

CALIFORNIA STATE COUNCIL MEMBERSHIP CAMPAIGN HANDBOOK



**STATE DEPUTY
2020-2021
STEPHEN E. BOLTON**

**STATE MEMBERSHIP
DIRECTOR
MICHAEL D. JONES**



**CALIFORNIA STATE COUNCIL
2020-2021 MEMBERSHIP CAMPAIGN HANDBOOK**



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2020-2021 Statewide Membership Drives

QUICK START AUGUST 8 & 9, 2020 (During COVID-19)
COLUMBUS DAY - OCTOBER 17 & 18, 2020
FOUNDER'S DAY - MARCH 13 & 14, 2021



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MEMBERSHIP DIRECTORS MESSAGE

Michael D. Jones

My Brothers,

Congratulations on achieving a leadership position in the Knights of Columbus. It is a great honor and privilege to serve as your new Membership Director this Columbian Year. My vision is to further Fr. Michael J. McGivney's dream by being a Servant Leader who enables our State Council to sustain our excellent recruitment efforts to support our Bishops, our Parish Priests, and Community. It is about helping all Councils be a "Can Do Council" and growing the Knights of Columbus Order.

With COVID-19, our State Council responsibilities requires us to be creative and reimagine new ways to engage our fellow Knights and families. Actualize use of social media, such as Facebook by boosting Facebook Ads that demonstrate our good works and benefits of KofC membership which promotes the Order. Social media can be used as an instrument to reach out to former members and young Catholic men. Promote Online Membership. Additional, introduction of "Leave No Neighbor Behind" services and activities; such as, volunteering at local food banks securing wheelchairs for veterans, "Feed the Athletes", etc. give potential members knowledge of our good works. Use of pulpit announcements will reach those who do not engage in social media. Use of current technical means of communication such as Zoom and GoToMeeting are also important modes of communication. All of these strategies are critical for the growth of our order during this pandemic and for the future. Someone said "necessity is the mother of invention" and as our Order, our leadership is taking on the challenge.

This Columbian Year we are changing our paradigm for membership recruitment. We established six state wide Engagement Teams to better focus on all aspects of membership at the local level. Five of these teams have three chapters assigned to each of them, with members of the team from each of these three Chapters. The Engagement Team will focus on everything membership in their local areas. Also, on our three major goals for this year. They will work on NCD's, zero performing councils and councils that are just lost to us and our mission. We selected these members from each chapter because they are recruiters, proven servant leaders and experienced Brother Knights. They will report to the Membership Director but will work with the Chapter officers in their local areas to best serve their councils. Our sixth team will focus on our Redwood Chapter which is a rebuild. We will meet monthly with all of our teams to review with them their goals and targets and where they are to our plan. As they complete the assigned targets and tasks, we will have more for them going forward.

Our single most important goal this year is to make your year as a council officer, Grand Knight, District Deputy or committeeman both informed and enjoyable. The goals are modest and achievable, if every one does their part. Our membership theme for the year is **Be Bold! Be Proud of Who You Are and What You Are!**

Membership Goals

- [1] Make all our Councils can do councils for their Parishes and Pastors.
- [2] Fully embrace Faith in Action to all councils in the State.
- [3] Help all our councils be Healthy Councils. Supreme has an example of a healthy council they call it a Star Council.

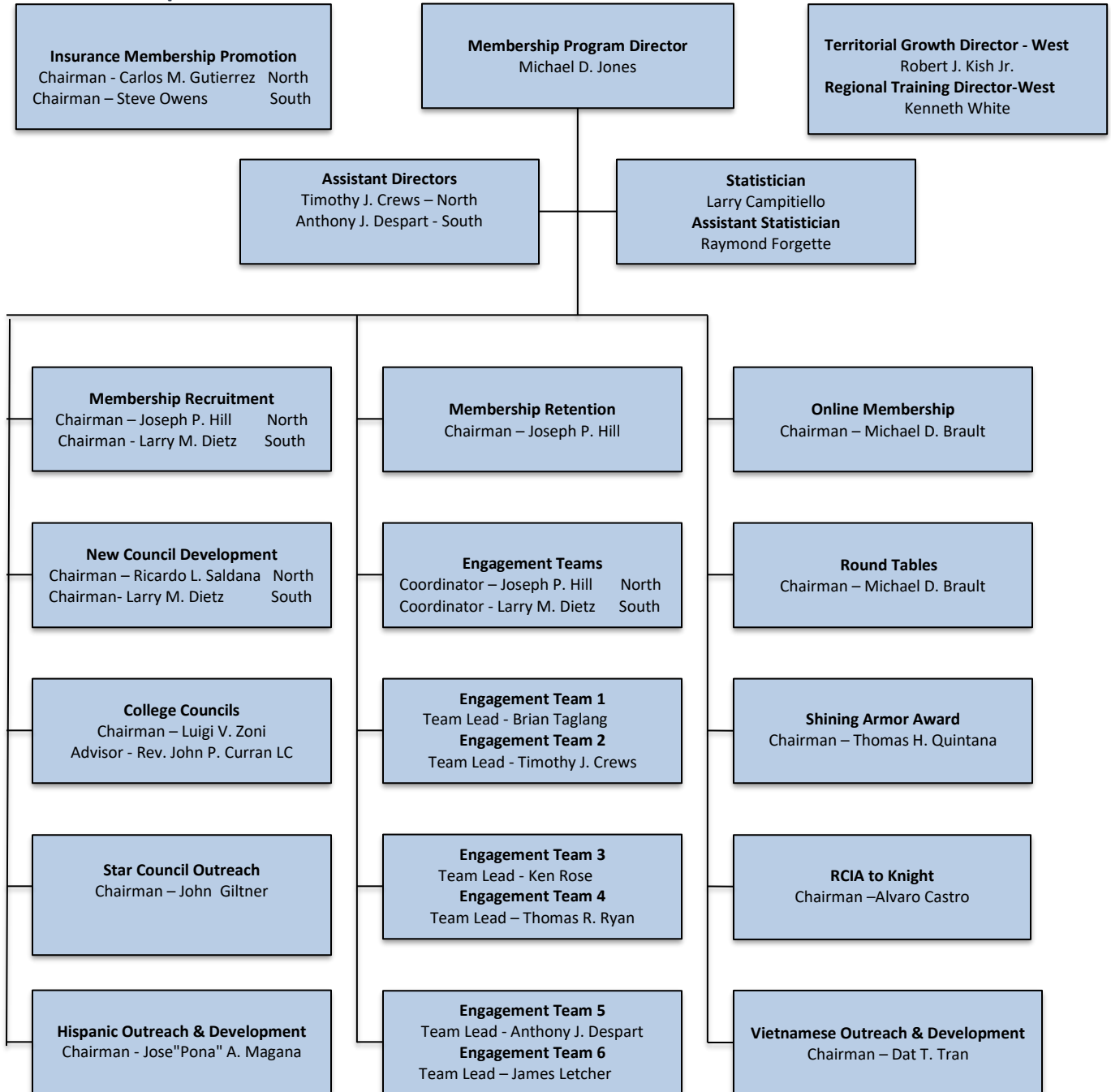


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Following are the men and membership committees that stand ready to serve you. We plan on working hard to achieve both your goals and ours:

Membership Committee Chart





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Contact Information

Following is the contact information for many of the chairmen shown above:

Membership Director:

Michael D. Jones	(916) 684-5803	membership@californiaknights.org
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Membership Assistant Directors:

Timothy J. Crews – North	(408) 802-8324	crewstj@att.net
Anthony J. Despart – South	(951) 905-8685	ajdespart@yahoo.com

Insurance Membership Promotion Chairman:

Steve Owens - South	(310) 212- 5632	Steve.Owens@kofc.org
Carlos M. Gutierrez - North	(925) 289-0064	Carlos.Gutierrez@kofc.org

Territorial Growth Director - West:

Robert J. Kish Jr.	(541) 760-2821	Robert.Kish@kofc.org
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Regional Training Director - West:

Kenneth White	(203) 500-4096	kenwhite@kofc.org
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Hispanic Field Coordinator:

Pona Magana	(203) 430 7863	pona.magana@kofc.org
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Statistician:

Larry Campitiello	(858) 487-2832	lcampit1@san.rr.com
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Assistant Statistician:

Raymond Forgette	(310) 920-0523	rayforgette@msn.com
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Special Consultants:

Edward Huestis, PSD	(707) 452-8636	ehuestis@comcast.net
Joseph Salaiz, PSD	(909) 434-0460	sgvcp0506@aol.com
Sonny Santa Ines, PSD	(562) 925-1827	santaines@msn.com

Supreme Membership Referrals:



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Michael D. Brault (619) 548-3190 mbrault54@gmail.com

Membership Recruitment Chairman:

Joseph P. Hill - North (559) 355-1897 sirknightjhill@gmail.com
 Larry M. Dietz - South (714) 909-6711 ldietz831@gmail.com

Membership Retention Chairman:

Joseph P. Hill (559) 355-1897 sirknightjhill@gmail.com

New Council Development:

Ricardo L. Saldana - North (916) 712-7355 ricardo@drrealtygroup.com
 Larry M. Dietz - South (714) 909-6711 ldietz831@gmail.com

Online Membership:

Michael D. Brault (619) 548-3190 mbrault54@gmail.com

Round Table Development:

Michael D. Brault (619) 548-3190 mbrault54@gmail.com

College Councils:

Luigi V. Zoni (619) 980-3313 luigizoni@aol.com

College Council Advisor

Rev. John P. Curren (203) 530-6908 jcurren@legionaires.org

Engagement Team Coordinators:

Joseph Hill – North (559) 355-1897 sirknightjhill@gmail.com
 Larry Dietz – South (714) 909-6711 ldietz831@gmail.com

Engagement Team Leads 1-6:

Brian J. Taglang	Team 1	(707) 373-5403	btaglang@sbcglobal.net
Timothy J. Crews	Team 2	(408) 802-8324	crewstj@att.net
Ken Rose	Team 3	(209) 535-6871	operations@californiaknights.org
Thomas R. Ryan	Team 4	(714) 679-5300	tomryan11@gmail.com
Anthony J. Despart	Team 5	(951) 905-8685	ajdedspart@yahoo.com
James Letcher	Team 6	(916) 825-5618	jletcher1@yahoo.com



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Engagement Team PSD Advisors:

Edward Huestis, PSD Team 1	(707) 452-8636	ehuestis@comcast.net
Romeo Quevedo, PSD Team 2	(650) 255-8441	rdquevedo10@gmail.com
Vincent Pacis, PSD Team 2	(650) 544-8408	vince.pacis@kofc.org
James Scroggin, PSD Team 3	(559) 431-5052	jimscroggin@comcast.net
Sonny Santa Ines, PSD, Team 4	(562) 925-1827	santaines@msn.com
Joseph C. Salaiz, PSD, Team 5	(909) 434-0460	sgvcp0506@aol.com

Shining Armor Awards Chairman:

Thomas H. Quintana	(626) 230-1370	sktthomasquintana@gmail.com
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RCIA to Knights:

Alvaro Castro	(909) 538-9105	el_castro@live.com
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Star Council Outreach:

John Giltner	(858) 673-7397	john11632@yahoo.com
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Vietnamese Outreach & Development:

Dat Tran (Hoa)	(408) 859-2911	dattran_50@yahoo.com
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Hispanic Outreach & Development:

Jose "Pona" A. Magana	(310) 381-9931	sunny_quezon18@aol.com
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RECRUITING INCENTIVES

In addition to the awards and recognition offered by Supreme, we have many exciting recruiting incentives planned throughout the year. Every member of the Knights of Columbus in California is eligible to participate in the “2020-2021 Recruiting Incentives Program”. All you need to do is recruit a new member, be a friend and guide them through their application process, escort them to the Combined Exemplification, and help start them on their way as a successful Brother Knight in our Order.

