

# SECRETARIES ASSOCIATION, F. & A. M. OF OHIO

ROBERT H. COSTER, Secretary



6172 West Fork Road  
Cincinnati, Ohio 45247  
(513) 574-8290

Greetings Brother Secretary,

This is a special reminder concerning the Annual Meeting of the Secretaries Association, Free and Accepted Masons of Ohio.

All of the attached material covers most of the details of our March 8 – 9, 2013 meeting. I need to call your attention to the scheduled program on page three.

Please enclose questions with your registration to be used during our “open questions” period. We want to make your trip to Worthington is worthwhile and answering your questions is one of the ways we think we can be helpful.

We will be having training on the Mori System Friday afternoon, March 8<sup>th</sup> from 2:00 – 6:00 pm. We will cover the basics about getting started, adding members, setting dues and keeping up with members, from 2:00 – 4:00; followed from 4:00 – 6:00 by more advanced material like creating some reports, and then if we have time, we can cover such things a receiving dues, budgets, writing vouchers, recording other income and recording expenses.

This should be a fast passed session, so come prepared with your question and bring paper to take a lot of notes. The room is supposed to have Wi-Fi if you want to bring your computer. I’m not too sure about extra electrical outlets.

Please register and pay your annual dues early so that I can get a good handle on things. Don’t forget to have your Lodge pay for your dues and expenses for attending these meetings.

I hope to see you in Worthington March 8<sup>th</sup> and 9<sup>th</sup>.

Fraternally,

Robert H. Coster, Secretary

**The Secretaries Association F. & A. M. of Ohio**

**ANNUAL MEETING  
MARCH 8<sup>th</sup> & 9<sup>th</sup>, 2013  
Doubletree - Worthington**

**DUES INVOICE**

Lodge Name \_\_\_\_\_

No. \_\_\_\_\_

**DUES INVOICE**

PLEASE REMIT THE SUM OF \$20.00 ,

To cover dues for the Secretary of your Lodge.

It is recommended that the Lodge pay the dues and other expenses of the Secretary to attend the annual Secretaries Association meeting.

Secretary's Name: \_\_\_\_\_

SUM REMITED \$ \_\_\_\_\_

DATE PAID \_\_\_\_\_, 2013

DUES ARE DUE ON OR BEFORE THE ANNUAL MEETING MARCH 9, 2013



## **TO THE SECRETARY'S LADY**

I would like to personally invite you to attend the Annual meeting of the Secretaries Association F. & A. M. of Ohio. We will hold the meeting on Friday and Saturday, March 8<sup>th</sup> & 9<sup>th</sup>, 2012, at the Doubletree, Worthington. I would be pleased to welcome you to this meeting. If you are unable to attend, please see that your husband makes every effort to attend this important, once a year, meeting.

We are looking forward to the similar schedule that has worked so well for the past few years. We will join the men for an evening of fine dining at 7:00 p.m. on Friday, March 8<sup>th</sup> 2013. Following the banquet, there will be enjoyable entertainment. When we conclude all this formal stuff, we will have an additional time for socializing in the Hospitality Room.

On Saturday morning, about 8:30 a.m., for the early risers, we will have coffee, juice, and donuts in a meeting room you will be advised of.

The officer's ladies that met in September felt that we would try something different again this year. We have made arrangements to have a guest speaker to talk to us about the wild birds of Ohio. We plan to start this part of the morning program around 9:00 a.m.

We will not be joining the men for the installation again this year as many of us have seen our share of them.

If the Saturday program does not sound interesting to you, I would remind you of the pool and fitness center in the hotel. There is always shopping in the area. Don't forget that Columbus has many places of interest in the general area. Someone at the front desk will be happy to help you find things of interest.

Having said all this, I would really like to encourage you to join us, and get an insight of the nice Association to which your husband holds membership. I look forward to meeting a lot of new people and counting you as a new friend.

Sincerely,  
Danae George

**PLEASE MARK YOUR CALENDAR FOR MARCH 8 & 9, 2013  
I LOOK FORWARD TO SEEING YOU!**

2013

Date Paid \_\_\_\_\_

**SECRETARIES ASSOCIATION**

**Free and Accepted Masons of Ohio**

Received Twenty Dollars from the Secretary of  
LODGE NO.

