

Grand Lodge of Kentucky

2018-19

District Deputy Grand Master

Handbook



Gary C. Rose

**Grand Master of Masons
In Kentucky**

2018-19

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LETTER FROM M.W.G.M GARY C. ROSE

My Brothers,

First of all, let me congratulate and personally thank each and every one of you for accepting this position. You have been selected by me and recommended by your Masonic brethren to serve the Craft in each of your Masonic Districts across this great state. By accepting this appointment, you are agreeing to Help, Aid, and Assist the lodges in your district with whatever their Masonic needs may be.

Let's help to keep our lodges running to the utmost of their ability while you carry out the responsibilities of promoting the programs of the Grand Lodge of Kentucky. Please remember to keep me informed of any events which may potentially impact our great Fraternity. It is extremely important that you include the thoughts and input of your brethren while organizing your Masonic District Meeting so that it may be successful, harmonious, and run like a well-oiled machine.

Remember to encourage your brothers to enjoy their membership in this, the greatest fraternity the world has ever known...FREEMASONRY!

In addition to these duties, I want you to stress to your lodges the importance of:

1. Effective investigating committees! We must guard the West Gate!
2. Proficient Ritual work!
3. Outreach to Inactive Brothers Program.
4. The Masons Helping Masons and Veterans Programs.
5. Attendance at the Educational Conferences and District Meetings.
6. Following and understanding our Masonic Constitution.
7. The importance of staying visible in OUR community in a positive way.
8. The "Masonic Bicycles and Assistance in Schools Program".
9. The importance of attaining "The Grand Master's Lodge of Excellence Award."

In conclusion, I have complete confidence in your ability to represent me, and The Grand Lodge of Kentucky, during the ensuing year. Always feel free to contact me, your Area Officer, or The Grand Lodge of Kentucky Office if you need any help performing any these duties.

Fraternally Thine,
Gary C. Rose
Grand Master of Masons in Kentucky

FORWARD

The purpose of this handbook is to define the duties of the office of District Deputy Grand Master for the Grand Lodge of Kentucky. The information contained in this guide will assist you as you perform your official duties. Please review this information thoroughly since it can make your year as District Deputy Grand Master both productive and enjoyable.

PURPOSE AND DUTIES OF THE DISTRICT DEPUTY GRAND MASTER

The District Deputy Grand Master serves as the personal representative of the Most Worshipful Grand Master in his respective Masonic district. Your duties include working closely with the Masters of the lodges in your district to help, aid, and assist them, and to promote Grand Lodge activities and programs. Since you are the official liaison between the Grand Master and the lodges in your district, it is important that you help maintain peace and harmony between our members. It is very important to use good judgment and never become involved in private quarrels which may occur between brothers or lodges. Also, never publicly criticize another officer or member of the craft. If a situation needs to be addressed, please refer it first to your Area Officer and the Grand Master. If a direct violation of the Constitution is about to take place, please use common sense as to how you handle the situation. It is very important to never publicly embarrass an officer or member of our fraternity. Remember, after your year as District Deputy Grand Master is over, you will still have to live among your brothers.

Travel

I encourage you to travel both within and outside your district. It would also be a good idea to travel to other district meetings before yours so you can see how the meetings proceed. Visit every Masonic lodge in your district at least twice during your time in office. The first visit is usually for purposes of introduction and the second should typically be your official visit to that Masonic lodge. Plan your visits around possible bad weather, holidays, your schedule, etc. I also encourage you to use the district Facebook page to keep up with events within your district. Remember that your local brothers recommended you for this appointment, so be careful that none of your lodges are neglected. During your official visitation of a lodge in your district, highlight the Grand Lodge programs, make sure each Lodge has an updated Book of Constitutions and urge them to update their By-Laws as needed. Also, verify they are holding meetings regularly and forward any needed information to your Area Officer. When you have completed your official visits, submit an email to your Area Officer and the Grand Master, advising us that this has been completed.

You are to serve as a role model for others in your district and work with your Area Officer and the Grand Master during your year of service. By working together, we can achieve uncommon results. Suggest ways to advance Grand Lodge programs in the district. Please communicate any concerns to the Area Officer and/or the Grand Master.

Dress/Appearance

You should attend lodge functions dressed in a coat and tie, as is deemed fitting for the office. Please wear your D.D.G.M. apron and Grand Lodge of Kentucky identification badge to all meetings and Grand Lodge functions. If you visit an outdoor degree, business dress is not expected. You may wear a plain white apron to outdoor degrees. The apron should only be worn on the outside of your coat or jacket. However, NEVER wear your D.D.G.M. apron and name badge to a Masonic Funeral. Masonic funerals are for the family of the deceased and is meant to show that we are all on the same level, as indicated by a plain white apron.

Speaking/Presenting

Since you are the direct representative of the Grand Master, you should always speak just prior to closing the meeting. Be prepared with a brief, pleasant, and non-judgmental message. When speaking, always consider the hour and be respectful of the time of your audience. If a long meeting has taken place, keep your remarks brief. Always be prepared with something to say, since it is expected that you do so. You should always stand when addressing the lodge. Conclude your remarks by thanking the Craft for their attendance and attention. You may close by simply saying, "Thank you for your hospitality and thank you for this courtesy."

Visiting Lodges

When visiting a lodge please use the following guidelines:

1. Be on time: Early arrival at meetings will allow you to get acquainted with the members of the lodge. If you happen to arrive late, make your entrance as inconspicuous as possible. ALWAYS apologize for your tardiness when called upon to speak, but do not make excuses about your lateness.
2. Be prepared: Convey information about Grand Lodge programs and planned events to the craft. It would help you to have the topics you want to cover written on index cards. Stress the need to improve all aspects of our fraternity.
3. Have a positive mental attitude: When you make any comments remember that once spoken they cannot be taken back. Your comments should always be both positive and enthusiastic. Enthusiasm is an element of success, and if you don't believe in what you are saying, the lodge members will most likely not follow your lead.
4. Use common sense: Present yourself with dignity and be respectful of your brothers. They will expect you to be confident as you are serving in the capacity of D.D.G.M. However, always remember that humbleness is a Masonic virtue that we should all practice, and is expected of you.
5. Avoid unnecessary conflict: Avoid becoming involved in all private quarrels and disagreements. If you see a problem developing then bring it to the attention of your Area Officer or the Grand Master. ***Otherwise, avoid being drawn into quarrels.***

