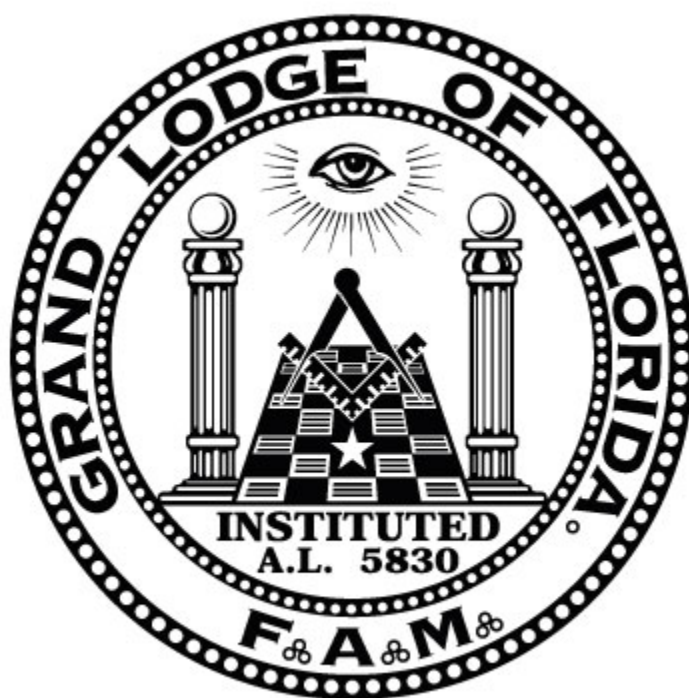


The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida



COMMITTEE PROGRAMS

2021-2022

“Strength in Numbers; Power in Education”

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CHILD ID COMMITTEE PROGRAM 2021-2022

My Brothers:

Since The Grand Lodge of Free and Accepted Masons of the State of Florida began the Florida Masonic Child ID Program in 1997, each year you have reinforced our goal of providing parents/caregivers with state of the art Child ID and child safety information. Without your assistance it would not have been possible to provide thousands of FREE child identification kits to so many families.

Everyone knows and understands that protecting our youth is of utmost importance. A Child ID kit provides a parent/caregiver with the capability to quickly provide law enforcement with vital information concerning a child to assist their efforts when searching for a missing or lost child. It contains up-to-date quality photos, medical information, physical characteristics, contact information, and digital fingerprints.

Anyone can assist at Child ID events, it's not just limited to Masons but everyone must have completed the required background check beforehand. This background check is free and the form is available on the Grand Lodge Website. In order to have sufficient personnel to host events, it is important to encourage Brother Masons and others to complete and submit the required paperwork for these background checks.

A Child ID event can also be an important and valuable public relations activity available to the Fraternity. Events provide an opportunity to educate the public about the Fraternity and our commitment to assist others while displaying community involvement and can assist in the membership process. At a Child ID event, professionals, young adults, and their families witness Masonry in action and can learn about the Fraternity through a learned Brother who can speak comfortably with them.

Duties and Responsibilities:

District Deputy Grand Masters: The District Chairman for Child ID has one of the most demanding and time consuming jobs and will need your complete support. Child ID events are not a one man show but require a team effort. Work closely with the Child ID Chairman to ensure that he has the needed equipment and man power to host successful events and the results of the events are reported to the Child ID Zone Chairman in a timely manner.

Zone Chairmen: Maintain open lines of communication with the various D.D.G.M.'s and Child ID Committeemen in your Zone and provide assistance where needed. Ensure that a quarterly report is submitted to the State Chairman with the number of events held and number of ID's completed in each District by the end of each quarter.

District Chairmen: Work with the Zone Chairman and your D.D.G.M. to provide this vital service to your community. In order to increase exposure and to display our Fraternity's commitment to service, attend other public events and give talks on the Child ID Program and the benefit to parents/caregivers. Organize a team of enthusiastic volunteers to assist in planning and staging your events. Encourage all of the Lodges in your District to host a Child ID event. Send a quarterly report to your Zone Chairman containing the number of events and the number of ID's completed along with number of public talks given. This report should be received by the Zone Chairman three days prior to the end of each quarter.

Open lines of communication are of vital importance. Keep everyone informed about what you are doing, your D.D.G.M., Zone Chairman, State Chairman, and of course your team.

1st Quarter June 1 – August 31

2nd Quarter September 1 – November 30

3rd Quarter December 1 – February 28

4th Quarter March 1 – May 31

Our Brothers, their families, and friends continue to donate their time, energy, and resources making the Florida Masonic Child ID Program a hallmark. Lodges and Districts support each other and assist in making sure that this program is available to the public.

The 2020-2021 goals for the Florida Masonic Child ID Program are as follows:

1. 100% District Participation
2. A standardization of the program
3. An affordability for every Lodge/District
4. Provide a superior product

When you begin hosting Child ID events, please ensure that all safety guidelines issued by the Grand Lodge are followed in order to keep everyone safe and healthy.

I want to thank M.: W.: Jeffrey S. Foster for the opportunity to serve him and our Fraternity as the 2021-2022 State Chairman for Child ID. I thank the Zone Chairmen, District Committeemen, and Volunteers for their support and dedication.

Sincerely and fraternally,

R.: W.: Dudley S. Minton
State Chairman, Child ID Committee
Email: minniem1@cox.net
Home: 850-968-1162
Mobile: 850-390-5602

COMMITTEE ON WORK PROGRAM 2021-2022

R.: W.: A. Gary Cavanaugh, P. D.D.G.M.
State Chairman 2021-2022
Committee on Work

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e-mail: Drhydro02@gmail.com

To: District Deputy Grand Masters
Zone Chairmen, Committee on Work
District Instructors
Worshipful Masters of the Particular Lodges

Congratulations Brethren on your appointment this year. It is always an honor to be offered an appointment and asked to serve our Grand Master and the Craft, and I am proud that each member of the Committee on Work was found worthy of this important task.

As the State Chairman, I am committed to including every member of this committee in everything that we do. With the support of our Grand Master, we will discuss everything that is on our agenda for the coming year and make recommendations as proposed and voted on by the committee. We will work with the Grand Master to make this year as rewarding and as enjoyable as we possibly can.

Zone Chairmen: The Zone Chairmen have each been selected for their experience and the recommendations of Brothers from their Districts and Zones and I am very proud to be able to work with them. Each Zone Chairman will be responsible for overseeing the “Open Books Schools of Instruction” that are held within his Zone. He will recommend to the Grand Master particular members to be the Primary or Secondary Designee to assist with the responsibility of opening the safes in his Zone. These Zone Chairmen will communicate with the District Instructors from their Zones and will be their primary source of information regarding instructions and for the answers to any Ritual questions that may arise. It is imperative that each Zone Chairman study the work and ascertain that only the proper Ritual is being taught according to the various Adopted Books that are at everyone’s disposal.

District Instructors: The honor of being asked to serve as a District Instructor should never be taken lightly. There are few Brothers who possess the qualifications that are necessary to be considered for this honor, and many of these Brothers are asked to serve more than just one year. This group of Brothers is selected by the Grand Master but will be supervised by the Committee on Work. Each District Instructor should develop a relationship with every Lodge in his District, as well as with his Zone Chairman. It is his responsibility to gain the confidence of the various Lodge Officers to enable him to be invited into each of his Lodges in order to assist with the Ritual Instructions and to only teach the Adopted Work. The main goal of every District Instructor should be to improve the Ritual Work of each Lodge in his District.

Training: Every member of the Committee on Work and each of the District Instructors will be requested to attend a full day of Ritual Instruction that will be held in or near Ocala as soon as possible following Grand Lodge. The tentative date for this is June 12, 2021. This day long training session will include the process for Open Books, exemplifying each of the Three Degrees, balloting, basic Ritual for Lodge Meetings, Installation, and any other items as requested. Questions will be welcome and many of the attendees will be asked to participate. The committee will also meet with the incoming District Instructors on Tuesday, June 1, 2021, following the closing of the Grand Lodge Session in order to discuss the required reports and hand out any supplies for the upcoming year.

Schools of Instruction: Currently there are twenty-nine (29) sets of books containing the Esoteric Work located throughout the twenty-eight (28) Districts. Each Zone Chairman will select Primary and Secondary Designees to assist him with the responsibility of properly opening these books in the Districts within his Zone. These designees will represent the Zone Chairman as requested to open their safe and allow their members greater access to our Ritual Work. Each District Instructor works with his Zone Chairman or the Primary/Secondary Designee at these Open Book Schools. It should be the goal of every member of this Committee to open these safes and expose the membership to our Ritual as often and regularly as possible. In every instance the Open Books must be requested by the Zone Chairman and approved by the Grand Master or State Chairman of the Committee on Work, should the

Grand Master grant such authority. Each Worshipful Master should stress the importance to his Officers and membership of attendance at these Open Book Schools. District Instructors are encouraged to invite some of the Brethren present to exemplify a Degree or any portion of a Degree during these schools using the book as a guide. Each District Instructor will also conduct various Schools of Instruction without the Open Books as Districtwide schools, Lodge schools, or instruction for individual Brothers. Each District Instructor will maintain a record of these instructions and report on a regular basis to their Zone Chairman and they will be required to compile these and report to the State Chairman. The Ritual Work has always been considered an important part of Masonry and every Brother should put forth the effort to properly learn the Work, so their Lodges are able to perform the various Rituals at a respectful and admirable level.

Proficiency Cards: Proficiency Cards will be awarded to members that display proficiency in our Ritual per the Digest of the Masonic Law of Florida, Regulation 37.16. Each District Instructor will be allowed to request Proficiency Cards up to the level of the card that he personally possesses, with the exception of a “Gold” card. Zone Chairmen will also be allowed to request Proficiency Cards and all “Gold” cards must be tested and requested by them. In order to request a new or renewal card they will notify the Vice Chairman of the Committee on Work with the information required and the card will then be returned to the person requesting it to allow for a proper presentation of the Proficiency Card to the qualified Brother. The Vice Chairman will send regular reports notifying the Grand Lodge Staff to update the members’ records.

Memorial Service: The Digest of Masonic Law states that the Committee on Work will conduct appropriate memorial ceremonies. Due to this, it is the honor of the Committee on Work Sub-Committee for Memorial Services to conduct a Memorial Service prior to each Grand Lodge. This Memorial Service will be held on Sunday, May 29, 2022, immediately following the Church Service. Eulogies for some select members will be delivered and a tribute offered for all members deceased during this Grand Lodge Year. The District Deputy Grand Masters will each place a rose on the Altar in memory of their deceased Brothers. A separate report of the sub-committee for this service will be prepared and read during the Grand Lodge Session.

The Actual Past Master Mason Degree: The Committee on Work is required to have a Sub-Committee on the Actual Past Master Mason Degree and is required to confer this Degree at each Grand Communication. This Degree will be conferred during the 193rd Grand Communication on Monday, May 30, 2022, in the Grand Lodge Room. The fee for this Degree will be ten dollars and a sign-up table will be located in the lobby to allow for easy and quick registration. Every Past Master and Worshipful Master that receives this Degree will be given a card and certificate of attendance. The Grand Secretary’s Office and the Committee on Work will have these prepared and signed prior to the Degree for each of the current Worshipful Masters. This will allow them to be presented immediately following the Degree. Anyone receiving the Degree that does not receive their card or certificate that evening should be able to pick it up on the following day, or they will be mailed to them as soon as possible. A separate report of this sub-committee will also be prepared and presented during the Grand Lodge Session.

Ritual Competition: It is the decision of the Grand Master that Ritual Competition will continue to be held during the upcoming year. Ritual Competition will be done first at the Zone level, with Lodge teams and District teams both allowed. District Instructors will not be allowed to compete on a team, as we feel they should apply themselves as a coach and spokesperson. The scores will all be tallied and the highest scoring team will be crowned the Zone Champion. In case of a tie there will be a tiebreaking procedure established prior to the competition that would be utilized to determine the Zone Champion. The top four Zone Champions will then be invited to compete a second time on Saturday, May 28, 2022, in Orlando. The scores from this second competition will then be used to determine the State Champion. Again, a tiebreaking procedure will be utilized to prevent these Teams from competing a third time. All Zone competitions will be scored by three (3) members of the Committee on Work. The State competition will be scored by five (5) members of the Committee on Work. Lecture Competition will also continue in the same manner as before with all participants competing during the Zone Competition and the highest scores receiving awards and recognition during the Grand Lodge Session.

Fraternally submitted,

R. : W. : A. Gary Cavanaugh
State Chairman, Committee on Work

R. : W. : Larry W. Thomas
Vice Chairman, Committee on Work

ENDOWMENT PROCUREMENT COMMITTEE PROGRAM 2020-2021
(Comprised of L.Y.P.M.G.C., MH-100, and Wills and Gifts)

To: District Deputy Grand Masters
Zone Chairmen, District Committeemen
Worshipful Masters of the Particular Lodges

L.Y.P.M.G.C. PROGRAM

The “Let Your Pennies Make Good Cents” Program began in 1958. It was created with the intention of every Brother donating a penny a day, to be deposited in an Endowment Fund with the principal never to be touched. The interest from this money would be utilized for the operation of the Masonic Home and thereby ensuring the residents of the Home an exceptional quality of life which they so justly deserve. I am confident that any Brother who visits our Masonic Home will consider his “pennies” well spent and will be very proud of our beautiful facility and the comfortable, secure environment that has been created for our Brothers and Sisters. I have visited our Masonic Home many times and hope that all Masons throughout the state go and visit as soon as it is safe for our residents to do so. You will be impressed! I promise.

The Craft voted to increase the voluntary donation to \$7.30 per member to support this Endowment Fund in 2009. Please take the time to remind and encourage all Brothers to participate and support this program and contribute the full \$7.30. The Brothers who do not or cannot attend Lodge should be notified of the importance of supporting this program. Ask the Lodges in your Districts to put a reminder in the trestleboard explaining the importance of this program.

Please ensure that your Lodge Secretaries include the L.Y.P.M.G.C. in their quarterly reports to the Grand Secretary in a timely manner as required, so he is able to keep track of the monies received for this program. Also, we need the continued presentation of various awards that are presented to the Lodges that contribute at least \$7.30 per member. For the Brothers who do contribute the full \$7.30, including all Perpetual Members, the Lodge Secretaries should remember to affix the Gold Foil Seals to their paper membership dues cards. Submission of the monies raised must be sent in quarterly. 100% of the funds raised for this program are not discretionary! They shall not be used for any other Lodge expenditures. It would be un-Masonic to do so.

I am confident that with the support of the District Deputy Grand Masters, the Zone Chairmen, and the District Chairmen the Lodges will step-up to the challenge of 100% participation in support of this very worthy program making this a very successful year.

One last point, once the Lodge Secretaries, District Chairmen, Zone Chairmen, and I receive the quarterly L.Y.P.M.G.C. detail reports from the Grand Secretary, our work should have already been accomplished. Be proactive not reactive to these reports. If you need assistance and/or support with this most important cause please contact me at any time. Working together as a team we will achieve our goals and secure the future of our Masonic Home.

MH-100 PROGRAM

The Masonic Home operates on a budget funded by interest income from our Masonic Home Endowment Fund, Inc. Because of inflation and variations in the stock market, we need to ensure that this investment is large enough to support the Masonic Home during hard times. Our Masonic Home depends on the Endowment Fund for its existence and for the welfare of our residents and for maintaining a high quality of care. Our residents, worthy Brothers, their wives, and/or their widows are the ones each of us promised at our Sacred Altar to contribute to their relief. Financially, in order to stay ahead or at least keep up with the increasing cost of living and inflation, it is necessary that we continue to procure donations for the Endowment Fund. This can be accomplished in various ways.

The District Deputy Grand Masters should become thoroughly familiar with the MH-100 Program and during each of his visits should, in the absence of the District Chairman, promote the MH-100 Program. Another recommendation is at the beginning of the 2021 Grand Lodge Year distribute an introductory letter to Particular Lodges which could include a flyer highlighting MH-100. The letter should also contain a request for each Lodge to contribute at least \$100.00 to the MH-100 Program. An excellent time to present this donation is when the Grand Master makes his Official Visit in your District. The District Chairmen could also include in this correspondence any ideas for programs they may have to obtain donations; provided the programs are within our Masonic guidelines. The District and Zone Chairmen should work together closely to organize fundraisers and to obtain donations, either large or small. To encourage further participation in the MH-100 Program, the Grand Lodge recognizes individual donations in the following manner:

\$100 Donation	MH-100 Club Level	Bronze Lapel Pin and Certificate
\$200 Donation	Ambassador Club	Red Enamel Lapel Pin and Certificate
\$500 Donation	Gold Club	Gold Lapel Pin and Certificate
\$1,000 Donation	Grand Master's Club	Blue Enamel Lapel Pin and Certificate

Donations are cumulative and will be recorded by the Grand Lodge Office. As donations increase to the next level, the award for that level will be presented. For the highest per capita donation, one Lodge in each District and one Lodge statewide will be recognized at our Grand Communication in 2021 for their contributions. It is my goal to work closely with each Zone Chairman and I expect each Zone Chairman to work with their respective District Chairmen, in order to provide an accurate accountability to our Grand Lodge.

Other donations to the MH-100 Program can be made “in honor of” or “in memory of” someone special as an expression of appreciation. Members of a Particular Lodge may compile their donations to purchase a membership in the MH-100 Club to express their appreciation of a deserving Brother.

Although the initial idea of this committee was to solicit \$100 donations, it must be stressed that any amount received will help the bottom line. Whether the contribution is \$1 or \$100, it will continue to provide a stable income for our Masonic Home.

Remember Brothers, all contributions to the MH-100 Program designated for the Masonic Home Endowment Fund, Inc., are TAX DEDUCTIBLE! With the possibility of increasing taxes this could be an excellent offset if the need arises.

So let's get together and raise some money for our Masonic Home. As your new State Chairman, I am at your service. Ready and willing to help you make this committee a success. I will be in touch with you and I hope you will call on me for assistance at any time.

WILLS AND GIFTS

One of the most satisfying things that we can do as Masons is to leave a legacy for someone or something we care deeply about. Over the years many Brothers and friends have included a charitable provision in their will or made a direct cash donation to our Masonic Home of Florida, their Lodge, or one of the youth organizations. The results of those gifts have allowed us to influence the lives of many of our fellow Brothers, widows, or youth organizations within our community.

The Wills and Gifts Committee is primarily charged with ensuring a sound financial future for our Masonic Home by educating both Masons and non-Masons alike in the various estate planning vehicles available. There are several categories of gift giving available to anyone who wishes to make a donation to our Masonic Home.

