

The Museum Collection

No.17

The Seminars



A series of presentations given by the
Grand Lodge Management Committee,
the Grand Lodge Trustees and the
Grand Treasurer to the Order
in various parts of the country since 2004

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Royal Antediluvian Order of Buffaloes, Grand Lodge of England

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FOREWORD

This booklet is produced to give some idea to the membership of the Order how the Seminars work and the script the speakers followed in their presentations to the membership.

These series of Seminars were started by a small team within the Grand Lodge Management Committee which blossomed to the involvement of the whole of the Management team along with the Grand Lodge Trustees, the Grand Treasurer, the Grand Secretary, the Grand Lodge Auditors and Grand Lodge Stockbrokers.

The presentation teams at the outset of these Seminars, consisted of the whole of the Management Committee, the Grand Lodge Trustees the Grand Treasurer and the Grand Secretary, and as time went on it was found to be not financially viable to take in this whole team, the Seminars finished up with teams of just 5 who are to be congratulated on the way each Seminar was presented.

At each Seminar throughout the country personal interpretation of the script was left to the individual but the story line had to be adhered to, this enabled all the teams to give exactly the same presentation and put the same message across to each of the areas that were visited.

It was, by necessity found to be prudent to update each Seminar script as circumstances dictated and thanks must go to those members of the Grand Lodge Management Committee who found the time and energy to keep them up to date

Many of the slides that were used as visual aids have been incorporated, but by necessity, the whole of them just could not be placed into this booklet, a fuller list can be found at the end of this publication.

I have incorporated the opening and closing speeches made by the different chairmen who were Grand Primo's of their respective years and also the Deputy Grand Primo when the Grand Primo could not be present

The success of these Seminars is well catalogued and the question and answer sessions at the end of each day have proved to be an outstanding success with many of the doubts that were voiced now satisfied. Although the Seminars have now come to an end it is worth recording the effort put in by the many speakers to make them interesting and informative.

A list of the members who have made presentations at these Seminars is located on page 44.

Thanks are extended all those members and non members alike who have been involved in the formulation and logistics of these seminars and in the production of the script, for their expertise and input over the last 3 to 4 years.

Bro. Mick Walker ROH, Grand Primo 2006

September 2008

THE SEMINARS

Good Morning Brethren, welcome to this Seminar. On behalf of the Grand Lodge Management Committee, thank you for your attendance here today. We are delighted to see you and hope that by the completion of this Seminar you will have found it to be a valuable use of your time.

First and foremost may I ask you all that if you have a mobile phone would you please either turn it off or put it on silent or meeting. On behalf of myself and the members of the Grand Lodge Management Committee of the Grand Lodge of England it gives me very great pleasure to welcome you to this meeting here this morning for what we hope will be another successful Seminar during which we the members of your management team and you the members of the Order can resolve at least some of the grey areas that occasionally crop up from time to time.

These seminars have been arranged in an effort to close the gap that exists between those that manage the affairs of the Order and those who elect them, in other words, you and us.

The Management Committee feel that great strides have been made by organising these meetings, and in an effort to continue that trend we hope that after you have listened to us you will have a wide ranging selection of questions for us to deal with and hopefully we will provide the answers to your satisfaction.

The general workings of the Grand Lodge Management Committee as a whole, but more significantly the duties of all the sub committees will be explained today, hopefully dispelling once and for all the myth that your Grand Lodge Management Committee operates as some sort of KGB.

In the past, many of our members have never had the opportunity to find out how the administrative machinery of the Order works, well thanks to these meetings, those of you who come along will have that opportunity. Previous seminars have proved to be, on the whole, quite successful and I am hopeful that today will be no exception.

Thank you brethren, I trust that you will have a good meeting and I know that my team here today will do their utmost to make sure that you do.

In order to start off the proceedings I will now introduce the rest of the team.

In 2003 when “The Way Forward” was presented we gave a vision for the future. A vision you embraced along with us, and together, we are taking that journey.

We, the Grand Lodge Management Committee see today as yet another step along that road. We also recognise the valuable contributions made towards our aspirations by the Grand Lodge Trustees, Treasurer, Financial Advisors, Support Services and those others who have served on the committee since 2002 when this process began.

In these exciting times, a great deal of satisfaction should be derived

from the progress we are all making. In a very short period of time we have implemented many changes, and many more are planned.

Over the course of today, many of these will become apparent. Our commitment to the Order is to communicate with you, not just when we have something to crow about, but also when you may not like the message, but hey! who said it would always be easy. Seriously though, in Order for all of us to progress and grow we must communicate and we see today as just part of that process. Let me quote from the Way Forward One, We must communicate, COMMUNICATE, **COMMUNICATE!**

There will be no formality of address at today's Seminar. First names are fine by us, in fact that would be more polite than some of the names we answer to!

If you wish to ask a question please give us your name and province, just so we know who we are talking to!

On a serious note please feel free today to ask as many questions as you like, we are here to answer, we would however, ask that you give us an opportunity to make our presentations at the end of the morning session and again at the end of the afternoon session we will have a question and answer session.

We are obviously unable to comment on individual cases today, this is a matter between the Province, Lodge, or member and ourselves. The floor of Grand Lodge is the place for such matters.

Where we do not readily have the information you require or we cannot be specific in an answer to you, if you leave your details with us we will give written responses within a time scale agreed with you.

(Introduction of the team) Now you know all the team, the first presentation of the morning will be on the role of the Grand Lodge Management Committee.

This morning, my colleagues and I are going to give you an insight into some of the many facets that are involved in serving on The Grand Lodge Management Committee and a fascinating overview of our financial organisation.

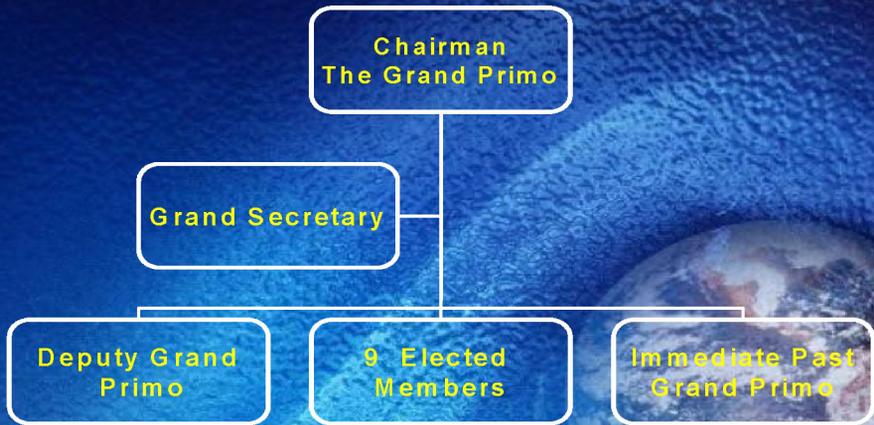
Some of the information we will impart may well be known by some of you, so please forgive us if we appear to be trying to teach our Grandmothers to suck eggs, however, there are some members here who may not be as aware as you are.

I could at this point say that the duties and role of the Grand Lodge Management Committee are as defined in the Rule Book, but that would not paint the whole picture.

Firstly, let's look at its composition;

The committee is made up of nine elected members along with the Grand Primo, Immediate Past Grand Primo and the Deputy Grand Primo, and according to rule, it is their duty to manage all the affairs of the Grand Lodge of England. As per the rulebook the Grand Secretary is also a member of the Committee.

Composition



We also have the expertise of the Support Services Manager, who records the minutes of the meeting and is a great source of information for us.

OK, so let's have a look at what it says in the Rulebook (and by the way, this is not a verbatim list or in any particular order).

Our Rules Say !

- Deal with all Matters of Current Finance
- Consider all matters arising between Grand Lodge Meetings
- Take Positive Action in cases where Delay would be against the Best Interests of the Order
- Deal with Applications for Benevolence and Education Grants
- Deal with Expulsions, Suspensions & Terminations

The Grand Lodge Management Committee meets over three days every six weeks in order to discuss and decide upon items of business that present themselves in between each meeting and of course, to set the Agenda for the next Grand Lodge Meeting.

I think you will appreciate, if we were to wait until we met in order to consider all the business that presents itself, three days would not be enough. So, in order to speed up the process, the Grand Primo sets up sub-committees to deal with the various items and make recommendations to the full committee. Every member of the committee has his say on these recommendations before a decision is made.

Let's see how some of these sub-committees are formed:



Let's look at some of these committees and their duties in more detail. Brethren my colleagues will be giving you some presentations now, we would appreciate if you could wait until the completion of these before we go into a question and answer session. First Brethren

FINANCE

Historically, this sub-committee is made up of The Grand Primo, Immediate Past Grand Primo and Deputy Grand Primo.

Within its wide-ranging terms of reference it has the authority to make and implement decisions between committee meetings where delay could involve unnecessary expenditure OR compromise the integrity of the Order and its Assets.

It is also available where the Grand Secretary needs clarification on issues that are beyond his authority.

I will give you an example of how this process works. Recently we carried out restoration work on the Bungalow at Grove House. A problem arose with the roof and threatened to delay the completion of that work. This in turn would have impacted on our ability to earn an income to our funds from it. Therefore the Grand Secretary, faced with this dilemma contacted the Grand Primo who in turn contacted the other members and authority to proceed with the suggested solution was given. Thus, the restoration of the Bungalow was completed on time and the income to our funds was achieved as planned.

It is practically impossible to define here, every occasion when this committee would be called upon to take such action. However, I hope, I have been able to convey to you a feel for the myriad of circumstances when they would be.

With appointment to this Sub-committee comes great responsibility and this responsibility must be used wisely.

BENEVOLENCE

This sub-committee is one of the most important of the sub-committees in as much as it covers one of the most important parts of our Orders work. This committee reviews ALL applications for benevolence.

These will include annuities, special grants, education grants and grants from the Disaster Fund. The committee can also ask for cases to be considered under the Journal Children's Gift Fund.

After reviewing an application the members of this committee present their recommendations to the main committee and the case is discussed by the whole committee before a decision is taken. During this discussion there is no mention of the name of the applicant, the Lodge name or the Province concerned. The privacy of the applicant is paramount in our deliberations.

There are many factors that can affect our decisions when we make our recommendations. First and foremost there is no financial implication to our decisions. The funds for our benevolence are in place and more than sufficient for our present needs. Please do not confuse our concerns over the levels of our trading funds with that of our benevolence funding. The Benevolent Funds of Grand Lodge are as healthy as they have ever been. There is no need or justification for restricting our activities in this area of the Order. My colleagues on Costings and Budgets will cover this aspect later in this presentation.

What is the War Memorial Annuities Fund?

The War Memorial Annuities Fund, the capital amount of which is secured to Grand Lodge by a legally executed Trust Deed, this was established to perpetuate the memory of those of our members who sacrificed their lives in the 1914 - 1918 war. By granting annuities from the interest received on

the capital sum invested, to needy and deserving aged and disabled members of the R.A.O.B. - G.L.E. and their wives or widows.

We offer annuities to our members who qualify under the terms of the War Memorial Annuities Fund. If a member, a widow or surviving partner or a member and his spouse qualify under this scheme then it is quite straight forward and we can award the annuity.

Where a member may not qualify for an annuity under those rules we can offer a Special Grant. The principal difference with these are the fact that they are reviewed regularly by the sub-committee to ensure that the circumstances are still as they were.

We can also award ad-hoc grants where it is deemed appropriate by the committee. This may cover an emergency situation where an annuity or a special grant may not be the most appropriate assistance required.

The Committee can also award grants in kind. This often happens when an applicant moves into Residential Care and money is no longer appropriate, or may be taken by local councils to offset costs. We then ask PGL to buy token gifts to show we still care. We can also purchase goods to assist in an emergency where money may not be wisely spent or may not be accepted.

This gives you a guide to some of the assistance we can offer. There are however some occasions when we cannot help and I believe it is important you all understand how these situations arise.

First on the list is Not Qualified by Rule. Although it may appear straight forward we still have some difficulty with this one! If you experience this one and you do not agree then by all means challenge the decision with why you think we have got it wrong and we can deal with it quickly and without any further delay to the applicant. Simply attacking us does not assist us with making a new decision! We in return will give details of why we think it does not qualify. Primarily you know the applicant better than we do so all information helps us to get a clear picture of the needs of the applicant.

The second on the list is Needs Not Established. This can occur for a number of reasons and we will give an explanation in line with a decision of Grand Lodge. The two main reasons under this heading are:

Firstly we set an income standard to fit various circumstances. This figure is ahead of the Government Standard and is the figure that is deemed required to live, above that figure excludes a person from getting any additional benefits. Simply put it is the level at which we think people can manage. It is set in accordance with established practice over many years.

Secondly it may fall into a figure where if we paid it, the same sum may be deducted from any benefits the person may be receiving, thus it would be of no benefit to anyone but the Government!

Over the last number of years of dealing with these cases the Grand Lodge Support Services have built up a great deal of knowledge of the benefits system and have therefore a eye for when someone is not receiving all they are entitled to. Some Benefit Offices are better than others at ensuring all

benefits are offered. When this occurs we can, with the permission of the applicant, view the information of what benefits they are receiving and help them to get the full entitlement. When this information is disclosed it is only viewed by the person dealing with it and the relevant section is passed on to the sub-committee who can decide on the next course of action. No matter what happens the private information remains just that, PRIVATE.

When we make our decisions we take into account several factors, mainly we look at the action taken by the Lodge and the Provincial Grand Lodge. When we receive the ASG1 we are looking for every scrap of information to assist us to make a decision to assist. It is very wrong to assume we look for every opportunity to deny assistance. Many members who have sat on the GLMC can confirm this and those of you who aspire to serve the committee will know this in the future.

Another often asked question is how you apply and what is the process? It could not be simpler, fill out an ASG1 form and send it via PGL to Grand Lodge Support Services. It does not need a vote or any other process. We will ask for as much information as possible to assist us to make a decision, it is worth emphasising again, remember you may know the applicant, but we do not, so as much detail as possible. Help the applicant to fill in the form and let them know their privacy will be respected at all stages. People in need are often proud and need assurance that we will be responsible with their information, above all remember we are here to help not to hinder. Do, however take caution against raising false hope, we will where possible assist, but may not be able to in every case.

