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2 Charter & Bylaws  
3 of  
4 **William R. Singleton-Hope Lebanon Lodge No. 7, F.A.A.M.**  
5 **Washington, DC**  
6

7 Hope Lodge No. 20 – May 7, 1867  
8 Wm. R. Singleton Lodge No. 30 – May 8, 1901  
9 Consolidated December 5, 1985  
10 Lebanon Lodge No. 7 – October 9, 1811  
11 (Barristers Lodge No. 48 12/19/1928 Consolidated with No. 7 01/18/1977)  
12 Consolidated November 9, 1987  
13 Adopted October 2, 1986  
14 Revised September 6, 2007  
15 Dues & Life Membership Revised January 3, 2008  
16 Revised September 6, 2012  
17 Dues & Life Membership Revised October 5, 2015  
18 Revised October 4, 2018  
19 Dues & Life Membership Revised March 7, 2019  
20

1 Charter  
2 of

3 Wm. R. SINGLETON-HOPE LODGE No. 20

4 Chartered by the Grand Lodge of F.A.A.M. of the District of Columbia

5 UNITED STATES OF AMERICA

6 The Grand Lodge of the District of Columbia

7 TO ALL WHOM IT MAY CONCERN:

8 Know Ye, that we, the Grand Lodge of the District of Columbia of the Ancient and Honorable  
9 Fraternity of Free and Accepted Masons duly established, constituted and organized for the said  
10 District, do hereby constitute and appoint our well-beloved brethren,

11 W. Frederick Gore as the First Master  
12 John G. Deoudes as the First Senior Warden,  
13 and Howard J. Gross as the First Junior Warden

14  
15 of a new Lodge, formed by the union of Hope Lodge No. 20, chartered the seventh day of May  
16 A.L. 5867 A.D. 1867, whose First Master was Johan C. Kondrup with Slater B. Russell First Senior  
17 Warden and James A. Jenkins First Junior Warden, with William R. Singleton Lodge No. 30,  
18 chartered the eighth day of May A.L. 5901, A.D. 1901, whose First Master was Frank H. Thomas  
19 with Isaac E. Shoemaker First Senior Warden and Samuel O. Wendel First Junior Warden, to be  
20 held in the City of Washington, in the District aforesaid, by the name of William R. Singleton -  
21 Hope Lodge No. 20 working under the authority and jurisdiction of this Grand Lodge of the  
22 District aforesaid.

23 And we do hereby empower our trusty and well-beloved brethren, W. Frederick Gore, John G.  
24 Deoudes and Howard J. Gross and their successors in office, duly elected and installed, to hold  
25 their Lodge at such room within the City of Washington as they may deem most convenient for  
26 their meetings, and at such times as they shall judge proper, and to admit and make Freemasons  
27 according to the ancient and established usages of the Craft.

28 And we do further authorize the brethren and their successors to hear and determine, all and  
29 singular, such matters and things as relate to the Craft within the jurisdiction of William R.  
30 Singleton - Hope Lodge, with the assistance of the members thereof.

31 And lastly, we do hereby authorize and empower the said trusty and well-beloved brethren to install  
32 their successors, being first duly elected as such, to whom they shall deliver this warrant of  
33 Constitution and invest them with all their powers and dignities as Freemasons, and such  
34 successors shall in like manner install their successors, etc., such installation to be on or before the  
35 anniversary of St. John the Evangelist, during the continuance of this Grand Lodge.

36 Provided, always that the above-named brethren and their successors pay due respect to this Grand  
37 Lodge, and to the ordinances thereof; otherwise this warrant of Constitution to be void and of no  
38 effect.

1 In testimony whereof, the installed officers of the Grand Lodge of the District of Columbia have  
2 hereunto signed their names and caused the seal of the Grand Lodge to be affixed, at the City of  
3 Washington, this fifth day of December A.L 5985, A.D. 1985.

4 THEODORE M. KAHN, M.W.G.M.

5 WILLIAM C. MISKOVIC, R.W.D.G.M.

6 L. ROBERT BAKER, G.S.W.

7 RAYMOND F. McMULLEN, G.J.W.

8 ROBERT F. SUTPHIN, G.T.

9 Attest:

10 JOHN C. SCHLETER, G.S.

11

12 William R. Singleton-Hope-Lebanon Lodge No.7 Charter Amendment

13 WHEREAS the consolidation of Lebanon Lodge No.7 and William R. Singleton-Hope Lodge No.  
14 20 was approved on November 9, 1987; and

15 WHEREAS the members of the consolidated William R. Singleton-Hope-Lebanon Lodge No. 7  
16 have opted to continue operation under the charter and by-laws of William R. Singleton-Hope  
17 Lodge No. 20; and

18 WHEREAS the charter of Lebanon Lodge No. 7 was invalidated as of the date of the consolidation  
19 of William R. Singleton-Hope-Lebanon Lodge No. 7; and

20 WHEREAS William R. Singleton-Hope-Lebanon Lodge No.7, in accordance with Section 122 of  
21 the Masonic Code of the District of Columbia, has requested the issuance of an appropriate  
22 amendment to the charter of William R. Singleton-Hope Lodge No. 20;

23 NOW, I, Darwin A. Brock, Grand Master of Masons in the District of Columbia, do proclaim the  
24 right of William R. Singleton-Hope-Lebanon Lodge No.7 to continue to operate under the charter  
25 of William R. Singleton-Hope Lodge No. 20 and direct that this amendment be attached to and  
26 become a part of that charter.

27 GRANTED under my hand and the seal of the Grand Lodge, F.A.A.M., of the District of  
28 Columbia, this amendment becomes effective as of the first day of June, A.L. 5991, A.D., 1991.

29 Darwin A. Brock  
30 Grand Master

31 Attest:  
32 Stewart W. Miner  
33 Grand Secretary

34

35

# Bylaws

## ARTICLE I Communications

SECTION 1. The stated Communications of this Lodge shall be held on the first Thursday of each month, commencing at 7:30 p.m., excepting the months of July and August.

