similarly.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- A candidate **for Initiation** shall not be initiated before the fourteenth day after the ballot.
- At the time of Initiation each candidate and each Affiliate from another Constitution shall pledge himself to support and maintain these Laws and to obey the Bye-Laws of the Lodge. He shall receive a copy of each. (Law 171)
- Gratuitous Initiation into the Craft and gratuitous Affiliation into Lodges are prohibited. (Law 172)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- Before his **Initiation** the candidate shall pay (*a*) the Initiation Fee and (*b*) the contribution to Grand Lodge as required in terms of Law 173. A candidate for **Affiliation** will pay the affiliation fee and if from another constitution the contribution to Grand Lodge.
- An Entered Apprentice shall not be passed Fellow-of-Craft nor a Fellow-of-Craft raised to the Degree of Master Mason before the fourteenth day after the previous Degree. (Law 175)
- The Mark shall be conferred only on Master Masons whose names have been registered as such in Grand Lodge. (Law 176)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- A Lodge shall not confer a Degree and the Mark on the same day, nor confer the same Degree or the Mark more than once on the same day. (Law 177)
- A Lodge shall not Pass, Raise or confer the Mark on a Brother who is not a member without first Affiliating him except as a favour on a written request signed by the Master and Wardens of the Lodge requesting the favour. (Law 179)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Applications / Candidates

- All obligations must be administered by the Master, a Past Master, the Depute or Substitute Master, the Senior or Junior Warden of the Lodge, an Installed Master or a Qualified Master. (Law 179)

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Dispensations are required for.

- Meetings on a Sunday, which can only be for Divine or Services of Remembrance for a deceased Brother,
- Wearing Regalia at a Divine Service or any other occasions outside the Lodge,
- Changing dates of or Cancelling Regular Meetings or Changing the place of Meetings,
- Inviting Lodges or Accepting Invitations from Lodges outside the Province to work Degrees. Inviting Lodges or Accepting Invitations from Lodges outside the Scottish Constitution Dispensation is required from Grand Lodge via Provincial Grand Secretary. (Home Grand Lodges, UGLE – Ireland)
- Hold Office in different Lodges within the same Province.

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Past Masters.

- A Past Master of one Lodge does not hold the rank of Past Master in another Lodge of which he is a member, unless he has served a term as Master of that Lodge. (Law 227)
- He may be received as a visiting Past Master only when clothed accordingly. (Wearing the regalia of a Past Master of the Lodge where he has served a term as Master).

Freemasonry in the Province of Fife and Kinross

Provincial Grand Lodge of Fife & Kinross



Discussion.

Freemasonry in the Province of Fife and Kinross