



NOVEMBER 2021

# *THE INFORMER*

## NEWSLETTER

Welcome to the November issue of *THE INFORMER*. This issue continues with defining the responsibilities of the Council Executive and goes on to explain the Financial Officer Bonding program offered by Supreme. It then brings to light an item raised at many conventions, namely the off-the-floor nominations and duration of speeches. Lastly, I ask that the Council Grand Knights forward this newsletter to all their members.

THIS ISSUE:

COUNCIL EXECUTIVE

- ADVOCATE

FINANCIAL OFFICER BONDING  
NOMINATIONS

OTHER PUBLICATIONS

INDEX (ARTICLES OF INTEREST IN PAST  
NEWSLETTERS)

Several sources 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 Constitution, Rules and Laws of the Order.
- ✚ Grand Knights Manual



## *COUNCIL EXECUTIVE*

Over the years and travels to many Councils, I encountered Council Executive members 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 issues.

### **ADVOCATE**

1. Be the attorney of the Council.
2. Be knowledgeable in the Supreme Charter, Constitution and Laws of the Order.
3. Be knowledgeable in the State and Council Bylaws
4. Obtain a copy and become familiar with Robert's Rules of Order and use it as a reference.
5. Gain access to the Officers Desktop Reference from Supreme

---

## *FINANCIAL OFFICER BONDING PROGRAM*

Section 130 of the Laws of the Knights of Columbus provides that Treasurers and Financial Secretaries may not take office, be installed, or receive any money or property of a Council until they have given a satisfactory bond approved by the Board of Directors. This provision also applies to State Secretaries and State Treasurers, and to Faithful Pursers and Faithful Comptrollers of Assemblies. This bonding is for the office holder and not for the officer as an individual. The purpose of this requirement is to protect the Council or Assembly against losses resulting from misconduct by these officers.

In order to facilitate this requirement, the Board of Directors provides, at no cost to Councils and Assemblies, an Officer Bonding Program for the following officers and amounts:

Financial Secretary	\$5,000
Treasurer	\$5,000
Faithful Comptroller	\$5,000
Faithful Purser	\$5,000
Master of the Fourth Degree	\$10,000
State Secretary	\$20,000
State Treasurer	\$20,000

Coverage under the Officer Bonding Program is limited to losses arising from the embezzlement or misappropriation of funds by one of the officers identified above and does not cover claims for any other lost or stolen property. The Officer Bonding Program does not cover losses arising from the misuse of debit or credit cards issued in the name

of a Council or Assembly. These methods of payment are inconsistent with best financial practices and, in effect, circumvent the system of financial checks and balances established in the Laws of the Order.

### **Additional Coverage**

No additional coverage is needed for Council or Assembly officers unless the Council or Assembly decides that a higher bond amount is needed. Additional coverage may be purchased by submitting a written request to the Office of the Supreme Secretary at the address below. The cost is \$7 per \$1,000 of additional coverage, up to a maximum of \$125,000 for each listed officer, except for the Master of the Fourth Degree, whose bond is capped at \$10,000. (See Section 17(d) of the Laws of the Fourth Degree). When a Council or Assembly purchases additional insurance, the premium amount will be posted on an annual basis to the Supreme Council Monthly Billing Statement, generally in the month of March.

### **Eligibility**

Coverage under the Officer Bonding Program is only available to State Councils, Local Councils, and Assemblies that have completed and submitted their two most recent Semi-Annual audits to the Council Accounts Department at the Supreme Office.

### **Procedure for Filing a Claim**

In order to file a claim, the Grand Knight (for Councils), Faithful Navigator (for Assemblies), or State Deputy (for State Councils) must send to the Office of the Supreme Secretary a written request for reimbursement.

For further details on Claim submissions and other information please refer to the "Financial Officers Bonding Program" in the Financial section of the Officers Desktop Reference.

---

## ***NOMINATIONS***

The Bylaws in our jurisdiction allow for the nomination of a candidate to run for a position on the State Board or to the Supreme convention as an insurance or non-insurance delegate. These nominations must be submitted to our State office by February 28<sup>th</sup> (29<sup>th</sup> leap years). Our Bylaws also allow for off-the-floor nominations during the election process.

When nominations are received by the February cut-off date it allows for the Nominations Committee to perform their due diligence and confirm that the candidates are eligible to run for the position. Off-the-floor nominations circumvent the Nominations Committee's process of due diligence as the nominee only requires a Letter of Good Standing from their Grand Knight. Off-the-floor nominations also consume considerable time as there is no limit to the number of off-the-floor nominations.

This evolves into a considerable amount of time in speeches. The candidate for a State Council Officer position will be entitled to a three (3) minute speech by their proposer, and a three (3) minute speech as the candidate. Candidates nominated as insurance or non-insurance Delegates to the Annual Supreme Convention are limited to two (2) minute speeches each.

At many State conventions the elections run overtime and eat into the 'free time' before the convention banquet and the rare time into the Sunday morning business session. It is a rare occasion when an election finishes within the allocated time limit.

It has been suggested many times that nominations for the State Council (Board) or as a delegate for the Supreme convention must be submitted by the last day of February of the convention year and eliminate any off-the-floor nominations during the elections. The reasoning is that a member has had since the start of the new Columbian year, July 1<sup>st</sup>, to decide if they wish to run for a State Council position or as a delegate to the Supreme convention.

The elimination off-the-floor nominations is not new. We would not be an outlier in eliminating all off-the-floor nominations as other jurisdictions, such as Ontario, have practiced this for some time. Just something to think about.

---

## *OTHER PUBLICATIONS*

Here are other newsletters 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.
-

All newsletters are also available on our State website: [kofc.ab.ca](http://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](mailto:ss2021@kofc.ab.ca)

Until Next time.

***Vivat Jesus!***  
***Sir Knight John Onyskiw***  
***State Secretary***

---

***INDEX***  
(of past issues)

September 2021

Council Executive  
- Inside Guard  
- Outside Guard  
Home corporations – A Brief  
Tech Corner  
- E-mail tracking  
Other publications

October 2021

Council Executive  
- Warden  
Officers Desktop Reference  
Hosting Fundraisers  
- Raffles & Lotteries  
Other publications