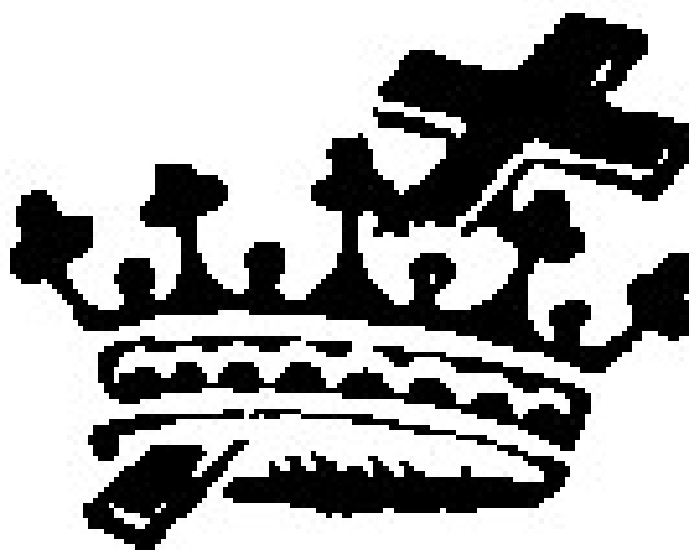


# S. Maner Martin

# Commandery No. 17

Knights Templar



## By-Laws

Approved by the membership on May 17, 2021

**By-Laws**  
**S. Maner Martin Commandery No. 17**  
**Knights Templar**

**Article I**  
**Designation and Conclaves**

**Section 1.** This Commandery shall be known by of the name of S. Maner Martin Commandery No. 17, Knights Templar, under the jurisdiction of the Grand Commandery of South Carolina.

**Section 2.** The Stated Conclaves of this Commandery shall be held on the third Monday of each month at 7:00 PM, at Clemson Lodge No. 254 located at 372 College Avenue, Clemson, South Carolina. The Commandery may recess during the months of June and July. Special Conclaves may be called at the pleasure of the Eminent Commander.

**Section 3.** The election of officers to serve for the next-ensuing year shall be held at the Stated Conclave in November of each year and the installation of the officers-elect and appointed officers shall be held at the Stated Conclave in December of each year. Officers-elect shall assume their respective offices on December 27, the Festival of St. John The Evangelist Day, and shall serve for one year or longer if their successor has not been elected and installed.

**Article II**  
**Power and Duties**

**Section 1.** This Commandery shall have and exercise all the Powers and Duties prescribed and defined by the Constitution of the Grand Encampment of the United States of America, the Constitution and Statues of the Grand Commandery of South Carolina, and such as are usually exercised and developed upon a Constituent Commandery and not repugnant to the aforesaid Constitution and Statutes.

**Article III**  
**Officers**

**Section 1.** The Officers of this Commandery shall consist of the following:

- |                      |                    |
|----------------------|--------------------|
| 1. Eminent Commander | 9. Standard Bearer |
| 2. Generalissimo     | 10. Sword Bearer   |
| 3. Captain-General   | 11. Warder         |
| 4. Treasurer         | 12. 1st Guard      |
| 5. Recorder          | 13. 2nd Guard      |
| 6. Senior Warden     | 14. 3rd Guard      |
| 7. Junior Warden     | 15. Sentinel       |
| 8. Prelate           |                    |

Newly elected/appointed officers will assume their duties on December 27<sup>th</sup> of each year. The first five officers are elected; the remainder are appointed by the Eminent Commander.

**Section 2.** The Duties of the officers shall be such as the Constitution, Statues, By-laws and Regulations of the Grand Encampment and the Customs of the Order have established.

**Section 3.** The Treasurer shall receive receipts (deposits slips/records) for all monies deposited by the Recorder in the bank, and at the close of his official term, submit a full account of the receipts and disbursements of his office and of the financial standing of the Commandery. He shall give bond in some standard Guarantee Company, the amount and style of bond being left to the discretion of the Eminent Commander, Generalissimo and Captain-General; the Commandery paying the premium thereon. For the faithful performance of his duties, he shall receive the sum of \$100.00 per annum.

**Section 4.** The Recorder shall keep a record of all proceedings of the Commandery proper to be written. He shall receive all monies in behalf of the Commandery, turning over to the Treasurer the deposit slip and take his receipt for the same. He shall make out all reports to the Grand Recorder, and at the close of his official term submit a full report in writing of all monies received and orders drawn, and shall perform such other duties as may be required of him. He shall give bond in some standard Guarantee Company, the amount and style of bond being left to the discretion of the Eminent Commander, Generalissimo and Captain-General; the Commandery paying the premium thereon. For the faithful performance of his duties he shall receive the sum of \$599.00 per annum.

**Section 5.** The Sentinel shall have charge, under direction of the Eminent Commander, of the hall, rooms, furniture, paraphernalia, etc. of the Commandery, and shall cause them always to be kept in order for the comfort of the Sir Knights and the convenience of the Commandery.

## Article IV **Fees, Dues and Membership**

**Section 1(a).** Effective January 1, 2014, the fees for conferring the several Orders of Knighthood shall be the sum of one-hundred-ten dollars (\$110.00) except that the fees for Ministers of God shall be zero (\$0.00) dollars. A minimum of fifty-five dollars (\$55.00) shall accompany the petition for degrees and the remaining balance of fifty-five dollars (\$55.00) shall be paid prior to the conferral of the Illustrious Order of The Red Cross. A portion of the dues shall be used to purchase a Life Membership in the Knights Templar Eye Foundation for the member and to provide Red Cross and Maltese Cross uniform pins to the initiate.

