

## 2015 BYLAWS of THE ROSICRUCIAN FELLOWSHIP

### ARTICLE I - IDENTITY AND PURPOSES

**Section 1. Identity.** Philosophically, The Rosicrucian Fellowship (TRF) is an international association of Christian mystics. TRF is a school of thought in esoteric Christian philosophy known within TRF as the Rosicrucian Philosophy. But legally, TRF is incorporated in the state of California as a 501 (c) 3 non-profit, tax exempt religious organization whose principal office for the transaction of its business is located on the Mount Ecclesia campus at 2222 Mission Avenue in Oceanside, San Diego County, California 92058 USA, (hereafter known as "Headquarters" or HQ).

**Section 2. Purposes.** TRF and its Headquarters (Mount Ecclesia) were formed for the purpose of promoting the spiritual advancement of all the world through the *science of the soul* (*Letters to Students* LS 155) to promote the secret of soul growth (LS 48), the method of Soul Growth (LS 11-12) and the development of the *soul body* through loving, self-forgetting service to others and for such other charitable, educational, philosophical, artistic and scientific purposes in support of the above. TRF is dedicated to help humanity, to rise above all distinctions of race, creed or color, to recognize the equality of the sexes, with the ideal "to forget the often unprepossessing exteriors of our brothers and seek to recognize and serve the divine essence hidden within, which is the basis of Fellowship" (TRF Temple Service) in preparation for the coming Age of Universal Brotherhood under the banner of the Christ. This will be carried out through the fulfillment of TRF's twin mission defined as:

**(a) Spreading the Teachings:** To carry on, disseminate and perpetuate the teachings and principles of the Rosicrucian Philosophy and the spiritual concepts as given to its members and offered to the world by Max Heindel in his book titled *The Rosicrucian Cosmo-Conception or Mystic Christianity* (Cosmo), and other supplemental writings of said Max Heindel and his wife, Augusta Foss Heindel, to encourage and inspire Probationers in spreading the teachings of the Rosicrucian Philosophy to the world. TRF promotes "working for a common purpose, without leadership; each prompted alike by the Spirit of Love from within to strive for the physical, moral and spiritual uplift of all the world to the stature of the Christ - The Lord and Light of the World." (LS 53)

**(b) Healing the Sick:** To "heal the sick" according to the spiritual method and the philosophical and astrological principles imparted to Mr. and Mrs. Heindel by the Rosicrucian Brotherhood (See *Complete Index of Books by Max Heindel*, p. 124-125.) The Rosicrucian method for healing the sick is based on the Rosicrucian Philosophy, on written correspondence between the patient and the healing department, on the application of spiritual diagnosis by astrology, and on the use of regular healing services timed by the stars to liberate the *healing force* used by the *invisible helpers* to heal the sick.

**Section 3. Language.** Whereas, herein, it shall be understood that although the masculine form of pronouns is used in this document that both men and women are equally denoted by the use of such pronouns. The Rosicrucian Philosophy affirms the fundamental equality between men and women.

**Section 4. Definitions.** As used in the bylaws, unless the context otherwise clearly requires, the words in this document shall have the following meanings:

**(a) Abbreviations.** Article (Art.), Articles of Incorporation (AOI), Board of Trustees (Board), Headquarters (HQ), *Letters to Students* (LS), Prison Education Program (PEP), *Rules and Regulations* (R&R), Section (Sec.), *The Rosicrucian Cosmo-Conception* (Cosmo or CC or RCC), The Rosicrucian Fellowship (TRF), Worldwide Esoteric Bureau (W.E.B.).

**(b) Aggrieve.** By ecclesiastical ruling: To treat unjustly or in an offensive manner such that the Ecclesiastical Council and esoteric department agree is likely to create resentment, anger or emotional pain.

**(c) Board Year.** The board year begins the first Saturday on or immediately following the first new moon in July and ends the next July on Saturday on or immediately following the first new moon in July.

**(d) Good Moral Standing.** By ecclesiastical ruling: A judgment by the Ecclesiastical Council as to whether or not the principles a member follows and the actions he takes to do the right thing, to discern between right and wrong, and to carry out his moral, ethical and spiritual principles are based on TRF approved fundamental and esoteric Christian beliefs.

**(e) Honor System.** By ecclesiastical ruling: TRF activities are based upon an honor system. In this system, TRF associates are put on their honor, to observe TRF guidelines, rules and principles in order to minimize administrative supervision, teach self-reliance, and promote honesty and integrity.

**(f) Live in Fellowship.** By ecclesiastical ruling: This means to live in harmony with other members, that is, to treat other members politely and respectfully, to work and cooperate with them, and strive to work for common goals while maintaining a non-judgmental attitude, selflessness and compassion. Also it means not only to respect, but to honor other members' ability to apply themselves to individual projects or methods of sharing TRF teachings in accordance with the principles of the Rosicrucian Philosophy.

**(g) Member in Good Standing or Not in Good Standing.** See Art. II, Sections 7 and 8.

**(h) Official Positions.** Official Positions are: esoteric secretary, healing secretary, corporate trustee, corporate officer, corporate council member, HQ department head, board or president appointed to a committee or a commission, Worldwide Esoteric Bureau (W.E.B.) member, approved teacher, lecturer, TRF course corrector, officer of a TRF chartered center, officer of a formal study group, anyone appointed by TRF Board or president to represent TRF in any official capacity.

**(i) Service.** By ecclesiastical ruling: This refers to an effort to promote soul growth. Aspirants will remember that "Knowledge puffeth up, but Love edifieth" (LS 43) and that "Service is the true standard of greatness." (LS 101). "Service may be defined as the best use of our talents—putting our talents to the best use in each case of immediate need, regardless of like or dislike. When aspirants strive to do this their progress and *soul growth* will increase correspondingly". (LS 185)

**(j) Undefined Terms.** By ecclesiastical ruling, terms in these bylaws from the Rosicrucian Philosophy but not defined herein have meanings consistent with usage found in Max Heindel's writings.

## ARTICLE II - MEMBERS, ASSOCIATES AND NON MEMBER AFFILIATES

### Section 1. Definition of Members and Non Members.

**(a)** By ecclesiastical ruling: Members of TRF are organized into two categories: esoteric associates and corporate members.

**(b)** Non-member affiliates include: Preliminary Students, Academic Students, Patrons of TRF and students in the PEP.

**Section 2. Esoteric Associates.** By ecclesiastical ruling: Esoteric associates are comprised of Regular Students, Probationers, and Disciples, as defined and set forth in the books and supplemental writings of Max Heindel and his wife, Augusta Foss Heindel and as qualified in Art. II, Sec. 4(a).

**(a) Regular Students.** By ecclesiastical ruling: Regular Students are people who have awakened to their spiritual responsibility and are endeavoring to reach the higher life by study. Preliminary Students who have completed the twelve (12) "Preliminary Philosophy Lessons" of the required course may request to join as a TRF Regular Student by enrolling in Esoteric Training through the esoteric department at HQ. Enrollment is voluntary. Applicant must be at least 21 years old. There is no time limit to complete the "Preliminary Philosophy Lessons" that are required before applying as a Regular Student. Once enrolled, the Regular Student will receive further Esoteric Training, and be encouraged to take the "Supplementary Philosophy Lessons," "Western Wisdom Bible Lessons," and "Spiritual Astrology Lessons." Applicants must also meet all the qualifications to be a Regular Student as defined in Art. II, Sec. 4 (a).

Regular Students who aspire to fit themselves for greater service are eligible for Probationership after having been a Regular Student for a minimum of two (2) consecutive and uninterrupted years. Regular Students applying for Probationership must also meet all the requirements to be a Probationer. The esoteric department, with the approval of the board, may also implement additional requirements before applying for Probationership. During this process, the Regular Student must continue to meet all the qualifications of Regular Students while applying for Probationership.

**(b) Probationers.** By ecclesiastical ruling: Probationers are aspirants who have taken the Esoteric Training as a regular student for a minimum of two (2) consecutive and uninterrupted years and have qualified by taking the Probationer's Obligation.

**(c) Disciples.** By ecclesiastical ruling: Probationers who have persisted for a minimum of sixty (60) consecutive and uninterrupted months (five (5) years) of Esoteric Training in living the life set forth in the requirements of a Probationer (as defined in the R&R, "Esoteric Department Section"), may apply for Discipleship, to receive individual instruction for deeper work on the invisible planes, by petitioning directly to the *Teacher*. Disciples have the same privileges as Probationers in TRF. Disciples will hereafter be referred to as Probationers.

### Section 3. Corporate Members.

Corporate members are active Probationers in good standing who serve as TRF Trustees, board chairperson, officers of the corporation, esoteric secretary, healing secretary, HQ department heads, and members of the Executive Council and Ecclesiastical Council.

### Section 4. Membership Qualifications, Responsibilities and Privileges in the Association and Corporation:

**(a) Qualifications.** To qualify for membership in TRF, individual applicants must meet certain criteria:

**(1)** To Join TRF, applicants must be at least 21 years old and meet the Good Moral Standing requirement for membership as defined in Art. I, Sec. 4, (d) and determined by the esoteric secretary at the time of membership application.

**(2)** Anyone who is professionally engaged as a medium, hypnotist or hypnotherapist, fortune teller, palm reader, numerologist, astrologer, tarot, psychic reader, phone psychic, or anyone who contacts the *spiritual worlds* and charges money for it (See R&R), is not qualified to apply for TRF courses nor for membership in TRF.

**(3)** Members who are doctors, nurses, other medical specialists, healing practitioners, naturopaths, chiropractors, nutritionists, teachers, educators, counselors, or religious ministers may use esoteric Teachings as a part of their practice as long as they do not charge for that information separately but include it in their professional consultation activity in their field of endeavor. (For example: if a doctor uses astrology to diagnose an ailment or uses astrology to assist the healing process such as choosing a propitious planetary hour for administering medication or selecting the right date for surgery, such would be considered acceptable use esoteric Teachings and would be considered a legitimate part of the consultation fee).

