



LOUISIANA STATE COUNCIL KNIGHTS OF COLUMBUS  
**Programs: Our Faith in Action**

**September 1, 2018**

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**Forms Due**

July 1	Report of Officers	Form 185
August 1	Service Programs Personnel	Form 365
August 15	Semi-Annual Audit	Form 1295
September 1	Round Table Coordinator	Form 2629
September 1	Essay Contest Kit	Kit
September 3	Horseshoes registration form	Form (Online)
September 3	Corn Hole registration form	Form (Online)
September 15	Family of the Month	Form 1993A
September 26	Golf registration form	Form (Online)
October 1	Per Capita due (State)	
October 10	Per Capita due (Supreme)	
October 15	Family of the Month	Form 1993A
November 1	Order Free Throw Kit	Kit
November 6	Nine Ball registration form	Form (Online)
November 15	Family of the Month	Form 1993A
November 15	IRS Form 990 (fraternal year)	IRS Form 990

Find Forms at: <http://www.kofc.org/en/members/resources/forms/council.html>

Kits must be ordered through [Supplies Online](#) at [Officers Online](#).

**Diocesan Meetings: Save the Date.**

The Meetings will be scheduled for 2 hours, with the expected attendance by the Diocesan Administrator, all DDs in the Diocese, and GKs from each Council. Other Council Officers and Members are welcome to attend. Supreme Council and State Council will be presenting. Agenda to be published.

<b>Lake Charles</b>	Wednesday	September 19	6:30 pm	At St. Theresa Council 8058
<b>Alexandria</b>	Thursday	September 20	6 pm	At Sacred Heart Church (Pineville)
<b>Shreveport</b>	Friday	September 21	6 pm	At Marian Council 3779
<b>New Orleans</b>	Tuesday	September 25	6 pm	At St. Angela Merici (Metairie)
<b>Houma-Thib</b>	Wednesday	September 26	7 pm	At Lockport Council 3054
<b>Baton Rouge</b>	Thursday	September 27	6:30 pm	At St. John Church (Prairieville)
<b>Lafayette</b>	Friday	September 28	6:30 pm	At St. Cecilia Gym (Broussard)

**Catholic School Tuition Lottery: Pre-Kindergarten Catholic Students are now eligible!**

[Entry Form and Rules](#) (louisianakc.org/programs/youth/tuitionlottery.pdf)

Earn more chances to win money by recruiting new brother knights. You need to tell us if you recruited a new knight.

**Faith in Action Programs:** [Information on all programs, forms, guides, etc.](#)

**Officers Online (Need access?):** Call these numbers for assistance:

1-800-380-9995 Supreme Council Customer Service Department.  
1-203-800-4955 Member Management Call Center.

**State Tournaments**

<a href="#">Horseshoe Tournament</a>	<a href="#">(Online Reg.)</a>	September 8	Plaquemine
<a href="#">Corn Hole Toss Tournament</a>	<a href="#">(Online Reg.)</a>	September 8	Plaquemine
<a href="#">Golf Tournament</a>	<a href="#">(Online Reg.)</a>	October 5-7	Lake Charles
<a href="#">Nine Ball Tournament</a>	<a href="#">(Online Reg.)</a>	November 10	Lafayette

Events: <http://louisianakc.org/programs/council/>

**Horseshoes Tournament and Corn Hole Toss Tournament**

Date: Saturday, September 8th  
Horseshoes: At the Zito Multi-Purpose Center in Plaquemine, Louisiana.  
Corn Hole: At KC Hall, Council 970, 58715 Price St., Plaquemine, LA

**September 3, 2018: Registration Deadline**

**New Location for Corn Hole:  
KC Hall / Council 970  
58715 Price St., Plaquemine, LA**

**3 Divisions**

- Singles
- Doubles
- Seniors Division: 70 years old and older as 9/3/2018.

**Entry Fees**

- \$20 per single participant / \$40 per doubles team.

