



# KNIGHTS OF COLUMBUS



## BIENVILLE PROVINCE

**Kell J. Luke**

**Louisiana District Master**

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**United We Stand ~ Religious Devoted ~ Patriotically Proud**

August 25, 2021

To: Faithful Navigators, Faithful Comptrollers, Commanders, Former Masters, District Exemplars, Master's Staff, and Elected State Officers

RE: Fourth Degree District Training & Promotional Meeting

On Saturday October 9, 2021, the Msgr. Gassler Assembly #319 will host our District Training & Promotional Meeting. Faithful Navigator Charles "Chuck" Croxton will serve as host. The meeting will be held at the following location:

St. John the Baptist Church Facility  
4727 McHugh Drive  
Zachary, LA 70791

NOTE: Please make sure to key in McHugh Drive and not McHugh Road on your GPS.

We will begin with a Patriotic Rosary at 9:30 AM and the general session will start at 10:00 AM. There will be a meeting for the District Staff and Exemplars starting at 8:30 AM. Please refer to the agenda for more details.

Refreshments will be provided upon arrival. A lunch will be provided at a cost of \$10.00 per person, payable at the registration table to the host Assembly. Please remember that it is the responsibility of each Assembly to pay for their delegates to attend this meeting.

**Note: A positive response is needed from each Assembly for a meal headcount no later than Wednesday October 6, 2021. Please contact FN Charles Croxton with your RSVP: Cell: 225-445-5011, E-Mail: [chuckcrxtn@gmail.com](mailto:chuckcrxtn@gmail.com)**

**Due to the ongoing Covid-19 restrictions that are anticipated to still be in effect by the time of this meeting, all attendees are asked to wear a face mask.**

The following Sir Knights from each Assembly are expected to attend: Faithful Navigators, Faithful Comptrollers, Color Corps Commander, E.R.E, Patriotic, and Membership Chairmen. It is critical that all Comptrollers, especially those who are newly elected, attend this training. After the issues that I have seen concerning the lack of knowing how to fill out a Form 4 over the last year and the lack of knowing how to fill out and submit critical documents, this training is necessary. Just because you did it the same way for the last 20 to 25 years, that does not mean you still do it the same way today. Things have changed and its way pass time we get you caught up.

Dress protocol: District Marshals are expected to wear the uniform. All members of the District Staff, Exemplars, Former Masters, and State Officers who have the uniform and would like to wear it are encouraged to do so, or you may wear casual attire. All Assembly attendees are asked to wear an Assembly or Council shirt and slacks or jeans.

Please get your RSVP in to FN Charles Croxton as soon as you can. I hope to see you there!

Fraternally!

*Kell J. Luke*

Louisiana District Master

## District Training & Promotional Meeting Agenda

October 9, 2021

- |                     |   |
|---------------------|---|
| 8:30 AM – 9:30 AM   | Meeting with District Staff & Exemplars   |
| 9:30 AM             | Patriotic Rosary lead by S/K Peter Sahuc  |
| 10:00 AM – 10:10 AM | Opening Prayer – District Friar Fr. Andre Melancon<br>Presentation of the American flag – District Marshal Rocky Bush<br>Pledge of Allegiance – District Master Kell Luke |
| 10:10 AM – 10:30 AM | Opening of general session – District Master Kell Luke  |
| 10:30 AM – 11:30 AM | Breakout sessions & training:<br>Navigators (Kell Luke & Russell Ruh)<br>Comptrollers (Tim Boudreaux)<br>Color Corps Commanders (Rocky Bush)                              |
| 11:30 AM – 12:30 PM | Break for lunch   |
| 12:30 PM – 1:00 PM  | Additional time for breakout sessions if needed   |
| 1:00 PM – 1:10 PM   | Reports from District E.R.E. Chairman Peter Snatic and District Patriotic Chairman Mark Bascle  |
| 1:10 PM to 1:25 PM  | Comments from Supreme Board Director/ IPSD Rennan Duffour   |
| 1:25 PM to 1:30 PM  | Comments from State Deputy George Martin  |
| 1:30 PM – 1:35 PM   | Comments from District Friar Fr. Andre' Melancon  |
| 1:35 PM – 1:40 PM   | Closing comments from District Master Kell Luke   |
| 1:40 PM             | Retrieval of the American flag, singing of the National Anthem, closing prayer  |