

Worshipful Master's Planner

Take a three ring binder size version calendar of your year with a page per month and divide it into quarters with index tabs. Use the fifth tab for notes and insert this page first followed by some blank pages.

In the lower left corner of the day that your lodge meets, make the following notations:

1 st week – SM	Stated Meeting
2 nd week – EA	Entered Apprentice Degree
3 rd week – FC	Fellowcraft Degree
4 th week – MM	Master Mason Degree
5 th week – OM	Open Meeting

The Open Meeting will occur only once each quarter, and should be a meeting open to the public. This meeting should be advertised in the proceeding two months Trestleboards so everyone will know what is coming up. You could have a dinner before, or just dessert after or both! Tell people to bring friends and family as applicable.

Ideas for Open Meetings:

1. Host a Further Light in Masonry Forum, sponsored by the York Rite Sovereign College
2. Have a Masonic Information Night with a good speaker
3. Have a Masonic Education Talk on a specified subject with a good speaker on the subject
4. Special meetings required by Grand Lodge

The degree conferrals should be on the week specified.

Make up a 3 by 5 or 4 by 6 card for each degree to be filled out by the appropriate officer with the name of the person performing that job and submit it to the Worshipful Master for his approval:

- EA Degree – Responsibility of the Junior Warden
- FC Degree – Responsibility of the Senior Warden
- MM Degree – Responsibility of the Worshipful Master

Example follows:

First Section

WM
SW
JW
SD
JD
MAR
SS
JS

Second Section

WM
SW
JW
SD
JD
MAR
SS
JS

Tyler

Lecture

Charge

Plan your year, follow your plan!