PLANNING THE DISTRICT MEETING

It is a good idea to schedule a planning meeting with the appropriate representatives of each Masonic lodge in your district. Do so at a central location soon after your installation. The agenda for this meeting should include introductions of all present, the coordination of details of the district meeting, and specifics of other events during the year. Plan to make the facilities for your district meeting convenient and accommodating for brothers traveling from within, as well as from outside, your district. Become familiar with the guidelines of this handbook and follow them when planning your district meeting. For a Sample District Meeting Agenda, see Appendix A. See Appendix C for the Lodge Information form to be completed by each lodge. Please provide a copy of the form to each lodge in your district. Ask the lodges to return the completed form promptly, so you can prepare your statistics. The D.D.G.M., or his designated representative, will present district membership totals and statistics at the district meeting.

The District Meeting is one of the most important events of the Masonic year. The success of your meeting will depend upon the amount of planning and effort you put into it. Past District Deputy Grand Masters, lodge officers, members of the Craft in your District, and your Area Officer all will help you with your meeting if you ask them. When all arrangements for your district meeting have been finalized, notify the Area Officer and the Grand Master.

Notice of Your District Meeting in Masonic Home Journal

The notice of your district meeting must be received by the Masonic Home Journal Staff by the 5th of the month, two months prior to the month of your meeting. Plans and details must be submitted and approved by the Grand Master and Area Officer prior to publication. For example, if your district meeting will be held in April, submit notice to the Masonic Home Journal by February 5th, to appear in the March issue.

The following information is required in your notice:

1. Location of the meeting (physical address if possible) with directions using known landmarks and highway route numbers. Make certain that someone not familiar with the area can easily find it using only your directions.
2. Time of meeting including the prevailing time (Eastern or Central), and whether or not a meal will be served.
3. Indicate if the ladies are invited to the meal, or if it is for Masons only. Also note if a Ladies Program will be provided during the tiled portion of the District Meeting.

Detail important information about your meeting along with a digital photo of yourself (unless a photo was taken at the D.D.G.M. Orientation) and mail this information to: Masonic Home Journal, 300 Masonic Home Drive, Masonic Home, KY 40041. If you use e-mail send it to masonichomejournal@grandlodgeofkentucky.org.

A few suggestions to assist you with your District meeting:

1. If you have a meal, have at least two serving lines if possible.
2. Make special presentations to guests , and/or recognize Past D.D.G.M.'s of your district during the meal time.
3. To facilitate serving and to observe proper protocol:
 - a. Announce the serving instructions prior to the invocation.
 - b. You and your wife are to be served first. Next in line should be the Grand Master and other Grand Lodge Officers.
4. If ladies are invited for the meal, you may have a program for them during the tiled meeting.
5. Your meal must start no later than one hour prior to your meeting time, however, you may begin serving earlier if you wish.
6. Since this is a tiled meeting, make sure you have enough aprons. You may ask other lodges to help supply aprons for their members and guests.
7. Masonic Protocol specifies that the Grand Master is the last to speak before the lodge is closed. Please begin your meeting on time!

The lodge should be opened prior to the meal and called to Refreshment.

The lodge should then be called to Labor at the appropriate time. Many of the brethren (and guests) have traveled long distances and time saved early in the evening will allow them to return home at a reasonable hour.

The D.D.G.M. will have a completed State of the District Report, and will present the totals during the District Meeting. Masters, or their representatives, will introduce themselves, their lodges, and report on their participation in community activities and Grand Lodge programs. Please instruct them to keep their remarks clear and brief. Example: "Most Worshipful Grand Master, I am Hiram Abiff, Master of Ashlar Lodge No. 357 in Fellow Craft, Ky. We donated two bicycles to the local elementary school, gave a \$300.00 scholarship to the local high school, and sponsored a Little League baseball team. We held a fish fry to raise money for the HIKE (Hearing Impaired Kids Endowment) Fund, had an Ice Cream Social for our widows, and donated \$100.00 to Masons Helping Masons."

DISTRICT MEETING ATTENDANCE AWARDS 2018 - 2019

An attendance award will be presented at the Grand Lodge Annual Communication 2019 to those lodges who have the Master, and 10% of their total membership, or the Master and fifteen members, present. For example, if a lodge has 30 members, the Master and three members must attend. **If a lodge has 150 or more members, the Master and at least 15 members must attend to qualify for this award.**

(If the Master is unable to attend due to extenuating circumstances, the lodge may apply to the Area Officer or the Grand Master for relief. If the Area Officer and the Grand Master determine that the absence is justifiable, the lodge may then be considered to have met the requirements with a total of 10% of their total membership in attendance.)

COMMITTEE ON MASONS HELPING MASON

The Masons Helping Masons Program was designed to help brother Masons who are in need. After a lodge has contributed to a brother's relief, the lodge may then apply to this program for additional help, if needed, for that brother.

This program was first started by M.W.P.G.M. Brother Herman Forrester for lodges, and expanded later to include individual brothers by M.W.P.G.M. Brother Chris Stout.

By the sale of items which fund this program, such as ties, caps, bandanas, and knives, we are able to have funds available to relieve the distressed.

COMMITTEE ON RITUALIST ADVISORS

This committee was created to advise and assist the Lodges of the Grand Lodge of Kentucky in the conferral of the ritual including the opening and closing ceremonies.

We have two rituals, the KY RTL, (the Light Blue book) and the Kentucky Ritual, (the Dark Blue book) and two monitors, (Grants Trestle Board and the Kentucky Monitor), recognized by the Grand Lodge of Kentucky and approved for the use by the constituent lodges.

Your committee will use these approved books, along with supplemental materials furnished by the Grand Lodge, to provide the assistance and guidance you may need for the conferral of the work and

other ceremonies within the lodges of the Grand Lodge of Kentucky.

The purpose of the committee is not to correct, dictate, or do all the actual work for the lodges. No lodge will be forced to change anything they are currently doing. This committee will be available to provide any assistance, advice, and ritual help the lodges may need to bring them into compliance with the rules, regulations, and proper procedures adopted and approved by our Grand Lodge.