**DUES FOR 2013**

SIGNATURE

whose signature appears on this card. It keeps him in  
good standing until next March Meeting

*Robert H. Coster*  
Secretary

# The Crossed



# Quills

Volume LXXIII

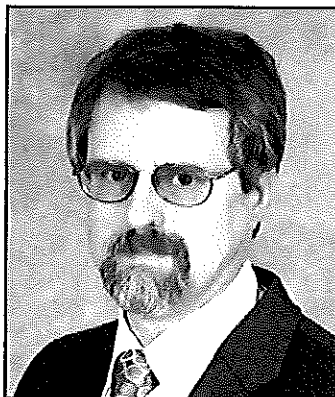
March 2012

Number 4

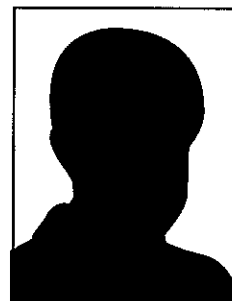
*Bulletin of The Secretaries Association F.&A.M. of Ohio*



Richard A. Benadum  
1st V.P.



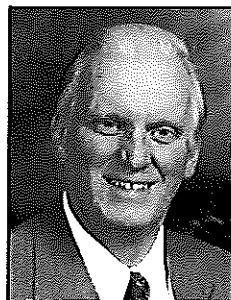
Richard C. George  
President 2012-2013



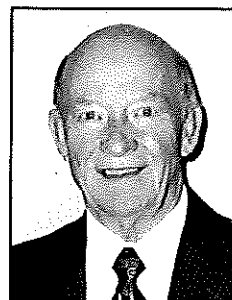
RESIGNED



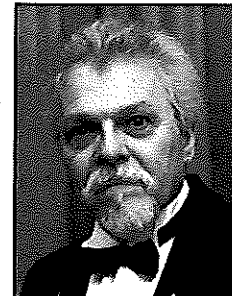
David L. Holmes  
3rd V.P.



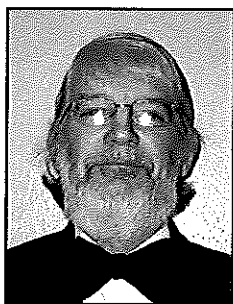
Robert H. Coster  
Secretary



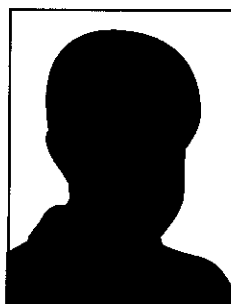
Norman R. Neely  
Asst. Secretary



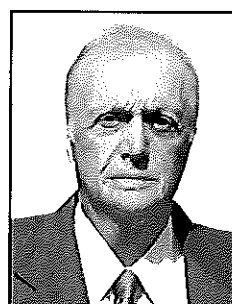
Joseph H. Rothburst  
4th V.P.



Kenneth Chamberlain  
5th V.P.



Edward W. Badger  
Chaplain



James D. Rex  
Historian

## 2012 - 2013 OFFICERS

Richard C. George (Danae) (303), President. (740) 943-3820	Richwood
Richard A. Benadum (57), 1 <sup>st</sup> V. P. (740) 653-1779	Lancaster
2 <sup>nd</sup> V. P. - RESIGNED	
David L. Holmes (Melissa), (120) 3 <sup>rd</sup> V. P. (513) 825-2782	Cincinnati
Joseph H. Rothbrust (LuAnn) (245) 4 <sup>th</sup> V. P. (440) 543-7878	Bainbridge
Kenneth D. Chamberlain (Kathy) (227) 5 <sup>th</sup> V. P. (419) 348-1149	Findlay
Robert H. Coster (Judy) (356), Secretary (513) 574-8290	Cincinnati
Norman R. Neely (Bert) (253), Asst. Secretary (513) 385-7835	Cincinnati
Edward W. Badger (Julia) (631) Chaplain (614) 766-5621	Columbus
James D. Rex (Judy) (706), Historian (419) 647-5361	Spencerville

## DISTRICT REPRESENTATIVES

1	Donald Holmes	120	13	Richard A. Benadum	57
2	Stanley J. Haacke	719	14	Ronald H. Leonard	637
3	Stephen H. Schleichty	143	15	Robert O. Sanford	292
3	Roger L. Gotthardt	577	16	Mark Corbin	414
4	Robert L. Freemeyer	539	17	Burrell Pettet	172
5	Gerald Richardson	256	18	Allen L. French	79
6	George M. West	332	19	Donald L. Burdett	96
7	Loren L. Bower	38	19	Douglas Kullman	11
8	Jeff Garringer	392	20	Calvin W. Frye	33
8	William R. Perks	421	21	Robert Krosnick	750
9	Lowell G. Anderson	269	22	Richard J. Davis	683
10	Curtis Copeland	167	23	John Schoendorff	500
11	Joseph L. Rezbanyay	643	24	Gerald Hasley	182
12	C. Melvin Lawrence	411	25	Robert Forbes, Jr.	28

If there is no representative or only one from your district and you would like to get involved, please call the President or Secretary of your Association.