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**Explanatory note:** By TRF board of trustees vote on July 9, 2016 it is agreed that the meaning of the above bylaws paragraph, Art. II, Sec. 4 (a) (3) is as follows:

**(3)** Doctors, nurses, other medical specialists, healing practitioners, naturopaths, chiropractors, nutritionists, teachers, educators, counselors, or religious ministers may apply for membership and may use esoteric knowledge or faculties as a part of their professional practice but **no part of their professional fee can be based on their use of such knowledge.** (For example, it is acceptable for a doctor to use astrology to diagnose an ailment, assist the healing process by choosing a propitious planetary hour to administer medication or select the best date for surgery.)

*Explanatory notes in italics are not part of this bylaws, but are intended to explain the understanding the Bylaws Committee had when writing the paragraph Art. II, Sec. 4 (a) (3).*

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(4) By ecclesiastical ruling: Anyone incarcerated in prison does not meet the qualifications for membership in TRF as listed in Art. II, Sec. 11, (d), but is welcome to participate in the Prison Education Program as defined in Art. II, Sec. 11, (d).

(5) By ecclesiastical ruling: TRF is the Preparatory School for the Order of the Rose Cross, an order that released its esoteric Christian Teachings to Max Heindel. Thus anyone who belongs to any other occult or non-Christian religious orders or other school of esotericism, other than Christian churches and fraternal orders, cannot apply for membership as a Probationer with TRF, unless they first sever all ties with said occult or religious orders, religion, school or organization.

(6) There are seven separate lesser mystery schools (Cosmo 523), one for each major religion, each using different methods. However, everyone is invited to take TRF correspondence courses to further their spiritual development along Christian principles or to acquire knowledge for purposes of comparing religious teachings.

(7) To maintain their privilege of membership and to continue to receive "Regular Esoteric Training Material" all Regular Students and Probationers must maintain an active membership status by returning their required reports regularly as defined by the esoteric secretary in the R&R, "Esoteric-Department Section."

**(b) Member's Responsibilities:**

(1) Each individual member of TRF has a self defined obligation to share in the collective responsibility, according to his ability, to accomplish TRF's twin mission, that is: to spread the western wisdom teaching and to heal the sick, in accord with the principle "To whom much is given, of him much is required". Members applying their creative faculties through epigenesis will imagine practical, new and better ways of accomplishing the task at hand.

(2) Members have a self defined obligation to support the work of TRF, "spiritually, physically and financially to the best of their ability," and to give "as their heart dictates and their means permit." ("Introduction to Correspondence Courses" by Max Heindel) Because membership and all teachings, and educational activities in TRF are offered without fee and on a freewill offering basis, the support, maintenance and financial welfare of TRF and its Headquarters rests upon every one of its members.

**(c) Members' Privileges.** By ecclesiastical ruling: Membership in TRF is a privilege and not a right.

(1) **Regular Students** have the privilege to receive the regular mailing of the *Esoteric Training Lessons for Regular Students*. To maintain their Regular Student membership and privileges in the organization, Regular Students are required to regularly return by postal mail directly to HQ, the mailing address insert label (or its equivalent, if changed) that is included with the *Esoteric Training Material*. This label must be signed in flowing ink and dated. When returned, Regular Students will have their mailing address insert labels recorded in the records of the esoteric department, so that they may later apply for Probationership. Regular Students are also eligible to receive the available correspondence courses.

(2) Probationers. Once a Regular Student has been officially notified by the esoteric secretary that he has been registered with the esoteric department as an active Probationer, he incurs various responsibilities within the organization and acquires various privileges in TRF corporation as follows:

(A) Upon becoming a Probationer he earns the following privileges: to receive the regular *Esoteric Training Lessons* for Probationers; the privilege to vote on certain affairs of TRF; and to speak officially in the name of TRF, as follows:

(i) Anyone who wishes to represent TRF in any official position must have completed all the required TRF courses, must have been an active Probationer for at least three (3) consecutive and uninterrupted years, and must be in good standing with TRF.

(ii) Only Probationers in good standing are allowed to promote the Rosicrucian teachings in the name of TRF through lectures, and to organize meetings, to perform TRF's services and to speak in the chapel and the temple at HQ or in chartered centers worldwide.

(iii) All active Probationers residing with full legal resident status for at least one year in the USA, may nominate for five (5) USA residing trustee positions and are eligible to serve on TRF Board in accord with Art. IV, Sec. 4, (c), (d) and (e) and as officers of the corporation.

(iv) Voting privilege is defined in Art. III, Sec. 6.

(v) All active Probationers in the world may nominate for two (2) worldwide residing trustee positions, are eligible to serve on TRF Board in accord with Art. IV, Sec. 4, (c), (d) and (e), vote on changes to TRF's bylaws, Trustee elections, and on spiritual and temporal matters of a non-corporate nature when, it is determined by the trustees or a Probationer's petition, that a membership vote is needed.

(vi) As defined in the R&R, "Esoteric Department Section," only an active Probationer in good standing can apply to the esoteric secretary to start a 'formal study group' at the Probationer's location. The qualifications for a 'formal study group' to become a TRF chartered center are: the 'formal study group' must have been active for a minimum of one year and have a minimum of three (3) active Probationers in good standing, and it must apply to the esoteric secretary for chartered center status.

(vii) If any individual or group creates a separate organization incorporated under their own separate articles and/or bylaws and with separate legal status, and which is not chartered as a TRF center, such organizations are not considered a part of TRF. They are not allowed to operate or to create material in the official name of The Rosicrucian Fellowship or to use TRF emblem or any other TRF-owned materials for their own organization's use.

(viii) Non member Affiliates and Regular Students are not eligible to vote in the affairs of The Rosicrucian Fellowship, and are not qualified to represent The Rosicrucian Fellowship in any official capacity.

#### **(d) Membership Status, Esoteric Status, their requirements and privileges.**

Membership status in the organization differs from Esoteric status in terms of different requirements and privileges. TRF does not charge membership fees that when paid would determine active membership. TRF system uses the return of Regular Student mailing address insert labels or Probationer reports to determine active membership status in the organization. Regular Students and Probationers must maintain their membership in active status and in be members in good standing with the organization at all times to maintain their privileges. They must follow all moral, ethical and spiritual principles taught by TRF and fulfill all qualifications for membership as defined in Art. II, Sec. 4 (a). Regular Students and Probationers maintain or lose membership status and privileges as described in Art. II, Sec. 4 (d) (1) and (2) respectively.

##### **(1) Regular Students.**

Regular Students receive regularly mailed *Esoteric Training Material* that includes mailing address insert labels. To maintain the privilege of membership. Regular Students must sign with flowing ink, date and return their mailing address insert labels regularly by postal mail directly to HQ. Failure to meet mailing address insert label return requirements, or coming under Art. II, Sec. 5, 6, 7 or 8. may result, not only in loss of membership privileges, but also in being required to go through the entire Regular Student process from the beginning if the Regular Student wishes to again qualify for Probationership.

**(2) Probationers.** When Probationers take the Obligation to their Higher Self and they fulfill that obligation by completing the required daily exercises and recording them on the Probationer report every morning with flowing ink and returning the full report every single month, no later than the 10th of the month following, directly to HQ, the conditions described in the following Art. II, Sec. 2 (A) and (B) are met:

**(A) They Maintain their Esoteric Tie with the Teacher.** Probationers maintain their *tie with the Teacher* by performing their daily exercises, recording the results each morning with flowing ink on the report and returning the full Probationer report each month to Headquarters. Reports must be mailed directly to HQ no later than the 10th of the month following the month in which Probationers performed and recorded their daily exercises.

**(B) They maintain their Membership in the Organization.** Probationers maintain their active membership status by returning their full monthly reports to HQ per Art. II, Sec. 4 (d) (2) (A) and fulfilling the other requirements listed at Art. II, Sec. 4. (a) Qualifications and Sec. 4 (b) Responsibilities. Probationers take an Obligation to their Higher Selves and not to TRF or the Teacher. However, taking the Obligation does qualify a Probationer for membership privileges in TRF as long as the requirements stated in Qualifications (Article II, Sec. 4 (a)), Responsibilities (Art. II, Sec. 4, (b)), and Reports (Article II, Sec. 4 (d) (2) (A) (B)) are met.

Returning the full monthly Probationer report also indicates a Probationer's desire to keep his membership active and to receive the *Esoteric Training Material* as specified in Art. II, Sec. 4 (c) (2) (A).

**(C) Loss of Membership.** If for any reason, a Probationer becomes inactive (Art. II, Sec. 5), withdraws (Art. II, Sec. 6), ceases to be in good standing (Art. II, Sec. 7), or has his membership terminated (Art. II, Sec. 8), then such member loses his privileges as per Art. II, Sec 8. Because Probationership is separate from membership, Art. II, Sec. 4 (d) (2) (B) and Art. II, Sec. 9, no Probationer may have his Probationership terminated in accord with Article II, Section 9 except by written request of the Probationer himself.

**Section 5. Inactive Members.** If a member of TRF fails to return Student reports (mailing address insert labels) or complete Probationer reports in a regular manner, as defined in the R&R, "Esoteric Department Section," then said member is moved from active membership status to inactive membership status. Any inactive member may be reinstated as defined in the R&R, "Esoteric Department Section." An inactive member has no membership privileges in the organization, does not receive regularly distributed material and if he is a Probationer, he is not allowed to vote.

