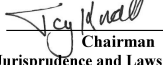
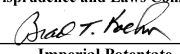


# SHRINE RECORDERS ASSOCIATION INTERNATIONAL BYLAWS

APPROVED 07/13/25  
  
Chairman  
Jurisprudence and Laws Committee  
  
Imperial Potentate

## Article I-Name

§1.1 This body shall be known as the Shrine Recorders Association International. It shall use the identification of SRA when communicating within the Association, with Shriners International, and any other bodies requiring written communication.

## Article II-Object

§2.1 To promote and maintain a spirit of good fellowship and understanding among the Shrine Temple Recorders.

§2.2 To compile and circulate among its members such information as may help create greater efficiency.

§2.3 To compile and circulate among its members, as occasion demands, constructive statistical information, particularly regarding individual membership classification.

§2.4 To encourage the attendance of all Recorders at the Annual Session of Shriners International so that a more perfect understanding may be had, covering matters of interest to the Temples, and a proper interpretation of legislation enacted.

§2.5 To suggest and recommend changes in existing laws and new legislation to proper Shriners International committees and officers, that, after investigation by this Association, seem advisable for the welfare of the Shrine at large.

## Article III-Officers

§3.1 The SRA officers shall consist of a President, three Vice Presidents, and a Secretary-Treasurer, who shall all be elected annually at the SRA Annual Meeting conducted during the Annual Session of Shriners International. A majority of all the votes cast shall be necessary for an election. A nomination for any SRA office may be made only by a current SRA member or Emeritus Recorder.

§3.2 Any Recorder wanting to run for any SRA office should submit to the Nominating Committee Chairman and SRA Secretary-Treasurer their Masonic and personnel resumes, an intent to run letter, and a signed endorsement letter from their Shrine Temple Divan in which he is currently the elected Recorder. All electioneering bylaws established by Shriners International shall be conformed to by any SRA member running for office.

- (a) All documents should be submitted by May 15<sup>th</sup> of the current year. All current Vice Presidents and the Secretary-Treasurer do not need to file any additional paperwork if they intend to run for an office because they have been previously elected, and all paperwork has been correctly submitted. Nominations for any office can be made from the floor during the election process, but must be accompanied by all required paperwork per §3.2.

- (b) If an SRA member has completed all the proper documentation, is nominated to become an officer, is not elected that year, and wants to run for an officer position the following year, he must submit all paperwork again per §3.2. His current documentation will not carry over from one year to another.
- (c) In an emergency, the President may conduct a special election during the business portion of any meeting. If possible, all SRA members will be given 30 days' notice of the election and allowed to submit the necessary paperwork per §3.2 within 15 days of the special elections.

§3.3 All SRA Officers shall be active Recorders except for the office of Secretary-Treasurer, which an SRA Emeritus Recorder may hold. Should the SRA President not be elected as his Temple Recorder after being elected SRA President, he shall be permitted to fulfill his term as SRA President.

§3.4 All offices of the SRA are eligible for candidacy by any Recorder who is in good standing with the SRA, except for President. A Recorder must have served as Vice-President of the SRA for at least one term before becoming eligible to run for the office of President.

§3.5 The elected Secretary-Treasurer shall appoint an Assistant Secretary-Treasurer, and both shall be on all financial accounts associated with the SRA.

§3.6 Any deviation from the above election processes requires an approved dispensation from the Imperial Potentate.

#### **Article IV-Meetings**

§4.1 The SRA Annual Meeting shall be held at the place designated for the Annual Session of Shriners International on the morning of the public opening.

§4.2 The SRA Annual Seminar shall be held in the spring of each year at the place selected by the SRA President.

§4.3 Any business concerning the SRA may be conducted at the SRA Annual Meeting or Seminar.

§4.4 In case of a declared National emergency or disaster, the SRA may meet virtually under the guidelines authorized by Shriners International.

#### **Article V-Membership**

§5.1 The annual dues shall be One Hundred Fifty (\$150.00) Dollars, U.S. Funds. In August, the SRA Secretary-Treasurer shall email dues notifications to each Shrine Temple Recorder.

§5.2 All regularly elected and accredited active Shrine Temple Recorders, as vouched by the Imperial Recorder, shall be eligible for membership.

§5.3 In case of any Recorder retirement that is an SRA member, his membership shall transfer to his successor.

§5.4 Honorary Members: The Imperial Recorder, Past Imperial Recorder, Past Imperial Potentate, Past Shrine Temple Recorder, or any distinguished Shrine Noble may be elected to honorary membership upon the vote of three-fourths (3/4) of the members present.