### NEXT ANNUAL MEETING

March 7-8, 2014

DOUBLETREE HOTEL

WORTHINGTON, OHIO

### EXECUTIVE PLANNING MEETING

9:30 A.M., AUGUST 17, 2013

GRAND LODGE OFFICE, OMH, SPRINGFIELD

**PROGRAM**  
**75<sup>th</sup> Annual Meeting**  
**March 8-9, 2013**

**FRIDAY AFTERNOON / EVENING:**

2:00 - 4P.M. Basic Training – “MORI” Program – Oak I-III  
4:00 – 6 PM Advanced Training – “MORI” – Oak I-III  
5:00 P.M. Registration just outside Adler Ballroom  
6:00 P.M. Social Gathering  
7:00 P.M. Banquet with our ladies – Alder Ballroom  
8:30 P.M. Entertainment  
Hospitality Franklin Room.

**SATURDAY MORNING (Alder Ballroom):**

7:30 A.M. Registration (coffee and doughnuts available in meeting room)  
8:30 A.M. Opening of Regular Session by Richard C. George  
Invocation – Edward W. Badger  
Introductions  
Necrology Report – Edward W. Badger  
Audit Report – Roger Van Dyke  
OMH Review – Tom Stofac  
Other Business  
Review of 2012 Minutes – Robert H. Coster  
Report of Nominating Committee – James D. Rex  
Election of Officers  
New Postal Regulations  
Lodge Best Practices.  
Best and Worst Pre-Inspection ( ideas of how to prepare)  
Open questions - pre submission of question with registration  
Grand Secretary’s comments  
Grand Master’s comments / Installation of Officers

**LADIES PROGRAM (Oak I-III):**

8:30 A.M. Gather for coffee and doughnuts  
9:00 A.M. Special Speaker - Fellowship

The Suppliers tables will be open 4:00 - 9:00 P.M. Friday evening  
and Saturday 7:30 – 11:00 A.M.

## - PRESIDENT'S MESSAGE -

Brother Secretaries,

I would like to begin this message with a sincere thank you for the work that you do to ensure that your Lodges run smoothly. It's not until after you have been elected to the position of Secretary that you can really begin to appreciate all the work and dedication that goes into being Secretary of a Lodge.

To our veteran Secretaries, I would encourage you to share your best practices with the newer Secretaries in your District. To the newly elected Secretary of a Lodge, my recommendation would be to take time and visit your District Lodges on a regularly Stated Meeting night. Plan to arrive a little early or to stay after Lodge for a few moments and ask your fellow Secretary what he does that has proven to be particularly useful for him. We all have our tips and tricks and it's by sharing these together that new Secretaries can find encouragement and support for the task at hand. As this year's Grand Master's theme reminds us, *Freemasonry - Together we can...*

I would invite you to bring your lady and take time to spend the weekend in Columbus and attend our Annual Association meeting. We have some really good learning sessions planned along with our traditional Friday evening dinner and entertainment. The weekend gives us a chance to spend time together with our fellow secretaries and Grand Line Officers. It's an excellent opportunity to share information and improve your skills as we work to support our Ohio Masonic Lodges.

Sincerely and Fraternaly,  
Richard C. George, President

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## MEET YOUR FIRST VICE PRESIDENT

Richard A. Benadum was born in Detroit, Michigan in 1929 and moved to Lancaster, Ohio in 1932. He is a graduate of the Lancaster School system. He was married in 1956 to the late Ruth Daab of McArthur, Ohio and has four children, three grandchildren, three step-grandchildren and three grand-grandchildren. He is the Secretary-Treasurer of North End Press Incorporated, a commercial printing and trade bindery business in Lancaster which was founded by his father in Detroit and is now a third generation business with his two sons as principal officers.

He was raised in Lancaster Lodge No. 57 in 1950, served as Master in 1977 and Secretary since 1996. He was exalted in Lancaster Chapter No. 11, R.A.M. in 1950, served as High Priest in 1957, Trustee since 1966 and Secretary since 2005. He was greeted in Lancaster Council No. 3 in 1950, served as Illustrious Master in 1966 and Recorder since 1995. He was knighted in Lancaster Commandery No. 2 in 1950, served as Commander in 1959, Recorder since 1968 and was made a Knight Templar Cross of Honor in 1997. He is presently the President of the Lancaster Masonic Trustees Association. He is a member of Ohio Priory No. 18, Knights of the York Cross of Honour and received the Gold Honour Award from the York Rite Sovereign College of North America. He is a sixth-two year member of the Ancient Accepted Scottish Rite of the Valley of Columbus. He served the Thirteenth District Masonic Association as its Secretary-Treasurer.