Now to Apply?

- Fill in the Form

“ASG1” →

- Send it to

G.L.S.S. via
your P.G.L.

P.G.L.		Amount and date of award	Case Number															
1. Complete this Section only if the Applicant is a Member (a) P.G.L. (b) Name & Number of Applicant Lodge: (c) Name, Number & P.G.L. of Lodge of Initiation: (d) Date of Initiation: (e) If affiliated to Applicant Lodge date of affiliation: (f) How many years do you certify the Brother to have been an active member of the Order? (g) Detail any special services to the Order to which attention should be called:		2. Complete this Section only if the Applicant is a Member (a) Applicant: Surname _____ Age _____ Forname(s): _____ Title: Bro., Mr., Mrs., Mes., etc.: _____ Degree: _____ ID Number: _____ (b) Address: _____ _____ _____ Postcode: _____ (c) Marital Status: _____ (d) Occupation: _____																
2. (a) Has the whole of the previous payment been disbursed? (b) Was the disbursement made in cash or in kind? _____ Statement of Circumstances		3. Complete this section if Applicant is a Widow (a) Name of deceased Brother: Surname _____ Forname(s): _____ (b) Degree: _____ ID Number _____ (c) Date of Death: _____ (d) Cause of death: _____																
(a) Income (Weekly Amount): State Pension (net) _____ State Pension (with) _____ Supplementary Benefits _____ Other income (excluding amounts by Deceased and any benefits where applicant is the household) _____ _____ _____ Total: _____		(b) State the weekly amount paid for Rent, Rates, Mortgage Repayment, or inclusive sum for Board and Lodgings in the case may be. (If Rent is Rent Free Accommodation, write "Rent Free") _____ _____ _____ _____																
(c) Other Deceased: Give full details of all relatives living as members of the applicant's household <table border="1"> <thead> <tr> <th>J.</th> <th>Name</th> <th>Age</th> <th>Relationship</th> <th>Occupation</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				J.	Name	Age	Relationship	Occupation	1.					2.				
J.	Name	Age	Relationship	Occupation														
1.																		
2.																		

Under the terms of the Education Fund we can award grants to students who qualify through their fathers or Guardians membership of the order. We are delighted to say that many cases have been assisted and the results in the main are very gratifying. There are many cases where male students who have been assisted have gone on to become Brothers and contribute much to the Order.

In conclusion if you work with us and provide quality information we can make quality decisions and assist, failure to do so can result in delay, ill feeling and poor decisions. We have distributed nearly a quarter of a million pounds in this millennium alone and want to continue to do so, let's work together and maintain the quality of service we are offering.

ADMINISTRATION & COSTINGS

This committee prepares for presenting to the full committee a number of recommendations ranging from Salary reviews, through Cost of goods for sale, to registrations.

Some of these activities are at differing times of the year due to the varied requirements of completion whilst others are ongoing.

The Administrative part of their duties really covers such things as designing new emblems when called upon to do so, reviewing of reporting processes used between our Support Services Staff and the Committee and upgrading them where required. We also, when tasked by the committee, in conjunction with the Support Services Staff review and report on processes used in order to provide a better service to you the members.

Costings & Admin

- **Salary Reviews**
- **Cost of Saleable Goods**
- **Registrations**
- **New Emblems**
- **Review of Cost of Services and bought in Goods**
- **Reduction of Stock**
- **Convalescent**
- **Holiday Scheme**
- **Passing Information to the Trustee's**
- **Highly Successful 3 Night Breaks**

The Costings side of their duties involve reviewing Staff Salaries and their associated costs, reviewing and amending the cost of goods and services provided to the membership in line with those passed onto us by our suppliers in order that we can ensure the Order's money is used wisely and that any stock build up is kept to a minimum.

In these more enlightened times, and with an ever watchful eye on budgets, they are often asked to look into the cost of providing a new Service or Goods item for our members. This would involve them in looking at the cost of raw materials, marketing (that is letting you the members know), time involved in production and even when it could be practicable to go ahead. They would then also look at the charging cost to our members for such Service or Goods item as it is these factors which, when they are all put together will enable the Committee to make its decision as to whether we should go ahead or not and if so at what point in the year to make it available.

Another task they perform is to review the costs associated with guests at our homes (Convalescent or Holiday) and to pass such information to the Trustees for them to use in their deliberations when reviewing the Holiday Scheme charges. From this committee the highly successful 3 night mini breaks were born.

It is very difficult to explain in greater detail the exact workings of this committee as it really is dependant on the task at hand and the information they require in order to satisfy that requirement.

As we have progressed and modernised our processes this sub-Committee has worked hand in glove with our colleagues on Budgets and Finance to ensure we arrive at prudent recommendations.

DISCIPLINARY

This sub-committee reviews ALL applications for Expulsion, Suspension, Termination of membership and Re-Initiation.

It makes recommendations to the Main Committee who ultimately make the decision as to what to recommend to the floor of Grand Lodge.

Once again we try very hard to make good quality decisions based on fact and not hearsay. There are several recommendations we can make:

Terminations: We have the right to terminate membership. This is usually recommended where no judicial proceeding have taken place. We will make this recommendation when the offence is of a serious nature and terminated members lose all rights to retain degrees when and if re-initiation is considered.

Expulsions: Where a case has judicial implications we can expel members. Where a court has convicted a member we then have the right to throw him out of the Order. Once again if re-initiation is considered the expelled member has no right to retain previous degrees.

Suspension of the Order: Where an infringement of rule warrants some disciplinary action but not necessarily so serious as to warrant having the

membership taken away completely we can recommend suspension thus leaving the door open for later lifting that suspension and the member being re-instated at his previous degree.

Suspension of the Province: Is an option where a member may have offended at Provincial Level but need not be excluded from the Order as a whole. He cannot attend any lodges within the Province, but may travel to other provinces to continue his career. The suspension can be reviewed at any time.

If the Province disagrees with a recommendation they can apply for a reference back. In this event they are expected to re-present their case with whatever **new evidence** they wish the committee to consider.

Where the Committee deem that there is no case to answer they instruct the Province to remove any suspensions with immediate affect. If the Province disagree with this instruction they can Appeal against this through the normal appeals procedure.

Re-Initiations: The committee will also make recommendations on re-initiations. Where a lodge applies for a candidate to be re-initiated through the Provincial Grand Lodge, Grand Lodge Management Committee will consider whether to recommend approval or non approval of an application. Particular attention will be paid to the voting figures at both the Lodge and Provincial Grand Lodge.

Disciplinary

- ALL Applications
- Expulsions
- Suspensions
- Terminations
- Re-Initiations
- Recommendations to GLMC
- Terminations
- Expulsions
- Suspensions of the Order
- Suspensions of the Province
- Re-Initiations

This Committee once again requires quality information to help us make quality decisions. It is very important that the early part of this process be

used as a cooling off period. Once started this process is very difficult to stop. We do not want to take action against anyone, unless the Brother has offended against the law of the land or caused offence to the Order.

It is not an easy sub-committee to sit on, because to sit in judgement on a Brothers career is a responsibility that is never taken lightly. The Grand Lodge Management Committee deliberates long and hard over some cases.

We do not take action against Brethren just because they may be unpopular or disagree with their Lodge, their Provincial Grand Lodge or even with Grand Lodge. We consider what is placed before us and our recommendation is placed before Grand Lodge and when challenged we will defend our recommendation.

Once Grand Lodge has decided against a Brother there is no further process to undo what has been done, so Brethren we would ask you to think long and hard before you ask us to deprive a Brother of all the benefits our wonderful Order offers.

Where guilt is established we will act swiftly and decisively, we do not want members who bring shame to the Order or fail to abide by our rules; there is no room for them.

The most important aspect of this side of our work is once again having quality information so we can make quality decisions.

APPEALS

This committee is closely allied to the disciplinary Committee and reviews ALL appeal applications from members or Lodges that have been processed in accordance with the rules but are of a nature that the outcome is not satisfactory to the applicant.

Appeals

- **Reviews ALL Appeals**
- **What the Rules say?**
- **Interpretation**
- **Challenge the General Report**
- **Reference Back**
- **Substantiate with Evidence**

By it's very nature this committee has a very difficult job. It does have to make decisions that one side or the other is going to disagree with.

When making recommendations this sub-committee looks primarily at what rule says.

As with most disputes it tends to boil down to interpretation. When making recommendations to the full Grand Lodge Management Committee the subject usually gets a further airing and one hopes that the correct recommendation is arrived at.

Where a dispute does occur a province can debate the issue at Grand Lodge by raising a challenge on the General Report at Grand Lodge. The Province can ask for a reference back and put their case to Grand Lodge. The Management Spokesman then makes his case and the floor will vote on the reference back and if it is carried then the Grand Lodge Management Committee will look at it again.

It is very important when gaining a reference back the province must communicate to the Grand Lodge Management Committee why they feel the decision is wrong and substantiate that contention with evidence.

We always hope that differences can be sorted out amicably, but once again quality information will result in quality decisions.

GRAND LODGE MOTIONS

When a Minor Lodge or Provincial Grand Lodge submit a motion to be placed on an agenda for Grand Lodge it is passed to the members of this sub-committee to consider and recommend its competency (or not) to be placed on an agenda for Grand Lodge.

In making our considerations we have a set of guidelines. Guidelines, by the way, which were agreed by Grand Lodge in March 1965 and have not been altered since.

These guidelines state:

“In order for a Notice of Motion to be competent for discussion by Grand Lodge, the words of the motion must be precise in their meaning and interpretation. The motion, if carried, must compel some positive action by the Officers and/or members of Grand Lodge, this action must be within the ability (legal and physical) of Grand Lodge to carry out. The terms of a motion must not contravene any rule which has previously been determined by Convention, and the motion must not be a simple restatement of the existing position or practice.

When Grand Lodge Management Committee is called upon to reject a motion as non-competent, it must do so for one of the following reasons:-

1. The motion fails for lack of definition.
2. The motion is an expression of opinion only.
3. The motion is Ultra Vires (i.e. beyond the legal or physical power of Grand Lodge to implement).
4. The motion would be competent for discussion by Convention, but in consequence of previous Convention decision is non-competent for discussion by Grand Lodge.

5. The motion merely repeats an existing practice or procedure of Grand Lodge and does not make any change therein.
6. The motion is barred as a decided question (Rule 9).

In other words, Grand Lodge Management Committee is not permitted to consider whether the terms of the motion are good or bad in relation to Grand Lodge policy. Their only duty is to decide if, subject to the restrictions named in the last paragraph, Grand Lodge has the power and authority to carry out the terms of the motion if carried”.

Guidelines

- The motion fails for lack of definition
- The motion is an expression of opinion only
- The motion is Ultra Vires i.e. beyond the legal or physical power of Grand Lodge to implement
- The motion would be competent for discussion by convention but in consequence of previous convention decision is non-competent for discussion by Grand Lodge
- The motion merely repeats an existing practice or procedure of Grand Lodge and does not make any change therein
- The motion is barred as a decided question (Rule 9)

As you will gather from these guidelines, we are not to consider whether we ‘Like or Dislike’ the terms of the motion, but to decide if, subject to the conditions outlined, Grand Lodge has the power and authority to carry out the terms of the motion if carried.

On many occasions the Grand Lodge Management Committee has determined a motion to be competent, but because we think the action ill-advised we have decided to oppose the motion when it is discussed at Grand Lodge. It is important to observe this distinction.

CONVENTION

Convention is the one place where any brother, if he is a delegate from either his Minor Lodge or Provincial Grand Lodge, can have an effect on the rules and administration of our Order.

Unlike Grand Lodge, Convention meets only once every three years to debate and accept OR reject proposed changes to our rules and ceremonies. These proposed changes come as motions and just as with motions for

Grand Lodge, these motions are reviewed in order to determine their competency. Convention differs from Grand Lodge when it comes to any motions put forward in as much as for the first two years following a Convention, any motions that are submitted are reviewed by the Motions Sub committee and are subject to the same rigorous scrutiny AND restrictions. It is only in the year of a Convention does the Grand Primo set his Convention Committee, however, even here he is restricted as to its composition, for the Convention Committee is made up of The Grand Primo, The Deputy Grand Primo, and five members of the Grand Lodge Management Committee plus the Grand Lodge Trustees and the Grand Treasurer.



The Convention Committee take on the responsibilities of reviewing all the motions that have been considered competent by the Management Committee over the past two years and could in some cases reverse that decision. They also formulate their viewpoint as to whether they will support or oppose a motion.

If you consider that the Grand Primo only takes Office on January 1st and the Agenda for Convention has to be published and distributed to all PGL's and accredited delegates no later than 31st March of Convention year, then time is of the essence and some burning of the midnight oil is called for.

During Convention, I must also say that unlike the delegates, when convention adjourns each day, the committee do not just return to their hotel and get ready for an evening of socialising, although much of that is

done. On the contrary, the Convention Committee perform a review of the day's deliberations and the remaining agenda, if necessary; they also determine the outcome of any query or dispute as to the interpretation of the proceedings so far.

We should also note that although the committee may finish its work a short while after the closure each day, the Office staff in attendance there still have plenty of work to do. Preparing the minutes of the day and any revisions to the running order brought about by the decisions of the committees review and then getting them copied ready for distribution the following morning.

Like Grand Lodge, the social side of convention can be quite enjoyable, but unlike Grand Lodge, because we are all there for between 7 and 10 days usually, the social activities are spread far and wide across the host town and it is usually at these various social gatherings, friendships are born and cemented and we even discuss each others viewpoints on the motions contained in the agenda. It is at these types of gatherings where we gain a wider understanding of what is before us.

GENERAL

There are other sub committees which by their very nature are called upon rarely, Aids for the Visually Handicapped and Clubs & Club Loans, being two of them, both of these have their basic functions performed by either the Benevolent or Administration & Costings sub committees. There are also Home Visiting Officers whose duties cover such activities as regular visits and inspections of our homes to ensure everything is in order and that any problems arising can be evaluated, resolved (possibly) and then reported back to the full committee. They are also responsible for checking the inventories are up to date on at least one visit a year.