RECRUITER INCENTIVES June 1, 2020 - June 30, 2021

- Any Brother Knight who recruits a new member and signs as their proposer, qualifies for an incentive drawing. At the end of the 2020-2021 Fraternal Year, one name will be randomly drawn and that proposer will receive an invitation to dine in his local area with the State Deputy and his Wife.
- Any Brother Knight who recruits 5 to 10 new members by the end of the 2020-2021 Fraternal Year; will receive a great looking KofC Cap.
- Any Brother Knight who recruits 11 to 15 new members by the end of the 2020-2021 Fraternal Year; will receive a KofC Polo Shirt.
- Any Brother Knight who recruits 16 or more new members by the end of the 2020-2021 Fraternal Year; will receive a California KofC Recruiter Jacket.
- The top 3 recruiters in the state, 1-North, 1-Central, and 1-South, by the end of the 2020-2021 Fraternal Year; will receive a new KofC Watch

COUNCIL INCENTIVES July 1, 2020 - June 30, 2021

- Grand Knight Incentive - For every GK that achieves Star Council for the 2020-2021 Fraternal Year will receive a California KofC Recruiter Jacket.
- Council Fast Start Incentive – by October 31st 2020 Achieve or exceed the Council membership goal, set by Supreme. Awarded to the Council at the 2020 DD Mid-Year Meeting. 100% of goal; receive a KofC Popup Canopy 150% of goal: a KofC Canopy and Feather Flag 200% of goal: a KofC Canopy, Feather Flag, Table Cloth 250+% of goal: The State Officers will provide and Cook a BBQ at and for your Council. Up to 150 guests.
- Council Convention Time Incentive – by April 1st 2021 Achieve or exceed the Council membership goal, set by Supreme. Awarded to the Council at the 2021 State Convention. 100% of goal; receive a KofC Feather Flag 150% of goal: a KofC Table Cloth 200% of goal: a KofC Bean Bag Toss 250+% of goal: a brand new 8-burner propane gas grill
- Council Year End Incentive – by June 30th 2021 Achieve or exceed the Council membership goal, set by Supreme. Awarded to the Council at 2021 Chapter Installation. 100% of goal; receive a KofC Feather Flag 150% of goal: a KofC Table Cloth 200% of goal: a KofC Bean Bag Toss 250+% of goal: a brand new 8-



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burner propane gas grill

Note: A Council can only earn one incentive award per % of intake period, and can win again for a higher % intake period. Example: A Council can earn the incentive for 100% “Fast Start” but NOT again for the 100% “Convention Time”. They must achieve 150% or higher at “Convention Time” to be awarded. The more you grow your Council throughout the year, the more you can be awarded.

DISTRICT DEPUTY INCENTIVES June 1 2020 - June 30 2021

- DD Fast Start Incentive – by October 31st 2020 All Active Councils in District must be current on forms (185, 365, 1295) and Safe Environment compliant. Also, 50% of District Membership Goal must be achieved. Awarded to the DD at the 2020 DD Mid-Year Meeting; The DD will receive a California KofC Recruiter Jacket.
- DD Convention Time Incentive – by April 1st 2021 All Active Councils in District must be current on forms (185, 365, 1295, 1728) and Safe Environment compliant. Also, 75% of District Membership Goal must be achieved. Awarded to the DD at the 2021 State Convention; The DD will receive a KofC Polo Shirt.
- DD Year End Incentive - by June 30th 2021 Achieve “Star District” as set by Supreme, all Active Councils in District must be current on forms (185, 365, 1295, 1728) and Safe Environment compliant. Awarded at 2021 Chapter Installation; The DD will receive a new KofC Watch.

CHAPTER PRESIDENTS INCENTIVES June 1, 2020 - June 30, 2021

All Chapter Presidents also have an opportunity to get in on the fun this year. Incentives will be awarded to the 3 Chapter with the highest % of Intake Goal as shown on the 2020-2021 year-end Star Tracker.

- 3rd Highest % Chapter; President will receive an invitation to dine in his local area with the State Deputy and his Wife.
- 2nd Highest % Chapter; President will receive a \$500 Gift Certificate to a high-end Steak House (Ruth’s Chris, Morton’s or similar).
- 1st Highest % Chapter; President will receive a 3-day Cruise for he and his wife. Depart out of Long Beach, CA. to Baja Mexico



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ENGAGEMENT TEAMS

We established six statewide Engagement Teams to focus on all aspects of membership at the local level. Five of these teams includes three chapters assigned to each, with members of the team from each of their Chapters. Our sixth team will devote its efforts on our Redwood Chapter which is a rebuild.

The Engagement Teams Mission is to engage all Chapters. We will put a new face on Membership to help all Councils, and struggling Councils with zero members to drive growth. Also, we will focus on NCDs. We are going back to basics on everything, focusing at the local level to provide training, develop leadership, programs and membership.

The Engagement Teams Action Plan is be Servant Leaders to Councils to be strong, successful and Star Council. We will strive to make every council a “Can Do Council”. In addition, help Councils learn how to recruit and build strong Councils with aim of reaching Star Council.

The Engagement Teams will identify and target two council per Chapter. They will concentrate on ailing, less active councils that have not recruited members in several years. In addition, they will target two Parishes for round table or New Council Development per Chapter. We will engage Chapter Presidents, District Deputies, GKs and Officers, Field Agents and Community. The teams will assist the council Chaplain, GK, Officers and Program Personnel in building leadership capacity, rejuvenate council programming and train council teams for parish Membership Campaigns.

The team will first meet with the Pastor to determine the relationship with the Grand Knight and Council. Second, the team meet with the Grand Knight/Officers to determine the relationship with the Pastor. Each team has an assessment template with list of questions to ask the Pastor and Grand Knight/Officers. They will do an analysis of the information gathered. They will then analyze and evaluate the information and provide recommendations for “Next Steps”. We will develop an action plan to rejuvenate/revitalize the Councils relationship with Parish Priest, Council Leadership, Programs and Membership.

The following three areas of our Action Plan are Rejuvenating/Revitalizing Council Leadership, Programs and Membership.

The Engagement Team first action is **Rejuvenating/Revitalizing Council “Leadership”** by working with target councils on needed training. These will include “How TO” conduct Council Meetings, provide training for Council Officers (Training Portal) and communication with Council Members (newsletters, e-mail messages, social media, etc.). We will motivate and encourage Council members to coordinate and participate in programs and events. In addition, we will involve Field Agent in Council Programs, Activities and Campaigns. Involve Parish and Community in Council Programs and Events and implement a Council Membership Program

The next action is **Rejuvenating/Revitalizing Council “Programs”** by working with target councils on determining the Council’s current and future capacity to conduct programs. These will include “How To” Conduct Council Programs, evaluate the Council’s current programs and recommend/implement at least one new program. Also, we will determine the Council’s program interests. We will include the Parish



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needs, wants and wishes and involve the parishioners/community in conducting programs. In addition, develop partnership with parish and community organizations.

The final action is **Rejuvenating/Revitalizing Council “Membership”** by working with target councils on conducting Membership Campaigns and conduct Training for a selected Membership Campaign. The Team will order all of the Membership Campaign Supplies for the this first Campaign effort; schedule dates for the Parish Membership Drive or Campaign; train Council volunteers on “How To Ask Catholic Men to Join” and complete prospect Cards; help Identify a Council member who will conduct a Pulpit announcement and Ask Pastor, Council members and parishioners for “Referrals. In addition, we will help the District Deputy with New Council Development or even Council Reactivation efforts.

Fraternally,

Michael Jones
State Membership Director
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MEMBERSHIP RECRUITMENT **Joseph Hill & Larry Dietz, Co-Chairman**

My Brothers,

Membership recruitment as we all know is the basis for growth and the lifeblood of our Order. To a great degree, we need to sustain continued growth and recognize that greater challenges lie ahead of us. There is an urgent call for continued expansion of the Order. Meeting or exceeding our goal is first and foremost. Please take ownership of our brotherhood and lead by example, with a strong conviction and unparalleled commitment in making membership recruitment paramount and our top priority. Moving forward, as leaders and facilitators, let's all walk-in unison; recruiting new members and serving as a good example to each and every one. Together, united in Unity, let us bring our great State Council to the next level.

Offer the gift of membership to every practical Catholic man. This gift will draw him more deeply into our Faith, enable him to feel community through the ties of Brotherhood & service, and will empower him to demonstrate spiritual leadership to his family and to the world.

We, the Knights of Columbus are known as the "Right arm of the Church" because of our support of our Bishops and priests. We change Lives and save lives. Our faith-filled activities are all related to the overall goal of living our faith and evangelizing. Our deeds and our actions serve as the cornerstone to membership recruitment.

Our goal for the State of California set by the Supreme Office this year is to recruit approximately 4,500 new members. As we set our goals, let's all have one talking point, not just a mere slogan, but a course of action and the framework of our membership recruitment. You will be reminded of it throughout the year.

Every Member A Recruiter!

Recruitment is simple and every Knight has a responsibility, it can happen anytime, and any place. Believe it or not, less than 2% of our Brotherhood recruits' new members to the Order. That is a number that needs to change. This year we are placing particular emphasis and providing incentives for the individual recruiter. Membership growth and the **Health of our Council's** and the order is everyone's responsibilities.

Like any other program, councils should follow a plan. Recruiters within councils are the catalyst and enablers of our membership program. In order to be effective, both a structure and a team must exist that implements a common goal. Over the years, recruitment has proven to be most successful when conducted in an organized fashion.

This year, statewide membership drives are scheduled for the following weekends:

QUICKSTART – August 8TH & 9TH, 2020 (during the COVID-19 pandemic)
COLUMBUS DAY – October 17th & 18th, 2020
FOUNDER'S DAY- March 13th & 14th, 2021



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In addition to the three drives, all councils are encouraged to conduct a fourth recruitment activity on the date of your own choosing. It is suggested it coincide with another council activity or an important event (e.g. a fundraiser, Council Anniversary, Wheelchair Sunday or Parish Ministry Fair, for instance).

The State Council would like to be informed when councils conduct Church Drives in order to assist those who may need it or would like to have the help. Every council needs new members as a means of promoting council programs and leadership growth. As soon as you set up your drives please notify your District Deputy and the Chapter Membership team. Then in return via e-mail to the Recruitment Chairman in the North or South.