Bequest Gifts: For many of us a charitable bequest is the easiest and best way to make a gift to our Masonic Home. By means of your will or other estate plan, you can name the Masonic Home as the beneficiary of a portion of your estate or of particular assets in your estate. Giving by bequest costs nothing now, yet it may give you a great deal of satisfaction to know that your future gift will live on for the benefit of our Masonic Home.

Charitable Gift Annuities: These gift annuities will provide you (and/or someone you designate) with income for the rest of your life, avoid capital gains tax, and leaves a lasting gift to our Masonic Home. A portion of this income stream may be tax-free and you will receive a charitable deduction for the value of your future gift to the Masonic Home. Our Grand Lodge has created a brochure entitled “The Charitable Gift Annuity Program” that will help educate potential donors about the advantages of utilizing this gifting strategy. We have also gathered a list of Brothers that are willing to speak to potential donors on an individual or group basis to provide further information regarding this program. You may contact me directly or a Zone Chairman in order to arrange for an educational workshop in your area.

Outright Gifts: These gifts include one-time or ongoing donations of cash or other assets that you wish to donate to the Masonic Home. Typically, these gifts have favorable tax advantages associated with them which may be received right away!

Donating Online: You can make a donation today by visiting the Masonic Home of Florida’s website and click on the “Donate Now” icon. You may choose to contribute to several of our recognition programs on behalf of yourself, your Lodge, or a loved one. If you shop online through Amazon, you can sign up for their Amazon Smiles Program and designate one of the Florida Masonic Charities to receive 0.05% of your qualified purchase. I personally do this through Amazon and it is painless.

In order to assist in making decisions regarding planned giving, Grand Lodge has developed a brochure entitled “A Guide to Wills & Trusts in Florida.” The District Committee Chairmen should obtain an ample supply to disseminate among their individual Lodges. The District Deputy Grand Master’s selection of an attorney or estate planning professional to present the program is encouraged. Also, Grand Lodge can assist you in contacting an attorney, within the Fraternity, who is willing to assist Masons and non-Masons in making charitable bequests to the Masonic Home.

It is important to note that non-members of the Fraternity, once having become familiar with the benevolent nature of our Masonic Home, have made a number of large bequests over the years. Thus, you may wish to discuss our Masonic Home and its accomplishments at Open Meetings or in your community emphasizing that it is only the interest derived from the Endowment Fund which funds our Masonic Home’s Annual Budget. Perhaps of equal importance is the fact that our Masonic Home, unlike many charitable facilities, has no corporate sponsors, nor does it receive any Federal or State assistance. In addition to the above, in an effort to provide for greater outreach for this program, it is my hope that information regarding wills and gifts will be made available to each District Deputy Grand Master for distribution to each District Committeeman. It is my intention to make distribution to each Zone Chairman as well. The more information that is out there, the greater the chances are for a positive response.

We would like to thank, in advance, those members of the Fraternity and non-members who have found it in their heart to ensure a sound financial future for our Masonic Fraternity by making charitable gifts and bequests in the course of their estate and tax planning.

Fraternally,

R. : W. : Cary A. Brannan, State Chairman
L.Y.P.M.G.C., MH-100, & Wills and Gifts Committee

5161 Cypress Crest Lane
Jacksonville, FL 32226
Cell: (904) 534-7607
Email: brannancary@gmail.com

**FRATERNAL ADMINISTRATIVE ENDOWMENT FUND (F.A.E.F.)
COMMITTEE PROGRAM 2021-2022**

R.: W.: Philip A. Slack
State Chairman 2021-2022
18831 NW 2nd Street
Pembroke Pines, FL 33029

Home: (954) 432-5198
Cell: (954) 699-7086
Email: syr47@aol.com

To: District Deputy Grand Masters
Zone Chairmen and District Committeemen
Worshipful Masters of the Particular Lodges
All Masons in Florida

My Brothers:

In 1993 the Corporate Board changed the employee retirement program for Grand Lodge that existed and discovered a surplus in the accounts. This surplus was used to establish, what we know today as, the Fraternal Administrative Endowment Fund (FA-100), and is defined in the Constitution under Article XIV, Section 11.

Constitution Article XIV

Section 11. *There is hereby established a Grand Lodge Fund to be designated the Grand Lodge Administrative Endowment Fund of The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida. Said fund is hereby designated and dedicated as a Sacred Trust Fund, the principal amount whereof shall not be expended for any purpose or purposes whatsoever save for investment and reinvestment. The income therefrom may be expended for the use of the Administrative Budget of The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida. All monies received from the Grand Lodge proportion of the Perpetual Membership Program in excess of the current per capita shall be paid into this fund. (1993)*

The FA-100, or Fraternal Administrative Endowment Fund, should not be confused with MH-100 or the Masonic Home Endowment Fund, Inc. MH-100 is a fund that supports our Masonic Home while the FA-100 is a fund to ensure our Grand Lodge can provide quality support to Florida Masonry. Both are of equal importance.

The FA-100 Fund began with an initial investment of **\$87,000.00** as a trust fund account that, through the years with donations and good investments, has grown a surplus to help with the budget of The Grand Lodge of Florida and its operating expenses. The purpose of the Fraternal Administrative Endowment Fund (FA-100) is to raise enough funds so the fund's investments will eliminate the need for the per capita tax to all Lodges. But as we have seen with diminishing membership and rising expenditures, we have had to increase this tax and the need for the fund will continue until such time as the fund's investments are sufficient to eliminate the per capita tax.

Grand Lodge functions as our corporate office and each Lodge is a branch office that operates to promote our organization and carry our message into the communities throughout the state. Like each Lodge, Grand Lodge has estimated budgets and operating expenses. As shown in the annual budget for Grand Lodge, our operating expenses are approximately **\$1,600,000.00** which range from day to day office expenses, employee salaries, Grand Lodge Communication expenses, travel, administrative programs, building maintenance, along with a myriad of other budgeted items. The decrease in membership through the Lodges occasionally necessitates the need to borrow an average of **\$100,000.00** or more in principle from the account to cover expenses not covered by the budgeted amounts received through the per capita tax charge on each member. Raising our per capita tax has helped, but a shortfall continues each year and, with declining numbers, our income will again fall short of our annual budget for Grand Lodge. The fund does produce approximately \$35,000-\$45,000 in investment income to use in the Grand Lodge Administrative Budget.

For the 2021 – 2022 Grand Lodge Masonic Year, the same challenges that existed when this program was created 28 years ago remain, that of increasing the principal of the FA-100 Endowment Fund to a level that will allow elimination of the per capita tax.

This year we resume one of the primary means of creating revenue for this endowment. Continuing a tradition, neckwear designed by the Grand Master is available to the Craft. It is established that for a donation of **\$50.00** a Brother will receive a tie with the proceeds going to support the FA-100 Program. With this donation, a Brother shows his support of the program as well as his support for the Grand Master by wearing his tie. This program, if promoted and supported with the assistance of all the Brothers, raises net proceeds of approximately **\$20,000.00** and with other donations the potential is approximately **\$40,000.00** for the year.

We will explore other fundraising ideas that will provide a means of financial support for the FA-100 Program, as well as revisit past means of fundraising such as bow ties, both tie and clip on, and cummerbund sets. We will evaluate the various ideas presented by committeemen and Brothers throughout the year to help build the endowment fund for the future. Individual donations accepted will still be our main focus to ensure the Brothers understand the importance of maintaining our Fraternal Administrative Endowment Fund to eliminate the per capita tax.

Zone Chairmen: Your responsibility is to:

1. Coordinate efforts of the District Chairmen and District Deputy Grand Masters
2. Act as a conduit for dissemination of information pertaining to FA-100
3. Maintain inventory accountability
4. Report quarterly on sales and donations to the State Chairman

Obtain from the D.D.G.M. for each District, the Brother's contact information who has accepted the appointment of District Chairman for FA-100. Ask that these Brothers advise you of any and all donations to the Fraternal Administrative Endowment Fund (F.A.E.F.) so that proper documentation and recognition can be given to the Zones, Districts, Lodges, and Brothers. You will report directly to the State Chairman to ensure this system performs efficiently and all donations are received and documented so we can provide an accurate report to our Grand Master and the Brothers of our Fraternity.

District Deputy Grand Masters: Each District Deputy Grand Master is asked to promote the FA-100 Program and the need for additional funding through donations in addition to the sale of the Grand Master's Ties and other opportunities that are introduced. Each District Deputy Grand Master should ensure that his District Chairman tracks and turns over all monies received throughout the year. A form will be provided at the Annual Grand Communication to indicate how many items he will initially require and for tracking purposes. He will subsequently follow an established practice if he requires more items as the year progresses. It is critical that protocol be followed to allow for accountability and to ensure that adequate supplies are available.

District Deputy Grand Masters should encourage the Lodges and the Brothers of his District to set aside funding in their budgets for the Fraternal Administrative Endowment Fund as well as encouraging individual Brothers to assist where possible. As other programs throughout the year will be put into the budget for funds from each Lodge, please don't forget a provision for this special program and place a special emphasis on the aspect of the program and what it entails. Funding from donations should far exceed any monies derived from the neckwear portion of this initiative.

District Chairmen: Work with your Zone Chairman and District Deputy Grand Master; seek their support and visit the Lodges in your District. It is your responsibility to educate the Brothers about this program and of its importance to our Fraternity. Education is the key. Brothers want to know what and why they are donating to a program that many of them are not familiar with. Many Brothers do not know much about the Fraternal Administration Endowment Fund or its purpose. On your visits to the individual Lodges, encourage each Lodge to put the FA-100 Program in their budget. Push and promote the ties as well as any other items that are presented by this program. Ask for a donation at the end of your presentation. It is also your responsibility to keep meticulous records of all

donations and proceeds from the sale of ties and other items and to report quarterly to your District Deputy Grand Master and Zone Chairman all revenues received.

Worshipful Masters: Consider having a fundraiser to support the Fraternal Administrative Endowment Fund (F.A.E.F.) in your Lodge or make it a charity one month. Have a talk or use one of your monthly educational talks to explain the purpose of this program. I know you hear a lot of talk about donating money to all the activities we support; however, would our philanthropy be of the same quality without our Grand Lodge support and administrative assistance? Give the FA-100 Program a high priority and include it in your annual budget.

Brothers All: In Summary, as we established the per capita tax we acknowledge that each year Brothers gladly and humbly support our respective Lodges by paying our annual dues. These dues afford us a safe haven, a Lodge to call home, and a place to have fellowship with our Brethren. The per capita tax is no less than our dues to our Grand Lodge so that it can function and support the Craft; for with no Grand Lodge, there can be no Craft, and without the support of the Craft, there can be no Grand Lodge.

Once this fund reaches its goal, these administration costs could be funded from investment income provided by this endowment fund. This would allow the current per capita tax to be kept in **your** Lodge and we would reduce the importance of this program as it would be self sustaining. Consider making a donation today or provide something in your will that would help Grand Lodge when you are gone. Your help and commitment will make this work and our Fraternity will be better for your efforts. We are all in this together and our future relies on us to provide a stable financial environment for years to come.

**Please make sure all checks are made out to The Grand Lodge of Florida and in the memo section write Fraternal Administrative Endowment Fund (FA-100) so Grand Lodge can properly account for the donations.*

Example submission:

FA-100 Tie Sales

D.D.G.M.: _____

District: _____

Zone: _____

Zone Chairman: _____

District Committeeman: _____

Amount: _____

Please don't hesitate to contact me if I can be of assistance to you in any way.

Please copy me on all emails and submissions as accountability will be essential.

Fraternally,

R.: W.: Philip A. Slack
State Chairman

GRAND MASTER'S CHARITY COMMITTEE PROGRAM 2020-2021
THE MASONIC HOME OF FLORIDA

To: Elected Grand Lodge Officers
District Deputy Grand Masters
Zone Chairmen and District Chairmen
Worshipful Masters of Particular Lodges

My Brothers:

This Grand Lodge Masonic Year 2021-2022 our Grand Master, M.: W.:. Jeffrey S. Foster, has chosen "The Masonic Home of Florida" as his Grand Master's Charity, specifically the Masonic Home Endowment Fund, Inc., a 501(c)(3) corporation. His thoughts, dedication, and support to our Home over the years have made this the right choice for his continued support as this year's Grand Master's Charity. "Strength in Numbers; Power in Education" is his theme and he believes these topics are essential in growing and retaining our membership in support and protection of our Masonic Home for the future enriching the lives of our residents and Brothers who support it.

For over 100 years, our Fraternity has taken the charge to ensure a place of relief for those Brothers and their families. Now with the adoption by the Craft to open our Home to the community, allowing non-Masonic residents on a private pay basis our needs are even more focused to provide the very best for all our residents fulfilling all their needs. From what started out as a children's home over a century ago has transformed, through hard work, financial support, and planning, into one of the finest Masonic Homes in North America that Florida Masons and the community can be proud of. The time is now for us to make a difference in providing the very best environment, facility, and care for our residents. This year by participating in the Grand Master's Charity fundraising campaign you can help support the Most Worshipful Grand Master and our endeavors to make the Masonic Home of Florida a proud place of tradition and hope for many more years to come.

Committee Mission Statement and Goals:

It is the Mission of this committee to spread awareness of our Home and create and facilitate a simple fundraising program that can be used as an effective means to generate revenue to help with the financial operation of our Masonic Home. We want to encourage Lodges or individuals to create their own fundraisers specifically designed to raise funds for the Grand Master's Charity. This is an opportunity to ask for individual donations by non-Masons, Lodges, Appendant Bodies, or Brothers reminding them of our needs to generate funds to assist the already in place Wills and Gifts, MH-100, and L.Y.P.M.G.C. Committees to establish a long-lasting foundation and base of operation for our beloved Masonic Home.

District Deputy Grand Masters:

Congratulations on your appointment as the Grand Master has chosen you as his representative in your District. Your leadership is paramount for our philanthropic undertaking to support our Masonic Home. The District Chairman you have appointed should be made aware that his activities are of great importance as he will be the voice of this committee. Please encourage him to communicate with the Zone Chairman who overlooks your District. Become familiar with the Florida Statutes Chapter 496 (Solicitation of Funds) and Florida Statutes Chapter 849, Section 0935, and our requirements to comply with Florida State Law. Work with your District Chairman and Particular Lodges to help them understand our accountabilities respective to these statutes. When you start your Lodge Visitations, please stress simple fundraising programs, raffles, dinners, etc., as well as donations that can be utilized to raise funds for the Grand Master's Charity Committee and our Masonic Home of Florida. If you have any questions, please feel free to reach out to the Zone Chairman or myself.

Zone Chairmen:

You were appointed and entrusted by the Grand Master to manage the activities and promote the raising of essential capital for our Masonic Home within all the Districts in your Zone. Your participation and involvement is

consequential to this committee's success. You will follow the same guidelines as the District Deputy Grand Masters and should establish a working relationship with each one in your Zone and assist them as needed. Ask the District Deputy Grand Masters for the contact information of the District Chairmen they appoint to the Grand Master's Charity Committee and establish a line of communication with each District Chairman in your Zone. Your attentive leadership will help the Grand Lodge and our Grand Master's Charity Committee to ensure success. If you have any questions, please feel free to reach out to me.

District Chairmen:

The District Deputy Grand Master of your District has appointed you to represent him in your District. You are the voice of this committee to the Particular Lodges. Work with the Worshipful Masters and the Craft to instruct them about fundraising ideas for the Grand Master's Charity, our Masonic Home. Encourage Lodges to have dinners, auctions, raffles, golf tournaments, walk-a-thons, or any other activities that may generate revenue as fundraisers. Your understanding of Florida Statutes Chapter 496 (Solicitation of Funds), Florida Statutes Chapter 849, Section 0935, and a working knowledge of IRS charitable contributions tax requirements is also essential. As you visit the Particular Lodges in your District, talk about fundraising ideas as well as encourage individual donations to the Grand Master's Charity, the Masonic Home of Florida. As an appointed member of the Grand Master's Charity Committee, always keep your Zone Chairman informed of any activity within your District.

Worshipful Masters:

You have a very important role in leadership in all the activities for our Grand Master's Charity Committee, for the Craft is at your will and pleasure. Your participation will provide authority and set the tempo for your Lodge. Please work with the Grand Master's Charity District Chairman to establish activities to generate funds. If your Lodge has eager Brothers, please consider allowing these Brothers to assist the District Chairman with his duties appointed to him by your District Deputy Grand Master.

If you ever have any questions pertaining to our Grand Master's Charity or its responsibilities, please feel free to contact your Zone Chairman or me, as State Chairman, for assistance. I am available to come to your Lodge and speak or we can have a Zoom or Teams call to your Lodge, District Masters and Wardens, or Master Mason Association. We as Masons all have the same goal which is to support our Masonic Home of Florida and its solvency.

Finally, Brothers, I am extremely proud to be on this committee with all of you. **"Strength in Numbers; Power in Education"** will be our mindset and approach this year for the Grand Master's Charity Committee, as it can be achieved by working together as a team in support of our Masonic Home. We are the strongest when we leverage our numbers. We have to think about the bigger picture in the long term, even longer than our lifetime because charity extends beyond the grave, through the boundless realms of eternity. Would you rather have a million dollars cash now, or a penny doubled every day for 30 days?

Sincerely and fraternally,

R.: W.: Robert Estell, Jr., P.D.D.G.M.
State Chairman
Mbl. (561) 441-9932
Email: Rob@TheExamPros.com

MASONIC EDUCATION PROGRAM FOR 2021-2022

R.: W.: Jeffery W. Meister
State Chairman 2021
Mbl.: 850-723-3153
Email: jwmeistersr@gmail.com

1900 Reserve Blvd #5201
Gulf Breeze, FL 32563-7093

To: District Deputy Grand Masters
Zone and District Committeemen
Masters of the Particular Lodges

Congratulations my Brothers on your appointment and elections for this Masonic Year. It is an honor to work with and for you this year and I want to thank the Grand Master for my appointment to this most important committee. The Masonic Education Report Forms that will be used for this year will be available on the Grand Lodge Website and will also be provided to each Lodge by the District Chairmen for Masonic Education.

DISTRICT DEPUTY GRAND MASTERS:

Our Grand Master has selected you to represent him in your District to ensure his programs and committees succeed and prosper. This great responsibility that you have accepted and your success, in part, will depend on those who you appoint to carry out the programs of the Grand Lodge. Do not choose lightly when you make your appointments, especially your District Chairman for Masonic Education. Your Chairman must understand that they have accepted a WORKING POSITION that requires active, on-going communications with ALL the Lodges in your District throughout the year. They must meet the requirements for the position as set forth by the Grand Master and be willing to exert the effort required to obtain, review, and submit the required Grand Lodge Reports. Your selection for this position should be at least a Worshipful Master or a Past Master who has the experience of how to be a good leader of a Lodge and maintain a good rapport with the Worshipful Masters in your District.