**Rules and Registration**

[Horseshoes Rules and Registration form](#) and [Horseshoes Online Registration](#)  
[Corn Hole Rules and Registration form](#) and [Corn Hole Online Registration](#)

**Catholic Citizenship Essay Contest! New Theme and New Deadlines!**

2018-2019 Theme: **How does your family keep its Catholic Faith in Action?**

September 1	Order Essay Kit from Supplies Online (you can still order after September 1).
October 15	Suggested deadline for Councils to complete the essay contest. (Councils may extend the deadline to Oct. 31)
November 1	Deadline for Council to submit its winners sent to the Diocesan Admin.
December 1	Deadline for DA to submit winners sent to the State Chairman.
December 31	Participation Form 4216 due to Supreme Council and Delmas Forbes
December 31	Deadline for State Council to submit winners to Supreme.

Information and Resources:

<https://www.kofc.org/en/programs/community/catholic-citizenship-essay-contest.html#/>

<https://www.kofc.org/en/programs/community/catholic-citizenship-essay-contest.html#/Resources>

Questions: Contact Delmas Forbes at 225.939.2980 or [dcforbes1@cox.net](mailto:dcforbes1@cox.net)

**Safe Environment**

Position	Training Required	Background Check Required
Grand Knight	Yes	-
Program Director	Yes	-
Family Director	Yes	Yes
Community Director	Yes	Yes
Chief Counsellor (Squires)	Yes	Yes
Adult Counsellor (Squires)	Yes	Yes

<http://www.kofc.org/en/members/programs/youth-activities/safe-environment-program.html>

Forms 185 and 365 must provide email addresses because the above persons will get notice of the training via email only. Supreme will remove directors and chairmen who do not complete the training in 30 days. If you do not appoint a Program, Family and Community Director, you cannot earn Star Council. Safe Environment Training is required for Star Council.

Questions should be directed to:

MEMBER HELPLINE  
[youthleader@kofc.org](mailto:youthleader@kofc.org) or (203) 800-4940

OFFICE OF YOUTH PROTECTION  
[oyp@kofc.org](mailto:oyp@kofc.org) or (203) 752-4558

## **Billing and Retention Procedures: It's a 6 month process.**

1. The Financial Secretary sends the First Invoice 15 days before the billing period/new year. Depending on the council's bylaws, the billing period may be January 1/calendar year or July 1/fraternal year. The member has 30 days to pay the First Invoice.
2. If there is no payment within 30 days, then the Financial Secretary sends a Second Invoice (follow-up invoice) to the member. The member has 30 days to pay the Second Invoice.
3. If there is no payment within 30 days after the Second Invoice (now 60 days since the First Invoice was sent), the Retention Committee should start contacting members (by phone or in person) who are in arrears. Each council must have a Retention Chairman designated on its Form 365 and filed with Supreme.
4. If the Retention Committee is not successful, then the Grand Knight signs and sends a Knight Alert letter to the delinquent members requesting payment. The member has another 15 days to pay his dues.
5. The Retention Committee should continue to contact members who are in arrears.
6. If there is no payment within 15 days after the Knight Alert letter was sent to the member, then a Notice of Intent to Retain (Form 1845) can be filed with Supreme. Supreme will hold this Notice of Intent to Retain for only 90 days.
7. The Notice of Intent to Retain will generate a Conservation Report. District Deputies have access to a Conservation Report at Officers Online. The report lists members who are at risk of being suspended. It is the responsibility of the District Deputy to contact the delinquent member's council to verify from the Grand Knight and Financial Secretary that proper retention steps were followed in trying to retain the member. The District Deputy should also personally contact the delinquent members to see if he can assist the members in retaining their "Good Standing" status.
8. A copy of the Notice of Intent to Retain is also mailed to the delinquent members. The member has another 60 days to pay his dues from the Notice of Intent to Retain.
9. The Retention Committee should continue to contact members who are in arrears.
10. If there is no payment after 60 days the Notice of Intent to Retain was filed and if all retention efforts have failed, then the Council can file a Form 100 with Supreme to suspend the member. By this point the member has been given over 135 days to pay his dues.
11. There is a 30-day window to file a Form 100 with Supreme to suspend the member. If payment is not received within 60 days after Notice of Intent to Retain was filed with Supreme, then between 60 and 90 days after the Notice of Intent to Retain was sent to Supreme, the council can file a Form 100 signed by Financial Secretary and Grand Knight with Supreme to suspend the member – only if all retention efforts have failed.
12. The "Notice of Intent to Retain" becomes null and void 90 days following the date it is recorded at the Supreme Council office. After the 90-day period has elapsed, the form will be removed from the file under the assumption the council has been successful in retaining the member. If you send the Form 100 to suspend the member after 90 days, it will be rejected.
13. If the First Invoice is sent on December 15th, then the earliest that the 30-window to suspend can occur is May 1st to June 1st. It's a six month process.