COMMITTEE ON MASONRY MATTERS

The committee on Masonry Matters was started by Brother Bill Cunningham in far West Kentucky. It was designed to encourage lodges to get involved in our local schools, by helping with the various needs of the children which remain unfunded by existing public programs.

COMMITTEE ON FIRST RESPONDERS

This committee was started by M.W.P.G.M. Todd Jones, to recognize and honor our First Responders, the local men and women who put themselves in harm's way each day so that we may continue to enjoy the safety of the world in which we live.

I urge EACH lodge to honor them with a dinner, cookout, breakfast, special program, or event to show them, and others in our communities how important they are to us.

COMMITTEE ON VETERANS AFFAIRS

This committee was established by M.W.P.G.M. and current R.W. Brother Donald H. Yankey, Grand Secretary, and with this program, we honor our veterans in several ways. We annually assist in funding and supporting our active military and veterans with events across our state.

This year we will continue going into the National, State, and local cemeteries to assist with cleanup and placing flags (done on the Saturday before) in preparation of Memorial Day, also known as Decoration Day. Flags should be retrieved by the following Tuesday.

If your lodge can't travel to one of the National or State Veteran Cemeteries, you may chose a local cemetery to adopt. Please inform your District Deputy, Area Officer and myself if you choose this option.

Grand Lodge of Kentucky Golf Scramble to benefit the Veterans Program, Saturday, May 11, 2019

Quail Chase GC, 7000 Cooper Chapel Road, Louisville, KY 40229

Shotgun start at 11:00am (EDT), with a meal to follow the scramble.

Details will be announced when available in the Masonic Home Journal.

BOOK OF MASONIC CONSTITUTION

Become familiar with the index and articles of the Book of Constitution so you can answer questions you will be asked when you visit lodges. **Do not give answers to a constitutional question from memory - instead, read the section of the Constitution pertaining to the question in order to correctly guide the brothers to the proper answer.** This process will prevent misunderstandings of the question at hand. In instances where an interpretation of the Constitution is required to settle an issue, refer the questionable section(s) to the Area Officer, and the Grand Master, if necessary. In most instances the questions on Masonic law that may arise can be answered by reading or referring to the section of the Constitution pertaining to the issue.

Be sure that all lodges in your district have an up-to-date Constitution. Each lodge received two updates to Constitution after the most recent Annual Communication of the Grand Lodge. Encourage the lodge to refer to it often, as the laws governing our fraternity help to protect the integrity of our order. Suggest that each lodge periodically have brief programs on the Constitution, using selected sections as topics, in order that the Craft may become familiar and comfortable with the Constitution.

Impress upon the lodge Secretary that he submit a list the newly elected and/or appointed officers of the lodge electronically. This submission must be sent to the Grand Secretary as soon as possible following the election of officers in December. In any case, the submission must be received in the Grand Lodge Office prior to January 11, 2019, even if the officers have yet to be installed. Encourage the lodge Secretary to enter the information on the lodge income electronically on the home page of the database. Additionally each lodge will have to fill out a 990-N Electronic Postcard on the IRS Website if their annual income is under \$50,000.00. Those over \$50,000 will fill out a 990EZ or regular 990 Form. This information is required by the IRS. **Either way, ALL Masonic Lodges must file electronically on the IRS Website to retain their tax exempt status.**

GRAND MASTER'S PINS/SPECIAL EVENTS/PROGRAMS

GRAND MASTER'S PINS

This year's Grand Master's Pin is round with a blue background. A representation of Lady Justice, wearing her blindfold, holding the Scales of Justice in equal poise, in her left hand. Under the scales is a Masonic Square and Compass. Her right hand is holding a rose and sprig of acacia. Curving around the bottom half of the pin is: "GRAND LODGE OF KENTUCKY F. & A. M." Centered across the back of the pin, and stamped into the pin, is printed, "Gary C. Rose" on one line, and "2018-19 Grand Master" below that.

GRAND MASTER'S VETERANS PROGRAM PINS AND COINS

The Grand Master's Veterans Pin has the National Defense Service Medal Ribbon, above which is a depiction of "The Three Soldiers" statue at the Vietnam Veterans Memorial in Washington D.C. with a windblown American Flag, surrounded by the words, "HONORING OUR VETERANS." Centered across the back of the pin, and stamped into the pin, is printed, "Gary C. Rose" on one line, with "2018-19 Grand Master" on the second line, and Grand Lodge of Kentucky F. & A. M. below that.

The Grand Master's Veterans Coin has words, "GRAND LODGE OF KENTUCKY F.&A.M." surrounding the emblems of the Army, Navy, Air Force, Marines, Coast Guard, and Army Reserve, surrounding a

Masonic emblem on one side, and a depiction of the Grand Master's Veterans Pin on the reverse. Proceeds from the Masonic Veterans Pin and Coin sales will benefit Veteran Recognition Programs across the Commonwealth of Kentucky. Please note that schools in our Commonwealth are legally required to hold Veterans Recognition Ceremonies on, or around, Veteran's Day each year and well-spoken Veterans are highly sought after. If you know such a Veteran, please ask him/her to consider volunteering their time to speak at an assembly at your local school, or other local events. The purpose of this program is to recognize our Veterans.

GRAND MASTER'S ATV RIDES 2018-19

Again this year we will continue with the four wheeler rides at Bardwell, and The Western Kentucky ATV Park in Madisonville, and Muddin' with the Masons near Corbin. Check the Grand Lodge website, or ask your D.D.G.M., for details.

GRAND MASTER'S MASONIC SCHOLAR PROGRAM

Interested Masons may qualify for a Masonic Scholar pin this year by successfully completing an open book test on the Constitution of the Grand Lodge of Kentucky. Several Masons from across the State of Kentucky have submitted multiple choice and true/false test questions which have been compiled into one quiz. A thorough reading and study of the constitution is required prior to taking the test. Individuals who successfully complete this assessment will be awarded a Masonic Scholar Pin at their district meeting or the Annual Communication. Successful completion of this program will count for points towards your lodge achieving the Grand Master's Lodge of Excellence Award. The purpose of this program is to increase the Craft's knowledge of the Masonic Constitution across Kentucky.