He is a member of the Lancaster Rotary Club since 1960 and presently serving as its secretary and has forty-eight years of perfect attendance, a member of the Lancaster Men's Chorus and the First United Methodist Church.



The Lodges of the

*"Friendly 15<sup>th</sup> District"*

*Located in Logan, Marion, Morrow  
and Union Counties*

*Marion # 70, Palestine #158, Mad River #161,  
Mt. Gilead #206, Bellefontaine #209, Chester #238,  
East Liberty # 247, Boggs # 292, Mt. Carmel #303,  
Oliver #447, LaRue #463 and Indian Lake # 722  
F. & A. M. of Ohio*

*and the*

The Officers and Members of  
Mt. Carmel Lodge #303 F.& A. M.

**CONGRATULATE**

W.B. Richard C. George

2012-2013 President

of the State Secretaries Association

Free and Accepted Masons of Ohio

## From the SECRETARY'S DESK

2012 has proved to be a good year for most of the Lodges in Ohio and 2013 should be even better. As more and more of the Secretaries across this state become more familiar with the Mori System, life as a Secretary is becoming a little less stressful since we are not processing as much paper work. Our Association will once again provide training on Friday for those interested in learning more or assisting in teaching our fellow secretaries in the shortcuts to making this an easy and useful tool. Our Grand Master, James F. Easterling, Jr. has set the bar that **"Freemasonry - Together we can..."** This simple statement reminds each of us that it is our purpose to help each other and to share the principles of this great Fraternity.

There are always changes in our various Lodges and this year will be no exception. There will be a lot of new secretaries that could use some experienced help. It is a part of our obligation to help a brother when in need and what better brother to help than a brother secretary. This State Secretaries meeting is the ideal place to network with other secretaries from across the state and to get ideas and answers of how others are handling the same problems you are experiencing.

This year we return to the Doubletree in Worthington. Several of our Masonic Vendors will be present to give you the ability to see items first hand.

I would like to remind you to have your lodge pay your expenses for dues and attendance at this meeting. Most Lodges pay expenses for officers to attend Grand Lodge, and they should be able to help with your cost to attend this state meeting.

Robert H. Coster

.....  
Dear Brother Secretary:

**If you are no longer the Secretary of your Lodge, please see that your present Secretary receives all this Association material.**

The Annual Meeting of our Association will be in the Doubletree Hotel in Worthington, March 8 & 9

The Opening session will be a "MORI" training session at 2:00

Friday, followed by a Banquet at 7 p.m.

Registration opens at 5 p.m.

The following fees are required to support the Annual Meeting:

Secretary's Annual Dues.....	\$20.00
Lady's Program .....	\$5.00
Friday Banquet (per person) .....	\$30.00



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Visit us on the web at [www.ohiomasonichome.org](http://www.ohiomasonichome.org)



**FINANCIAL REPORT**  
**Secretaries Association F. & A.M. of Ohio**  
**October 1, 2011 to September 30, 2012**

Checking Account Balance as of October 1, 2011 \$3,342.80

Income:

Dues	\$6,920.00	
Advertising	755.00	
Annual Meeting, Dinner	4,140.00	
Ladies' Program	155.00	
Interest, Checking Account	1.15	
Grand Lodge (dinner expense assistance)	800.00	
Misc.	<u>6,129.15</u>	
<b>Total Income:</b>	<b>\$18,900.30</b>	<b>\$22,243.10</b>

Expenses:

Crossed Quills & Dues Cards	\$ 1,490.00	
Annual Meeting Dinner	10,158.48	
Annual Meeting Hotel Misc. Expenses	2,438.56	
Coffee & Donuts (Sat. lady's & men's)	1,470.32	
Entertainment	0.00	
Contributions	1,300.00	
Secretary & Ass't Secretary	700.00	
Postage	703.64	
Misc.	49.47	
<b>Total Expenses</b>	<b>\$18,310.47</b>	