You should lend your support and assistance in arranging the District Workshops and ensure that the Lodges submit the required Masonic Education Reports to the District Chairmen. We are also adding to previous year's activities by offering the Master Mason I, II, and III in a Zoom format. This Zoom format will enhance our previous efforts to ensure that each Florida Mason has an opportunity to complete these assessments. These will be offered on a bi-monthly basis, beginning in July. At each Zoom meeting there will be "different sessions" within the main session so that an individual will be able to spend their time in the proper portion of the meeting.

When you make your assessment visit to each Lodge in your District, please stress the importance of Masonic Education. Ensure each Lodge uses the Lodge System of Masonic Education for all candidates during the Degree process. Ensure that each Lodge establishes a Masonic Education Committee and have your District Committeeman contact the Worshipful Masters to obtain the name and contact information of their Lodge Chairman. Have your District Chairman work with each Lodge in the District to help them qualify for the Masonic Education Award at the end of the year.

ZONE CHAIRMEN:

Our Grand Master has selected you to work with each District in your Zone and ensure the Masonic Education Program for this year is a success. Contact the District Deputy Grand Masters in your Zone and obtain the name and contact information for the District Chairmen they have appointed for this program. Ensure that the District Deputy Grand Masters and the District Chairmen know the requirements for submitting the required Masonic Education Reports and offer your assistance and support to ensure their timely submission. You will encourage the Brethren in your Zone to use the Masonic Education Booklets available from Grand Lodge, to take the Master Mason Examinations, and complete the Lodge Officers Training Course Modules. You will receive a copy of the Form ME-3, Master Mason Exam Completion Report, from the District Chairman and maintain a record of those in your Zone who have completed each exam. You will grade the Lodge Officers Training Course Modules and forward the results on Form ME-4 to Grand Lodge with a copy going to the State Chairman. You will assist the District Chairmen in arranging District Masonic Education Workshops. You will be assigned portions of the newly

forming Zoom meetings to provide additional opportunities for our Brothers to complete the Master Mason I, II, and III Exams.

Forward any information you may learn by conducting workshops which will help other members of the committee to the State Chairman. You will ensure that the Semi-Annual and Year End Reports are received and filed in a timely manner.

DISTRICT CHAIRMEN:

Being a Worshipful Master or Past Master and having taken the Master Mason Examinations you should be familiar with the Lodge System of Masonic Education and the importance of the position you have accepted to facilitate the success of the Masonic Education Program. You will schedule a separate visit to each Lodge in your District and address Masonic Education and its requirements at that Stated Communication. You will be familiar with all the Masonic Education Reports and the criteria for achieving the Masonic Education Achievement Award. Stress to the Lodges the importance of filing the required reports on time and offer any assistance they may need with the reports and/or Masonic Education in general. You will grade the Master Mason Examinations and submit Form ME-3, Master Mason Exam Report, to the Grand Lodge, with a copy going to the State and Zone Chairman. You will receive the Certificate of Completion from Grand Lodge and arrange for the presentation to Brothers who have passed the examinations.

You will create and present no less than two District Workshops during the year. One of these Workshops will be held between July 1st and December 31st with the other being held between January 1st and May 15th of each year. You are encouraged to hold additional Workshops during the year to help ensure that each Lodge has an opportunity to qualify for the Masonic Education Achievement Award. These Workshops can explain all the Masonic Education information that Grand Lodge offers; review the Masonic Education Reports the Lodges are required to submit; review the criteria required for each Lodge to achieve the Masonic Education Achievement Award; completing Master Mason and Lodge Officers Training Course Examinations; and address Lodge Mentoring. You will review all Masonic Education Reports submitted by the Lodges and address any problems noted. Forward the reports to the Zone Chairman along with a report of your actions to correct any deficiencies you noted in the reports. During your year be proactive; ensure that each Lodge follows the requirements per Regulation 37.18 of the Digest of the Masonic Law of Florida relating to instruction of a candidate before and after conferring each Degree. Confirm that the Worshipful Master has appointed a Lodge Mentor's Committee as described in U.C.B. 10.05 in Regulation 24.05 of the Digest of the Masonic Law of Florida. You will ensure that all Committee Reports are submitted to the Zone Chairman in a timely manner.

WORSHIPFUL MASTERS:

As the Worshipful Master of your Lodge, one of the most important goals you should strive to achieve is to help all of your members grow and learn through Freemasonry. Encourage all members of your Lodge to attend the District Masonic Education Workshops. Complete the Semi-Annual Masonic Education Report, Form MER-1 and MER-2, and send those reports to the District Chairman in a timely manner. This will advise the Grand Lodge how to best serve the Craft in your area. Appoint a Chairman for Masonic Education in your Lodge. Empower the Chairman to work with the members to ensure your Lodge achieves the Masonic Education Achievement Award at the end of the year. Review with your Lodge Chairman and Officers of your Lodge the use of the Lodge System of Masonic Education for each candidate during the year. The appointment of a Lodge Committee, as described in U.C.B. 10.05 in Regulation 24.05 of the Digest of the Masonic Law of Florida, is of utmost importance. Encourage your members to complete the Master Mason Exams in your Lodge. Establish the trend that each Officer from the Senior Deacon up should complete at least one Lodge Officer Training Course Module per year. It is your responsibility to fill out Form ME-1A, Masonic Education Achievement Award Report, at the end of your year and forward it to the District Chairman regardless if your Lodge has qualified or not. Do not hesitate to contact your District Chairman for assistance with any matters pertaining to Masonic Education.

Fraternally,

R.: W.: Jeffery W. Meister
State Chairman 2021-2022

Masonic Education Overview

Masonic Education is an ongoing process whereby all Masons throughout the world, further their knowledge about the Craft. It begins with education for candidates about the Three Symbolic Degrees, and it continues with instruction of Masonic history, tradition, philosophy, Masonic Law, Lodge administration, and procedures in the everyday management of the Lodges. My Brothers the world over, you should have a working knowledge of these topics, not only as Lodge Officers, but as dedicated Masons. If not, now is the time to prepare yourself.

As Freemasons, one should always remember, "AN EDUCATED MASON IS A DEDICATED MASON." As we endeavor to educate more of our Brothers in Masonry, we will see that this is a true phrase. As they learn, they become more active and attendance increases, and stronger bonds are developed between themselves. Even the most learned men learn something new each day. This keeps us interested and active. It will take work and dedication on our part, but the results will be very rewarding.



We would like to encourage the Lodges to use the many forms of Masonic Education lessons and publications available to them. Encourage the Brothers to learn to use the Masonic Digest, attend Schools of Instruction, become more active in Lodge functions and bring in qualified candidates. Let us encourage the Lodges to use Masonic Education materials such as Masonic History, Masonic Philosophy, and Masonic Etiquette in their monthly meetings. We should endeavor, in each of our Lodges, to work toward the Masonic Education Achievement Award. Every Florida Lodge should qualify for this award.

An excellent method to learn to use the Masonic Digest and Mentors Manual is to complete the three Master Mason Examinations now offered online on the Grand Lodge Website and via Zoom meetings. These examinations have proven very popular as they produce more friendships, more knowledge of Florida Masonry, better informed Brothers, and an increase in Lodge attendance. Get together some evening and try it; you'll like it. These exams will be graded by the District Chairman of Masonic Education.

Why is the Master called 'Worshipful Master' of a Florida Lodge? The term worshipful also means knowledgeable. It refers to one who has educated himself in and about Craft Freemasonry. As a Freemason in your Particular Lodge, would you like to be an Officer, work your way around to become Master of the Lodge? If so, The Grand Lodge of Florida Masonic Education Program has prepared for you an outstanding tool with which you may become very 'knowledgeable.' It is called the "Lodge Officers Training Course" and any Master Mason may take it. It consists of Modules I, II, and III; each containing seven lessons. The lessons, of course, are open book type and are to be taken in a non-group environment by any Master Mason. The scoring for these exams will be graded by the Zone Chairman and all grades will be on file at the Grand Secretary's Office.

MASONIC EDUCATION COMMITTEE GOALS

SCOPE OF WORK

This committee should be focused on promoting Master Mason Exams I, II, III, Lodge Officers Training Modules 1, 2, 3, and any other specialized lesson that will promote Masonic Education such as lessons on how to use the Digest of the Masonic Law, balloting, investigation, fundraising, etiquette, and the all too important **Mentoring System**.

One of this committee's more important jobs is defining what is **NOT** Florida Masonic Education, which is too often given excessive attention within the Lodge, and is looked on at times as a nuisance, because all too frequently they are boring, delivered improperly, and have very little substance, if any. The material that was most often used by Lodges consisted of Masonic History with a national and world view as well as Masonic Trivia.

This approach did not teach our Craft about Florida Masonry which is so essentially necessary to promote the better understanding of how the Craft works in our Jurisdiction.

Proper Masonic Education will eventually lead the recipient to broaden their views, to seek out further knowledge, and eventually be conversant in not only Florida, but also in national and world knowledge of the Craft. Florida Masonic Education touches on everything from history to the proper operation of the business and fraternal aspects of a Florida Lodge.

The System of Masonic Education is so designed that it will whet the appetite for knowledge of those that participate. Encourage each Brother to continue to study the Tenants, Principles, Landmarks, Usages, Customs, and History of our time-honored Institution; thereby building a strong foundation on which each Brother can lay the Cornerstone of their Masonic Edifice and a better and greater future for him, his family, and his community.

Masonic Studies are never-ending studies that will lead all of those who participate to nobler deeds, higher thoughts, and greater achievements. For no sooner do we close one chapter, another one opens a greater and newer understanding of our previous views and knowledge of life's spiritual search of personal improvement. Therefore, we can safely say that Masonry is a University from which there are no graduates, for life is forever evolving and striving for self-improvement and perfection, which is a lifelong career.

GOALS – Lodge Level

To promote the System of Masonic Education to all the Lodges in the state, with the assistance of the Lodge Masonic Education Chairman, which will be a qualified member of the Lodge to conduct Masonic Education as dictated by the guidelines of the Masonic Education System, including the Mentoring System, which every Worshipful Master is required to appoint in his Lodge.

The Grand Lodge Committee on Masonic Education shall issue a Purple Card and appropriate certificate to Florida Master Masons demonstrating required completion of the Master Mason Exams I, II, III, as well as the Lodge Officers Training Course Modules 1, 2, 3, which card and certificate shall be in such form as approved by the Grand Master.

It is the responsibility of the Worshipful Master, with the assistance of the Secretary, to file all Masonic Education Reports with the District Chairman in a timely manner, as is required of all reports due to Grand Lodge. They should gather information from the Brothers that may improve the presentations, lessons, booklets, etc....., and forward them to the District, Zone, and State Chairmen. The more information gathered, the more comprehensive the presentations can be made to address the needs of the Craft.

GOALS – District Level

The District Deputy Grand Master is responsible for appointing a qualified Brother, who should be a sitting Master or Past Master of a Florida Lodge, who has completed at least the Master Mason Examinations. As District Masonic Education Chairman, he is to promote this important work in his District. The District Chairman will assist the

Lodges in the District with all the information necessary to complete all required paperwork and promote a clear understanding so all Lodges will use Masonic Education and qualify for the Masonic Education Achievement Award. The District Chairman will create District-wide workshops to promote Masonic Education. He will schedule no less than two workshops for the year with one being held between July 1st and December 31st and the other being held between January 1st and May 15th of each year. He is encouraged to hold additional workshops during the year to ensure that the Lodges in the District have an opportunity to qualify for the Masonic Education Achievement Award. He will also assist the Lodge Masonic Education Chairman in the performance of his duties.

The responsibilities of this Brother will be to review and send semi-annual and annual reports to the Zone and State Chairman as to the participation of the Lodges and where and how improvements need to be made. As well as annual reports from all Lodges in the District participating towards the Masonic Education Achievement Award, as well as a final report to the Zone Chairman with a copy going to the State Chairman, of the conditions of the District and progress of the committee itself within the District; include suggestions on how to improve the material, forum, and delivery.

All reports from the District Chairman must be turned in to the Zone and State Chairman, in a timely manner, as is required of all reports due to the Grand Lodge.

GOALS – Zone Level

The Zone Chairman, who will be a Master or Past Master or Past District Deputy Grand Master who has passed the Master Mason Exams and the Lodge Officers Training Courses, will assist all the District Chairmen in his Zone and, if necessary, further assist the District Chairmen in the discharge of his duties as it relates to the Lodges. To see that all reports are turned in on a timely basis, by maintaining good communications with the District Chairmen and, if necessary, the Lodge Chairmen, Worshipful Masters, and District Deputy Grand Masters, under his purview.

To compile all the reports from the District Chairmen in his Zone and forward them to the State Chairman in a timely manner as is required with all reports due to the Grand Lodge. To examine the District Chairmen's suggestions in depth with open and frank discussions and to pass their report unimpaired, as well as your personal opinions, on to the State Chairman on a quarterly basis, semi-annual basis, as well as the year-end report. This Brother must have completed the Master Mason Exams, the Lodge Officers Training Course Modules, and the Masonic Leadership Training Course and be certified as proficient in the material to be presented, so that he can lead this important committee in a proper manner at the Zone Level.

To participate in Zoom meetings with either Master Mason I, II, or III as assigned. These new meetings will enhance our previous efforts to ensure all Brothers wishing to complete this course will have a choice in several ways to complete this requirement for advancement to Junior Warden and above.

GOALS – State Level

To assist all Zone Chairmen and, if necessary, to further assist the District Chairmen in the discharge of his duties as it relates to the Lodges. He is also to see that all reports are turned in on a timely basis by maintaining good communications with the Zone Chairmen and, if necessary, the District Chairmen, Lodge Committeemen, Worshipful Masters, and District Deputy Grand Masters.

To schedule Zoom meetings for Master Mason I, II, and III and assign Zone Chairman parts to moderate and host.

To compile all the reports from the Zone Chairmen in the state and forward them in a timely manner as is required with all reports due to the Grand Lodge. To examine the Zone Chairmen's suggestions in depth with open and frank discussions and to pass their report unimpaired, as well as your personal opinions, on to the Grand Lodge Officers on a quarterly basis, as well as the year-end report for their review.

In addition, he will meet with the Grand Lodge Officers on a biannual basis to update them on the status of the program, its successes and failures, and what needs to be enhanced or changed. Prepare a performance evaluation of the Zone and District Chairmen and any other such information as it may be deemed necessary to improve and

execute this program. The goal will be to reach as many Masons as possible in the state with this program and improving their knowledge of Masonry.

This Brother must have completed the Master Mason Exams, the Lodge Officers Training Course Modules, and the Masonic Leadership Training Course and will be certified as proficient in the material to be presented so that he can lead this important committee in the proper manner at the state level.

**MASONIC EDUCATION COMMITTEE
ACHIEVEMENT AWARD CRITERIA GUIDELINES FOR 2021**

1. LODGE SYSTEM OF MASONIC EDUCATION – 5 POINTS MAXIMUM – MANDATORY.

- a. Lodges are required to use the Lodge System of Masonic Education and the Mentor's Manual as per Grand Lodge Regulation 37.18. The Eight Masonic Education Booklets in this series and a Masonic Etiquette Booklet are available from the Grand Secretary's Office as well as the Grand Lodge Website. (Booklets GL-200 through GL-208). These booklets are the basis of Masonic Education for all candidates receiving the Three Symbolic Degrees of Freemasonry. They can also be used by the Particular Lodges for education of all the Brethren. If a Lodge has no candidates during the year, use of the Mentor's Manual as an educational tool during the year will qualify for the points in this section.
- b. NOTE: Grand Lodge Regulations require that it be recorded in the Lodge Minutes when a candidate has received the Masonic Education from the Mentor's Manual and the Masonic Education Booklets for each Degree.

2. DISTRICT SCHOOL OF MASONIC EDUCATION – 1 POINT FOR EACH SCHOOL ATTENDED – 4 POINTS MINIMUM – MANDATORY.

- a. At least one of the Lodge Officers shall attend a District School of Masonic Education. The W.M., S.W., J.W., SEC., S.D., J.D., S.S., J.S., the Lodge Mentor, or Lodge Chairman for Masonic Education. The Lodge should **not** schedule one particular Brother to attend all schools of Masonic Education unless this Brother is qualifying to become a Lodge Mentor or Lodge Chairman for Masonic Education. (1 Point for any other Brother attending)

3. GRAND LODGE COMMUNICATION – 1 POINT FOR EACH OFFICER ATTENDING – 1 POINT MINIMUM – MANDATORY – 3 POINTS MAXIMUM.

- a. Lodges must be represented by one of the three Principal Officers of the Lodge (W.M., S.W., J.W.). Proxies are **not** permitted. A report of actions and activities during the Grand Lodge Communication **must be given** at the next Stated Communication of the Lodge.

4. MONTHLY MASONIC EDUCATION PROGRAM – 1 POINT FOR EACH MEETING – 5 POINTS MINIMUM – MANDATORY – 24 POINTS MAXIMUM.

- a. Hold a Masonic Education Program with the materials provided in the Lodge System of Masonic Education of The Grand Lodge of Florida. The material must be Masonic Education in nature and not Ritual Work. These monthly programs are to be given during the Stated Communications. You can also have open family/friends programs or fellowship functions with another Lodge, to promulgate Masonry and to the non-Mason as well, such as "Bring a Friend Night," "Open Lodge to the Community," "Patriotic Days Highlighting Masons," "Flag Presentation," etc..., to mention a few. They should be recorded in the Minutes.

5. APPOINTMENT OF LODGE MENTOR – 5 POINTS – MANDATORY – 2.5 POINTS FOR ADDITIONAL MENTORS

- a. A Lodge Mentor is appointed to assist the Lodge with the Masonic Education Program for candidates. His duty is vital to the growth of the candidate in Masonry, and he is in charge of mentoring the candidate as prescribed in the Lodge System of Masonic Education from the minute his petition is accepted through his first anniversary.

6. APPOINTMENT OF LODGE MASONIC EDUCATION CHAIRMAN – 5 POINTS – MANDATORY.

- a. A Masonic Education Chairman is appointed to assist the Lodge with Masonic Education. He is in charge of imparting knowledge to the members and Officers of the Lodge concerning Master Masons Examinations, use of the Digest of Masonic Law, Lodge Officers Training Courses, Masonic Leadership Training for Lodge Officers, and Masonic Education Workshops. He is to assist the Worshipful Master and Secretary with the timely reporting of all the information requested on the Annual and Semi-Annual Masonic Education Forms sent to the District Chairman. He would be wise to work hand in hand with the District Chairman of Masonic Education who will be willing to assist him in any capacity for the betterment of the Fraternity. He should encourage all the Officers and members to participate in the Lodge Officers Training Course Modules to improve their knowledge in properly managing the Lodge. The Lodge Masonic Education Chairman must obtain a Purple Proficiency Card certifying he is qualified to be a Lodge Masonic Education Chairman.

