

A NEW YEAR BEGINS



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DISTRICT DEPUTY MEETING

JULY 2018

MARRIOTT AIRPORT HOTEL

TORONTO, ONTARIO

2018 July District Deputy Meeting

Today's Topics

- Why did Father McGivney start the Knights of Columbus
- Insurance Coverage For Our State and Local Councils – **get it!**
- Office of Youth Protection/ZERO TOLERANCE Policy/Reporting Allegations of Sexual Misconduct – **see/hear something say something!**
- Necessary for Compliance with Northbridge Insurance
- “Faith In Action” Roles w/ Training and Background Check Requirements – **know which new roles require training and background checks!**



Officers Desk Reference

- Located on the password-protected section of kofc.org
- Frequently updated, so consult the ODR each time you address a particular issue
- Please contact Customer Service at **800-380-9995** for a user name and password



HANDBOOK FOR COUNCILS USING HOME CORPORATIONS

1. 2014 Supreme Council Resolutions Regarding Councils Using Home Corporations
2. Knights of Columbus 2016 Handbooks for Councils Using Home Corporation Facilities Presentation
3. UPDATED Handbooks and Templates
4. Councils Are Unincorporated Associations Granted Charters By The Knights Of Columbus
5. Home Corporations Are Granted Legal Status As Incorporated Entities Under The Laws Of The States In
6. Home Corporations And Internal Revenue Service Tax Exempt Status
7. Home Corporation Side Business And Rentals
8. Home Corporations Prohibited From Using The Trademarked Name And Emblem Of The Knights Of Columbus
9. Council Assessment Of Council-Corporation Relationship In Light Of The Catholic Mission And Identity
10. Handbook For Councils Using Home Corporation Facilities
11. Guidelines for Display of Trademarks and Service Marks by Home Corporations



Father McGivney ...

“started the Knights of
Columbus so Catholic
Gentlemen 18 years of age and
over could hold Pancake
Breakfasts.”

FALSE



Father McGivney ...

“started the Knights of
Columbus so Catholic
Gentlemen 18 years of age and
over could hold Bar-B-Qs.”

FALSE



Father McGivney ...

“started the Knights of
Columbus so Catholic
Gentlemen 18 years of age and
over could hold BINGOs.”

FALSE



Father McGivney ...

“started the Knights of
Columbus so Catholic Families
could assist each other in times
of **NEED!**”

TRUE



Father McGivney ...

“started the Knights of Columbus so Catholic Families could assist each other in times of **NEED!**”

There is nothing wrong with holding Pancake Breakfasts, Bar-B-Qs and BINGOs to fund the assistance we provide to other Catholic Families, don't let these events “define who we are”!



Liability Insurance

- Knights of Columbus does **not** provide insurance for local councils
- Each council must arrange for its own insurance coverage
- Knights of Columbus does **not** provide insurance for Home Corporations



Diocesan/Parish Insurance Requirements

- More dioceses are requiring Knights of Columbus councils that use parish facilities to enter into “license agreements” with the diocese and/or bishop
- Dioceses often require proof of insurance for councils using their facilities
- Diocesan requirements often specify particular coverages and limits





2018-2019
JURISDICTION ACTION PLAN
Ontario State Council
Revised: May 26, 2018

General Goals–Fraternal Year 2018-2019

(Strategic Plan Check List)

In this section of the Strategic Plan, start by listing Jurisdiction’s General Goals for the Fraternal Year (i.e., Achieve Circle of Honor, hold a specific number of admission degrees, a specific number of councils should achieve Star Council status, increase charitable donations by a specific number of dollars or hours). Listing these goals will help keep your team focused on what each SMART action item is intended to accomplish. Add as many rows as needed to accomplish your goals.

Membership Growth
<ul style="list-style-type: none"> • Achieve Circle of Honor
<ul style="list-style-type: none"> • Improve number of councils recruiting at least one new member by end of Fraternal year by 25%
<ul style="list-style-type: none"> • Obtain a better start in first quarter by offering an incentive program
<ul style="list-style-type: none"> • Achieve Star Council quota plus one
<ul style="list-style-type: none"> • Increase number of Church Drives throughout state
<ul style="list-style-type: none"> • Improve retention by 10%
Online Membership / Young Adult Population Focus
<ul style="list-style-type: none"> • Target ads on Salt and Light focused on membership recruitment.
<ul style="list-style-type: none"> • Target university and young Catholic organizations, such as CCO
<ul style="list-style-type: none"> • Seek new avenues of online promotion whether through State Council or through Supreme
Hispanic / Ethnic Membership Growth
<ul style="list-style-type: none"> • Increase ethnic NCD to at least seven new ethnic councils
<ul style="list-style-type: none"> • Find a way to deal with issue of Hispanic migrant workers who leave the country after joining the Order and are quite difficult to track
Charitable Growth – Expanding our Charitable Footprint
<ul style="list-style-type: none"> • Better promote the charitable causes we support through our State Lottery
<ul style="list-style-type: none"> • Increase Council participation in Food for Families by 10 per cent

