

Lodge Resources Program Review

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GRAND LODGE AF & AM OF CANADA IN THE PROVINCE OF ONTARIO
R.W. Bro. David R. Dainard, Chairman

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NEW RESOURCE MATERIALS now available to your Lodge

The Lodge Resources Committee, through the Brother 2 Brother Team is pleased to announce the development of some **NEW** value added lodge resources material that is now available to the constituent lodges:

- The introduction of a "How To Guide" for membership retention. It is entitled the "**Six Step Membership Retention Guide.**" This new resource guide targets Lodge and District Chairmen who are looking for a concise and easy to use guide on how to get started. It will also be of interest to those Masons who wish to make a difference in their lodge.
- The introduction of a *lodge based program* that can enhance the lodge meeting experience for lodge members and visitors alike. It is entitled the "**Lodge Greeters Program**". This new program will assist your lodge in the creation of a Lodge Greeters Team that will provide that special welcome members and visitors appreciate when they arrive for a lodge meeting.

Each of these **NEW** initiatives are explained in more detail on the **B2B FaciliFacts** page of this publication. Should you wish to receive a complete copy of either new initiative, please contact the B2B Team Leader, V.W. Bro. Iain Wates at idwates@sympatico.ca.

Be The First

"Cornerstone Program"

Enroll Now

Just as the newly Initiated EA symbolically represents the cornerstone of the lodge and thereby its future; so too does the lodge symbolically represent the cornerstone of The Grand Lodge and its long-term sustainability.

This soon to be announced program is designed to encourage and recognize lodges that plan, implement and manage a well rounded yearly lodge program, that promotes lodge activities, brotherhood, charitable work and involvement in the community. When a lodge makes the decision to participate in this program they acknowledge their desire to increase the value of the experience that they provide to their membership.

To qualify for the **Cornerstone** designation the individual lodge must fulfill one of two Mandatory requirements, complete five (5) of the major standards and six (6) of the basic standards. *This program is not a one-time event. It is an award that is presented on a yearly basis and should a lodge choose to participate they must meet the requirements each Masonic Year.*

Lodges that meet the qualification requirements will be recognized at the Annual Grand Lodge Communication where the Worshipful Master and his lodge will be presented with this award. Upon receiving the designation, lodges can use it on the Lodge Summons, Newsletter, Letterhead, Website or other such lodge material; e.g.: "**Cornerstone Lodge 2009 – 2010**".

For more information please contact: idwates@sympatico.ca



Freemasonry Reaching Out Into Our Communities



Friend to Friend Event

Open House

In his Address to the 139th Annual Communication of the Grand Lodge A.F. & A.M. of Canada in the Province of Ontario, Grand Master, C. Edwin Drew stated that “...our commitment is to endeavour to improve our communications at all levels and by all available means...Our aim should be to improve the QUALITY of our membership...Our focus should be on TOTAL QUALITY MASONRY, the pursuit of excellence in all our Masonic activities.”

M.W. Bro Drew further announced that “a Canadian edition of the “Friend to Friend” program would be launched in September of 1994.”

For fifteen years now, the Friend to Friend Program has successfully assisted Lodges throughout Ontario by providing guidance and materials which allow us to exhibit Freemasonry in our communities.

During that time the program has been widely used by numerous Lodges.

In recent years the number of open houses and Friend to Friend events has been increasing as Lodges throughout the jurisdiction have recognized the value of opening our doors to the non-Masonic public.

The “Open House” and the “Friend to Friend Event” are designed to invite members of our community to come in to our Lodges to learn about our philosophy, our history, and gain an understanding of the many components of our Lodge room. Although each of these public initiatives is similar in nature with regard to generating public interest in our Craft, and educating non-masons on many of our characteristics, they do differ somewhat in their focus audience.

The “**Open House**” is based on an open invitation to all members of the community to come and visit the Lodge. This includes men, women and children. It allows them to explore the confines of the lodge and hear about the history of our great Fraternity, as well as the history of the lodge and its contributions to the community at large.

The “**Friend to Friend Event**” is based on a personal invitation specifically sent to those men considered to be potential quality candidates. It too reflects on the history of the Fraternity and the lodge, but it also takes a more in depth look at the benefits it provides to its members.