**(a) Special Case.** If an individual cannot fulfill all their membership responsibilities, they lose membership privileges including the privilege to vote. Examples include an individual who becomes comatose, experiences severely incapacitating illnesses such as becoming paralyzed, blind, or suffers from a debilitating mental condition such as dementia or Alzheimer's. If such debilitation occurs after becoming an active member of TRF, such member will continue to receive the *Esoteric Training Material*, if they notify TRF once per year that they want to receive it.

**(b) Exceptions to Special Case.** If a disability ceases to interfere with the ability to fulfill membership responsibilities, the inactive member may request reinstatement as an active member.

**Section 6. Withdrawal of Members.** Any member may withdraw as a member of this corporation or transfer to non-member affiliate status by filing written notice with the esoteric department, stating his desire to withdraw from active membership of this corporation; whereupon his name shall be withdrawn from the active membership list of this corporation. A member who withdraws will not receive the periodic mailings of lessons, letters and reports, and if he is a Probationer, he will not participate in nominations, or be allowed to vote or represent TRF in any official capacity. Any member who has withdrawn may apply for reinstatement as defined in the R&R, "Esoteric Department Section."

Any member who has withdrawn their membership in TRF but wishes to continue to practice the exercises on their own can record them on Probationer reports of their own making and store them at home in an envelope by their Bible to maintain their tie with the Teacher independently of TRF.

This applies also when Probationers have been dropped from the active list of Probationers for failing to fulfill active Probationer status requirements in accord with the R&R, "Esoteric Department Section."

**Section 7. Members in Good Standing and Not in Good Standing.** A member of TRF is deemed "in good standing" unless the esoteric department and the Ecclesiastical Council have determined he is a member "not in good standing" and it is confirmed by the Board for one or more of the following reasons:

- (a) The member willfully violates any section of the AOI, the bylaws, or the R&R of TRF.
- (b) The member vilifies either Max Heindel or his wife, Augusta Foss Heindel.
- (c) The member does not live in fellowship with other members, or vilifies other members.
- (d) The member conducts himself in a manner, which is inimical, subversive, disruptive, or destructive to the best interest of TRF or to the Regular Students and Probationers of the Rosicrucian Philosophy, or to the future growth, development, and harmony of TRF.
- (e) Further, any atheist, member of an organization declared subversive by the Attorney General of the United States, exponent of eastern teachings and practices, or anti-Christian, such shall not be eligible to be a TRF member in good standing.

**Section 8. Termination for Member Not in Good Standing.** Should any member be deemed a member "not in good standing" in this corporation, he shall automatically cease to serve in any official position within TRF. A member deemed "not in good standing" is automatically moved to inactive status in the esoteric department files and loses his TRF membership privileges as defined herein in Art. II Sec. 4 (c) and further:

- (a) **Trustee.** If this member is a trustee, he will fall under the disqualification rules in Art. IV, Sec. 8 and 9, and resign from the board.
- (b) **Probationer.** If a member who is "not in good standing" is a Probationer, he is no longer allowed to attend any temple services. He may attend chapel services but he may not read or speak from the pulpit therein, nor teach classes, nor participate as a speaker or be a representative of or for TRF, nor be allowed to vote.
- (c) **Length of Termination.** The "not in good standing" status applies for up to three years only, unless the board states otherwise, after which the member may apply to the esoteric department for reinstatement subject to approval by the board.

**Section 9. Probationership Terminated.** A Student becomes a Probationer when he takes the obligation to his Higher Self, as prescribed by Max Heindel. Therefore the Rosicrucian Fellowship may not terminate his Probationership under any circumstances, unless the Probationer states in writing to the esoteric department, that said Obligation is withdrawn and his name is to be removed from the corporation's records. At that time TRF will withdraw the member's name from the membership list in the esoteric department records.

**Section 10. Membership Not Transferable.** Neither the membership in this corporation nor any certificate thereof shall be assigned or transferred by operation of law, or otherwise, to any other person, corporation, or group.

**Section 11. Non Member Affiliates:**

- (a) **Preliminary Students.** Aspirants (Preliminary Students) may apply freely for the instructions given by TRF through its correspondence courses that are offered on free-will donation basis.
- (b) **Academic Students.** People who may wish to study our teachings as a course in comparative religion or for other purposes may enroll in the correspondence courses (*Preliminary Philosophy*, *Supplementary Philosophy*, *Bible Course*, and *Astrology* courses) and will be identified as Academic Students but will not be identified as members and will have no privileges other than receipt of those lessons. Atheists, agnostics, members of other religions and prisoners are included among those eligible for this designation.
- (c) **Patrons of The Rosicrucian Fellowship.**

A person who feels unable or unwilling to become a member but who supports the goals of The Rosicrucian Fellowship and wants to be a part of the work of TRF may be designated as a Patron of The Rosicrucian Fellowship. Family members of Probationers and Regular Students who live at Headquarters, friends who live outside Headquarters and attend services, classes, workshops or school sessions and who support TRF's cause or contribute as volunteers are examples of non members eligible for the designation Patron of TRF. The conferring of the status of Patrons to non member affiliates is subject to the approval of the Ecclesiastical Council and the president.

- (d) **Prison Education Program (PEP).** A person who is incarcerated is encouraged to apply for courses, lessons and other materials in the PEP designed to assist them with their spiritual development. But, by ecclesiastical ruling, prisoners are not eligible to receive Esoteric Training given to Regular Students and/or Probationers because prisoners are not free agents and thus cannot take the Probationer's Obligation. Prisoners may apply for membership five (5) years after their final release from prison provided they meet the requirements set forth in Art. II, Sec. 2 and Art. II, Sec. 4. The 5 year probation period is to make sure they do not break the law for a long enough period to demonstrate their rehabilitation and allow them to be reintegrated into society and fit themselves for qualification for membership.

**Section 12. Additional Requirements.** The esoteric department may implement additional course-work from Max Heindel's Teachings and add requirements for application for membership as a Regular Student with the approval of the board.

**Section 13. Members' Right of Appeal.** A decision of the board or its administration may be appealed by any member by submitting an appeal, in writing, to the board or its administration. This request shall be sent to the general secretary at Headquarters within thirty (30) days of said decision by the board or its administration.

### ARTICLE III - MEETINGS OF MEMBERS

**Section 1. Regular Annual Meeting of Members.** A regular annual meeting of the members in good standing of this corporation shall be held at Headquarters, in such place as the board may provide at 2:00 PM, the first Saturday on or after the first New Moon in the month of July of each year for the purpose of transacting any such business as may come before the meeting, in accordance with the requirements as provided herein. Notice of any such meeting may be given but is not mandatory.

**Section 2. Special Meetings of Members.** Except in those instances where a particular manner of calling of the meeting of the members "in good standing" is provided by law or elsewhere in the bylaws of this corporation, a special meeting of the members may be rallied at any time, for any lawful purpose, as follows:

- (a) by the majority of the board, or
- (b) by the request of not less than five percent (5%) of the active Probationers in the world, or
- (c) by the president.
- (d) If called by the board, it shall be by resolution duly adopted and entered in the minutes.
- (e) If requested by Probationers, it shall be by a simple petition, as instructed herein, delivered to Headquarters, attention to: TRF General Secretary who shall receive the petition and notify immediately the chairperson of the board and the president. Such special membership meetings shall be supervised by the board and held at Headquarters.
- (f) If called by the president it will be through an executive order.

**Section 3. Notice of Special Meetings of the Members.** Each notice for a special meeting shall state the time, the place, the total number of Probationers presently active, the business to be transacted and include any pertinent material. Except in those instances where a particular manner of giving notice is prescribed of the Probationers shall be given, by personal delivery, through postal mail to each Probationer, in a sealed envelope containing a copy of the call of such meeting and addressed to the Probationer's personal address as it appears in the membership files of this corporation. Such envelopes shall be deposited in the United States Post Office in the State of California with the postage thereon prepaid, at least forty-five (45) days prior to the time fixed for such meeting. Such notice can also be sent via email or fax to Probationers who have made the request that information be sent to them in this manner.

**Section 4. Petitions.** Petitions make it possible for Probationers to communicate with the membership by requiring the board to call for member meetings or call to vote a petition ballot. Petitions are necessary because membership records are confidential. All petitions must have a Petitioner Head and be lawful, as defined in TRF Bylaws, the AOI and County, State and US Federal laws.

- (a) The Petitioner Head must be an active Probationer in good standing acting as contact person for the petitioners. Each petition will include the name, contact information and identification number of the Petitioner Head, the statement: "The confidentiality of the information you provide is not guaranteed," the business of the petition and each petitioning Probationer's name, home or mailing address, and Probationer's identification number. Email address and telephone contact number are optional, except as required in Art. III, Sec. 4 (c).
- (b) Paper petitions will be signed and dated by the Probationer and be delivered to the Petition Head via postal mail.
- (c) E-mail petitions will be sent directly to the Petitioner Head. Such petitions must be sent from the Probationers individual e-mail address as it appears in the membership files of this corporation, with the date and e-mail address posted by the e-mail delivery system or other such future method as may be approved by the board.
- (d) The board shall not classify the Petition Head or any petitioners as "not in good standing" or take any kind of retaliatory action for bringing the petition to the trustee's attention.