<ul style="list-style-type: none"> • Increase number of coats distributed in Coats for Kids by 20 per cent
<p align="center">Establishing Strong Visible Activities through our Faith in Action Program Model</p>
<ul style="list-style-type: none"> • Get at least one new activity started under each category of Faith in Action Program in first quarter
<ul style="list-style-type: none"> • Educating DDs on new Faith in Action Program and essential and feature programs
<ul style="list-style-type: none"> • Begin listening sessions with non Knights to discover why they are not Knights
<p align="center">Training and Leadership Development</p>
<ul style="list-style-type: none"> • Target state led listening sessions for Knights on membership, programming, and e-membership
<ul style="list-style-type: none"> • Educate councils on their marketing skills: Order needs to be promoted better (local and world wide)
<ul style="list-style-type: none"> • Revamp our council officer training by supplying new and updated materials to including Faith in Action
<ul style="list-style-type: none"> • Establish program on education clergy who are new to our country
<ul style="list-style-type: none"> • Revamp DD meetings

Membership Growth- Growing the Order Action

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will work towards growing the Order and meeting your Membership Goals. Focus on items that will contribute toward Membership Growth – such as **Membership Intake, Positive Growth (Net-Net), Ethnic Membership Development, New Council Development, Council Reactivation & Retention, Membership Retention, Ceremonial Planning & Scheduling, Partnering with the Agency, Developing STAR Councils, Developing STAR Districts, and Promotion & Incentives.** Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Councils who achieve 20% of their annual membership quota by August 31 will receive an incentive from State	SMD	September 1					
Actions throughout the fraternal year.							

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Councils who achieve 50% of Council membership quota by December 31, 2018 will receive an incentive by State	SMD	December 31					
Identify Councils who achieve 50% of Insurance and membership quotas by end of December 31 st to achieve our goal of 78 + Councils	SPD	December 31					
Councils who achieve Star Council status will receive 50 cents per billable member, 1.00 for 150%, 1.50 for 200%, 2.00 for anything 250%	SMD	June 30					
Promote Church Drives quarterly	SMD	Sep 30, Dec 31, Mar 31, Jun 30					
Implement new retention pilot program through form SO48 to reduce number of suspended members in our State	State Membership / Retention Dir	July 1					
Identify councils that need assistance with the Retention process							

<STAR> Fraternal Year Strategic Plan

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Membership Growth - Online Membership & Young Adult Population Focus

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will work towards growing the Order with a focus of recruitment of younger men and their families. Particular focus should be paid towards Online Membership strategies and establishing recruitment themes that are focused towards younger members and their families. Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Start new online website in partnership with Salt + Light television to target online which is the best area to recruit younger members	State Deputy	July 1					
Salt + Light to showcase Knights and their works in the jurisdiction (to be shown between programs)	State Deputy	August 31					
Need to engage GAs and Field Agents to properly vet our e members so they will transition to council members	e MD	July 7					
Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Establish contact with CCO to promote recruitment of younger members into our Order	SPD	September 30					
Investigate costs of online ads to promote e membership and younger members	SMD	October 30					
Finalize process to start two college councils: University of Toronto and University of Guelph	NCD Director	December 31					
Replenish supplies of e member flyers and pamphlets for distribution	State Deputy	Throughout year	1 st supply by July 7				

Ethnic Membership Growth

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will work towards growing the Order and meeting your membership goals with a particular focus directed towards all Ethnic populations within the jurisdiction. New Council development and establishment of Round Tables should be key factors in meeting these goals. Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Establish one more ethnic council in jurisdiction	DD	September 1					
Create incentive for new ethnic councils in jurisdiction	SPD and NCD	July 7					

Actions throughout the fraternal year.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Identify potential parishes as possible new ethnic councils: contact every Diocese in jurisdiction	State Secretary	December 31					

Charitable Growth – Expanding our Footprint

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will expand the Charitable Activities in your jurisdiction. Focus on items that will contribute towards expanding your charitable footprint in your communities and parishes. Examples are: Increasing annual volunteer hours, Increasing annual volunteer contributions, participating in charitable activities and tracking of fraternal forms. Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Reestablish partnership with GAs on Coats for Kids Program	Coats for Kids Chmn	July 7					

Actions throughout the fraternal year.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Increase Food for Families participation by 10% through better promotion of Supreme Program	State Family Director	June 30					
Increase participation in Coats for Kids Program by 20%	State Coats for Kids Program	June 30					

Faith in Action Program Activities

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will work towards meeting your program goals by establishing strong visible state programs. Focus on items that will contribute towards program growth such as, promoting evangelization and spiritual growth of your members. Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Training DDs on new Faith in Action Program on what essential programs in each of four categories	SPD	July 7					
Encourage one new activity in any of the four pillars of the new Faith in Action Program.	SPD	September 1					

Actions throughout the fraternal year.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Encourage councils to initiate one new activity in each of the four pillars of the Faith in Action Program	SPD	June 15					
Establish listening sessions for non Knights (working with cooperation of parishes)	SPD	December 31					

Training and Leadership Development

In this section of the Strategic Plan, using the Strategic Plan Checklist as an aid, list specific action items using SMART techniques to show how your jurisdiction will train and develop councils in all phases of the Order. Focus should be placed on Fraternal Leadership, Recruitment Techniques and Building the Domestic Church Program Model. Add as many rows as needed to accomplish your goals.