## ARTICLE II Officers and Elections

SECTION 1. In addition to those officers whose election is provided for by the Grand Lodge Constitution, namely, the Master, Senior and Junior Wardens, Secretary, and Treasurer, the Master shall appoint a Chaplain, Marshal, Senior Deacon, Junior Deacon, Senior Steward, Junior Steward, and Tiler. The Master may, at his discretion, appoint an Organist and Historian.

## ARTICLE III Duties of Officers

SECTION 1. In addition to the duties enumerated in the Grand Lodge Constitution, the Secretary shall countersign all orders of the Treasurer and furnish Diplomas, Dimits, Certificates, and other orders of the Lodge, duly signed and sealed, and keep the following:

a. A journal of the proceedings of the Lodge, after the same shall have been corrected and approved.

b. A book containing the Constitution and Regulations of the Grand Lodge, and the Bylaws of this Lodge; together with all standing resolutions and amendments thereto to be signed by every Brother of the Lodge on being raised to the third degree or his affiliation thereto.

c. A register for recording all material facts relating to the Masonic history of each member of the Lodge. Such a register shall include: a catalog of Masonic information relating to a Brother of the Lodge to include their full name, any and all Masonic titles, dates they were Made, Passed, and Raised, whether Singleton is their mother Lodge or they are an affiliate, residence, phone number, email, spouse, and children, if any.

d. A ledger of the accounts of the Lodge, and a Treasurer's receipt book.

e. The Secretary shall, under the direction of the Master, conduct the correspondence of the Lodge; notify candidates of their election; keep in charge the Seal of the Lodge; file and preserve all petitions and documents on business of the Lodge and promptly deliver them and all books and papers in his possession having any reference to the business of his office to his successor; submit his books, accounts and vouchers to the Auditing Committee for their examination at least twelve days prior to the date for the annual visitation of the Officers of the Grand Lodge, or at any other time when desired to do so by the Lodge; furnish a satisfactory bond for the faithful performance of his duties in the penal sum of five-thousand dollars (\$5,000.00) by sureties acceptable to the Trustees of the Lodge, the premium on the bond to be paid by the Lodge; and procure all books and stationery for the Lodge and all necessary printing on the most reasonable terms.

1 f. The Secretary shall not furnish the names and addresses of Lodge members to any person or  
2 persons for the purpose of soliciting subscriptions.

3 SECTION 2. The Treasurer shall deposit all monies received in the name of Wm. R. Singleton-  
4 Hope-Lebanon Lodge No.7, F.A.A.M., in such bank or depository as the Lodge shall designate;  
5 and the same shall be withdrawn therefrom only after consent of the Lodge, and when signed by  
6 any two of the following officers: the Master, Secretary, Treasurer, Junior or Senior Warden; and  
7 he shall keep an accurate account of all his transactions with the Lodge, submit his books, accounts,  
8 and vouchers to the Auditing Committee for their examination at least twelve days prior to the date  
9 fixed for the annual visitation of the Officers of the Grand Lodge, or at any other time when desired  
10 to do so by the Lodge, and deliver to his successor all the funds of the Lodge together with all  
11 books and papers having any reference to his office; furnish a satisfactory bond for the faithful  
12 performance of his duties in the penal sum of five-thousand dollars (\$5,000.00) by sureties  
13 acceptable to the Trustees of the Lodge, the premium on the bond to be paid by the Lodge.  
14 Additionally, the Treasurer shall ensure the proper implementation of any financial policies and  
15 standard operating procedures (SOP) as approved by the Lodge.

16 SECTION 3. It is the duty of the Tiler to take charge of the implements, jewels, and clothing of  
17 the Lodge and perform such other duties inherent to his office including those set forth in the ritual  
18 of the Grand Lodge.

19 SECTION 4. The Secretary, Treasurer, Tiler, and Organist shall be exempt from the payment of  
20 annual Lodge dues. For the faithful performance of their duties, they shall receive such  
21 compensation as the Lodge shall, from time to time, establish using the method as provided in this  
22 section.

23 a. A proposal to establish or to change the compensation of the several Lodge officers named  
24 above as receiving compensation shall be submitted in writing to the Secretary and signed by at  
25 least two Lodge members. Such a proposal shall be submitted at a Stated Communication, read to  
26 the members and referred to the Audit Committee. The proposal shall not be presented to the Lodge  
27 for action until the Audit Committee shall have made a report with their recommendations on the  
28 proposal, at least one Stated Communication shall have occurred since the introduction of the  
29 proposal, and every member shall have received written notice of the proposal either by inclusion  
30 in the Lodge bulletin or as an enclosure with the bulletin. A majority vote of the Lodge members  
31 present shall be sufficient to adopt or reject the proposal when presented to the Lodge for action.

32 ARTICLE IV  
33 Trustees

34 SECTION I. There shall be two Panels of Trustees of three each, each Trustee being elected for  
35 terms of three years, provided on each Panel that at the first election of said Trustees, one Trustee  
36 shall be elected for the term of one year, one Trustee for the term of two years, and one Trustee for  
37 the term of three years. The Lodge shall, at each annual communication thereafter, elect one  
38 Trustee to serve for three years on each Panel, and fill any vacancy that may occur on said Panels  
39 of the Board of Trustees, by death or otherwise, provided that the Treasurer or Assistant Treasurer  
40 shall not be eligible for election to Panel A of the Board of Trustees. The duties and responsibilities  
41 of each Panel of Trustees are described in this Article in Sections 2 and 3. The Lodge Secretary  
42 shall serve ex-officio as an alternate Trustee on Panel A (Securities Trustees) for purpose of

1 insuring necessary signatures on checks and access to safe deposit box in case of absence or  
2 incapacity of one of the elected Trustees.

3 SECTION 2

4 a. It shall be the duty of the Trustees to invest such funds as the Lodge may authorize for  
5 investments, all deposits and investments by said Trustees to be in the name of "The Trustees of  
6 Wm. R. Singleton-Hope-Lebanon Lodge No. 7, F.A.A.M." and to submit an annual written report  
7 of their doings thereon and the conditions of the funds at the stated communication of the Lodge in  
8 November. The said Trustees, having initially established a Life Membership Fund, by transfer of  
9 twenty-thousand dollars (\$20,000.00) from the General Fund, and shall pay, each year, to the  
10 Lodge, from the Life Membership Fund, the current dues for each life member on the rolls.