**Section 5. Petition Committee and Petition Ballot for Special Meetings of Members:**

- (a) A special meeting of the members using ballots may be requested by petition, as instructed herein, at any time, for any lawful purpose, by not less than five percent (5 %) of the active Probationers who are eligible to vote on the petition ballot.
- (b) When the Petition Head sends the petitions to Headquarters by certified mail with return receipt request attached (to ascertain date of receipt) as per (Art. III. Sec 2(e)), then the following steps shall be taken:
  - (1) The general secretary and esoteric department shall have fifteen (15) days to verify qualification of petitioners from date of receipt of the petitions at Headquarters.
  - (2) Within fifteen (15) days of receipt of the petitions at Headquarters, the board shall appoint a five member Petition Committee at Headquarters which will coordinate with the Petition Head, to prepare and send the petition ballot packets to the Probationers.
  - (3) The cost of the petition ballots will be borne by the petitioners and a fair cost evaluation by TRF's administration shall be made and provided to the Petitioner Head and the petition committee within ten (10) days of the receipt of the petitions at Headquarters.
  - (4) The funds to cover the cost of the petition ballot shall be deposited into a special designated account with TRF within ten (10) days after TRF's administration has provided to the Petition Head and the petition committee the fair cost estimate for the petition ballots (according to Art. III, Sec. 5 (b)(3)).
  - (5) At such time the petition shall be considered confirmed.
  - (6) As soon as the petition is confirmed, the Petition Committee shall start preparing the petition ballot packets.
  - (7) Such petition ballots packets shall include the required notice, motion, 'pros and cons', voting certificate and return ballot envelopes. In all cases except as specifically designated in this section, petition ballots will be prepared and approved in

accordance with the provisions stated herein (Art. III).

(8) 'Pros' from the Petitioner's Head and 'cons' from the board shall accompany such ballots. Respective parties will have fifteen (15) days after the petitions have been received at Headquarters to provide the 'pros and cons' and deliver such to the Petition Committee.

(9) Failure to comply with this fifteen (15) day time limit will result in the loss of privilege to submit the argument for that side.

(10) Final 'pros and cons' will be written on the front and back part of one sheet of US letter size paper (8.5x11 inches); pros will be limited to one side and cons will be limited to the other side, using size ten (10) type font and 0.5 inch margins.

(11) Any text longer than the allowed limit will be excluded.

(12) The petition ballots packet shall be mailed to all active Probationers, as appropriate to the petition request, within forty-five (45) days after the Petitions have been received at Headquarters.

(13) Voting deadline for the special meeting of members shall be set at least forty-five (45) days after the date petition ballots are mailed, or longer if requested by the Petitioner Head, but in no case shall the deadline exceed ninety (90) days.

(14) The voting process used is defined in the R&R, "Election Guidelines Section," and is similar to the manner of voting used to elect a trustee.

#### **Section 6. Voting Privileges of Members.**

(a) Voting privilege is not transferable and is reserved to active Probationers who are in good standing with TRF as defined in Art. II, Sec. 7. Each probationer has one vote and neither proxy nor cumulative voting is allowed.

(b) Each active Regular Student in good standing, upon entering into the status of a Probationer, automatically becomes a voting member of this corporation without the necessity of filing any additional application. (Art. II, Sec. 4 (c) (2) (A)).

#### **Section 7. Manner of Voting for Probationer Members.**

The election of trustees and voting on all other questions shall be without proxies and by non-cumulative voting. All Probationers eligible to vote may drop off their ballot in person at Headquarters or vote by mail or by electronic means, as provided in the R&R, "Election Guidelines Section."

#### **Section 8. Quorum of Probationer Members.**

(a) For the purpose of determining the quorum there shall be counted all Probationers eligible to vote, present in person, or voting by mail or by electronic means, as provided in the R&R, "Election Guidelines Section." Business will be transacted by the majority vote of the required quorum as follows:

(b) By ecclesiastical ruling: for all other purposes not less than one-third (1/3 or 33.33 %) of the active Probationers worldwide who are eligible to vote and are in good standing, shall constitute a quorum for the transaction of business, at a duly held meeting, or elections including Trustee, except as otherwise provided by law or by these bylaws.

(c) If a quorum is not reached, the board must either ratify the results or call for another election.

### **ARTICLE IV - BOARD AND TRUSTEES**

**Section 1. Board of Trustees.** Except as herein provided to the contrary, all of the corporate business and affairs of this corporation shall be under the direction and authority of the board. The board is a policy making body. The board assigns the duty to execute its policies to its officers who oversee the operation of the day to day affairs of TRF. Officers may delegate their duties as defined elsewhere in this document.

**Section 2. Number of Trustees.** The board is comprised of seven (7) trustees.

**Section 3. Term of Office for Trustees.** The term of office of trustees shall be for a period of three (3) years.

#### **Section 4. Purpose, Duties and Qualifications of Trustees.**

(a) **Purpose.** Each trustee is elected to make policy for TRF, to promote and guarantee its continued operation and to actively lead it in its effort to reach out to the outside world and to fulfill its twin mission.

(b) **Duties.** Each trustee is responsible to make policies in support of the well-being and effectiveness of TRF in accomplishing its twin mission and to find funding for its continued operation as a non-profit organization by developing a fund raising plan and organizing fund raising activities. Trustees will take a pledge of allegiance to defend and uphold all TRF AOI, Bylaws and R&R and will loyally defend and protect TRF at all times.

(c) **Qualifications.** Trustees must be active Probationers in good standing at all times. If a change in the trustee's status occurs, he will be removed according to Art. IV, Sections 8 and 9. To be eligible all trustees shall be:

(1) Five board members must be legal permanent residents with valid green cards or citizens of the United States of America, residing in the United States of America at least 9 out of 12 months of each board year while serving on the board. Green card holders must have resided in the USA for at least one year prior to the nomination deadline in order to become eligible to be nominated for one of the five (5) USA trustee positions. The two additional board members may reside in any country of the world.

(2) Active Probationers for at least three consecutive and uninterrupted years at the time of nomination,

(3) Be members in good standing with this corporation,

- (4) Be of good moral standing as defined in Art. 1, Sec. 4, (d),
  - (5) Be well grounded in and devoted to the principles of the Rosicrucian Philosophy before being nominated,
  - (6) Be required to have previously completed TRF correspondence courses according to the requirement defined in the R&R for the conduct of members of TRF.
- (d) Any candidate to the board shall read, write, and speak the English language fluently as required to effectively fulfill the duties of a trustee under California Corporations Code.
- (e) TRF accepts electronic communication as part of its operations. Candidates to the board must have high-speed broadband access everyday to e-mail as well as to telephone and voice communication (such as Skype or similar), or to such future means conferencing, such as to video conferencing, which will replace these electronic communication modes.

**Section 5. Nominations of Trustees:**

- (a) Each year the *Echoes* or similar publication shall advise worldwide probationers of the number of candidates needed in the next trustee election. This notice shall be posted sufficiently in advance of the nomination deadline to allow probationers to nominate as defined herein in Art. IV, Sec. 5, (b).
- (b) Active Probationers in good standing residing in the United States of America will submit nominees for five (5) board positions according to instructions and timetable given in the R&R, "Election Guidelines Section." Active Probationers in good standing residing in countries other than the USA will submit nominees for two (2) board positions according to instructions and timetable given in the R&R, "Election Guidelines Section." The initial transition timetable is set in Art. X, Sec. 8.
- (c) The Election Committee will determine the nominees receiving the highest number of votes by counting the nominations returned to Headquarters prior to the nomination deadline.
- (d) The esoteric department will have the responsibility of verifying and pre-qualifying each nominee before reporting their name to the board prior to being placed by the Election Committee on the ballot for the trustee election.

**Section 6. Qualifications for Nominee Candidates for Trustee Position.** Nominee candidates for the trustee position will sign an affidavit, as stipulated in the R&R, "Election Guidelines Section," acknowledging that they meet the required qualifications to be a trustee prior to the election. The election committee will ask the esoteric department to verify the Probationer's qualifications.

**Section 7. Nomination and Voting Timetable for Trustees.** There will be two (2) nominees for each board position open. The nomination and elections timetables are specified in the R&R, "Election Guidelines Section." In the event one or more nominees or candidates drop out, decline to run, are found to be unqualified, or for any reason become unavailable to run for the board position, then the nominee with the next highest number of nominating ballots, will replace the disqualified candidate. If there are no other nominees, the election committee will assist the board by researching, pre-qualifying and suggesting candidates to the board for the replacement of nominees. All candidates must be pre-qualified by the esoteric department and election committee in accordance with the nomination process set out in the R&R, "Election Guidelines Section," before any such nomination is made.

**Section 8. Vacancies in the Board of Trustees.** A board vacancy shall be deemed to exist in the case of a trustee having health problems, failure or refusal to act, being categorized as a Probationer not in good standing (as defined in Bylaws Art. II, Sec. 7), the trustee's probationership becoming inactive, the trustee resigning, being removed, or dying. Vacancies will be filled by the board from among those pre-qualified Probationers, as set out in Art. IV, Sec. 6.

**Section 9. Removal of Trustees.** Trustees may be removed by:

- (a) Loss of Membership Privileges.
  - (1) Due to being categorized as a Probationer not in good standing by the Esoteric department and the Ecclesiastical Council.
  - (2) Due to becoming an inactive Probationer as set out in Art. II, Sec. 5.
  - (3) Due to automatic removal as set forth in Art. IV, Sec. 8.
- (b) By ecclesiastical ruling: A majority vote of no less than 33.33% of all the Probationers from among those eligible to nominate the trustee in question. As a prerequisite, this vote to remove will require a petition, as instructed in Art. III, Sec. 5, signed by 5% of the Probationers from among those eligible to nominate the trustee in question, before a petition ballot to remove is sent to the Probationers. In all cases except as specifically designated in this subsection, removal of a trustee will be conducted in accordance with all applicable provisions in Art. IV, Sec. 9.
- (c) The affirmative vote to remove from six (6) out of seven (7) trustees.
- (d) Automatically, as set forth in Art. IV, Sec. 18 (g).

