

RULES AND REGULATIONS FOR THE GOVERNMENT OF THE ROSICRUCIAN FELLOWSHIP

Adopted April 28, 2001 (amended September 8, 2001)

1. Articles of Incorporation and Bylaws:

The Articles of Incorporation and the Bylaws of this Corporation shall supersede any and all Rules and Regulations now or hereafter made, amended, or established to govern the activities of The Rosicrucian Fellowship.

2. Membership:

a. The members of The Rosicrucian Fellowship shall be Students, Probationers, and Disciples of the Rosicrucian Philosophy, as these are defined by Max Heindel in Rosicrucian Christianity Lectures, Lecture 11, pages 188-191. All such persons who desire to join with the original members designated in the Articles of Incorporation or Bylaws may do so in the manner provided by these two documents or either of them, or as may be provided from time to time by the Board of Trustees, in keeping with the teachings of Max Heindel in his book entitled *The Rosicrucian Cosmo-Conception or Mystic Christianity* and other supplemental writings of said Max Heindel and his wife, Augusta Foss Heindel.

b. The provisions of the Articles of Incorporation and Bylaws are the controlling written authority of this corporation when and if conflict appears at any time, in any practices or instructions which may not be made entirely clear in the books and writing aforesaid.

3. Devotional Services and Meetings:

a. There shall be at least one regular devotional service for Probationers each day at Headquarters, consisting of the Temple Service as instituted by Max Heindel and thereafter continued.

b. There shall be at least two devotional services each day in the Pro-Ecclesia Chapel and no other activity shall be allowed to interfere or conflict therewith. All workers are encouraged to attend at least one of these services when on the grounds unless the Temple service is attended.

c. Healing Services in the Healing Building shall be held daily Monday through Friday under the supervision and direction of the Head of the Healing Department, and at such other times as the work may require.

d. All other meetings and services hereunder instituted or heretofore established by Max Heindel shall be governed and directed by the Board of Trustees in keeping with the practices or instructions given by Max Heindel.

e. All Students, Probationers, and Disciples as well as visitors and the general public shall be eligible to attend and participate in the services provided herein, except those which are for Probationers and Disciples only.

4. Study Groups and Centers:

a. Study Groups and Centers may be established and are regulated by the Board of Trustees, all of which shall be in keeping with the practices and instructions provided by Max Heindel.

b. The Board of Trustees may make provision for the organization and the conduct of any further services and meetings, Sunday Schools, and classes pertaining to the Rosicrucian Philosophy, spiritual astrology, and such other classes as may be deemed helpful or necessary in the promulgation of the Rosicrucian Philosophy. All such shall be conducted under the same general plan in each Study Group or Center as similar or corresponding services or classes conducted at Headquarters.

c. The Board of Trustees shall receive, approve or reject, and institute action in all applications for new Study Groups and Centers, or may take active steps to secure them. At its discretion it may approve said application and thereupon issue to the said applicant a Certificate of Charter signed by the President of the Corporation. The Board of Trustees also has the power to recommend, suspend, or revoke any such Certificate of Charter.

5. Ministers, Lecturers, or Teachers:

a. A Probationer or Disciple member of this Corporation who has been in good standing for at least three years and who is thoroughly familiar with and attached to the doctrines, requirements, and practices of the Rosicrucian Philosophy as given by Max Heindel, and is of good character and sound morals, and is possessed of the necessary personality requirements, abilities, and experience, and who otherwise meets with the approval of the Board of Trustees, shall be eligible to be ordained as a minister, or qualified to become a lecturer or teacher.

b. The Board of Trustees, when in their opinion this seems desirable, may establish and require a special course or courses of instruction for advanced esoteric Students, Probationers, or Disciples better to equip prospective applicants for ministers, lecturers, or teachers.

6. Withdrawal, Suspension, Expulsion, and Reinstatement of Members:

a. Any member may voluntarily withdraw from membership in this Corporation by mailing to the Esoteric Secretary a written signed notice to that effect, and the name of such person shall be immediately removed from the membership record of the Esoteric Secretary.

b. A member who voluntarily withdraws may again be received as a regular student upon written application approved by the Esoteric Secretary. A former Probationer is eligible for reinstatement as a Probationer after six (6) months as a regular student.

c. If any member of this Corporation shall depart from the "Precepts for the Rosicrucian Student" as provided by Max Heindel, or shall willfully violate any section of the Articles of Incorporation or the Bylaws, or the Rules and Regulations of The Rosicrucian Fellowship, or shall unjustly aggrieve or vilify either Max Heindel or his wife, Augusta Foss Heindel, or another member, or who does not live in fellowship with other members, the Ecclesiastical Council may, after reasonable notice to the alleged offender of the charges against him, and after a hearing on said charges, either recommend exoneration, suspension, reprimand, or expulsion of such member from The Rosicrucian Fellowship. In such cases only members of the Ecclesiastical Council, the Esoteric Secretary, and persons against whom complaints have been lodged shall be present at meetings for the examination of such complaints, and only members of the Ecclesiastical Council and the Esoteric Secretary, as provided in Section g hereunder, shall vote on all complaints. None of the aforesaid actions by the Ecclesiastical Council shall be effective unless and until reviewed and approved by a majority vote of the Board of Trustees.

