

# **BYLAWS OF THE FAKROUN UNIT OF UBAR GROTTO, MOVPER**

By-Laws Created April 8, 2014. By-Laws presented to the Grotto and referenced thereto on April 27, 2014.  
Approved by Ubar Grotto Jurisprudence and Legislation Committee on April 30, 2014.  
Submitted to Supreme Council Jurisprudence and Legislation on May 26, 2014.

## I – Preamble

1. This Unit is established under the exclusive jurisdiction of Ubar Grotto. It yields to the authority of its Monarch, and acknowledges obedience to the sovereignty of the Supreme Council, M.O.V.P.E.R., organized in Hamilton, N.Y., June 13, 1890, hereinafter the "Supreme Council".

## II – Unit Name and Location

1. The unit shall be known as Fakroun Unit of Ubar Grotto, hereinafter the "Unit," and shall be located in the Borough of Elizabethtown in the Commonwealth of Pennsylvania.

## III – Membership

1. Membership is limited to those who are regular members of Ubar Grotto in good standing and must be members of the Ancient and Honorable Order of Turtles.

## IV – Fees and Dues

1. The Unit will charge no dues.

## V – Demits

1. A demit shall be issued to a member upon his written request at any time, if he is free from all indebtedness, and no charges are pending against him, no action by the Unit being necessary.

## VI – Penalties

1. When a Prophet demits or becomes expelled or suspended from a Masonic Lodge, or Ubar Grotto, his standing in the Unit shall be similarly affected and his membership ceases, or lies in abeyance until he has re-affiliated with a regularly and duly constituted Lodge and Ubar Grotto.

## VII – Fiscal Year

1. The fiscal year of the Unit shall be January 1 to December 31 of each year.

#### VIII – Sessions

1. The Unit and its officers will schedule events that reflect their and the Unit's memberships' interests.

#### IX – Quorum (Clutch)

1. Three members, including one duly qualified to open the meeting constitute a quorum.

#### X – Officers

1. The elective officers of the Unit shall consist of the following:
  - a. President
  - b. Vice-President
  - c. Clerk
2. The elective officers shall be elected by ballot at the first stated session of the Unit in January of each year, except that the date may be changed by dispensation of the Monarch of Ubar Grotto.
3. As soon as is practicable after the election of officers, the President may appoint such other officers as may be desirable or necessary.
4. Any officer may resign at his pleasure. The President may fill a vacancy in an elective office upon the resignation of the officer. An officer appointed by the President to fill a vacancy is not guaranteed advancement and must stand election during the next annual election. A vacancy in an appointive office may be filled at any time.
5. The President shall preside over all meetings of the Unit; in addition he shall plan, create, and distribute a calendar of events for the Unit.
6. The Vice-President will assist the President in the performance of his duties and, in the absence of the President, preside.
7. The Clerk will maintain a list of members, complete with contact information. He shall audit his list with that of the Secretary of Ubar Grotto to ensure consistency. He will keep accurate minutes at each meeting of the Unit. He shall also work with the President to create a budget for each year.
8. The officers shall be installed during the session at which they are elected and appointed or within 45 days thereafter as approved by the Monarch, and their terms shall continue until their successors are elected and installed.

XI – Committees

1. The President may appoint and disband any number of other Committees as he determines is necessary for the betterment of the Unit.

XII – Accounts

1. The Clerk will work with the Treasurer of Ubar Grotto to transact any financial business, utilizing the bank accounts of Ubar Grotto as necessary.

XIII – Amendments

1. These by-laws may be altered, amended or repealed by an affirmative vote of two-thirds of the members of the Unit present and voting a regular session, after the proposed change shall have been submitted in writing at a previous regular session, read, and entered upon the minutes, and not less than five days written notice shall have been given the members reciting the change, and designating the session at which action thereon is to be taken. When the by-laws of Ubar Grotto are amended or changed the by-laws of the Unit are likewise amended or changed to the extent that there is a conflict. When the Constitution and Code of the Supreme Council are amended or changed, the by-laws of Ubar Grotto and the Unit are likewise amended or changed to the extent that there is a conflict.

Appendix - Founding Members:

1. John F. Harley \_\_\_\_\_
2. Jay M. Laser \_\_\_\_\_
3. David Gallagher \_\_\_\_\_
4. Kevin L. Frymyer \_\_\_\_\_
5. Phillip Stevens \_\_\_\_\_
6. Tim D. Summer \_\_\_\_\_