Each of the Nine Elected members of the Grand Lodge Management Committee will be on 2 maybe 3 of these sub committees and generally rotate amongst them over the three years they serve on the committee thereby gaining a wide experience of the administrative, Benevolent and Disciplinary workings of our Order.

In the past two years, the Grand Primo has also appointed a Budgets sub committee in order to set sensible levels of anticipated expenditure for the various activities to be undertaken by the different sections of our Head Office Support Services, the Homes and the Committee itself.

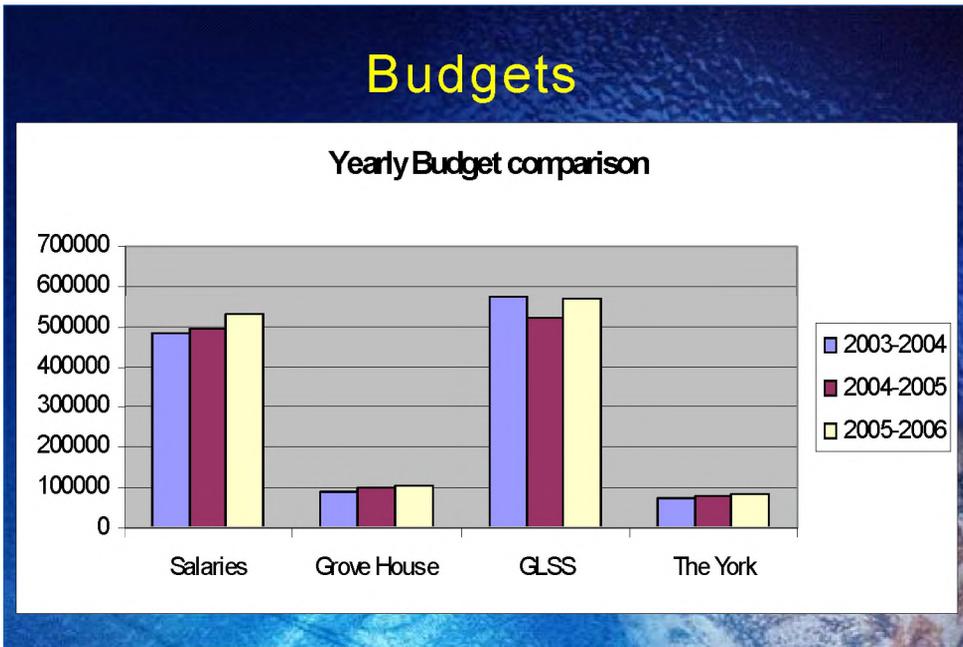
BUDGETS

In 2003 the Grand Primo appointed a Budgets Sub Committee in order to set sensible levels of anticipated expenditure for the various activities to be undertaken by the different sections of our Head Office Support Services, the Homes and the Committee itself. This was a relatively new sub-committee in as much it has only been in existence since September 2003. The Way

Forward has made much of the need for financial prudence and the Budgets sub-committee continues to oversee the performance of our various new procedures.

Our Support Services Manager, the House Managers and the Grand Secretary, place their shopping lists for the financial year before the committee. The committee then has to prioritise the entire spending requirement placed before it and ensure that it comes to what we can afford to spend. We do not take into account the Benevolence requirement as in the main the funding is already in place for this aspect of our activity. We do, however, look at it from the aspect of Cash Flow.

Cash flow forms a hugely important part of what we do. This is because we do not want to Liquidate Assets in order to pay out Benevolence or indeed any other type of spending that is required. Therefore we calculate what we expect to disburse during the year. We look at the so called growth areas within the budgets. By far the largest part of the growth area is Salaries.



By setting out the areas where we expect demand on our funds to increase, we can then look at areas where we can rigidly enforce control over expenditure. Put in its simplest form we calculate which areas are likely to grow and add to this the expenditure we can control. The costings and administration committee then looks at what we can project our income to be over the same period. By taking one from the other we find our shortfall and it is from this we can make our recommendations for increases in registrations and other services.

It all sounds simple, but, it is not that easy. There are always other considerations. We have to take into account that we need to put money aside for other Capital Projects we know are coming. The refurbishment of Grove House will fall due again by 2015 and our new IT system will be in need of replacement by 2019.

It is only by looking this far ahead that we can plan to put aside the funds we will need. By planning this way we will have the funds in place as they are required. This means the pain will not be as great as it would be by attempting to raise all the money at that time. Prudent planning now will enable us to control the impact on our funds.

The budgets have been determined by the whole committee in the past and insufficient time has been given to it. By this sub-committee working between meetings more quality information is available and we have taken giant strides forward.

We cannot and will not promise easier times, any time soon. But we can promise that Financial Probity is closer now than it has been for a very long time as you can see from the slide showing Yearly comparisons.

I'm pleased to inform you that as a result of the successful implementation of the Budgets, the Sub Committee has been transferred to the control of the Grand Secretary and his team in Grand Lodge Support Services.

THE FINANCES OF THE ORDER

Brethren, before we start going into detail, we would just like to point out to you all the reality of the annual balance sheets that are presented to you each year. If we take the accounts for 2005 as an example there is a common misconception that we were half a million pounds better off, or had made half a million pounds profit this year. The £500,000 is made up of two things, some £350,000 gains in our assets, the stocks and shares. This was the increase in their value during that financial year. The other £150,000 is actual cash in the bank, and I will be talking in more detail about this later in our presentation to you.

It is vitally important that everyone understands the difference between trading profit, and stock market valuations. Whilst we have in the past been seen to have made a profit, we have actually made a loss in cash terms. Having an increased stock valuation is no good to you if you are overdrawn at the bank, you can still go bankrupt.

The Grand Lodge Management Committee, has spent more time over the last 3 years on this subject than any other.

At the end of the 2000-2001 financial year which was October 2001 the balance sheet showed us to be in a perilous position. The Balance Sheet was presented to the Committee at their January meeting in 2002.

The Grand Lodge Auditor at the March Meeting, who has looked after us since the early fifties, got to his feet and put on his doom and gloom head. I do not need to remind you of his stark warning. We had to do something.

A fundamental review was started. This was to take some time. The committee set about reducing expenditure. A moratorium was put into place and massive cuts were introduced. In fact spending was reduced by over £100,000 in the first year. That alone was not to complete the recovery programme. They needed to look at income. A 16p increase in registrations was implemented followed by a 4p increase in the second year. In 2004 we saw a further 21p increase, the benefit of which we did not see until the 3rd quarter of the following financial year.

Grand Lodge Support Services are now working with the new technology and are successfully climbing a very steep learning curve. They are embracing this technology and we are moving forward. We are now producing the financial report of the Grand Lodge Agenda, a saving of several thousand pounds a year.

Further savings have been made utilising the technology at hand, for instance it is possible to see at a glance how much we are or need to spend on stationary, food, heating and lighting etc and we are now able to monitor these almost on a day to day basis.. The Grand Lodge Management Committee, Grand Lodge Support Services and even the Journal Editor are using technology designed to save time and money.

Budgets have been introduced and we are working closely with the Grand Lodge Trustees to ensure financial prudence. The members of the Grand Lodge Management Committee are monitoring various processes designed to improve control over our finances. Brethren Rome was not built in a day, but the Committee are working closely with the Grand Secretary and his team and I think we can say that the fire fighting is almost over. To paraphrase Winston Churchill, This is not the end, it is not the beginning of the end, but it is the end of the beginning.

We are sure that this particular presentation will generate some discussion and rightly so. The finances of the Order are worth having a good discussion over.

We have looked ahead to our future spending requirement and compared it to our projection on income. So let's look at what we need and how we came to the conclusions we have arrived at.

It is pretty difficult to make this information fascinating or wildly interesting but I will try!! If you do not understand any of the things I will talk about then please ask, no one here will hold it against you.

INCOME

As we have referred to the financial year ending 2005 previously, we will continue to use this same year for our examples. It is our accounting principles that we am concerned with. You can see by the rationale/assumptions column what our thinking was in forecasting our income.

In the area of voluntary donations and purchase of lottery tickets we anticipate a fall in line with registrations.

Projected & Actual Income 2005

<u>Year</u>	<u>2005 Projected</u>	<u>2005 Actual</u>	<u>Rationale / Assumptions</u>
Registrations & Advanced Members	£419,197	£368,511	5% decline in registrations
Voluntary Donations	£108,405	£130,394	5% decline
Net proceeds from Annual Lottery	£7099	£6,246	5% decline in uptake
Investment Income	£126,687	£122,007	3% growth in Markets
Deposit Accounts	£54,690	£53,962	Interest rates remain stable
Convalescent Dues	£109,552	£96,718	5% decline
Net Proceeds from Monthly Lottery	£9706	£8,370	5% decline in uptake
Rents	£13,736	£12,594	Includes Bungalow rents
Legacies		£2,000	
Closed Lodges Funds			Cannot be Forecasted
RAOB GLE Education Fund	£5498	£3,868	5% decline
H & A Simmons Memorial Fund	£6,664	£7,138	
Total	£854,906	£811,778	

With investment income, we have consulted both our Stockbrokers and the Grand Lodge Auditors and taken a conservative estimate of 3% growth in the markets, though of course we monitor this very closely and can forecast upward or downward as we see trends establish.

However as can be seen we were a little out on some of our estimates, which only goes to show that it is not an exact science.

Projected & Actual Expenditure

<u>YEAR</u>	<u>Projected</u>	<u>Actual</u>	<u>RATIONALE / ASSUMPTIONS</u>
Convalescence	£429,729	£375,794	3% increase in cost and similar levels of uptake
Special Grants	£17,425	£15,820	3% increase in demand
Annuities	£71,287	£47,130	3% increase in demand
Disaster Fund Grants			
Scholarship Fund Grants			
Braille Watch Grants			
M W Payne Awards	£2,225	£600	Assumes no change in level of awards
Education Fund	£11,075	£3,690	3% increase in demand
Contribution to office costs	£101,369	£99,950	3% increase in demand
TOTAL COST OF BENEVOLENCE	£633,110	£543,334	
Coventry / Bungalow	£2,997	£2,482	3% rise in management costs
Administration Fund Deficit	£57,515	£92,862	3% increase in costs
Journal Deficit / Surplus		£6,382	
Loss on Overseas Fund	£774	£1,000	Assumes levels remain static
ML & PGL Investment Scheme Interest	£40,042	£29,160	3% increase cost of interest
Closed Lodges Fund			
TOTAL EXPENDITURE	£734,428	£662,456	

EXPENDITURE

Now we can look at what happens if the plan all comes together! It would be great if we could accurately forecast every year and we could be assured of figures in line with these. The simple truth is we cannot. You can see that we are planning to be on the right side. We all remember with horror the figures we have seen in the past. But providing we are prudent with expenditure, maximise our income and try to live within our budgets we will be able to put money away in anticipation of spending that WILL be needed further down the line.

We used in our forecast registrations which we knew had fallen below 1 million for the first time, in fact we knew that registrations would almost certainly be around 950,000. This subject will be covered by colleagues later today. Thus you can see how we achieve the forecasts we use to set the budgets.

So, how did we do?

Bottom Line Forecast / Actual

YEAR	Forecast 2005	Actual 2005
SURPLUS/(DEFICIT) FOR 2005	£148,269.43	£154,969
Realised gains/(losses) on Investments	(£20,638.64)	£74,329
TOTAL REALISED GAINS/(LOSSES)	£127,630.79	£229,928
Unrealised gains/(losses) on Investments	£110,650.81	£267,844
TOTAL PROFIT/(LOSS)	£238,281.60	£497,142

Let's look at how this benefits all of us.

In the short term we have infinitely better stability.

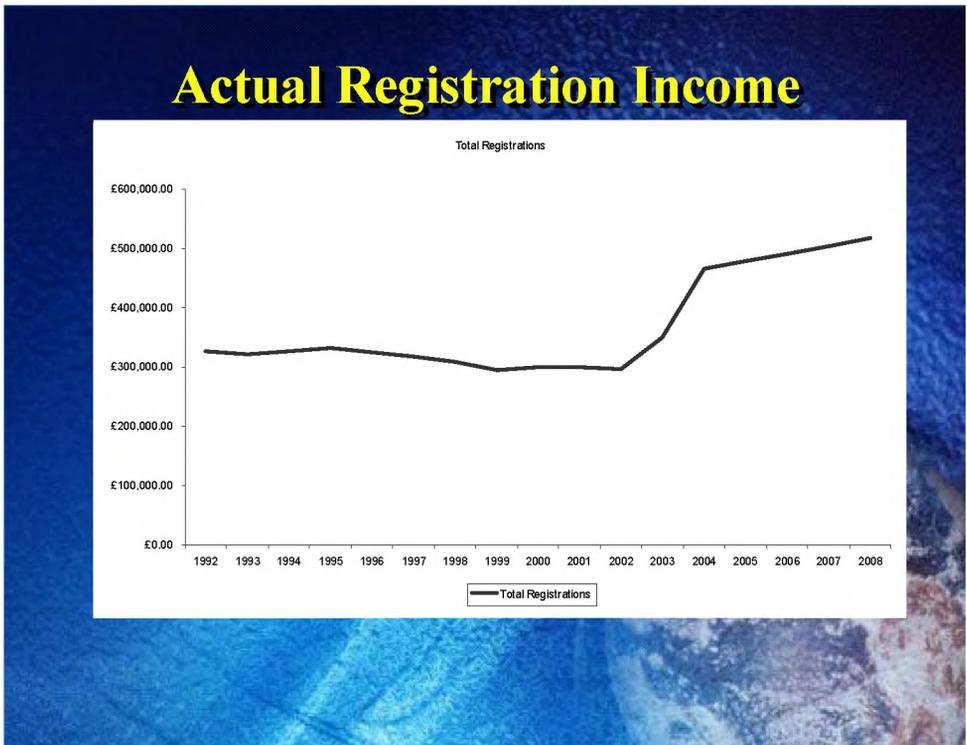
We will see growth in the portfolio thus maximising our earning potential. We will see the contingency fund grow and this in turn will see capital available for improvement to our assets which are our properties, Grove House, Britney House and of course the Bungalow at Grove and the other House in Wales.