At the conclusion of each membership drive, the council should report:

- # of Prospects
- # of Transfers
- # of Reapplication or Redamations
 - # Form 100
- # of New Brother Knights from this drive

By the Monday after each Church Drive weekend, use this link to submit the results the current Church Drive:

[Drive Results](#)

Immediately after the Church Drive or other recruitment activity, the council should conduct an informational meeting and admission interview at the earliest opportunity, and assure the candidates take their exemplification as soon as possible. Another option during a Church Drive weekend is to designate a special Admissions Committee who will be there to interview candidates as soon as they sign the form 100. In this way, an Information Session / Exemplification Ceremony can be scheduled for Sunday afternoon or evening of your Church Drive. You could induct new Brother Knights the very day they sign up!

The *Shining Armor Award* [KofC](#) or [State Council](#) (covered elsewhere in this section) should be highlighted by the District Deputy or the Grand Knight at each Exemplification.

Tips in Conducting a Successful Church Drive:

1. Order a recruitment package from the Supreme Supply Department using the form at the end of this section (allow four to five weeks for delivery)
2. Obtain permission from your Pastor to give pulpit announcements
3. Advertise in council and parish bulletins and other media outlets
4. Mobilize all members of your council and have a significant presence of the Knights of Columbus at your membership recruitment venues
5. Set up informational tables at every door of the church. Have plenty of prospect cards and pencils on hand to distribute to each man as he enters the church.
6. Invite every Catholic man to join the Knights of Columbus

To facilitate our Brother Knights' journey into full Knighthood, each council should have an



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exemplification team and also a district wide exemplification team. This team will use the new exemplification [script](#) or [video](#)

If for any reason a council or district cannot form its own team, a joint Admission (1st) Degree team might be formed with a neighboring council. Likewise, a district might consider forming a joint Formation (2nd) Degree team with a neighboring district. In addition, we encourage the degree teams to schedule as many exemplifications as possible. Admission (1st) Degree exemplifications should be conducted by each team at least once a month (not necessarily on the council meeting night, but a date convenient for the candidates). Formation (2nd) Degree exemplifications should be conducted by each team at least once every two months. Each Chapter should schedule a Knighthood (3rd) Degree exemplification (through the District Deputies and State Ceremonial Chairman) at least once every three months.

Top Recruiters, Top Performing Councils, Districts and Chapters are to be congratulated and recognized for their efforts. Awards and incentives ought not to be the sole purpose of increasing our membership, but they are a testimony to the hard work, dedication and achievements of those who are successful.

2020-2021 Membership Strategies

Those councils particularly interested in growing the Order and legacy of the venerable Fr. Michael J. McGivney might consider implementing an extended membership drive to meet their goals and objectives. Councils might consider turning one or more of their membership drives into an Extended Membership Campaign. Holding a 4 to 6-week, Extended Membership Campaign gives constant visibility to the Knights of Columbus. It allows your recruiters to show the men of the parish that the Knights are there to stay. Recruiting outside of each Mass for a month or more can build a rapport with those who are not yet Knights. Consider making at least one of your Church Drives into an Extended Membership Campaign.

Best Practices - Extended Membership Challenge:

1. Each Council Considers an Extended Membership Drive (Full month or more)
 - ⇒ Place council drive one Church Calendar
 - ⇒ Organize council members into recruitment teams to cover all masses
 - ⇒ Enlist assistance from the Chapter membership team, Engagement Team, Field Agent and or the State Recruitment team.

2. Three Statewide Membership Drive Weekends
 - ⇒ August 8TH & 9TH, 2020 (during the COVID-19 pandemic)
 - ⇒ COLUMBUS DAY – October 17th & 18th, 2020
 - ⇒ FOUNDER’S DAY- March 13th & 14th, 2021

3. Family Membership Recruitment
 - ⇒ Brother Knight, his wife and kids recruit
 - Brother talks to the prospect
 - Wife talks to the ladies
 - Kids talk with the Kids
 - ⇒ Each tells how the Knights improve their lives

4. Membership Recruitment Visibility



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- ⇒ Set up a pop-up canopy with a table at each exit
- ⇒ Use a table skirts with printed Knights of Columbus logo
- ⇒ Display assorted recruitment flyers in different language, your own council flyer, old Columbian Magazines and more.
- ⇒ Offer prayer cards, how to pray the rosary cards as a gift
- ⇒ Recruit people as they leave
- ⇒ Maintain prospect cards (paper or [digital](#)) use a spreadsheet to keep notes

5. Follow-up

- ⇒ Call contacts within 48 hours
- ⇒ Offer rides to the information session or the exemplification
- ⇒ Provide reminder calls the night before the information session and exemplification

6. Information Knight or Exemplification

- ⇒ Schedule and information night in-person or via video conferencing
- ⇒ Bring families (Brothers, Knights, ladies and kids) to the information night or the exemplification.
- ⇒ You can do a combine info night and exemplification
- ⇒ Review Shining Armor Awards requirement
- ⇒ Allow the candidate time to introduce themselves follow the exemplification
- ⇒ Introduce the field agent and leadership team

7. New Member Retention

- ⇒ **Assign a mentor to call the new member monthly and invite him to council meetings**
- ⇒ **Remind him of council activities and events**
- ⇒ **Stress important of paying dues one time**
- ⇒ **Give him a task related to his interest (get him involved)**
- ⇒ **Verify that new Brothers are added to council phone tree and email list**

My Brothers, accepting a leadership role in membership recruitment with no doubt, will be challenging but worthwhile and ultimately rewarding.

Thank you for all that you do for the Order.

Vivat Jesus!

Fraternally,
Joseph Hill PGK, PFN, FDD, PCP Chairman- North
Larry Dietz- Chairman- South
Membership Recruitment Co-Chairman
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Sample Pulpit Announcements

Example 1

Do you know much about Knights of Columbus? You've probably seen the local Knights of Columbus honor guards for the Bishop or with their families in church at their Corporate Communion. But where do the Knights of Columbus come from? What do they stand for? And what are they all about? The Knights stand for a world of good things. K of C programs and projects make a difference in every community and country where they're found.

THERE IS A PLACE FOR YOUR FAMILY IN OUR COUNCIL.

The Knights of Columbus began in 1882, when Father McGivney and a small group of pioneering Catholics founded a society designed to provide much needed security for widows and orphans of Catholic parishioners. The original idea grew quickly, becoming an order of Catholic men and their families, dedicated to promoting the concepts of charity, unity, fraternity and patriotism. Today there are more than 1,700,000 members in over 14,000 local councils.

Over the years, the Knights of Columbus has become a diverse organization. Its members belong to many races. They speak many languages. But, like in any large family, their common bonds provide strength and their diversity is an asset in searching for ways to make every day better and they work hard to make it happen.

What can you expect to learn about the Knights of Columbus family? Plenty, just attend our Knights of Columbus Information Seminar this _____ and we will be happy to share with you what the Knights of Columbus is all about.

Family is paramount in the Knights of Columbus. All Knights of Columbus programs allow families to work together, involving everyone to aid their Church, their community and one another. Knights help the Church. Making sure the Catholic Church remains vigorous and undiminished is one of the primary missions of the Knights of Columbus. Knights and their families don't believe in sitting idly and just



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watching life pass by. Knights feed the hungry and help shelter the homeless. They help senior citizens remain healthy and active. They conduct blood drives and fight to protect the right to life of all individuals.

The challenge to become involved has never been greater. The search for solutions has never been more necessary. What is missing is YOU and your family. If you are a practicing Catholic man at least 18 years of age, the Knights of Columbus may be just what you've been looking for. You can become as involved as you wish. Just remember that the Knights offer an opportunity for fellowship with people who share the same beliefs, and who recognize the same duty to God, to family.

We ask you to accept the invitation from one of our members following Mass and learn more about us and what we do.

Thank You.

Example 2

Families are the building blocks forming the foundation of society. When families thrive, so does society. However, in these times, families are doing less and less together and they are becoming fragmented. The Knights of Columbus is a family organization which helps families grows together in love while assisting the Church and the community.

Every K of C council provides a wide variety of opportunities for family involvement such as volunteer service projects, picnics, father / daughter and mother / son activities, Communion breakfasts and plenty more. All these activities and many others benefit the families involved, the parish and the community.

(Name of Council) Council is conducting a membership drive in our parish this weekend. Your neighbors, who are Knights, are here at each of the Masses today to answer your questions about the Knights of Columbus and our local council and to invite you and your wife to the K of C Information Seminar for interested Catholic families.

Thank You.



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Example 3

Time is one of the most valuable commodities we have in life. The amount of leisure and free time for the average person has decreased in recent years. Many outside influences are vying for the precious time that we have.

If you believe in the importance of investing your time in friendship, the Church and helping others, the Knight of Columbus is for you. The Knights of Columbus is an organization of Catholic men and their families that derive a great sense of satisfaction from being able to develop lasting friendships with each other while helping the less fortunate.

Every day, the K of C provides its members with the opportunity to discover the importance of charity, unity, fraternity and patriotism to our country and the world.

I urge all men in this parish, whose families are not involved, to join the K of C. (Name of Council) Council is conducting a membership drive in our parish this weekend. Your neighbors, who are Knights, are here at each of the Masses today to answer your questions about the Knights of Columbus and our local council and they invite you and your wife to our K of C Information Seminar for interested Catholic families. Please accept our invitation.

Thank You.

Example 4

For those who don't know, the Knights of Columbus is an organization of Catholic men and their families – husbands, wives, children, widows, college students and religious. Our parishes K of C council offers (LIST YOUR COUNCIL'S SERVICE PROJECTS AND ACTIVITIES FOR YOUTH AND FAMILY) and many more good things. Every day, Knights and their families experience the importance of charity, unity, fraternity and patriotism. The Knights are built on family, faith and friendship.

There will be a K of C Information Seminar for parishioners who are interested in learning what the Knights of Columbus is all about.



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K of C council members will be present at this K of C Information Seminar to answer questions about the Order’s goal, interests and activities – as well as how they benefit all members. All parish families are invited to attend this K of C Information Seminar to learn more about the Order. Your neighbors, who are Knights, are here at each of the Masses today to answer any questions you may have about the Knights of Columbus and to give you more information in this seminar.

The event will be _____

Thank You.

Sample Parish Bulletin Announcement

The Knights of Columbus of _____ Parish will be hosting a membership recruitment drive the weekend of _____ before and after all Masses.

Knights of Columbus members will be available to provide information and answer questions you may have regarding the Knights of Columbus.

We urge you, men of our parish, to take a few moments of your valuable time and use this opportunity to learn more about membership in the world’s largest Catholic, family, Fraternal Organization.

Or come to our information seminar at _____ on _____ at _____ P.M.



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ONLINE MEMBERSHIP

Michael Brault

We are moving forward into a digital age and Online Membership is your ticket to bring Prospects into the Order and then into your Council.

Promote the use of the Online Membership card “You Were Born A Man, You Become A Knight” (form 10536) and the flyer “Why Join” (form 10537). Write your Council number and Membership number on these forms and ask the Prospect to use those numbers when completing his Online application.



Any Brother can be a recruiter using these tools if he gives them to a Prospect and asks him to look over the flyer and the website KofC.org/JoinUs to find ways that membership will help him and his family. The Prospect then recruits himself!