Provided further that in the event the Grand Commandery fees or per capita tax is increased, the Commandery fees for each member shall be increased accordingly, or in the case of a fractional dollar amount, the fees will be rounded up to the next whole dollar. The increase shall be effective on the first day of the year that the Grand Commandery increase is effective.

**Section 1(b).** A Sir Knight who shall have demitted from any other Commandery, may be admitted into this Commandery by petition and election. The fee for affiliation with the Commandery shall be **sixty dollars (\$60.00) for non-members of KTEF**, thirty (\$30.00) dollars **for KTEF members.** [amended 5-17-2021]

**Section 1(c).** The fee for reinstatement with the Commandery shall be the sum of the dues for the year in which the member was erased NPD and the dues for the year in which the member's request for reinstatement is approved by the membership.

**Section 2.** Commencing with dues for 2014, each member of the Commandery shall pay to the Recorder annual dues in the amount of thirty-two (\$32.00) dollars, except that dues shall be zero (\$0.00) dollars for the following:

1. Ministers of God;
2. Members who have purchased life membership through the Grand York Rite;

Provided further that should the Grand Commandery dues or per capita tax be increased, the Commandery dues will increase by the same amount, or in the case of a fractional dollar amount, the dues will be rounded up to the next whole dollar. The increase shall be effective commencing with dues for the year that the Grand Commandery increase is effective.

**Section 3.** All Commandery dues shall be payable annually in advance on or before December 31. Any Sir Knight failing to pay said dues on or before the following October 31 shall stand automatically erased from the roll of members. Should any Sir Knight so erased pay said dues or should the same be remitted by the Commandery on or before the following December 31, he shall become automatically reinstated as of October 31 preceding.

**Section 4.** Any member who has been erased for non-payment of dues after the following December 31 shall not be reinstated until he has submitted a petition for reinstatement, paid the reinstatement fee and his petition for reinstatement has been approved by the membership.

**Section 5.** The Commandery has the right to levy and collect such pro-rata assessments as may be needed to pay the expenses for the prosperity of the body, but no assessment shall be made without due notice to all members that such action proposed.

## Article V Demits

**Section 1.** Any Sir Knight desirous of withdrawing from this Commandery shall send to the Recorder his application for a demit in writing, which shall be read at a regular Conclave. If all arrears are paid and there are no charges against him, he shall be entitled to a demit from this Commandery.

## Article VI Petitions

**Section 1.** All petitions for the membership or degrees must be complete and in writing, stating the Conclave or Commandery of which he is or last was a member. The petition shall be received and referred to a Committee of three, who shall examine into the character and Masonic standing of the applicant and report their findings. During Stated and Called Conclaves, petitions may be received, referred and balloted on at the same Conclave. A Special Dispensation from the Right Eminent Grand Commander is required to accomplish this during Called or Special Conclaves.

**Section 2.** In all cases where a petition for the orders or for membership is rejected, the fee accompanying such petition shall be returned to the petitioner without delay, which information shall in no case be communicated by any member of this Commandery or any visitor who may be present to one not Sir Knights under penalty in the former case of liability to discipline and in the latter case of not being again permitted to visit the Conclave. The same shall also apply to the improper disclosure of any of the proceedings of this Conclave.

**Section 3.** Should a candidate neglect to present to himself for the orders at the end of six (6) months after being notified of favorable action upon his petition, the money in his petition shall be forfeited to the Conclave and his election annulled, unless the Commandery determines that such failure to present to himself is excusable. A new ballot may be required after an interval of one (1) year.

## Article VII Committees

**Section 1.** At the Annual Communication, the Eminent Commander-Elect shall appoint an Auditing Committee, composed three members, whose duty shall be to examine and audit the books and accounts of the Treasurer and Recorder, and report thereon at a Stated Convocation not later than March of the succeeding year.

**Section 2.** The Eminent Commander may appoint ad hoc committees (i.e., Nominating Committee) at such time as may be appropriate.

**Section 3.** The Finance Committee shall consist of the High Priest, the Illustrious Master, the Eminent Commander, the Treasurer, the Secretary, and the understudies to the Treasurer and Secretary. The Finance Committee shall periodically review the financial status of the Chapter, develop a proposed budget for presentation and approval of the members not later than the Stated Convocation in March, direct the investments of the Chapter, and make recommendations to the members regarding by-laws changes including amounts for dues and fees. A majority of the Finance Committee must approve any proposed expenditure from Commandery operating funds that are not included in the current annual budget before a motion to spend non-budgeted operating funds can be brought before the members for a vote.

## Article VIII Discipline and Trials

**Section 1.** All questions of discipline and trials shall be governed by, and in accordance with, established Masonic usage.

**Article IX**  
**Amendments**

**Section 1.** This Commandery may amend its By-Laws at a stated Conclave, by two-thirds vote of the members present: Provided, a resolution to insert, alter or amend shall have been presented in writing at the stated Conclave preceding the one when the vote is to be taken, and the same shall become operative when approved by the Right Eminent Grand Commander.

**Article X**  
**Honorary Membership**

**Section 1.** The Commandery may, for good and sufficient reason to be shown on the Minutes, elect Sir Knights of other Commanderies to Honorary Membership, such election, however, does not confer the right to vote nor any rank or standing, but is merely complimentary.

## Certificate of Adoption

This is to certify that the foregoing By-Laws were read at a Called Conclave of S. Maner Martin Commandery No. 17, held at Clemson Lodge No. 254 on March 15, 2021, and adopted by two-thirds vote of the members present at the Stated Conclave held at Clemson Lodge No. 254 on the 17th day of May 2021.

Paul Richards  
Eminent Commander

5/31/2021  
Date

Arnold Burton  
Secretary

5/29/2021  
Date

Michael W. S.  
Right Eminent Commander

AC June 21  
Date

G. Buck Kelley  
Grand Secretary

6/26/21  
Date