



## **Section II**

**BY-LAWS  
of the  
GRAND COMMANDERY OF KNIGHTS TEMPLAR  
of  
WASHINGTON**

**2008**

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**BY-LAWS**  
of the  
**GRAND COMMANDERY OF KNIGHTS TEMPLAR**  
of  
**WASHINGTON**

### 1.0 ORGANIZATION

All matters concerning the conduct, governance and regulations of affairs of this Grand Commandery of the State of Washington shall be subject to such provisions as are set forth in these by-laws, the powers and authority granted to it by Constitution, Statutes, Disciplinary Rules and the Standing Rules of the Grand Encampment of Knights Templar of the United States of America and the Constitution of the Grand Commandery of Knights Templar of the State of Washington.

### 2.0 PRINCIPAL OFFICES AND DOMICILE

The registered office for all official communications shall be at the residence of the Eminent Grand Recorder. This Grand Commandery may maintain offices at such other place or places as the Board of Control may from time to time direct.

### 3.0 WASHINGTON GRAND COMMANDERY CONCLAVE

3.1 Management The management of the Grand Commandery of Washington shall be vested in the Grand Commandery Conclave. A Board of Control consisting of the Grand Commander, the Deputy Grand Commander, the Grand Generalissimo, the Grand Recorder and the Grand Treasurer shall conduct the general temporal business of this Grand Commandery at the direction of the Grand Commander. All matters coming before the members of the Board of Control shall be submitted to the Grand Conclave in accordance with existing Templar Law.

3.2 Tenure Except as otherwise provided by the Constitution, these By-Laws, Codes, Laws and Statues of the Grand Encampment, the tenure of the Members and Officers of this Grand Commandery shall be for one (1) year or until his successor is chosen and qualified or in such case until he becomes sooner deceased, resigns, is removed or disqualified.

3.3 Power and Rights of the Grand Commandery In addition to the qualifications for Conclaves of this Grand Commandery and the quorum and conduct thereof shall be as set out in Section 4, *Conclaves*, Section 5, *Quorum, Conduct of Conclaves*. Sections 6, 7, 8 and 9 entitled *Proxies* of the Constitution of the Grand Encampment for Grand Commanderies, the Grand Commandery of Washington shall have such powers and assume such duties as are not presently occupied or in the future reserved to itself by the Grand Encampment.

3.4 Power and Rights of Elected and Appointive Officers In addition to the elected and appointive officers as provided in 5.0 hereof and such other powers and rights as are vested in them by the Constitution, Laws and Statutes of the Grand Encampment, the Constitution of this Grand Commandery of Washington or by these By-Laws, the members shall have other such powers and rights as the Grand Commander may designate from time to time.

3.5 (03 a) Stated Conclaves The Stated Conclaves of this Grand Commandery shall be held each year during the month of May at such time and place as may be recommended by the Time and Place Committee composed of members of the York Rite Grand Chapter, Grand Council and the Grand Commandery of Washington and as agreed by the Grand Commander.

3.6 (36 b) Special Conclaves Pursuant to Section 36(b) of the Constitution of the Grand Encampment, the Grand Commander may call a Special Conclave and he shall be required to call a Special Conclave upon the request of the majority of Constituent Commanderies within this jurisdiction of the State of Washington. No business shall be conducted at any Special Conclave save and except that specified by the Grand Commander or set out in the request of the Commanderies.

3.7 Rights and Rules of Conclaves Each member of this Grand Commandery present in person or by proxy shall be entitled to one vote, except that the presiding officer shall vote only in case of a tie by which he shall decide the issue. Unless otherwise provided by the Constitution, these By-Laws or by law and statute duly enacted, all questions and issues submitted shall be determined by a simple majority vote of those present.

Each member present in person or by proxy, shall be entitled to one vote, except that the Presiding Officer shall vote only in case of a tie when he shall decide the issue. Unless otherwise provided by Grand Encampment law, all questions shall be decided by a majority of all votes cast.

During a conclave an appeal lies to the Grand Commandery from a decision of the Grand Commander save on points of order. At all other times the decisions of the Grand Commander shall have full force and effect, but they must be reviewed at its next annual conclave. If such decisions involve the construction or interpretation of the Constitution, By-Laws, Laws, Statutes, Rules or Regulations of either the Grand Encampment or this Grand Commandery an appeal lies to the Grand Commandery.

The business of the Annual Conclave shall be accomplished in one day. Devine Services shall be held on the day or evening proceeding the business session. The installation of officers may be held in the afternoon or evening of the business session.