The improvement to our cash flow is all important. This will be achieved by focusing income to be available when we need it and not having to wait

until it arrives. For instance, if we need a large amount of cash, it will be available and we will not have to liquidate any of our portfolio, this could be for emergency repairs etc.

In the long term we will see capital available for projects when we need it instead of huge hikes in registrations. Please understand that as registrations rise we will need to make annual adjustments in line with inflation plus an allowance for the decline in membership. However we can control this as my colleagues will explain when we get to the Way Forward. Let's look at how these situations arise:

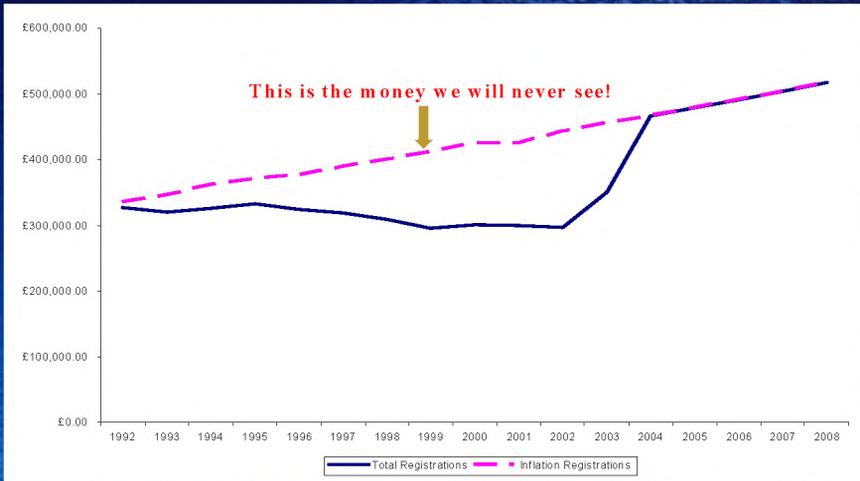
In this next slide we see what has happened to the level of income from registrations. You can see how our income rather than growing has actually diminished. Can you see where our corrective steps have taken place?



The next slide shows how we have superimposed what should have happened had we stayed with inflation. This huge gap is money we will never see. This is why we need bigger hikes if we miss the opportunity first time. I suppose I am saying little and often, but be warned the days of a little being just a few pence are long gone. Please do not be influenced by percentages, 100% of very little is still very little!

We can also point to the fact that if you take into account inflation over the past 35 years registrations would currently be just over £2.

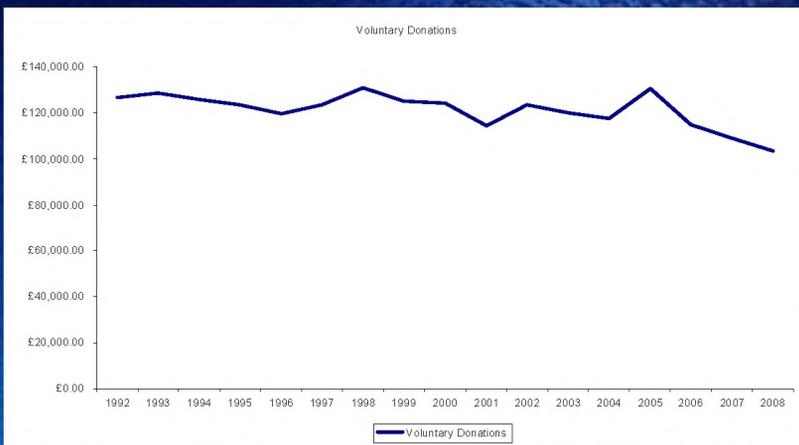
Registrations if Inflation applied



We cannot raise the necessary funds through voluntary methods and this next slide shows you why, despite repeated efforts to encourage the Order to support Grand Lodge invariably they fall on deaf ears.

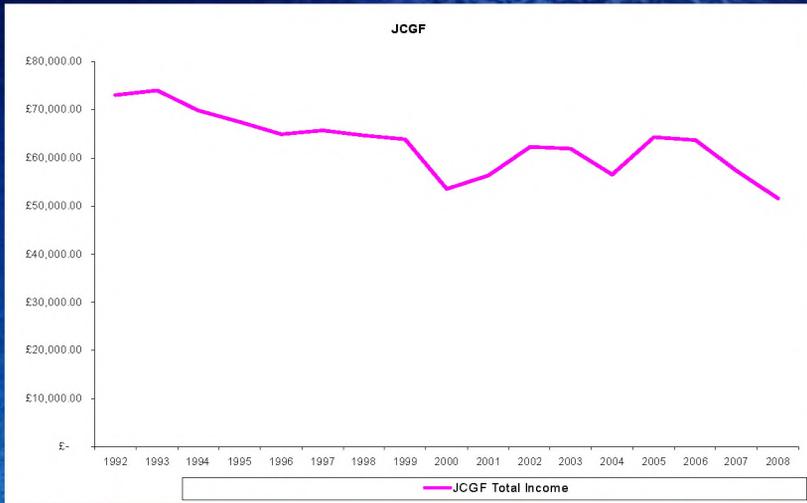
Whilst there was a reasonable increase in voluntary donations in 2005 we cannot depend on this being carried on in the future as the donations in 2006 showed only too well, a decrease of some £16,000.

Voluntary Donations (Actual)



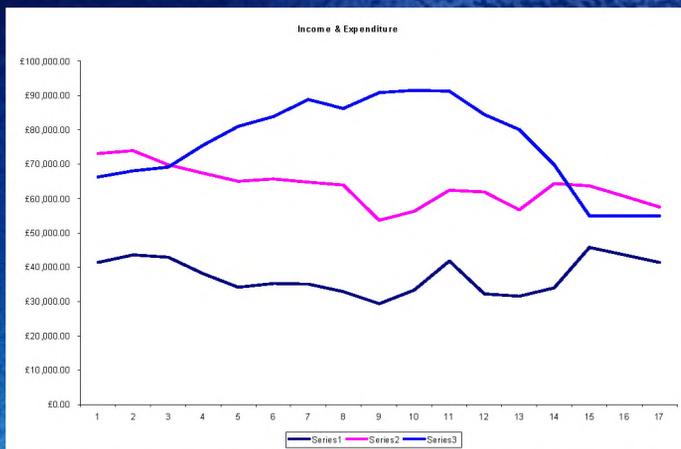
Let's look at the Journal Childrens Gift Fund.

JCGF Donations with other Income (Actual)



This is the total income to the fund and clearly shows the overall trend. The following slide shows the breakdown of Income v Expenditure

JCGF Donations, Income & Expenditure (Actual)



You can clearly see that for years now we have donated the broken red line and spent the blue line. It is not pretty. Each December the Grand Primo tells you this! Once again, and it happens every year, we spent more than came into the fund. If we continue in this way sooner or later there will be nothing left for the Grand Primo to give to OURS, do we really want to see this happen?

Now lets move to the overall finances to the Order

Let me summarise, in this next graph lets look at the early nineties when we were coping, look at the gap between income and expenditure. The gap however was set to cope with the day to day needs and not in looking for future needs or planning.



As we move through the crisis you see we need to re-establish the correct gap between income and expenditure.

In this slide you can see the portion that represents the budget and that portion we will salt away for the major capital projects we know will come.

In 2006 we had (Convention). 2009 (Convention), 2014 (Convention), 2015 (Grove House Refurbishment), 2019 (Convention) and of course 2018 when we will probably replace the IT equipment we have purchased. All of this will be placed into the contingency fund.

Brethren, everything that we have been saying up until now is the result of many years of intensive thought and hard work from the various members of the committee that have had the responsibility of formulating the plans

for securing our financial future. We still have some way to go which brings me to our next slide. These are some of the reasons that we need to increase the proportion of registration fees payable to Grand Lodge each year.

Why we need to increase registration fees

- **£20,000** **Seasonal Labour at Grove and Britney**
- **£5,000** **To repair the Drains at Grove House**
- **£40,000** **Convention Hull 2009 and 2014**
- **£5,000** **To replace Chairs to meet fire regulations**
- **£20,000** **Mandatory addition the Staff Pension Fund**

**AND DO NOT FORGET OUR GRAND LODGE
AUDITORS WARNING THAT JUST TO
STAND STILL WE NEED AT LEAST A 10P
INCREASE EACH YEAR.**

As you can see Brethren, we are planning and forecasting to achieve surpluses for each year. However this does not mean that we can rest on our laurels. We have heard from some members that the Grand Lodge Management Committee's proposals for registration fee increases means more and more unjustified demands on our members pockets. This is just not true. We only ask for what we believe is needed to continue to run YOUR ORDERS finances in the best way possible to give YOU the MEMBERS the service and facilities that you want and deserve.

We believe that we need these increase, however if donations to Grand Lodge Benevolence increase by around £15,000 and interest on investments by £40,000 this equates to a total of £55,000 and is equivalent to 6p per registration. If this is achieved it can and will be taken into consideration when calculating what we believe is required.

The Order in the past been guilty of spending money from our reserves, the calculated surplus is designed to replace some of that money and enable us to place into the contingency fund monies for the major projects we have to undertake in 2015 and 2018, details of which can be found in the booklet 'The Way Forward Three'.

Brethren I think you can agree that this is massive food for thought. Historically we can point to many times when we have pulled off various miracles with the level of income we have had through investments, but it will be a long time before we reach those kinds of levels again, if we ever do.

Traditionally we know that the best investments are bricks and mortar. We have property and it would be folly for us to recommend to you to sell assets that are growing in value.

We would suggest the Trustees would have something to say if we did. Liquidating an asset to ensure we keep the price of our Lodge Night down makes no sense at all. In this day and age we must charge a proper price for what we offer and the RAOB at twice the price would still present good value.

The service we offer our members is second to none. I have often heard people say dispose of the homes; we stand for Convalescence Brethren, THAT'S WHAT WE DO. The facility available is brilliant, asks those who use it, is it needed, ask those who have had to use it, they will tell you.

Think of the single spouse or the single member, think of the couple used to having much in common with those around them, do they want to go down the road and stay somewhere we have paid for and not have us there to support them, would they prefer to go somewhere private or would they want to be with us, their friends, us the Order that gives them the camaraderie they have become used to.

When we come to address the control over our finances we are way ahead of where we were, and if you the membership start to take advantage of the superb holiday breaks we are offering, and support all the other projects we are undertaking in order to increase the income into the Order, and we start to see some substantial increase in the level of voluntary donations to Grand Lodge we will be able to reflect that in the level of registration, until then it would be suicidal to contemplate not putting up to a level where we can still offer the kind of service we do.

We have had to ask for increases that hurt, because we the Grand Lodge Management Committee believe that in the best interests of the Order, we need them! We make no apologies for taking a firm stance on what is required, we have wonderful facilities and committed staff who want to help us the members and by giving us what we need from each registration we can take care of ailing members and those who need our help and not farm them off to other organisations and salve our conscience by paying for it with money gained by selling off our assets. Beware Brothers once that money has gone where then would the funds come from.

We will be presenting to you later this afternoon a presentation on the Way Forward in which we will be looking at ways to maximise income, but all the fix its in the world will not mean we have to stop paying into the bowl, supporting the Grand Lodge Monthly Lottery, donating to the Journal Childrens Gift Fund, and most of all take these relatively small steps toward a sound and viable financial future.

WE can detect the changing attitudes happening at the moment. The Markets appear to be recovering, though we are still a long way behind where we were. Some members are beginning to realise the cup is half full and not half empty, there is a growing sense that we can turn this around,

but brethren it is not a quick or very pretty process. There is much to do and it may not be us that finishes the job. We can and will influence those who follow by setting out the rock solid foundations they need. We will not take the assets they will need; rather we will build upon them. We will ensure that when the time comes for us to hand on to the next generation that we will have eased their task to continue the work we do for our Communities, the work we do for those in Society who need our help and of course those of the fraternity that need our assistance.

In conclusion brethren we are not in danger of going under, we are not in crisis for our core principles, we can and will continue to give rather than receive, but we must be realistic, we cannot keep spending out more than we bring in. In June 2003 we offered a challenge to the floor of Grand Lodge, it is easy to stand back and wait to see what happens, it is very easy to snipe at us and berate us for not selling the family jewels, by far the hardest option is to work with us and united we can continue our journey, it will not be easy, but I am certain together we can triumph.

We have in many previous years decided that we would pursue the course of only putting 4 or 5 pence increases onto the fees. It is obvious that this has not been prudent. Our recent financial disasters have demonstrated this. We are now close to being on a sound financial footing; we are hopeful that we will not have to come back to the membership for more, large increases in the future. Unfortunately this will not be the case if we continue to only make small increases in dues. I will repeat for one last time, we cannot and must not return to the days of 2 or 3 pence, because if we do the as sure as day follows night future committees will be asking for not 15 or 20p but 30 or 40p.

The foundations were laid back in 2002 and we have continued to build on them. We are now ready to put the roof on and thereafter maintain what we have, but we can only do this with your help and co-operation.

THE GRAND LODGE TRUSTEES & THE GRAND TREASURER

This next period is an attempt to give you a brief insight into the roles and responsibilities of the Grand Lodge Trustees and Treasurer.

We will each be presenting an overview of one or more of the areas that the Trustees have either 'Total' or 'Joint' responsibility for. We are going to give a view of the Grand Lodge Trust Corporation, what it is, what powers it has and our responsibilities and involvement within it. The Presenter will give you a taste of the responsibilities with regards to the Properties and Assets owned by the Grand Lodge of England and we will give you an insight as to the responsibilities of the Grand Treasurer within the whole of the Administrative Management of the Order.

Many years ago the role of the Grand Treasurer was much more expansive than it is now. For instance he sat on the Grand Executive and many other committees of Grand Lodge.

Later in the days of Ben Whitcher the responsibility of sitting on committees was removed and the position became much less of an administrative role and in truth became little more than money counting and checking the books on a yearly basis.

In Ernie Langton's day he was invited to attend with the Trustees, the quarterly meetings with the GLMC and his calm sensible approach to the financial aspects of the Order became a valued part of those particular meetings.

When the various reviews started some 3 years ago Jacks input was very valuable and he took an active interest in what Grand Lodge Management Committee, the Trustees and the Support Services were doing. This of course was in the area of finance, though he does make his opinion known on other subjects!