11 b. In no event shall the principal of the General Fund, invested by the Trustees, be  
12 appropriated by the Lodge unless by a vote of two-thirds of the members present at a stated  
13 communication, and any motion, having for its object such appropriation, shall lie over until the  
14 next succeeding Stated Communication and the members notified thereof. This paragraph shall not  
15 apply to Paragraphs (c) and (d) of ARTICLE IV, SECTION 2.

16 c. The Trustees are fully authorized and empowered to transfer, convert, endorse, sell, assign,  
17 set over and deliver any and all shares of stock, bonds, debentures, notes, subscription warrants,  
18 stock purchase warrants, evidences of indebtedness or other securities now or hereafter standing in  
19 the name of the Trustees of Wm. R. Singleton-Hope-Lebanon Lodge No.7, F.A.A.M., and to make,  
20 execute and deliver, under seal of the Lodge, any and all written instruments of assignment and  
21 transfer necessary or proper to effectuate the authority hereby conferred. Further, that the Master,  
22 or in his absence or incapacity, the Senior Warden and the Secretary, or in the latter's absence or  
23 incapacity the Treasurer or Assistant Treasurer, are hereby authorized and directed to issue such  
24 resolutions, under the seal of the Lodge, as are required to enable said Trustees to fulfill the duties  
25 set forth. Any such resolutions so issued between stated communications of the Lodge shall be  
26 reported at the next stated communication by the Secretary or the Treasurer or Assistant Treasurer  
27 of the Lodge and incorporated with the minutes of such communication.

28 d. In the event the Trustees cannot unanimously agree to sell any of the investments mentioned  
29 in the preceding paragraph, and the majority of said Trustees are of the considered opinion that the  
30 Lodge may lose principal by such failure to sell, the Master, Senior and Junior Wardens, and  
31 Secretary, or in his absence or incapacity, the Treasurer, shall be called together by the Master, or,  
32 in his absence, by the Senior or Junior Warden, and together with the Trustees, shall act as an  
33 Investment Committee. The proxies of the Master and Wardens (in Grand Lodge) are empowered  
34 to serve on the Investment Committee in the absence or inability of their principals to be present  
35 and act. A quorum of the Investment Committee shall consist of seven members to include either  
36 the Secretary or the Treasurer of the Lodge, either of whom shall record the proceedings of the  
37 Committee Meeting and report the same at the next Stated Communication of the Lodge. After full  
38 discussion on the merits, a vote of the majority of the Investment Committee in favor of the sale of  
39 the security in question shall thereby authorize each sale.

40 SECTION 3. It shall be the duty of the Real Property Trustees to be responsible for all of the  
41 equipment, paraphernalia, and physical property of the Lodge. They shall, along with the Special  
42 Representatives of the Lodge, serve as Directors on the Wm. R. Singleton Masonic Temple  
43 Association and vote the shares of stock of the Lodge in that Corporation. The Real Property

1 Trustees shall submit a written report of their doings thereon at the stated communication of the  
2 Lodge in November, annually.

3 SECTION 4. The six Trustees and their successors forever are empowered to institute any suit or  
4 action deemed necessary by and on behalf of the Lodge for its use and benefit, or to defend any suit  
5 brought against them as the representatives of the Lodge.

6 ARTICLE V  
7 Committees

8 SECTION 1. There shall be nine standing committees, to wit: an Auditing Committee, a Budget  
9 Committee, a Bylaws Committee, a Charity Committee, a Communication Committee, an Honors  
10 and Awards Committee, a Masonic Education Committee, a Social Committee, and a Work and  
11 Lecture Committee; each of which shall consist of not less than three mem4bers.

12 SECTION 2. The Auditing Committee shall, at the close of each fiscal year, examine the books,  
13 accounts, and vouchers of the Secretary and Treasurer and submit, on the evening of the November  
14 stated communication, a statement of the receipts and expenditures, the latter to be in detail, and of  
15 debts due to or from the Lodge; they shall also examine the books, accounts, and vouchers of the  
16 Trustees, and the cash on hand, bank account(s), stocks, bonds and other securities held by them,  
17 and report at the time specified above, as to the correctness of the annual report of the Trustees.

18 SECTION 3. The Budget Committee shall prepare and present to the Lodge, not later than the  
19 November stated communication each year, a proposed budget showing anticipated receipts and  
20 expenditures for the following Masonic year, as a general guideline for outlays during that year.  
21 Departures from or overruns in excess of 5% of budgeted amounts per budget line would require a  
22 majority vote of the members present and voting at a stated communication. The Lodge Secretary  
23 and Treasurer shall serve as ex-officio non-voting members of the Budget Committee. The Lodge  
24 Secretary and Treasurer shall serve as ex-officio nonvoting members of the Budget Committee.

25 SECTION 4. The Bylaws Committee shall examine and report upon all amendments proposed to  
26 these Bylaws and prepare and report such amendments as may become necessary from time to  
27 time.

28 SECTION 5. The Charity Committee shall investigate all applications for relief (unless otherwise  
29 ordered by the Lodge) previous to any appropriation being made by the Lodge, and may expend a  
30 sum or sums on any case or cases it shall deem worthy, not to exceed an aggregate amount of five-  
31 hundred dollars (\$500.00) between any two stated communications, for which it shall account to  
32 the Lodge: provided, that no appropriation shall be made for more than current expenses unless the  
33 amount to be appropriated is in the hands of the Treasurer in excess of all existing liabilities. The  
34 Committee shall treat the names of recipients of relief with anonymity in its report to the Lodge.

35 SECTION 6. The Honors and Awards Committee shall, in conformity with all Grand Lodge and  
36 Lodge rules and regulations, propose nominees for election as honorary members in the Lodge; a  
37 nominee to receive the Fidelity Medal whenever this Lodge has no living holder of the same; a  
38 nominee for consideration by the Grand Lodge Committee on Grand Lodge Awards for the Grand  
39 Lodge Distinguished Service Medal (should suggestions be sought from the constituent Lodges);  
40 persons for consideration for other Grand Lodge or Grand Master awards or medals whenever  
41 constituent Lodges are asked to submit the same; and generally to propose other awards in  
42 recognition of Masonic achievement or distinction.