These are some great **reasons that Councils should use Online Membership** to replace the paper (or online version) of the Form 100:

1. The Prospect completes the Membership Application online, usually using his own device (cell phone, tablet, or computer). Ask him to carefully check all information as he types it so that all spellings, email addresses, and phone numbers will be correct and legible.
2. The Prospect pays \$30.00 membership fee (sometimes there is a discount offer) in order to submit his application and become an Online Brother Knight. He has a vested interest, since he has paid his fee, to move on to membership in a Council.
3. The Online Brother is sent a membership card and is able to attend Council meetings and functions just like a Brother visiting from another Council. This allows him to visit a Council to decide if that Council meets his needs as a Knight.
4. Once the Online Brother selects (or is assigned to) your Council, his **Contact Information** is in the Prospect tab on Officers Online or Member Management for the District Deputy, the Grand Knight, and the Financial Secretary to view.
5. The Council Admissions Committee still has the right and duty to interview the Brother and recommend him to the Council for voting for admission (or not with valid reasons).
 - a. If the Council dues is other than \$30.00, inform the Brother of the proper dues for the Council and arrange for payment of the balance if needed.
 - b. Supreme will credit the \$30.00 online dues (less any Per Capita already assessed) to a Council once the Brother is transferred into the Council.



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6. Once the Council has voted for the Online Brother, arrange for him to attend the Exemplification of Charity, Unity, and Fraternity (either live or online).
7. Upon completion of this Degree, **the Financial Secretary can “Accept” him** from the Prospect tab **and the Brother is automatically transferred into the Council.**

When the prospective member completes the Online Membership Form on the Supreme web site, an email is automatically generated and sent to the State Membership Director and Online Membership Chairman. The email is then forwarded to the appropriate local leadership for action. **It is important the Online Brother be contacted right away, and a determination be made on the best council for him to join.** Many factors go into determining his assigned Council including his city of residence or work; the parish attended and his preferred language. Having determined the best Council for membership, the prospect’s information is forwarded to the appropriate Grand Knight and Financial Secretary for an Admissions Committee interview and, if the Brother is found to be eligible, the Brother should be invited to an Exemplification.

It is essential to act on all eMembership emails on a timely basis, and to do the follow-up quickly. Contacting the Online Brother can be done by the District Deputy, Grand Knight, Financial Secretary, Council Membership Chairman or Field Agent. For the program to be effective, it is important the final outcome (whether the prospect has joined your Council or not) be reported back to the State leadership (email: mbrault54@gmail.com).

Experience shows that putting a monthly advertisement in your Church bulletin asking Catholic men to visit the KofC.org/JoinUs web site helps those interested gentlemen to join our Order. Just put an ad like this one in your church bulletin:

“If you are interested in serving our parish and our community, helping those in need, and growing in your faith, then the Knights of Columbus is the organization for you. You can get additional information and find out how to join the Knights in your local council by going to the Supreme web site “KofC.org/JoinUs”

Grand Knights, Financial Secretaries and Council Membership Chairman, if an eMembership message comes to you, please act on it right away and set the admission process in motion – then . . . FOLLOW-UP . . . FOLLOW-UP . . . FOLLOW-UP!

Yours in Service,

Michael D. Brault, CA Online Membership Chair
619-548-3190
mbrault54@gmail.com



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ROUND TABLE PROGRAM

Michael Brault

As is well known by every Knight, Blessed Father Michael J. McGivney formed the first council of the Knights of Columbus in New Haven, Connecticut. There is an unwritten story that shortly after starting the first Council of the Knights of Columbus he was transferred to another parish where he started another council. Every time that he was transferred, he started another Council.

Father McGivney wanted to make sure that the Knights had representation in every parish. It is now our task to bring Father McGivney's dream to reality. In California, we are blessed with an abundance of parishes and mission churches, many of which have no K of C representation. Father McGivney wanted his Knights to help Catholic men remain steadfast in their faith through the practice of charity, unity, fraternity and mutual encouragement. In order to accomplish this, it is important we have a presence in every parish and community of worship.

How can a Council establish be presence outside of their home parish? Simple, organize Round Tables in nearby parishes, or other language communities of worship in your own parish that have little or no Knights of Columbus representation. Round Tables serve to “reach out” out to other churches, ministries, the young men and ethnicities in the Catholic community thereby increasing our membership and participation. In parishes with multiple ethnic communities present where Masses are conducted in more than one language, Round Tables also serve as a unifying influence. In time, given a significant growth in membership, Round Tables may become Councils in their own right.

A Round Table Coordinator is one Brother Knight who will act as a liaison between the Council and an unassisted parish or group. Round Tables should be formed for:

- Unassisted Parishes – nearby parishes with no K of C Council
- Cultural Communities – an RT for each other language Mass
- Parish Young Adult groups
- Nearby Colleges or Universities – contact the campus ministry or Newman Center
- **NOTE:** An area Council that meets in a K of C Hall **must** submit Round Table Coordinators for each of the parishes that the Council claims

Each Round Table established by your Council will be an opportunity for Membership growth in Faith in Action activities are organized and run for the group or parish that is Round Tabled. Then be sure to invite the men who participate in the activities to join us for future events.

The first step in forming a Round Table is to meet with the Pastor. When meeting with the Pastor, it should be explained the Knights will support him to strengthen the Faith and unity of his parish. Review what the Knights have to offer in the way of services, fraternal benefits and volunteerism, and discuss the needs at his parish. Offer to give the Pastor a copy of the Faith in Action Guidebook (form 10590).

Ask the Pastor for his recommendations for leadership, and who should be approached to join. Following are steps suggested by the Supreme Council:



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- The Grand Knight presents the parish priest with a Knights of Columbus overview brochure (Form# 4519), a parish Round Table program brochure (Form# 2632), the Faith in Action Guidebook (Form 10590), and a list of Brother Knights who are parishioners.
- If the Pastor is receptive, the Grand Knight of the sponsoring council appoints a Round Table coordinator.
- The Grand Knight completes the Report of the Parish Round Table Coordinator (Form #2629) and scans it to email to:
 - FraternalMission@kofc.org
 - State.Office@CaliforniaKnights.org
 - Your District Deputy
 - mbrault54@gmail.com CA Round Table Chair, Michael Brault

A copy of Form #2629 can be found online at:

http://www.kofc.org/un/en/forms/council/roundtable_coordinators2629_p.pdf

Remember that Councils are asked to submit form #2629 annually to verify the current year's Round Table Coordinators.

If you need materials or assistance, please feel free to contact either of us directly.

Fraternally,

Michael D. Brault
CA Round Table Chairman
619-548-3190
mbrault54@gmail.com



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MEMBERSHIP RECRUITMENT AT CONFERENCES

Michael Brault

This message is short and simple. If you are aware of ANY spiritual or Faith building gathering of Catholics in your area. Let the State Leadership know the details.

At conferences, men's groups, retreats, parish missions, and at Catholic speaker events you will find Catholic men who are actively engaged in their church. If they are willing to spend the time to be at a spiritual or Faith building event, they are the kind of men who will benefit from the Faith in Action activities of the Knights of Columbus. We want to invite them to join us.

Given adequate lead time, we will arrange to send Faith booklets, prayer cards, and membership recruitment materials to you and your team to use at a Knights of Columbus table at your local event.

For large Conferences or Presentations, we can arrange to rent a Knights of Columbus booth at the event. We may even be able to send a representative to help staff the booth along with your local volunteers. In addition, we may be able to offer an Online Membership discount for attendees of the event.

So, if you see a poster for a Speaker, or a Retreat, or a Conference or any gathering that brings Catholics together outside of their own parishes, let us know and we can arrange for a Knights of Columbus table or Booth at the event.

Call or email me:

Michael Brault, Conference Recruitment Chair

619-548-3190

mbrault54@gmail.com



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RCIA TO KNIGHT PROGRAM

Alvaro Castro

My Brothers,

One program that can yield considerable opportunities for prospects is the Rite of Christian Initiation for Adults (RCIA). Every Easter season a fresh class of enthusiastic new Catholics join our Church.

The Knights of Columbus can and should be an integral part of the ongoing formation for these new Catholics, especially the men. Every Council should support and have members participating in the RCIA ministry, offering guidance to the new Catholic men and women joining our faith. When male candidates complete RCIA on Holy Saturday, they can (and should) become Brother Knights. The RCIA graduate is powerfully aided in living out his new faith.

From the "On This Rock, Blogspot" we find that **"50% of RCIA Leave the Church Within 5 Years"** (<http://on-this-rock.blogspot.com/2013/03/50-of-rcia-leaves-church-within-5-years.html>). Posted on this Blogspot is a homily that promotes the first five Precepts of the Church as a means to keep new Catholics involved in their faith after RCIA. We Brother Knights strive to follow the precepts of the Church so associating with us will help the men of the RCIA to strengthen their new-found faith. So it makes sense that they should be encouraged to join the Knights as soon as possible after their Baptism into the Church.

RCIA candidates also learn how charity and mercy are the most important characteristics of our faith, and how love of God and neighbor is in fact the essence of our faith. There is no better way for men and their families to live this standard than by joining the Knights of Columbus. Charity, unity and fraternity are the hallmarks of the Order, and have been since our founding.

There you have it; urgent reasons why all Councils should offer the opportunity of membership to men graduating from RCIA. Consider holding a reception for your parish's RCIA graduates welcoming them to our Church and Order. The Order benefits by adding new, enthusiastic members. The Church benefits by having new members who are off to a great start by serving the Church and their fellowmen as Knights.

Fraternally,

Alvaro Castro
RCIA to Knight Chairman
823 Collingswood Dr.
Pomona, CA 91767
909-538-9105
el_castro@live.com



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SHINING ARMOR AWARD PROGRAM

Thomas H. Quintana

My Brothers,

The Shining Armor Award Program is a voluntary program for the brand new member of the local council designed to have that member become involved in the activities of the council including membership recruitment.

The District Deputy should present the Shining Armor Award tracking card to the new member at the conclusion of the Admission (1st) Degree. In absence of the District Deputy, the host Grand Knight or the Supreme Council Insurance Representative should insure that the new member receives this card.

For this Columbian Year, there are 2 types of Shining Armor that will be awarded:

1. Shining Armor Member Award
2. Full Armory Award

The following are the requirements for the Shining Armor Member Award:

1. Recruit one member (1st year) or two members 2nd year and beyond
2. Participate in three or more Council activities (Church, Community, Council, Family & Youth)
3. Complete 1st, 2nd, and Knighthood (3rd) Degrees
4. Meet with Fraternal Benefits Coordinator (Field Agent)
5. Attend three or more Council meetings (For Supreme Shining Armor Award)

The following are the requirements for the Full Armory Award:

- Awarded to District Deputies (DD) who have submitted one or more Shining Armor Award, from each of his Councils, during the Columbian year
- DD must track the recruiters within his District
- DD encourages recruiters to bring in one more member

It is recommended Full Armory Awards presented at regional Chapter Meetings and/or Knighthood (3rd) Degree Exemplifications.