Checking Account Balance as of September 30, 2012 \$3,932.63

**Bond Funds**

PNC Bank Aprox 5%	\$8,297.44	
	<b>TOTAL NET WORTH</b>	<b>\$12,230.07</b>

**COMMITTIES**

<b>Nominating</b>	James D. Rex, #706	419-647-5361
	Burrell K. Pettet, #172	740-962-6975
	Terry B. Meyers, #346	513-941-3744

<b>Auditing</b>	Roger E. Van Dyke, #723	740-698-5914
	Paul G. Hinkle, #238	419-253-4962
	Robert O. Sanford #292	937-585-5754

## The Grand Lodge of Free & Accepted Masons of Ohio

C. MICHAEL WATSON, P.G.M.  
GRAND SECRETARY



ONE MASONIC DRIVE  
SPRINGFIELD, OHIO 45504  
PHONE (614) 885-5318  
WATS 1-800-292-6097  
FAX (614) 885-5319  
E-MAIL [m.watson@freemason.com](mailto:m.watson@freemason.com)

Dear Brother Secretary;

Welcome to the annual meeting of the State Secretaries Association!

The annual meeting of the State Secretaries Association provides an excellent venue for sharing information and experiences among your peers. Take time to broaden your network and if you have questions or information you have learned from experience, please engage in communicating with your Brother Secretaries.

The office of the Grand Lodge of Ohio relocated in November from the Worthington location to the campus of the Springfield Masonic Community of our Ohio Masonic Home. If you are in the area, please stop in, say "Hello" and take a look around at our new furnishings.

We have a hardworking, dedicated office staff that is committed to providing the best level of service to you as possible. We will make every effort as a team to help assist you in the performance of your duties as Lodge Secretary. Our objective is to provide you the courteous level of support which you are accustomed.

Thank you for all that you do for our beloved fraternity.

Best wishes for a successful and rewarding 2013!

Sincerely and fraternally,

*C. Michael Watson*

C. Michael Watson, PGM  
Grand Secretary



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## The Grand Lodge of Free & Accepted Masons of Ohio

JAMES F. EASTERLING, JR.  
GRAND MASTER



P.O. BOX 1137  
NORTON, OHIO 44203  
PHONE (330) 882 2336  
E-MAIL: [jmjr1137@cco.rr.com](mailto:jmjr1137@cco.rr.com)

Dear Brother Secretary;

I would like to welcome each of you to the Annual Meeting of the Secretaries Association, Free and Accepted Masons of Ohio. This has always been an enjoyable two day event filled with a lot of good ideas, great fellowship, new information and different ways of making each Lodge better. Those Secretaries who are not here are really missing out on what I feel is important information. The MORI system, has become a great time saver and I am always encouraged by those who want to do and learn more with this program.

As a young Worshipful Master of my lodge in 1996, my Secretary helped in so many ways, making sure things were done before they were due, to help plan with the Officers on upcoming events and to make sure that our sick and distressed were thought about often, to make sure that all records were in order when the District Deputy Grand Master came a calling for Inspection. Those were only a few of the many jobs that a Secretary has. There is on more than one occasion where the Secretary is the "Go To Guy" when answers are needed. The manner in which you perform your duties goes a long way in seeing that the success of your Lodge will continue for many years. I appreciate all of the work each of you do, the countless hours and knowledge each of you bring to your Lodge.

The Lodge Secretaries around this great State are also very fortunate for a wonderful Grand Secretary and Office staff who all work very hard for you and with you. They are each to be commended for their duties and making your jobs as Secretaries just a little easier. "Your good inclinations to Masonry and your Lodge, I hope, will induce you to discharge the duties of your office with fidelity; and, by so doing you will merit the esteem and applause of your Brethren and your Grand Master."

My theme this year of "Freemasonry – Together We Can..." has a lot of different meanings, one of which talks about each of you and your willingness to work together with the Officers of your Lodge to make a difference. Thank you for your service to your Lodge and to this great Fraternity. I sincerely hope each of you have a wonderful time and enjoy your stay.

Fraternally,

A handwritten signature in cursive script that reads "James F. Easterling, Jr.".