DISTRICT TRAVELING GAVEL PROGRAM

The District Deputy Grand Master is asked to maintain and promote the traveling gavel program in his district. Each district should have a Traveling Gavel, and the District Deputy Grand Master should always know where it is located. It is his responsibility to keep the gavel traveling from lodge to lodge.

The guidelines below are only suggestions on how the District Traveling Gavel Program might work. **If your district has a program in place, then continue with it instead.** The purpose of this program is to encourage Masonic travel within the district.

The Traveling Gavel must be placed in clear view of all visiting Brothers.

Suggestions for claiming the Traveling Gavel

1. The traveling gavel may be claimed from a lodge on any regular or lawfully called meeting, excluding only Masonic Funeral Rites.
2. The traveling gavel may be claimed by:
 - a. Whichever lodge has the most visitors present.
 - b. If there is a tie, the lodge that traveled the farthest will receive the gavel.
 - c. The Traveling Gavel will be presented before closing the lodge.
 - d. The lodge receiving the gavel will notify the District Deputy.

GRAND MASTER'S LODGE OF EXCELLENCE AWARD PROGRAM, 2018-19

The Grand Master's Lodge of Excellence Award is designed to raise the overall proficiency of a lodge by increasing visibility within the community and the fraternity. Lodges attaining the award will receive it at the 2019 Annual Communication of the Grand Lodge of Kentucky. They must meet the requirements from September 1, 2018 through August 17, 2019. All applications must be signed by the Master of the lodge and certified by the lodge Secretary, with his signature and the seal of the lodge. Applications must be received by the Grand Lodge Office by August 26, 2019. The requirements for this award are based on input from individual lodges, Past Grand Masters, previous excellence programs and the Grand Master himself. The Grand Master's Lodge of Excellence Program is point-based again this year.

The purpose of this program is to encourage lodges to become very active in their communities and in Masonic knowledge and procedures.

See Appendix H for the Grand Masters Excellence Award Program

DISTRICT DEPUTY GRAND MASTER NAMES AND CONTACT INFORMATION

DISTRICT DEPUTY GRAND MASTERS

AREA No. 1 (Grand Junior Warden is Area Officer)

District	Name	Cell Phone	Home Phone
1	Casey Lynn	270-210-2784	
2	Terry Whayne Boggess	270-978-5655	
3	Jim Doom	270-703-7337	
4	John Michael Heffington	270-206-5066	270-522-4207 (w)
5	Bruce Trice	812-573-1502	
6	Walter "Bubby" Anderson	270-543-2460	
7	Monzel Slinker	270-399-1225	270-736-2519
8	Zachery Phelps	270-256-7834	
9	Chris Knight	270-723-6735	
10	Preston Jones	270-792-5795	

AREA No. 2 (Grand Senior Warden is Area Officer)

District	Name	Cell Phone	Home Phone
11	Danny Rutheford	270-622-1713	
12	James Reasor	502-541-0735	
13	Fred McBride	502-650-3970	502-970-5755
14	Larry Herron		502-365-4403
15	James E. Vernon	502-655-3089	
16	James Riggs	270-473-0090	
17	Ben Spencer	502-321-0333	
18	Eric Creech, Jr.	859-640-1132	
19	Larry York		859-743-1826
20	Derek Phelps	859-619-5191	

AREA No. 3 (Deputy Grand Master is Area Officer)

District	Name	Cell Phone	Home Phone
21	Mark Rose	859-351-1406	
22	Jordan Baker	270-250-4338	
23	Daniel Leach	606-495-6787	
24	Stephen Becraft	606-207-2944	
25	Matthew Kirby	606-643-5203	
26	Gayle House	606-598-5251	
27	Bill Wilson	606-776-7386	
28	Mitchell May	606-625-1728	606-456-3801
29	Paul A. Johnson, Jr.	606-216-4619	
30	Patrick F. Marsee	606-670-9121	606-302-7438

MASONIC EDUCATIONAL CONFERENCE INFORMATION
NO MEALS ARE TO BE SERVED
DRESS CASUAL - ALL MEETING TIMES ARE PREVAILING TIMES

This year the Grand Lodge of Kentucky will present the Masonic Education Conferences in a dual format. These formats will include a video-conference available statewide, and visits to six specific locations around the state by the Education Committee, scheduled as follows:

First, a video-conference will be conducted on Saturday, January 26, 2019. The conference will be held at 12:00pm EST, 11:00am CST, and will originate from the Grand Lodge Office in Louisville, Kentucky. Please consult with your District Deputy Grand Masters about the location of the conference in your Masonic District.

Second, The Grand Lodge Officers and Education Committee members will travel to six locations around the Commonwealth for Masonic Education Meetings. The same information will be presented in these meetings as was presented during the video-conference. The dates and times for these meetings are as follows:

Date	Time	General Area
Friday, Feb. 1, 2019	7:00 PM EST	Williamstown
Saturday, Feb. 2, 2019	10:00 AM EST	London
Saturday, Feb. 2, 2019	3:00 PM EST	Morehead/Olive Hill
Friday, Feb. 8, 2019	7:00 PM CST	Princeton
Saturday, Feb. 9, 2019	10:00 AM CST	Glasgow
Saturday, Feb. 9, 2019	3:00 PM EST	Shepherdsville

The specific locations for these meetings have yet to be determined. Please watch the Masonic Home Journal, your District Facebook page, and stay in touch with your District Deputy for more information on these meeting locations.

DISTRICT MEETING SCHEDULE 2018-19

On Fridays, meals will start no later than 6:00pm, meetings at 7:00pm

On Saturdays, early meeting meals will start no later than Noon, meetings at 1:00pm, and evening meals no later than 6:00pm, meetings at 7:00pm, **prevailing time**. Meeting facilities are to be determined by the District Deputy Grand Master, after consulting with the lodges in his district. Please refer to page 4, Planning the District Meeting.