7. GRAND LODGE REPORTS – 5 POINTS MANDATORY.

- a. All Annual and Semi-Annual Masonic Education reports due to the Grand Secretary and to any Grand Lodge Committee **must be** submitted on time to receive these points.

8. WIDOWS NIGHT PROGRAM – 5 POINTS PER EVENT.

- a. This is an activity conducted by the Worshipful Master or a Lodge Committee. Lodges are encouraged to hold this social event on a regular yearly schedule and the month of January is highly recommended after the installation of Lodge Officers. At this event, the newly installed Worshipful Master should introduce himself and the succeeding Officers to the Widows of the Lodge. This event should be exclusively to honor the Widows and they should be presented with a Widow's Pin and Certificate, ask if they want to remain on the mailing list of the Lodge and remind them of our commitment to our Brothers' Widows. Further, this event should be well attended by the members of the Lodge and their spouses to show our affection for our Widows.

9. MASTER MASON EXAMINATIONS I, II, III – 1 POINT FOR EACH EXAMINATION – NO MAXIMUM POINTS.

- a. One (1) point for each examination taken and passed by a Master Mason. Lodges should encourage all Master Masons to continue their education by participating in these educational examinations. All examinations are open book type examinations using the Masonic Digest. This teaches the Master Mason how to use the Digest of Masonic Law as well as instructing him in Masonic Law, thereby allowing him to obtain further light in Masonry. A score of 90% is required and is easily obtained. These examinations may be administered by the Worshipful Master, the Lodge Masonic Tutor, or the District Chairman of Masonic Education. The District Chairman could set up a group session in different Lodges where discussion and information could be exchanged. The District Chairman will grade these examinations.

10. LODGE OFFICERS TRAINING COURSE MODULES (CORRESPONDENCE COURSE) – 1 POINT FOR EACH MODULE COMPLETED – NO MAXIMUM POINTS.

- a. One (1) point for each Module completed and passed by a Master Mason. Each Module is designed to inform the Master Mason of Masonic Law and procedure. Each segment refers to a different section of the Masonic Digest. As he progresses through the three modules, he will also be instructed in the Mentor's Manual, Masonic Etiquette, Masonic Education Booklets, and other Masonic Publications. This will give him further knowledge of Masonry and the workings of the

Lodge. It is excellent material for the Mason passing through the chairs on his way to the East. All grading of these examinations will be conducted by the Zone Chairman.

11. LODGE OFFICERS MEETINGS – 2 POINTS FOR EACH QUARTERLY MEETING – 1 POINT FOR EACH OTHER MONTHLY MEETING – W.M., S.W., J.W., SEC., S.D., & J.D. MUST BE PRESENT – 16 POINTS MAXIMUM.

- a. Lodge Officers should meet at least quarterly during the Masonic Year. The Worshipful Master must schedule one meeting right after his election and before installation. At this meeting, the Worshipful Master reveals his Appointed Lodge Officers. He also appoints the mandated Standing Committees in Section 10.01 of the Uniform Code of By-Laws which consist of Finance, Vigilance, Petitions, Masonic Education, Board of Relief, Charity, Lodge Property, and any other Committees mandated by the Lodge By-Laws, a Lodge Mentor, a Lodge Masonic Education Tutor, reveals his budget, the schedule for the Lodge, and presents his plans for the ensuing year. He solicits input from the Officers ensuring them they are part of a team. Accepting any input is his prerogative. The other monthly meeting should be before a Stated Communication when the Master is informed of all the business that will be brought to the floor. Having all Officers present at these meetings ensures knowledge and continuity in governing of the Lodge.

12. MASONIC HOME BOARD MEETING – 1 POINT EACH VISIT – NO MAXIMUM.

- a. Any of the three Principal Officers or a Brother of the Lodge who attends a Masonic Home Board Meeting or Pre-Board Meeting. A report must be made of the visit at the next Stated Communication of the Lodge. It is permissible to have the Officer or member's wife or lady accompany him.

13. D.D.G.M. OFFICIAL VISIT – 5 POINTS PER VISIT.

- a. A minimum of 40 Master Masons or 25% of the Lodge membership attend when the District Deputy Grand Master makes his Official Visit to the Lodge. (Visitors count). The points are awarded for a Tyled Meeting or an Open Meeting with family and friends attending. It must be an Official Visit.

14. GRAND MASTER'S DISTRICT OR REGIONAL MEETING – 1 POINT FOR EACH ELECTED OFFICER WHO ATTENDS – 3 POINTS MAXIMUM.

- a. The three Principal Officers of the Lodge shall attend the Official Visit of the Grand Master. Proxies will be allowed **ONLY** due to illness or unpreventable family or business requirements.

15. MASONIC LEADERSHIP TRAINING COURSE – 3 POINTS FOR EACH ELECTED OFFICER WHO COMPLETES THE ENTIRE COURSE – 2 POINTS FOR EACH APPOINTED OFFICER WHO COMPLETES THE COURSE – 1 POINT FOR EACH MEMBER WHO COMPLETES THE COURSE – 30 POINTS MAXIMUM

16. VISITATION TO ANOTHER LODGE – 1 POINT FOR EACH VISITATION – 20 POINTS MAXIMUM

- a. Only one point can be earned per visit. **NOTE:** Attendance at a District or Regional Meeting does not count under this section; see number 14.

17. STATED OR CALLED COMMUNICATION – 5 POINTS MAXIMUM.

- a. One point for each meeting where at least 40 Masons or 25% of the Lodge membership attends. This includes any meeting when the Lodge is officially open. Visitors may be counted as well as the number of Brothers attending joint meetings with other Lodges. One point awarded for each meeting, not the percentage of members or one for each member attending.

18. READING & DISCUSSION OF MASONIC DIGEST AND/OR LODGE BY-LAWS – 1 POINT FOR EACH EVENT – 12 POINTS MAXIMUM.

- a. Lodges are encouraged to gather their Officers and members for the purpose of reading and discussing the Masonic Digest to stay current with changes enacted at each Grand Lodge and to ensure their Lodge By-Laws stay current and update their By-Laws if required.

19. LODGE LIBRARY – 5 POINT MAXIMUM.

- a. To qualify, the Lodge is required to create a library at the Lodge, which will house books, audio and videotapes, magazines, and other publications on Masonic topics. A Lodge Librarian should be appointed to oversee the operation of the library and to inform the Brethren of new materials acquired; to identify other publications that the Lodge may obtain and encourage their use. Once the library is established, members should inform the Librarian of the new materials or books that may be of interest to the Brethren. One point for an existing library that is being used; one point for adding new material, one point for the appointment of a Lodge Librarian, and five points for starting and using a new library.

THE SYSTEM OF MASONIC EDUCATION MENTORING

1. Candidates are to meet with the Lodge Mentor appointed by the Worshipful Master prior to receiving the Entered Apprentice Degree to receive the first Masonic Lecture from the Mentor's Manual, Chapter 2. (The Mentor should be familiar with this manual so as not to read it verbatim as this is boring to the candidate.)
 - At this time the Masonic Education Instruction Booklet GL-201, should be given to the candidate.
 - He may now take the GL-201 Examination which can be found on the Grand Lodge website. *
2. Immediately after receiving the Entered Apprentice Degree, on the first night of instruction, the Lodge Mentor gives the second Masonic Education Lecture from the Mentor's Manual, Chapter 3.
 - The Brother will also be given the Masonic Education Instruction Booklet GL-202.
 - He may now take the GL-202 Examination which can be found on the Grand Lodge website. *
 - The Entered Apprentice Catechism Booklet is given to the Brother at this time.
 - The Entered Apprentice Degree Booklet GL-203 will also be given to the Brother.
 - He may now take the GL-203 Examination which can be found on the Grand Lodge website. *
 - Catechism instruction for the E.A. Degree begins at this time with the Lodge Ritual Instructor.
3. Immediately after receiving the Fellow Craft Degree, on the first night of instruction, the Lodge Mentor gives the third Masonic Lecture from the Mentor's Manual, Chapter 4.
 - The Brother will also be given the Masonic Education Booklet GL-204.
 - He may now take the GL-204 Examination which can be found on the Grand Lodge website. *
 - The Fellow Craft Catechism Booklet is given to the Brother at this time.
 - The Fellow Craft Degree Booklet GL-205 will also be given to the Brother.
 - He may now take the GL-205 Examination which can be found on the Grand Lodge website. *
 - Catechism instruction for the F.C. Degree begins at this time with the Lodge Ritual Instructor.
4. Immediately after receiving the Master Mason Degree, on the first night of instruction, the Lodge Mentor gives the fourth Masonic Lecture from the Mentor's Manual, Chapters 5, 6, 7, 8, and 9.
 - The Brother will also be given the Masonic Education Booklet GL-206.
 - He may now take the GL-206 Examination which can be found on the Grand Lodge website. *
 - The Master Mason Catechism Booklet is given to the Brother at this time.
 - The Master Mason Degree Booklet GL-207 will also be given to the Brother.
 - The Masonic Education Booklet GL-208 Masonic Etiquette, will also be given to the Brother.
 - He may now take the GL-207 and GL-208 Examinations which can be found on the Grand Lodge website. *
 - Catechism instruction for the M.M. Degree begins at this time with the Lodge Ritual Instructor.

The Masonic Education Booklets are to be taken home by the Brethren for study. They should be encouraged to return to their Lodge Mentor with any questions they may have. Candidates should also be advised that the Masonic Education Booklets may be read by their family members, which should clarify any misunderstandings concerning the secrecy of his instructions. Further assistance may be obtained by contacting your District, Zone, or State Masonic Education Chairman.

Ensure that the Lodge Chairman of Masonic Education is reporting all activity in compliance with Reg. 37.18 and that they are recorded in the minutes of the Lodge.

These Examinations are optional and should be graded by the Lodge Masonic Education Chairman.

Form ME-6 should be utilized to establish a Masonic Education record in the Candidate's Lodge Personal File and to assist the District and Zone Chairmen in their book keeping.

Form ME-1

[illegible]

ME-1

Revised 6/1/19

MASONIC EDUCATION ACTIVITIES ACHIEVEMENT AWARD

20 __ POINT RECORD REPORT

DISTRICT _____ LODGE _____ No. _____

This form is to be used to report your Lodge Masonic activities for 20 __. Enter the points earned for each activity in the spaces indicated. Enter a '0' for no points earned. A minimum of 70 points is required for this award, including the mandatory points as outlined below. The Worshipful Master must send this form to the District and State Chairman of Masonic Education regardless of whether the Lodge qualifies with a minimum of 70 points or not.

PROGRAM REQUIREMENTS	MANDATORY	POINTS
1. LODGE SYSTEM OF MASONIC EDUCATION	5 PTS MAX REQ	
2. DISTRICT SCHOOL OF MASONIC EDUCATION	4 PTS MIN. REQ	
3. GRAND LODGE COMMUNICATION	3 PTS MAX. REQ	
4. MONTHLY MASONIC EDUCATION PROGRAM	5 PTS MIN.REQ	
5. APPOINTMENT OF LODGE MENTOR	5 PTS REQ	
6. APPOINTMENT OF LODGE MASONIC ED CHMN	5 PTS REQ	
7. GRAND LODGE MASONIC ED REPORTS	5 PTS REQ	
8. WIDOWS NIGHT PROGRAM	5 POINTS PER EVENT	
9. MASTER MASON EXAMNS I, II, III	1 PT EA EXAM	
10. LODGE OFFICERS TRNG. COURSE MODULES	1 PT EA EXAM	
11. LODGE OFFICERS MEETINGS	16 PTS MAX	
12. MASONIC HOME BOARD MEETING	1 PT EA VISIT	
13. D.D.G.M. OFFICIAL VISIT	5 PTS. PER OFFICIAL VISIT	
14. GRAND MASTER'S DIST OR REGIONAL MEETING	3 PTS MAX	
15. MASONIC LEADERSHIP TRNG COURSE	30 PTS MAX	
16. VISITATION TO ANOTHER LODGE	20 PTS MAX	
17. STATED OR CALLED COMMUNICATION	5 PTS MAX	
18. READ & DISCUSS DIGEST OR BY-LAWS	12 PTS MAX MAX	
19. LODGE LIBRARY	5 PTS MAX	

TOTAL POINTS

OUR LODGE NEEDS: ☐AWARD TAB ☐PLAQUE ☐AWARD TAB and EXTENSION PLAQUE

COMMENTS:

WORSHIPFUL MASTER	DATE	
DISTRICT CHAIRMAN	DATE	
ZONE CHAIRMAN	DATE	

FORM ME-1A (Submit to the District Masonic Education Chairman NO LATER than DECEMBER 15)
(Report due to Zone Chairman by January 5, State Chairman by January 15)

MASONIC EDUCATION - DISTRICT CHAIRMAN'S REPORT

Form ME-2 (Submit to Zone Chairman **NO LATER** than February 1)

DISTRICT NUMBER _____	Zone _____	Year _____	District Chairman _____											Year _____								
Enter Lodge name and number below and the number earned points under the criteria. Submit completed report to Zone Chairman by 2/1.	MANDATORY IN BOLD																					
	Lodge System of Masonic Education/Mentor's Manual	District School of Masonic Education	Grand Lodge Communication	Monthly Masonic Education Program	Appointment of Lodge Mentor	Appointment of Lodge Masonic Education Chairman	Grand Lodge Reports	Widows Night Program	Master Mason Examinations I, II, III	Lodge Officers Training Course Modules	Lodge Officers Meetings	Masonic Home Board Meeting	DDGM Official Visit	Grand Master's District or Regional Meeting	Masonic Leadership Training Course	Visitation to Another Lodge	Stated or Called Communication Attendance	Reading and Discussion of Digest and/or By-Laws	Lodge Library	TOTAL POINTS	QUALIFIED FOR AWARD	
NAME & NUMBER OF LODGE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19			
																				0		
																				0		
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(ENTER NUMBER OF POINTS EARNED BY LODGE IN BLOCKS)

Approved - Disapproved

Corrected by: _____
ME-2

Zone Chairman _____

MASONIC EDUCATION

DISTRICT _____ ZONE _____ MASTER MASON EXAMS I, II, & III Please <u>TYPE</u> or <u>PRINT</u> the requested information and send this form to the Grand Secretary's Office, a copy to the Worshipful Master, and a copy to the Zone and State Chairman. (Do not send answer sheets.) Certificates will be prepared and returned to the District Chairman for immediate presentation.		GL MEMBER NUMBER	LODGE OFFICE	EXAM NO. (I, II, or III)	GRADE (MIN. 90%)	GRADED BY	CERTIFICATE
LODGE NAME AND NUMBER	BROTHER'S NAME						

District Chairman _____
Date Exams Taken: _____

Date Submitted to GL: _____

Mailing Address for Certificates: _____

City/State/Zip: _____

MASONIC EDUCATION
 LODGE OFFICERS TRAINING COURSE REPORT

DISTRICT NUMBER _____

ZONE _____ YEAR _____

Please TYPE or PRINT LEGIBLY the requested information and send this form to the Grand Secretary's Office and a copy to the Worshipful Master, State, and District Chairman. (Do not send answer sheets.)
 Certificates will be prepared and returned for immediate presentation.

MODULE 1 ☐ MODULE 2 ☐ MODULE 3 ☐

LODGE NAME/NUMBER	BROTHER'S NAME AND GL MEMBER NUMBER	OFF.	LESSON GRADES								AWARD	
			1	2	3	4	5	6	7	AVG.	CERT	CARD

Zone Chairman: _____ Date Taken: _____ Date Submitted to GL: _____

Address to send Certificates: _____ City State Zip: _____

ZONE REPORT TO THE STATE CHAIRMAN OF THE MASONIC EDUCATION COMMITTEE
Form ME-5 (Submit to State Chairman No Later than February 10)

ZONE _____ YEAR _____

Please TYPE or PRINT the requested information and mail this form to the State Chairman. Awards will be prepared for presentation at the Annual Grand Lodge Communication.

LODGE NAME	NO.	MASONIC EDUCATION AWARD			MASTER MASON EXAM			CORRESPONDENCE COURSE AWARD		
		PLAQUE	TAB	EXTENSION	I	II	III	MODULE 1	MODULE 2	MODULE 3

Qualifying Lodge Achieving the Most Points in your Zone: Name: _____ No. _____ Dist. No. _____ Total Points: _____

Zone Chairman: _____ Date Submitted: _____

MASONIC EDUCATION

DISTRICT _____ ZONE _____ CANDIDATE EXAMS GL-201, 202, 203, 204, 205, 206, 207 Please <u>TYPE</u> or <u>PRINT</u> the requested information and give the form to the Worshipful Master and Secretary. This form stays at the Lodge and is NOT submitted to Grand Lodge. <u>(Do not send answer sheets.)</u>		GL MEMBER NUMBER	TITLE (EA, FC, MM)	EXAM NO. (201,202,203,204,205,206,207)	GRADE (MIN. 90%)	GRADED BY	
LODGE NAME / NUMBER	BROTHER'S NAME						

Lodge/District Chairman_____

Date Submitted: _____

MASONIC EDUCATION SEMI-ANNUAL REPORT MER-1
FOR THE PERIOD NOVEMBER 1, 20 ____ THROUGH April 30, 20 ____

Lodge Name: _____ No. _____ District: _____ Zone: _____

1. LODGE PLANNING:

- a. Did the Lodge have a Masonic Education plan at the beginning of the year? _____

If no, has the Lodge requested assistance in Masonic Education from the District and/or Zone Chairman during the reporting period? _____

If yes, did you receive the assistance needed to improve the Masonic Education program in your Lodge? _____

2. CANDIDATES INFORMATION:

- a. How many candidates were receiving instruction at the start of the reporting period? _____
- b. Were the candidates receiving the Lectures and GL Booklets as required by Reg. 37.18? _____
- c. How many have petitioned and been accepted by your Lodge during the reporting period? _____
- d. How many candidates failed to stand proficiency within 6 months of receiving the Degrees? _____

3. MATERIAL ON HAND:

- a. Does the Lodge have and maintain a Lodge Library? _____
- b. Does your Lodge have a supply of GL Booklets? _____
- c. Do your Masonic Education Chairman and Mentors have copies of the following:
- Mentors Manual _____
- Florida Masonic Monitor _____
- Digest of Masonic Law _____

4. MASONIC EDUCATION COMMITTEE AND MENTORS:

- a. Has the Master appointed a Lodge Masonic Education Chairman? _____
- b. Check the courses that the Chairman has completed to date:
- ☐ MM I ☐ MM II ☐ MM III ☐ LOTC Mod1 ☐ LOTC Mod 2 ☐ LOTC Mod 3
- ☐ MLT
- c. How many mentors does the Lodge have? _____
- d. How many of the Mentors have completed the following to date:
- MM I _____ MM II _____ MM III _____
- LOTC _____ Mod 1 _____ LOTC Mod 2 _____ LOTC MOD 3 _____ MLT _____

5. WORKSHOP TRAINING:

- a. Has the District Chairman for Masonic Education conducted a District Workshop during the reporting period? _____
- b. If yes (or in another District), Date of Workshop Location _____
- c. Check the Officers that attended Workshop: WM ☐ SW ☐ JW ☐ SEC ☐ TRES ☐ SD ☐
JD ☐ Chap ☐ Tyler ☐ Mentor ☐ ME Chair ☐
- d. How many Lodge members, excluding Officers listed above, attended the Workshop? _____
- e. List the training that your Lodge Officers have completed to date:

	MM I	MM II	MM III	LOT Mod 1	LOT Mod 2	LOT Mod 3	MLT
WM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sec	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mentor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ME Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERSON MAKING THIS REPORT _____

ATTESTED BY WORSHIPFUL MASTER _____

DATE _____

- Form must be submitted to the District Chairman by May 1
- District Chairman must submit report to Zone Chairman by May 15
- Zone Chairmen must submit report to State Chairman by June 1

Please list any suggestions that you or your Lodge might have to improve the Masonic Education Program on a separate page and attach it to this report.