3.8 Grand Comandery Conclave Order Of Business

3.8.1 (076) Hosting Expenses The Grand Commandery shall allow a sum not to exceed \$300.00 to the Host Commandery for expenses in connection with the Stated Conclaves of the Grand Commandery.

3.8.2 (077) Registration The Grand Recorder shall have printed what shall become known as the “official registration form” that will be handed to each Sir Knight upon arrival. The Sir Knight shall be required to register by printing his name, rank and Commandery number, indicating whether he is holding a “proxy” or “proxies” and for whom and signing his name to the “official registration form” prior to the close of registration at 11:30 o’clock *ad meridian* on the first day of the Annual Conclave.

3.8.2 (081)(085) Exemplification of Opening (081) the Ten-Man Full Form Opening as authorized and distributed to all Constituent Commanderies, Grand Officers and Past Grand Commanders by order of the Grand Commander on August 30, 1982 shall be adopted as an Optional Full Form Opening for the use of Constituent Commanderies of Washington, as revised; and with a Ten-Man Reception of Grand Officers added, as distributed to all Constituent Commanderies, Grand Officers and Past Grand Commanders by General Order No.4 dated February 3, 1987 by the then presiding Grand Commander.

3.8.3 (086) Convening The Grand Commandery shall be called to order by at the time appointed for each Conclave by the Presiding Grand Commander.

3.8.4 (087) Credentials The presiding Grand Commander shall call for a report of the Committee on Credentials.

3.8.5 (087) Minutes The minutes of the last Stated Conclave shall be read unless by action of the Grand Conclave such reading may be waived. Notwithstanding, the minutes of any specially called Conclave by the presiding Grand Commander that are not printed in the proceedings shall be read for information and acceptance of those present.

3.8.6 (089) Reports of Committees Reading of Reports of Committee Action taken during the past year unless by action of the Grand Commandery for each Committee shall be separately waived, providing that each Committee shall have made its printed report available to the membership for reading and copying.

All subjects deemed proper shall be submitted to the

Grand Commandery with a written report of the committee, providing, however, that all propositions contemplating an appropriation of funds of this Grand Commandery shall first be submitted to the Finance Committee or emanate from the Finance Committee before action can be taken by the Grand Commandery.

3.8.7 (090) Reception of Distinguished Guests

- a.) Welcome Address by Presiding Grand Commander
- b.) Response to Welcome
- c.) Reception of Past Grand Commanders
- d.) Reception of Grand Representatives

3.8.8 (091) Annual Officer Reports

- a.) Address and Report of Presiding Grand Commander
- b.) Report of Grand Recorder
- c.) Report of Grand Treasurer
- d.) Reception of Grand Representative

3.8.9 (078) Presentation of Fifty Year Certificate The Grand Recorder shall have prepared a suitable certificate to be presented to a Sir Knight who has held continuous membership in a Commandery of Knights Templar for fifty (50) years, if he is present at the time a member in good standing of a Commandery in this Grand Jurisdiction. The presentation shall be made at the Conclave of the Grand Commandery if it is possible to attend; otherwise the Grand Commander shall make the presentation later, or cause the same to be done. Suitable Fifty Year Lapel Pin shall simultaneously be presented

3.8.10 (091) Transaction of Business

3.8.11 (093) Election

- a.) The election of Grand Officers shall be the first order of business at 11:00 o'clock of the Stated Annual Conclave.
- b.) Immediately following the opening of the Annual Conclave, the Grand Commander shall appoint five (5) tellers to supervise the election of the Grand Officers for the ensuing year, one of whom shall be designated chairman. A ballot box shall be provided which the tellers will examine and place at a convenient location at the west of the altar at 9:30 o'clock of the Stated Annual Conclave and be in the charge of the Chairman of the Teller's Committee. Providing that the Credentials Committee has duly reported to the presiding Grand Commander, the Grand Commander shall declare

the ballot to be closed at precisely 11:00 o'clock *ad meridian*. The Teller's Committee shall thereafter examine the ballots and promptly report the results of the voting to the Grand Commander.

c.) Each and every Sir Knight desiring to become available to a Grand Office shall mail to the Grand Recorder on or before the 31<sup>st</sup> day of January preceding the next Annual Conclave, a one (1) page resume setting out his qualifications, his service to his Craft Lodge, his Royal Arch Chapter, his Council and his Commandery, together with a black and white photograph and a short statement of his objective and goals for the specific office during the ensuing year.