d. Whenever it shall appear to the satisfaction of a majority of the Board of Trustees that any member has conducted himself/herself in a manner which, in the discretion of a majority of the Board of Trustees, is inimical, subversive, disruptive, or destructive to the best interests of The Rosicrucian Fellowship as established, or the Students, Probationers, and Disciples of the Rosicrucian Philosophy, or to the future growth, development and harmony of the Rosicrucian Philosophy, the Board of Trustees

may take direct jurisdiction of the matter and may, reprimand, suspend, or expel such member from membership in The Rosicrucian Fellowship, with or without a hearing.

e. Any person who has been suspended or expelled from membership in The Rosicrucian Fellowship has the right of appeal for reconsideration of said action by filing a written notice of appeal and request for a hearing before the Board of Trustees with the General Secretary within thirty (30) days after receiving notice of such suspension or expulsion. Upon receipt of said notice of appeal and request for hearing, the Board of Trustees shall notify said person of the time and place at which adequate opportunity shall be given to present such evidence as he/she may have in his/her behalf for reconsideration by the Board of such suspension or expulsion. In the absence of such appeal and request for hearing within the above time limit, the action of the Board of Trustees shall be final.

f. A member who has been suspended or expelled from membership and who afterward gives acceptable evidence of having made satisfactory restitution of principles and returned to the Life, shall be eligible again to become a member upon application to and upon recommendation of at least a two-thirds (2/3) vote of the Board of Trustees.

g. In all hearings of the Ecclesiastical Council and the Board of Trustees at which suspension or expulsion of a member of this Corporation is to be considered, the Esoteric Secretary shall be called into each meeting and shall be considered for this purpose as a full voting member of both bodies, with all rights and powers thereby implied. In no case shall any person have more than 1 vote.

7. Esoteric Department:

The Esoteric Department is headed by the Esoteric Secretary and is divided into foreign language sections headed by Section Secretaries under the direction of the Esoteric Secretary.

8. Mail and Banking:

a. Until the Board of Trustees otherwise provides, all incoming mail shall be received, opened, and distributed daily under the direction of the Treasurer. All monetary donations and disbursements shall be logged daily.

b. Until otherwise provided by the Board of Trustees, the Treasurer or his/her assistant shall be responsible for all banking activities.

9. Mailing and Membership List:

All mailing and membership lists are available and used by this Corporation only for the purpose of dissemination of the Rosicrucian Philosophy. Said lists shall be available only to the President, General Secretary, Esoteric Secretary, Foreign Language Section Secretaries, and such other persons as approved by the Esoteric Secretary. Under no circumstances shall any list be used for personal or private purposes.

10. Corporation Property:

No property, supplies, implements, fixtures or vehicles of transportation owned by this Corporation shall be removed from the Headquarters property, used for private purposes, sold, appropriated, or otherwise disposed of, except in the direct interest, work, and service of this Corporation, and only in or on the business of The Rosicrucian Fellowship, its officers or agents.

11. Personal and Public Relations:

a. The administrative policy of this Corporation is to be considerate of the community of Oceanside, California, and of any and all communities in which The Rosicrucian Fellowship shall operate, as well as the State, the Nation, and the general welfare.

b. All employees of The Rosicrucian Fellowship, irrespective of the nature of their assigned duties, shall at all times extend every appropriate courtesy to all persons who come upon the Headquarters property at Mt. Ecclesia, Oceanside, California, and shall conduct themselves in such manner as to reflect the most favorable impression possible upon the public.

c. Controversial and political issues shall be avoided in all publications and other material reaching the public and the members of this Corporation, except insofar as required to promote, transmit, or defend the teachings of the Rosicrucian Philosophy as described in Article 2, Section a. A policy of impartiality and fairness shall be followed in all matters of public relations and personal relations between all parties. No causes, campaigns, funds, movements, doctrines, personages, or beliefs shall be promoted, espoused, advertised, or given space, unless all such are in aid and sympathy with, and tend to foster and promote the Rosicrucian Teachings, or are in some beneficial relationship thereto.

d. Any person who is commercially engaged as a medium, clairvoyant, psychic, hypnotist, fortune teller, or astrologer shall be expelled from membership. Such person shall not be permitted to occupy the platform at Headquarters or at any Center, nor shall such person represent the Corporation in any capacity, nor be domiciled on Headquarters property. The Ecclesiastical Council shall adjudicate such cases as provided herein and submit their recommendations to the Board of Trustees for their consideration.

12. Ballot Timetable:

To insure that the international membership receives and returns their election ballots for Board members in time to be counted, the following deadlines shall be observed:

a) Recent (within one year) photos and biographies of the Board of Trustees nominees shall be in the hands of the Election Committee no later than November 15.

b) Translation of biographies shall be given to the printer no later than November 30.

c) Ballots and photo/biographies shall be mailed no later than December 15.