MASONIC EDUCATION SEMI-ANNUAL REPORT MER-2

FOR THE PERIOD MAY 1, 20 ____ THROUGH OCTOBER 31, 20 ____

Lodge Name: _____ No. _____ District _____ Zone _____

1. LODGE PLAN AND EXECUTION:

- a. Was your Lodge Masonic Education plan for this year successful? _____
- b. If no, could the Masonic Education Committee have done anything to make it successful? _____
- If yes, please explain what could have been done: _____

2. CANDIDATES INFORMATION:

- a. How many candidates did your Lodge process during the year? _____
- b. Did the candidates receive the Lectures, GL Booklets and examinations as required by Reg 37.12 and Reg. 37.18? _____
- c. How many candidates failed to stand proficiency within 60 days of receiving the Degrees? _____

3. MATERIAL ON HAND:

- a. Has the Lodge expanded the Lodge Library during the year? _____
- b. Does your Lodge have a supply of GL Booklets? _____
- c. Do your Masonic Education Chairman and Mentors have copies of the following:

Mentors Manual _____

Florida Masonic Monitor _____

Digest of Masonic Law _____

4. WORKSHOP TRAINING:

- a. Has the District Chairman for Masonic Education conducted a District Workshop during the reporting period? _____

If yes (or in another District), Date of Workshop? _____ Location? _____

- b. How many of the Lodge members, excluding the officers listed below, attended the Workshop? _____

- c. Check the Officers that attended the Workshop:

WM ☐ SW ☐ JW ☐ Sec ☐ Treas ☐ SD ☐ JD ☐ Mentor ☐ ME Chair ☐

5. OTHER TRAINING:

a. List any additional training that your Lodge Officers completed during the reporting period:

	MM I	MM II	MM III	LOT Mod 1	LOT Mod 2	LOT Mod 3	MLT
WM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sec	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mentor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ME Chairman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERSON MAKING THIS REPORT _____

ATTESTED BY WORSHIPFUL MASTER _____

DATE _____

-Form must be submitted to the District Chairman by November 1

-District Chairman must submit report to Zone Chairman by November 15

-Zone Chairmen must submit report to State Chairman by December 1

Please list any suggestions that you or your Lodge might have to improve the Masonic Education Program on a separate page and attach it to this report.

Masonic Education Scope of Work

There are many different opinions as to what Masonic Education should be. The range is wide and varied, and there is no real focus on any one part of this complex interpretation. We must ***NOT*** confuse Masonic Education as is related to this committee, by promoting Trivia, History (other than that in the list below), Masonic anecdotes, MSA Short Talk Bulletin, Articles written in Masonic Bulletins, Newspapers, Magazines, Books, Periodicals, Pamphlets, or Internet, etc... Therefore, in order to clear the intent of this committee, to eliminate any confusion, the work of this committee shall be directed to every aspect of educating the Lodge as promulgated by the Lodge System of Masonic Education, adopted in 1954 Proceedings and revised in 1979. The material to be used shall be strictly those furnished by The Grand Lodge of Florida with the exception of those, which pertain to the Esoteric and Ritual Work, which are entirely in the purview of the Committee on Work. The list below will cover all materials available for Masonic Education.

GL 200 Instruction Booklet	Item No. 1200
GL 201 Instruction Booklet No. 1	Item No. 1201
GL 202 Instruction Booklet No. 2	Item No. 1202
GL 203 Entered Apprentice Booklet	Item No. 1203
GL 204 Instruction Booklet No. 3	Item No. 1204
GL 205 Fellow Craft Booklet	Item No. 1205
GL 206 Instruction Booklet No. 4	Item No. 1206
GL 207 Master Mason Booklet	Item No. 1207
GL 208 Masonic Etiquette	Item No. 1208
GL 209 Allied Masonic Groups & Rites	Item No. 1209
GL 210 Handbook of Lodge Officers	Item No. 1210
GL 215 Secretary's Administrative Guide	Item No. 1215
GL 216 Digest of Masonic Law	Item No. 1216
GL 217 Mentors Manual	Item No. 1217
GL 218 Worshipful Master's Program Book	Item No. 1218
GL 219 Masonic Leadership Training Manual	Item No. 8033
GL 706 Freemasonry Pamphlet for Non-Masons	Item No. 1706
*Lodge Officers Training Course Module I	Item No. 1230
*Lodge Officers Training Course Module II	Item No. 1231
*Lodge Officers Training Course Module III	Item No. 1232
*Master Mason Examination I, II, III	Item No. 1028
*Master Mason Examination Blank Answer Sheets	Item No. 1028
For The New Mason Q & A	Item No. 8006
For The New Mason Helpful Hints	Item No. 8010
Freemasonry – A Way of Life	Item No. 8007
Conscience and the Craft	Item No. 8008
Questions and Answers on Perpetual Membership	Item No. 1091

The above list may be amended from time to time, as deemed necessary.

*These items are available on the Grand Lodge website http://grandlodgefl.com/masonic_education.html

MASONIC LEADERSHIP TRAINING COMMITTEE PROGRAM 2021-2022

To: District Deputy Grand Masters
Masonic Leadership Training Committee Zone Chairmen
Masonic Leadership Training Committee District Committeemen
Worshipful Masters of Particular Lodges

My Brothers:

The Masonic Leadership Training Program now begins its 12th Year.

Here is the syllabus of the program:

1. Lodge Officer Training
2. Worshipful Master Duties
3. Planning Your Year
4. Becoming the Worshipful Master
5. Running Your Lodge
6. Lodge Committees
7. Petitions and Investigations Committees
8. Communications
9. Finances and Budgets
10. Membership
11. Lodge Renewal
12. Ritual
13. Service
14. Event Organization
15. Additional Programs (any program approved by the State Chairman)

The Goal of the Masonic Leadership Training Committee is to hold a workshop in every Lodge in the Grand Jurisdiction of Florida. We will also hold two Zone Workshops in every Zone this year.

ZOOM:

The Zoom Classes have been a very important part of the program this year due to the pandemic, and they will continue to be available in certain situations. Zone Workshops, District, and Individual classes will be given when there are enough personnel to conduct a proper workshop. To enhance the Zoom Classes we have purchased better cameras and microphones to deliver a quality class to the attendees. Additionally, we have also purchased a Zoom Account for the MLT Program's use. So be on the lookout for upcoming workshops.

Masonic Education Achievement Award Points for Participation:

Three points for each Elected Officer who completes the entire course; 2 points for each Appointed Officer who completes who completes the course; 1 point for each member who completes the course – 30 points maximum.

To All Worshipful Masters:

When the District MLT Committeeman calls to schedule a workshop, please accommodate him as he is there to help your Lodge increase Masonic knowledge. Encourage your members to attend. Your duty to this program is vital to the future of our Lodges. Your participation will show by example your dedication to the program's success.

It is necessary that you bring along with you the Lodge Officers and as many Brothers as possible who are interested in the well-being of their Lodge and their Fraternity. You may have already completed the program, but I would encourage you to attend as many classes as you can this year and study the material on your own. I am almost certain you will pick up something new that you did not learn in a previous class.

To All District Deputy Grand Masters:

The Brother you entrust with Masonic Leadership should be a man who believes in the program, is experienced, has a working knowledge of the Fraternity, and is a zealous Mason. He should be comfortable teaching and mentoring his fellow Brothers. You are responsible for all your appointees throughout the year, please ensure the Brother you have chosen to carry out this important mission maintains continual contact with the Lodges in your District and remains available to present the material.

To All District Committeemen:

You have been selected by your District Deputy Grand Master to this important position because of the skills, knowledge, and leadership you have shown in your District. As the Committeemen for Masonic Leadership Training, you are required to present the material in this program. It contains valuable, relevant material compiled by dedicated Brothers who wish to see our Fraternity remain strong well into the future. When presenting this material remember the value of group discussions. The Masonic Leadership Training Manual and PowerPoint presentations are designed to give you discussion points to stimulate class discussion. You should view your role as much a facilitator as an instructor.

As the Chairman of this important committee in your District, you should be promoting the program in each Lodge in your District, at Masonic Association Meetings, and at any Schools of Instruction. Try not to miss an opportunity to promote and present the program. Communicating the benefits of the program to each Brother will help the program succeed and improve in the future. You will also be provided Grand Lodge Publications for sale for those Brothers who do not have them at hand. If we book a workshop, we will conduct that workshop, we will do everything in our power not to cancel. You are to make sure the workshop forms are filled out correctly and legibly. How can we give a Brother credit for his time if we cannot read his name, his office, or member number on the forms?

As the District Committeeman you will be required to maintain regular communication with your Zone Chairman, who will inform you of the upcoming Zone events so you can communicate them to the Lodges in your District. You should be aware of Brothers in your District who are knowledgeable in Fraternal Matters and recruit them to assist you with delivering the program in your District.

Notify your Zone Chairman of all scheduled Masonic Leadership Training Sessions at the District and Lodge levels. Please include the date and time, location of training, and the material you intend to deliver. A properly advertised class will draw Brothers from other Lodges to attend. No Brother can receive credit for more than 5 modules per workshop. This is very important. It is a very rare person that can absorb that much information in one sitting. You are to forward all District and Lodge level training forms to your Zone Chairman as soon as possible following completion of the class. The report must include the classes offered, each attendee's name, member number, station held, and Lodge name and number. You will receive forms that will assist you with collecting this information as well as comment sheets that will be used to help us improve the program. Once a Brother has received all the material contained in the program, submit a letter indicating his achievement to your Zone Chairman. One letter for multiple Brothers is acceptable.

The Zone Chairman will maintain a spreadsheet to keep track of the status of each Brother and can assist you in the classes needed at the Particular Lodges. Mix it up a bit. Remember our members' time is one of their most valuable assets. You must ensure they receive credit for their work. Failure to record completions will result in reduced support and enthusiasm for the program.

Be prepared to assist the Zone Chairman in the discharge of his duties by assisting him in any capacity in order to have a successful Zone presentation to all the Brothers participating in the Masonic Leadership Training Program at the Zone level. (2 Workshops in Each Zone in the State This Year)

To All Zone Chairmen:

Congratulations on your appointment to this position, it is integral to the success of the program. We will be working closely together to have a positive outcome on the Fraternity. Your duty is to make sure the Masonic Leadership Training Materials are used properly and to help the District Committeemen schedule the workshops; not just in

setting them up but following through by inputting each Brother who attends even a single class into the Zone Spreadsheet (provided in Excel) and to track those classes given, Brother by Brother through completion. Upon completion you will certify the completions on the forms provided by me as the State Chairman. I will then collate the information required for the certificate, notify Grand Lodge of the completions for input to the Brothers' Masonic Record. Once received I will be sending you the certificates and pins for presentation. (my goal is a 2-week turnaround for presentation). My Brothers, since you will be tracking the Brother's progress you should consult with the District Committeemen as to the best classes for each workshop. You will also be responsible for scheduling and overseeing 2 Zone Workshops: one prior to December 27, 2021, and one prior to April 27, 2022.

From the State Chairman:

I promise to assist in the coordination of any MLT activity in the state, on any level from a single class for a single Brother to complete, or a Zone Workshop for 100 Brothers, you just need to let me know what help you need.

I have the same goal as all of the previous State Chairmen whom I have worked with for the last 10 years, to do the best job possible with the goal of increasing the knowledge, deportment, and confidence of the future leaders of our Fraternity.

In closing my Brothers, I am here to assist you, so please do not hesitate to contact me with any questions you may have.

Fraternally and respectfully submitted,

R. : W. : Ernest W. Catsulis, Jr. (Bill)
State Chairman
Mbl.: (352) 804-3981
Email: MLTstate@glflamason.org

MASONIC YOUTH ACTIVITIES COMMITTEE PROGRAM 2021-2022

My Brothers:

Your appointment to the Masonic Youth Activities Committee is a tremendous opportunity, not only for you to represent our Most Worshipful Grand Lodge of Florida to our youth members, but also because you can help bridge the gap between the youth and their sponsoring Lodges. Yours may very well be the face of the Masonic Fraternity for these young people, providing the example that they will expect to see in their sponsoring bodies.

It is important to remember that our Masonic Youth Groups are not Masonic-*affiliated* organizations; rather, they are Masonic-*sponsored* organizations. There is *no requirement* for the youth members to join the adult organizations when they reach proper age. There may be an expectation; however, the decision to join the adult organizations will be reinforced by the personal interactions they enjoy while active as a youth.

Always be mindful that today's youth are the future leaders of our country, our communities, and – for the purpose of this communication – our Fraternity. Being able to introduce this generation to Masonic Tenets will help build a foundation for a better society in the coming years.

In your service, you will learn that many of the adult advisors/volunteers who work with the youth may not yet be Masons. Your interactions can also serve as an opportunity to lead them to Masonic affiliation.

As members of The Grand Lodge of Florida Masonic Youth Activities Committee, we must all be in constant collaboration in supporting our youth; ours is never a committee of one. While we have committeemen on the State, Zone, and District levels none is more important than the other; we meet on the level, act by the plumb, and part by the square. We are all in this together.

The adult leaders of Florida DeMolay, Florida Rainbow, and Florida Job's Daughters will each receive a copy of this plan for their information and governance. I wanted to give them advanced notice of the program we are promoting so that their local leaders may further communicate with our committeemen should they need assistance.

Responsibilities of Masonic Youth Activities Committeemen

District Chairman	Zone Chairman
<ul style="list-style-type: none">Attend Official Visits with the District Deputy Grand Master; provide a brief presentation regarding our Masonic Youth Activities Program (see talking points)	<ul style="list-style-type: none">It is recommended that you visit each Masonic Youth Organization within the Zone (at least once during your term)
<ul style="list-style-type: none">Visit each Masonic Youth Organization within the District (a minimum of twice during your term)	<ul style="list-style-type: none">Review monthly reports provided by the District Committee Chairmen looking for correlations to your own observations. Clarify any vague or ambiguous points with the District Chairmen and forward updated reports to the State Chairman
<ul style="list-style-type: none">Prepare monthly reports of visitations, observations, and calls for action, to be submitted to the Zone Chairman and D.D.G.M. by the 5th of the following month (i.e.: August visitation report is due by September 5th)	<ul style="list-style-type: none">Prepare monthly reports of visitations, observations, and calls for action, to be submitted to the State Chairman and D.D.G.M.'s within 5 days of receiving the District reports (i.e.: August District visitation report is due to you by September 5th; compiled District and Zone reports due to the State Chairman by September 10th)

The purpose of our committee visitations is:

- We need to demonstrate our support to the youth.
- We need to be open to finding out how we may be of better assistance to our youth members.
- We need to provide an opportunity for our youth to learn more about Masonry and its Appendant Bodies.

As sponsors to these Masonic Youth Groups, we need to provide more than a building for them to meet. While a meeting location is essential to their operation, we also have a human interest towards their success. We have a responsibility to provide for them, to protect them, and to perpetuate their success. For example, if they need additional quality adult leaders, we need to help them seek out those leaders. If they have a need for youth members, we need to assist them in developing programs to promote their organization and recruit new members, possibly by requesting referrals from our own members. If they are short of funds, we need to network on their behalf, urging local Masonic Groups to consider providing financial support for their benefit.

This is why your continued communication and timely reports are so important.