Date		District(s)	
		Early	Evening
Friday	Mar 01		9
Saturday	Mar 02	12/13/14	15
Friday	Mar 08		1
Saturday	Mar 09	2	3
Friday	Mar 15		11
Saturday	Mar 16	22	21
Friday	Mar 22		4
Saturday	Mar 23	6	10
Friday	Mar 29		17
Saturday	Mar 30	18/19	
Friday	Apr 05		16
Saturday	Apr 06	20	25
Friday	Apr 12		23
Saturday	Apr 13	27	
Friday	Apr 26		29
Saturday	Apr 27	28	24
Saturday	May 04	30	26
Friday	May 17		5
Saturday	May 18	7	8

APPENDIX A

SAMPLE AGENDA FOR YOUR DISTRICT MEETING

Open Host Lodge, with Charter present

Call Lodge from Labor to Refreshment

Meal

Lodge called from Refreshment to Labor

Reception of District Deputy Grand Master

Reception of Grand Lodge Officers and Distinguished Guests

Reception of Grand Master

Education Speaker/Presentation (5 – 7 minutes)

State of the District Report (Presented by D.D.G.M. and Masters of lodges)

District Deputy Grand Master Final Remarks

Turn meeting over to the Area Officer

Grand Lodge Agenda

Grand Master Remarks

Close Lodge

APPENDIX B

RECEPTION OF DISTINGUISHED GUESTS

The following is the order of introduction and is in reverse order of their entrance. It takes into account that rank is introduced from lowest to highest, with the Grand Master entering last. Introductions are made starting on the far right of the person doing the introductions. The line will form at the rear, with the highest-ranking officer at the door. All distinguished guests are received together, in one large group, and given Public Grand Honors, three times three.

The Grand Master is always received last, by himself. He is introduced west of the Altar, then brought to the East, and given the Private Grand Honors, the three signs of Masonry.

Distinguished guests will be received in the following order:

1. Leadership of the Masonic Homes.
2. Heads of affiliated bodies. (Scottish Rite, York Rite, and other bodies)
3. Grand Lodge Committee Members. (Example: Worshipful Brother John Doe,
4. Committee on By-Laws)
5. Current District Deputy Grand Masters from other Districts. (Example: Worshipful
6. Brother John Doe, District Deputy Grand Master District 10)
7. Current Appointed Grand Lodge Officers. (Example: Worshipful Brother John Doe, Grand Senior Deacon)
8. Past Grand Masters. (Example: Most Worshipful Brother John Doe, Past Grand Master)
9. Elected Grand Lodge Officers. (Example: Right Worshipful Brother John Doe, Deputy Grand Master)
10. The Grand Master, Grand Lodge of Kentucky. (Example: Most Worshipful Brother John Doe, Grand Master of Masons in Kentucky) (Private Grand Honors – 3 signs of Masonry – EA, FC, MM) **(Please NO CLAPPING)**

The Lodge is called up when Grand Lodge Officers enter. The proper form is, "I present to you and to the Craft here assembled Worshipful Brother John Doe District Deputy Grand Master District No. 1 and Right Worshipful Brother Gary Rose, Deputy Grand Master." Only Grand Lodge Officers are entitled to public grand honors, however, if Grand Lodge Officers and others are introduced simultaneously, then all may be given public grand honors of "three times three".

After the initial reception of distinguished guests, the D.D.G.M. will explain how to give the Private Grand Honors. The Grand Master is presented West of the altar, introduced, and acknowledged by the D.D.G.M. who directs the Marshal or Senior Deacon to conduct the Grand Master to the East (to the right of the District Deputy). The Private Grand Honors are then given, the Grand Master is offered the crown and gavel, and is extended the courtesy to conduct the meeting.

Note: The initial line up places the Elected Grand Lodge Officers at the door. Even though they enter first, they are introduced last.

APPENDIX C

LODGE INFORMATION REPORT

Please complete and return to your DDGM)

_____ Lodge No. _____

District No. _____

Number of EA's: _____ FC's: _____ MM's: _____

Total Members: _____ 50 Year: _____ 60+ Year: _____

Date of Last Petition: _____

Candidates Initiated: _____ Passed: _____ Raised: _____

Veterans: _____

Active Duty, Guard, Reserve: _____

Total: _____

Active First Responders: _____

Former First Responders: _____

Total: _____

Total Bicycles in Schools: _____

Other School Activities (Ex: Laptops, Scholarships, backpacks, etc.):

Other Community Activities:

APPENDIX C

DDGM Worksheet, District No. _____

	Lodge Name	Lodge Number	Number of EAs	Number of FCs	Number of MM s	Total Members	50 Year Members	70 + Year Members	Date of Last Petition	Candidates Initiated	Members Passed	Members Raised
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												

APPENDIX C

DDGM Worksheet, District No. _____

	Lodge Name	Lodge Number	Veterans	Active Duty, Guard, Reserve	Active First Responders	Former First Responders	Bicycles Placed in Schools	Other School Support Activities (Backpacks, Laptops, tablets, supplies, etc)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

APPENDIX D

MASONIC DISTRICT FACEBOOK PAGES

District	Facebook Page
1	District #1 Masonic Lodges, Grand Lodge of Kentucky
2	District #2 Masonic Lodges, Grand Lodge of Kentucky
3	District 3 GLKY
4	District 4 Masonic Lodges, Grand Lodge of Kentucky
5	District 5, Grand Lodge of Kentucky
6	Masonic District 6 Grand Lodge of Kentucky F & AM
7	Masonic District #7, Grand Lodge of Kentucky F. & A.M.
8	Masonic District #8, Grand Lodge of Kentucky F. & A.M.
9	District 9 Kentucky F&AM
10	District #10 Masonic Lodges
11	Masonic District #11, Grand Lodge of Kentucky F. & A.M.
12,13,14	Districts 12,13 & 14 Masonic Lodges
15	District 15 – Kentucky Free & Accepted Masons
16	Masonic District #16, Grand Lodge of Kentucky F. & A.M.
17	Masonic District #17, Grand Lodge of Kentucky F. & A.M.
18,19	Masonic District #18 & 19, Grand Lodge of Kentucky F. & A.M.
20	District 20
21	Masonic District #21, Grand Lodge of Kentucky F. & A.M.
22	Grand Lodge of Kentucky, District # 22
23	District #23 Masonic Lodges
24	Masonic District #24, Grand Lodge of Kentucky F. & A.M.
25	District 25
26	KY. Masons District 26
27	Kentucky Masonic District 27
28	District #28 Masonic Lodges
29	Kentucky District 29 Masons
30	Masonic District #30, Grand Lodge of Kentucky F. & A.M.
Additional	Grand Lodge of Kentucky Statewide Traveling Gavel Location
Additional	Masonic Homes of Kentucky, Inc.
Additional	Masonic Homes of Shelbyville
Additional	GLKY Constitution
Additional	Eastern KY Masons
Additional	Western KY Masons

All pages should be monitored for appropriateness of content and any inappropriate material removed by the administrator(s). The protocols governing social media found on the Grand Lodge of Kentucky Website must be followed.

