

ren, from whatever Zone they come, be ever sustained.

The Secretary is another important, if not the most important, officer in the Lodge, it being his duty to keep a correct record of all business introduced, so that no motion of importance may be omitted, but that it may be clear and distinct when referred to. The Minute Book of a Lodge ought to be its book of reference, the Lodge's commentary or text book. The Secretary is responsible for the prompt summoning of the Brethren, and for timely collection of all fees and dues; on him depends in some measure the financial position of his Lodge. Like a good financier, he ought to make monthly statements of all in arrears, urge payments by letter and in person, and keep such matters continually before the Officers of the Lodge. He should also urge all accepted candidates to present themselves for initiation, see that affiliated Brethren are prompt in payment of their fee, be careful of stamps and stationery, assist in keeping down expenses, make the best arrangement for the supply of private and other materials, and let economy in Lodge matters be his general aim.

My next suggestion to insure success is accuracy of working. Let not the Officers of a Lodge imagine that because they are prepared to discharge the duties devolving upon them exactly and correctly that they are about to work their Lodge as never Lodge was worked before. There must also be exactness in minor details. Every item of Lodge furniture should be in its proper place. No search should be necessary when they are required, for aprons, working tools, ballot boxes, ballots, jewels, by-laws, constitutions, &c., &c. There ought to be no unseemly haste, thus making a farce rather than a solemnity of the proceedings. As I have referred to the duties of each Officer in a previous suggestion, permit me

to pass to suggestions of equal, if not of more, importance.

My next suggestion for success is the preservation of order. There ought to be perfect order while the work is being proceeded with, during debates, and while at refreshments. When the Master and Wardens are conferring degrees there ought to be no conversation. How often is a young Master annoyed by older Members, and occasionally by Past Masters in the East, conversing in whispers, handling papers, moving to some other position, he being to timid to reprove, yet running the risk of losing his connection, and endangering the exact rendering of his work? Let the Worshipful Master be firm in ruling, let him be prompt, not harsh in reproof, let him preserve order at all hazards, particularly in debate. He ought to allow no interruptions, nor should a Brother on any pretext be permitted to speak while sitting, and thus interrupt by remarks, unless rising to a point of order. For success let us cultivate cool, calm, impassioned and impartial speech: the refinement and polish of the modern school of oratory. I know of no practice so annoying as that of sitting speakers, who are continually inflicting short remarks on the Brother who is addressing the Lodge. Yet, strange to say, some members, and even some Past Masters, are continually practising this annoying custom.

For the successful maintenance of good order the Brethren must understand that in the chair there is one who knows how to maintain the dignity of the position, one who will suffer no personalities, no abuse, no unmaasonic epithets to go unproved.

Let the Brethren be, as is their duty and privilege to be, as well informed in this respect as their Officers. Let them also learn how to conduct themselves at all times and under all circumstances; and above all to know how imperative it is that they should obey the sound of the