

# The Chapter of Peace No 98

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Approved by SGRACNZ: 1<sup>st</sup> September 2025

## **BY-LAWS OF THE CHAPTER of PEACE ROYAL ARCH CHAPTER No 98**

### **1. MEETINGS**

- (a) The Chapter shall meet at the Auckland Masonic Centre, 181 Khyber Pass Road, Grafton and shall hold Regular Convocations on the third Monday in April, May, June, August, October and November at such hour as the Principals shall direct.
- (b) The Officers shall be Installed and Invested at the Regular Convocation in the month of April each year.

### **2. DEGREES**

The Chapter shall practice and confer the degrees of Freemasonry which are controlled by the Supreme Grand Royal Arch Chapter of New Zealand, except for the Cryptic Degrees, in accordance with the Book of Constitution and Laws and other Regulations of Grand Chapter.

### **3. OFFICERS**

- (a) The Officers of the Chapter shall comprise those specified in the Book of Constitution and Laws as being necessary, and such of those specified in the Book of Constitution and Laws as being optional as the Chapter shall from time to time adopt. Vacant elective offices shall be filled in accordance with the provisions of the Book of Constitution and Laws.
- (b) The Officers of the Chapter, together with an Examiner of the Annual Accounts, shall, after consideration by the Standing Committee, be nominated and elected at the Regular Convocation of the Chapter held before the Installation Convocation in each year.
- (c) In the event of two or more Companions being nominated for the same office the election shall be by ballot and the Companion receiving a majority of votes of those present and voting shall be declared duly elected.

### **4. STANDING COMMITTEE**

- (a) A Standing Committee shall be established, to consist of the three Principals, all Installed Principals being members of the Chapter, Scribe Ezra, the Treasurer and up to two Companions (not being office-bearers) who are to be nominated in open Chapter by Companions who not for the time being holding office in the Royal Arch. Any member of the Chapter being a Royal Arch Companion may attend any meeting of the Standing Committee.
- (b) The elected members of the Standing Committee shall be nominated and elected at the same Regular Convocation as candidates for office and shall hold office for one year from the date of installation and casual vacancies shall be filled in the same way as vacant elective offices in accordance with the provisions of the Book of Constitution and Laws.
- (c) The Standing Committee shall meet at such time and place as the First Principal directs, and members shall receive such reasonable notice of a meeting as the circumstances permit. A quorum shall consist of five members, the First, Second or Third Principal being one.

- (d) The functions of the Standing Committee shall be to investigate and report to the Chapter or the First Principal upon all matters referred to it by the Chapter or the First Principal respectively, to make to the Chapter or the First Principal such recommendations as it thinks proper on any matter affecting the Chapter, and generally to attend to the interests of the Chapter.

## **5. PROCEDURE AT MEETINGS**

Subject in all respects to the Book of Constitution and Laws of Grand Chapter the following provisions shall apply to Convocations of the Chapter and meetings of the Standing Committee.

- (a) The Principals shall determine the order in which business shall be transacted, but in general at a Regular Convocation the order of business shall be as follows.
  - (1) Confirmation of the circulated minutes.
  - (2) Reading and consideration of correspondence.
  - (3) Passing of accounts for payment.
  - (4) Taking of ballots.
  - (5) Resolutions of which notice has been given.
  - (6) Reception of notices of motion.
  - (7) Matters which may be disposed of without previous notice.
  - (8) Ceremonial.
  - (9) Propositions for membership.
- (b) In the case of equality of votes the First Principal, or other presiding officer, may at his option either exercise a casting as well as a deliberative vote, or require the matter in issue to be the subject of a further vote, either later at the same Convocation or meeting or at the next ensuing Convocation or meeting.
- (c) Voting by proxy shall not be permitted.
- (d) A resolution in writing of the Standing Committee, signed by the greater of (i) a majority of its members or (ii) a quorum of the Standing Committee, shall be as effective as a resolution passed at a duly convened and assembled meeting of the Standing Committee. Any such resolution may consist of a number of documents in like form, each signed by one or more members of the Standing Committee. Signatures may be given by facsimile or by scanned e-mail transmission. A copy of any such resolution, once passed, shall be included in the next succeeding Chapter notice, but any omission to do so shall not affect the validity of any such resolution.
- (e) A meeting of the Standing Committee may (but does not have to be) held by means of telephone conference call, audio visual conferencing facilities, or like means of communication so long as each attendee can simultaneously hear all the other attendees and any attendee shall not leave any such meeting without first signifying his departure to the chairman and all attendees present at the start of such meeting shall be deemed present throughout unless those departing the meeting have previously so signified their departure to the chairman.