APPENDIX E

**SAMPLE LETTER TO DONATE BICYCLE TO SCHOOL TO PROMOTE
GOOD STUDENT ATTENDANCE**

Date:

_____ Lodge No. _____ , Free and Accepted

Masons donates _____ bicycle(s) to:

_____ School, located in

_____ , Kentucky as an incentive to promote good

student attendance during the 2018-19 school year.

Signature of Master of Lodge

Date

Signature of School Principal/Designated Rep.

Date

APPENDIX F

TALKING POINTS FOR BICYCLE PRESENTATION

1. Local Masons know you need an education to succeed in today's world.
2. In order to be successful and improve your situation in life you need to be able to read, write and do math well. You also need to work hard and communicate well.
3. You must attend school regularly to learn the skills you need for success in life.
4. Your local lodge members want to encourage your students to attend school regularly and we are donating this/these bicycle(s) to your school for an attendance incentive.

APPENDIX G

MASONIC BLUEGRASS RITUALIST AWARDS 2018 – 2019

To receive this pin a brother must prove he has previously been or is currently a Ritualist.

(Ritualist 100 – 125), (Senior Ritualist 126 – 150), (Master Ritualist 151 – 240)

A brother must perform work from the list below to achieve this prestigious recognition. All lectures must be given from memory and not read. Consult with the Bluegrass Ritual Chairman, Dennis Moore, for more details.

Points	Work
5	Confer Senior Deacon 1st Section on EA
5	Confer Senior Deacon 1st Section on FC
5	Confer Senior Deacon 1st Section on MM
5	Confer the Working Tools lecture on EA
5	Confer the Working Tools lecture on FC
5	Confer the Working Tools lecture on MM
5	Confer the Charge EA
5	Confer the Charge FC
5	Confer the Charge MM
5	Confer Short Bible Lecture-EA
5	Confer Short Apron Lecture-EA
5	Confer Minor speaking part of MM second section
5	Confer the Address to a Newly Raised Brother
5	Confer Letter "G" lecture FC Degree
5	Confer EA Degree first section
5	Open a MM Lodge by setting in all three principle stations M, SW, & JW
5	Open a FC Lodge by setting in all three principle stations M, SW, & JW
5	Open an EA Lodge by setting in all three principle stations M, SW, & JW
5	Confer the EA Obligation
5	Confer the FC Obligation
10	Confer the MM Obligation
10	Confer EA Degree second section.
10	Confer FC Degree first section.
10	Confer MM Degree first section.
10	Major speaking part in MM second Section (KS, JM, or Zeph)
10	Can teach (coach) Lecture on any degree through "reinvestment".

To be a Master Ritualist you must confer at least one of the following.

- 20 Confer the Second Section "Stair" Lecture in the FC Degree (chart or slides).
- 20 Confer the Third Section in the MM Degree (chart or slides).
- 20 Confer Masonic Funeral Rite
- 20 Confer the Annual Installation of Officers
- 20 Confer the EA degree Third Section (chart or slides)

Points	Task	Completed?
5	Perform Senior Deacon 1st Section EA	
5	Perform Senior Deacon 1st Section FC	
5	Perform Senior Deacon 1st Section MM	
5	Confer The Working Tools Lecture on EA	
5	Confer The Working Tools Lecture on FC	
5	Confer The Working Tools Lecture on MM	
5	Confer the Charge EA	
5	Confer the Charge FC	
5	Confer the Charge MM	
5	Confer Short Bible Lecture-EA	
5	Confer Short Apron Lecture-EA	
5	Confer Minor Speaking Part of MM second section	
5	Confer the Address to Newly Raised Brothers	
5	Confer Third Section Letter "G" FC Degree	
5	Confer EA Degree first section	
5	Open a MM Lodge by sitting in all three principal stations M, SW, JW	
5	Open a FC Lodge by sitting in all three principal stations M, SW, JW	
5	Open a EA Lodge by sitting in all three principal stations M, SW, JW	
5	Confer the EA Obligation	
5	Confer the FC Obligation	
10	Confer the MM Obligation	
10	Confer EA Degree second section	
10	Confer FC Degree first section	
10	Confer MM Degree first section	
10	Major speaking part in MM second section (KS, JM, or Zeph.)	
10	Can teach (coach) Lecture on any degree through "Reinvestment".	
	<i>To be awarded Master Ritualist you must confer one of the following.</i>	
	<i>You can obtain the points for any or all of them.</i>	
20	Confer the Stair Lecture in the FC Degree (chart or slides)	
20	Confer the Third Section in the MM Degree (chart or slides)	
20	Confer Masonic Funeral Rite	
20	Confer the Annual Installation of Officers	
20	Confer the EA degree Third Section (chart or slides)	
Total		

NAME: _____
LODGE: _____
DISTRICT: _____
DATE: _____
PIN: _____

Upon my sacred honor as a Master Mason, I certify this record

SIGNATURE

APPENDIX H

GRAND LODGE OF KENTUCKY GRAND MASTER'S LODGE OF EXCELLENCE AWARD

2018-2019

Gary C. Rose, Grand Master

Directions:

- Step 1: Read and do the Required Items 1 through 5.
- Step 2: Read the choices of activities in Categories 1 through 5.
- Step 3: Decide which activities you are going to do to get 150 points. (You must complete at least 1 activity from each category)
- Step 4: All Required Items and activities must be completed between September 1, 2018 and August 17, 2019.
- Step 5: All required paperwork must be submitted to the Grand Lodge Office before August 26, 2019.
- Step 6: Come to Grand Lodge Annual Communication in October 2019 and pick up your award!!!