James F. Easterling, Jr.  
Grand Master



## Grand Secretary's Office Employee Job Assignments



### Jeanne Boyd

- Supply Order Fulfillment to Lodges and individuals
- Inventory management
- Senior Membership Awards (pins, certificates, correspondence)

- Daniel Beard Scouter Award
- Photocopying
- Lodge By-Law and Standing Resolution changes
- In-coming and out-going mail
- Special Projects as required



### Gayle Kozak

- Membership Management database (MORI)
  - Enters data from Lodge Secretaries, e.g. Endowed Members
  - Works with MORI programmers
  - Helps and advises Secretaries on membership data
- Correspondence between Lodges, Grand Lodges, and other Jurisdictions

- Processes Dimits, and other membership related forms
- Dispensation Requests
- Proceedings preparation
- Masonic Trial Correspondence; records
- Typewritten Ritual(s)
- Participates in Lodge Annual Return process
- Special Projects as required



### Tina Seitz (part time)

- Bookkeeper/Financial Specialist
  - Uses Quick Books application for all journal entries
  - Employee and retiree personnel records
  - Prepares all financial deposits
  - Keeps track of all bank accounts and balances
  - Performs payable process
  - Computes and prepares monthly budget reports

- Prepares acknowledgements for charitable contributions > \$50.00
- Delinquent, past-due sales invoices
- Assists Chad & Chuck in research and data preparation for new or replacement Charters
- Handles annual Grand Master letters to those eligible for SNPD
- Assist in receptionist, filing, and genealogy
- Special Projects as required



### Darlene Shirk (part time)

- Receptionist/filing
- Genealogy
- Photocopying
- Special Projects as required



### Chad Simpson

- Works with Grand Master on special development projects and programs
- Works with Deputy Grand Master in project development
- Creates, reviews, develops, and implements other projects
- Serves as Grand Lodge liaison for special areas
  - Education Committee
  - Public Relations
  - Scholarship
  - Special Olympics
- Responsible for overall fund-raising program, ideas, and implementation
- Supervises Museum collection,

- acquisition, as well as other history-related projects
- Coordinates Masonic Model Program (MMSAP)
  - Arranges all details for MMSAP workshops
  - Works with schools/agencies to recruit attendees
  - Serves as liaison with state offices and associations in promoting MMSAP
  - Works on MMSAP fundraising programs
- Interacts with Web Master of Grand Lodge Internet site
- Special Projects as required

## LADIES PROGRAM

To the Secretaries' Ladies:

Greetings,

I would like to extend a personal invitation for the ladies to join us for this year's Annual meeting of the Secretaries Association, F. & A. M. of Ohio on Friday March 8th and Saturday March 9th at the Doubletree Inn and Suites in Worthington. If you are not able to be with us, please support your husband and encourage him to attend this important event.

The Friday night banquet offers an opportunity to meet together, enjoy a nice dinner and entertainment.

Plan to attend the Saturday morning get together for a bit of coffee, tea, juice and donuts. We have a special guest scheduled for our meeting Saturday morning who is going to share an informative presentation about the wild birds of Ohio. Our presence is not expected at the Installation of Officers but we will conclude our gathering by the time the Secretaries' meeting wraps up.

Please accept this invitation to come and enjoy some time together while the Secretaries are attending their meeting.

Sincerely,

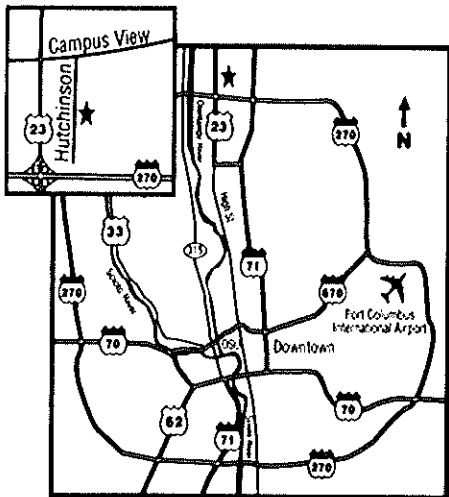
Danae George

# ANNUAL MEETING

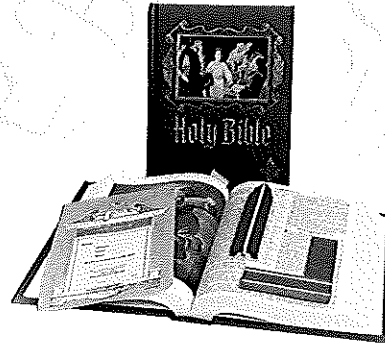
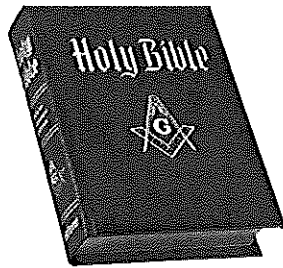
## Doubletree Hotel

Columbus/Worthington  
175 Hutchinson Avenue, Columbus, OH 43235

**(614) 885-3334**  
**Fax (614) 846-4353**



From I-270, Exit St. Rt. 23 N (Exit 23). Turn right at first Street (Vantage Dr.). At yield sign go right onto Hutchinson Ave, Hotel is on right.