1 SECTION 7. The Masonic Education Committee shall see that the candidates receive each of the  
2 degrees in the proper frame of mind to appreciate the lessons taught, and will be as well versed in  
3 the history, traditions, laws, customs and usages of the Craft as they are in the ritual. The  
4 Committee shall be guided by the material in "Lodge System of Masonic Education," Revision of  
5 1960 or later, published by the Grand Lodge, F.A.A.M., of the District of Columbia.

6 SECTION 8. The Work and Lectures Committee shall instruct and examine candidates for  
7 advancement and report as to their proficiency prior to being advanced, instruct officers on the  
8 ritualistic work, and oversee rehearsals.

9 SECTION 9. The Communications Committee shall facilitate digital communication with brethren  
10 and the general public through approved Lodge communication vehicles; develop the yearly  
11 communication strategy; and maintain and support the Lodge's digital assets and approved  
12 communication vehicles.

13 SECTION 10. The Social Committee shall organize, facilitate, and assist in the promotion of Lodge  
14 social events while staying within the approved budget.

15 ARTICLE VI  
16 Petitions and Fees

17 SECTION 1. The fee for conferring the Degrees shall be one-hundred and fifty dollars (\$150.00)  
18 to be paid as follows: Fifty dollars (\$50.00) with the petition, fifty dollars (\$50.00) before receiving  
19 the Fellowcraft's Degree, and fifty dollars (\$50.00) before receiving the Master Mason's Degree.  
20 Clergymen not engaged in secular occupation may receive the Degrees without payment of fees.

21 SECTION 2. Every Brother of the Lodge, on being raised to the third degree or his affiliation  
22 thereto, shall forthwith sign these Bylaws and receive a copy thereof.

23 SECTION 3. The fee for affiliation shall be one-hundred dollars (\$100.00).

24 ARTICLE VII  
25 Dues and Reinstatements

26 SECTION 1. All members shall pay annual dues equal to one-hundred and twenty dollars  
27 (\$120.00) plus the annual per member Grand Lodge assessment to the Secretary on or before the  
28 thirtieth (30<sup>th</sup>) day of September for the ensuing Masonic year. Dues shall be charged from the first  
29 day of the month in which the member was raised, affiliated, or reinstated. Payment of dues shall  
30 not be required of ordained Clergymen who are active in or retired from the ministry, provided that  
31 they are not engaged in remunerative secular employment. Active Duty members of the United  
32 States Armed Forces (Army, Navy, Marine Corps, and Air Force) and members of the United  
33 States Coast Guard shall be exempted from annual dues. Members on Active Duty shall inform the  
34 Secretary and Worshipful Master in writing annually of their status in order to be exempted from  
35 dues.

36 SECTION 2. Life members and Honorary members may be elected by the Lodge by unanimous  
37 vote, after one month's notice.

38 SECTION 3. All members in arrears for dues for the current and/or previous year shall be notified  
39 by the Secretary of that fact during the month of January of each year. The statement may be  
40 mailed with the January bulletin or separately, as the Secretary shall elect. The statement shall  
41 include Article VII, Section I of these Bylaws.



1 SECTION 4. Each member in arrears for dues for two years shall be notified of that fact by the  
2 Secretary during the month of March. The notice shall be sent by registered mail with return  
3 receipts requested. It shall contain a statement to the effect that if the dues are not paid by the first  
4 Stated Communication in May, his name will be reported to the Lodge with a recommendation that  
5 he be dropped from the rolls for non-payment of dues. The notice shall also include Article VII,  
6 Sections I, 3, and 4 of these Bylaws. The wording of the letter shall be substantially as prescribed in  
7 the Standing Resolution of the Lodge.

8 SECTION 5. Each member dropped for nonpayment of dues shall be notified by the Secretary of  
9 such action. Such letter shall be sent by certified mail. The wording of the letter shall be  
10 substantially as prescribed in the Standing Resolution of the Lodge. The notice shall include Article  
11 VII, Sections 1, 3, 4 and 5 of these Bylaws, plus Section III of the Constitution of the Grand Lodge  
12 of the District of Columbia.

13 SECTION 6. The Worshipful Master or Secretary shall personally communicate with each  
14 member who has been dropped for non-payment of dues and who has not reinstated himself, during  
15 the months of February and March following the date of such dropping, in an effort to induce him  
16 or them to reinstate.

17 ARTICLE VIII  
18 Life Membership

19 SECTION 1. Every member of the Lodge whose age, combined with the number of years he has  
20 been a dues paying member of Wm. R. Singleton-Hope-Lebanon Lodge No.7, totals one-hundred  
21 ten (110) years or more, shall, upon reaching knowledge of the fact or reaching the minimum  
22 number of years, whichever comes sooner, immediately become a life member and be exempt from  
23 the payment of dues for the remainder of his life.

24 SECTION 2. Every member of the Lodge who shall prepay his membership in the sum fixed in  
25 the formula below, shall become a life member and be exempt from the payment of dues during the  
26 rest of his life. The table within this section may be administratively updated based on changes to  
27 the Grand Lodge assessments before the beginning of the next Masonic year without a vote of the  
28 Lodge.

29  
30 Formula: Subtract age at last birthday when raised or affiliated in Wm. R. Singleton-Hope -  
31 Lebanon Lodge No.7 from one-hundred and ten (110) and divide the answer by two (2). If  
32 fractional, use the next higher figure. From this figure subtract the number of years of good  
33 standing membership in Wm. R. Singleton-Hope-Lebanon Lodge No.7, thus obtaining the figure in  
34 Column A in the table below. Opposite this figure, in Column B, is the total cost of prepaid life  
35 membership.