Required items for the Grand Master's Lodge of Excellence Award

1. All officers **must** be proficient in the Opening and Closing Ceremonies of the Entered Apprentice Degree, in full form. Each elected or appointed officer must confer his part from memory, without books, notes, or other aids. This opening and closing must be observed and approved by an elected or appointed Grand Lodge Officer or District Deputy Grand Master.
2. Must support a youth group in your area (preferably a Masonic Youth Group). If none are available, make a financial contribution to a Masonic Youth Group.
3. Each Master must appoint a committee which shall be responsible for outreach and communication with all the lodge's inactive and shut-in members and report results to lodge monthly.
4. Must have a member of the lodge pass the Masonic Scholar Quiz or earn a Ritualist Pin.
5. Must have at least three members participate in the Veterans Cemeteries Program, or adopt a local cemetery. Check the Grand Lodge website, or ask your D.D.G.M., for details.

CATEGORY 1 – MAINTAINING THE BROTHERHOOD

- A) **5 Points:** Fly the American Flag outside the lodge hall during each meeting (weather permitting).
- B) **10 Points:** Implement an automated calling system for your lodge. (Example: Phonevite System)
- C) **10 Points:** Lodge uses the long form petition which is available online instead of the old short form petition.
- D) **10 Points:** Host a Friend to Friend Dinner and invite worthy men, and their significant others. (Consider inviting Coaches, Pastors, Professionals, Community Leaders, etc).
(Note: Family Night or Past Masters Night will not qualify for this)
- E) **20 Points:** At least three lodge members participate in the Great Day of Service at one of our Masonic Communities campuses.
- F) **20 Points:** Adopt a policy that the lodge will use a national criminal background check service on all petitioners (Example: Info Check USA. The Grand Lodge of Kentucky has no affiliation with, and receives no proceeds from, this company)
- G) **20 Points:** At least three members of the lodge visit all lodges in district and three lodges out of district. (Verify by using a Masonic Passport.) *Attendance at your District Meeting will count as visit to the lodge under whose charter the District Meeting is held.*

CATEGORY 2 – QUALITY OF WORK AND OUR OBLIGATIONS

- A) **5 Points:** Provide refreshments at each meeting.
- B) **10 Points:** Have a Reobligation Ceremony. (Procedure: The lodge is opened on the MM Degree. An exemplar candidate assumes position to receive the MM obligation. The other brothers stand behind him, a hand on the shoulder of the brother in front of them. The Master, or his designated representative, recites the MM obligation, which all repeat in unison. The EA and FC obligations may be added to the ceremony, but are not required.)
- C) **10 Points:** The Master and at least 2 of the following officers: SW, JW, Secretary, Treasurer, attend the Education Conference, either by telecast or in person.
- D) **10 Points:** Participate in the Masonic Communities “Adopt a Resident” Program.
(For example: Send Birthday and Holiday Cards, personal visits, telephone calls, fruit baskets etc. to a Masonic Homes Resident) (Contact Bruce Lott at the Masonic Communities of Kentucky for more details. (502) 259-9627
- E) **10 Points:** At least one member of the lodge attains a Ritualist Pin, or advances to a higher award, during the 2018-19 Masonic Year. (Example: If a member receives a Ritualist Pin, or a Ritualist advances to Senior Ritualist, or a Senior Ritualist advances to Master Ritualist, the lodge receives 10 points.) (see APPENDIX G) **NOTE: If used to earn points under this category, it may not be used to qualify for Required Item 4; the lodge must also have at least one member pass the Masonic Scholar Quiz.**

CATEGORY 3 – COMMUNITY INVOLVEMENT/MASONRY MATTERS

- A) **10 Points:** Award a scholarship to a high school or college student.
- B) **10 Points:** Enter a Masonic Float, either as a lodge or jointly with other Masonic Appendant Bodies, in a local parade.
- C) **10 Points:** Have a Masonic Information booth at a community event, county fair, or other local activity
- D) **20 Points:** Support your local schools' Family Resource/Youth Service Center programs, such as backpacks, clothing, coats, shoes, food, supplies, laptops, tablet computers, etc.
- E) **40 Points:** (10 points per bicycle, maximum of 40 points) Donate a new bicycle(s) to your local elementary school(s) as an attendance or incentive award. You may partner with an O.E.S. Chapter. Contact the principal to organize this activity. The principal should set the attendance or incentive criteria. (See APPENDIX E) for an example of a letter to have signed by school principal and presentation talking points)

CATEGORY 4 – THE FUTURE OF FREEMASONRY

- A) **5 Points:** *Have Who are the Masons and What do they Do? and/or What has Freemasonry Done for the World* brochures available for the lodge. The brochures may be purchased from the Masonic Service Association.
- B) **10 Points:** The Master, or his designated representative, will participate in your district Facebook page. (See APPENDIX D)
- C) **10 Points:** Support a Masonic Youth Group through finances or in-kind contributions (meeting place, etc.). **NOTE: If used to earn points under this category, it may not be used to qualify for Required Item 2.**
- D) **20 Points:** Host an appreciation dinner(s) for active duty military, veterans, first responders, police, and/or local community leaders. (Note: Past Masters Night or Widows Dinner will not qualify)

CATEGORY 5 – GOVERNANCE OF THE LODGE

- A) **10 Points:** Adopt a policy that "All officers will wear ties" during each tiled lodge meeting.
- B) **10 Points:** Establish a "Mason of the Year" program complete with a quality certificate.
- C) **20 Points:** The Master installs his own officers using the Installation Ceremonies in the Kentucky Monitor or the Kentucky Ritual, from memory.
- D) **20 Points:** The lodge adopts a cellular phone usage policy that specifies: "No cellular phone, or other electronic devices, will be used while the lodge is at labor on any degree, for social media, texting, or any other unnecessary activities." (*Note: a permissible exemption is for brothers to check or record events on electronic calendars.)
- E) **20 Points:** The Master and seven of his officers attend their district meeting (*Note: No makeup visits to other districts are allowed without approval by the Area Officer and the Grand Master*)
- F) **20 Points:** Establish a planning committee and develop a long-term growth plan for your lodge. The plan must be discussed and adopted in open lodge.