## Formation and Knighthood Degrees

Details and More Info: <http://louisianakc.org/degrees/>

Date	Location	Council No.	Council Name
September 22, 2018	Shreveport	9260	St. Elizabeth Ann Seton
September 29, 2018	Lafayette	1286	Lafayette Council
October 13, 2018	Gretna	1905	Archbishop Blenk
December 8, 2018	Violet	8442	Our Lady of Lourdes
January 19, 2019	Pineville	14657	John Paul II
March 30, 2019	West Monroe	3642	Msgr. N. F. Vandegaer
April 6, 2019	Lockport	3054	Msgr. Carrol Badeaux
June 1, 2019	Sulphur	8978	Fr. Shahrigian
June 8, 2019	Laplace	5935	Msgr. Bergeron

### YEP (Youth Expansion Program)

When submitting your council's YEP donation, the check should be made payable to "*Louisiana State Council.*"

In the Memo section:

1. Write YEP
2. Write your Council Number

Mail your check to:

Melvin Burrell  
P.O. Box 113,  
Hahnville, LA 70057-0113

Questions? Email Mel Burrell at [mel\\_burr@yahoo.com](mailto:mel_burr@yahoo.com)

### Did you know that a Catholic Priest (who is not a knight) may attend Council Meetings and Ceremonials?

When Fr. McGivney founded the Knights of Columbus in 1882, he established a rule that has been observed ever since: Any validly ordained Catholic priest may attend any meeting or ceremonial of the Knights of Columbus.

By instituting this rule, Fr. McGivney sought to ensure that the Knights of Columbus would not become a secret society, closed in on itself, with mysterious rituals that could incorporate elements that are contrary to Catholic teaching.

This courtesy extends to all Catholic priests regardless of their liturgical tradition/country, provided that they are ordained in a Catholic Church that is in communion with the Holy See.

## September - October - November

The calendar of events and deadlines can be found online at <http://louisianakc.org/events/>.

Date	Event	Comments
July 1	Form 185 due.	Councils must also send a copy to the State Administrator at <a href="mailto:lakc@bellsouth.net">lakc@bellsouth.net</a> so he can update the State Directory. Include email addresses on the <a href="#">Form 185</a> , especially for the Grand Knight and Financial Secretary. Supreme and State need to have their email addresses.
Aug 1	Form 365 due	<a href="#">Form 365</a> must include a Retention Chairman. If none, your council will not be allowed to suspend any members. The form must include a Program Director, Family Director and Community Director and it must include their email addresses. Supreme will email these Directors information about their mandatory Safe Environment Training.
Aug 15	Form 1295 (audit) due	If a council fails to submit two consecutive audits, Supreme may revoke the \$5,000 bond that protects councils from misconduct by Financial Secretaries and Treasurers ( <a href="#">Form 1295</a> )
Sept 1	Form 2629 (Parish Roundtable Report) due	<a href="#">Form 2629</a>
Sept 1	Order Essay Contest Kit	Kits must be ordered through <a href="#">Supplies Online</a> at Officers Online.
Sept 1	Submit Articles for the Louisiana Knight	Our state newsletter.
Sept 3	Registration deadline for Horseshoe tournament	<a href="#">Form (Online)</a>
Sept 3	Registration deadline for Corn Hole tournament	<a href="#">Form (Online)</a>
Sept 8	State Horseshoe Tournament	<a href="http://louisianakc.org/programs/council/horseshoe2018.pdf">http://louisianakc.org/programs/council/horseshoe2018.pdf</a>
Sept 8	State Corn Hole Tournament	<a href="http://louisianakc.org/programs/council/cornhole2018.pdf">http://louisianakc.org/programs/council/cornhole2018.pdf</a>
Sept 8	Installation of 4th Degree District Master	6 p.m. at Holy Guardian Angels Church, 1701 Bridge City Ave., Bridge City, LA. RSVP with the Master by 9/4/18.
Sept 15	Family of the Month due	<a href="#">Form 1993A</a>
Sept 19	Diocesan Meeting	<b>Lake Charles</b> St. Theresa Council 8058
Sept 20	Diocesan Meeting	<b>Alexandria</b> Sacred Heart Church (Pineville)
Sept 21	Diocesan Meeting	<b>Shreveport</b> Marian Council 3779