3.9 Notice The Grand Commander shall cause the Grand Recorder to make all required notifications to the Recorders of the Constituent Commanderies of the time, place and agenda for each annual and special conclave at least thirty (30) days prior thereto.

3.10 Quorum A quorum of this Grand Commandery consists of nine members entitled to vote therein, including an officer authorized to convene the same, providing three Constituent Commanderies are therein represented.

3.11 Action by Vote When a quorum is present a simple majority of votes properly cast by members present or duly represented shall decide any question, including election to any office save and except when a larger vote is required by the Constitution, Laws and Statutes of the Grand Encampment, the Constitution of the Grand Commandery of Washington or by these By-Laws.

3.13 Action by Writing Any action required or permitted to be taken at any conclave may be taken without a meeting if three-fourths of the members consent to the action in writing and the written consents are filed with the record of the meeting. Such consents shall be treated to be votes for the purpose of the meeting.

3.14 (05) Proxy Proxy representation of the Officers of Constituent Commanderies is permitted, providing that the proxy is in writing, and is given to a member of this Grand Commandery, and provided further that the proxy is at the time of service, a member of the same Constituent Commandery as his principal. The members of this Grand Commandery holding a proxy or proxies are entitled to one vote plus the number of proxies held. The proxy or proxies must be handed to the Grand Recorder before any voting is had thereon.

3.14 Laws and Statutes Legislative actions regarding laws and statutes shall be acted upon and promulgated by the Grand Commandery.

3.15 Standing Committees The Standing Committees including their respective numbers of this Grand Commandery, shall be appointed by the

Grand Commander and each shall submit annual reports of goals obtained at the Stated Conclave shall be as hereinafter set out:

- Membership York Rite (18, including Constituent Commandery Representatives)
- Templar Religious Activities (3)
- Necrology (1)
- Templar Jurisprudence (3)
- Grievances and Appeals (3)
- Audit Committee (3)
- Finance and Investments (4)
- Asylum, Ritual and Tactics (3)
- Patriotic and Civic Affairs (3)
- Public Relations Committee (5)
- Committee on Grand Officer's Reports ((3)
- Committee on Annual Conclave and Festival (1)
- Credentials Committee (4)
- Membership York Rite (18, including Commandery Representatives)
- Constitution, By-Laws and Statutes (3)
- Code and Regulations Committee (3)
- Educational Grant /Scholarship Foundation
- Grand Commandery Regulations Foundations (5)
- York Rite Life Membership/Memorial Fund (3)
- Washington York Rite Educational Foundation (4)
- Holy Land Pilgrimage Committee (3)
- Knights Templar Eye Foundation (5)

#### 4.0 MEMBERS OF GRAND COMMANDERY

Members of the Grand Commandery of Washington shall consist of

- a.) All past Grand Commanders, all past Deputy Grand Commanders, all past Grand Generalissimos, and all past Grand Captain Generals;
- b.) The Grand Commander, the Deputy Grand Commander, the Grand Generalissimo, the Grand Captain General, the Grand Senior Warden, the Grand Junior Warden, the Grand Prelate, the Grand Treasurer, the Grand Recorder, the Grand Standard Bearer, the Grand Sword Bearer, the Grand Warder, the Grand Sentinel and the eight Grand Deputy Instructors;
- c.) The Commander, Generalissimo, and Captain General of each Constituent Commandery;
- d.) All Past Commanders of Commanderies under the jurisdiction of this Grand Commandery, and such Past Commanders of other jurisdictions who have demitted to affiliate with, and are now members of Commanderies under the jurisdiction of this Grand Commandery;

e.) Any distinguished Knight Templar of another Grand Commandery under the jurisdiction of the Grand Encampment of the United States of America, who by a vote of two thirds of members present may be elected an Honorary Member without conferring any right or privilege to vote.

## 5.0 OFFICERS

5.1 The Officers of this Grand Commandery, their term of office, eligibility, vow, General and specific duties, titles and their precedence of rank, shall be as prescribed in Sections 43 through 55 inclusive of the Constitution of the Grand Encampment of Knights Templar more particularly specified in the Laws and Regulations of the Grand Commandery of Washington. Their respective Honorary and Official titles being as follows:

Right Eminent Grand Commander	Grand Commander
Very Eminent Deputy Grand Commander	Deputy Grand Commander
Eminent Grand Generalissimo	Grand Generalissimo
Eminent Grand Captain General	Grand Captain General
Eminent Grand Senior Warden	Grand Senior Warden
Eminent Grand Junior Warden	Grand Junior warden
Eminent Grand Prelate	Grand Prelate
Eminent Grand Treasurer	Grand Treasurer
Eminent Grand Recorder	Grand Recorder
Eminent Grand Standard Bearer	Grand Standard Bearer
Eminent Grand Sword Bearer	Grand Sword Bearer
Eminent Grand Warder	Grand Warder
Eminent Grand Sentinel	Grand Sentinel

The Past Grand Commanders shall have precedence according to seniority of service, immediately after the Grand Captain General.