2018-2019 Grand Master's Lodge of Excellence Scoresheet

Lodge Name, No.: _____ District No.: _____

Required Items:

1 _____ 2 _____ 3 _____ 4 _____ 5 _____

MUST EARN AT LEAST 175 POINTS FROM CATEGORIES BELOW:

Circle each Activity completed. Must complete one Activity in each Category.

Category 1	Category 2	Category 3	Category 4	Category 5
A) 5 pts	A) 5 pts	A) 10 pts	A) 5 pts	A) 10 pts
B) 10 pts	B) 10 pts	B) 10 pts	B) 10 pts	B) 10 pts
C) 10 pts	C) 10 pts	C) 10 pts	C) 10 pts	C) 20 pts
D) 10 pts	D) 10 pts	D) 20 pts	D) 20 pts	D) 20 pts
E) 20 pts	E) 10 pts	E) 10 pts (up to 40 pts)		E) 20 pts
F) 20 pts				F) 20 pts
G) 20 pts				

Total Points from Each Category:

Category 1: _____
 Category 2: _____
 Category 3: _____
 Category 4: _____
 Category 5: _____
 Grand Total: _____

Grand Lodge Use Only

Required Items	Categories	Total Points:
1: Y / N	1: Y / N	Y / N
2: Y / N	2: Y / N	
3: Y / N	3: Y / N	<i>Award Earned:</i>
4: Y / N	4: Y / N	Y / N
5: Y / N	5: Y / N	

Master's Signature

Date

Lodge
Seal

Secretary's Signature

Date

Please make a photocopy or scan of this form for your records before mailing!



A program to enhance the quality of life for Masonic Communities Kentucky residents living with dementia

Most Worshipful Gary C. Rose, Grand Master, and First Lady Oletta Dunn

Since 1867, the Masonic Homes, now the Masonic Communities Kentucky, have cared for adults and children, with particular attention on their quality of life. In recent years, as our lifespans have continued to increase, the Masonic Communities have seen a greater need for programs requiring dementia care. As a Masonic Communities Board member, I know that their goal has always been to provide the highest quality of care possible, with dignity and respect for the individual.

My father, Robert C. "Bobby" Rose, a 67 year Mason, died on September 1, 2012. Dad had suffered from Alzheimer's Disease/dementia for almost twelve years. My two sisters, Kathryn and Nellie, and I, cared for Dad at his house, and Nellie's house, during his illness. We were greatly assisted by his eight granddaughters, his nieces, his nephews, and other family and friends. He was a quiet, gentle man, and never became violent or disruptive, or tried to run away. It was with a labor of love that we cared for Dad.

Miss Oletta's mother, Naomi Dunn, currently suffers from dementia. She is being cared for at home by Oletta's father, Ollie Dunn, along with their children, grandchildren, and great-grandchildren.

Sharing this difficult time with Miss Oletta has brought back memories of my family's struggles to care for Dad. Miss Oletta and I learned that connecting with someone with dementia is not always easy. Keeping them stimulated cognitively, physically, emotionally, and spiritually, is difficult at best. Home care is not available to all families. Many of the afflicted receive care in a setting like the Masonic Communities.

For these reasons, we have chosen to support a program for Masonic Communities residents we call "*Remember When.*" This program focuses on mobile interactive computers and touch-screen devices that allow dementia residents to make the most of their communication and interaction capabilities, and to do so pleurably, engagingly, and without frustration. The systems are built on a picture-based, touch screen interface that allows users to simply "touch" their way to find engaging, educational, spiritual, and personalized content that is appropriate to their level of ability, such as e-mail, and web cams to connect with loved ones, and enjoying mind-stimulating activities while improving hand-eye coordination.

Our goal is to raise approximately \$27,000.00 to purchase two of the portable units, which can be moved to resident rooms as needed. To help reach our goal, we have designed a special lapel pin, fashioned after the famous "Forget-Me-Not" flowers and a butterfly, which will be available for a \$10.00 donation. In addition to the pin, lodges, companies, and others may simply make a financial gift to the program. All gifts are welcome and very much appreciated. I hope you will join Oletta and me in this exciting venture!

Thank You for caring enough to help others.
Oletta Dunn and Gary C. Rose



Masonic Communities Kentucky provides compassionate care at beautiful campuses in Louisville, Shelbyville and Northern Kentucky. Our tradition of commitment to serving families and individuals began in 1867, when the first Masonic home in the nation opened its doors as a Widows and Orphans Home and Infirmary in Louisville, offering housing, meals, clothing, health care and education.

Today, Masonic Communities offers daily living and specialized services to people of all ages, regardless of affiliation. Our extensive continuum of care includes independent living, assisted living, personal care, rehabilitation therapies, memory care, skilled nursing care, home care, dialysis and child development.

Through Masonic Community's Masonicare program, eligible Masons, their wives and widows are provided quality care and housing, as well as general medical and living necessities like wheelchairs, glasses, transportation, meals, clothing and more.

A 21-member Board of Directors governs Masonic Communities. Directors are Masons elected to serve three-year terms, and the six elected Grand Lodge officers. A senior management team includes licensed nursing home administrators and other professionals who manage the day-to-day operations of the communities and the corporation.

Contact

Masonic Communities Kentucky
3761 Johnson Hall Drive
Masonic Home, KY 40041
Phone: 502.259.9627
Fax: 502.259.5290
info@masonicky.com
www.masoniccommunitiesky.com

Gary R. Marsh (224, 400, 967)
President &
Chief Executive Officer

J Scott Judy (400, 967)
Sr. VP/ Operations &
Chief Operations Officer

Todd Lacy (400, 967)
Sr. VP/ Finance &
Chief Financial Officer

Jason R. Wilson (224)
Sr. VP/ Mission Advancement
& Chief Development Officer

Bruce Lott (224)
VP/ Fraternal Relations

Board of Directors

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David L. Owen(511/967), Vice Chairman
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Ernest Jackson (869, 998)

Geary Laird (112/581)
Wendell Littlefield (8/967)
William C. Perry (82)
T. Dwaine Riddell, Ph.D (137/562/999)
Gary C. Rose (464/507/999)
John M. Sammons (4/999)
Timothy D. Sanders (76/586)
William D. Vinson (120)
Donald Yankey (586/633)
Michael W. Yount (5)