Sept 25	Diocesan Meeting	<b>New Orleans</b> St. Angela Merici (Metairie)
Sept 26	Diocesan Meeting	<b>Houma</b> Lockport Council 3054
Sept 26	Registration deadline for Golf tournament	<a href="#">Form (Online)</a>
Sept 27	Diocesan Meeting	<b>Baton Rouge</b> St. John the Evangelist (Prairieville)
Sept 29	Diocesan Meeting	<b>Lafayette</b> St. Cecilia Gym (Broussard)
Sept 30	Deadline: For Councils to complete the Soccer Challenge	<a href="http://louisianakc.org/programs/youth/">http://louisianakc.org/programs/youth/</a>
Oct 1-30	Respect Life Month	
Oct 1	Deadline to Order Keep Christ in Christmas Poster Kit (Kit CPC-Kit)	Kits must be ordered through <a href="#">Supplies Online</a> at Officers Online.
Oct 1	Deadline to pay State's Per Capita	
Oct 5-6-7	State Golf Tournament	<a href="http://louisianakc.org/programs/council/golf2018.pdf">http://louisianakc.org/programs/council/golf2018.pdf</a>  Online Registration: <a href="http://louisianakc.org/programs/council/golf2018.php">http://louisianakc.org/programs/council/golf2018.php</a>
Oct 5-7	Annual MDF Campaign	Contact Thomas Ruemker at (225) 333-6447 or <a href="mailto:truemker@eatel.net">truemker@eatel.net</a> .
Oct 8- Nov 12	Silver Rose Program	<a href="http://louisianakc.org/programs/silverrose/">http://louisianakc.org/programs/silverrose/</a>
Oct 10	Deadline to pay Supreme's Per Capita	
Oct 14	Columbus Day Observed	
Oct 15	Deadline: To conduct the District Soccer Challenge	District Medals must be ordered through <a href="#">Supplies Online</a> at Officers Online.
<b>Oct 15</b>	<b>Deadline: To councils to complete the Essay contest</b>	<b>Suggested deadline for Councils to complete the essay contest. (councils may extend the deadline to Oct. 31)</b>
Oct 15	Family of the Month due	<a href="#">Form 1993A</a>
Oct 30	Deadline: To conduct the Diocesan Soccer Challenge	<a href="http://louisianakc.org/programs/youth/">http://louisianakc.org/programs/youth/</a>
Oct 30	State Deputy Rennan Duffour's birthday	

Nov 1	Deadline: To submit Essays to Diocesan Administrator	Deadline for Councils to submit its winners sent to the Diocesan Admin.
Nov 1	Feast of All Saints Day	
Nov 1	CYLA Information Mailed to Grand Knights	<a href="http://louisianakc.org/programs/cyla/">http://louisianakc.org/programs/cyla/</a>
Nov 1	Deadline: Order Free Throw Kits	Kits s must be ordered through <a href="#">Supplies Online</a> at Officers Online.
Nov 2	Feast of All Souls Day	
Nov 6	Registration deadline for Nine Ball tournament	<a href="#">Form (Online)</a>
Nov 10	State Nine Ball Tournament	In Lafayette: Hardcopy: <a href="http://louisianakc.org/programs/council/nineball2018.pdf">http://louisianakc.org/programs/council/nineball2018.pdf</a>  Online registration: <a href="http://louisianakc.org/programs/council/nineball2018.php">http://louisianakc.org/programs/council/nineball2018.php</a>
Nov 11	State Soccer Challenge	In Baton Rouge: <a href="http://louisianakc.org/programs/youth/">http://louisianakc.org/programs/youth/</a>
Nov 11	Veterans Day	
Nov 15	Family of the Month Due	<a href="#">Form 1993A</a>
Nov 15	Deadline-Diocesan Gumbo Cook Off	
Nov 15	IRS Form 990	If using a Fraternal Year for tax purposes. <a href="#">IRS Form 990</a>
Nov 17	Date reserved for 4th Degree exemplification.	
Nov 22	Thanksgiving	
Nov 30 - Dec 2	Organization Meeting (State Family Meeting)	Sulphur, Louisiana

The calendar of events and deadlines can be found online at <http://louisianakc.org/events/>.