If any of these deadlines are exceeded, it is the responsibility of the Election Committee Chairman or the Esoteric Secretary to notify the President at once.

The Election Committee is selected by the Board of Trustees at their October quarterly meeting.

13. Board of Trustees Meetings - Expenses:

A member of the Board of Trustees who cannot physically attend a scheduled Board of Trustees meeting in Oceanside, CA may choose to be a part of the Board of Trustees meeting via telephone conferencing if he/she agrees to pay the telephone charges of such a conference call, an invoice for which will be submitted to such member(s) by the Business Office Manager upon receipt of such charges from the telephone company.

14. Guest House Policies and Procedures:

a) Application for room - The attendant on duty at the Guest House, before registering an unrecognized person for room rental, will check with the Esoteric Department or Business Office to determine if the person is a Regular Student or Probationer, or the guest of a resident. If application is

made after hours, the President or a Department Head shall be contacted before registering unknown persons. Non-members shall be referred to local accommodations.

b) If the registration card(s) filled out by a couple indicates they are not married, then they shall be given separate rooms.

c) Guidelines for residing in the Guest House - Preliminary philosophy students may rent a room in the Guest House for up to 14 days during a six-month period at regular room rates. Students and Probationers may stay up to 28 days during a six-month period. People who demonstrate a genuine interest in the Teaching shall be permitted to stay up to 7 days during six-month period.

d) Permanent resident workers at the Guest House will supply their own soap, toilet paper, bedding, cleaning materials, and bottled water. They are expected to wash their own sheets and towels and may use the basement laundry room. These items and services are furnished at no additional cost to full-paying, registered guests only.

e) Members who present themselves unannounced and unapproved for work but who expect to volunteer in exchange for free rent must pay the current and customary rates at the Guest House.

f) Any extension of the foregoing occupancy terms must be approved by the Executive Council.

g) Upon check-in guests staying at the Guest House must pay a \$10.00 key deposit which is refundable when the guests check out and turn in all their keys.

h) A Summer School attendee may stay with a resident for free if agreed to by both parties.

i) Volunteers who work a minimum of 20 hours per week must pay their room rent but at the employee's rate; those who work less than 20 hours per week will pay the customary Guest House room rate. This is due to Immigration Laws.

j) All non-registered, non-family guests in the Guest House are not allowed in the Guest House past 11:00 pm.

k) Persons with motor homes/vehicles are not allowed to stay in them overnight on Fellowship grounds - The Rosicrucian Fellowship is not a campground.

l) Job openings at Mt Ecclesia shall be posted in the Guest House.

m) No employee discount will be given on books by Corinne Heline or on damaged books already reduced in price.

n) The rate for member guests for a 28-day stay at the Guest House shall be \$300, paid in advance. For a married couple the price will be \$450, paid in advance.

15. Housing Policies:

a) There will be no lifetime occupancy contracts for housing on the Grounds offered effective June 9, 2001.

16. Board of Trustees Nomination Recommendations:

The Board recommends that a person who wants to be nominated for the Board of Trustees:

a) be fluent in English.

b) have the ability to attend a minimum of 75% of the Board meetings.

c) possess the finances necessary to sponsor his/her own transportation to and from Mount Ecclesia for the meetings.

d) submit his/her eligibility qualifications for candidacy to the Board prior to the meeting of the Board in October or prior to the meeting of the Probationers for the purpose of nominating candidates on the first Sunday in October.

Persons must bear in mind that there may be up to eight meetings per year of the Board.

These revised and amended Rules and Regulations for the Government of The Rosicrucian Fellowship were approved by the Board of Trustees of The Rosicrucian Fellowship at its Quarterly Meeting on April 28, 2001 and replace any and all previous versions. This document can be amended only by duly documented majority vote of the Board Of Trustees. No part of this document is intended to supercede any part of The Rosicrucian Fellowship Articles of Incorporation or the 1963 Bylaws with the 1987 Amendments of The Rosicrucian Fellowship. Said Articles and/or Bylaws will govern in case of discrepancy.

This document shall be revised and updated annually as per Article VI, Section 5 of The Rosicrucian Fellowship Bylaws.

April 28, 2001

Notes:

Amended September 8, 2001 - The word "Regular" was added to paragraph 14a. Paragraph 14b added. Previous paragraph 14d was removed. Paragraphs 14i - 14n were added.

Amended July 21, 2001 - Paragraph 12a - (within one year) was modified to define the term 'Recent'. Paragraph 14h (paragraph g above due to September 8, 2001 Board approval) was added. The sentence "The Fellowship will pay for all telephone calls for all persons attending Board meetings by telephone", was added under paragraph 13, then later rescinded by the Board on September 8, 2001. The Board will pay for telephone calls to Mr. Nacher for Board meetings when he cannot physically attend only while his term lasts (September 8, 2001).

Amended June 9, 2001 - Paragraphs 15 and 16 were added.