



SEPTEMBER 2021

THE INFORMER

NEWSLETTER

Welcome to the first edition of *THE INFORMER* newsletter. It is designed to provide financial and other information on the Rules and Laws of the Order, and other items of interest. It is to be shared with everyone in our jurisdiction. Council Grand Knights should forward this newsletter to all their members.

THIS EDITION:

COUNCIL EXECUTIVE
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- E-MAIL TRACKING
OTHER PUBLICATIONS

Several sources of information are used in the preparation of this newsletter. These include:

- ✚ Supreme's Charter Constitution and Laws of the Order. This booklet is printed annually as there may be amendments to the contents...so request the latest version from your Council Advocate.
- ✚ Officer's Desktop Reference (ODR) – this is a section on Supreme's website containing expanded information on the Rules and Laws of the Order. However, Supreme does restrict access to the ODR to the State Board members and Council executive.
- ✚ The Alberta-Northwest Territories Grand Knights Manual.



COUNCIL EXECUTIVE

Over the years and travels to many Councils, I have had Council Executive members approach me inquiring what are their responsibilities and how to perform their new duties. This section is dedicated specifically to the Council Executive members on these items. I will cover each position over the next several editions.

TRUSTEES

- 1) Supervise all financial business of the Council.
- 2) Approve payment of all moneys except Benefit Fund monies and demands of the Supreme Council.
- 3) Audit the accounts of the Financial Secretary and Treasurer at least once every six months.
- 4) Report and sign-off on the Semi-Annual Audits (Form #1295) in January and July to their Council, State Deputy, District Deputy, and Supreme Secretary.
- 5) Ensure that the Financial Secretary and Treasurer are properly bonded and be custodians for such bonds.
- 6) Perform such other duties as their Council or the District Deputy or the Officers of the Order may direct.

OUTSIDE GUARD

- 1) Guard should attend all meetings of the Council.
- 2) Guard should arrive at meetings early enough to prepare Council chambers and be ready to admit members without delay.
- 3) The Guard is seated outside and by the entrance door to the Council Chambers.
- 4) The Guard is to restrict only KC members to enter the Chambers during the meeting.
- 5) The Guard is to ensure all guests are accompanied by a KC member.
- 6) The Guard is to alert all members to have traveling cards ready for inspection by the Inside Guard.

INSIDE GUARD

- 1) Guard should attend all meetings of the Council.
- 2) Guard should arrive at meetings early enough to prepare Council chambers and be ready to inspect and admit members without delay.
- 3) The Guard must inspect each member's traveling card as they pass through doors of the Council chambers.
- 4) The Inside Guard must notify the Grand Knight if a member is not in possession of their travelling card.
- 5) During the meeting the Inside Guard will be responsible for directing members to a seat in the chambers.

HOME CORPORATIONS – A BRIEF

A 'Home Corporation' is something entirely outside the scope of the Knights of Columbus.

In the past, individual members of some subordinate Councils decided on their own to form corporations outside the control of the Knights of Columbus for the purpose of buying real property and owning buildings where their Councils could establish a "permanent home." These corporations came to be known as "*Home Corporations*." "*Home Corporation*" is a generic term for what is variously known as "permanent homes," "home associations," "Council halls," "Columbus Clubs," "KC Clubs," and "Knights of Columbus Clubs."

But '*Home Corporations*' are independent legal entities formed under the applicable laws of the province in which members of local Councils are situated. They are not subordinate units of the Knights of Columbus and are not subject to the Charter, Constitution, and Laws of the Order. The properties and buildings owned by '*Home Corporations*' are not owned, operated, or maintained by the Knights of Columbus. The '*Home Corporation*', and not the Knights of Columbus, are solely responsible for all liabilities arising from the properties and the activities conducted there.

As such '*Home Corporations*' cannot use logos, emblems, or anything else associated with the Knights of Columbus. This is stipulated in Supreme's Constitution and By-Laws.

Consequently, Councils must be very careful in how they plan to use a '*Home Corporation*' as the two are separate entities and cannot be mingled.

If a '*Home Corporation*' holds, say a raffle or other fundraiser, those funds belong to the '*Home Corporation*' and NOT the Council. The only way a Council may obtain the funds from the '*Home Corporations*' is if the '*Home Corporation*' donates money to the Council... BUT the Council in turn MUST use the full amount donated as a charitable donation to a church or other charitable organizations in need. The Council may never use the funds for their own use.