(04)The Grand Commander, Deputy Grand Commander, Grand Generalissimo and Grand Captain General, together with the Grand Treasurer and Grand Recorder shall be elected. The remainder shall be appointed by the Grand Commander.

The Grand Treasurer and Grand Recorder may appoint one or more assistants to aid them in the performance of their duties.

Elective Grand Commandery Officers shall hold office until their successors shall have been duly elected and installed. The Grand Prelate shall hold office during the Templar year or during the pleasure of the Grand Commander. Other Appointed Officers shall serve during the Templar year.

No Appointed Officer except the Grand Prelate and Grand Sentinel shall be appointed to any other appointive office in the year following his term.

In addition to the duties of Officers prescribed for Grand Commanderies by the Constitution of the Grand Encampment, this Grand Commandery of Washington shall have such powers to prescribe generally and specifically by the Constitution and these By-Laws as hereinafter specified as are not presently or in the future reserved to itself by such Grand Encampment.

## 6.0 RESIGNATION

Any officer of this Grand Commandery or of a Constituent Commandery may resign his office by filing written resignation with the Grand Recorder or the Recorder of his Commandery, save that the resignation of the Grand or Constituent Recorder shall be filed with Grand or Constituent Commander as the case may be, providing, however, that such resignation shall not be effective until accepted by the Grand or Constituent Commander.

## 7.0 VACANCIES

Any vacancy in any office of this Grand Commandery created by incapacity, resignation or removal shall be filled as prescribed by Sections 49 and 50 of the Constitution of the Grand Encampment as to the offices therein mentioned. As to all other offices they shall be filled by the appointment by the Grand Commander. A Vacancy in a Constituent Commandery shall be filled as prescribed by Section 72 of the Constitution of the Grand Encampment.

## 8.0 GREAT SEAL OF THE GRAND COMMANDERY

(045)The seal of this Grand Commandery consists of an equilateral triangle with a mounted rider which is enclosed in a double circle one and one half inches outside diameter. Within the outer circle are the words Grand Commandery of Knights Templar and in the inner circle the date 1887 and the word WASHINGTON surrounding the mounted figure. The name, design and style of the seal is a registered trademark in the Office of the Secretary of State of the State of Washington in Class 42, Goods and Services not otherwise classified.

## 9.0 SEAL OF THE OFFICE OF GRAND COMMANDER

The seal of the Office of Grand Commander consists of a crown circumscribing a cross in the center thereof and radiant ray all being circumscribed with the words Office of the Grand Commander of Washington within a pair of wreathed borders. The name, design and style of the seal are a registered trademark in the Office of the Secretary of State of the State of Washington in Class 42, Goods and Services not otherwise classified.

## 10.0 EXECUTION OF DOCUMENTS

The Grand Commander shall approve and sign vouchers;

All checks shall be signed by the Grand Commander and either the Grand Recorder or the Grand Treasurer; all General Orders shall be signed and attested to by the Grand Recorder; Letters of Appointment shall be signed by the Grand Commander.

## 11.0 FISCAL YEAR

The Fiscal Year of this Grand Commandery shall be the first day of May through the last day of April.

## 12.0 AMENDMENTS TO BY-LAWS

These By-Laws may be altered or amended by vote of two thirds of the members present at any Stated Grand Conclave, notice of such proposed alteration or amendment having been presented in writing at a previous Stated Conclave and printed in the call for the Grand Conclave at which such action is to be taken, provided, however, that with the unanimous consent of the members present, any member may introduce an amendment not later than noon of the day of the Stated Grand Conclave, and it may be considered and acted upon by this Grand Commandery at the Stated Conclave notwithstanding no previous notice to so amend has been given. Amendments so proposed may be modified by the Grand Commandery, but such modification must be distinctly and plainly germane to the subject. All Constitutional provisions, acts or decisions or parts of same which are inconsistent with these By-Laws are hereby repealed and declared null and void.