Official Visits: Roles, Responsibilities, and Talking Points

District Chairman Official Visits to Lodges with the D.D.G.M.	Zone Chairman Official Visits to the Youth Groups
<ul style="list-style-type: none"> • Your role: Traveling Companion/Committeeman 	<ul style="list-style-type: none"> • Your role: Masonic Liaison/Committeeman
<ul style="list-style-type: none"> • Your audience: Master Masons 	<ul style="list-style-type: none"> • Your audience: Youth members and Adult volunteers
<ul style="list-style-type: none"> • Your presentation: Brief but thorough 	<ul style="list-style-type: none"> • Your presentation: Fluid but comprehensive
<ul style="list-style-type: none"> • Talking Points (not limited to only these) <ul style="list-style-type: none"> ▪ Introduce yourself and state your affiliation with your Lodge and any Masonic Youth Groups (if any) 	<ul style="list-style-type: none"> • Talking Points (not limited to only these) <ul style="list-style-type: none"> ▪ Thank the Master Councilor (DeMolay), Honored Queen (Job's Daughters), or Worthy Advisor (Rainbow) by name for the opportunity to visit his/her Chapter (DeMolay), Bethel (Job's Daughters), or Assembly (Rainbow) and speak on behalf of The Grand Lodge of Florida
<ul style="list-style-type: none"> ▪ Provide a brief introduction to Masonic Youth Groups (DeMolay, Job's Daughters, and Rainbow), their membership requirements and age limits 	<ul style="list-style-type: none"> ▪ Introduce yourself as a member of the Grand Lodge Masonic Youth Activities Committee and state your affiliation with your Lodge and any Masonic Youth Groups (if appropriate)
<ul style="list-style-type: none"> ▪ Ask for any Mason to raise his hand if he knows a member of his family, community, church, etc., who meets these requirements and could benefit from membership 	<ul style="list-style-type: none"> ▪ Ask for any adult volunteer to raise his hand if he/she was a member of the Masonic Youth Groups or Boy/Girl Scouts in his/her youth
<ul style="list-style-type: none"> ▪ Laud our youth organizations as providing the foundation for their members to grow as the future leaders for our Fraternity and its sister organizations 	<ul style="list-style-type: none"> ▪ Describe the Masonic recognition opportunities for their particular group (including the Grand Master's Youth Award, Youth Scholarships, and Adult Recognition)
<ul style="list-style-type: none"> ▪ Ask for any active or senior DeMolays who are members of the Lodge to rise for proper recognition (applause); mention that Florida DeMolay is currently trying to improve its alumni relations program 	<ul style="list-style-type: none"> ▪ Ask the youth (generally not binding) if they are considering joining the adult groups when they are of lawful age
<ul style="list-style-type: none"> ▪ Encourage the Masons to visit a local Masonic Youth Organization to display their support 	<ul style="list-style-type: none"> ▪ Provide a brief introduction to Masonic Organizations (Blue Lodge, Appendant Bodies and ladies' organizations) – be sure to include a synopsis of membership requirements and minimum age requirements

<ul style="list-style-type: none"> ▪ Note the importance of exposing the youth to Masonic Tenets through active participation as adult advisors and volunteers 	<ul style="list-style-type: none"> ▪ Offer to serve as a Grand Lodge liaison, to provide for more effective communications between their organization and their sponsoring bodies
<ul style="list-style-type: none"> ▪ Describe the recognition programs sponsored by the Masonic Youth Activities Committee for non-Masonic youth groups (Boy Scouts and Girl Scouts) 	<ul style="list-style-type: none"> ▪ Describe how this improved communication can help their group (new members, new adult advisors/volunteers, increased donations, etc.)
<ul style="list-style-type: none"> ▪ Offer to stay behind after the meeting to answer questions about the youth groups or their locations throughout Florida 	<ul style="list-style-type: none"> ▪ Ask to join the line of communication facilitated by the group (e-mail distribution, Facebook group, etc.)
<ul style="list-style-type: none"> ▪ Thank the D.D.G.M., the W.M., and the Craft for the opportunity to speak in support of our youth 	<ul style="list-style-type: none"> ▪ Thank the MC, HQ, or WA and the members of the organization for the opportunity to speak on behalf of The Grand Lodge of Florida

As our youth groups recruit new members, the organizations themselves will grow in popularity and status. We will ultimately be calling on more of our Florida Lodges to sponsor youth organizations; it will be the responsibility of our Committeemen to facilitate these conversations, finding Lodges which are both willing and able to sponsor a new youth organization and communicating this willingness to the State Chairman so that appropriate arrangements can be made with the jurisdictional leaders of each organization.

During his presentation, at the approval and discretion of the D.D.G.M., the District Committeeman should encourage each Lodge to host a special presentation where they recognize the local youth groups in the community. Youth groups appropriate for recognition include DeMolay, Rainbow Girls, Job's Daughters, Boy Scouts, Girl Scouts, JROTC, etc.

Additionally, it should be stressed that our youth groups teach good morals and that we need to work hard to encourage more young people getting involved.

And last, a conversation will again be held between the State Chairman and District Deputy Grand Masters of Florida, requesting that attention be offered to the Masonic petition form (GL-601), which asks:

- Have you ever been a member of the Order of DeMolay? What Chapter?
- Would you be interested in serving with one or more of our youth organizations?

This information could easily be captured and forwarded to the youth leaders, as appropriate, for additional program development.

GRAND LODGE SUPPORT OF YOUTH ACTIVITIES:

MASONIC YOUTH ASSOCIATION:

The Masonic Youth Association is accountable under the Masonic Charities of Florida, Inc., which is a 501(c)(3) Corporation incorporated under the laws of the State of Florida as a Charitable Corporation and all contributions are tax deductible. Since its inception, this association has helped to support state leadership for our Masonic Youth Organizations within Florida. All Lodges, Appendant Bodies, Clubs, and Groups, as well as each of us individually, are encouraged to contribute and support this worthwhile organization in every way we can.

Benefitting Masonic Youth Members:

YOUTH ACTIVITIES SCHOLARSHIP AWARD: A scholarship in the amount of \$500.00 will be awarded to a member of each Masonic Youth Group. The recipient will be chosen by their State Leaders according to their guidelines. These scholarships will be presented at our Grand Master's Banquet at our Annual Communication in 2022.

GRAND MASTER’S YOUTH AWARD: A certificate and pin will be presented to the outstanding member in each DeMolay Chapter, Rainbow Assembly, and Job’s Daughters Bethel for the 2021 year. This presentation should be made by the District Deputy Grand Master or the State, Zone, or District Chairman of the Masonic Youth Activities Committee whenever possible. We strongly urge that these presentations be made during an Open Meeting such as an Installation of Officers. The order form is available upon request.

It is also suggested that you find out from your local Masonic Youth Leaders when they present their organizational honors, attending the ceremonies for the purpose of offering your sincere congratulations on behalf of The Most Worshipful Grand Lodge of Free and Accepted Masons of Florida.

Benefitting Masonic AND Non-Masonic Youth Members:

YOUTH RECOGNITION: Each Particular Lodge should plan a night with their local Youth Group: DeMolay, Job’s Daughters, Rainbow, Boy Scouts, Girl Scouts, JROTC, Little League, etc. Ask them to present a program of their own to the Lodge and then present them with a Grand Lodge Certificate of Recognition. A Particular Lodge may want to present that Youth Group with a donation which would be appropriate and most certainly appreciated. A Grand Lodge Certificate of Appreciation may also be awarded to that Particular Lodge hosting the program.

BOY SCOUT, EAGLE SCOUT, OR GIRL SCOUT GOLD/SILVER AWARDS, and JROTC RECOGNITION: A Grand Lodge Certificate may be presented to the recipients of these honors. When possible, these certificates should be presented in the Particular Lodge during a Special Communication or it would also be appropriate to suspend Labor during a Called or Stated Communication for this program and ceremony.

It is also suggested that you find out from your local Scout Masters when they have their Eagle Scout “Court of Honor,” attending the ceremonies for the purpose of presenting these awards. Certificates should be presented by the District Deputy Grand Master or Zone or District Chairman of the Masonic Youth Activities Committee. Certificates are available from the State Chairman.

Benefitting Masonic Youth Adult Advisors/Volunteers:

ADULT LEADERS RECOGNITION: The Adult Leaders of our Youth Groups do not belong to these organizations and do not work with them for any fame or glory. They do it because they want to make a difference and enjoy working with our young people. Our Youth Groups have their own ways to recognize and reward our Adult Leaders; however, as Masonic sponsors we should recognize these adult volunteers and present them with Certificates of Appreciation for their individual efforts. This should be done in their Particular Lodge or in a Chapter/Bethel/Assembly Stated Meeting by the appropriate representative.

Benefitting Masons Supporting the Youth:

MASONIC LODGES OR BROTHERS RECOGNITION: Lodges and Brothers should be encouraged to take an active part in the sponsorship and support of our youth organizations. Many individual Lodges or Brothers go above and beyond in their efforts to support our youth without being on an Advisory Board or connected in some manner with the youth organizations. It should be encouraged by the District and Zone Chairmen to recognize those individual Lodges and Brothers that make a difference in the youth of today by their support and contributions to the Fraternities. A Certificate of Appreciation can be presented to worthy Brothers and Lodges as desired.

CONCLUSION:




My Brothers, the youth of today will be the future of our country and the future of our Fraternity. The more we help mold the good morals for America’s youth, the better off is our country’s future. Our Masonic Youth Organizations are our best tool to have an impact on that future. Your work to help DeMolay, Rainbow for Girls, and Job’s Daughters, as well as several other community organizations for youth to grow and prosper is extremely important.

Fraternally,




Bro. R. J. “Jody” Meguiar, State Chairman
Masonic Youth Activities Committee

Cell: (813) 766-8271
Email: jmeguiar@fldemolay.com

Information on Masonic Youth Groups in Florida

	DeMolay International	Job's Daughters International	The International Order of the Rainbow for Girls
Emblem			
Target Demographic	Young Men aged 12-21	Young Ladies aged 10-20	Young Ladies aged 11-20
Tenets/Virtues	Love of Parents, Reverence, Courtesy, Comradeship, Fidelity, Cleanness, and Patriotism	Faith, Patience, and Reward, as outlined by the life of Job (Job 42:15)	Faith, Hope & Charity, through Love, Religion, Nature, Immortality, Fidelity, Patriotism, and Service
Requirement for Membership	Belief in a Supreme Being (no specific religion or creed), Good Character and Reputation	Belief in God, Good Character and Reputation	Belief in a Supreme Being (no specific religion or creed), Good Character and Reputation
Masonic Relation Required?	No; <i>Two active or Senior DeMolays, as well as a Master Mason, must sign each petition as sponsors</i>	Preferred, but not required; <i>If no Masonic relation can be identified through exhaustive search, petitioners may be sponsored by two Majority Members and a Master Mason</i>	No; <i>Two active or Majority Members, as well as a member of the sponsoring organization must sign each petition as sponsors</i>
Organizational Honors for Youth Members	<p>The Degree of Chevalier is bestowed upon active or Senior DeMolays over the age of 17, for unusual meritorious service to the Order of DeMolay.</p> <p>The Cross of Honor and Legion of Honor are also bestowed by DeMolay's International Supreme Council, but for adult service, leadership, and influence.</p>	<p>No Honors for Youth Members.</p> <p>The Degree of Royal Purple is approved by the Supreme Guardian Council, to honor Majority Members who have been especially generous in dedicating their time and efforts to promoting their Bethels and Job's Daughters International.</p>	<p>Grand Cross of Color: A designation given to girls and adults who have given exceptional service to an assembly of the International Order of the Rainbow for Girls.</p> <p>Traditionally Grand Cross is conferred upon a girl who is a Past Worthy Advisor and has served her Assembly above and beyond what is expected.</p> <p>This is the highest honor that Rainbow can confer on a Rainbow Girl, Master Mason, Eastern Star, Amaranth, White Shrine of Jerusalem, or Majority member of Rainbow.</p>
Pledge Group?	Yes – the Order of Squires for boys aged 9 to 11	Yes – the “Jobie to Bee” program for girls aged 7 to 10	Yes – the Rainbow Pledge group for girls aged 8 to 10
Founder	Frank S. Land	Ethel T. Wead Mick	Rev. W. Mark Sexton
Founding Location & Date	Kansas City, Missouri 1919	Omaha, Nebraska 1920	McAlester, Oklahoma 1922

Information on Awards presented by the Boy Scouts and Girl Scouts

	Boy Scouts of America Eagle Scout	Girl Scouts of America Gold Award	Girl Scouts of America Silver Award
Emblem			
Target Demographic	Boy Scout Members over the age of 18 (so long as the requirements were completed prior to his 18 th birthday)	Girl Scout Senior Members (ages 15 or above)	Girl Scout Cadettes - between the ages of 11 – 14 (or in grades 6 – 8)
Requirements	<ul style="list-style-type: none"> • Earn a minimum of 21 merit badges (13 of which are specifically required) • Demonstrate Scout Spirit, an ideal attitude based upon the Scout Oath and Law, service, and leadership • Complete an extensive project that the Scout plans, organizes, leads, and manages 	<ul style="list-style-type: none"> • Complete two Girl Scout Senior or Ambassador Journeys; or complete one Girl Scout Senior or Ambassador Journey and have earned the Silver Award • Plan and implement an individual “Take Action” project that reaches beyond the Girl Scout organization and provides sustainable, lasting benefits to the girl’s larger community 	<ul style="list-style-type: none"> • Complete a Cadette Journey prior to beginning their project • Once the Journey is completed, girls must complete a 50-hour service project that is sustainable and educational

MEMBERSHIP DEVELOPMENT COMMITTEE PROGRAM 2021-2022

Our Grand Master, M.: W.: Jeffrey S. Foster, through his travels in his advancement to Grand Master has seen the need for Membership Development and has strongly supported the Membership Development Program.

Brethren, it has become imperative that we attract and train younger men as Masons so that our senior membership will be able to pass the baton to those same younger men at the appropriate time. We must also “Enrich the Lodge Experience” in such a way that existing members as well as prospective members and new members all look forward to attending every Stated Communication.

Our concept for this year and hopefully for the Grand Lodge going forward is to continue to reintroduce basic concepts to our Lodges to help them grow, succeed, and thrive. Not only to bring in new members and continue to support the growth of our Fraternity; but also, and probably most importantly, to reenergize our current members to become the champions for “Making Good Men Better” as we have always tried to be.

As a D.D.G.M. you are now a part of the elite of our Fraternity. Your Appointment is well deserved as a Leader of our Fraternity. You are encouraged to appoint “go-getters” as your committeemen for Membership Development.

To the Members of this Great Fraternity, YOU are the best advertisement that we have! When you are in public and you are wearing your Masonic Shirt, Hat, Pin, or Masonic Ring carry yourself as an upright Man and Mason. We are judged by our outward appearance and you should walk with pride as you are a member of a GREAT FRATERNITY!

This year, we hope you find quality “Champions” as District Chairmen to complete these tasks:

1. The Lodge of Discussion – A program to promote a debate or discussion within the Lodge to set the course for their future.
2. Community Activity or Service Event – Having each Lodge take on a community activity or event to express themselves and to assist in publicizing the purpose of our Fraternity.

When you are having events or fundraisers that benefit the community PLEASE contact your local media (T.V. and newspaper) with adequate time prior to the event to get that FREE advertisement in their community announcements, also make sure you use social media to advertise (within our guidelines).

There are several other items that our committee will be educating Lodges on this year and supporting their work in:

1. BeaFloridaMason.com & 855-FL-MASON – New systems to promote Freemasonry and provide information on membership.
2. Brotherhood Events – Lodge events that promote brotherhood from within, for example: Table Lodges or Festive Boards, Pink Degrees with the Eastern Star, Knife and Fork Degrees, etc. (PLEASE advertise these events as we have many avenues to get this information out and make your events successful!)

It is through the continued education of our members on the benefits of this programming that we as Grand Lodge Leaders can help our Fraternity grow and succeed.

I would like to thank M.: W.: Jeffrey S. Foster, for his confidence in appointing me to this great position and I would also like to commend R.: W.: Charles “Chas” Jordan for the tremendous job he did as the 2019 State Chairman and I also would like to thank R.: W.: Jordan for continuing to support this committee and for all the help he has given me. We must remember that we are ALL PART of the Membership Development Team and WE ARE COUNTING ON YOU!

We need everyone to work as a TEAM for this program to be successful!

I thank you all in advance for your support of this program.

Respectfully and fraternally,

R.: W.: John Paniccia, P.D.D.G.M.

State Chairman

Mbl. (321) 537-0113

Email: jpsec318@aol.com

PERPETUAL MEMBERSHIP COMMITTEE PROGRAM 2021-2022

To: Elected Grand Lodge Officers
District Deputy Grand Masters
Zone Chairmen and District Committeemen
Worshipful Masters of the Particular Lodges

Brethren:

The Perpetual Membership Fund is an endowment program for your Lodge. Perpetual Membership affords a Brother an opportunity to remain an active supporter of his Lodge long after being called to the Celestial Lodge Above. The funds provided by your Perpetual Membership will help to keep your Lodge on solid financial ground in the future. This, we hope, is the aim of all Master Masons.

This Committee's first objective is to increase Perpetual Membership in all Lodges. Next, we need to encourage all Perpetual Members to keep their Perpetual Membership up-to-date at the current level of their Lodge dues.

Each District Deputy Grand Master should appoint a Brother to his committee that is a Perpetual Member and is well versed in all aspects of Perpetual Membership, with the following objectives in mind:

- Encourage all Lodges to participate in the Perpetual Membership Program and provide them examples of the financial advantages of promoting Perpetual Membership in their Lodge.
- Encourage those Brothers who have the funds to afford a Gold or a Platinum Perpetual Membership to invest in one.
- Encourage Particular Lodges to purchase Memorial Perpetual Memberships to honor their deceased Past Masters. Also informing the Lodges that they can honor any Brother who is an Honorary Member of the Lodge with an Honorary Perpetual Membership, and purchase a Perpetual Friend Membership for their wives or a loved one to honor them for the support they have given to them during their Masonic careers.

The Standard Perpetual Membership is 20 times your Lodge dues plus per capita; a Gold Perpetual Membership is 25 times your Lodge dues plus per capita; and a Platinum Perpetual Membership is 50 times your Lodge dues plus per capita. Honorary, Memorial, and Friend Perpetual Memberships cost \$200.00.

A Brother can purchase the Standard Perpetual Membership using the Installment Plan with \$200.00 down and paid over 60 months. Your Lodge Secretary can provide the paperwork to start you on the road to a Perpetual Membership.

I look forward to working with you all for a productive year and increasing the number of Perpetual Memberships. Remember our Grand Master's emphasis on "Strength in Numbers; Power in Education."

Fraternally,

R.: W.: Dwight A. Wilson, State Chairman
1450 Cacao Lane
Pensacola, FL 32507
Cell: 850 221-9535
Email: dawil824@yahoo.com

PUBLIC EDUCATION AND CITIZENSHIP COMMITTEE PROGRAM 2021-2022

“An investment of knowledge pays the best interest.” Bro. Benjamin Franklin

The Public Education and Citizenship Program for 2021-2022 remains essentially unchanged from the past several years.

- A. District Committeemen should maintain regular, direct contact with Worshipful Masters in their District and visit each Lodge on a regular basis.
- B. District Committeemen should place into the hands of each Worshipful Master and Secretary in their District a hard copy of the program and the Annual Report Form and maintain regular communication with them, provide assistance and guidance, and encourage the submission of the Annual Report.
- C. District Committeemen should conduct Public Education and Citizenship Workshops in their District to inform all Brethren of the scope of the program and encourage participation and assist with annual reports.
- D. District Committeemen should establish and maintain contact with each high school in their District and inform them of The Grand Lodge of Florida Scholarship Program as well as provide application forms and guidelines.
- E. Zone Chairmen should maintain regular, direct contact with each District Committeeman and visit Lodges in their Zone.
- F. The State Chairman will, from time to time, communicate with Zone Chairmen and District Committeemen to provide guidance with the program, to answer questions posed, and to encourage Zone, District, and Lodge participation.
- G. **The Annual Report required of each Worshipful Master** (form included in the Program Book) **will be submitted to the State Chairman no later than midnight, February 1, 2022, as an attachment in an email message sent to R.:W.: Oscar Patterson, III, P.D.D.G.M., at opatters@comcast.net. A copy should be sent to the Zone Chairman**
- H. **The success of the Public Education and Citizenship Program depends on the dedication and hard work of the Committeemen who have direct, personal contact with each Lodge in their District both during the D.D.G.M. Official Visit and through regular communication with sitting Masters.**
- I. District Committeemen and Zone Chairmen should mark their calendars to indicate the Annual Report due date, scholarship application due date, and keep the Masters of all Lodges informed of deadlines and reporting methods.

Public Education

Public education in our state and nation has but one intent; the preparation of the next generation of citizens and leaders. To accomplish this task, we have established twelve aspects to a successful educational program which are based soundly on the Seven Liberal Arts and Sciences promulgated by our great Fraternity.

