2018-2019 Membership Message #5

**Start Now to Attain Star Council**

Worthy Brothers,

This Columbian Year has begun and there is sooooo much to do!

Right now, set your sights to attain Star Council since it is the benchmark of success in our Order. This award includes both Membership and Programs requirements. It truly recognizes Councils that are healthy and well rounded. Work to earn your Star!

Here are the requirements for the Star Award:

1. Form 365 “Service Program Personnel Report”
	1. Due by August 1. The form may be resubmitted as changes and additions occur.
2. Safe Environment Program Training required (certification valid for 2 years):
	1. Grand Knight – must take online training
	2. Program Director – must take online training
	3. Community Director – must take online training along with a background check
	4. Family Director – must take online training along with a background check
		1. ***Note:*** User names and passwords for each will be emailed out by Supreme after your Forms 185 and 365 have been submitted. They are valid for 30 days so check your email and get the job done when the notice is sent.
3. Father McGivney Award = Membership Quota
	1. 7% of current membership (minimum 4, maximum 35)
	2. Bring in new members early to give time for the Field Agent to attain insurance
4. Founders’ Award = Insurance Quota
	1. 2.5% of current membership (minimum 3, maximum 18)
	2. Be sure to send contact information for new members to your Field Agent
5. Form 1728 “Annual Survey of Fraternal Activity”
	1. Send this to members along with annual dues notification by Financial Secretary
	2. Totals for the Council are listed on Form 1728 to be sent to Supreme
6. Form SP-7 = Columbian Award”
	1. Report lists service activities completed by the Council
7. “Good Standing”
	1. Council must be current in Supreme Per Capita and charges as of the 30th of June

By working on your Membership Quota early you give your Field Agent time to get your Insurance Quota. Try to get ***25% or more*** of your goal each quarter.

This past year, many Councils struggled with the Safe Environment Program Training requirement. ***Councils MUST be compliant with the Safe Environment Program in order to qualify for both Star Council and for State Awards.*** The online training and quizzes for the four sections can be taken as soon as you have a user name and password. As soon as possible, get your four Council leaders who need this Certification qualified. Be sure to complete all four modules (takes about 1.5 – 2 hours total time).

Yours in Service,

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