It is true to say that the role of Grand Treasurer is evolving in the modernisation of the Order. It is an important part of the process and as it emerges the Committee and the Grand Secretary are grateful for access to this valuable assistance.

Though this evolution is never quick enough the Committee are certain that this role will be pivotal to its progress.

The Trust Corporation

What is the R.A.O.B., G.L.E. Trust Corporation?

It is a trust fund set by Grand Lodge many years ago to guard our assets for the Order. The deed was signed between the Executive Committee and the then Grand Lodge Trustees.

What is included in the Trust Corporation?

Grand Lodge shall have power by Resolution to direct that any assets of Grand Lodge shall be vested in the R.A.O.B., G.L.E Trust Corporation.

All the Funds of Grand Lodge shall be placed in such Bank as Grand Lodge decides and the Trustees of Grand Lodge.

All the assets including the properties of Grand Lodge shall be vested in the Grand Lodge Trustees for the time being.

Trustees shall have full statutory Trustee power in connection with assets vested in them.

An inventory of all properties of Grand Lodge shall be taken as at 30th September each year and copies placed in the hands of the Trustees.

Who are the Directors of the Trust Corporation?

Your three Grand Lodge Trustees are the Directors together with the Grand Secretary who is also a Director and Secretary.

When do they meet?

They meet annually on the first Friday in September of each year at 6 p.m.

Our Auditors are present and the annual accounts are presented to be signed. Minutes of the previous meeting are read and signed.

Fairly simple accounts are prepared because in these accounts there is no income or expenses. There are also no assets or liabilities.

There is an annual return, which has to be completed and signed. This is by the way, completed by our auditors. Once completed and signed this has to be forwarded to the Companies House where it is filed and recorded that we have complied with our obligations.

If the Directors to the Trust did not do these things, then they could end up in trouble. The annual return not filed in time does carry quite serious penalties both financial and possible jail term.

A point to be made is also that the Charity Commissioners are looking at more aggressive ways to control the charities.

Another point should also be made that it is the responsibilities to ensure the Grand Lodge fulfils its obligations in compliance with the requirements of the Government. For example your VAT & PAYE, year-end returns etc. are submitted in time. Otherwise the Trustees get a letter advising of the failure.

Action at Law.

They can have Action at Law against them! Yes your Trustees can be sued and they in turn can sue on your behalf.

Any disputes, your Secretary, Treasurer, and members of Grand Lodge Management Committee can walk away from the dispute and shrug their shoulders and say not me Gov, but your Trustees can't do that. They have to answer at law.

The Trustees get in the neck or as they say face the music. I hope we never get to that situation ever but it has to be pointed out as a last resort after everything else fails.

I hope this gives you some insight into the Trust Corporation.

Grand Lodge Properties

This is a Presentation on the Properties owned and administered by the Grand Lodge of England.

These consist of Grove House at Harrogate, The York at Weston-Super-Mare, the RAOB Club at Coventry and the Bungalow in the grounds of Grove House.

Firstly I will start with Grove House as I am sure that most of you are aware it is not only one of our Convalescent Homes but is also the Administration Head Quarters of the Order.

It is contained in its own grounds of some four to five acres, the Convalescent element consists of 22 bedrooms and the House Manager and his Spouse have a staff of 6 who are responsible for the well being and care of all convalescent members and their dependants, and to ensure that their stay is of benefit to their recovery. It is worthy of note that all costs of Convalescent Patients is met by the Grand Lodge of England.

The Office complex at Grove House is in the process of refurbishment and is having a new Computer System Installed and Commissioned.

The Grand Secretary and the Support Services Manager have a staff of 9 Administrators, one Accounts Administrator and one Post Room

Administrator. I am sure that the Provincial Grand Lodge Secretaries here will agree that the Staff are more than helpful when contacted.

The York at Weston-Super-Mare has a very similar function as the Convalescent side of Grove House, it has 26 Bedrooms the House Manager and Spouse have a staff of 6 to assist them in ensuring that every one who is on convalescence benefits from their stay of one or two weeks, which for anyone who has not been there is on the seafront within easy reach of the beach.

The RAOB Club at Coventry was brought by Grand Lodge in 1973 when the Provincial Grand Lodge of Coventry experienced some difficulty in repaying the Mortgage, it was decided to rent the Club back to the Coventry Provincial Grand Lodge at a commercial rent, which is reviewed by the Grand Lodge Management Committee on an annual basis, over the past 30 years there has been, in the main, a good working relationship between the Landlord and Tenant and it has been a sound investment for Grand Lodge.

The Bungalow in the grounds of Grove House has also been a success; it is normally reserved for the Grand Secretary which has been the case over the past 20 years or so.

The new Grand Secretary decided to purchase his own house which left the Bungalow unoccupied, so it was decided to modernise the Bungalow and rent it, I am pleased to inform you this has been done and is now being rented with an income of in excess of £600 a month for the Order

As you can see our Portfolio of Grand Lodge owned Properties are not excesses in fact I believe they are about right, if you remember that back in 1973 we sold the Claremont to the Royal British Legion for £85,000, and with property inflation from then to today that building would be worth in excess of £1,000,000, which would have been a better return than cash in a bank or the purchase of Shares.

Our Order provides a genuine source of help, friendship and relief to a great many of us, these principles still hold good today and always will, and that is the reason we must retain the assets in our Convalescent Homes, and Grand Lodge Properties and as you know the 3 night mini breaks at £65 per person is such good value and such a good way to support your homes.

You will see from the presentations, the Trustees have a very responsible role within the Grand Lodge of England and in order to enable them to keep on top of any situation; they have access to information on any matter held by Grand Lodge Office.

They are involved in combined meetings with the Grand Lodge Management Committee every thirteen weeks and in the past 3 years we have been more closely involved with the preparation and implementation of many of the procedures which are now in place at Grand Lodge Support Services. Their sage advice has helped enormously with the production of the "Way Forward".

They have a great responsibility to you our members and to the Charity Commission with regard to the Charities Act, they can, and indeed need to, at times, challenge any activity that could jeopardise our charitable status.

Every three years, as you heard earlier today, they become part of the Convention Committee.

Finally, although the Trustees and the Treasurer, in terms of our rules at least, hold Office which is at the will and pleasure of you the members, remember that Grand Primo's and Grand Lodge Management Committees serve fixed terms of Office, the Trustees and the Treasurer therefore provide continuity that is essential if the plans and processes put in place by the Grand Lodge Management Committee are to continue seamlessly. I hope this gives a broader idea of how things are carried out by your Treasurer and Trustee's.

GRAND LODGE SUPPORT SERVICES

As part of the Way Forward we have changed the name of what was known as Grand Lodge Office to Grand Lodge Support Services. This is the Engine Room of the Order. We will be taking you through who's who later.

Grand Lodge, the Provincial Grand Lodges and indeed all Lodges of the Order have huge thanks to give to this little known team. Stuart, Wendy and their team work tirelessly in the background to ensure things run as smoothly as possible.

Grand Lodge Support Services provide administrative support to Provincial Grand Secretaries and Lodge Secretaries alike. No raisings can take place without them. They guard the funds of the Order. They ensure our bills are paid, they ensure you the membership have access to all the help and support you need.

The Support Services provide administrative support to the Homes. This small band of people has influence over so much that we do. Every Grand Primo has cause to thank them. The Grand Lodge Management Committee, past, present and future, draw great comfort from having them around.

The other arm of the Support Services is the Homes. Brian Owens and his team at Grove House provide brilliantly for Convalescent Guests. Most who have attended Grove House will attest to their supreme professionalism and their uncanny knack of making guests feel at home and part of our big family. With the growing market for the Holiday Scheme Grove House is becoming busier and the team have used that magic talent to make everyone welcome and cater for most needs.

Alan Gower and the Team at Weston have built a great reputation among both Holiday & Convalescent guests for their hospitality. So much of the correspondence we receive with comments about the York is very positive.

These two homes are so diverse and each provides such different amenities you would think they had little in common. That would not be the truth. Brian and Alan share best practices and we are actively looking at things like central buying.

I know that Stuart Steele is very proud to lead the Team at Grand Lodge Support Services. As the Grand Secretary he is the Chief Executive of the Order and is Secretary of all Committees.

He is based at Grove House and is delighted to work at one of the most beautiful buildings in Harrogate.

Stuart is helped in his tasks by Wendy Stubbs. Wendy is simply the best right hand anyone could ask for. Her knowledge of the Order is second to none. In over 30 years service to the Order she has experience in all aspects of the Order. As the Support Services Manager she ensures that everything runs smoothly. In Stuart's absence Wendy assumes control and takes responsibility for the day to day running of the Order.

Linda Heeles is Stuart's Personal Assistant. When any of you call Support Services it will usually be Linda you first speak to.

The Accounts Administration was being covered by Wendy and Stuart. Audrey was our Accounts Administrator but has recently left our employ due to her husband's relocation. We were looking after all the accounts, writing the cheques and maintaining the payroll. Very importantly we are monitoring cash flow.

As we assessed our needs going forward we defined the role of her successor and that of Amy who was the youngest member of the team but who unfortunately left our employ to further her fortunes in a different sphere; the Committee are happy that we properly identified and defined those roles.

The position forced upon us by the resignation of these two key members of staff has been remodelled into one position called an accounts administrator and has been taken over by Andy Baker who, after interviewing all other applicants was the right man for the job.

Anyone who has booked through the Holiday Scheme or for Convalescence will have been in touch with Debbie Hinchcliffe. Over the recent past Debbie has had a major influence in improving this section. Many of your emblems will have been hand written by Debbie.

Doreen Gray has now retired from Grand Lodge Support Services and her duties are in the process of being absorbed within the remaining staff in Grand Lodge Support Services.

Irene Denning is our expert on Degrees, Jewels and all that is attached to them. Her duties involve making sure you and any candidate for raising to a higher degree are eligible and that you have everything you need. Irene deals with Jewels both new and those for renovation.

Kim Petyt looks after statistics and records. She maintains the information for the directory. She collates the information from quarterly and annual returns and balance sheets. Kim looks after the Monthly lottery and applications for new lodges.

Maria Briscombe is responsible for Honorary Memberships and 50 year service certificates. She also covers Grand Lodge Delegates and the Journal advertisements.

Pat Macare looks after Initiations, Affiliations, Degree Credentials and Duplicates.

Last but not least is Syd. Syd Thorpe is our multi tasking team member, covering the Mail Room and Goods inward and outward. Syd does so much more, his abilities as a jack of all trades makes him a greatly valued asset to the Order.

As part of the Way Forward Stuart and Wendy are conducting skills assessments and arranging for all our staff to work in all the sections so at the end of that process we will have a multi skilled, multi tasked team throughout to continue our march forward in providing you the members a better service.

These people have served Stuart's predecessor well and are giving him all the support they can. They are committed to improving the services we offer and we can already point to many tasks we have brought "In House". The new IT equipment is fully on line and our team are ready to carry on the great work of previous years and with the tools we now possess.

THE WAY FORWARD

We have heard earlier today of many of the steps that the Grand Lodge Management have put into place in order to move us forward. Prior to 2002 we were guilty in some areas of not moving with the times. We were trying to run the Order in the 21st century using 1980's technology. Many of our processes, checks and balances were well beyond their sell by date.

As part of the financial review we decided to look at every part of our activities. This was where the "Way Forward" was born.

To ensure all our processes remain current and relevant we knew we had to monitor all our activities regularly to ensure we were doing all we told you we would do.

We were also very aware that many of you were not fully aware of what was going on within our administration. We knew this because we realised how little we knew prior to joining the committee.

As the eighties and nineties were such a financial boom time for us we did not need prudence because when things went wrong we could just fix them and still remain profitable.

Then things conspired against us, the stock market crash of 1999, 9/11 and the subsequent war on terror.

We quickly realised that you the membership had to know and understand that we were moving into a new phase in our history.

Financially you have heard why we have had to make unpleasant recommendations and we do not want to dwell on that again.

The Way Forward 1, "Our Administrative Future" laid out the blueprint for our revival and we have implemented many of the systems we set out in that document.

The Way Forward 2, “The Journey Begins” again was financially driven as we needed to stop lurching from one crisis to another. We needed to budget, control our expenditure, maximise our income and above all plan for the future. A policy of waiting to see what goes wrong and then fixing it will never work, it never has.

These are works of communication. We are involving you in the thoughts behind the steps we must take if we are not to start to lose what our forefathers left for us.

The Way Forward 3, “Join us on Our Journey” which has been in the public domain for some considerable time covers our deliberations on recruitment, retention and how we can halt the decline in membership and attempt to recoup some of the ground we have lost.

We the Grand Lodge Management Committee are not ready to give up on anything. We do not see the need to sell off assets to survive. We see ourselves as part of the biggest picture of all, The Grand Lodge of England.

We are members of Lodges; we are members of Provincial Grand Lodges and we are members of Grand Lodge. Each part of the Order is as important to each other as they are to themselves. Collectively we can march forward, independently we can only lose.

We are not dying, we are not an Order in crisis, we are only an Order addressing the problems that face us. We cannot do it overnight; some things may take much longer. It is wrong to expect 12 men to sit at a table and come up with instant fixes. The process may take longer, but continue it we must.

The attractive options that may provide some respite, such as selling the homes and using that money to pay for convalescence is only a short term fix, in the longer term the money would soon go and we will find ourselves in deeper trouble. We must come up with a solution that allows us to retain our assets and maximise their use, this Brethren will take time, and we cannot dash from one decision to another. When we need to take these decisions we must do our homework and put it before you with sound reasons that will allow you to make decisions armed with all the facts, quality information allows you to make quality decisions.

With our advancement in technology we are going to be able to communicate more information to you, in my many years in the order I cannot remember a time when we have been in possession of so much information.

We will not burden your delegates to Grand Lodge with tons of information to relate to you, we do not expect your Lodge delegates to Provincial Grand Lodge to turn up with reams of A4 paper to tell you what is happening at Grand Lodge, No Brethren we will tell you direct through the Journal, through the Way Forward and through any other medium. We will communicate, **Communicate, COMMUNICATE**

Brethren, what has been achieved in so short a time:

The Grand Secretary and The Support Services Manager have overhauled our working practices and a process of development is well underway.