**Section 10. Place of Meeting for Trustees:**

- (a) All quarterly meetings of the board shall be held at the principal office of the Corporation Headquarters at Mount Ecclesia in Oceanside California. Trustees must be physically present at Headquarters during at least one meeting per board year, either the first annual meeting (first July/August meeting) or the October/ November) quarterly meeting, so they can meet face to face. Trustees are required to attend a total of five regular quarterly meetings per board year. The five quarterly board meetings occur at HQ on the first Saturday on or immediately following the new moon in July, October, January and April. The fifth or last quarterly meeting shall take place in the morning preceding the first quarterly meeting of the new board on or after the July new moon.
- (b) The meetings and all its transactions will be conducted in English.



(c) Special meetings or emergency meetings of the board may be conducted via Skype or similar alternative means of communication, or may be conducted at Headquarters if the trustees so decide.

(d) Trustees will be responsible to pay their own cost for food, communicating, and commuting to Headquarters for meetings as set forth in Art. IV, Sec. 10 (a). Headquarters will provide trustees with lodging for up to seven (7) days per meeting at no charge to the trustees and free WIFI access in the business office at no charge to the trustees, if needed.

**Section 11. Election of Board Chairperson and Officers by Trustees.** Chairperson and officers of the TRF Board are subjected to the same qualifications as trustees and Corporate Members. The board in their first quarterly meeting (July or August) will elect or appoint a Probationer to act as chairperson to preside over the meeting(s) of the board. This chairperson may not be selected from among the trustees, except if no qualified Probationer is available for the position. The board may also elect or appoint the officers in their first quarterly meeting, but no later than the second quarterly meeting (October or November). All Probationers elected or appointed to serve need to be qualified by the esoteric department. Upon their appointment to the board, trustees and officers will take the Pledge of Allegiance (Art. IV, Sec. 14).

**Section 12. Regular Meetings of the Board of Trustees:**

(a) Regular meetings of the board shall be held at HQ at the beginning of each quarter, on the first Saturday on or after the first new moon in July (\*), October, January, April and July at the hour of 9:00 AM PDT, California time, at the principal office of the corporation's Headquarters at Mount Ecclesia in Oceanside, California for the five mandatory quarterly meetings and wherever the board decides for the subsequent special or emergency meetings whether in person face to face or via electronic communications.

(\*) The first meeting of the incoming board in July shall be at 11.00 AM PDT following the last (5th) quarterly meeting of the outgoing board that began at 9.00 AM PDT.

(b) The chairperson and trustees shall come to the meeting well prepared, have read the relevant documents and reflected on the issues at hand and strive to conclude all business on the agenda with efficiency within a one to two (1 to 2) hour time frame.

(c) Notice of all meetings and agenda will be provided by the chairperson or general secretary at least one week in advance of said meeting. (Material for the agenda may be submitted by any trustee to the chairperson or the general secretary any time prior to the board meeting but at least nine (9) days before the meeting date, so that the agenda can be distributed to trustees during the week before the meeting.)

(d) Regular brainstorming sessions for discussion of work flow and items of policy may be discussed among all trustees in between regular quarterly meetings.

(e) When a meeting of the board and a meeting of the members occur on the same date, the board shall meet independently prior to the convening of the members' meeting and at such hour as may be determined by the board, and shall recess when the hour arrives for the members' meeting until it has adjourned. Then the board meeting may reconvene in keeping with the practice heretofore followed.

(f) Upon request to the chairperson any member in good standing may attend any board meeting but said member is invited only as an observer with no vote and will not be allowed to speak unless invited to speak by the chairperson.

(g) Special non-member guests may be invited by the chairperson to address a specific item or topic on the agenda. The guest will be instructed to wait until the appointed time and will be ushered into the meeting, will give his presentation and/or answer questions after which the guest will be ushered out and be required to leave the meeting.

**Section 13. Special Meetings and Notices for the Board.**

(a) Special meetings of the board shall be held whenever called by the board chairperson or the president or a majority of the board. Notices of special meetings shall be given by the general secretary or the board chairperson, by means of fax, or e-mail, personal delivery, postal mail, (at their last known address in the membership files of the corporation) addressed to each member of the board, and sent at least seventy-two (72) hours prior to the time of the holding of the special meeting. Each notice for a special meeting shall state the date and time, and the business to be transacted and include any pertinent material. All such meetings will be held via Skype, or a similar form of electronic communication or in person at HQ according to the choice of the board.

(b) **Special Emergency Written Sessions of the Board.** See the R&R.

(c) **Executive Sessions.** Executive sessions are held to address matters of discipline and other delicate situations. Notices for executive sessions will not require a description of the business to be transacted thereat. To avoid possible claims of invasion of privacy, matters relating to discipline or other delicate matters, should be handled in an executive session. Those present in executive sessions are honor-bound not to divulge anything that occurs during an executive session. The minutes, or records of proceedings, of an executive session must be read, approved and modified only in executive session. The outcome without the details must be posted by the general secretary. Minutes of executive Sessions shall then be transferred to the corporation's permanent archives without public disclosure.

(d) Hearings during executive sessions must follow procedures as defined in R&R to avoid possible claims of violation of privacy or civil rights.

(e) To avoid breach of privacy or security, if an executive session is held via Skype and Google Docs or similar technologies, the information there posted must be protected from public view and removed after the session is closed.

**Section 14. Pledge of allegiance.**

The new members of the board along with the current members of the board will take a pledge of allegiance to TRF, its AOI, its

Bylaws, its R&R, the Rosicrucian Philosophy, the fundamental Christian principles at the heart of the Rosicrucian Philosophy and dedicate their term to serve the great work of the Elder Brothers of the Rose Cross. The pledge will be taken during their first meeting in July. The chairperson and all other officers will take the same pledge at the time of their appointment or election.

#### **Section 15. Quorum and Majority of Trustees.**

The presence of a majority of the board (minimum of four (4) out of seven (7) members) at any meeting shall constitute a quorum for the transaction of business with the exception of a special emergency written session that requires a special quorum (six (6) trustees as per R&R). Presence is defined as a board member being physically present (or present by electronic communication such as Skype; or via e-mail, in case of an e-mail meeting,) as provided herein. Assuming a quorum, the board decisions, whether rendered unanimously, by special quorum or by the majority of its attending members, will carry equal powers of enforcement.

#### **Section 16. Eligibility for Re-election of Trustees.**

No trustee shall be re-appointed upon completion of his term, except after a lapse of time defined in R&R.

**Section 17. Compensation of Trustees.** All trustees shall serve without compensation. However they shall be provided with lodging at no charge while attending board meetings at Headquarters for a maximum of seven (7) days per meeting.

**Section 18. General Powers of Trustees.** Except as herein or by law otherwise provided to the contrary, the board shall have the power to create and amend policy and act as guardian and protector on all matters of policy that may arise which may in any manner affect the rights, purposes, and work of this corporation whether specifically covered by these bylaws or not.

(a) The non-day-to-day management of the business and affairs of this corporation shall be vested in the board.

(b) The board shall do all things possible to support the spreading of the Rosicrucian Teaching and the Healing of the Sick, and to uphold the vision and philosophy of TRF as established by Mr. and Mrs. Heindel and the Elder Brothers of The Rose Cross. Such mission and goal shall be honored and preserved.

(c) To provide a system of nomination as set forth in Art. IV, Sec. 5.

(d) All policies, rules, regulations, manuals, and any other documents are made with the intent to clarify and supplement the AOI and these bylaws, to uphold and maintain the integrity, love and devotional purpose of the Rosicrucian Philosophy as set forth by Mr. and Mrs. Heindel, and to maintain and further strengthen the tie with the Teacher.

(e) The Board shall adopt such policies as shall be designed to improve Headquarters' ability to: promote TRF's twin mission, to protect the property, the image, the status of personal and public relations, and to secure a policy of administration that is financially and morally sound and free from overburdening debts that will help to insure the promotion and propagation of the Rosicrucian Teachings to the world.

(f) The board, through its officers, shall present all board minutes to the membership in a timely fashion, four quarterly reports, and an annual budget, An annual report concerning the activities of the corporation is to be presented to the members at the July membership meeting. A regular update report of the main projects defined for each period shall be submitted by the administration at each quarterly and annual meeting.

(g) The board finds that any trustee is absent from board meetings without giving a legitimate excuse prior to the meeting, fails to vote, or abstains continuously during the meetings, for any two quarterly meetings per Board year, counting the July meetings as one (1), will automatically be removed for failing to perform the duties of a trustee and will be replaced according to Art IV, Sections 8 and 9.

(h) Fund raising activities. Even though our founders, Mr./Mrs Heindel, could not directly make appeals for fund raising they stated that the trustees and any other interested persons could, of their own accord and of their own free will find legitimate ways to fund the organization to help accomplish its twin mission.

(i) Individuals who wish to conduct honorable fund raising activity for the benefit of TRF will report to the board who may set guidelines for such activities.

#### **Section 19. Mandate.**

(a) In cooperation with the administration (officers, esoteric secretary and Ecclesiastical Council) the board shall develop a one year plan no later than one month after the first quarterly meeting of the board, during a special meeting, each year. The plan should include general provisions regarding the promotion of TRF's twin mission and should outline principles and methods for accomplishing it.

(b) The board is to monitor the progress of its yearly plan at each quarterly meeting to get feedback and evaluate the progress of the plan and get the opportunity to make necessary adjustments to address potential obstructions or to refine the effectiveness of the one year plan.

(c) The board is to evaluate and conclude its work on the one year plan by the last quarterly meeting each year.

(d) The board shall present a report on its one year plan at its last quarterly meeting each year and at the general meeting of members that follows.

### **ARTICLE V - OFFICERS AND ADMINISTRATION**

**Section 1. Number and Titles of Officers.** Officers and their administration form the executive branch. They execute and enforce the policies established by the board.

