

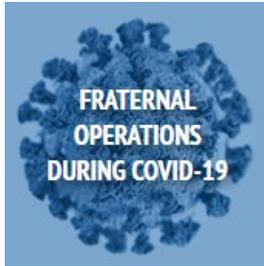


Fraternal Leader Advisory

Breaking News | Reminders | Resources | Recommendations

Volume 5 | June 18, 2020

Important Links



Fraternal Operations Resources are now available in [Spanish](#) and [French](#).

Fraternal Operations

Recent Changes, New Tools, and Quick Tips

June 25, 2020, 8:00 PM EDT

Mark your calendars and be sure to include your newly-elected and appointed officers! We are launching a NEW Star Council requirements for the upcoming fraternal year and we will be discussing training resources, virtual officer installation and leadership communications. Sign up now to watch live or on-demand.

[REGISTER NOW](#)

Fraternal Year-End Deadlines

The below forms / actions are required by June 30:

- Report of Chosen Officers for the Term using either
 - [Form #185](#) OR
 - [Officers Screen on Member Management](#)
- [Columbian Award Application \(Form #SP-7\)](#)
- [Food for Families Refund and Plaque Application \(Form #10057\)](#)
- [RSVP Refund and Plaque Application \(Form #2863\)](#)
- [District Deputy Semiannual Report \(Form #944\)](#)
- Hold a Fraternal Benefits Seminar to qualify for Founder's Award
- Submit new member form 100s for consideration of McGivney Award

Update on Remote Operations

Councils must continue to follow the pandemic restrictions of church and state authorities. In areas where restrictions have been relaxed, councils must exercise prudent judgement when considering the resumption of face to face events and meetings. The safety of members and guests must be of paramount concern with special attention given to protecting those most vulnerable to the virus.

Since regulations are different in every state and city, the Supreme Council cannot, at this time, issue an overriding set of guidelines for a return to normal operations. Furthermore, rules may change often and on short notice as societies come to terms with this terrible disease and its impact.

[Our May 14 webinar on Fraternal Operations](#) included suggestions for councils to consider for the resumption of face to face meetings and events. [Click here to review the slides from that webinar](#). Please note that these are merely suggestions that reflect what many organizations are doing to manage their own events. Also, please be aware that our suggestions are not all inclusive. However, they are good things to consider as you plan to resume "in contact" activities. Church and local authorities, particularly local health boards, are likely to have more comprehensive guidelines for councils to follow.

Keep in touch with us!

As the 2019-2020 fraternal year comes to a close, please ensure that we have the most up to date contact information for you. If you would like to continue to receive the FLA in the 2020-2021 fraternal year, please subscribe by clicking the button on the right.

[Subscribe Here](#)

2020-2021 Fraternal Planner



The 2020-2021 Fraternal Planner can be downloaded [here](#). Three copies, along with a Star Council poster, will be mailed shortly to every council via the Financial Secretary. Additional copies will be available at Supplies Online in July.

Installation of Council Officers

Councils can continue with officer installation ceremonies during this time of recommended social distancing. Online platforms currently used for council meetings are recommended for holding virtual installation ceremonies.

[The ceremony](#) is frequently altered to meet the needs of council settings and events, so alterations to accommodate a virtual ceremony would also be appropriate. Much like any Installation of Council Officers ceremony, the district deputy will want to review the script

beforehand and make any necessary modifications that would not make sense in the virtual setting.

Areas to alter can include:

- Blessing of the Medals of office
- Escorting of the officers
- Investing with medal
- Inviting of wives to come forward
- Forming of the cross

Council Semi-Annual Audit

The [council semi-annual audit \(Form #1295\)](#) is due August 15. If the Audit Committee cannot meet in person to conduct the audit consider using one of the [remote meeting tools](#) discussed in previous webinars and found at [kofc.org](#). Many tools allow computer screens to be shared so data can be viewed by all committee members simultaneously. If necessary, material can be emailed to committee members prior to the meeting. Be flexible and use common sense to complete the audit.

Once each committee member provides confirmation that they agree with the data entered on the form, the audit can be submitted with the names of the committee typed into the signature lines.

New Fraternal Training Resources

As we improve the resources available to our fraternal leaders, the Supreme Council will now be hosting our [training materials](#) directly on [kofc.org](#). There is ***no log in required*** as with the old SABA system. Content will continue to be added through the start of the new fraternal year. Should you have any questions, please reach out to us at fraternaltraining@kofc.org. Your feedback on future training and video topics will be essential as we move forward.