- a. To ask questions and to be creative in the utilization of the answers received;
- b. To be able to read, write, and speak with some level of distinction;
- c. To be able to understand and utilize numerical data;
- d. To understand history and its consequences;
- e. To understand the scientific method and its application in our world;
- f. To make ethical choices and assume responsibility for those choices;
- g. To hear and see more through the artistic experience;
- h. To understand the world beyond our own senses and borders;
- i. To develop sequential learning and the imagination that generates great discoveries;
- j. To develop a grasp of technological developments and their applications;
- k. To be able to see the world and to understand what we see without bias or prejudice;
- l. To understand that changes come through innovation and through new ways of seeing.

To accomplish those goals in Florida, “the Grand Master may appoint a Committee on Public Education and Citizenship. This Committee shall make such studies, prepare such material, and conduct such programs of

instruction and dissemination of information in regard to public education and citizenship as shall be authorized and directed by the Grand Master.” (R. 13.20)

Early in our history, when illiteracy was the norm and the people were mostly agrarian laborers, there were no public institutions dedicated to improving the lot of the people and providing a solid future for coming generations. Freemasonry led the way during those ages in developing a competent working class capable of independent thought and action. Masons of previous generations established schools – Brother Benjamin Franklin and the University of Pennsylvania come readily to mind – or otherwise worked to enhance educational opportunities.

How ever we elect to assist those engaged in this process, we, as Masons, can still make a significant impact on future generations by supporting public education and championing the cause of our public school systems at this point in our history.

Citizenship

The basic principles of American Citizenship are simple:

- a. Life, liberty, and the pursuit of happiness are privileges that people are born with and that cannot be taken away;
- b. Equality under the law requires that all people be treated equally without regard to any external factor.

To further these principles, it is essential that our citizens, especially our students, undertake the study of the following:

1. The basic principles of American Citizenship to include life, liberty, and the pursuit of happiness;
2. Equality under the law;
3. Recognize that citizens have worked and still work to defend American principles;
4. Understand that being an American is defined by the shared basic principles of the Republican Form of Government;
5. Know what the term “Republican Form of Government” means and how we are a constitutional republic with a representative democracy;
6. Understand that the American people come from different ethnic origins and different countries, but are united as Americans by our basic principles.

The Link

The link between education and citizenship is clear. It is through our system of public education that current and new citizens develop their ideas about our republic, our way of life, our concept of plain dealing, and truth, and above all, our ability to imagine and then realize our plans.

To enhance the relationship between public education and citizenship your Grand Lodge has created this program and, through the Public Education and Citizenship Committee, we will realize our goal: an educated, literate citizenry prepared to participate fully in American life.

The program detailed below has five parts: Scholarships, Adopt-A-School/Teacher, Good Citizenship, I Love America, and JROTC. All Lodges in the State of Florida are encouraged to participate in one or more of these activities. Complete details are provided in the program and additional information may be obtained from the State Chairman for Public Education and Citizenship.

Each Lodge that engages in one or more of these activities **is strongly encouraged to utilize various media to publicize their activities.** Florida Masonry must make the public aware of our contributions to our educational system and to the development and maintenance of Good Citizenship.

The Program

The **Public Education and Citizenship Program** encourages local Lodges to establish or renew connections with high school advisors and teachers to keep them informed of the scholarship program and other educational opportunities. Local Lodges are also encouraged to establish and maintain regular contact with Scout and other youth leaders in the community to include JROTC instructors, 4-H leaders, PAL coaches, Explorer counselors, and other youth advocates. When a scholarship is presented, an award made, or youth recognized for Good Citizenship, we strongly encourage the Lodge to send a representative to the school's awards night or to the organization sponsoring the activity to make the presentation on behalf of the local Lodge and The Grand Lodge of Florida. The impact of personal contact with teachers, administrators, students, the students' parents, and the public cannot be overemphasized.

1. Public education has, in Florida and most other states, seen a steady erosion of financial and community support for its programs while experiencing new, complicated requirements for student achievement and accountability. To offset this reduction in funding the **Adopt-A-School/Teacher Program** is in place and will continue.
2. **The Good Citizenship Program** for middle school students dovetails with Florida's public education requirement that 7th grade social studies classes include the "Bill of Rights" in the curriculum.
3. **The I Love America Program** for public schools involves the presentation of a U.S. Flag that has flown over our nation's capitol as well as a patriotic speaker and an award to the author of the best essay.
4. **Outstanding JROTC Cadet** enables Lodges that participate in this program to establish contact with all JROTC senior military instructors and NCOs at the high schools in their jurisdiction and to recognize outstanding JROTC cadets by requesting that military instructors select an "Outstanding" cadet. The Lodge will present the selected cadet with an appropriate certificate recognizing his/her accomplishments and, if desired, a \$100 award. The certificate and award should be presented during the JROTC unit's Annual Award Ceremony.

If a Lodge desires to make a monetary award, it is best done in the form of a check. Lodges participating in the Public Education and Good Citizenship Program should include these items in their annual budget.

As we make these presentations; as we support our local schools and teachers; as we recognize students for their accomplishments; and as we work to instill in the next generation the ideals of good citizenship, we serve the Craft. **These events present us with an exceptional opportunity to further public knowledge through the media of our Fraternity, its foundation, its goals, and the reasons that it has existed since time immemorial.**

The program outlined above is in the hands of the local Lodges and Brethren. Your Grand Lodge can provide assistance and materials, but only you can provide the motivation and implement the plans. Only you can make contact with local teachers, present scholarships to deserving students, and further the cause of Freemasonry in your community.

Fraternally submitted,

R.: W.: Oscar Patterson, III, P.D.D.G.M., State Chairman 2021-2022
Public Education and Citizenship Committee
248 Patrick Mill Circle; Ponte Vedra Beach, FL 32082
Cell: (904) 955-9175; Email: opatters@comcast.net

Public Education and Citizenship Program Suggested Activities

- Lodges in Florida should consider presenting scholarships to qualified high school graduates on an annual basis. An example to follow is that set by Pineland Lodge No. 86 in Putnam County. Pineland Lodge No. 86 applied for and received a grant to support their scholarship program. The Lodge submitted a written application to the funding agency in a timely and proper manner. The funding agency awarded the grant based on the specifics of the application. The Lodge formed a committee to administer the scholarships and to establish the award criteria. Scholarships will be presented in the spring. Pineland's scholarship program is modeled after the one used by our Grand Lodge. The funding agency requires of Pineland Lodge No. 86 four things: (1) a final report duly submitted; (2) pictures and/or video of the project; (3) a summary of the results using the goals listed in the grant application; and (4) a description of any significant challenges experienced related to the funded project.

There are numerous agencies and businesses that make grants to not-for-profit organizations for the purpose of public service and education. **The Public Education and Citizenship Committee therefore encourages all Lodges in Florida to investigate funding opportunities for Lodge Scholarships.** If assistance is desired in the process, contact the State Chairman for Public Education and Citizenship.

- District Committeemen shall encourage Lodges to qualify for the Public Education and Citizenship Award. This encouragement should be given during the D.D.G.M. visits. The award is presented by the Grand Master at the Grand Lodge Communication.
- District Committeemen should endeavor to conduct a Public Education and Citizenship Workshop in their District. The Zone Chairman will assist the District Committeemen upon request and the State Chairman is available for advice and guidance.
- A list of special speakers should be maintained by each District Chairman to assist his Lodges in planning and carrying out Public Education and Citizenship focused programs and events.
- A list of films or videos which may be used in public presentations is available upon request.
- Local Lodges may hold special meetings to honor community leaders, educators, police, fire fighters, emergency responders (EMT), Boy Scouts, and Girl Scouts. Certificates of Appreciation, Eagle Scout, and Gold and Silver Girl Scout awards are available through Grand Lodge. **Submit requests for these Grand Lodge Certificates to the State Chairman at least one month prior to presentation (form in program book).**
- Local Lodges should establish a strong connection with the senior military instructor at high schools' Junior Reserve Officers Training Course (JROTC). Sometimes, when it proves difficult to gain admission to a school, working through the senior military instructor can solve the problem. As part of this connection, the Lodge may recognize an outstanding JROTC cadet each year by presenting them a certificate and a \$100.00 check funded by the local Lodge. **JROTC Certificates should be requested from the State Chairman at least one month prior to presentation (form in program book).**
- Local Lodges should have Masonic Youth Groups bring programs to Stated Communications. It is preferable to do this during an Open Meeting where non-Masonic guests such as parents are welcome. DeMolay, Rainbow Girls, and Job's Daughters have impressive programs.
- Local Lodges should, as part of Masonic Education as well as Public Education and Citizenship, consider including issues of community interest such as crime prevention, healthcare, and the responsibilities of citizenship. Almost all public agencies—Sheriff's Offices, Fire Departments, Social Services, Senior Centers, Health Departments, and so forth, have individuals ready and prepared to make presentations upon invitation.

- Local Lodges desiring to present Grand Lodge Certificates should contact the State Chairman one month prior to the presentation to obtain the certificate properly signed and affixed with the Grand Lodge Seal.

Masonry also has a long tradition of contributing directly to the public welfare. To this end, we can promote Citizenship through the local Lodge by:

- Volunteering time to participate in community projects such as removing graffiti, clean up and beautification projects, neighborhood watch programs, and assisting with senior citizen groups or youth activities;
- Attending and/or participating in various public activities such as Memorial Day, Veterans' Day, Presidents' Day, Flag Day, Independence Day (July 4th), Constitution Day, and other such observances. Many of our Brothers are veterans and the presence of a Lodge at a "Massing of the Colors" can be impressive;
- Conducting an Open Meeting during Americanism month and feature The Traitor Play or a special speaker;
- Consider offering the Lodge Building for community activities such as voting, blood drives, and other related activities. Those in your community who supervise these activities will be able to determine if your Lodge meets their requirements.

When a Lodge participates in a Public Education and/or Citizenship activity, it is worth the effort to submit a brief newspaper article and accompanying photograph to your local media and *The Florida Mason*. Let the public know what we, as Masons, are doing in our communities. Please send a copy of all news releases and published articles to the State Chairman.

The Public Relations and Publicity Committee is ready to assist with publicizing information about Lodge events if provided the opportunity and given sufficient notification.

PUBLIC EDUCATION AND CITIZENSHIP SCHOLARSHIP PROGRAM TEN (10) \$1,000 SCHOLARSHIPS

Each Lodge in the State of Florida is hereby encouraged to establish a strong connection with local public schools and inform them of the **Public Education and Citizenship Scholarship Program**. This may be done by establishing contact with the local superintendent and, through that office, the principals. Individual Lodges may also establish contact directly with high school principals in their community and, through them, school guidance counselors. The guidance counselor is the individual who coordinates information about scholarship opportunities. Lodges are further encouraged to **submit brief news items to local media to promote this scholarship program**. A sample of a recently published article is available from the State Chairman.

THE PROCESS

(Sample cover letter to be sent to superintendents, principals, guidance counselors, and applicants after initial contact.)

Name, Title
Organization
Address

Dear (appropriate title):

On behalf of the Public Education and Citizenship Committee and our Grand Lodge Officers, I would like to thank you for your interest in our Statewide Essay Program. Attached you will find the Essay Program Rules and Guidelines as well as the Scholarship Application for the year 2021-2022.

This year there will again be ten (10) \$1,000 scholarships awarded to students throughout the State of Florida who participate in this program. All details and instructions necessary to participate are given in the attached Rules and Guidelines.

Freemasonry is committed and dedicated to the principle of Public Education for everyone. Since at least the Middle Ages, the Fraternity has maintained as a core value and goal education as a means of establishing true equality among men.

The Masonic Fraternity is a broad based, worldwide group of extremely dedicated men who contribute over three million dollars (\$3,000,000) DAILY to charities. These include, but are by no means limited to, Shrine Hospitals, Aphasia clinics, nursing homes and orphanages, and clinics for the hearing and visually impaired, as well as research on heart disease.

The formal records of our Society date back to the early 18th Century. Today there are more than four million (4,000,000) Brothers worldwide. Masons were, originally, stonemasons and craftsmen who built the beautiful, monumental cathedrals that mark the European continent. They were called Freemasons because they were highly skilled, well-educated craftsmen who enjoyed the right to travel freely and to participate in an early form of democratic governance.

Masonic history is replete with notable leaders in all fields. George Washington, Andrew Jackson, Franklin D. Roosevelt, Harry S. Truman, and Gerald Ford were members. Albert Einstein, Rudyard Kipling, John Wayne, and Ernest Borgnine were also Brothers. There are currently about 32,000 Masons in Florida who come from all walks of life.

We are not a religious organization, but we do require a belief in a Supreme Being or Deity. We strongly believe in and support individual, political, and religious freedom, as well as the right of any human to seek education and live a fulfilling existence. We offer this Scholarship Program as part of our well-grounded, ancient, and continued commitment to Public Education.

On behalf of all Florida Masons, I sincerely appreciate your participation in this scholarship program and wish you success in all your future endeavors.

Sincerely,

Dr. Oscar Patterson, III, State Chairman
Public Education and Citizenship Committee
The Grand Lodge of Florida

PUBLIC EDUCATION AND CITIZENSHIP
STATEWIDE ESSAY PROGRAM

RULES AND REGULATIONS:

- Eligibility:** Graduating High School Seniors in the State of Florida who will **receive their high school diploma in spring 2022** and **who will be attending a STATE OF FLORIDA SUPPORTED INSTITUTION (college, university, community college, technical college, or other such institution of higher education governed by the Florida State Board of Regents or the Florida Department of Education)** during the following term (semester or quarter). The applicant must enter the school within one semester/quarter (excluding summer sessions) after having been awarded the scholarship.
- Requirements:** **An essay of no less than 1,000 words or more than 1,250 words on the topic “Why Education is Important”** and a completed **Scholarship Application Form**. All work must be original and the essay becomes the property of The Grand Lodge of Florida.
- Deadline:** **January 20, 2022**. The application and essay must be received by the State Chairman no later than midnight on January 20, 2022. Any applications and essays received after that date will be returned.
- Submission:** **Send essay and application as a Word file or PDF file attached to an email message. Send to Dr. Oscar Patterson, III, at opatters@comcast.net. In the subject line enter “Grand Lodge Scholarship Application”**
- Purpose:** To continue Freemasonry’s support of the youth in our society and to reinforce our belief in the Public School Systems in our nation.
- Information:** Scholarship checks will be made payable to the institution designated by the recipient and placed into an account for the sole purpose of the recipient’s use. If not utilized within one semester/quarter (excluding summer sessions), the scholarship will be withdrawn and added to the following year’s program.
- Essay Format:** The essay submitted should conform to the **Format Guide**. Please refer to the following pages for the application and guidelines on essay preparation. It is critical that all essays submitted contain the proper content—the topic is **“Why Education is Important”**. Essays will be judged based upon **adherence to format, content, grammar, spelling, syntax, punctuation, and other such aspects.**

**PUBLIC EDUCATION AND CITIZENSHIP
2021-2022 SCHOLARSHIP APPLICATION**

(Please type)

Name: _____
 Last First Middle Initial

Address: _____
 Number and Street City and State Zip

Phone Number: (_____) _____ Date of Birth: ____/____/____
 Area Code Phone Number DD MM YYYY

Email address: _____

College Student ID Number (If available): _____

Present School or Last School Attended: _____

School Address: _____
 Number and Street City and State Zip

Estimated Date of High School Graduation: (Month and Year): _____

I plan to attend (give full name of college or university). [Must be a State-supported institution within the State of Florida]

Name of college or university:

Address: _____

Phone No.: _____

Intended Course of Study or Major: _____

ALL INFORMATION REQUESTED MUST BE PROVIDED TO QUALIFY.

Send completed application and essay to: Dr. Oscar Patterson, III, at opatters@comcast.net.

Application and essay must be submitted as a Word document or .PDF file attached to an email message. In the subject line enter "Grand Lodge Scholarship Application."

APPLICATIONS AND ESSAYS MUST BE RECEIVED BY MIDNIGHT, JANUARY 20, 2022

**PUBLIC EDUCATION AND CITIZENSHIP
STATEWIDE ESSAY PROGRAM
FORMAT GUIDE**

1. The essay should be typed using Times New Roman type case.
2. Type size should be 12 pt.
3. The essay, including the cover page, should be double spaced with no additional spaces between paragraphs.
4. The essay should be typed using standard indentation at the beginning of each paragraph.
5. The standard margin should be one inch (1 in.) top, bottom, left, and right.
6. The essay should have a cover page. Centered on the cover page, top to bottom and between the margins should be the following: title of essay, author's full name, name of school at which currently enrolled.
7. Pages should be numbered beginning with the title page as page 1. Page numbers should be in the upper right corner of each page.
8. Each page should contain a header, also in the upper right, which contains the author's last name. Should the title page be separated from the essay, this will provide for immediate identification. If MS Word is used to prepare the essay, the inclusion of a header and page number may be preset. Refer to MS Word Help for instructions on the use of headers.
9. **The exact word count should be included at the end of the essay. The essay should be no less than 1,000 words nor more than 1,250 words in length.** If the author utilizes MS Word, the word count may be printed automatically. Refer to MS Word Help for directions.
10. The essay will be judged based on content, grammar, spelling, syntax, punctuation, and other such aspects of proper language usage and essay construction as well as adherence to format.
11. It is strongly recommended that the author ask a member of the school's English faculty to review the essay for format, style, content, and construction prior to submission.

ADOPT-A-TEACHER/ADOPT-A-SCHOOL

The **Adopt-A-Teacher or Adopt-A-School** activity enables Lodges to directly support public education in their community. There are more schools than Lodges, so Lodges are encouraged to rotate this program among the various schools in their District. The program is most effective at the elementary school level though middle schools and high schools should not be excluded.

Once the Lodge selects a teacher at a particular school or a particular school, the Lodge should meet with the school's principal (for either aspect of the program) and explain the Adopt-A-Teacher and Adopt-A-School Program. The Brothers who attend this meeting should be prepared to answer questions about Freemasonry as well as the Public Education and Citizenship Program.

An **Adopt-A-Teacher or Adopt-A-School Certificate** with the appropriate seals and signatures of the Grand Lodge noting that the said Lodge has adopted a particular school or teacher for the purpose of volunteering their help, aid, and assistance in the education process will be presented to the school by the Lodge. This certificate should be presented at a school function or in an Open Lodge Meeting. It should be appropriately framed for display in the school's office.

Please submit requests for certificates to the State Chairman one month prior to the presentation. The required application is included in the program book.