- (a) For the purpose of these bylaws the chairperson of the board is an officer.
- (b) In addition to the board chairperson appointed/elected by the board, there shall be at least four (4) other officers of this corporation, all of whom shall be appointed/elected by the board: president, vice president, treasurer and general secretary.
- (c) The officers of this corporation must be at all times active Probationers in good standing with the organization. If change in membership status occurs, the member will be removed from his office and the board will nominate a replacement.
- (d) Not more than one officer position can be held simultaneously by the same person.

**Section 2. Term of Officers.** The president of this corporation shall be elected or appointed for a three (3) year term, subject to his removal or reappointment as provided herein: The president must reside at or near Oceanside, during his term of office to see, hear, and handle the day-to-day operations at Headquarters. If he resides at Mt. Ecclesia, he is subject to the same terms and conditions of housing as established for other workers and residents by the board.

- (a) No Probationer shall serve as president for more than six (6) consecutive years and after that, must allow a lapse of at least three (3) years before serving again. With the exception of the president, no Probationer shall hold the same officer position for more than three (3) consecutive years at a time.
- (b) Other officers shall hold their office for a one (1) year term, but may be re-elected for one or more years at the discretion of the board, by the affirmative vote of a majority of all the members of the board, unless they shall resign, be removed, or otherwise be disqualified to serve, or die, then their successor shall be elected or appointed as provided for in Art. IV, Sec. 11.
- (c) The officers of this corporation shall hold office until their successors are elected or appointed.

**Section 3. Removal of Officers.** Any officer elected or appointed by the board may be removed at any time by the affirmative vote of a majority of all the members of the board, or by membership petition as provided for in Art. III, or by disqualification according to provisions of Art. II, Sections 4, 5, 6, 7, 8 and 9.

**Section 4. The President.** The president shall be the Chief Executive Officer of the corporation. He shall preside at all meetings of the members. Meetings of the board are not considered a meeting of the members. He shall have general and active management of the day-to-day business of the corporation, and shall see that all lawful orders and regulations of the board are executed. He shall have, in addition to the usual powers and duties of supervision and management, such specific duties as may be assigned to him from time to time by the board or as may be required by law, and shall have the power to do any and all acts necessary or required to protect the work or property of this corporation.

- (a) The president shall appoint members to the executive and ecclesiastical councils as provided for in Art. VI, appoint department supervisors, and assistant secretaries as provided for in Art. VII. (All positions must meet the required qualifications as defined in the R&R and be verified by the esoteric secretary.)
- (b) The president shall be responsible with the assistance of selected committees and department supervisors to review, adopt, and from time to time amend the *Rules and Regulations Handbook* that includes the *Esoteric, Election, Healing, Executive, Ecclesiastical*, and other similar department manuals and policies and any other documents for the administration and government of the functions of this corporation. Some of which may be available for inspection by the Probationers after justified written request has been approved by the president or the board. Documents approved for inspection will be available at Headquarters for review in the presence of an officer or his appointee during normal business hours. This privilege of inspection does not include the privacy protected records of the healing department, esoteric department, or individual donation and purchase records. Changes to the list of privacy protected documents are subject to board approval.
- (c) The president shall do all things in support of the esoteric and healing departments.
- (d) The president with the assistance of the Executive and Ecclesiastical councils shall do all things, that may be essential to fulfill the twin mission of TRF, namely to spread the teachings and heal the sick.
- (e) The president may delegate such of his duties that fall under this section, as he sees fit but will maintain responsible oversight.

**Section 5. Vice-President.** In the case of absence, disability, or failure or refusal of the president to act or to obey any lawful board decision, the vice-president shall immediately, without requiring further ratification, perform all the duties and exercise all the powers of the president, until the board has convened to elect or appoint new officers. The vice-president shall also have such other powers and duties as may from time to time, be assigned by the president or the board.

**Section 6. General Secretary:**

- (a) The general secretary shall attend all meetings of the members and of the board, record all votes and minutes of proceedings in written minutes, which are to be kept for that purpose.
- (b) He or the president shall give, or cause to be given, notice for all special meetings of the members.
- (c) In the general secretary's absence, the chairperson may give notice of all meetings of the board.
- (d) The general secretary shall have charge of all the records, pertaining to said office, and other such items of the corporation as the board may direct and that shall be kept in the files of the general secretary with a copy available at Headquarters for one year, after which time, the records shall be transferred to the corporation's permanent archives.
- (e) The general secretary shall be responsible to take all minutes and obtain all documents discussed during meetings, and shall provide draft minutes to the chairperson of the board, each trustee and the officers as soon as possible but no later than three weeks after any meeting, for board approval at its next meeting. When reviewed and approved at the beginning of the next meeting of the

board, the minutes will be posted at Headquarters and on the corporate website no later than three weeks after they have been approved at that meeting, so members may be informed about what was discussed and decided during that meeting.

(f) In addition to performing all the duties incident to the office of general secretary and all other duties required by law, or by these bylaws, the general secretary shall have such special powers and duties as the president or the board may delegate to him from time to time.

(g) **The Corporate Seal.** The use of the corporate seal on official documents requires the presence and signatures of the president and another officer. The seal shall be kept locked in the main vault at Headquarters.

**Section 7. Treasurer.** The treasurer shall have the custody of the corporate funds, bonds, and securities, if any, and shall keep or cause to be kept a full and accurate account of all receipts and disbursements in books of account or computer records provided for such purposes. And the treasurer shall, in such books or computer records, keep a record of the assets and liabilities of the corporation. He or his designee shall deposit or cause to be deposited all monies received in the name and to the credit of the corporation, with such depositories as may be designated by the president. The treasurer shall disburse the funds of the corporation as may be ordered or directed by the president and shall render to the president an account of all transactions as treasurer, and of the financial condition of the corporation quarterly or as otherwise required. The treasurer and the president shall prepare and submit to the board the budget for the year, as provided herein, according to the California Corporations Code for Non Profit organizations. All requests for financial information must be addressed to the office of the president and of the treasurer.

**Section 8. Qualification of Officers.** All officers must be active Probationers in good standing with the corporation and meet the requirements defined in the R&R, "Election Guidelines Section."

**Section 9. Replacement of Officers.** When an officer position becomes vacant the position must be filled by the board at its next meeting.

## ARTICLE VI - ESOTERIC SECRETARY, ECCLESIASTICAL AND EXECUTIVE COUNCILS

### Section 1. Esoteric Secretary:

(a) The esoteric secretary is responsible for the Esoteric Training Material sent to Regular Students and Probationers, and all the steps taken to become Regular Students, Probationers and Disciples. He handles the chartering of centers and study groups, qualifies and appoints course correctors, is responsible to enforce all qualifications and membership requirements, and will supervise the education department, organized by language. Working together with the education department, the esoteric secretary is responsible to address all member issues, concerns, conduct, and qualifications, according to policies established in the R&R, "Esoteric Department Section." The esoteric secretary together with the ecclesiastical council has the authority, to address and resolve all issues regarding conduct of all Regular Students and Probationers who do not live in fellowship with each other or do not abide by TRF accepted code of behavior, including trustees, officers, department heads and other responsible positions. The esoteric secretary is responsible to submit updates to the R&R, "Esoteric Department Section" for approval by the president. The esoteric secretary makes requests for book reprinting and corrections in English and coordinates with the treasurer for funding.

(b) The esoteric secretary will supervise the W.E.B. Art. VIII, Sec. 3.

(c) The esoteric secretary is the contact person for the W.E.B.; he receives their reports and provides directions to and information about their activities.

**Section 2. Executive and Ecclesiastical Councils - Number, Qualifications and Quorum** The Ecclesiastical and Executive Councils shall each be composed of not less than three (3) and not more than five (5) Probationers. No person may serve on both councils at the same time. A majority of council members present at a meeting shall constitute a quorum. The Ecclesiastical and Executive Councils will never be abolished.

### Section 3. Duties of the Ecclesiastical Council:

(a) The Ecclesiastical Council shall act as a service committee under the direction of the president to whom it shall make such reports as may be required concerning meetings, activities, plans, etc. The Ecclesiastical Council shall work together with the esoteric secretary and have authority to rule on the questionable conduct of all members and their communications. The Ecclesiastical Council shall have such other powers as defined in the R&R.

(b) The Ecclesiastical Council shall work with the esoteric secretary and the education department in administering activities and duties pertaining to the devotional, educational and healing activities at Headquarters and around the world. These duties are defined in the R&R.

**Section 4. Duties of the Executive Council.** The executive council shall act as a service committee under the direction of the president to whom it shall make such reports as may be required concerning meetings, activities, plans, etc. The executive council shall have duties and powers pertaining to the conduct of the day-to-day business at Headquarters as defined in the R&R.

**Section 5. Appointment and Vacancies of Council Members.** Council members shall be appointed, removed and maintained by the president with the approval of a majority of the board. Council members shall be appointed no later than the October quarterly board meeting. Any vacancy or vacancies in the Ecclesiastical council or Executive council shall be filled by the president and confirmed by the board. Status and qualifications of such candidates must be verified by the esoteric secretary before appointment.

**Section 6. Council's Manuals.** The councils will each have a manual included as part of the R&R outlining their responsibilities. Updates and modifications to the R&R will be made by the president and given to the board for ratification.

## ARTICLE VII - DEPARTMENTS

**Section 1. Esoteric Department and Healing Department.** The work in these two departments being fundamental pillars of TRF's twin mission, said departments and their supervisor positions cannot be abolished. These departments require certain workers to be fluent in English as well as in multiple languages. Therefore, the esoteric department will be supervised by the esoteric department supervisor known as The esoteric secretary. The healing department will be supervised by the healing department supervisor, known as the healing secretary, both of which will be appointed by, and will report to the president.

**Section 2. Qualifications of Assistant Secretaries.** Qualification will be defined in the R&R, "Esoteric and Healing Department Sections."

