



Grand Council of Cryptic Masons State of New York

DDGM Report and Evaluation of Constituent Councils

Council Name _____ # _____ Cryptic District _____

Important instructions to the DDGM: You must fill in this report; the other reports are to be filled out by the Illustrious Master and Recorder. They should be completed and mailed no later than five days after your visit and evaluation is made.

Date of Evaluation: ____/____/____ Officer Evaluating: _____

Current Council Membership: _____ Do all the Officers have Rituals? YES / NO

Total Number of Members Present _____ Number of Visitors Present _____

Number of Stated Assemblies held during year _____ Average Attendance _____

Does the Council do its own degree work? YES / NO _____

Are any petitioners waiting to receive the degrees? YES / NO _____ How many?

If YES what is the date of the petition or how long have they been waiting _____

Does the Council request that the candidates receive their degrees at another Council? YES / NO

Total Cash Assets of Council _____ Total Cash Liabilities of Council _____

Annual Dues \$ _____ Greeting Fee \$ _____

In your opinion, is the Council financially stable? YES / NO _____

In your opinion, is the Council stable? YES / NO _____

Number of area Chapters that the Council may draw members from _____

Where are the Charter and Records kept? _____

Condition of Paraphernalia - EXCELLENT / VERY GOOD / GOOD / FAIR / POOR / NONE

Membership Ledger - EXCELLENT / VERY GOOD / GOOD / FAIR / POOR / NONE

Record Book - EXCELLENT / VERY GOOD / GOOD / FAIR / POOR / NONE

Cash Book - EXCELLENT / VERY GOOD / GOOD / FAIR / POOR / NONE

Are all accounts posted and up to date? YES / NO _____

Is the Council using proper forms and petitions? YES / NO _____

Was the Charter or a Copy present? YES / NO _____

Condition of Charter? EXCELLENT / VERY GOOD / GOOD / FAIR / POOR / NONE

Are the officers proficient in opening and closing? YES / NO _____

Do the Officers have a copy and have they read the following:

Constitution & General Regulations of the Grand Council

Illustrious Master - Deputy Master – Prin. Con. Work -

Recorder

HAVE copy YES / NO YES / NO YES / NO YES / NO

READ copy YES / NO YES / NO YES / NO YES / NO

Last Copy of Annual Proceedings

HAVE copy YES / NO YES / NO YES / NO YES / NO

READ copy YES / NO YES / NO YES / NO YES / NO

Received CALL to last Annual Assembly? YES / NO YES / NO YES / NO YES / NO

Attended last Annual Assembly? YES / NO YES / NO YES / NO YES / NO

Attest DDGM: _____

DDGM when forms are complete please send FOUR copies of this report - one copy each to the Grand Master, Deputy Grand Master, Grand Recorder & the constituent Council's Recorder. ALL copies may be sent via e-mail or regular mail.



Grand Council of Cryptic Masons State of New York
Answered by the Illustrious Master

Council Name _____ # _____ Cryptic District _____

What is the method of communication with members?

How often is the notice sent? _____

Is a copy sent to the Grand Master YES / NO Deputy Grand Master YES / NO
Grand Recorder YES / NO Grand Officer assigned to District YES / NO
DDGM YES / NO AGL YES / NO

List what articles from the Annual Proceedings you have or plan to share and explain to
Companions

Other than official evaluation by the DDGM and visiting Grand Line Officer, what programs are
you planning for the Cryptic Year?

Have you explained the Charity Fund to the Companions? YES / NO
Have you explained the Grand Masters Fund? YES / NO
Have you appointed a Charity Fund Chairman? YES / NO
If yes, his name: _____

Are you a life member of the Charity Fund? YES / NO
Does the Council participate in the Grand Masters Fund? YES / NO
What suggestions do you have to improve Cryptic Masonry?

Signed _____
Illustrious Master **Date**

(PART B)



Grand Council of Cryptic Masons State of New York
Answered by the Recorder

Council Name & No.: _____ **District No.** _____

- Do you keep a file of notices? YES / NO
- Do you keep a file of petitions? YES / NO
- Is it up to date? YES / NO
- Are any Candidates waiting to receive the degrees? YES / NO
- If so how many? _____ How long have they waited? _____
- Are the Council By-Laws current? YES / NO
- Has every member signed the By-Laws? YES / NO
- Do you keep the Council's copy of the Annual proceedings on file and available? YES / NO
- Do you check all statistics relating to your Council when you receive the annual proceedings? YES / NO
- Do you inform the Grand Recorder of any discrepancies? YES / NO
- Are all members' birth dates sent to the Grand Recorder? YES / NO
- Do you have a supply of Charity Fund brochures? YES / NO
- Do you keep a list of Life Members of the Charity Fund? YES / NO
- Do you use & send the "Companion Status Change Update" card to the Grand Recorder for Companions as needed? YES / NO
- If "NO", why?

Do you need a supply of these cards? YES / NO

Do you attend the Recorder's seminar at the Annual Assembly?
YES / NO

What topics need to be addressed at the seminar?

What suggestions do you have to make the Recorder's and the Grand Recorder's task easier and more efficient?

Signed _____
Recorder Date