The Grand Lodge Management Committee and the Grand Secretary are moving us ever nearer to financial probity. The Grand Lodge Trustees and the Grand Treasurer are consulted regularly to ensure this process continues.

With the Way Forward and events like today Communication is improving in leaps and bounds. Communication at Grand Lodge and in the management structure is growing very fast and quality information allows for informed decision making.

The new IT system at Grove House is already showing great signs of repaying the investment made in it. Reports and tasks we have paid for in the past are coming in-house.

The Committee and The Office Management team are monitoring all aspect of our procedures and identifying areas for improvement.

With all the improvements we are putting in place our staff are now working in quality surroundings, with quality equipment and improving terms, motivation is much stronger. Within the Grand Lodge Support Services we have taken steps to ensure that many of the costly financial reports produced by the Auditors are now produced in-house.

Wendy is managing her budget and strict control is maintained over the purchase and storing of our stock. The Grand Secretary is working with committee to implement a marketing policy.

This is all serving to build our administration team to a skills base which we need to take these steps. When it comes to the homes we are also moving forward at break neck speed.

We are adopting a far more flexible approach, expanded meal times, a much more relaxed regime to make the homes more attractive to members who want to use the holiday scheme. The feedback has been very positive and we urge more members to take advantage of these wonderful homes.

We are looking at staff levels and looking at seasonal trends. Proper purchase control is in place. Maintenance is being planned and jobs prioritised to ensure our expenditure is well under control.

We are looking to expand the holiday scheme and develop the short breaks that are proving to be very successful. Professional events organisers are already assessing Grove House for suitability to stage themed weekends, weddings and many more options, the word is spreading, the homes are nice and definitely worth a visit.

I hope today has given you a better insight into what is happening in the future and has shown that GLMC wish to give the Brethren a more open view of our aims. We know that we are preaching to the converted.

You have come here today to find out what is happening. Help us by preaching to the unconverted. There are only 12 Members on the Management Committee but after today, we have many more Members,

spreading the word. We will keep you up to date, we will use modern and traditional methods of communication and we will come to you. This is one of a number of seminars as we get the message out and about.

The next step to report to you will be our thoughts on Recruitment, retention, returning lapsed members to the fold and much much more.

The Way Forward 3 will be the next in the series of reports, but you have a part to play in this process we need you to communicate with us, we need to know what your view is, so do not criticise from a distance, talk to us, become pro-active with us not criticise with hindsight. Brethren it is only by moving forward together that we will succeed. The Journey has begun; the destination may still be a long way off but now we know we can get there together.

THE WAY FORWARD 3

Brethren the Way Forward 3 “Join us on Our Journey” is the most ambitious report so far! In it we have tried to address the thorny problem of recruitment and retention.

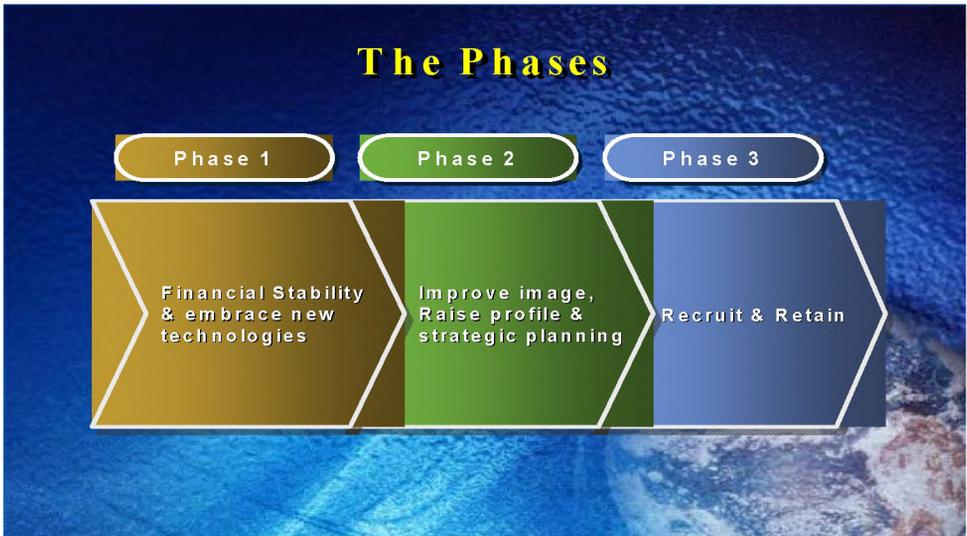
Everything we have undertaken in the last 3 years has been building towards this report and yes we have an agenda.



The financial aspects and modernisation are only part of the big picture that so far has only been seen by those of us who sit around the Committee table. Our lifeblood is the membership; I mean all of you and the many members who are not here today.

We are constantly reminded about numbers of members, average age of Lodge Members and other related subjects all of which are in the main spoken of in the negative.

We have stripped everything back and faced up to some very hard home truths. We have looked at what we offer to potential members and looked at why other organisations are either thriving or in crisis and so this took us into the 3 phases.



We do not believe we are yet in crisis, but neither do we believe everything in the garden is rosy.

We first wanted to mend fences on two main fronts, finance and morale. We realise the two are very much linked. Financial Probity will improve morale. Improved morale will make us much more attractive to both returning members and to potential members. Just look at the slide of Utopia to see it is a never ending cycle.



We need people in the Community to know and understand us and realise what is already there. We needed to embrace modern technology to control our finance and free up time to formulate an action plan to communicate within the order and equally importantly outside the Order.

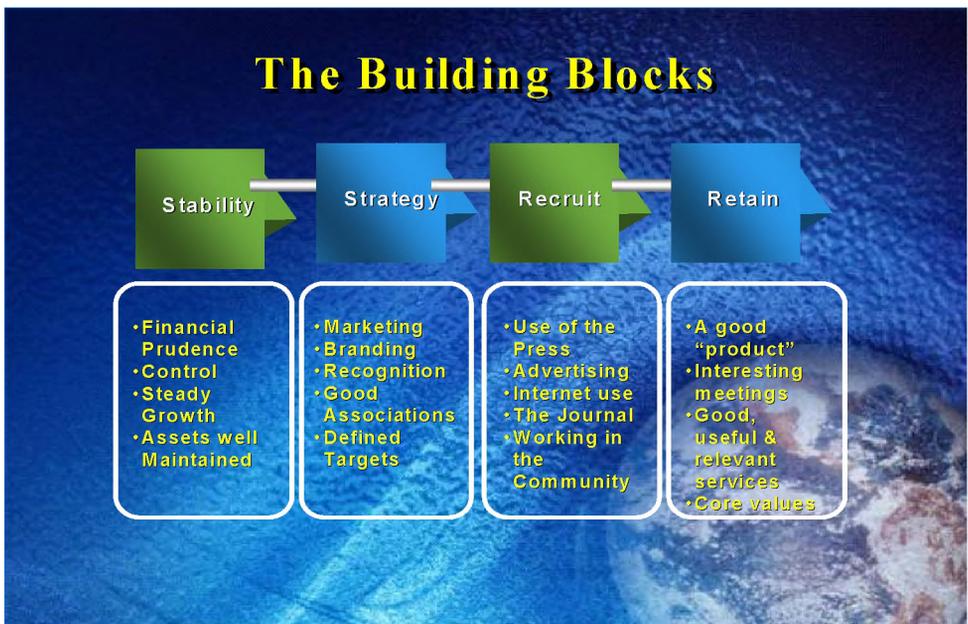
This leads us to the massive task of marketing ourselves. I make no apologies for using modern terminology because we live in modern times. While history must never be forgotten it is not necessarily there just to imitate. Rather we need to learn from it and move forward. Our History is important while our future is absolutely vital. We have our targets.



With this in mind we must focus on our image, our branding, our marketing, and our targets. The message and philosophy is good, we do not need to change our core values, and history tells us they are OK. What history tells us is that we have lost our way at reaching the community with our message. This is where we need a new strategy that is relevant to these times. This is where we need to reach out and find out what potential members want, decide if it can be achieved within our core values and if it can we must have a strategy to implement it.

We must use the Media, George W Bush and Tony Blair do and our message is better and less dangerous. We must use the internet as a positive means of communication rather than a means of washing our dirty linen. Let the message go out that the RAOB are good people with the Community at heart, not squabbling men with a thousand different agendas. The Journal editor will also play his part, with the RAOB GLE Quarterly Journal spreading the message throughout the Order.

Once people know the message they will come. Then we must assure that when they have come we make the experience one they want to repeat. This is where history can help. In years gone by our forefathers identified what the membership needed and provided it in spades. Charabancs, family outings, family support and sharing experience. The future means we may have to change the events to make them relevant to modern lifestyles but the concept remains. The coach to the seaside may now need to be a theme park or the theatre and in smaller groups, the list is endless. The kids' party may now be a healthy eating barbecue rather than jelly and ice cream, but importantly it must be relevant. The egg and spoon race may be replaced by the BMX or mountain bike, and the beetle drive may now be a video game, the concept is the same it has just moved on. These are the building blocks.



Our Lodge Meetings may be made more interesting; they become more formal or less formal, but address these things we must. Frequency may be an issue, modern man may commit to every month rather than every week, and he may want activity that involves more variety of location and emphasis. These are all areas we must explore. We may adopt some and reject others. Brethren the Way Forward 3 will address these issues. However! We must have your help, because we twelve men can facilitate discussion but you must implement any changes, you must face up to making your Lodges and Provinces more attractive. You must want to recruit the talent you need to move forward and above all you must tell us what you want. If the approach is united and the language used is appropriate we can stride forward. You elect us to lead you forward and those I have had the privilege

to serve with have served you well. It is time for the membership as whole to unite behind the Brothers you entrust with your future and forget the British way of putting people on pedestals and then trying to knock them of, just lets get together and move forward. We have a programme.

The Programme

	2005	2006	2007	2008	2009
Convention		✓			✓
Refurbishment				✓	
Planned Improvements	✓		✓		✓
Rule Book		✓			✓
Marketing Campaign			✓		
Recruitment Campaign		✓		✓	

For the sake of the Order you must all realise that none of these steps come without a price. This price will be both financial and costly in time. We do have a strategy.

The Strategy



There will be difficult times and some success and no doubt some failures. We will point out to you that the Order will survive all of us here and our children and their children and so on. Let the message from the Provinces go out and let it say that Buffaloism is alive and well, and will be for a long time to come.

Farewell Speech

Brethren, as you can probably imagine we, that is the team and myself were unsure of just what sort of reception to expect from you today, or indeed how many would turn up, because although we are convinced that these Seminars are a good way of getting our message across, not every one agrees with us. But as usual, I'm pleased to say, those doubts turned out to be unfounded as they usually do.

Once we have had a frank and open meeting and given everyone a chance to ask questions, and if every one of you here who agrees with what you have witnessed today passes on the message, if only to five other Brothers, then immediately that five turns into thirty and so on, and that spreads the message.

My team, your committee, I'm sure you must agree have today done a brilliant job, the fact that so many of you stayed on for the afternoon session proved that, and that makes it all worth while, because as you can imagine a terrific amount of effort and hard work goes into formulating a seminar like this and for that we have to thank our Seminar coordinator, Bro. Tony Allen, not only for his hard work but also for his enthusiasm and dedication.

The question is very often asked "What are the management doing to stop the decline of the Order?", Well we think that Seminars like these are one way, and if any one of you here today have any ideas that you think would be interesting that we can incorporate into our presentation please don't be afraid to tell us. I hope that by bringing a small team of your management Committee here today spells out the right message, and that message is that we are doing our best to bring all of our members up to speed on the way the administrative side of the Order works, so that instead of criticism we get positive reactions and genuine feedback but mainly we need to show that there are no hidden agendas all our cards are on the table, and if a financial increase is recommended then it really is needed.

Well brothers that just about brings us to the end of the proceedings for today, so thank you for your attendance your decorum, and of course the friendly way that you have received us,

*For happy did we meet,
Happy may we part,
And happy may we all meet again.
Thank you and mind the trams.*

THE PRESENTERS
(in no particular order)

- Bro. Norman York, R.O.H.
- Bro. Barrie Kingston, R.O.H.
- Bro. John Herbert, R.O.H.
- Bro. Mick Walker, R.O.H.
- Bro. Alan Whitelaw, R.O.H.
- Bro. Bernard Francis, R.O.H.
- Bro. Derek Pryer, R.O.H.
- Bro. Arvind Patel, R.O.H.
- Bro. Eric Herbert, R.O.H.
- Bro. Jack Weston, R.O.H.
- Bro. Andy Baker, K.O.M.
- Bro. Dave Moses, R.O.H.
- Bro. John J. Wilson, R.O.H.
- Bro. Hayden Bennett, R.O.H.
- Bro. Alan Egan, R.O.H.
- Bro. Peter Coton, R.O.H.
- Bro. Tony Allen, R.O.H.
- Bro. Toby Foot, R.O.H.
- Bro. Bill Mott, R.O.H.
- Bro. Terry Hardaker, R.O.H.
- Bro. Stuart Steele, R.O.H.
- Bro. Ron Norfolk, R.O.H.
- Bro. Bob Gale, R.O.H.

The following pages contain most of the slides that were used as visual aids during the presentations at the various Seminars. This page can also be used for any notes or observations that have arisen during the reading of this book.