Note: Following are goals related to the Shining Armor Award this Columbian Year:

1. At least one Shining Armor Award in each council this Columbian Year
2. One or more Full Armory Awards in each Chapter this Columbian Year

In the case of new members, the Shining Armor qualifying activities need to be completed within one year from the date of the Admission (1st) Degree taken by the new member. A certificate, signed by the State Deputy and Membership Director, and a specially designed lapel pin will then be presented to the Shining Armor Award recipient, preferably at the conclusion of an Admission (1st) Degree in front of brand new members of our Order.

Looking over the required activities, you can see where the council benefits with an involved member. Brothers are more likely to stay a member after completing the Knighthood (3rd) Degree. Families will



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benefit if a Knight becomes an insured member. Finally, our new Brothers have the opportunity to offer the gift of membership when they recruit another man into the Order.

Appropriate recognition will be made at the State Convention in May 2021 for the council that has the most Shining Armor Award qualifiers in their Council between July 1, 2020 and April 30, 2021.

Completed Shining Armor Award tracking cards should be forwarded to your District Deputy who will forward the Shining Armor Award Program Qualification Submittal Form to the State Shining Armor Award Program Chairman for processing. Information can also be entered online using the form located at CA Shining Armor Award Request.

For additional information about the Shining Armor Award program, feel free to contact me personally. Shining Armor Award tracking cards can be obtained by calling the State Office at (909) 434-0460, or via e-mail at state.office@californiaknights.org Fraternaly, Thomas H. Quintana Shining Armor Awards Chairman 626-230-1370 skthomasquintana@gmail.com

Fraternaly,

Thomas H. Quintana
Shining Armor Awards Program Chairman
2801 W. Shorb St.
Alhambra, CA 91803
626-863-7061
sktomasquintana@gmail.com



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**KNIGHTS OF COLUMBUS
SHINING ARMOR AWARD PROGRAM
QUALIFICATION FORM**

Name: _____

Membership Number: _____

First Degree Date: _____

Third Degree Date: _____

New Member's Name: _____

Membership Number: _____

Date of First Degree: _____

If the Shining Armor Award qualifier is qualifying under the Existing Member Program (sponsoring two new members), please provide the following information for the second new member sponsored:

New Member's Name: _____

Membership Number: _____

Date of First Degree: _____

The following information is required in order to be eligible for appropriate recognition:

Council Number: _____

District Number: _____

District Deputy: _____

Chapter: _____

Supreme Insurance Field Agent: _____

Supreme Insurance General Agent: _____

Grand Knight's Printed Name & Signature: _____

Date Submitted/Received/Presented: _____/_____/_____

Submit completed form to:

**Thomas H. Quintana
Shining Armor Awards Program Chairman
2801 W. Shorb St.
Alhambra, CA 91803
626-863-7061
sktomasquintana@gmail.com**



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MEMBERSHIP RETENTION

Joseph P. Hill, Chairman

Retention of Brother Knights

We are Catholic Gentlemen who have sworn Oaths to God, our Pope, Bishops, Priests and Religious to remain the Strong Right Arm of Holy Mother Church. We acclaim our Fealty to Her; we seek through the power of the Rosary and prayer the strength to remain true and loyal sons.

“Remember, personal contact is the Key”

Every Knight, regardless of the circumstances, deserves the dignity and consideration afforded by our Order, faith, Christian charity and belief in the Holy Catholic Church. It is important that every member feel he is a NEEDED, IMPORTANT, INVOLVED and a CONTRIBUTING MEMBER of our organization. Through our united efforts to retain current members as well as recruiting new ones, we will keep our Order strong and growing.

The Foundation of our Catholic faith is rooted in the Holy Scriptures. We seek its clarity when we are uncertain. I draw your attention to Luke 15: 3 -7 (the parable of the lost sheep) and to John 10: 1-17, Matthew 9: 36, Mark 6: 34 in which Jesus explains His role as Shepherd. In John 21: 15 – _17, Jesus transfers the care of his flock to Peter the Founder and Cornerstone of the Holy Catholic and Apostolic Church. So, if we Brother Knights are to also be Apostles like Peter, we must be willing to be Worthy Shepherds who *WORK* to keep our Brother Knights in the Order. We help them to know our voice by calling each Brother at least once per quarter. In this way these Brothers can continue to truly be part of the right arm of Holy Mother Church, the Knights of Columbus.

We need Worthy Shepherds to preserve our membership and seek our Brothers that have lost their way. How many Past Grand Knights wonder, “What is my future in the Council”? The many say, “ I have held all the Officers Duties, I have made my contribution, I have a legacy that I am proud of, and my work is done.’ I humbly suggest their work is **not** done and will **never** be done. There is **always more** that can be done to assure the success of our Order. Past leaders are more needed than ever before. We need Worthy Shepherds (Retention Chairs) in every council and we need them to begin working immediately.

Remember, as in the Gospels of old, when the Shepherd left the flock to seek the lost sheep, He left his flock in the care of his trusted Apostles (**and he left it for us as His Disciples in Mission also**). Let us ask our Past Grand Knights to continue their leadership by diligently fulfilling the role of Worthy Shepherd.

Use the Power of Ten:

1. Appoint a **Retention Program Chairman**” and treat him with the respect of any Officer of your Council. They should be either a Past Grand Knight and or former Council Membership Director who was strong. **The Council Retention Chairman Cannot be the Financial Secretary, Grand Knight or the Council Membership Director. The important mission of retention needs to be separate and assigned to a committee of sufficient size to reasonably perform the task of contacting each member.**



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2. Have the newly appointed Worthy Retention Chairman form a Retention Committee with one committeeman for every ten members of the Council. These can be Knights who hold other offices or duties but **should not** include the Financial Secretary, Grand Knight or Membership Chairman who have their own important duties, which must be their primary focus.
3. The Worthy Retention Chairman and his Committee should meet with “ALL of the council members with a focus on those members who have not attended at least one meeting in the prior three months. They should call the member and make an appointment to stop by for coffee or a simple visit **“in person”**. If they cannot be reached by phone to make the appointment, the committeeman should consider driving to the last known address. Knock on the door and ask to be allowed in and pray the Rosary or have coffee and hear what is going on with the Brother. (Emails and letters will follow later, but this first meeting must be in person.)
4. The Worthy Retention Chairman will deliver a simple, monthly report to the Council stating the committee’s quarterly progress. The goal is to have a personal meeting or a phone call visit with 100% of our members once each quarter. Yes, Gentlemen, we should start immediately and contact 100% of our members focusing on those that have not been at the past three meetings. Once you know the status of the Brothers that have not been in attendance, an action plan can be worked out for each and every member. Ask your Pastor to help find those whose contact information is no longer current, or request assistance you’re from Field Agent and you can also utilize the 4th degree Assembly Faithful Comptroller if the member is in the 4th degree There are also researchers on the State Retention committee well versed in finding people via the Internet. Please feel free to enlist their services.
5. Consider planning a special event (Pasta Night at the Parish Hall or Pancake Breakfast to welcome our Brothers back) and use the proceeds to help forgive past dues of those that truly are in financial need. Find ways to interest and retain Brother Knights in your council.

Weekly Conservation Report:

The District Deputy should pay particular attention to the **Weekly Conservation Report** published by Supreme that lists Brothers who are being proposed for suspension. The Retention Chairman will contact the Chapter Presidents, District Deputies, and Grand Knights of the Councils that file a Notice of Intent to Suspend. These leaders will be asked the following questions:

1. Is there a Worthy Retention Chairman and Retention Committee for the council?
2. Was every Brother proposed for suspension personally contacted by phone or in person?
3. When was the call made? By whom?
4. Did the Worthy Retention Chairman and or his committee use the Shephard’s Caller Script for the Conversation Reports following this section when making the call?
5. Why is the Brother being proposed for suspension?
6. Was the **District Deputy** and **State Retention Chairman** properly notified when the Notice of Intent to Suspend was sent to Supreme?
7. Was the Brother offered a chance to handwrite a message of resignation so that he could retain his years of service when he files for readmission?



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8. Did the Council offer dues forgiveness for previous years and only request payment for the current year?
9. Is the Council offering charity to Brothers who are suffering financial hardship?
10. Is your Financial Secretary filing a medical exemption form for those Brothers who are disabled?

Suggested Overdue Dues Policy:

It is highly suggested that each Council adopt a policy of forgiving past years dues if it was not collected. Resolve to collect only the current year and or 1-year pass for delinquent Brothers and ask them on their honor as a Catholic gentleman to not fall behind again. Remind these Brothers that they can pay quarterly to make it easier to afford. Be Brotherly – forgive!

Retention is every bit as important as recruitment and warrants the same amount of attention and energy as identifying new members and inducting them into our Order. If our Order is to grow, not only must we recruit new members but also retain the ones we have. Once a member has joined, how do we engage him, retain him, and encourage him to grow in his involvement and leadership? *Currently, for every two new members that join our Order, one existing member is suspended.* Why then, once having joined, do members become inactive and leave? This trend must be reversed, and we need to understand the circumstances that motivate men to drop out.

It Starts with the Admissions Committee:

The retention effort begins when the Council Admission Committee interviews candidates and potential members. Remember a lesson from the Formation (2nd) Degree. Particular emphasis is placed not only on recruiting new members, but also in the quality of those recruited. Potential members should be active in their Parish, exhibit interest in the Knights of Columbus and a willingness to participate. In many cases, the Admission Committee interview is the first formal process that potential candidates are exposed to, and a place where lasting impressions are formed. This interview becomes the anchor point from which that candidate determines how accepted and comfortable he will feel upon becoming a Knight in your council. Make this moment about **him** and his family and becoming a part of the family of Knights. Find out his interests and tell him about your council and how he might make it better. According to the Supreme *Charter Constitution Laws*, the Grand Knight of a council is to appoint an Admission Committee consisting of 7 members. Reports of the Admission Committee on candidates and potential members be a part of every meeting.

It Continues with the Role of the Sponsor:

Every completed Form 100 must show the name and signature of a Brother Knight who, as the Proposer, has accepted being the “Sponsor or Mentor” of the new prospective Knight.

Besides the Admission Committee the proposer is the single most important person involved in the “Retention” of our new Knight. The Supreme Council provides a free pamphlet [#4636](#) describing the “Duties of a Proposer.” When a sponsor signs the Form 100, he should be given a copy of the pamphlet so he will fully know his responsibilities. In Summary here are a few of the “Proposer’s” duties:



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- Bring the Candidate to his Exemplification (either online or in person)
- Bring him to council meetings - Introduce him to his Brother Knights make him feel comfortable and at home at a council meeting - explain meeting procedures and protocols
- Bring him to council functions; get him involved in council activities. The book '[These Men They Call Knights](#)' can also be helpful. Does he like to make pancakes, or BBQ, etc.? Giving a new Knight responsibility and immediately assigning him a particular job or task goes a long way in making him feel like an important part of the council - an involved Brother is a happy Brother!
- Work with the Membership Chairman to bring him to the next Exemplification (either online or in person) to finish his degrees if he has not done so.
- In many councils. It is common to have two or three "Top Recruiters" sponsoring several candidates at a time. In this situation, the Grand Knight might consider appointing others in the council to mentor each new member in order to assure a **one-on-one experience**.