**Section 3. Duties of the Esoteric Department.** All duties of the esoteric department are designated in the R&R, "The Esoteric Department Section", and shall be performed to assist the Regular Student and Probationer in taking steps to progress, and strive to secure and preserve the connection with the Teacher, as well as maintain the integrity and fulfill the purpose set forth by Max Heindel and Augusta Foss Heindel. All records required or kept by the esoteric department shall be considered a part of the permanent records and files of this corporation. Such records are confidential and shall be kept locked and accessible only to the president, the esoteric secretary, and his assistant secretaries and the board as a group in executive session, and shall not be subject to inspection by any other person.

(a) The esoteric department shall keep records of all Regular Students and Probationers, and record their inserts and reports, and shall take care of all correspondence involving any of the confidential phases of the esoteric work, and shall do and perform such other duties for the corporation as may be required.

(b) The esoteric department is also responsible for managing and operating all aspects of the educational work done by the corporation. This includes, but is not limited to, the organization and operation of summer school and winter school, classes and workshops, the translation of any and all books, courses and pamphlets, the grading of our courses and the selection of course correctors as well as the determination of the criteria required to become a course corrector.

(c) The esoteric department is responsible to qualify Probationers for nomination.

(d) The esoteric secretary may be assisted by the Ecclesiastical Council with such responsibilities in addressing member issues as per Art. VI, Sec. 3.

(e) The esoteric secretary must be assisted by the Ecclesiastical Council in designating "members not in good standing" status as provided for in Art. II, Sec. 7.

### **Section 4. Duties of the Healing Department.**

(a) The healing department shall perform the healing work based on the Rosicrucian teachings and methods, as defined in the R&R, "Healing Department Section," that involves corresponding with sick applicants under the care of the *invisible helpers* and to use an astrological method to extract information from the patient's natal chart without mentioning the astrological chart itself, following a method established by Mr. and Mrs. Heindel. All activities in the healing department shall aim at establishing a connection between the sick applicant and the *invisible helpers* and suggest behavioral and lifestyle changes to restore natural health.

(b) All records required or kept by the healing department shall be considered a part of the permanent records and files of this corporation. Such records are confidential and shall be kept locked and accessible only to the president, the healing department supervisor, his assistant(s), and the board as a group in executive session, and shall not be subject to inspection by any other person.

**Section 5. Department Organization.** The president shall from time to time create, alter, abolish, or consolidate departments and revise or add to the duties thereof as conditions require, and shall revise the scope and duties of department heads as necessary, as well as appoint department supervisors and assistant secretaries. The esoteric department, the healing department, the Ecclesiastical and Executive Councils shall never be abolished.

**Section 6. Secular Departments.** All of the functions of this corporation, which are of a secular nature, shall be subservient to and in aid to TRF's philosophical and religious functions and purposes. The philosophical and religious functions and purposes shall at all times be the dominant and primary purpose of this corporation.

**Section 7. Appointment and Vacancies of Department Supervisors and Assistant Secretaries.** Department supervisors and assistant secretaries shall be appointed, removed and maintained by the president. Any vacancy or vacancies of department supervisor or assistant secretaries shall be filled by the president. The esoteric department will pre-qualify all nominees for said positions.

**Section 8. Department Manuals.** All departments, and committees will have a manual outlining their responsibilities and duties as well as defining the function of periodical materials and services. The department head will be responsible to make necessary updates and submit them for review and approval by the president and if included in the R&R to be ratified by the board.

## ARTICLE VIII - COMMITTEES

**Section 1. Powers and Duties of Committees.** The TRF Board or the president shall have the right to appoint any committee or committees that, within their discretion, is deemed helpful or necessary to the conduct of the business and affairs of this corporation and they have the power to prescribe and delegate the duties thereof. They shall also have the power likewise to abolish any such committee or committees, which they have respectively created or rescind and withdraw any or all such powers or authority previously granted. The board may allow or require any such committees to attend board meetings. All acts of any committee shall be subject to review by the board or the president at any time. The president directs the work of all committees except those appointed by the board.

## **Section 2. Election Committee.**

- (a) The president shall appoint an election committee to be ratified by the board. The election committee will handle all the details with respect to board nominations, elections or removal by election.
- (b) The election committee will ask the esoteric secretary to pre-qualify such nominees who must be active Probationers for a minimum of three (3) consecutive and uninterrupted years and be in good standing. If a member is removed from good standing status, the board shall appoint a replacement. A current nominee or candidate to the board, or a trustee on a ballot for removal, cannot serve on the election committee. The election committee shall have other duties as defined in the R&R.
- (c) The election committee handles election records that are to be kept confidential. Such shall be kept locked and accessible only to the president, the esoteric secretary, the election committee as a group, and the board as a group in executive session, and shall not be subject to inspection by any other person.

## **Section 3. Worldwide Esoteric Bureau. (W.E.B.)**

### **(a) Purpose of the W.E.B. is member representation:**

- (1) The W.E.B. will serve as a service bureau to represent members, address their issues and facilitate the worldwide interrelation between individual Regular Students, Probationers, chartered centers, study groups, the esoteric secretary and Headquarters at Mount Ecclesia. Further details of its duties, functions and operation, are defined in the R&R, "W.E.B. Section."
- (2) The W.E.B. will promote the spiritual connection between Regular Students, Probationers, chartered centers, study groups, the esoteric secretary, the Ecclesiastical Council, and Headquarters at Mount Ecclesia by reinforcing the need for everyone to participate in regular devotional activities as defined in the R&R.
- (3) The W.E.B. will be directed by the esoteric secretary at Headquarters and will maintain contact, work with, and coordinate activities and report to the esoteric secretary at Headquarters.
- (4) The W.E.B. will facilitate individual growth through art, science and religion as Max Heindel stated in Cosmo Chap. XIX.
- (5) The W.E.B. will encourage and, where possible, help chartered centers to provide course correctors in their local language(s) for the various correspondence courses and such other duties as promote TRF activities, teaching and healing. Course correctors must first be certified by the esoteric secretary.

### **(b) Nominations of W.E.B. members.**

The active Probationers in good standing in each respective language (as defined in R&R) will nominate candidates for W.E.B. positions amongst local Probationers who are bilingual, must speak English and be fluent in the language for which the nomination is made, have been active for at least three (3) consecutive and uninterrupted years and are in good standing with TRF in accordance with R&R and be verified by the esoteric secretary at the time of nomination. Nominations will occur at or around the spring equinox or the Easter celebration and the name of the nominated W.E.B. representatives will be sent to the esoteric secretary no later than May 1st, so that nominee qualifications can be verified.

### **(c) Appointment of W.E.B. members.**

The Board, at its 1st quarterly meeting in July/August, or within 30 days of said meeting, will appoint or confirm six (6) or more members to the W.E.B. who will serve for a one (1) year term. A W.E.B. member can be re-nominated and re-appointed for no more than three (3) consecutive terms and must allow a lapse of three (3) years before serving again on the W.E.B.

## **ARTICLE IX - BUDGETING AND SPENDING**

**Section 1. Spending.** Ultimate control and responsibility, documentation and policy about spending rests with TRF Board assisted by the president and the treasurer. The board must approve the annual corporate budget each year. At the same time the president and the treasurer must have sufficient flexibility to manage the day-to-day affairs of the corporation. This Art. outlines a set of guidelines for budgeting and achieving the spending control. All accounting records may be reviewed with the president and the treasurer at Headquarters and by the board as a whole and information can be obtained by written request addressed to the president and the treasurer.

## **Section 2. Budgets.**

- (a) The treasurer and the president shall prepare and submit to the board the corporate budget for the coming year.
- (b) This budget shall be submitted at the quarterly meeting in April each year or no later than the end of the fiscal year, May 31st. The budget must be approved by June 1st which begins the new fiscal year. Failure to approve a budget by June 1st will result in the previous budget remaining in effect until the new budget is approved.
- (c) The board may make revisions and suggest amendments to the budget before approval.
- (d) The yearly budget must be prepared according to accepted accounting practices of the State of California and shall include the following:
  - (1) An estimate of the corporation's revenues and expenses, for each major category, including a statement of the assumptions upon which such estimate is based.
  - (2) A comparison to the previous year's revenues and expenses for each major category.
  - (3) Sufficiently detailed notes, for each major category of the budget, to allow meaningful discussion by the trustees.

**Section 3. Department and Council Expenses.** Any non-budgeted expenses needed in any of the various departments or councils that are not covered by the general budget will be presented to and addressed by the president and treasurer.

**Section 4. Budget Revisions.** During the course of the fiscal year, the president may revise the budget, if necessary. Any such revisions must be reported to, or approved by the board as follows:

- (a) Any revision by the president, which increases or decreases a budget category more than five (5%) percent of the total budget for that category, must be reported at the next board meeting.
- (b) Any increase in expenses, which results in an Increase of five to fifteen percent (5% to 15%) of the overall expense budget must be reported at the next board meeting.
- (c) Any increase in expenses, which results in an increase, of the overall expense budget by more than fifteen percent (15%), must be approved in advance by the board.
- (d) In case of an emergency or unusual situation threatening normal operation at Headquarters, the president and the administration will take immediate steps to address the circumstances and notify the board of the conditions and secure emergency board approval.
- (e) Emergency communication will require a phone call by the president to the board chair person who will in turn contact all trustees for their decision to approve use of reserve funds and communicate their decision to the president and administration.

## ARTICLE X - MISCELLANEOUS

**Section 1. Liability of Members, Officers and Trustees.** No trustee, officer or other corporate member of this corporation shall be personally liable for any debt or obligation of this corporation, nor have any personal or financial interest in or be entitled to receive, or shall receive any profit from the property or activity of this corporation.