## Sincere thanks

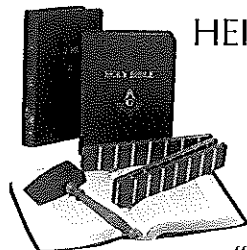
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Memorial Programs  
Masters Programs



Best wishes for a successful meeting to the  
Secretaries Association, F. & A. M. of Ohio



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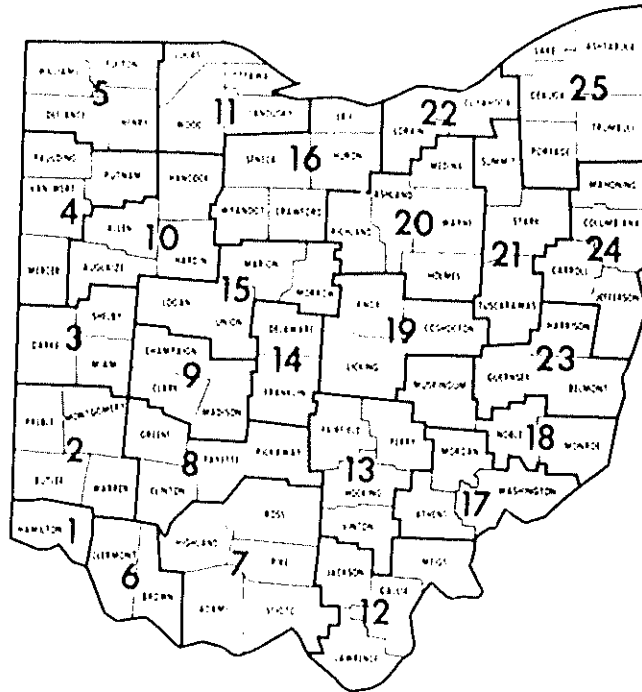
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# ASSOCIATION DISTRICTS



**North West**

4 5 10 11 16

**South West**

1 6 7 8

**Middle West**

2 3 9 14 15

**Middle East**

19 20 21 24

**North East**

22 25

**South East**

12 13 17 18 23

# **BY-LAWS OF-THE SECRETARIES ASSOCIATION F. & A. M. OF OHIO**

*Adopted January 13, 1940; Revised January 26, 1946; January 26, 1952;  
January 22, 1955; January 20, 1961; May 27, 1978; March 17, 1990; March 13, 1993;  
March 1997; March 10, 2001; and March 10, 2007*

## **ARTICLE I - NAME**

The name of this association shall be the "Secretaries Association, F. &A.M. of Ohio."

## **ARTICLE II - PURPOSE**

The purpose of this Association shall be to assist Secretaries in their duties by exchanging ideas at our meetings and through such publications as the Association shall provide, and also to strengthen the relationship between the Secretaries of the subordinate Lodges and the Grand Secretary.

## **ARTICLE III - OFFICERS**

The officers of this Association shall consist of a President, who shall serve no longer than one year; five Vice-Presidents, a Secretary-Treasurer, and Assistant Secretary, all of whom shall be elected at the Annual Meeting. All officers shall be a current elected and installed secretary of a Lodge of Free and Accepted Masons of Ohio, or a Past President of this Association.

The State shall be divided into six districts as follows: North West, North East, Middle West, Middle East, South West, and South East, according to the boundary lines on the map presented at the Annual Meeting. The President and Vice Presidents shall each be from a different district.

There shall be an Executive Council consisting of the Officers and Past Presidents of the Association. This Council shall conduct the business of the Association between Annual Meetings. The District Representatives may be invited at the discretion of the President.

## **ARTICLE IV - ANNUAL MEETING**

The Annual Meeting of the Association shall be held on the 2nd or 3rd Saturday of March. Special meetings may be called by the officers at their discretion.

## **ARTICLE V - MEMBERS**

The members of the Association shall consist of the Secretaries and Assistant Secretaries of the Lodges of Free and Accepted Masons in Ohio, together with the Grand Secretary of the Grand Lodge of Ohio, the Central Secretaries of such Districts as have Central Secretaries and all Past Presidents of this Association who may no longer be Secretaries of their Lodges. Each Lodge has one vote.

## **ARTICLE VI - DUES**

The dues of this Association shall be \$20.00 each, for each secretary, Assistant Secretary, and Central Secretary. Dues are due and payable on or before the Annual Meeting. Past Presidents and Past Secretaries of the Association are exempt from paying dues.