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**Life Member Dues Table – Based on \$120/year dues + Grand Lodge Assessment of \$17.36.<sup>1</sup>**

A	B	A	B	A	B	A	B
1	\$ 75	11	\$ 820	21	\$ 1,565	31	\$ 2,311
2	\$ 149	12	\$ 894	22	\$ 1,640	32	\$ 2,385
3	\$ 224	13	\$ 969	23	\$ 1,714	33	\$ 2,460
4	\$ 298	14	\$ 1,044	24	\$ 1,789	34	\$ 2,534
5	\$ 373	15	\$ 1,118	25	\$ 1,864	35	\$ 2,609
6	\$ 447	16	\$ 1,193	26	\$ 1,938	36	\$ 2,683
7	\$ 522	17	\$ 1,267	27	\$ 2,013	37	\$ 2,758
8	\$ 596	18	\$ 1,342	28	\$ 2,087	38	\$ 2,833
9	\$ 671	19	\$ 1,416	29	\$ 2,162	39	\$ 2,907
10	\$ 745	20	\$ 1,491	30	\$ 2,236	40+	\$ 2,982

6 Prepaid life memberships may be purchased in installments. However, the total annual dues amount  
7 as required in Article VIII, Section 1, shall be paid annually to the Secretary in addition to the  
8 annual installment amount until the final installment has been paid to the Lodge. A Maximum of  
9 four (4) annual installments are due on or before the thirtieth (30<sup>th</sup>) day of September for each of  
10 the ensuing Masonic years, whereby the rate shall be locked after the first installment. Failure to  
11 submit any subsequent payment on time will result in cancellation of the payment plan and a full  
12 refund of previous installments.

13 SECTION 3. All money received from members for the purchase of prepaid life memberships, as  
14 provided in SECTION 2 of this Article, shall be transferred to the Trustees of the Lodge, who shall  
15 add the same to the life membership fund.

ARTICLE IX  
Amendments

16 SECTION 1. Any amendments or alterations to these Bylaws shall be read at a Stated  
17 Communication, referred to the Bylaws Committee, and shall lie over one lunar month, when it  
18 shall be acted upon, the members having been previously notified, but no alteration shall be  
19 adopted unless two-thirds (2/3) of the members present concur with the proposed changes.  
20

21 SECTION 2. No part of these Bylaws can be temporarily suspended.  
22

<sup>1</sup> Last updated for the 2019 Masonic year.

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4 ARTICLE X  
5 Representatives

6 SECTION 1. Three Special Representatives of the Wm. R. Singleton Masonic Temple  
7 Association shall be elected annually for a term of one year each. It shall be the duty of the Special  
8 Representatives to attend the meetings of the Wm. R. Singleton Masonic Temple Association and  
9 shall serve as Directors of the Corporation when elected as such by the Stockholders.

10 SECTION 2. Annually the Lodge shall elect a representative to the Masonic & Eastern Star Home  
11 Charities Inc, a representative to the St. John's Mite Association of the District of Columbia, a  
12 representative and an alternate representative to the Masonic Foundation of the District of  
13 Columbia for a term of one year each. Should more than one Brother run for any of these positions,  
14 the election shall be by a majority of those present at an annual meeting during annual Lodge  
15 officer elections and by secret written ballot. These representatives shall commence their term the  
16 same day as the Lodge's next installation. The Lodge Secretary shall notify the Grand Lodge, the  
17 Masonic & Eastern Star Home Charities Inc, The Masonic Foundation, and St. John's Mite of the  
18 election.

19 ARTICLE XI  
20 Past Master's Jewel  
21

22 SECTION 1. Every retiring Master of this Lodge, who shall have served one full term as Master,  
23 shall be presented a Past Master's jewel which shall be generally of the style and design adopted by  
24 the Lodge. It shall be procured or provided by the Trustees at the expense of the Lodge. From the  
25 date of adoption of this section forward, all newly-issued Past Master jewels are to be considered  
26 property of William R. Singleton-Hope-Lebanon Lodge #7 and shall be returned to the Lodge if the  
27 recipient is no longer a member in good standing, moves more than one-hundred (100) miles from  
28 the Lodge, or passes away. The Trustees may move to waive the one-hundred (100) mile limit if,  
29 in their judgment, the recipient is still an active member of the Lodge. The recipient shall sign a  
30 form acknowledging this, which shall be maintained by the Lodge Real Property Trustees. The  
31 Real Property Trustees shall maintain any returned jewels and re-issue any as they see fit.  
32

33 ARTICLE XII  
34 STANDING RESOLUTIONS

35 SECTION 1. The Lodge may adopt, amend, or void standing resolutions by a majority vote at any  
36 meeting, so long as all proposals lie over one lunar month and the members having been previously  
37 notified.  
38

39 SECTION 2. No standing resolution may be adopted or amended, if in the opinion of the  
40 Worshipful Master, the resolution or amendment contradicts the Bylaws of the Lodge.  
41

42 SECTION 3. All standing resolutions shall be published with the Bylaws of the Lodge and be  
43 maintained by the Secretary per the format below:  
44

1 **STANDING RESOLUTIONS**

- 2 1. Resolved, that the letter notifying a Brother who is two years in arrears in dues shall be  
3 substantially as follows:

4  
5 “Dear Brother \_\_\_\_\_ :

6  
7 My records indicate that you are indebted to the Lodge for dues in the amount of \$\_\_\_\_\_ for  
8 the year(s) \_\_\_\_\_. In accordance with ARTICLE VII, SECTION 4 of the Bylaws you are  
9 hereby notified that unless these dues are paid by the first Stated Communication in May,  
10 your name will be reported to the Lodge with a recommendation that you be dropped for  
11 non-payment of dues as of that date.

12  
13 If for any reason you are financially unable to meet this obligation, please communicate the  
14 facts to the Worshipful Master or to me, so that we may recommend appropriate Lodge  
15 action.

16  
17 Sincerely and fraternally

18  
19 Secretary”

- 20 2. Resolved, that the letter notifying a Brother that he has been dropped for non-payment of  
21 dues shall be worded substantially as follows:

22 “Dear Brother \_\_\_\_\_ :

23  
24 It is with regret that I must notify you that as of \_\_\_\_\_ you were dropped from the  
25 rolls of Wm. R. Singleton-Hope-Lebanon Lodge No.7 for non-payment of dues. Such action  
26 was in accord with Article VII of the Bylaws, which is reproduced in full below.