## **6. FINANCE AND PROPERTY**

- (a) The financial year of the Chapter shall end on 31<sup>st</sup> March.

(b) All monies received by the Treasurer or Scribe or other person on behalf of the Chapter shall be paid forthwith to the credit of the Chapter into such bank accounts as the Chapter may from time to time by resolution select.

(c) All disbursements shall be made by electronic banking by the approved officer or by such other means as may be approved by the Chapter, and be included in the minutes of that meeting.

(d) Financial Reporting

Forthwith after the end of the financial year the Treasurer shall prepare annual accounts relating to the general funds of the Chapter and to any special accounts raised by standing resolution of the Chapter including a balance sheet of assets and liabilities at the end of the year and a statement of income and expenditure for the year and shall then present the same to the Examiner of Accounts for examination.

The Examiner shall prepare a report to the Chapter on the results of his examination and the correctness of the accounts. The financial accounts shall be presented to the Chapter with the Examiner's report as soon as possible after the end of the Chapter's financial year.

The Examiner shall at all times be entitled to inspect the Treasurer's books of account and all vouchers and documents relating thereto.

(e) Property

Before the end of each financial year the Treasurer shall prepare an inventory of all property of whatever kind owned by the Chapter and this inventory shall be entered in the minute book of the Chapter.

## 7. TRUSTEES

The Chapter, having by resolution passed on the 28<sup>th</sup> April 2025 adopted the Grand Lodge of Freemasons of New Zealand Trustees Act 1903, enacts this by-law for the purposes of that Act.

(a) Three subscribing members of the Chapter shall be appointed by the Chapter and termed "Chapter Trustees", in whom, on election, shall vest all funds and other property of the Chapter, subject to the provisions of the Grand Lodge of Freemasons of New Zealand Trustees Act 1903.

(b) The Trustees shall hold office during the pleasure of the Chapter for a period of five years, and the office of Trustee shall be vacated by resignation of office, or cessation of membership of the Chapter, or the passing of a resolution discharging a Trustee from office.

(c) Any Trustee may be discharged from office and any appointment to the office of Trustee may be made by resolution passed at any regular meeting of the Chapter.

(d) The Trustees shall hold all funds and property of the Chapter for the general purposes of the Chapter and shall permit the same to be used and enjoyed, and shall dispose of the same in accordance with the directions of the Chapter given from time to time by resolution passed at a regular meeting of the Chapter.

(g) The provisions of By-law 6 relating to the bank account of the Chapter shall be deemed to be a direction of the Chapter to the Trustees and the officer(s) authorized to approve disbursements from the Chapter's bank accounts for the purposes of this by-law so that the bank account may be dealt with as herein provided.

(h) Each Trustee shall be completely indemnified out of all funds and property of the Chapter in respect of all claims made against him as Trustee provided he has acted in good faith.