Here's a situation. One Council I know of has had a Columbus Club for over 40 years. Many years ago, they conducted a raffle and made over \$100,000. At about the same time the kitchen in the parish hall needed major renovation. Their Columbus Club donated the needed funds to the Council who in turn donated the money to the parish to pay for all the kitchen renovations.

This goes even for e-mails and expenses. The '*Home Corporation*' cannot pay for any email hosting services or any expenses the Council incurs.

TECH CORNER

E-Mail Tracking

Here's something to think about next time you check your email. Chances are some of your messages are being tracked. This technology is being used by businesses and acquaintances to quietly watch your email habits which may sound a little scary.

The good news is there are a few things you may be able to do to protect yourself.

We are now in a new world where we are living and working from home. E-mail has become the most effective and widely used form of communication that we rely on. So much so that approximately 269 billion emails are sent daily which averages to 35 emails per person per day around the world.

So now you're wondering what is email tracking and what does it look like. Quite simply it is an invisible tiny pixel that is embedded in the body of an email.

When you open that email and you're being tracked what will happen is an image will load a photo, sometimes a link, and what that link or photo does is track your behavior. It can track:

- Did you open the email?
- How often you open an email
- The time of day you open it
- If you clicked on any links in the email
- The city you're in - location

The biggest thing it's tracking is '*what you are interested in*'.

Marketers, sales organizations, advertisers, and these days big tech companies want to know what you are looking at. Major tech companies like Facebook and Twitter followed suit in their ongoing quest to profile and predict our behavior online.

To them... '*we are data... and data is cash... and cash is king*'.

So that is the purpose of tracking emails.

Here's something interesting but important to know. The everyday person, sometimes your family, friends, acquaintances, your colleagues... they are tracking your emails as well.

By now you probably want to know how to stop it or get ahead of it. Getting email tracking is easy and anybody can get it and use it. But for us the important to know is when we are being tracked.

How do we track the trackers?

If you're curious about who might be keeping tabs on how often you're reading your emails, there's solutions available to you. There are several browser extensions that will allow you to block the tracking pixels while alerting you to which emails contain trackers.

[PixelBlock](#) is a simple Chrome extension that blocks images from loading and displays a red eye at the top of messages when it detects a tracker.

[Trocker](#), which is available for Chrome and Firefox, will show you pixel trackers and identify links that are being tracked.

And Chrome extension [Ugly Email](#) alerts you to the presence of possible trackers in your inbox before you even open a message.

Even with extensions, some trackers may still be able to slip through, but they tend to be pretty adept at identifying the most obvious offenders. Using these is also an eye-opening look at just how commonplace email tracking is.

When used, every time you receive an email it will give you a little eyeball  at the start of your message line to let you know the email has a tracking image embedded in the email.

With other emails like Outlook there is a software available called "[THUNDERBIRD](#)". There are many E-Mail pixel blockers available to notify you when you are being tracked so check on-line for more options.

So, how do we protect our emails?

First off is to add some bodyguards to your emails. As Gmail is the most popular let's go thru this first.

You need to become very familiar with your *SETTINGS*

1. Open Gmail on your computer,
2. On the top right, click Settings  (look like a gear wheel)
3. Click on [See all settings](#)
4. Scroll down to the 'Images' section.
5. Click "Always display external images" or "Ask before displaying external images".
6. At the bottom of the page, click "Save changes".

Note: If Gmail thinks that a sender or message is suspicious, you won't see images automatically. Instead, you'll be asked whether you want to see the image.

It's also important to note that if you use a third-party email client like Outlook or Apple's Mail app to check your email, you'll need to enable this setting in that email app as well. Again, you can typically do this in the app's settings.

In Apple's Mail app for iOS, you can disable images by going to the main Settings app, selecting "Mail," and scrolling down to "load remote images." (Instructions for disabling images in the MacOS Mail app can be found at:

<https://osxdaily.com/2018/05/14/disable-remote-loading-content-images-mail-mac/>

Hope this helps in securing your privacy. Remember folks, it's a different world out there now.

OTHER PUBLICATIONS

Here are other newsletters I published over the years. I encourage those Council Executive members holding the respective position to access these newsletters to assist in performing their position's duties.

- for Council Wardens, the "**Warden's Corner**",
 - for the Council Advocate, see newsletter "**The Advocate**",
 - for Council Treasurers and Financial Secretaries, check out the '**Treasure Trove**' newsletter.
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All newsletters are also available on our State website: kofc.ab.ca

Go to "Publications" for the full list.

If you have any questions or comments, please sent them to: ss2021@kofc.ab.ca

Until Next time.

Vivat Jesus
Sir Knight John Onyskiw
State Secretary