27  
28 You will note from Section III of the Constitution of the Grand Lodge of the District of  
29 Columbia, which is also reproduced below, that your membership can be reinstated  
30 automatically during the next year by payment of the arrearage in dues. I sincerely hope that  
31 you will take advantage of this opportunity to renew your membership.

32  
33 Sincerely and fraternally,

34  
35 Secretary”

1  
2 **ARTICLE XIII**

**FINANCIAL POLICIES AND STANDARD OPERATING PROCEDURES (SOP)**

3 SECTION 1. The Worshipful Master shall adopt Financial Policies and Standard Operating  
4 Procedures (SOP). Excepting those authorities already granted to the Trustees of the Lodge, these  
5 policies and SOP shall outline budgetary authority, control over negotiable instruments, payment  
6 policies and other matters pertaining to the Treasury. These policies and SOP shall be reviewed by  
7 the incoming Worshipful Master after assuming his office. Nothing within the policies or SOP may  
8 contradict, change, or otherwise seek to evade any portion of these Bylaws outside of the  
9 provisions of sections IX and XII herein. It may be modified, by a majority vote of the Lodge, at  
10 any regular or special meeting the Worshipful Master calls for that purpose. Such modification  
11 shall be introduced by a regular motion, seconded by a non-moving member of the Lodge, and then  
12 referred to the Audit Committee for their review.

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## PAST MASTERS BARRISTERS LODGE No. 48, F.A.A.M.

†Chester A. Gwinn .....	1928	*Edward M. Woolf .....	1951
*Warren W. Grimes .....	1929	*Frederick I. Smith .....	1952
*James C. Rogers .....	1930	*W. Dean Mathis .....	1953
*Howard T. Jones .....	1931	*Floyd A. Keaton .....	1954
*Aubrey R. Mars .....	1932	*Llewellyn A. Luce .....	1955
*Lumen H. Macomber .....	1933	*Briggs G. Simpich .....	1956
*Jesse W. Thompson .....	1934	*W. Harvey Wise .....	1957
†Irvin M. Tullar .....	1935	*W. Maurice Parshall .....	1958
*Irvin W. Carpenter .....	1935	*Carl A. Baumann .....	1959
*Laurence Graves .....	1936	*Raymond F. Brown .....	1960
*John E. Marshall .....	1937	*Alfred Karsted .....	1961
*Earl W. Shinn .....	1938	*John P. Wenchel, II .....	1962
*Frederick R. Shearer .....	1939	Ellis W. Manning, Jr. ....	1963
*William A. Klutz .....	1940	*William B. Riley .....	1964
*Herbert S. Fessenden .....	1941	*Roger T. Steers .....	1965
*Lee Speer .....	1942	*Homer R. Miller .....	1966
*Manford E. Nelson .....	1943	Charles Owen Johnson .....	1967
*Ralph V. Ray .....	1944	*Herbert W. Smith .....	1968
*Craig I. Reddish .....	1945	*Lawrence C. Moore .....	1969
*Kennedy C. Watkins .....	1946	*George Squire .....	1970
*Robert C. Whitley .....	1947	*Burke W. Willsey .....	1971-72
*Ellis W. Manning .....	1948	*Oliver H. Folk .....	1973
*F. Hunter Creech .....	1949	*Lester Earl Glass .....	1974-75
*J. August Johnson, Jr. ....	1950	*Harry Atlas .....	1976

\*DECEASED

†AFFILIATED

## PAST MASTERS WM. R. SINGLETON-HOPE LODGE NO. 20, F.A.A.M.

*W. Frederick Gore .....	1986	*John G. Deoudes .....	1987
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\*DECEASED

## PAST MASTERS WM. R. SINGLETON-HOPE-LEBANON LODGE NO.7, F.A.A.M.

*Howard J. Gross .....	1988	William D. Means .....	2006
*Boghos P. Ohanian .....	1989	Kurt J. Hamrock .....	2007
*Ray Nelson .....	1990	Marcus A. Trelaine .....	2008
*Robert F. Matsudaira .....	1991, 92	*Randall L. Thomas .....	2009
*Felicitimo A. Enriquez, Jr. ....	1993	James W. Mitchell .....	2010
Craig R. Lasher .....	1994	Ryan C. Work .....	2011
Robert A. Keuroglan .....	1995	Richard C. Chandler .....	2012
Gordon O. Moe .....	1996	Perry J. Blatstein .....	2013, 14
James J. Black .....	1997	Connor W. Flaherty .....	2015
Kevin P. Jay .....	1998	Dustin R. Rawlins .....	2016
George J. Stoklas .....	2000	Adam N. Tager .....	2017
Stephen T. Schuneman .....	2001	Amid Kaassamani .....	2018
Joseph S. Oliver .....	2002		
Jeffrey T. Howard .....	2003		
William F. Harvey .....	2004		
Kenneth D. Fuller .....	2005		

\*DECEASED

PAST MASTERS  
HOPE LODGE No. 20, F.A.A.M.