It continues with motivation – the Shining Armor Award;

The *Shining Armor Award* is an invaluable tool in helping new members become active and engaged. Described previously in this section, the *Shining Armor Award* program is administered, with minor variations, both through the [California State Council](#) and [Supreme](#).

In addition to the programs described above, The Supreme Council publishes several documents and brochures helpful in retention efforts.

The documents, along with a number of membership retention strategies, are outlined on the Supreme website at: <https://www.kofc.org/en/members/membership/member-retention/index.html#/>

No matter how hard we try, there will be those who don't pay their bills. Move away and leave no forwarding address or, for whatever reason, decide the Knights of Columbus is not for them. By far this makes up the largest group that is submitted for suspension. It is this group where we must focus our attention. How do we assure that members, both old and new, remain interested, active and engaged? The next step is the responsibility of the "Retention Committee."

Retention Committee:

The Council Financial Secretary should not be a retention committee of one. It is important that a senior member or officer of the council contact every member in arrears personally in order to investigate their situation. The Grand Knight should appoint one "distinguished" member of the Council for every ten men in the Council to serve as the Worthy Shepherd and the Apostles. This Retention Committee should include the Deputy Grand Knight and council trustees or other PGKs of the Council. The committee charge is two-fold:



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1. Contact members quarterly to build Fraternity and then contact those who are inactive or in arrears prior to suspending them.
2. Having discovered reasons why members are becoming inactive or letting their membership lapse, devise and suggest new programs to remedy the situation.

There are several tools at a council's disposal that are helpful in easing the burden for those with extenuating circumstance, or who are having a hard time paying Council dues.

- Knights with a medical disability may be eligible for a *Disability Waiver* from Supreme, suspending all State and Supreme per capita assessments. The council can apply for the waiver using Supreme Form [#1831](#), available on the Supreme web.
The form must be certified by both the Grand Knight and Financial Secretary and include a doctor's note or some proof of the medical disability. The disability waiver must be renewed prior to December 31st each year thereafter and can be kept in effect indefinitely for as long as the disability exists.
- Elderly or senior members living on a fixed retirement income may be eligible for *Honorary* or *Honorary Life Membership*, depending upon their age and years of continuous service. Those 65 years or older with 25 or more consecutive years of service in the Knights of Columbus are eligible for *Honorary Membership*, relieving State and Supreme assessments and reducing their council dues to a minimal rate (usually \$10.00 per year). Those 70 years or older with 25 years of consecutive service are relieved of all state and supreme assessments and exempt from payment of all council dues. Supreme automatically issues *Honorary* and *Honorary Life* membership cards, but it is important that the Financial Secretary review the entire roster to assure that those eligible have been so recognized with council billing notices adjusted accordingly.
- In matters of extreme financial hardship and/or extraordinary circumstances, the council, at its discretion, may waive the dues for a particular member found to be in distress or difficulty or another Brother may volunteer to pay for him.

Regardless of the method or situation, it is important the Retention Committee investigate and report the circumstances of every member in arrears and recommend a suitable course of action or solution for each one.

Dues Billing:

The procedures for collecting member dues and the conditions for suspension are clearly set forth in both the newly revised *Financial Secretary Handbook* ([Publication #1410](#)) and the *Charter Constitution Laws* of our Order. It is vital that these procedures be followed to assure that every member is treated equally. It is not our intent to repeat these procedures here.




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Obviously, this is a long and rigorous process, allowing many opportunities for personal contact, accommodation and problem resolution. As a church, family and fraternal organization, we owe it to our members to exert every effort in the retention process, especially during times of hardship or financial difficulty. We are an Order based on Charity; let us NEVER drop a Brother in need of charity!

Lost Brother:

The state council has a program to find a lost brother if you cannot find him either due to a bad address via returned mail or you tried a personal contact. All you need to do is send the information to the State Retention Chairman via email on an excel spreadsheet (preferred)  click in the small logo and it will bring you to a spreadsheet you can use. Of you can send the information on a word document or any google form. All I will need is the following:

1. First and Last name
2. Address one file
3. Date of Birth and age
4. Phone number on file

I will then send the information back to you via a excel spreadsheet.

Remember, personal contact is the key. Every Knight, regardless of the circumstance, deserves the dignity and consideration afforded by our Order, faith, Christian charity and belief in the Holy Catholic Church. It is important that every member feel needed, important, involved and a contributing member of our organization. Through our united efforts to retain current members as well as recruiting new ones, we will keep our Order strong and growing.

Vivat Jesus!

Fraternally,

Joseph P. Hill PGK, PFN, FDD, PCP

Retention Chairman

559-355-1897

sirknightjhill@icloud.com



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We Miss You Postcard Instruction:

- Customize your Council’s postcard with a photo of your church or hall.
- Message on the back should be handwritten legibly (printing) or typed!
- Address phone and email can be preprinted above.
- You can print your own postcards on cardstock paper.

Sample Message:

Brother (Your Name Here)
Your Council Name and Number
Your Address
Your City and Zip
Your phone number / Your Email Address

Brother Joe,
We miss you! I am writing one behalf of (Name of Council) #_____. It’s been (years, along time, months) since we have heard from you. We’d like to know how you are doing and what is happing in your life. Please send us an update so we can share it with your Brothers and friends. You may write back to me, call me, or email me using my contact information above. Be sure to include your current phone numbers and email address so we can more easily keep in touch in the future.

Your Brothers and I are praying for you!
(Vivat Jesus, Yours in Christ, Sincerely),
Signature
Print Name

Worthy Shepherds & Apostles **Challenges / Solutions** Caller Script for Member Retention

Contact the Brother in person or by phone. Use this list as a script for calls and contacts.

1. Get to know him. Find out what is happening in his life. Be a friend.
 - a. Open with, “I’m _____, a Brother Knight and I’m helping Council (Name and Number) to reconnect with some of our Brothers. What’s been happening in your life lately?”
 - b. Listen to his responses and comment when appropriate.
2. Thank him for being a Brother Knight. Remind him that Knights help their Brothers. Ask if there is any way the Council could help him or his family.
3. Any prayer requests?
4. Say, “Feel free to join the Council in _____ or _____ which are coming up on _____.”



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5. Say, “You joined the Knights for a reason. What was that reason?” If needed ask, “Is there anything the Council can do to rekindle that flame?”
6. Ask if any information should be updated: preferred phone #, address, email, etc.
7. Say, “The Council hasn’t seen you very much for a while. Is there anything we can do to help you?”
 - a. Listen, comment, and if needed, let him know that you will pass the information on to the Council for their consideration.
8. Ask him if the activities and services provided by the Knights are valuable to him or his family.
9. Say, “Don’t you want to continue to be part of those good works? Is there anything that the Council can do to keep you in the Knights?”
10. Tell him, “I see that the Financial Secretary has you on the list of Brothers who have not yet sent in their dues. Is there any way we can help? Did you ever get the notice or did you put it aside?”
11. Offer to pray with or pray for him and his family. Ask him to join you in a prayer to close.

As you get into the Challenges, listen to what your Brother has to say. Try to offer a positive solution and then ask, “Doesn’t that sound OK?” Or, “Isn’t that right?” Or, “Don’t you agree?”

Challenge – I lost my job. I can’t afford the dues.

Solution –

- We are an Order that was founded on the principle of Charity. Ask the Council for dues forgiveness for anyone who has financial hardships.
- Apply to Columbian Charities (365 Club) for those with major financial problems.
- Ask the Brother to volunteer time and service in place of dues.

Challenge – I can’t come to the meetings.

Solution –

- That’s OK, you can still help by volunteering for some of our projects or even just by attending some of our activities.
- Pick the activities and service projects that meet needs and interests of you and your family. By participating, you and your family will feel the strength of the Brotherhood.
- Give me your best phone # and email so we can let you know what our Council is doing.

Challenge – I don’ have time to be in the Knights.

Solution –

- Did you know that our Council has done ----- for the church and ----- for the community? By continuing on as a Knight, you are supporting the work of those who have the time to serve.
- You aren’t required to attend meetings so come if you can but don’t worry if you can’t.
- You can still be an active night just by participating in one or two of the activities that fit your family’s needs.
- Remember to keep paying your dues and , if possible, make a donation, so the Council can continue to do its charitable works.

Challenge – I’m angry at what the Council (or one of the Knights) has done.

Solution –



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- What incident caused the anger?
- Please remember that we are only human and will make mistakes. Can't you follow Christ by offering forgiveness?
- Let's talk this out, face-to-face, so this Challenge won't affect other Brothers and so that you can reconcile with the Brother or the Council.

Challenge – I've moved out of the area.

Solution –

- Would you like some help to find the Council closest to you so you can join them in their efforts?
- Would you like to keep paying your dues to maintain your membership in our Council?
- We can put you on a list to receive annual updates regarding the activities, services, and accomplishments of our Council.

Other arguments to stay in the Knights:

1. All Knights in good standing have an automatic, accidental death benefit.
2. Knights will continue to receive the Columbia magazine.
3. Knights and children of Knights may apply for State and Supreme K of C college scholarships.
4. Knights help each other and their families to stay strongly connected to the Catholic faith.
5. When there is a death in the family, a Brother Knight who is a Field Agent will assist your family with the funeral arrangements whether you are insured or not. You can't get that free help any other way.
6. You will lose your years of service toward Honorary and Honorary Life if you are suspended.

For those in the Military, Police, Fire Fighters, or other peacekeepers:

1. The Matthew / Swift Scholarship program will provide funds to send your kids to four years at any Catholic University if you are killed or permanently disabled while serving in harm's way if the serviceman had any Knights of Columbus insurance or annuity.
2. This is offered to those who have ANY insurance with the Knights, even just a small annuity.

For those who are Insured Members:

1. Your insurance dividends will be reduced to pay the Supreme Per Capita if you leave.
2. You will lose the automatic accidental death benefit if you leave or are dropped.

For those who you just cannot convince:

1. Ask if a Chapter Officer or a State Committeeman can call to follow up this conversation.
2. Let the Brother know that if he would handwrite and sign a brief note of resignation from the Order, his years or service in the Knights would be maintained when he chooses to reapply for membership.

Be sure to keep notes regarding the call.

1. Date.
2. Name of caller.
3. Details regarding the Brother's situation.
4. The Brother's main reason for not paying dues or participating with the Council.
5. If the challenge was not solved, was this contact referred to a Chapter Officer or State Retention Committeeman for follow up?

Please send any additional suggestions especially Challenges / Solutions that you may encounter when contacting Brothers to membership@californiaknights.org so that we can modify this Caller Script.



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STAR COUNCIL OUTREACH PROGRAM

John Giltner FDD, PGK

Worthy Grand Knights, as the Star Council Outreach Chairman, I am tasked to remind councils about missing reports. I receive a Star Tracker Report twice a month, which shows the status of all councils in California. It is the bases for my contacts.