Should you have any questions or wish assistance; please contact:
Friend to Friend-Mentor Team Leader: **R.W. Bro. John Hay** jhay@nexicom.net



The Mentor Program



A PROGRAM OUTLINE

The purpose of the Mentor Program is to ensure that every candidate is properly instructed in the fundamentals of the Craft. It consists of a series of **four “formal meetings”** and **numerous other “informal” occasions** where the candidate receives personal instruction and gains a clear understanding of each stage of his early Masonic journey.

The program consists of four instructional elements, several pamphlets and booklets, and an instructional guide that provides direction to the Mentor in administering each section of the program. In each of the four “formal” meetings it is suggested that the candidate meet with **at least two members of the Mentor Committee.**

This will help to ensure that the candidate understands the distinction between his mentors and his sponsor. It also provides opportunity for input from more than one source.

Meeting Number One:

This would take place, preferably at the home of the candidate, with his wife and family invited to take part, and should occur after a favourable ballot and before his initiation. (His title is Mr....)

Meeting Number Two:

This meeting would take place in the Lodge room and should occur a few days after the candidate has received his first degree. The timing of this is important as the candidate would still be highly motivated after just experiencing his introduction to Freemasonry on becoming an Entered Apprentice. (His title is Brother...)

Meeting Number Three:

To take place in the lodge room, occurs a few days after the candidate has received the second degree. He is now a **Fellowcraft Mason.**

Meeting Number Four:

To take place in the lodge room, occurs once again a few days after receiving the third degree. Now he is no longer a candidate, but a **Master Mason.** This does not mean however, that he requires no further instruction. On the contrary, now that he is a Master Mason his journey has just begun.

Although the Candidate’s formal “Mentor Program” is complete, his informal mentoring will continue throughout his complete Masonic lifetime.

B²_B | *Six Step Membership Retention Guide*

Membership Retention is the single greatest challenge our lodges will have over the next few years. All aspects of a lodge’s operation are dependent on the strength of its membership; whether it is financial, administrative, leadership or self-development. Understanding, in some detail, the expectations of lodge members will help structure your programs for membership development and retention. Today, lodge members insist on value for the time and money they invest. If it is not there, they will seek out other avenues for their satisfaction. Lodges must realize that they are in the “Experience Business”. If they provide value added benefits to their members, they will see their membership numbers strengthen.

If you believe that your lodge has low meeting attendance or are having problems finding suitable officer candidates, you could probably benefit from using some of ideas herein contained. This **Six Step Program** has been designed to help a lodge make change in an organized and planned manner. Membership Retention cannot be accomplished overnight. The key objective of this program is to know and understand what your membership wants and then devise a plan to provide it to them. If your plan is strong and is built on consensus from the membership, your lodge will become strong. ***Each step can assist you to create a plan that recaptures and sustains the interest of your lodge members.***



B²_B | *Lodge Greeters Program*

Hospitality is usually what we each supply to our friends when they come to our home and so too should it be in our Masonic home, our lodge. Feeling welcome and being warmly greeted in lodge sets the tone for the experience that a member or a visitor will have in your lodge. Being warmly welcomed will ensure that the Mason will return again.

What is so wonderful about this program is that it can be implemented at no cost to the lodge. It simply involves lodge members that are already in attendance, using a “*working tool*” that they use everyday, the “handshake”.

A warm and welcome handshake, a concerned and heartily offered “Welcome Brother” goes a long way in today’s world. Outside the tyled recesses of the lodge it may be cold and unforgiving, but inside it is warm and friendly. Never leave a man to his own devices in your Lodge. Make sure that your members and visitors alike understand that in your Lodge they are welcome, safe and comfortable. ***When we make the evening memorable, pleasant and special, we will have taken the first step in making the Brethren want to come again.***

Why don’t you give it a try, it will “Make A Difference”!

Should you have any questions or wish assistance; please contact:
 Brother 2 Brother Team Leader: V.W. Bro. Iain Wates idwates@sympatico.ca

The Officer Progression Program has been designed to provide valuable resource material to assist Lodge Officers move forward in a planned manner as they prepare themselves for “the highest honour the lodge can bestow upon one of its members.” ...