*J.C. Kondrup.....	1867	*J. Williamson Cook.....	1923
*H.V. Cole.....	1868	*Charles D. Miller.....	1924
*William Mertz.....	1869	*Hubert Newsom.....	1925
*Samuel Houston.....	1870-71	*John M. Stillwell.....	1926
*Isaac B. Ruff.....	1873-74	*Irvin H. Hollander.....	1927
*Richard Goodhard.....	1875-76	*Alexander H. Miller.....	1928
*Charles A. Brown.....	1877-78	*William R. Lamar.....	1929
*John Beck.....	1879	*Charles J. Diller.....	1930
*Emil Arctander.....	1879	*Louis R. Sutler.....	1931
*William A. Craig.....	1880	*Johnson R. Sidney.....	1932
*Thomas W. Sanner.....	1881	*R. Earl Slye.....	1933
*Frank Carver.....	1882	*Leslie E. Athey.....	1934
*George W. Baird.....	1883	*S. George Tate.....	1935
*Albert M. Evans.....	1884	*Murray W. Gould.....	1936
*John C. S. Burger.....	1885	*Richard L. Merrick.....	1937
*Fred G. Dietrich.....	1886	*Joseph S. Cromwell.....	1938
*John S. Mills.....	1887	*Dewey L. Shaw.....	1939
*William P. Chalice.....	1888	*P. W. Benninghoven.....	1940
*Clarence Lewis.....	1889	*H. Paul Kaufman.....	1941
*William Briggs.....	1890	*Culbertson W. Ross.....	1942
*J. H. Cunningham.....	1891	*William J. Haste.....	1943
*Charles L. Snook.....	1892	*Arthur B. Cooper.....	1944
*William A. Cohill.....	1893	*Hayward Woodard.....	1945
*C. W. Henshaw.....	1894	*George V. Moore.....	1946
*Paul Newhaus.....	1895	*William M. Rittenhouse.....	1947
*Frank P. Hayes.....	1896	*James M. Barnard.....	1948
*Philip P. Rouse.....	1897	*Glenn C. Russell.....	1949
*Charles G. Van Horn.....	1898	*Clarence H. Lutz.....	1950
*N. S. Meyer.....	1899	*James W. Knott.....	1951
*George A. Cohill.....	1900	*Jerome Proper.....	1952
*J.D. Hinternesch.....	1901	*Lawrence D. Hankins.....	1953
*Charles Long.....	1902	*Howard S. Walker.....	1954
*John F. Collins.....	1903	*Elmer F. Rowan.....	1955
*Alexander Wolf.....	1904	*Hugh Y. Bernard.....	1956, 85
*J. H. Von Herman.....	1905	*Charles H. Small.....	1957
*E. Y. Davidson.....	1906	*Noble E. Davison.....	1958
*J. H. Hoffacker.....	1907	*Edgar A. Sanks.....	1959
*Allan R. Searle.....	1908	*James M. Bernard, Jr.....	1960
*Edwin C. Dutton.....	1909	*Hyman Haspiel.....	1961
*H. P. McIntosh.....	1910	*Bernard P. Chewing.....	1962
*R. B. Behrend.....	1911	*Carl T. Mack.....	1963
*H. G. Sherwood.....	1912	*Carroll A. Strickler.....	1964
*G. S. Barnhart.....	1913	*Kenneth E. Kidwell.....	1965
*C. F. Granholm.....	1914	*Rosser L. Howard.....	1966
*W. L. Hagen.....	1915	Gerald B. Victorian.....	1967
*O. F. Linthicum.....	1916	*Ronald L. Donalson.....	1968
*W. F. Rohr.....	1917	*Richard R. May.....	1969
*Frank Hursh.....	1918	*Charles B. Gammon.....	1970
*E. K. Wilkins.....	1919	*George R. Kidwell.....	1971
*E. A. L. Stevens.....	1920	*George F. Worth.....	1972, 74
*Irving E. Strobel.....	1921	*James L. Daigle.....	1973
*Emil Levy.....	1921	*William C. Smith.....	1975
*Leon Pretzfelder.....	1922	*Earl K. Scott.....	1976

\*Marvin Rosenbloom .....1977, 80  
\*Kostas E. Buas .....1978, 84  
\*David Brooks .....1979

\*Louis M. Paraskevas.....1981  
\*H. Paul Hutchinson.....1982  
Robert L. Dorsey .....1983

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PAST MASTERS  
WM. R. SINGLETON LODGE No. 30, F.A.A.M

*Frank T. Thomas.....	1901-02
*Isaac E. Shoemaker.....	1903
*Samuel O. Wendel.....	1904
*Frederick F. Robey.....	1905
*Thomas M. Bowling.....	1906
*Frederick J. Heider.....	1907
*Curtis M. Smith.....	1908
*J. Harvey Robey.....	1909
*Frederick W. Parks.....	1910
*Edward N. Riley.....	1911
*George N. Welker.....	1912
*Herman W. Walther.....	1913
*Anthony M. Ray.....	1914
*Herbert E. Riley.....	1915
*John W. Chappell.....	1916
*James L. Giles.....	1917
*Albert P. Seller.....	1918
*Charles R. Hurley.....	1919
*N. Webster Chappell.....	1920
*George A. Smith.....	1921
*Richard G. Fletcher.....	1922
*Harry L. Freer.....	1923
*James A. Finch.....	1924
*Andrew C. Wilkins.....	1925
*Robert F. Fleming.....	1926
†*William Curtis White.....	1926
*Peter Bisset, Sr.....	1927
*Dean Hill Stanley.....	1928
*Thomas A. Butt.....	1929
*Elwood R. Berkeley.....	1930
*John A. Stevenson.....	1931
*Joseph M. Wise.....	1932
*Edward D. Easley.....	1933
*Edward M. Weeks.....	1934
*Edward B. Harry.....	1935
†* Joseph W. Marshall.....	1935
*Robert E. Doleman.....	1936
*William H. Churchill.....	1937
*Wendell Shoemaker.....	1938
†*Lindley R. Murry.....	1938
*Vernal R. Brown.....	1939
*Warren W. Shoemaker.....	1940
*Thomas McL. Davis.....	1941
*Charles G. Weber.....	1942
*Alvin M. Parker.....	1943
*Paul E. Largent.....	1944
*Alfred S. Coiner.....	1944
*Sidney F. Malone.....	1945
*John M. Derrick.....	1946
*John M. Crone.....	1947
*William S. Brower, Jr.....	1948

\*Harry D. Foster ..... 1949  
 \*J. Herbert Duvall..... 1950  
 \*Joseph C. Richmond ..... 1951  
 \*William B. Bowman ..... 1952  
 \*Frank A. Rosser ..... 1953  
 \*R. Hilton Gore ..... 1954  
 \*Elmo N. Credeur ..... 1955  
 John C. Held ..... 1956  
 \*James C. Cohee..... 1957  
 \*Thomas J. Mawson ..... 1958  
 Donald G. Warner..... 1959-60  
 \*Walter C. Diehl..... 1961  
 \*Richard F. Gantz..... 1962  
 \*Eldon J. Brown ..... 1963  
 \*Robert B. Balcom ..... 1964  
 \*Herschel F. Johnson..... 1965  
 \*Kenneth C. Kern ..... 1966  
 \*Marion K. Warner..... 1967  
 \*Carl L. Hofer..... 1968  
 \*George L. Scott..... 1969  
 \*Edward C. Cowher..... 1970  
 \*Elmer Elkins ..... 1971, 84  
 \*Melvin C. Sprinkle..... 1972  
 \*John B. Harry, II ..... 1973  
 \*Robert G. Kurtz ..... 1974, 76  
 \*Peter C. Bisset..... 1975  
 George E. Moeller ..... 1977,83,85  
 Peter Manoogian..... 1978, 79  
 \*Amerst E. Huson..... 1980  
 Robert A. Deitrick ..... 1981  
 \*Dennis E. Adkison ..... 1982

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†AFFILIATED

PAST MASTERS  
 LEBANON LODGE No. 7, F.A.A.M.

