

New Council Development and Round Tables

Ontario State Council - Knights of Columbus

- Round Table Guidelines
- 7 Weeks to a New Council

Marcel Lemmen, State Treasurer,
NCD / Round Table Director

Goal

A Presence in Every Parish

“Father McGivney's dream was to have a council in every parish and every Catholic man a member of the Knights of Columbus”

Parish Round Table

Councils representing more than one parish:

- one of the parishes is its Base,
- form Round Tables at the others.

Members of the council belonging to the parish where the Round Table is formed are asked to join.

Grand Knight appoints one member as Parish Round Table Coordinator.

Round Table Coordinator

- Appointed by the Grand Knight of the sponsoring council.
- Form #2629 is submitted when a Round Table is formed.
- Is a member of the council and the Parish Round Table.
- Meets regularly with the pastor to address his needs.
- Holds regular Round Table Meetings.

Round Table Annual Report

- Form #2930 completed by the Grand Knight of the sponsoring council.
- One for each Round Table sponsored.
- Due by June 30 each year for each Round Table.
- Important because it lets us know if a parish is being served by the Knights of Columbus.

7 Weeks to a New Council

20 members – new or transfers – are required to form a new Council.

Many ways to start a new council - any plan is better than no plan.

Follow these steps after getting the **Pastor's permission** to start a council in his parish.

Week 1

- Set target dates.
- Send in Form #133.
- Gather promotional materials: brochures and videos.
- Announce in parish bulletin.

Week 2

- Announce informational meeting in bulletin.
- Membership drives after all Masses
- Distribute information.
- Hold an informational meeting - **goal is filling out membership documents.**

Week 3

- Write-up in parish bulletin
 - announce second informational meeting
 - for the following week
- Ask everyone to bring a friend or relative.

Week 4

- Hold second informational meeting.
- Conduct a First Degree for the candidates that are signed up.
- Plan election of council officers.

Week 5

- Announcement in the parish bulletin:
 - third informational meeting
 - admission degree
 - election of the council's first officers
- Notify all candidates to attend
- Notify all members of meeting and elections

Week 6

- Conduct an Admission Degree
- Elect the charter officers
- Pick council name and submit Form #136.
- Announcement in bulletin:
 - formation of new council
 - installation of officers

Week 7

COUNCIL IS FORMED!!

Hold an installation of officers - make sure to invite wives and families to this ceremony.

Send in the Application for a Council Charter (#137) within 60 days of your new councils institution date. You will receive your council charter within 6 to 8 weeks.

Resources

The Supreme web site has a page dedicated to New Councils and Round Tables:

<http://www.kofc.org/en/members/membership/council-growth-and-development.html#/>

New Council Development Guidelines #10506

Parish Round Table Guidelines #2632

Parish Round Table Initiatives #4519