Actions that will be accomplished by September 1, 2018.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Train DDs at state organizational meetings	State Trainers	July 7					
Review the role of TMWs and their purpose and update job descriptions with them	State Deputy	June 15					

Actions throughout the fraternal year.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Establish training for DDs and TMWs to assist councils deal with membership retention issues	State Membership / Retention Dir	July 7					
Review again the role of TMWs and their roles annually	State Deputy	April 1					
Establish a "train the trainer" program to go into field and train on Church Drives	State Trainers	June 1					

Other Jurisdiction Business

In this section of the Strategic Plan list specific actionable items using SMART techniques to track miscellaneous business actions that pertain to your jurisdiction. These items may relate to state operations, state reports and/or new business. Add as many rows as needed to accomplish your goals.

Specific Action (What, Where & Why)	Who (Name)	When (Target Date)	Status or Comments	MPC Review			
				June	Sep	Nov	Mar
Revamp State Awards to better reflect Faith in Action Program	State Awards Director	December 1					
Continue state council conference calls every six weeks with DDs	State Deputy	Throughout year					
Establish conference calls with State Board, Directors, and TMWs	State Deputy	Throughout year					
Continue monthly State Planner to enable team to better schedule events and programs (DD cheat sheets)	State Program Director	Throughout year					

Appendix A: Jurisdiction Data Worksheet

Real growth is essential to the viability of our Order in the future. Along with the actionable items listed in this plan, the following worksheets should be completed and used to assist the leadership team in formulating this strategic plan. The Strategic Plan Meeting Facilitator will be able to assist you with completing the information from past years.

	2013-2014	2014-2015	2015-2016	2016-2017	
		2017-2018	2018-2019		
Catholic Population				3,948,975	
Hispanic Catholic Population (Not included above)					
Other Ethnic Catholic Population (Not included above)					
Jurisdiction Total Membership				55,510	
Intake Goal	2380	2380	2000	2000	2020
Total Intake	1833	2024	1808	2073	1824
Net Goal	1666	1670	1400	1400	1400
Total Net Gain	706	1201	1176	1257	735
Net – Net Goal	100	100	100	100	100
Total Net-Net membership	-333	108	75	91	-218
Number of Councils (Gross Total)				796	
Number of Suspended Councils					
<STATE> Fraternal Year Strategic 1 Total Number of Councils (Gross Total minus Suspended Councils)					Page
Number of Councils not recruiting (Year-end)				216	

Council Reactivation Goal					42	
Number of councils Reactivated					18	
New Council Development Goal					10	
New Councils Instituted					5	
Roundtable Goal					100	
Roundtables created					19	
Star Council Goal					78	
Star Councils achieved					32	
Number of new councils					5	

Appendix B: Following the Strategic Plan Meeting

The following are items that should be the product of the Strategic Plan exercise. The Strategic Plan must be communicated throughout the jurisdiction to assure that all understand the goals developed in this plan. This Strategic Plan should be used as the primary Agenda and reviewed at all state officers meetings.

<input type="checkbox"/>	Jurisdiction Communication	The Action Plan must have the buy in of all state officers, directors/chairman, membership team and staff.
<input type="checkbox"/>	Action Plan to Incoming SD Meeting	Prepare to bring a copy of the Approved Strategic Plan to the Incoming SD Meeting.
<input type="checkbox"/>	Organizational Meeting	Communicate the details of your jurisdictions Strategic Plan at the Organizational Meeting.
<input type="checkbox"/>	District Deputies	District Deputies should understand that this Strategic Plan is to be implemented through them at the district and at the council level.
<input type="checkbox"/>	Jurisdiction Training Plan & Schedule	The state deputy should communicate the Training Plan at the Organizational Meeting. The training plan should be published and communicated throughout the jurisdiction. Plans to schedule the training facilitators (such as your MPC) should be started.
<input type="checkbox"/>	New Council Development Plan	Assign district deputies (or appropriate personnel) to lead the new council development efforts in their district. Have them provide a timeline toward implementation.
<input type="checkbox"/>	Council Reactivation Plan	Assign district deputies (or appropriate personnel) to lead the council reactivation efforts in their district. Have them provide a timeline toward implementation.
<input type="checkbox"/>	STAR Council Plan	Identify one Council in each District that will achieve STAR Council Status
<input type="checkbox"/>	Ceremonial Schedule	Communicate & publish the jurisdictions ceremonial schedule including all Admission, Formation and Knighthood degrees.
<input type="checkbox"/>	Review and Revise the Action Plan Regularly	This Action Plan should be used as the primary Agenda and reviewed at all state officers meetings which should be held as a minimum on a quarterly basis. The Plan should be submitted to the MPC after each revision.