NOTE: Access to Officers Online is limited to the Grand Knight and Financial Secretary.

Membership Growth



Upcoming Online Exemplifications

Robert Ennis, the Director of Membership Growth reminds us that Fr. McGivney founded the Knights to help in times like these. [Read his encouraging message.](#)

A full, Supreme Council sponsored ceremony schedule can be found here in [English](#), [Spanish](#), and [French](#).

NOTE: Councils must file a form 100 for all new members attending an online exemplification

Online Membership is not the same as Online Exemplification

The online Exemplifications are provided in response to the COVID-19 pandemic. They provide a way for councils to welcome new members while in-person ceremonials are not possible. Councils process candidates for online Exemplifications just as they would for in-person ceremonials. They vote to approve a candidate and submit a form 100 after the candidate attends the online ceremonial. The Supreme Council does not collect dues from members attending online Exemplifications.

Online members are members who join the Knights of Columbus at kofc.org. These members are placed in state online councils and can request to be contacted by a local council. An online member wishing to join a local council needs to attend an Exemplification and then is processed by the council as a transfer. A council will also receive credit for a new member when an online member transfers in. Online members are charged annual dues by the Supreme Council.

Membership Growth Promotion for Friends and Family

Now is the time to ask Catholic men to join you in the breach. If a Knight joins online by June 30 and uses the promo code **GIVE2020**, his \$30 membership fee will go directly to the [KofC's Leave No Neighbor Behind fund](#), and the Supreme Council will match that donation 100%.

Please email this [invitation](#) to your family and friends and encourage them to make the life changing decision of becoming a Knight of Columbus — by joining now, they help us support our neighbors in this time of need.

District Deputy Report

- Contact your councils to schedule the [Installation of Council Officers](#).
- Plan to attend the [next webinar on June 25](#) and invite all your council leaders to join you. These webinars are where you get the very latest news and updates, along with the opportunity to ask questions.
- Submit the [Semiannual Report on Council Status \(Form #944\)](#) for each council in your district, whether active or inactive, **by the June 30 deadline**.



Grand Knight Report



- Work with your District Deputy to schedule the [Installation of Council Officers](#).
- Schedule a transition meeting with outgoing and incoming officers and directors.
- Work with your Financial Secretary to update contact information for the council roster and then craft an effective communication plan to engage all members.
- Ensure that your [Columbian Award application](#) and all form 100s are submitted by **June 30**.

Financial Secretary Report

- Immediately after officer elections submit the [Report of Officers Chosen for the Term \(Form #185\)](#) and [Service Program Personnel Report \(Form #365\)](#). These forms are essential for effective communication between the Supreme Council and fraternal leaders.
- Verify the contact information for all members on your roster and then update [Member Management](#) accordingly. We need to stay connected now more than ever.



Faith in Action

Leave No Neighbor Behind

Supporting your parish is one of the five pillars of our [LNNB initiative](#). The State Deputy of Florida, Scott A. O'Connor, wrote a [letter](#) to pastors in the state pledging Knights of Columbus support for reopening Churches. He outlined ways councils can help and provided contact information for the local Grand Knight. Our Churches are struggling at a time when many parishioners need them most. The Knights must stand with our priests and support them in whatever they need.



LNNB has been designated a featured program. If a council conducts any activities associated with the Leave No Neighbor Behind initiative and reports on their work using the [Leave No Neighbor Behind Survey](#), the council will receive two program credits towards any category for the Columbian Award.

Marian Prayer Program

The icon of Our Lady Help of Persecuted Christians is on pilgrimage... to your home! Join your brother Knights in prayer through the intercession of Our Lady for those Christians at risk around the world. A special, streamed prayer service starts **Thurs., June 25 at 7:00 p.m. EDT**. Access the stream [here](#).

[Access Stream HERE](#)

June 2020 Survey



If you have not already done so, please complete this survey regarding the Founders Award, online exemplification ceremonies, and local guidelines relating to pandemic restrictions. Thank you!

[Take Survey](#)

Thank you for your service to the Order. If you have any questions or suggestions during your term, please email fraternalmission@kofc.org

This e-mail was sent to state officers, district deputies, grand knights, and financial secretaries, council officers and directors in the United States, Canada, and Philippines.

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