Lodge involvement in the **Adopt-A-Teacher/Adopt-A-School** program may include but is not limited to:

- Partnership programs
- Volunteer time as a chaperon for field trips (may require a background check)
- Assist with sporting events (ticket taker, score keeper, etc.)
- Donate and plant trees and/or shrubs on school property and/or assist with maintenance
- Sponsor student participation in The Special Olympics or other such activities
- Provide a list of Lodge members who will participate in Career Days, speak on patriotic topics, or present a program
- Be a reader for elementary students (may require a background check)
- Be a tutor or mentor for a student (may require a background check)

For the **Adopt-A-Teacher/Adopt-A-School** Program, there are several ways to identify and select the school or teacher to adopt. A Brother may nominate a teacher or a school; nominations may be solicited from principals or other school administrators as well as from teachers; or a careful perusal of local media stories about education may suggest an adoptee.

When a Lodge participates in the **Adopt-A-Teacher/Adopt-A-School Program**, that Lodge should utilize local media outlets and *The Florida Mason* to properly publicize this community activity.

Today's students are tomorrow's leaders. It is our responsibility as Freemasons to assist with their intellectual and moral development. The **Adopt-A-Teacher/Adopt-A-School** Program serves to reduce the "mysterious" aspect of Masonry. As students, teachers, and administrators see that our members are their neighbors and colleagues, the reputation of Freemasonry will only be enhanced.

SELECT ONE: ADOPT/TEACHER ADOPT/SCHOOL

Submit this form at least one month prior to presentation. Send as an attachment to an email message to:
R.:W.: Oscar Patterson, III, P.D.D.G.M., at opatters@comcast.net. In the Subject line please put “Adopt-A-Teacher/Adopt-A-School Program”

Good Citizenship Program for 7th Grade

The state agency responsible for public education requires that 7th grade Social Studies classes include a study of The Bill of Rights as part of the standard curriculum. Reports from throughout the State of Florida indicate that the approved textbooks barely cover the subject and do not provide our students with a full understanding of and appreciation for this most important document.

A Lodge may participate in this program by establishing contact with principals and teachers at schools that include the 7th grade. When contact is established and the program is explained, the Lodge provides to the school a copy of a poster that covers The Bill of Rights. The Lodges may copy the poster or that may be done by the school. It should be printed front-to-back and given to each student in the 7th grade Social Studies class. During the classroom discussion of this important document, the students could take notes on their copy of the poster and the teacher is able to use it as a graphic instructional tool. The students keep the poster with their notes for future reference. **A COPY OF THE BILL OF RIGHTS SUITABLE FOR PRINTING IS AVAILABLE FROM THE STATE CHAIRMAN UPON REQUEST.**

Lodges may elect to partner this program with the **Adopt-A-Teacher/Adopt-A-School** Program and offer the services of a Brother who is well versed on The Bill of Rights as a guest speaker to explain one of the most important documents in United States history.

I LOVE AMERICA PROGRAM

- Obtain a U.S. Flag that has flown over the U.S. Capitol. This can be done through your local U.S. Senator's Office.
- Establish contact with school officials at the system or school level and explain the **I LOVE AMERICA PROGRAM** and the impact it can have.
- Explain the essay part of the program and encourage teachers and principals to distribute information about the program to all students in the Fall.
- Identify the guest speaker for the event.
- Meet with local school officials and set a date and time for the program during the month of October. Contact may be made with a senior Military Instructor since his/her program tends to focus on this theme and these individuals have more flexibility in allowing guests to attend their classes and make presentations.
- Publish information about the **I Love America Essay**. **Each Lodge may establish its own rules and deadlines for submission of the essays. These rules MUST be published so that all students in the school selected can participate.**

NOTE: Should the Lodge elect to focus this program on one specific grade, it is best to include all sections of that grade in that school. It is strongly recommended that essays be submitted at least two (2) weeks prior to the presentation and that at least three (3) Brothers serve on the committee to select the winner.

- Confirm the speaker, date, time, and location of the event.
- Work with Brothers in the Lodge to organize the event.
- Conduct the program.
- Recommended program format:
 1. Opening and Pledge of Allegiance;
 2. Comments from school representatives/teacher;
 3. Master of Ceremonies introduces member of the sponsoring Lodge and the Guest Speaker. He also thanks the for school for participating in the project;
 4. Master of Ceremonies presents the U.S. Flag and announces the winner of the essay part of the program. Lodges may present a check for \$100 to the winner.

(In previous years, it was recommended that a U.S. Savings Bond be presented. The process used to obtain such a bond has changed drastically so it is recommended that the Lodge consider presenting a check instead.)

- Lodges should present an appropriate memento or certificate to the essay winner and to the school, in addition to the U.S. Flag.

Essay Evaluation: Individual Lodges may establish their own criteria for judging essays. It is recommended that the essays be no less than 500 words or more than 750 words in length. The essays should be judged by at least three Brothers. Essays should focus on the topic **“Why I Love America.”**

WHY I LOVE AMERICA ESSAY AWARD

Date: _____

Lodge Name: _____ Number: _____

Location of Award: _____

Name of School

Address

City

Zip

Presented by: _____

Presented to: _____

Name of Essay Winner

Flag Presented to: _____

Name of School

Name of Principal

Lodge members who plan to attend:

Submitted by: _____

Name

Address: _____

Street Address

City

State

Zip

Submit the completed form at least one month prior to the presentation as an attachment to an email sent to: R. W. Oscar Patterson, III, P.D.D.G.M., at opatters@comcast.net. In the subject line please place "Why I Love America."

JROTC OUTSTANDING CADET AWARD

This program recognizes outstanding high school students enrolled in Army, Navy, Air Force, or Marine JROTC units in our public schools. The award is given on the recommendation of the military instructors at the respective high schools. The award recognizes a consistent high degree of merit and accomplishment in terms of leadership, education, and general excellence in the JROTC program, the academic program, and other activities.

The process:

- Lodges should establish contact with the Senior Military Instructor at all high schools in their area that have a JROTC program. This should be done early in January. Explain the program to the Instructor and send him several copies of the nomination form.
- Provide the Senior Military Instructor with the name, address, email address, and phone number for the Brother responsible for this activity.
- Request that the Senior Military Instructor return the completed nomination form to the selected Brother no less than three (3) weeks prior to the JROTC unit's annual awards program.
- Coordinate with the Senior Military Instructor to have at least one Brother attend the annual awards program and make the presentation.
- Request JROTC Outstanding Cadet certificates from Grand Lodge by sending the completed form to the State Chairman one month prior to the presentation.
- Make the presentation.
- Submit press releases to local media, *The Florida Mason*, and the State Chairman.

JROTC OUTSTANDING CADET NOMINATION
(To be submitted to the Lodge by the Senior Military Instructor)

PLEASE TYPE

Date of Submission: _____
Month, Day, and Year

Sponsoring Lodge: _____
Lodge Name Lodge Number

Name of Cadet Nominated: _____
Last First Middle Initial

Cadet's Rank and Assignment: _____
(Example: Sergeant, Squad Leader)

Cadet's Year in School (check one): 9th _____ 10th _____ 11th _____ 12th _____

Name of JROTC Unit: _____

Name of High School: _____

Address: _____
Street Number and Name City State Zip

Senior Military Instructor's Name: _____

Senior Military Instructor's Rank: _____

Instructor's Signature and Date: _____

Day Month Year

Lodges should submit the completed form to the State Chairman at least one month prior to presentation so that a proper certificate may be prepared. Send the form as an attachment to an email to opatters@comcast.net.

In the subject line enter "JROTC Outstanding Cadet."

PUBLIC EDUCATION AND CITIZENSHIP AWARD 2021-2022

EACH LODGE SHOULD COMPLETE THIS REPORT AND SUBMIT IT DIRECTLY TO THE STATE CHAIRMAN NO LATER THAN FEBRUARY 1, 2022. Presentations will be made at the 2022 Grand Lodge Communication. **NOTE:** Every Lodge that accumulates at least **100 points** will receive a plaque or tab for outstanding service to PUBLIC EDUCATION AND CITIZENSHIP. **Multiply the point value of each event by the number of events to determine the total for each category.** Total all categories to determine the Grand Total. Ask your District Chairman, Zone Chairman, or District Deputy Grand Master for assistance.

ALL LODGES SHOULD FILE A REPORT REGARDLESS OF THE NUMBER OF POINTS ACCUMULATED.

THIS REPORT IS TWO (2) PAGES IN LENGTH. PLEASE SUBMIT BOTH PAGES WITH THE PROPER SIGNATURES BY THE DEADLINE NOTED.

ACTIVITY	Points	Number Of Units	Total Points
1. Grand Lodge Certificates of Appreciation to deserving recipients for civic service, public education, and citizenship.	5		
2. Presentation of at least one \$100.00 cash scholarship/award to a deserving student or students.	5		
3. Assist municipality or county in non-partisan voter registration and promotions.	5		
4. Use of the Lodge by Scouting groups, senior citizen organizations, or non-Masonic groups.	5		
5. Conduct a family program in the Lodge with a public official as the guest speaker.	5		
6. Sponsor a party or visitation to a children's home, a home for the elderly, a VA nursing home, or other such facility.	5		
7. Donation of \$50.00 or more to the Public Education and Citizenship Plaque Fund or Special Project Fund.	5		
8. Donation of \$75.00 or more for a Grand Lodge billboard to support the Grand Lodge Publicity Committee or the erection of a Masonic roadside sign.	5		
9. Sponsor a youth group, Scout group, little league team, DeMolay, Rainbow, or Job's Daughters.	10		
10. Present the Flag Folding Ceremony at a meeting of an appropriate organization and present a U.S. Flag.	10		
11. Present a JROTC cadet with the Outstanding Cadet Certificate and monetary award.	10		
12. Submit appropriate articles and photographs to local media outlets and <i>The Florida Mason</i> for all activities.	10		
13. Participate in the Adopt-A-School project as described.	50		
14. Participate in the Adopt-A-Teacher project as described.	50		
15. Participate in Good Citizenship Program for 7 th grade, present posters, give a talk on The Bill of Rights.	25		
16. Participate in the I Love America Essay project and Flag Presentation.	25		
17. Participate in a District Public Education/Citizenship Workshop.	5 pts. per Brother attending		
18. Other community service projects or activities (describe on attached sheet).	5		
GRAND TOTAL POINTS			

Lodge Name: _____ No.: _____ District: _____ Zone: _____ City: _____

Worshipful Master: _____ Phone: _____
(Type name and sign)

Secretary: _____ Phone: _____
(Type name and sign)

Submit completed form to: R.: W.: Oscar Patterson, III, P.D.D.G.M., State Chairman, as a Word document or PDF file attachment to an email sent to opatters@comcast.net.

Deadline: February 1, 2022. In the subject line please place “Public Education/Citizenship Annual Report.”

PUBLIC EDUCATION AND CITIZENSHIP AWARD SCORING GUIDE

1. Grand Lodge Certificates presented – 5 points for each certificate **obtained from Grand Lodge** and presented for civic service, public education, and citizenship including JROTC, Adopt-Teacher/School.
2. Each Lodge scholarship funded in the amount of \$100 or more – 5 points per scholarship awarded.
3. Voter registration – 5 points if a Lodge participates on annual basis.
4. Use of Lodge for free by scouts, senior citizens, non-Masonic groups – 5 points for each group, not each meeting.
5. Family program with civic leader – 5 points for each program.
6. Visitation to Masonic Home, etc. – 5 points per visit, **not 5 points per member who visits.**
7. Donation – 5 points per donation.
8. Donation – 5 points per donation.
9. Sponsorship of youth group – 10 points per group. If a Lodge permits Rainbow/DeMolay/Job’s Daughters to use Lodge at no costs that is worth 10 points. If Lodge provides a sponsorship for other youth group in form of financial support or leadership – 10 points per group sponsored or supported not per meeting.
10. Flag folding ceremony – 10 points for each ceremony performed for an appropriate organization such as Scouts, JROTC, or a Masonic Association. This must be a Lodge activity performed by Lodge members.
11. JROTC certificates – 10 points for each **Grand Lodge JROTC Certificate** presented. Nomination form is in program book.
12. Articles for publication – 10 points for each article submitted to *The Florida Mason*, local media, or Grand Lodge of Florida Facebook page.
13. Adopt-A-School – 50 points for each school adopted. Guidelines and application form for adoptions are in the program book, certificates come from Grand Lodge.
14. Adopt-A-Teacher – 50 points for each teacher adopted. Guidelines and application form are in program book. **Certificates come from Grand Lodge.**
15. Good Citizenship Program – 25 points. See program book for guidelines.
16. I Love America Essay – 25 points for each presentation. Flag should be obtained through a Congressman or Senator and certified as having flown over the US Capitol.
17. District or Zone Workshop, Public Education/Citizenship – **5 points per Brother attending.**
18. Other community project – 5 points per project. Must include description of project with reporting form.

PUBLIC RELATIONS AND PUBLICITY COMMITTEE PROGRAM 2021-2022

W. Dana K. Oldenburg
State Chairman 2021-2022
6141 Arthur Avenue
New Port Richey, FL 34653-4603

Cell: (352) 634-1281
Email: widowssonfl@yahoo.com

To: District Deputy Grand Masters
Zone Chairmen and District Committeemen
Worshipful Masters of Particular Lodges

Congratulations Brethren on your appointment this year. It is always an honor to be offered an appointment and asked to serve our great Fraternity. I entertain no doubt that you each will fulfill this important duty to the best of your ability and assist in bringing the activities and events of our Lodges, Districts, and Committees to the eyes of the general public. As State Chairman, I am committed to assisting each of you in the important task of “letting our light shine before men that they may see our good works.”

Public Relations (PR) is the practice of managing the spread of information between an organization and the public. (Wikipedia) PR is the art of managing perceptions with the public through strategic forms of communications.

Publicity is an act designed to attract public interest; *specifically*, information with news value issued as a means of gaining public attention or support.

Basic Steps for Successful PR:

Step 1: Identify a PR representative for the Lodge.

Encourage the Master to assign a Lodge PR Committee and ask for monthly committee reports at business meetings. In the absence of an appointed PR person for the Lodge, the Master MUST assume this role, the Lodge's health and success depend upon it.

Step 2: Update your website.

Unfortunately, it's an all too common occurrence that visitors to websites encounter outdated material, difficulties with navigation, and poor layout. Make sure your site is not an offender of these faux pas that are sure to turn people off from the start. Also, be sure to include a “News and Events” section. This is a place to showcase Lodge press releases or Lodge news and events.

Step 3: Introduce yourself to local media.

In order to be successful in your public relations efforts, you must be familiar with all the local papers/media that cover your Particular Lodge.

These steps are just the tip of the iceberg for a PR Program, but they are a great place to start at low or no cost. Implementing strategic communication techniques will begin to boost your Lodge's profile in the community.

Modes for Distributing Your News:

Websites:

One very simple way to get “the word out” is via a well-run website. The two most important aspects of a successful website is that it be easy to navigate, and always current. Nothing will turn a person away from a website, perhaps permanently, like having information that is drastically out of date. Have a webmaster who is willing to make site updates weekly, if not daily. An easy to navigate website with a current calendar of events, contact information, and recent events will certainly draw interest and prospective members to your Lodge.

Facebook:

Start a Facebook page for your Lodge and be sure to maintain a “neutral” position concerning comments and posts. Remember that it is the LODGE that is speaking, not the person who set up the Facebook page. Facebook offers an opportunity to put larger numbers of photos up for viewing, whereas a website may become too cumbersome to navigate with large amounts of pictures. It also offers a chance for members to comment on the pictures, while a website doesn’t.

Twitter:

Twitter works well to update followers of things in a more immediate, real time nature.

Email:

Another great way to get your news and activities out to your membership is through email. Keep your membership informed of everything that is going on at your Lodge. For some homebound Brothers this may be the only way they get to enjoy what THEIR Lodge is doing.

Newspaper Articles:

This is a main mode of disseminating information to the public about the Lodge/Fraternity. Here is how to easily prepare and disseminate your article to the local papers:

1. Identify the Local Papers
 - a. Do a web search for local papers in your area.
 - b. Go to a few local convenience stores and pick up a copy of the papers.
 - c. Ask the members of the Lodge which local paper they read.
2. Make an email list of the papers in “Group” format
 - a. Send an introductory email to the papers and identify yourself as the PR person for your Lodge.
3. Take Pictures of Events
 - a. Take a number of good quality pictures of your Lodge or District events.
 - b. Choose one good picture to submit with the email article, being sure that the picture isn’t too large; 400K is a good size.
 - c. Be sure to attach the picture because sometimes an embedded picture is hard or impossible for them to use.
 - d. DO NOT send blurry pictures.
 - e. List the persons in the picture from left to right and a “Photo By” notice if the photographer would like credit.
4. Prepare your Article
 - a. Be sure to keep the article short, concise, and informative.
 - b. Always use spell check and read it at least twice before hitting the ‘send’ button.
 - c. If grammar is not your thing, have someone proofread it prior to sending.
 - d. Be sure to list who you are and where you are located in the first sentence; write a few sentences about your event or activity.
 - e. If the article is for non-Masons/general public, end with a paragraph about who Masons are, what we do, and how a person interested gets more information.
 - f. If the article is for Masons, leave the last paragraph off, as it would be unnecessary.
5. Sending your Article
 - a. Create a ‘Group’ News category in your email program.
 - b. Select the Group.
 - c. Add a ‘subject’ line, example: “Press Release, XYZ Lodge.”
 - d. Use Times New Roman 10pt font as this is the standard for media.
 - e. In the body of the email, put FOR IMMEDIATE RELEASE, ARTICLE TITLE, DATE and CITY.
 - f. After sending the article to the media, also send it to the Lodge members (and to The Grand Lodge of Florida ENews and *The Florida Mason*, remember to remove the “non-Mason” paragraph before submitting to *The Florida Mason*).
 - g. If using the ‘Forwarding’ option in your email program, remember to remove the “FW:” from the subject line and to remove the email header from the body of the message.

Warnings:

As with anything, there are some rules that need to be followed to avoid putting you or your Lodge in harm's way:

1. NEVER photograph children/minors without expressed written consent from a parent or guardian.
2. NEVER show a photograph of Masons taking part in something that would be embarrassing to the Fraternity.
3. NEVER allow Lodge or Masonic social media pages to get involved in political or religious arguments or debates.
4. NEVER write articles endorsing a political candidate.

Conclusion:

Freemasonry is a great Fraternity; it is up to us to get that word out to the public as well as to our membership. If we let our light shine, our Lodges and our Fraternity will grow, that is for certain. Although Freemasonry is a great product, it won't sell itself. It is up to us to do the selling. Get the product out so the public can see it and they will 'buy' what we have to 'sell' and that is "Making Good Men Better," "Helping Build a Better Community," and "A Way of Life."

Fraternally,

W. Dana K. Oldenburg, State Chairman
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