



Ceremonials and Managing the Meetings

Mark Masonry Seminar
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Ceremonials and Managing the Meetings



- Role and Responsibilities of the Director of Ceremonies
- Masonic Protocol in the Context of the Mark
- Managing the Ceremonials
- Managing the Festive Board

DC's Roles and Responsibilities



A. Ensure the Following are in Order:

1. Layout of the Room
2. Pedestals for the Overseers
3. Gavels on Pedestals for WM and Wardens
4. Book of Constitution and By-Laws on the WM's Pedestal, together with the Warrant
5. The Squares and Mauls on the Overseers' Pedestals
6. The Axe on the JW's Pedestal
7. The Correct Tracing Board

DC's Roles and Responsibilities



- A. Ensure the Following are in Order (cont'd):
8. The Mallet and Chisel for the Inner Guard
 9. The Officers' Collars on their respective Chairs
 10. The Constitution and By-Laws to be presented to the Candidate
 11. The VSL with Maul and Chisel on WM's Pedestal
 12. The Working Tools
 13. The Aprons of the Sojourners
 14. The Work to be Inspected

DC's Roles and Responsibilities



- B. Arrive Early and Start the Meeting on Time

- C. Control the Evening's Proceedings without being Obvious

Masonic Protocol in the Context of the Mark – Precedence



- Order of Precedence per the Book of Constitution should be Followed (*but with some Exceptions*)
- The Order of Mark Masonry takes Precedence after the Holy Royal Arch
- Master Takes Precedence over All Present in Private Lodge
- If a Grand Officer is Present He is Seated at the Master's Right
- In the District the DGM, Deputy DGM and Assistant DGM take Precedence Over All, Regardless of Rank

Masonic Protocol in the Context of the Mark – Salutes



- Customary to give Salutes to Brethren of Grand or District Grand Rank (*although Not Required by Book of Constitution*)
- Salutes Must be Varied by Rank:
 - Most Worshipful Brethren are Given Eleven Salutes
 - The Deputy and Assistant Grand, although Addressed as Right Worshipful, are Entitled to Nine
 - Other Right Worshipful Brethren Seven
 - All Others Thhee

Masonic Protocol in the Context of the Mark – Salutes



- Salutes Must be Varied by Rank:
 - Grand Officers not Addressed as Very Worshipful are Given Three
 - Salutes Cannot be Conjoined
 - A Brother who is Entitled to Seven Cannot be Saluted at the Same Time as a District Grand Master
 - In the Same Way, a Brother who is Very Worshipful and is Entitled to Five Salutes Cannot be Saluted at the Same Time as the Deputy or Assistant Grand Master

Managing the Festive Board



- The Director of Ceremonies is in Charge of the Festive Board that Follows the Lodge Meeting
- Time Should be Allowed for Brethren to have Refreshments and to Greet Each Other Before Sitting Down to a Meal
- Seating Arrangements are Controlled the DC
- Consideration will Always be Given to Senior Brethren when Making Seating Arrangements
- The Three Brethren Who are Seated at the Head Table by Right are the Master, the Immediate Past Master and the Director of Ceremoniss (*along with other Senior Brethren*)

Managing the Festive Board



- It is Customary for the Chaplain to be Seated at the Head Table, but this is Not Required
- DC Controls the Proceedings – Never Delegates this Role
- Should Have an Up-to-Date Toast List to Guide the Master
- If the National Anthem is to be Sung, This is Done Before the Toast to the Queen and Mark Masonry
- The Toast is never Prefixed by “Her Majesty”
- The Tyler’s Toast is Not Usually Given when Visiting Gentlemen or Ladies are Present



Thank You