It is always good to have your council recognized for the hard work your members perform. It is also never too early to consider reaching for the stars – “Star Council” I mean. The first step, and the easiest step, is getting your required forms submitted to Supreme, with a copy to your State Deputy and your District Deputy. You need to submit your Form 365 Service Program Personnel Report, due August 1. This is an important form, so Supreme knows who to provide the chairmen with important information about their programs. Also required are the Annual Survey of Fraternal Activates Form 1728 due January 31, and the Columbian Award Form SP7 due June 30.

I know you will be getting reminders from various levels of the knights’ bureaucracy, but once I get a list of which councils have submitted the required forms, I will tailor my e-mails and phone calls to those council that need a reminder. The normal procedure is if a form is not submitted to Supreme on time, the State Deputy gets a call. He then calls the assigned District Deputy, who in turn calls the Grand Knight. If the District Deputy has a copy of the required form, he can send it to Supreme, eliminating a call to the Grand Knight. That is why it is always good to keep the District Deputy in the loop.

Equally important is the Safe Environment Program. As part of the Star Council Award requirements, your four key members: Grand Knight, Program Chairman, Family Chairman and Community Chairman must be Safe Environment certified. This program is designed to protect the youth who participate in council sponsored events. It is a two-hour training session on the Supreme web site – KofC.org.

Two other important forms we are tracking, but are not requirements for Star Council, but need to be submitted; are the Form 185 Officers Chosen, due 1 July and the Semi-annual Audit Form 1295 due August 15 and February 15.

Have a fabulous year! I look forward to talking to Grand Knights: it is a thrill for me, but if I call you this year it is because I need your help. I hope to see you in Ontario at the state convention, if it happens. Please contact me if you have any questions.

John Giltner FDD, PGK,
Chairman
858-774-7210
john11632@yahoo.com



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NEW COUNCIL DEVELOPMENT

Ricardo Saldana

My Worthy Brothers,

The Knights of Columbus, founded by a young parish priest now on the path to sainthood, helps strengthen men, their families, their parishes and their communities and has done so since 1882. Today, there are more than 1.9 million members across the world.

The Knights of Columbus stands as the strong right arm of the Church and challenges members to grow in their faith through our Faith In Action programs. When implemented properly, programs become our recruitment and retention tools. We are not only recruiting the man, but the Family. It is important for a Husband and Wife to stand together in support of the Knights, not only for council success, but for its growth.

THE KNIGHTS OF COLUMBUS ARE...

MEN WHO LEAD - The world needs Catholic men to step up and live out their faith. The Knights of Columbus helps men to answer that call to do more, and to be more.

MEN WHO PROTECT - Your family deserves the Catholic difference. The Knights of Columbus offers top quality financial products to help you protect your future, all backed by our ethical and faith-first business practices.

MEN WHO SERVE - You're ready to make an impact. The Knights of Columbus helps men put their faith into action and give back — in their communities, in their parishes and on a global scale.

MEN WHO DEFEND - The Knights of Columbus has the resources you need to stand up for life, liberty, and family. Join the Knights and add your voice our nearly two million members upholding the faith and the truth.

Given this... why wouldn't a Catholic gentleman want to join the Knights of Columbus, and why wouldn't a parish want a council who supports these ideals in their community. Now, more than ever, our homes, families, friends and communities need more Knights and more councils.

THE MISSION: "Be Bold!"

Strategies for Establishing a New Council

1. District Deputies should identify un-served or underserved churches, missions and communities to select NCD targets:
 - a. Parishes with little or no Knights of Columbus presence
 - b. Mission Churches
 - c. Round Tables
 - d. Unassisted communities of worship within or adjacent to their districts



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2. Work with Field Agents to define targets
 - a. Target Parishes
 - b. Target Dates

3. Meet with Pastors - discover how Knights can serve specific parish needs. Use the checklist that follows this section.

4. Set the Dates with the Pastor for
 - a. Membership drives
 - b. Pulpit announcements
 - c. Information nights
 - d. Admissions (First) Degree dates (and advanced degrees as well)
 - d. CHARTER DATE!
 - e. Installation date

Following these steps, each Parish can have its own Council in 8 Weeks! Supreme currently requires 20 new and/or transfer members to charter a new council. You may download and print “New Council Development Guidelines” at: <https://www.kofc.org/en/members/membership/council-growth-and-development.html#/>

Additional Tips in Establishing a New Council

Additional Tips – Establishing a New Council	
Contact	Contact your Chapter President, New Council Development Chair, your DD, your Field Agent, and CA State NCD Chairman Mario Santiago at (818) 362-8144 mersan4@aol.com when a location for a potential new council is identified.
Meeting with the Pastor – Action Plan	<p>The District Deputy and Field Agent are to hold a follow up meeting with the Pastor who requests a new council. Their action plan needs to include:</p> <ul style="list-style-type: none"> • Publicity – announcements, flyers, and posters encouraging Catholic men to inquire about joining the Knights of Columbus • Frequent membership recruitment drives until the council is formed • Don’t be afraid to ask neighboring councils for assistance • Request 4th Degree Sir Knights to be present at table in full Regalia • Schedule around or partner with “existing” parish events, to become more involved with and a part of the parish



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Information Nights and 1 st Degrees	<ul style="list-style-type: none"> • Hold frequent information nights until the council is formed • Print a schedule of 1st Degree Exemplifications to be held locally during the membership recruitment period • Ask established 1st Degree Teams to bring their team to the NCD site for exemplifications
Parish Progress Reports	<ul style="list-style-type: none"> • Create a visual to show progress towards Council formation and update it weekly • Consider using a vertical thermometer graph that shows the names of the Knights who have joined thus far • Make the goal 20 new members but include space for more
Form 133	<ul style="list-style-type: none"> • Once your Action Plan has been formed send online Form #133 “Intent to Establish a New Council” which can be downloaded from https://www.kofc.org/un/en/officers/forms/state.html (a copy is provided at the end of this section)
Frequent Updates	<p>Provide weekly or monthly updates to your:</p> <ul style="list-style-type: none"> • State Membership and New Council Development Chairman • Chapter New Council Development Chair • Chapter • Local councils
Assistance	<ul style="list-style-type: none"> • Remember: once started, keep up the momentum. Continue to ask for help from your Chapter and local Councils. Let them know your progress.
Form 100s	<ul style="list-style-type: none"> • NCD Form 100’s should be sent to stephen.hinkley@kofc.org and clearly marked with the name of the parish and NCD project.

Communication

One of the keys to success in any endeavor, especially in New Council Development, is Communication. We ask each Chapter to assign one or more energetic and responsible Knight to work together on new councils. District Deputies and Field Agents make an effective team to contact the Pastors of all unassisted Parishes to determine how the Knights may best serve the parish.



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If formation of a new council is delayed or untimely, consider forming a Round Table to create a Knights presence in the parish or community of worship. In time Round Tables often become a new council. If you have questions, feel free to communicate with the State and Chapter New Council Development and Round Table Chairmen to decide which course of action is appropriate.

In closing, In as much as the development of a new council is primarily the responsibility of the District Deputy, they may certainly be assisted by State and Chapter representatives and New Council Development Chairmen. The Insurance Agency for the area is also a key source of assistance. Furthermore, any responsible and knowledgeable Brother Knight in good standing both in the Order and his parish could pave the way to the formation of a new council

We want to hear from District Deputies throughout the state that has one or more parishes with the potential of becoming the newest Council in their District this year. Please feel free to call or e-mail me or any of the State Membership Team for advice and assistance in the development of a new council. Thank you for your participation and leadership in the New Council Development program.

Fraternally,

Ricardo Saldana, FDD, PGK, FN
Northern California NCD Chairman
916-716-4269
Ricardo@DRRealtyGroup.com



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Discussion Points When Meeting With Pastors

- Stand strongly in support of Pastors, Bishops and religious in fostering Catholic family values
- Support Vocations
- Assist or initiate parish social, charitable, spiritual and community events
- Organize family game nights, movie/video nights
- Set up/conduct parish or youth talent contests
- Organize/assist parish family/youth camp outs
- Sponsor Columbian Squires young boys group, Scouts
- Volunteers for parish ministries such as music, hospitality, Lectors, Commentators, Ushers, Eucharistic Ministers, etc.
- Set up and take down tables and chairs for various parish functions including, dinners, bazaars, festivals, fiestas, parish ministry fairs, etc.
- Organize or help with church clean up or renovation projects
- Volunteers and leadership for Pastoral projects
- Help with and lead parish fundraisers and capital campaigns
- Volunteer and support parish Religious Education programs
- Organize and stimulate faith formation through guest speakers, retreats, prayer and bible study groups
- Provide man power for frequent parish breakfasts, dinners and social events
- Assist with parking at heavily attended Masses during Christmas, Holy Week and Easter
- Willing volunteers for Parish Council and Parish Finance Committee positions
- Minister to the sick and elderly
- Organize and run Parish Blood Drives
- Conduct American Wheelchair Mission Sundays
- Organize support for local Pregnancy Resource Centers
- Support and participate in Walks for Life, Pro-Life events and fundraising
- Support for local Veterans' Centers and Veterans' Hospitals
- Publicize parish events in local media; newspapers, radio, TV
- Organize and raise funds for those with special needs (Intellectual Disabilities)
- Help with Special Olympics.
- Assist with Parish web site and social media
- 4th Degree Honor Guard for visits from the Bishop and special parish events
- 4th Degree Honor Guard at Rosaries and funerals for deceased Knights and family members
- Knights' family participation in local parades
- Assistance to other parish groups and ministries
- Support for parish school
- Food for Families/Coats for Kids Programs
- Support for local food lockers and homeless shelters



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Sample Announcements When Forming a New Council

Church Bulletin Insert – (Dates).

THE KNIGHTS ARE COMING! (Mark your calendars)

One of Father _____ vision is to have a (Knights of Columbus) Council at _____ parish. This involves bringing together a core group of parishioners (Catholic men 18 yrs & older) to assist him with the various ministries and parish projects. If you are already involved with an existing ministry or project, you are asked to act as liaisons to the newly formed (K of C) council. Please mark your calendars on *Insert Dates*, as (K of C) members will be signing up new prospective Knights, after each Mass. Also mark your calendar for the afternoon of Sunday, *Insert Date*, as candidates (prospective members) will be invited to attend a special (K of C) ceremony with Father _____ – as you become Brother Knights. For more information, call (*Insert name & contact numbers*).

Church Bulletin & Mass Announcement – (Dates)

ALL CATHOLIC GENTLEMEN WANTED (Mark your calendars)

As a reminder, next weekend (*Insert dates* - after each Mass), members of the Knights of Columbus will be inviting all Catholic gentlemen (18 yrs & older - from our parish community) to form a new Council here at (*name of parish*), to help Fr. _____ & our parish. Please mark your calendars and plan on giving them a few minutes of your time, as it's for the good of our Church and in support of priests! For those interested, an exclusive invitation will be extended to attend a special (K of C) ceremony, to become "Charter" Knights, – this special day is on (*Insert Date*) (after each Mass) – Call (For more details contact: *Insert name & contact numbers*)...We look forward to meeting all of you next week!