*Charles Glover..... 1811-12	*William J. Rhees..... 1855-56
*John Davidson ..... 1813-15	*Nathaniel C. Towle..... 1857
*William Hewitt ..... 1816-17	*Alexander Rutherford..... 1858-59
*Wm. Seaton..... 1818-21,1825-27	*Thomas McGrath..... 1860-61
*William Lambert..... 1822-24	*George H. Brown..... 1862
*Philip Mauro ..... 1828-29	*Henry C. Ellis ..... 1863-64
*Eleazer Lindsley ..... 1830	*Andrew Glass ..... 1865
*Robert Keyworth ..... 1831-32,39-40,44-47	*William Middleton ..... 1866-68
*Joseph Engle ..... 1833	*Charles H. Moulton ..... 1869-70
*Jacob A. Bender..... 1834	*Charles W. Hayes ..... 1871-72
*John Carothers ..... 1835	*Eldred G. Davis ..... 1873
*John Purdy ..... 1836-38	*W. Leslie Sears..... 1874-75
*Joel Downer..... 1841-43	*John F. Hayes ..... 1876
*John McDuell..... 1848-49,51-54	*Charles C. Duncanson ..... 1877
*E. M. Cunningham..... 1850	*James Williamson..... 1878
	*Joseph Brummett ..... 1879-80

*David G. Dixon.....	1881-82	*Thomas R. Wilson.....	1933
*Thomas Taylor.....	1883-84	*James J. Brown.....	1934
*Thomas H. Young.....	1885	*R. Edward Early.....	1935
*William J. Acker.....	1886	*Roger C. Power.....	1936
*Henry K. Simpson.....	1887	*Robert A. Walker.....	1937
*Edwin I. Nottingham.....	1888	†*Maynard W. King.....	1937
*Theodore G. DeMatt.....	1889	*Arthur M. Robinson.....	1938
*Eugene J. Bernhard.....	1890-91	*Fred A. Minnigh.....	1939
*William Watson.....	1892	*Edward L. Payne.....	1940
*Lewis D. Wilson.....	1893	*J. A. Logan Sayer.....	1941
†*Walter W. Ludlow.....	1894	*A. Russell Miller.....	1942
*Summerfield G. Nottingham.....	1895	*B. John M. Riecks.....	1943
*William F. Gatchell.....	1896	*William H. Hinson.....	1944
*William F. Coggins.....	1897	*Enoch W. Skartredt.....	1945
*John H. Tatspaugh.....	1898	*Kennedy C. Watkins.....	1946
*John E. Walsh.....	1899	*Aubrey A. Gunnels.....	1947,68
*Daniel W. Skellenger.....	1900	*Howard H. Jackley.....	1948
*William C. Fowler.....	1901	*Alfred J. Jackley.....	1949
*Arthur H. Smith.....	1902	*Adelbert W. Heinmiller.....	1950
*J. Gordon Jones.....	1903	*Edward A. Mattison.....	1951
*William F. Bowen.....	1904	†*Granger G. Sutton.....	1951
*Daniel W. Beach, Jr.....	1905	*Charles C. Holben.....	1952
*Charles S. Heinline.....	1906	*Emmett M. Stanley.....	1953
*Charles Walsh.....	1907	*Harry C. Walker.....	1954
*Francis I. Beach.....	1908	*Aubrey W. Quarles.....	1955
*Walter T. Paine.....	1909	*James G. Messersmith.....	1956
*Carl Kattlemann, Jr.....	1910	*George L. Humphries.....	1957
*Blair McKensie.....	1911	*John E. Burton.....	1958
*Thomas S. Surgeon.....	1912	*Clarence F. Voehl.....	1959
*Charles S. Shreve, Jr.....	1913	*Norman F. Horsey.....	1960
*Charles O. Shackelford.....	1914	*John Y. Weaver.....	1961,67,73,79,82
*Matthias B. Yerger.....	1915	*David M. Wright.....	1962
*Charles E. Alexander.....	1916	*Myron Hoyniak.....	1963
*Lester J. Kelly.....	1917	*Ernest C. Van Glahn.....	1964
*Elmer C. Wood.....	1918	*Andrew R. Quarles.....	1965
*William B. Freeman.....	1919	*Paul N. Stevens.....	1966
*James F. Noel.....	1920	*Wm. E. Chandler, Jr.....	1969, 74
*Arthur G. Fessenden.....	1921	*Clifton Zier.....	1970
*Leigh L. Nettleton.....	1922	*Wm. H. Pindell, Jr.....	1971, 78
*Charles F. Riecks.....	1923	*James S. Morris.....	1972
*Harry S. Boteler, Jr.....	1924	*William B. Craig.....	1975
*Alfred Harmon.....	1925	*Theron L. Terbush.....	1976
*Elgin Smith.....	1926	*John B. Olverson.....	1977
*James C. Munch.....	1927	*Clayton L. Vogel.....	1980
*Charles W. Halle.....	1928	*E. Mallery Binns.....	1981
*Willis B. Robinson.....	1929	*Edgar Adkins.....	1983
*Randolph W. Santelmann.....	1930	*Charles L. Sherzer, Jr.....	1984
*Howard M. Brock.....	1931	*Gary E. Doyle.....	1985, 86, 87
*Clyde B. Stovall.....	1932		

\*DECEASED

†AFFILIATED