## **8. FEES AND SUBSCRIPTIONS**

- (a) All fees and subscriptions payable to the Chapter shall be such amounts respectively as the Chapter shall from time to time resolve upon a motion of which notice shall have been given in the summons convening the Convocation at which such motion shall be delivered.
- (b) The Chapter may on a recommendation of the Standing Committee resolve that the annual subscription be reduced to an amount specified in such resolution for a member, including dual members as defined in the Book of Constitution and Laws:
  - (i) who reside more than a distance to be specified in the resolution from the place where the Chapter meets, or
  - (ii) who has reached the age of 70 years. Such member on an application being received and on a resolution being passed will become a Senior Member.
- (c) All subscriptions shall be payable in advance on the 1<sup>st</sup> day of April in each year provided that the Chapter may resolve that members shall be permitted to pay half their subscriptions on that date and half six months later.
- (d) Any member whose subscription is unpaid for one year shall be liable to be excluded from the Chapter after due notice in accordance with the Book of Constitution and Laws. Notice of intention to exclude a member shall be given only in pursuance of a Resolution of the Standing Committee.
- (e) The Chapter may by resolution of which notice shall have been given resolve that the holders for the time being of offices in the Chapter specified in such resolution shall be exempt from dues and may in like manner rescind or vary such resolution. The Scribe Ezra and Organist shall be so exempt without resolution.
- (f) The above annual subscriptions/dues shall be rebated by deduction of the applicable Grand Chapter annual fee for full members where a member being a member of one or more other Royal Arch Chapter on the roll of the Supreme Grand Royal Arch Chapter of New Zealand nominates such a Chapter other than this one to which he will pay such Grand Chapter annual fees.

## **9. HONORARY MEMBERS**

The Chapter may, after due notice in the summons that such motion is to be moved, by unanimous resolution adopted on the recommendation of the Standing Committee and after compliance with the requirements of the Book of Constitution and Laws in that respect, elect a Companion, whether or not already a member of the Chapter, who has rendered eminent service to the Chapter or to Royal Arch Masonry, to be an Honorary Member of the Chapter.

As such he shall be exempt from all Chapter dues and levies, except that any applicable Grand Chapter fees and levies shall be paid by the Chapter on his behalf.

## **10. CANDIDATES**

Candidates for Exaltation must be proposed by one Companion and seconded by another in open Chapter. The name of the candidate, his occupation and residence, the name and number of his Lodge with the names of his proposer and seconder shall be stated in the summons convening the Convocation at which such candidate is to be balloted for. The names of all candidates for exaltation, joining, or affiliation shall be first submitted by the proposer to the Principals. Two black balls shall exclude.

**11. ALTERATIONS TO BY-LAWS**

These by-laws may be amended in the following manner except by-laws 12 and 13 which may not be amended other than by direction of Grand Chapter.

- (a) Notice in writing stating the precise amendment or amendments proposed shall be given in open Chapter at a Regular Convocation.
- (b) The motion shall be set out in the summons for the next Regular Convocation, or for an Emergency Convocation summoned for the purpose, and shall at such Convocation be put to the Chapter.
- (c) A resolution for an amendment for which notice shall have been given as aforesaid shall be carried by a majority of those present and voting.
- (d) Any motion so carried shall not be effective until the minutes of the meeting at which it was carried have been confirmed.

**12. SUNSET CLAUSE**

If the Chapter is dissolved following a decision by its members, no member shall be entitled to any pecuniary benefit from the distribution of such funds or other assets and subject to any specific trusts concerning funds or other assets these or any residue shall be disposed of to such Royal Arch charitable trust as the Supreme Grand Royal Arch Chapter of New Zealand may determine.

**13. NO PECUNIARY BENEFIT**

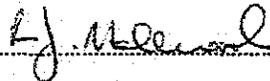
No member shall receive any pecuniary benefit from the Chapter save and except for any reduction of subscriptions under clause 8(b), or any exemption from dues under clause 8(e), or any reimbursement of costs and expenses of the Chapter incurred by any Companion on behalf of the Chapter.

These by-laws come into force on the date approved by the Grand Registrar and all previous by-laws are hereby deemed to be revoked.



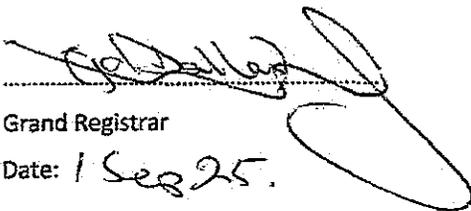
First Principal

Date: 16.6.25



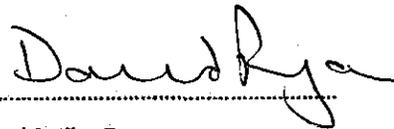
Scribe Ezra

Date: 16.6.25



Grand Registrar

Date: 1 Sep 25.



Grand Scribe Ezra

Date: 01/09/25