§5.5 The SRA may elect any member an Emeritus Recorder only after he has attended ten (10) regular SRA Annual Meetings or Seminars (not necessarily consecutive) and is no longer an active Recorder. All Emeritus Recorders and Past Presidents who are not active Recorders shall have the same rights and privileges at any SRA Meeting or Seminar as any active SRA member.

§5.6 If any unforeseen circumstances arise that will not allow an active Recorder to attend a regular SRA Annual Meeting or Seminar, a vote of the currently elected officers shall be taken to allow the subject Recorder to have that year counted as a creditable year.

§5.7 Any Temple Recorder failing to pay SRA dues for one year shall automatically forfeit their SRA membership at the end of the current SRA fiscal year. Their membership shall be reinstated when the past year's and current year's dues are received.

## **Article VII-Funds**

§7.1 The Association funds shall be deposited in a depository institution insured by the Federal Deposit Insurance Corporation (FDIC) or the National Credit Union Administration (NCUA). The account(s) shall be titled Shrine Recorders Association International, and checks drawn against this account shall be signed by the Secretary-Treasurer or the Assistant Secretary-Treasurer.

§7.2 It shall be the duty of the Secretary-Treasurer to render written monthly statements to the President of all receipts and disbursements.

§7.3 The SRA fiscal year shall run from August 1 through July 31.

§7.4 The SRA shall pay for the transportation (airfare & rental car or share ride) and hotel expenses (room and tax only) of the current President and his spouse, as well as the Secretary-Treasurer and his spouse (Assistant Secretary-Treasurer if the Secretary-Treasurer is not able to travel) for the SRA Annual Seminar. The timeframe for travel expense coverage shall be two days before the SRA Annual Seminar until the day after the completion of the SRA Annual Seminar. In case that the current President and/or Secretary-Treasurer (Assistant Secretary-Treasurer if the Secretary-Treasurer is not able to travel) is not an elected representative for their Temple or is not an Iowa Corporation Emeritus, the SRA shall pay for the transportation (airfare & rental car or share ride) and hotel expenses (room and tax only) to attend the Annual Meeting on the morning of the public opening of the Annual Session of Shriners International for the current President and/or Secretary-Treasurer (Assistant Secretary-Treasurer if the Secretary-Treasurer is not able to travel) only, not their spouse. The timeframe for travel expense coverage shall be two days before the SRA Annual Meeting until the day after the completion of the SRA Annual Meeting. Any expenses, as mentioned above, incurred and paid out of pocket by the current President or Secretary-Treasurer (Assistant Secretary-Treasurer if the Secretary-Treasurer is not able to travel) shall be reimbursed once receipts are submitted to the Secretary-Treasurer. The Secretary-Treasurer must receive receipts no later than 30 days after attending the SRA Annual Seminar or Meeting.

§7.5 The SRA Secretary-Treasurer will be authorized to have a business credit card in his name and the name of the Shrine Recorders Association International. The credit card will be used to pay for expenses incurred during the Annual Seminar and Meeting and other costs throughout the year that cannot be paid with a check or an Automated Clearing House (ACH) transfer. The Vice-Presidents of the SRA will reconcile the credit card accounts monthly. They will be provided with a copy of the credit card statement when received by the Secretary-Treasurer and receipts covering the credit card statement period to validate that all credit card charges are legitimate and to be paid in full.

Communications will be conducted via email to keep a true and accurate account of authorizations to pay the credit card statement.

§7.6 The Secretary-Treasurer, for services rendered, shall be paid \$250.00 per month, or \$3,000 per year.

### **Article VIII-Committees**

§8.1 All SRA affairs shall be governed during the interim by an Executive Committee composed of the elected President, Vice Presidents, and Secretary-Treasurer.

§8.2 The President may appoint a Membership Committee, a Publicity Committee, and other special committees that, in his judgment, the SRA may require to improve the SRA.

§8.3 A Nominating Committee shall be composed of the SRA Past Presidents. The Immediate Past President shall chair the Nominating Committee for the year after his term as President of the SRA. At the SRA Annual Meeting, the Nominating Committee shall submit all candidates who have put forth their names and submitted all proper paperwork for election. All candidate names submitted before the SRA Annual Meeting will be posted on the agenda.

### **Article IX-SRA Annual Meeting Order of Business**

§9.1 Reading of Minutes.

§9.2 Annual Address of the President.

§9.3 Annual Report of the Secretary-Treasurer.

§9.4 Report of Committees.

§9.5 Unfinished Business.

§9.6 Election of Officers.