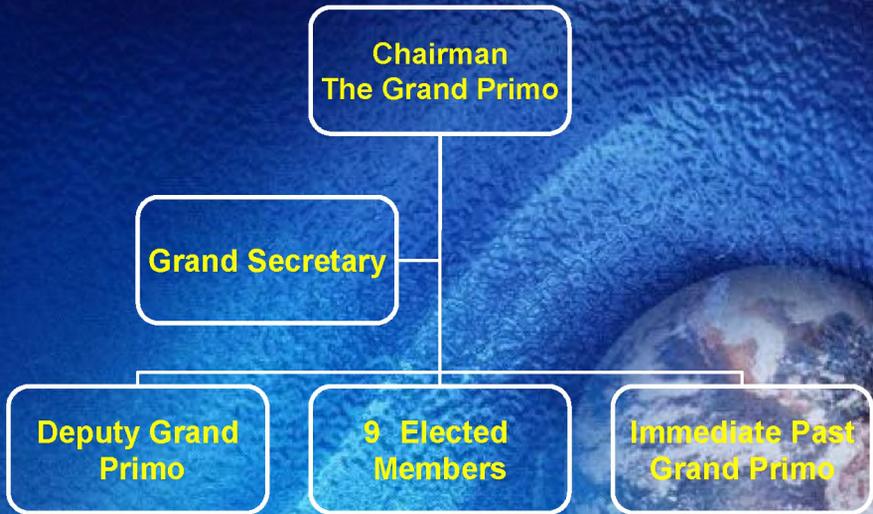
R
A
O
B

Your
Seminar
Team

The
Role
of

Grand
Lodge
Management
Committee

Composition



Our Rules Say !

- Deal with all Matters of Current Finance
- Consider all matters arising between Grand Lodge Meetings
- Take Positive Action in cases where Delay would be against the Best Interests of the Order
- Deal with Applications for Benevolence and Education Grants
- Deal with Expulsions, Suspensions & Terminations

Our Rules Say !

- Act as the Management Committee of OUR Convalescent Homes
- Act as the Management Committee of OUR Quarterly Journal
- Report to Grand Lodge each Quarter, a Summary of both Income and Expenditure
- Report to Grand Lodge each Quarter, any Matter needing a Decision of Grand Lodge

Sub Committees

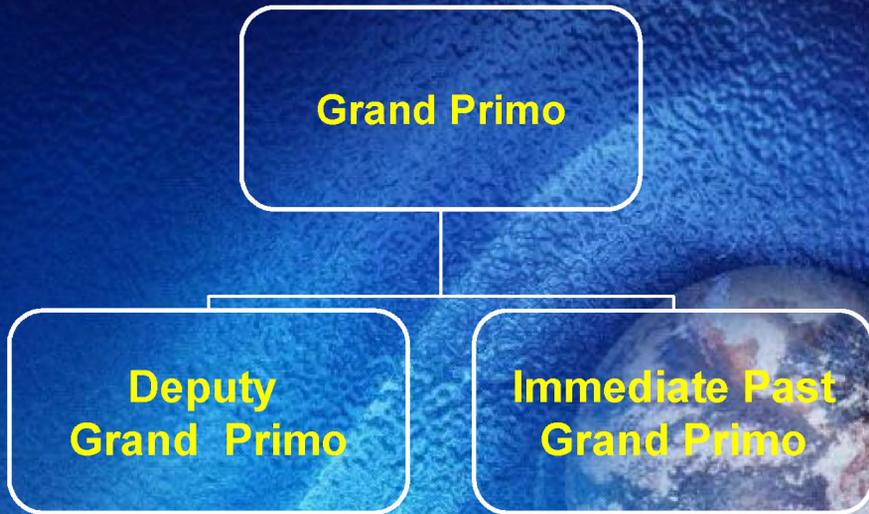
Finance Benevolence Disciplinary

Appeals Bye-Laws Boundaries

Grand Lodge Costing & Convention
Motions Administration Motions

Visiting Budgets Balance
Officers Sheets

Composition



Benevolence

- Annuities
- Special Grants
- Educational Grants
- Disaster Fund

War Memorial Annuities Fund

- What is it?
- Legally executed Trust Deed
- In memory of those members lost their lives in the 1914/18 war

War Memorial Annuities Fund

- Member
- Widow / Surviving Partner
- Member and Spouse

War Memorial Annuities Fund

- Annuity
- Special Grant
- Ad-Hoc Grant
- Grants “In Kind”

Benevolence

- Not Qualified by Rule
- Needs Not Established

Benevolence

- In ALL Cases Information remains

PRIVATE !

Now to Apply?

- Fill in the Form
“ASG1” →
- Send it to
G.L.S.S. via
your P.G.L.

ASG (revised May 2004)

RAOB
ROYAL
ANTWERP/LEUVAN
ORDER OF
BUFFALOES



GLE
GRAND
LODGE
OF
ENGLAND

P.G.L.	Amount and date of award	Case Number
1. Complete this Section only if the Applicant is a Member		
(a) P.G.L. _____	(a) Applicant _____ Age _____	
(b) Name & Number of Applicant Lodge: _____	Surname: _____	
(c) Name, Number & P.G.L. of Lodge of Initiation: _____	Title Bro., Mr., Mrs., Miss, etc.: _____	
	Degree: _____ ID Number: _____	
(d) Date of Initiation: _____	(b) Address: _____	
(e) If affiliated to Applicant Lodge date of affiliation: _____	Postcode: _____	
(f) How many years do you certify the Brother to have been an active member of the Order? _____	(c) Marital Status: _____	
(g) Detail any special services to the Order to which attention should be called: _____	(d) Occupation: _____	
2. Complete this Section only if Applicant is a Member		
(a) Has the whole of the previous payment been disbursed? _____		
(b) Was the disbursement made in cash or in kind? _____		
3. Complete this section if Applicant is a Widow		
	(a) Name of deceased Brother: _____	
	Surname: _____	
	Forenames: _____	
	(b) Degree: _____ ID Number: _____	
	(c) Date of Death: _____	
	(d) Cause of death: _____	
4. Statement of Circumstances		
(a) Has the whole of the previous payment been disbursed? _____		
(b) Was the disbursement made in cash or in kind? _____		
5. Income (Weekly Amount)		
(a) Income (Weekly Amount)	(b) State the weekly amount paid for Rent, Rates, Mortgage Repayment, or inclusive sum for Board and Lodgings as the case may be. (If living in Rent Free Accommodation, write "Rent Free")	
State Pension (self) _____	_____	
State Pension (wife) _____	_____	
Supplementary Benefit _____	_____	
Other Income (including amounts by boarders and sub tenants where applicant is the householder) _____	_____	
Total _____	_____	
(c) Other Relatives: Give full details of all relatives there as members of the applicant's household		
1. Name _____ Age _____ Relationship _____ Occupation _____		
2. _____		

Education Fund

- **Father / Guardian**

Many cases where Male Students have been assisted have become Brothers of the Order and contributed much to the future

Benevolence

- **We have distributed in excess of**

A Quarter of a Million Pounds

Costings & Admin

- Salary Reviews
- Cost of Saleable Goods
- Registrations
- New Emblems
- Review of Cost of Services and bought in Goods
- Reduction of Stock

Costings & Admin

- Convalescent
- Holiday Scheme
- Passing on Information to the Trustee's
- Highly Successful 3 Night Breaks

Disciplinary

- ALL Applications
- Expulsions
- Suspensions
- Terminations
- Re-Initiations
- Recommendations to GLMC

Disciplinary

- Terminations
- Expulsions
- Suspensions of the Order
- Suspensions of the Province
- Re-Initiations

Appeals

- Reviews ALL Appeals
- What the Rules say?
- Interpretation
- Challenge the General Report
- Reference Back
- Substantiate with Evidence

Grand Lodge Motions

- Guidelines
- Grand Lodge in 1965
- Precise Meaning & Interpretation
- Legal & Physical
- Must Not Contravene Rule

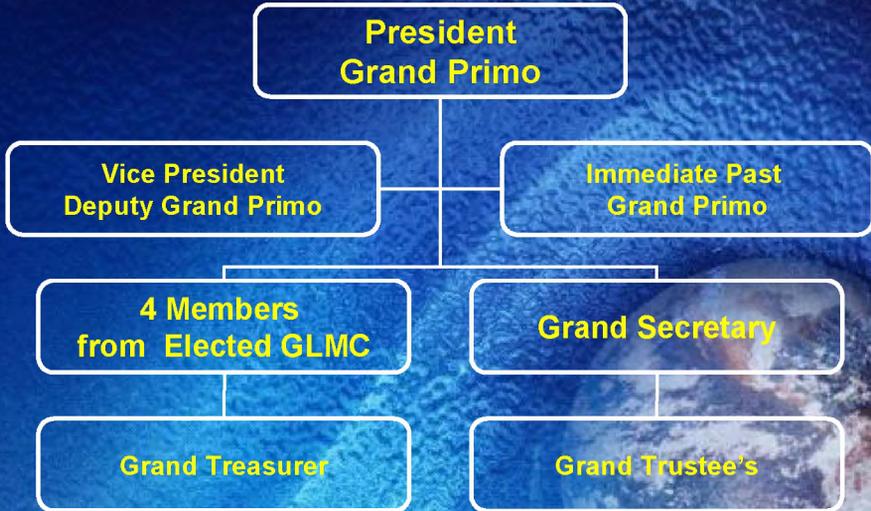
Guidelines

- The motion fails for lack of definition
- The motion is an expression of opinion only
- The motion is Ultra Vires i.e. beyond the legal or physical power of Grand Lodge to implement
- The motion would be competent for discussion by convention but in consequence of previous convention decision is non-competent for discussion by Grand Lodge
- The motion merely repeats an existing practice or procedure of Grand Lodge and does not make any change therein
- The motion is barred as a decided question (Rule 9)

Convention

- ANY Brother can Attend
- Delegate from either
- Minor Lodge
- Provincial Grand Lodge
- Meets every 3 years
- Motions reviewed by Convention Sub Committee

Convention Committee



Convention

- Review Deliberations
- Review Remaining Agenda
- Minutes of the Day
- Revision to Running Order
- Working 7 – 10 Days

Continuity

- Aids for Visually Handicapped
- Clubs & Club Loans
- Benevolence & Costings
- Visiting Officers
- Visits & Inspections
- Inventories
- 2 or 3 Sub Committee's
- Balance Sheet Reviews

Budgets

- Budget Sub Committee
- September 2003
- Over Seeing Performance
- Shopping List of Needs

Budgets

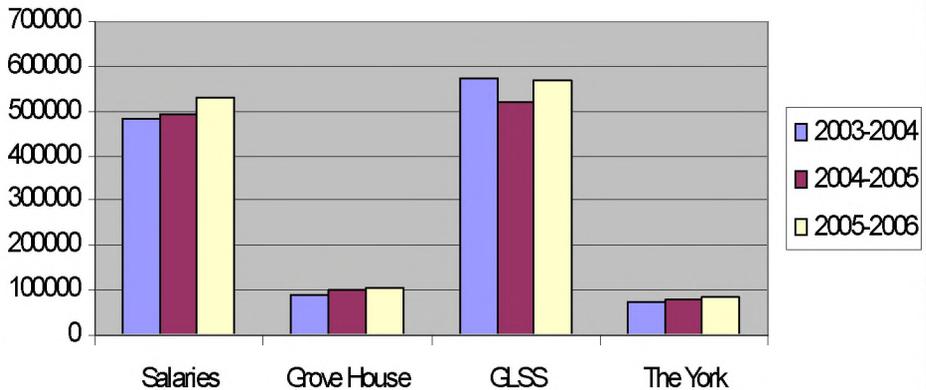
- **Prioritise Spending**
- **Monitor Cash Flow**
- **We Do NOT Wish To Liquidate Our Assets**

Capital Projects

- **The York Refurbished in 1993**
- **This is projected again for 2008**
- **Grove House Refurbishment is Projected for 2015**
- **The I.T. System Replacement is Projected for 2019**

Budgets

Yearly Budget comparison



Projected & Actual Income 2005

<u>Year</u>	<u>2005 Projected</u>	<u>2005 Actual</u>	<u>Rationale / Assumptions</u>
Registrations & Advanced Members	£419,197	£368,511	5% decline in registrations
Voluntary Donations	£108,405	£130,394	5% decline
Net proceeds from Annual Lottery	£7099	£6,246	5% decline in uptake
Investment Income	£126,687	£122,007	3% growth in Markets
Deposit Accounts	£54,690	£53,962	Interest rates remain stable
Convalescent Dues	£109,552	£96,718	5% decline
Net Proceeds from Monthly Lottery	£9706	£8,370	5% decline in uptake
Rents	£13,736	£12,594	Includes Bungalow rents
Legacies		£2,000	
Closed Lodges Funds			Cannot be Forecasted
RAOB GLE Education Fund	£5498	£3,868	5% decline
H & A Simmons Memorial Fund	£6,664	£7,138	
Total	£854,906	£811,778	

Projected & Actual Expenditure

YEAR	Projected	Actual	RATIONALE / ASSUMPTIONS
Convalescence	£429,729	£375,794	3% increase in cost and similar levels of uptake
Special Grants	£17,425	£15,820	3% increase in demand
Annuities	£71,287	£47,130	3% increase in demand
Disaster Fund Grants			
Scholarship Fund Grants			
Braille Watch Grants			
M W Payne Awards	£2,225	£600	Assumes no change in level of awards
Education Fund	£11,075	£3,690	3% increase in demand
Contribution to office costs	£101,369	£99,950	3% increase in demand
TOTAL COST OF BENEVOLENCE	£633,110	£543,334	
Coventry / Bungalow	£2,997	£2,482	3% rise in management costs
Administration Fund Deficit	£57,515	£92,862	3% increase in costs
Journal Deficit / Surplus		£6,382	
Loss on Overseas Fund	£774	£1,000	Assumes levels remain static
ML & PGL Investment Scheme Interest	£40,042	£29,160	3% increase cost of interest
Closed Lodges Fund			
TOTAL EXPENDITURE	£734,428	£662,456	

Bottom Line Forecast / Actual

YEAR	Forecast 2005	Actual 2005
SURPLUS/(DEFICIT) FOR 2005	£148,269.43	£154,969
Realised gains/(losses) on Investments	(£20,638.64)	£74,329
TOTAL REALISED GAINS/(LOSSES)	£127,630.79	£229,928
Unrealised gains/(losses) on Investments	£110,650.81	£267,844
TOTAL PROFIT/(LOSS)	£238,281.60	£497,142

Financial Control

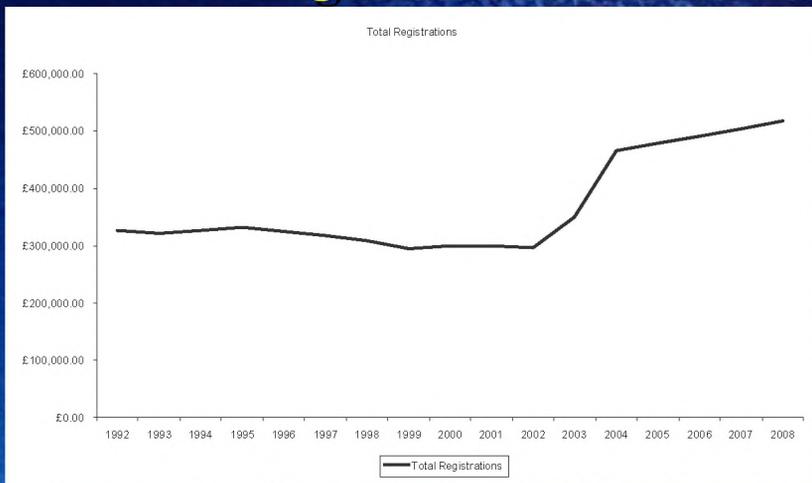
SHORT TERM

- Better profitability
- Portfolio growth
- Increase in Contingency Fund
- Better Cash flow Control

LONG TERM

- Funds will be available for Capital Improvement without the pain currently felt by overly large hikes in registration fees.