“DUTIES & RESPONSIBILITIES of the WORSHIPFUL MASTER”

SECTION 5 - OFFICE of the WORSHIPFUL MASTER

- RESPONSIBILITY** - A task, duty, job, or obligation.
- ACCOUNTABILITY** - Having to explain or answer for results.
- AUTHORITY** - Power or permission

The Worshipful Master is “**accountable**” for the overall operation and success of the lodge during his year in the East. That accountability is shared with his officers and the members who all make valuable contributions to that success.

Accountability cannot be delegated. It is shared by the whole membership.

The Master has the **authority** to delegate a **responsibility** to an officer or member. The officer or member who accepts the task, holds himself **accountable** to complete that task, and keeps the Master informed of his progress and success in completion of that task.

For example: The Secretary has the responsibility of writing the minutes, the Worshipful Master is accountable for the accuracy of those minutes and has the authority to approve them as written or have them amended.

KEY AREAS OF RESPONSIBILITY:

The Worshipful Master must be familiar with the Book of Constitution of Grand Lodge: He **MUST** have in his possession the most current edition and be knowledgeable in the following:

- PART I** - Grand Lodge
- PART II** - Sections 235 to 250 “Duties of the Worshipful Master”
- Sections 266 to 297 “Lodge Meetings”

He must also be conversant in the following key areas of his Lodge;

KNOWLEDGE OF THE BYLAWS: Know your own by-laws and ensure the By-laws Committee keeps them current and relevant.

FINANCIAL STABILITY: Work closely with the Treasurer and the Long Range Planning Committee to ensure the financial stability of your lodge.

“Greetings From Your P. & E. Team”

The P. & E. Essentials Page is an interactive instrument designed to help make a daily advancement of Masonic knowledge in our Grand Jurisdiction. The e-mail address noted at the bottom should be used to submit questions and/or suggestions for topics that you would like discussed in future issues.

Pronouncing Glossary:

ACQUIESCENCE	- ACK WEE ESS ENCE	BENIGN	- BEE NINE
COMPASSES	- KUM PASS EZ	POMEGRANATES	- POM GRAN ITS

Proper Reference to a Grand Lodge Officer:

When referring to a specific Grand Lodge Officer, you should mention his: *Rank; Name; and Title.*

It is recommended this be done in the following order, as per the following examples:

*Most Worshipful Brother Allan J. Petrisor, Grand Master of the Grand Lodge of Canada in the Province of Ontario;

*Right Worshipful Brother Raymond S.J. Daniels, Deputy Grand Master of the Grand Lodge of Canada in the Province of Ontario;

Most Worshipful Brother Gary L. Atkinson, Past Grand Master;

Most Worship Brother Donald H. Mumby, Past Grand Master and Custodian of the Work;

Right Worshipful Brother Dennis Hawman, Member of the Board of General Purposes;

Right Worshipful Brother Gerald A. Stillar, District Deputy Grand Master, Muskoka – Parry Sound District.

**The full reference to “...of the Grand Lodge of Canada in the Province of Ontario” applies to just these two most senior Officers.*

It is appropriate to always mention the District, which the D.D.G.M. represents, as he represents only that District. If it wasn't for that District, he wouldn't be a D.D.G.M.

The five C's of Communication – Contact, Contract, Concreteness, Checking & Closing

Questions and Answers:

- Q. On which side should the Senior Deacon be when attending with the wands?
 A. *The S.D. should be on the right side. (See Meeting the Challenge [2007], p. 98, No. 2.)*
- Q. Why do we square the lodge?
 A. The historical background is explained by Bro. Harry Carr in *The Freemason at Work*, (Rev. 1992) pp 34-35. His final comment is significant: *“The practice of squaring the lodge is wholly admirable, because it adds much to the dignity of the ceremonies, so long as it is not carried to extremes.”* To answer the question, we square the lodge as required in the ritual, and if we are doing work, we would make every effort to locate at or near the place where we are required to do it.

The Junior Warden's Toast:

It is usually possible, no matter how informal the banquet, to conclude it with the traditional Junior Warden's toast. Even if it is the only toast given during the banquet, it should always occur.

Should you have any questions or wish assistance; please contact:
 Protocol & Etiquette Team Leader: **V.W. Bro. Gord Crutcher** gordon@crutcher.ca