



**Grand Lodge of New York
District Deputy First Quarter Report
Due No Later Than April 7th**

Lodge Name and No.:
District No.:
Lodge President's Name:

Lodge General Meeting Attendance	January	February	March
Officers in Attendance			
Members in Attendance			
Total in Attendance			

District Presidents Meetings Attended	
Location:	Date:
Location:	Date:
Location:	Date:

Per Capita Form	
Number of members reported on Per Capita Form	
Number of new members initiated this quarter	
Did you as Deputy sign the Per Capita Tax Form (indicate yes or no)?	
Was the Per Capita Tax paid on time (indicate yes or no)?	

It is extremely important that you attend the Lodge's January Assembly Meeting to sign the last quarter Per Capita Tax Form

Please check the appropriate box below for each item and month

1. Opened the Meeting per the Ritual Book	Yes	No
January		
February		
March		

2. Meeting Conducted per the Ritual Book (i.e., orderly, reports given, motions made and voted on)	Always	Most Always	Seldom	Never
January				
February				
March				

3. Correspondence from the NY Grand Lodge and Local Lodges was read	All	Most	Some	None
January				
February				
March				

4. Tone of Meeting	Fraternal	Unfraternal	Controversial
January			
February			
March			

5. Participation by General Membership	Always	Often	Sometimes	Never
January				
February				
March				

6. Length of Meeting	Less than 1 Hour	1 Hour	1.5 Hours	2 Hours	2 or More Hours
January					
February					
March					

7. Closed the Meeting per Ritual Book	Yes	No
January		
February		
March		

8. State Programs Discussed	Membership	Fund Raising	Commission for Social Justice	Garibaldi Meucci Museum	Charities
January					
February					
March					

9. The Lodge Is Following State Rules and Procedures	Yes	No
January		
February		
March		

Comments:

Please address any concerns a Lodge may have; the difficulties it may be facing; steps taken to address these difficulties; issues that you believe the State Deputy, the State President, and the Grand Council should be made aware.

Per our by-laws, a District Deputy is required to attend meetings of the assigned Lodge at least once each quarter; submit a quarterly report to the State Deputy on or before the appointed dates; attend meetings held by the State Deputy. Please report matters of vital importance to the State Deputy immediately. Forward this completed form in a timely manner, so that a report may be presented to the State President, Executive Committee, and the Grand Council at the Plenary Session.

Additional Comments:

District Deputy's Name:

Date:

Mail or e-mail completed quarterly report to:

Marianne Bortone Prince, NY State Deputy

209-39 23rd Avenue Apt 1A

Bayside, NY 11360

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