

On My Watch as Master:

Congratulations my Brother on being elected 2016 Master of your Lodge. Experience has shown, an early start is a very important key first step to having a successful year. To assist with your successful beginning, I've developed this short assessment form. It will aid in identifying circumstances and situations you personally feel warrants the attention of your lodge. It identifies areas of strength. This questionnaire is designed exclusively for your use. Although, not totally inclusive, it will assist in revealing vital improvement development areas unique to your particular lodge. Again, this assessment form is for your (new Master's) exclusive use. Do not send a copy to me unless you specifically want to do so. In September of 2016, using a different color ink and this same form, you can review and evaluate the successes of your year as Master.

My Sincere Best Wishes
for a most successful 2016
Bryant Webster, GM

(1) Needs Immediate Attention (2) Could be better (3) Presently Good (4) Presently Very Good (5) Presently Excellent

Administrative Items:

	<u>Current Assessment</u>				
	(1)	(2)	(3)	(4)	(5)
Selection of Appointed Officers.....	O	O	O	O	O
Installation of Officers (Open) or (Closed)	O	O	O	O	O
Careful Consideration of Committee appointees.....	O	O	O	O	O
Security of Lodge Assets and Investments.....	O	O	O	O	O
Keeping Members involved.....	O	O	O	O	O
Harmony in the Lodge	O	O	O	O	O
Functioning Committees.....	O	O	O	O	O
Officers fully aware of their duties.....	O	O	O	O	O
Frequent Training of Officers.....	O	O	O	O	O
Reason to attend Regular Stated Meetings	O	O	O	O	O
Clear, Concise Bookkeeping & Frequent Reports.....	O	O	O	O	O
Fully implemented MORI, including "Financials".....	O	O	O	O	O
Weapons, Concealed or not, on Lodge Property.....	O	O	O	O	O
Dues collected meets Lodge Expenses.....	O	O	O	O	O
Professional, Thorough Annual Audits.....	O	O	O	O	O

(1) Needs Immediate Attention (2) Could be better (3) Presently Good (4) Presently Very Good (5) Presently Excellent

Administrative Items cont'd:

	<u>Current Assessment</u>				
	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>
Interim and annual periodic Status Reviews.....	0	0	0	0	0
Frequent up-to-date Financial Reports.....	0	0	0	0	0
Frequent Forecast vs. Performance Status Reports.....	0	0	0	0	0
Warden's Boot Camp.....	0	0	0	0	0
Wilkerson College.....	0	0	0	0	0
G.M.'s District Meeting Attendance.....	0	0	0	0	0
Recorded History of the Lodge.....	0	0	0	0	0
Membership Roster.....	0	0	0	0	0
Member Attendance.....	0	0	0	0	0
Designated Proficient Lodge Coach.....	0	0	0	0	0
Trained Investigation Committee.....	0	0	0	0	0
All Visitors feel Welcome, especially visiting brothers.....	0	0	0	0	0
Use of Phone Tree.....	0	0	0	0	0
Special call List for Funerals.....	0	0	0	0	0
Officer Dress Code.....	0	0	0	0	0
Leaving before Degree Lectures.....	0	0	0	0	0
Active Visitation between Lodges.....	0	0	0	0	0
All Officers proficient in 3 rd Degree Catechism	0	0	0	0	0
At any time, Partisan politics discussed anywhere on lodge property?.....	0	0	0	0	0
All Safety Concerns addressed for Members, Visitors and Renters.....	0	0	0	0	0
Adequate Liability and Structure Insurance Maintained.....	0	0	0	0	0
Lodge Officers fully understand commitment to their office.....	0	0	0	0	0
Relationship with Eastern Star.....	0	0	0	0	0
Up-to-date, easily assessable, approved set of By-Laws.....	0	0	0	0	0

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Charity Items:

Current Assessment

	(1)	(2)	(3)	(4)	(5)
Charity Giving to the Masonic Foundation	0	0	0	0	0
Charity Giving to The Children's Home.....	0	0	0	0	0
Charity Giving to WhiteStone M.E.S.H.	0	0	0	0	0
Support of the Charles E. Cathey Scholarship Fund.....	0	0	0	0	0
Time & Effort devoted to establishing Creative Fundraisers.....	0	0	0	0	0
Adopt a WhiteStone resident.....	0	0	0	0	0