§9.7 Imperial Officer Presentation and Comments, and Imperial Officer/Trustee Candidate Comments (May Be Moved Within the Order of Business at Their Availability).

§9.8 Installation of Elected Officers.

§9.9 Adjournment.

### **Article X-Parliamentary Authority**

§10.1 The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the SRA in all cases they apply and are not inconsistent with these Bylaws and any special rules the SRA may adopt.

### **Article XI-Amendments**

§11.1 No alteration or amendments of the SRA Bylaws shall be made except in writing and by action of two-thirds (2/3) of the members present at the SRA Annual Meeting or Seminar.

§ 11.2 Proposed amendments to these Bylaws must be submitted electronically to the SRA Secretary-Treasurer no later than 60 days before the SRA Annual Meeting or Seminar. The Secretary-Treasurer will review the proposed amendment(s) and send the proposed amendment(s) to the SRA members no later than 30 days before the Annual Meeting or Seminar.

§ 11.3 The Secretary-Treasurer is authorized to make administrative changes to the current Bylaws, such as changing misspelled words, use of punctuation, etc., if it does not alter the meaning of the current Bylaw being changed.



OFFICE OF  
TONY R. KRALL  
CHAIRMAN  
JURISPRUDENCE & LAWS COMMITTEE

CELL: (612) 747-6909  
Tony.Krall@shrinenet.org

MEMBER  
ZUHRAH SHRINERS  
MINNETONKA, MINNESOTA

July 13, 2025

**VIA EMAIL**

Brad Koehn  
Imperial Potentate  
Shriners International  
P.O. Box 31356  
Tampa, FL 33631-3356  
Email: bkoehn@shrinenet.org

Re: *Shrine Recorders Association*  
*Rulings and Decisions, Series 2025-2026 – 03*  
*Approved: 07/13/25*

Dear Imperial Sir:

This will acknowledge receipt of correspondence requesting review by the Jurisprudence and Laws Committee of the proposed amendments to the Bylaws of the above-referenced temple.

The following is the recommendation of the Committee and the basis for that recommendation.

**RECOMMENDATION**

The Committee recommends that the proposed Bylaws submitted by the above-referenced temple be **APPROVED**.

**BASIS FOR RECOMMENDATION**

A Certificate, signed by the President accompanied the request for the approval of the proposed amended Bylaws stating that the proposed amended Bylaws had been properly presented and approved pursuant to §209.1(e) of the Bylaws of Shriners International.

The Committee finds that the amended Bylaws are in proper legal form, and do not conflict with the Articles of Incorporation or the Bylaws of Shriners International.

### **CONCLUSION**

For the above-stated reasons, it is the recommendation of the Jurisprudence and Laws Committee that the proposed amended Bylaws of the above-referenced association be approved.

If you concur with this recommendation, please advise the Imperial Recorder, to whom the original documentation was directed, and he will see to the appropriate routing and notification.

Should you have any questions, feel free to contact the undersigned at your convenience.

Fraternally yours,

*Tony R. Krall*

Tony R. Krall  
TRK/bdk

cc: Jim Cain, Imperial Recorder ([jcain@shrinenet.org](mailto:jcain@shrinenet.org))  
John C. Piland, EVP/COO ([jpiland@shrinenet.org](mailto:jpiland@shrinenet.org))  
Anita L. Coant ([acoant@shrinenet.org](mailto:acoant@shrinenet.org))



OFFICE OF  
**JIM CAIN**  
PAST IMPERIAL POTENTATE  
IMPERIAL RECORDER

4569 WINFIELD DRIVE  
NASHVILLE, TENNESSEE 37211-8553

MEMBER  
AL MENAH SHRINERS  
NASHVILLE, TENNESSEE

July 15, 2025

**Sent via Email to: dave@ingersollinsurance.com**

Dave Ingersoll, P.P. Secretary  
Shrine Recorders Association  
P. O. Box 6393  
St. Joseph, MO 64506

RE:

Rulings & Decisions – Series 2025-2026 - # 03  
Approved: 07/13/25

Dear Illustrious Sir Ingersoll:

I am pleased to attach a copy of the approval of the Shrine Recorders Association amended bylaws which have been reviewed and duly approved by the Chairman of the Jurisprudence and Laws Committee and the Imperial Potentate.

If you have any questions, please contact the Office of the Executive Vice President at 813.281.8118.

This is for your information.

Yours in the faith,

Jim Cain

JC:alc

Enclosures

cc: Illustrious Sir Tony R. Krall, Chairman, Jurisprudence and Laws Committee  
Noble John C. Piland, Executive Vice President