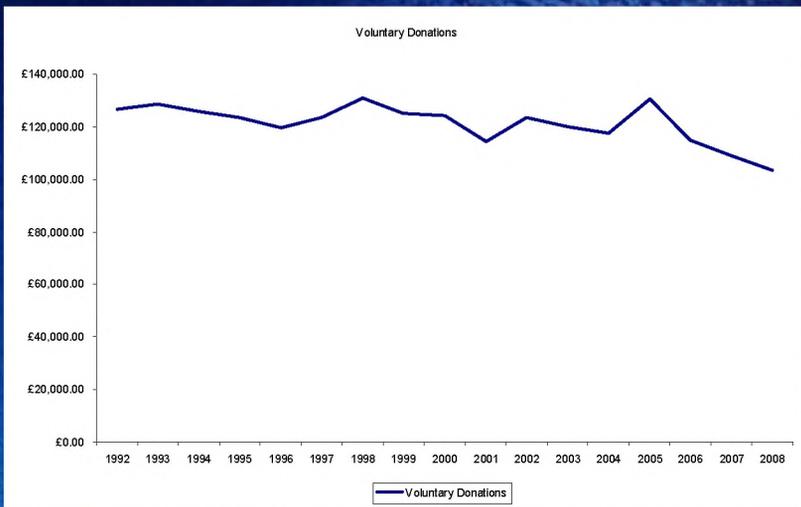
Actual Registration Income



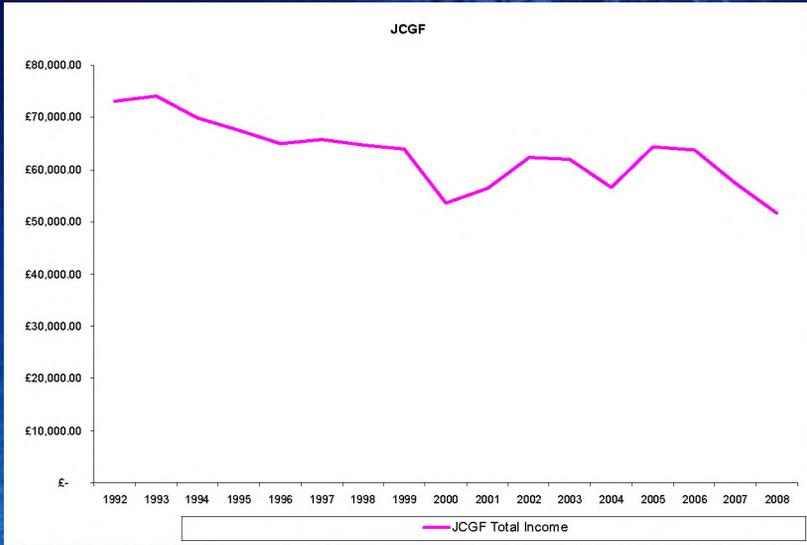
Registrations if Inflation applied



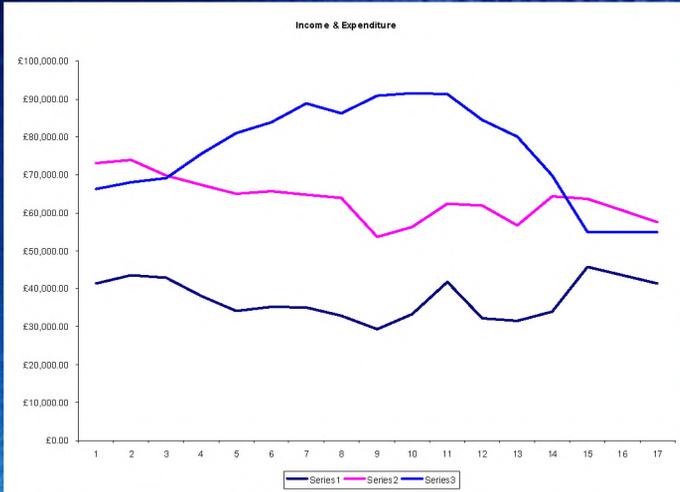
Voluntary Donations (Actual)



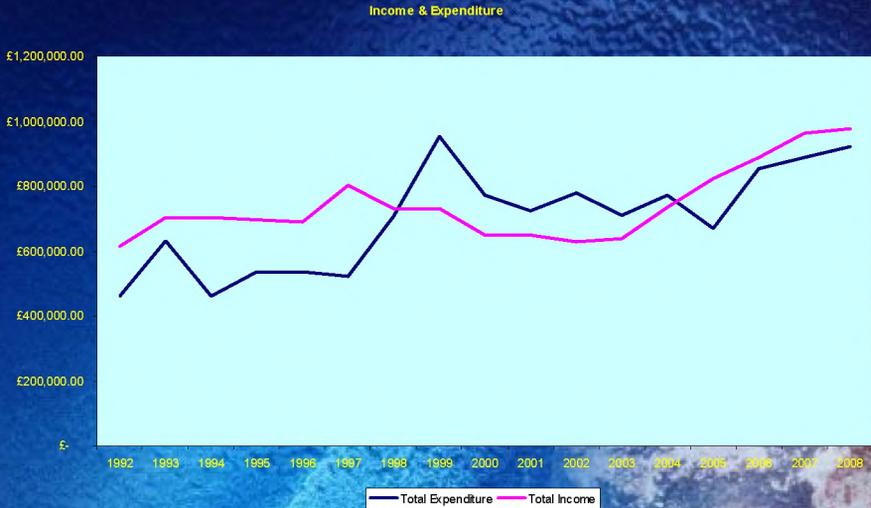
JCGF Donations with other Income (Actual)



JCGF Donations, Income & Expenditure (Actual)



Projected Income & Expenditure



Why we need to increase registration fees

- **£20,000** Seasonal Labour at Grove and Britney
- **£5,000** To repair the Drains at Grove House
- **£40,000** Convention Hull 2009 and 2014
- **£5,000** To replace Chairs to meet fire regulations
- **£20,000** Mandatory addition the Staff Pension Fund

**AND DO NOT FORGET OUR GRAND LODGE
AUDITORS WARNING THAT JUST TO
STAND STILL WE NEED AT LEAST A 10P
INCREASE EACH YEAR.**

Trustee's & Treasurer

- Roles and Responsibilities
- Grand Trustee's
- Grand Treasurer
- Total or Joint Responsibilities
- "Trust Corporation"
- Powers, Responsibilities & Involvement

Grand Treasurer

- Grand Executive
- Reviews 3 years ago
- Evolving Role
- Modernisation of the Order
- Pivotal to its Progress

R.A.O.B. G.L.E. Trust Corporation

- What is the R.A.O.B. G.L.E. Trust Corporation?
- Trust Fund Set up by Grand Lodge.
- Guard the Assets of the Order

R.A.O.B. G.L.E. Trust Corporation

- What is included in the Trust Corporation?
- Grand Lodge by Resolution
- Assets in the name of Trust Corporation
- Full Statutory Powers
- Inventory of Properties 30/9 each year

R.A.O.B. G.L.E. Trust Corporation

- Who are Directors of the Trust Corporation?
- Your 3 Grand Lodge Trustees
- Grand Secretary
- When do they meet?
- Once a Year 1st Friday in September

R.A.O.B. G.L.E. Trust Corporation

- Auditors are Present
- Annual Accounts are Presented
- Annual Return Completed and Signed
- Companies House
- Complied with Our Obligations

R.A.O.B. G.L.E. Trust Corporation

- Fines and Possible Imprisonment
- Accountable to Charity Commissioners
- Annual V.A.T. Returns
- Annual P.A.Y.E. Returns

R.A.O.B. G.L.E. Trust Corporation

- Action at Law
- Power to Sue
- GLMC members free from action
- Trustees “Face the Music”

Grand Lodge Properties

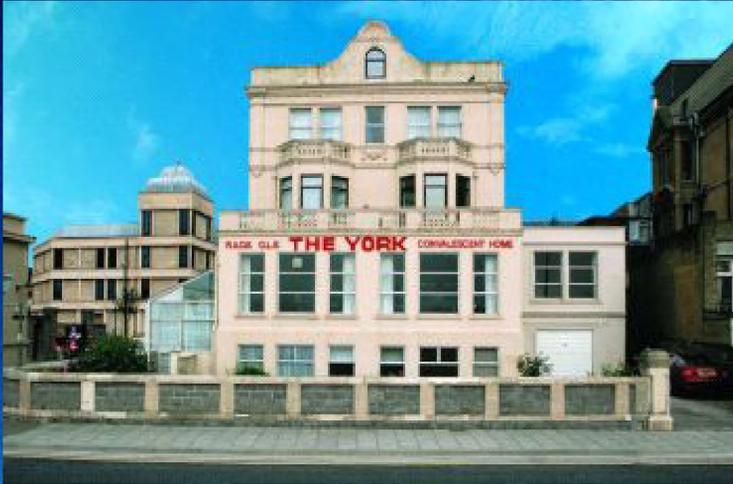
- Grove House, Harrogate
- “The York” Weston Super-Mare
- R.A.O.B. Club, Coventry
- The Bungalow in the Grounds of Grove House, Harrogate

Grand Lodge Properties



Grove House, Harrogate

Grand Lodge Properties



The York, Weston Super-Mare

Grand Lodge Properties



Coventry R.A.O.B. Club

Grand Lodge Properties



The Bungalow, Grove House

Grand Lodge Properties

- “Claremont” Sold in 1973
- The British Legion £85,000
- In Excess of £1 million
- Better than Bank or Shares

Continuity

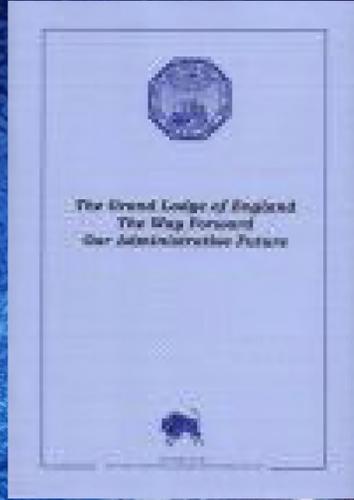
- Combined Meetings
- Thirteen Weeks
- More Closely Involved
- Preparation & Implementation

Continuity

- The Grand Trustee's and Grand Treasurer Hold Office at the Will & Pleasure of Grand Lodge
- Grand Primo's & G.L.M.C. Serve Fixed Terms
- The Grand Trustee's & Grand Treasurer Provide Continuity

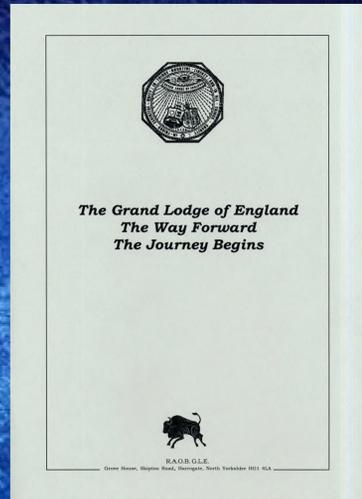
The Way Forward 1

Our Administrative Future

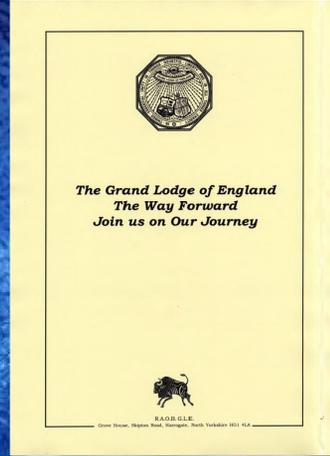


The Way Forward 2

The Journey Begins



The Way Forward 3



Join us on our Journey

Our Agenda

1. Gain Financial Stability

2. Embrace modern technology

3. Market ourselves

4. Recruit and Retain

The Phases



Utopia



Our Targets

Growth & Potential



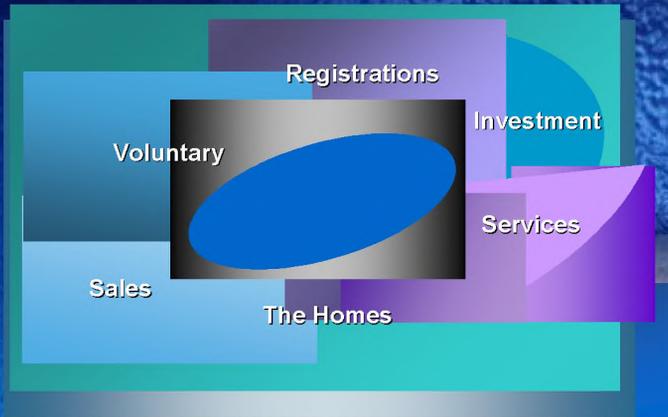
The Building Blocks



The Programme

	2005	2006	2007	2008	2009
Convention		✓			✓
Refurbishment				✓	
Planned Improvements	✓		✓		✓
Rule Book		✓			✓
Marketing Campaign			✓		
Recruitment Campaign		✓		✓	

The Strategy



NOTES