**Section 2. Use of Property.** None of the property or assets of this corporation shall be used for any purpose whatsoever in conflict with or other than in the pursuit of and aid of the twin mission and overall purpose for which this corporation is formed as set forth in the AOI as amended in year of 1956, and/or the present TRF Bylaws.

**Section 3. Checks, Drafts, Etc.** Two signatures are required for all checks, drafts, bills of exchange or other orders for payments of money, notes, or other evidence of indebtedness issued in the name of this corporation; the signatures will be of the treasurer and of the president (or in the president's absence, of the vice-president or of the general secretary).

**Section 4. Fidelity Bonds.** The board may, in its discretion, require suitable fidelity bonds from its officers, employees, or agents whose duties require the handling of monies or negotiable securities. Such bonds, if required, are to be executed by an acceptable surety company and the premium paid by the corporation.

**Section 5. Contracts, etc.**

(a) All written contracts and obligations shall be signed by the president, and another officer, unless otherwise specifically provided by the board.

(b) Headquarters Property

(1) Headquarters has been established to endure until the Aquarian Age to serve and prepare humanity for its spiritual development, as envisioned by Max Heindel.

Therefore it is formally stated that any effort to mortgage, sell, give away or otherwise dispense with any part of the land at Mount Ecclesia is prohibited, as HQ is a heritage and a legacy to humanity and is to be used as a base for the accomplishment of TRF's twin mission.

(2) Lease of the Property requires a super majority of the board (6 out of 7 trustee affirmative votes) and the lease must not exceed a ten (10) year period. Lessee activities must not be in conflict with any TRF's principles.

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**EXPLANATORY NOTE:** *By TRF board of trustees vote on July 9, 2016 it is agreed that the explanation for Art. X, Sec. 5 (b) (2) is as follows:*

*The Bylaws Committee agreed that land at Headquarters should never be sold or leased. However, it was also recognized that prohibiting both sale and lease would mean that in the case of serious financial problems, the Attorney General can file a complaint for involuntary dissolution of TRF. The Superior Court of San Diego County could then order our assets sold, creditors paid and the remainder distributed to a non profit organization similar in nature to TRF. Or in the event of TRF applying for a credit line then TRF would have no assets by which to assure the debt holder of the potential for TRF to pay the debt. Thus the Bylaws Committee created the rule that a limited lease is permitted to generate income in case of an emergency threat of legal action by creditors or the state Attorney General.*

*Explanatory notes in italics are not part of this bylaws, but are intended to explain the reasoning the Bylaws Committee had when writing the paragraph Art. X, Sec. 5 (b) (2).*

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(c) The president has no authority on his own to sign any legally binding contract having to do with the mortgage or sale of any of TRF corporate real estate property at Headquarters.

(d) Contracts involving the mortgage or sale of any asset or real estate property other than Corporation Headquarters (Mount

Ecclesia) must have prior approval by TRF Board.

(e) No person is allowed to create a contract to override TRF Bylaws or AOI.

**Section 6. Order and Legality of Meetings.** Questions arising during meetings, regarding the organization and method of conducting any meeting, will be referred to the latest edition of "Roberts Rules of Order." Questions arising after meetings, regarding the legality of any meeting, will be referred to TRF Bylaws, the *R&R Manual* and the California Corporations Code as they apply.

**Section 7. Authority of Documents.** Nothing in the Rosicrucian Fellowship Manuals, Polices, Rules or Regulations or any other document except the AOI and California Corporations Code shall supersede any of the provisions contained in these bylaws.

**Section 8. Board Transition from 2004 Bylaws (Old) to 2015 Bylaws (New):**

**(a) Terms of Office.** As soon as the new bylaws are approved by a majority (50% + 1 or more votes) of the required one third (33.33%) quorum of Worldwide Probationers and the results are made official, the present board of nine (9) trustees elected prior to December 31, 2015 will complete their terms of office without interruption. The first election under the 2015 bylaws that installs a trustee on July 9, 2016, will install only one (1) new trustee to Replace the three (3) outgoing trustees thus creating the newly authorized seven (7) member board. A complete transition will require three (3) years as defined below:

**(1) Election cycle 1: (Transition)**

During the first three election years (July/August 2016-2018), each trustee will serve a three year term, with the exception of the second year (2017) when one newly elected trustee will serve a two year term, 2017-2019.

The "two year term" will be assigned to the Probationer who has the least votes of the top three candidates that year. Replacement trustees will be elected as follows:

**Number of elected Trustees:**

2016, year 1, - 1 trustee

2017, year 2, - 3 trustees (Exception: 1 of these 3 trustees will serve only a two (2) year term.)

2018, year 3, - 3 trustees

**Terms of elected Trustees:**

**Year Trustee. (USA = USA and WW = World Wide)**

2016, Year 1 - A trustee serves 3 years: 2016 - 2019 (USA)

2017, Year 2 - B trustee serves 2 years: 2017 - 2019 (2 USA 1 WW)

2017, Year 2 - C trustee serves 3 years: 2017 - 2020

2017, Year 2 - D trustee serves 3 years: 2017 - 2020

2018, Year 3 - E trustee serves 3 years: 2018 - 2021 (2 USA 1 WW)

2018, Year 3 - F trustee serves 3 years: 2018 - 2021

2018, Year 3 - G trustee serves 3 years: 2018 - 2021

**(2) Election cycle 2: (Newly established.)**

In the 4th year, the election cycle assumes its desired form. From this time forward the elections will continue thereafter in a repeating cycle that elects two (2) trustees each year for two (2) years and three (3) trustees during the third year of the election cycle. Each new elected trustee serves a three (3) year term.

**Year Trustee**

2019, Year 4 - H trustee serves 3 years: 2019 - 2022 (2 USA)

2019, Year 4 - I trustee serves 3 years: 2019 - 2022

2020, Year 5 - J trustee serves 3 years: 2020 - 2023 (1 USA 1 WW)

2020, Year 5 - K trustee serves 3 years: 2020 - 2023

2021, Year 6 - L trustee serves 3 years: 2021 - 2024 (2 USA 1 WW)

2021, Year 6 - M trustee serves 3 years: 2021 - 2024

2021, Year 6 - N trustee serves 3 years: 2021 - 2024

**(b) Re-qualification of Transition Board:**

**(1)** All members of the new board will sign an affidavit to verify that they qualify to serve on TRF board according to the rules set forth in the R&R, "Election Guidelines." If they meet the requirements, the esoteric department will be able to qualify them as Probationers in good standing, confirm that each elected Probationer, has completed the necessary requirements of course work, is fluent in English, (reading, writing and speaking), is in good moral standing, has been an active Probationer for at least three



consecutive and uninterrupted years at the time of qualification for nomination.

(2) Trustees need to be able and willing to come in person to Headquarters for a minimum of one board meetings per board year at their own expense as provided in Art. IV, Sec. 10 (d), except for lodging which is provided at no charge for seven days as per these bylaws. (Art. IV, Sec. 10 (d) and Sec. 17)

(3) The requirement set forth in Art. X, Sec. 8 (b) (2) is waived for all trustees elected prior to December 31, 2015.

(4) Any trustee who is not planning to come in person to Headquarters for one meeting per board/trustee year in accord with Art. IV, Sec. 10 (a) and who is not waived under Art. X, Sec. 8. (b) (3) or does not have a valid excuse, automatically becomes disqualified to serve and must notify the board so a replacement can be qualified and appointed.

#### ARTICLE XI - AMENDMENTS

**Section 1. Change of Bylaws.** New bylaws may be adopted or the current bylaws may be amended, altered, or repealed by the Probationers in the manner provided by the California Corporations Code.

**Section 2. Approval of Bylaw Changes.** Subject to the right of Worldwide Probationers as provided in Sec. 1 of this Art., all changes in the bylaws must be submitted to the Worldwide Probationers for their approval.

**Section 3. Change of TRF's Purpose.** By ecclesiastical ruling: Any Worldwide Probationer or Probationers desiring to change the form, object or purpose of TRF as described in the AOI and Bylaws shall be required to present to TRF Board a petition, as instructed herein, signed by a majority (50% + 1 or more) of all active Probationers in the world before submitting the Petition Ballot to the Worldwide Probationers for approval. The quorum for such ballot shall be three-quarters (75%) of all the active Probationers in the world. Approval of the ballot measure requires a supermajority of two-thirds (66.7 %) of the votes cast.

**Section 4. Approval Procedures.** In all cases, except for change of TRF form, object or purpose as specifically designated in Art. XI, any other changes to the TRF Bylaws will be approved in accordance with all applicable provisions in Art. III.

**WE, THEREFORE,** as representatives of the Rosicrucian Fellowship, appealing to the Supreme Judge for the rectitude of our intentions, do, in the Name, and by Authority of the Board of Trustees and the Probationers, solemnly ratify these Bylaws of the Rosicrucian Fellowship and declare, that these Bylaws have been adopted by the Probationer members in the manner provided by the Corporation code of the State of California and in the manner provided for in the previous Bylaws dated July 2, 2004. This we do with a firm reliance on Divine Providence.

IN WITNESS WHEREOF, we have hereunto subscribed our names on the 29<sup>th</sup> day of December, 2015.

*Patricia Tinker*

President 12/29/2015

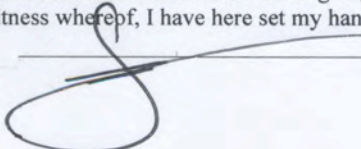
*Jean de Garsain*

General Secretary 12/29/2015

STATE OF CALIFORNIA, COUNTY OF NORTH SAN DIEGO

On this day 1 day of SEPT, 2016, before me, a Notary in and for said County of San Diego and State of California, personally appeared PATRICIA TINKER and JEAN DE GARSAIN, known to me to be the person whose names are subscribed in the forgoing instrument.

In witness whereof, I have here set my hand and affixed my official seal the day and year first written above.

 Notary Public