District Deputy # __

Letter Head

DATE

Parishioner's Name

Address

City, State, Zip

RE: CHARTER MEMBERSHIP INVITE

Dear (**First Name**),

Father _____ has recommended you for membership in the Knights of Columbus, at Our parish _____, as part of a New Council Development (NCD), at your parish. Please be informed that with the formation of each new council, our national headquarters (Supreme Council) issues an "official" council certificate - called a "Charter". Every Knight that joins, as part of the NCD, is listed on that certification as "Charter Members" and will become part of the new council's historical record. All others that join, thereafter, are still considered Brother Knights, but won't hold this prestigious distinction nor will they be part of this historical documentation for your parish.

Although there will be other opportunities to join our Order, as our door is always open to good Catholic men (18 years and older), the last chance to be included, as a "Charter Member", is now upon you. The event below will bear the same date as will the aforementioned "Official" Charter for your newly formed (K of C) Council:



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Knights of Columbus 1st Degree
Name of Parish
Address
Sunday, (***Insert Date***)
1:00 p.m. Check-in / 2:00 p.m. Ceremony

We realize that your time is valuable. I've included a list of sample activities that may be of interest to you. Your volunteerism in the Knights of Columbus along with that of other members can make a difference in the lives of many in both our church and community.



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<p>KNIGHTS OF COLUMBUS <small>IN SERVICE TO ONE. IN SERVICE TO ALL.</small></p>	NOTICE OF INTENT TO ESTABLISH A NEW COUNCIL							
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; padding: 2px;">FORM 133</td> </tr> <tr> <td style="text-align: center; padding: 2px;"><small>11/03</small></td> </tr> </table>		FORM 133	<small>11/03</small>				
FORM 133								
<small>11/03</small>								
<p>TO</p> <p>Supreme Secretary</p> <p>FROM</p> <p>State Deputy: _____</p> <p>Jurisdiction: _____</p>								
<p>District Deputy _____ of District No. _____</p> <p align="center"><small>NAME</small></p> <p>has been directed to explore the possibility of developing a new council in _____.</p> <p align="center"><small>CITY OR TOWN</small></p> <p>The membership for this new council will be drawn from the following parish(es) in the area:</p> <table style="width: 100%; border: none;"> <tr> <td style="border: none; height: 20px; width: 50%;"></td> <td style="border: none; height: 20px; width: 50%;"></td> </tr> <tr> <td style="border: none; height: 20px;"></td> <td style="border: none; height: 20px;"></td> </tr> <tr> <td style="border: none; height: 20px;"></td> <td style="border: none; height: 20px;"></td> </tr> </table> <p>This location is in the area covered by General Agent _____</p> <p>who <input type="checkbox"/> has been advised <input type="checkbox"/> has not been advised of this Notice of Intent to establish this new council.</p> <p>Anticipated Institution Date: _____</p>								
<p>Please send Canvasser's Kit to:</p> <p>District Deputy: _____</p> <p>Street Address: _____</p> <p>City: _____ State or Province: _____ Zip: _____</p>								
<p>Signed: _____</p> <p align="center"><small>STATE DEPUTY</small> <small>DATE</small></p>								



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COUNCIL REACTIVATION

Michael Jones

My Brothers,

The Engagement Team assigned to your Chapter will help with any Council rejuvenation or reactivation projects.

Fraternally,

Michael Jones
State Membership Director
9570 Castledale Ct
Elk Grove, CA 95758
Phone: 916-684-5803
membership@californiaknights.org



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COLLEGE COUNCILS

Luigi V. Zoni

At the start of this new Columbian Year, we navigate waters that bring fear and doubt as to the pandemic amongst us. Yet, we persevere with our faith and prayer, asking for God’s mercy and the world to gather and bring relief to the unjust suffering. No greater time than now are College Councils called to form and place ***Faith in Action***.

College councils celebrate 110 years of formation, beginning with Notre Dame Council in 1477 in the year 1910. In October, the College Councils Conference, 55th in its existence, will take place for the best of networking and leadership training in New Haven, Connecticut.

Starting a college council takes five steps. They are **completion** of form 136, *Notice of Institution of New Council*, **20 men who have exemplified** and forwarded their form 100 to Supreme, **an election of officers** having taken place and completing forms 185, *Report of Officers Chosen for the Term*, and 365, *Service Program Personnel Report*, an **appointment of a Financial Secretary**, and **appointment of a Chaplain**.

The College Councils department is ready to assist, and can be reached via email at college@kofc.org. Furthermore, familiarize yourself with the link: <http://kofc.org/en/get-involved/college-councils/how-to-start-college-council.html>

Your California State Chair is ready and able to assist with the steps to forming a council, and feel free to contact me at luigizoni@aol.com, or call mobile 619-980-3313.

Let’s make this a year of remembrance as we overcome the obstacles and fears of what surrounds us. **Be Bold** and willing and ready to serve your college and immediate communities which look forward to Knights’ presence and action.



Vivat Jesus!
Luigi V. Zoni
College Councils Chairman
7873 Highwood Ave
La Mesa, CA 91941-6349
619-980-3313
luigizoni@aol.com



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CULTURAL OUTREACH AND DEVELOPMENT

Hispanic Development Jose “Pona” A. Magana

Vietnamese Development Dat T. Tran

The primary purpose of Cultural Outreach and Development is to promote membership growth and a Knights of Columbus presence in non-English speaking communities of worship. Many of these communities exist in parishes by themselves or coexist with English speaking communities that may or may not already have a Knights of Columbus council. Thus, in a particular parish, it is possible to have many cultures and ethnicities represented. Many of the members of these ethnic communities either do not speak English, or may feel more comfortable engaging in social activities specific to their culture. They may also be more comfortable communicating in their native language.

In parishes where there is already a Knights of Columbus council, one way to reach out to these cultural communities of worship is by forming an ethnic Round Table. There are Round Table kits available in Spanish and other languages containing all the materials necessary to start a Round Table. A guide to forming Round Tables in Spanish (“Mesa Redonda Parroquial Guía”) may be found online at <http://www.kofc.org/un/es/resources/service/council/roundtable.pdf>

If there is not an existing Knights of Columbus council at the parish, an ethnic council may be established with the Pastor’s approval. If there are multiple ethnic communities within the parish, a Round Table may be established for each ethnic community. The appointed Round Table Coordinator must be bilingual in English and the language of the ethnic community. He will serve as the liaison between the council, the Pastor and the ethnic Round Table.

The State Cultural Outreach and Development Committee is a vital resource in planning and executing membership drives, information sessions and Exemplifications in Spanish or the particular language required. These same personnel will assist you and point you in the right direction if the community is not Spanish speaking. When initiating membership drives and recruitment efforts, involving members of the Cultural Outreach and Development Committee will help ensure cultural differences are bridged and you can recruit new members into your ethnic project effectively and successfully. Traditional recruiting methods may not work in some cases, so this is the reason for involving these members to help you.

It is recommended when holding open houses, informational sessions and Exemplifications that they occur on the home parish grounds and not at a different site. Committee members are ready willing and able to travel and assist you in your Cultural Outreach projects and recruitment efforts.

Fraternally,

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State Insurance Program
CALIFORNIA STATE COUNCIL
2020-2021
COLUMBIAN YEAR

Stephen E. Bolton
State Deputy



The Knights of Columbus

**Knights providing Catholic families with security and protection, in faith,
through professionalism, in fulfillment of Fr. Michael J. McGivney's legacy.**

Steve Owens, FICF, LUTCF
General Agent
State Insurance Director



CALIFORNIA STATE COUNCIL 2020-2021 MEMBERSHIP CAMPAIGN HANDBOOK



As State Insurance Director and on behalf of all the General Agents in the State of California, I would like to thank our State Deputy, Stephen Bolton, for his confidence in us — to lead our Field Agents in relaying the vision and legacy of our founder, Father Michael J. McGivney, by telling his story of why the Knights of Columbus was started; and about the numerous fraternal benefits that are provided to associate members, and the additional fraternal benefits that are entitled to only insured members and their families.

Our mission is to clearly convey that the Knights of Columbus stands strong, ready and able to provide, protect and give financial peace of mind to our Brother Knights and their families by means of our highly-rated, faith-based and secure financial products of Life Insurance, Annuities, IRAs, Disability Income Insurance and Long Term Care Insurance. We take this responsibility seriously and will do our very best to provide all our Brother Knights and their families the most professional and ethical advice they deserve, while at the same time fulfilling Father McGivney's vision that all our Brothers are protected in those times of unforeseen tragedies.

Our primary financial benefit, and on which our Order was founded, is our life insurance. No other company is rated higher than the Knights of Columbus Insurance in North America. By owning our life Insurance, our members protect themselves and their families with a highly rated and secure product based on the first principal of our Order, Charity. This also provides the financial engine and monetary resources, from the funds produced for our Order, to make a difference in evangelizing our faith and family values. We strengthen community through programs like Special Olympics and youth events, provide funds for those locally and around the world who have been left in need due to disasters, and supply funds for scholarships and continued support for our churches.

This year, the Supreme Council has adopted new requirements for a Council to earn the Founder's Award. Each Council must host two Fraternal Benefits presentations to current and prospective members. The Founder's Award is only presented to a Council that has shown that they are excellent at promoting Knights of Columbus Insurance to its members. The results of these presentations must cause more members to be exposed to the exclusive high-quality insurance protection products that the Knights of Columbus offers to its members and their families.

The Knights of Columbus will thrive through Membership Growth and Insurance Sales. Without growth in each of these categories, the future will be challenging. Earning the Founder's Award will benefit the Councils, the Agencies and the Order, but most importantly it will benefit the membership as we help more Catholic families secure their financial future...in the vision of Fr. McGivney.

What Can Your Brother Knight and Field Agent Do For You and The Order?

- Meet with every assigned member and complete a Family Service Record
- Provide insurance and financial planning for each assigned member and their families
- Submit monthly articles for the Council Bulletins/Newsletters
- Attend the District Deputy Workshops and strategize with assigned District Deputies
- Participate in recruitment drives and recruitment of new members
- Approach Parish Pastors to help form new Councils
- Assist in implementing State and Supreme Membership Programs
- Help with member retention
- Work with Councils to attain the Founders Award, Star Council Award and Star District Award

How Can You Help Your Field Agent?

- **Encourage** members to meet with their Field Agent.



CALIFORNIA STATE COUNCIL 2020-2021 MEMBERSHIP CAMPAIGN HANDBOOK



- **Invite** Field Agents to every District Meeting, Exemplification and Council Meeting
- **List** the General Agent and Field Agents in all Council Bulletins, providing quick contact information
- **Include** the General Agent and Field Agent in all mailing lists and newsletters
- **Include** your Field Agent's business card in the Council Bulletin
- **Publish** monthly articles provided by your Field Agent or General Agent in your Council Newsletters
- **Introduce** your Field Agent at all Exemplifications, Degrees and Council functions
- **Encourage** Councils to have a Fraternal Benefits Night
- **Work** with Field Agents to identify new Council development opportunities
- **Offer** recommendations for potential future Knights of Columbus Field Agents

Encourage your Brother Knights to talk with a Field Agent today.

From all your General Agents and Field Agents,

God bless,

Steve Owens, FICF, LUTCF
General Agent
California Insurance Chairman
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