#### **ARTICLE VII - PROGRAM**

The President shall have the power to appoint such committees as he deems necessary to promote a discussion of general interest to the membership at the Annual Meeting, or as may be requested by the membership.

#### **ARTICLE VIII**

The Association will issue a bulletin on such occasions, as the officers deem necessary.

#### **ARTICLE IX**

The Secretary-Treasurer shall be bonded in the sum of \$10,000.00 by a security company approved by the President. The Secretary- Treasurer's bond shall be filed with the President. The Secretary- Treasurer's books shall be audited annually by a committee appointed by the President, and they shall make a complete financial report at each meeting. The annual honorarium of the Secretary-Treasurer shall not exceed \$500.00. The annual honorarium of the Assistant Secretary shall not exceed \$200.00.

#### **ARTICLE X**

Changes to the By-Laws must be made in writing and delivered to the President or Secretary of the Association on or before the planning meeting in September. A majority vote of the members present at the Annual meeting will be required for adoption.

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## **Duties of Officers and District Representatives**

1. Introduce himself to the officers of the Local District Association
2. Meet and introduce himself to each of Lodge secretary in his District.
3. Offer his experience and help to all Secretaries in the District, especially the newer, inexperienced men.
4. Inquire and learn where he can best offer help.
5. Maintain a contact with each Secretary and impress on each the need to get the Annual Returns to Grand Lodge on time.
6. Encourage non-members to join the Secretaries Association.
7. Meet with the Worshipful Master and/or Wardens of each Lodge in his District and request the Lodge pay for their Secretaries Association dues and expenses to the March meeting.
8. If a Secretary was a member and is not now, learn why he let his membership lapse.
9. Ask each Secretary what the Association can do for his; compile the answers and forward them to the Association Secretary.
10. Attend the Association planning meetings to help improve the visibility of the Association throughout the District and Fraternity.
11. Meet with the District Deputy Grand Master, and request to be introduced at Inspections and other Lodge and District functions and events.

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## LIVING PAST PRESIDENTS

Lawrence P. Ulrich (419)	1958	Cincinnati
Wendell E. Brubaker (706)	1982	Lima
Donald P. Frueauff (668)	1983	Cincinnati
Roger Van Dyke (723)	1987	Albany
Ernest E. Woeller (287)	1988	Toledo
** Clayton D. Werden, Jr. (208)	1989	Cincinnati
Clyde L. Roberts (710)	1991	Canton
Clinton L. Moss (490)	1993	Frazeyburg
Stanley K. Dauer (788)	1994	Toledo
Norman R. Neely (253)	1995	Cincinnati
Claude A. Pitman (781)	1997	Highland Heights
Paul G. Hinkle, Jr. (238)	1998	Marengo
H. Lee Hadley (374)	1999	New Matamoras
Robert H. Coster (155)	2000	Cincinnati
James D. Rex (706)	2001	Lima
Robert O. Sanford (292)	2002	DeGraff
Darrell R. Detty (366)	2003	Oak Hill
Larry S. Grady (759)	2004	Cincinnati
Richard J. Davis (683)	2005	Mentor
Gerald C. Hasley (182)	2006	Rayland
Fred W. Somerlot (158)	2007	Marysville
Walter A. Butler (198)	2008	Ironton
John M. Raley (671)	2009	Cincinnati
Robert W. Hubert (621)	2010	Lakewood
Richard G. Fries (237)	2011	Waterville

\*\* NON MEMBER

GRAND SECRETARY, GRAND LODGE F. & A. M. OF OHIO  
 M.W. C. Michael Watson, PGM, 1 Masonic Way, Springfield, Ohio 45504-3658  
 Business Phone (614) 885-5318 of (800) 292-6092 Fax (614) 885-5319



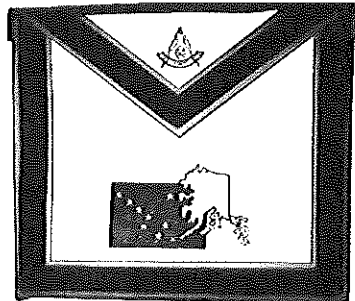
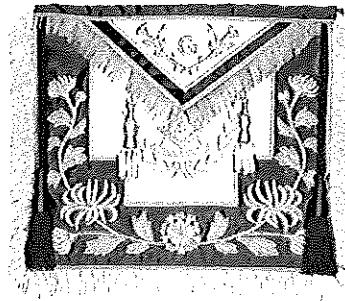
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