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Building Items:

Current Assessment

	(1)	(2)	(3)	(4)	(5)
Lodge Roof	0	0	0	0	0
Lodge Furniture.....	0	0	0	0	0
Lodge Exterior.....	0	0	0	0	0
Lodge Interior.....	0	0	0	0	0
Upgrade Lodge facilities, (restroom(s) Floors, Carpet, Kitchen, Furnace, AC, etc.....	0	0	0	0	0

(1) Needs Immediate Attention (2) Could be better (3) Presently Good (4) Presently Very Good (5) Presently Excellent

Ritual Items:

Current Assessment

	(1)	(2)	(3)	(4)	(5)
Masonic Educations.....	0	0	0	0	0
Lecture Series.....	0	0	0	0	0
School of Instruction Attendance.....	0	0	0	0	0
Attendance at Masonic Funerals.....	0	0	0	0	0
Member(s) who can conduct a Masonic Funeral.....	0	0	0	0	0
Familiarity with OSW's Red Work.....	0	0	0	0	0
Utilization of Maximum number of Brothers during Degrees.....	0	0	0	0	0
Established (date and time) Routine, (perhaps weekly) Practice Sessions.....	0	0	0	0	0
Complete seriousness, without any horseplay maintained throughout all degrees.....	0	0	0	0	0

(1) Needs Immediate Attention (2) Could be better (3) Presently Good (4) Presently Very Good (5) Presently Excellent

Membership Items:

Current Assessment

	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>
Attendance.....	0	0	0	0	0
Non-progressed EA's and FC's.....	0	0	0	0	0
Incentive for petition signers.....	0	0	0	0	0
Membership Committee.....	0	0	0	0	0
Trained Investigation Committee(ies) and leaders.....	0	0	0	0	0
Public Open House.....	0	0	0	0	0

Outreach Items:

Current Assessment

	<u>(1)</u>	<u>(2)</u>	<u>(3)</u>	<u>(4)</u>	<u>(5)</u>
Involvement in Community Activities.....	0	0	0	0	0
Relationship with Eastern Star.....	0	0	0	0	0
Medical Transportation for Members & their families.....	0	0	0	0	0
Bring a Brother to Lodge Program	0	0	0	0	0
Family Day, Events, Trips, etc.....	0	0	0	0	0
Up to date listing and frequent contact with Widows and Orphans.....	0	0	0	0	0
Annual event involving Widows and Orphans.....	0	0	0	0	0
Visit Sick Members and their sick family members	0	0	0	0	0
Visit adopted WhiteStone resident.....	0	0	0	0	0
Attend Homecoming at our Children's Home (Oxford).....	0	0	0	0	0
Joint Charity work with other organizations, such as (Salvation Army) etc.,	0	0	0	0	0
Blood Drive (American Red Cross).....	0	0	0	0	0
Participation in community and Town parades.....	0	0	0	0	0
Joint work with other Masonic Organizations (Eastern Star, Scottish Rite, York Rite, Shriners).....	0	0	0	0	0

As 2016 Master, to strengthen my lodge, these are my Top Five Priorities:

Priority Number:

1) _____

My first step to accomplishing this objective will be to: _____

Full implementation will be accomplished by: _____ (date) and our success measured by: _____

2) _____

My first step to accomplishing this objective will be to: _____

Full implementation will be accomplished by: _____ (date) and our success measured by: _____

3) _____

My first step to accomplishing this objective will be to: _____

Full implementation will be accomplished by: _____ (date) and our success measured by: _____

4) _____

My first step to accomplishing this objective will be to: _____

Full implementation will be accomplished by: _____ (date) and our success measured by: _____

5) _____

My first step to accomplishing this objective will be to: _____

Full implementation will be accomplished by: _____ (date) and our success measured by: _____

Example: Follow-up on EA's and Fellow Craft who've, over the past five years, fallen by the way-side.

My first step to accomplishing this objective will be to: **Assemble copies of their petitions and assign our Membership Committee the responsibility of contacting these brothers.**

Full implementation will be accomplished by: **2-28-2016** (date) and our success measured by: **The Membership Committee having contacted all who've not progressed and reestablished them into an active progression program or determined their desire not to continue. Committee results to be noted in our+ meeting minutes.**