



THE ADVOCATE...

JULY 2018

FEATURE ARTICLE:	WELCOME
	COUNCIL ADVOCATES
	PRAESIDIUM – SAFE ENVIRONMENT PROGRAM
	COUNCIL BY-LAWS
	NEW! INDEX (OF PAST NEWSLETTERS)

Welcome **WORTHY ADVOCATES** to my 1st newsletter of **THE ADVOCATE** for this new Columbian Year. It is dedicated to all Council Advocates but should be shared with the Council executive, and all District Deputies. You may share this with anyone in your Council but it relates strictly to your responsibilities in the Council. I will endeavour to keep every missive short but it is designed to inform and educate you Worthy Advocates on the rules and laws of our Order.

Remember...it is your responsibility to ensure that the Council Executive knows and follows these laws and rules.

This newsletter focuses firstly your responsibilities, where this information is available, and two important matters.

As this is the 2nd year of the newsletter I have added an *INDEX* section listing past articles in the month they were published. They are all available on our State website. ... So let's get started...

WELCOME

A warm welcome to everyone. Thank you to all those members who served last year on their Council executives and any State position. Your good works will be continued.

COUNCIL ADVOCATES

Council Advocate Responsibilities

- Be the attorney of the Council.
- Be knowledgeable in the Supreme Charter Constitution and Laws of the Order.
- Be knowledgeable in the State and Council Bylaws and Robert's Rules of Order.

Sources of Information

There are several sources of information for the responsibilities mention above:

- 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.
- Officer's Desktop Reference (ODR) – this is a section on Supreme's website containing the Rules and Laws of the Order. It is packed with information and expands on many sections on the Charter Constitution and Laws of the Order booklet. If you do not have access to the ODR then ask for help from your Grand Knight.
- State By-Laws
- Council By-Laws
- Robert's Rules of Order – pick up the latest version & read it. It contains information on parliamentary procedures on how to conduct a meeting, motions, and more.

PRAESIDIUM ... SAFE ENVIRONMENT COMPLIANCE

This is an excerpt of the letter from Supreme on the Safe Environment Program requirements for the 2018-2019 Fraternal Year.

The point of the program is to ensure that brother Knights are trained to safeguard children and other vulnerable persons by recognizing the signs of possible abuse. Here are the requirements for the 2018-2019 Fraternal Year. All members holding these roles (Grand Knight and Youth Director) are required to become compliant within thirty (30) days of email notification from Praesidium.

FORM SUBMISSION DEADLINES

To ensure that all members holding these roles receive their email invitations to complete the requirements, it is critical that each of the required forms are completed and submitted according to the following deadlines:

- July 1 - Report of Officers Chosen for Term
- August 1 - Service Program Personnel Report
- August 1 - Columbian Squires Officers and Chairmen

NOTIFICATIONS

Praesidium, the Order's safe environment partner, uses member email addresses to send notifications. For members to receive their email invitations, email addresses must be provided and accurate. If members do not receive an email from Praesidium by September 1st, it may be that they either do not have an email on file with the Knights of Columbus or their council has not yet updated its officer report forms to indicate members' new role assignments. Members should not forget to look for email notifications from Praesidium in their inbox or spam folder.

The email invitations provide usernames and passwords necessary to complete the required training and the link to provide background check authorization (when applicable). Email notifications are unique to each recipient and cannot be forwarded or used by another member.

The time-sensitive notifications require the recipient to complete training and background check authorization within 30 days of receipt of the email. There are no costs to members to comply with these requirements.

For more information, please visit www.kofc.org/safe or the Officer Desk Reference in Officers Online.

CONSEQUENCES

COUNCIL DIRECTORS - If a Council member in the (Youth) Director role has not satisfied their requirements within 30 days of notification, they will be removed from their position. Grand Knights will be required to appoint a different member who will go through the same process.

COUNSELORS- If members in Chief Counselor and Adult Counselor roles have not satisfied their requirements within 30 days of notification they will also be removed. Grand Knights will be required to appoint a different member who will go through the same process.

IMPORTANT: Any Columbian Squires Circles not fully compliant by September 30, 2018 will be permanently dissolved.

To maintain a compliant Columbian Squires Circle the following conditions must be met:

- Maintain a minimum of ten (10) squires in the program throughout the entire fraternal year
- Maintain a minimum of two fully compliant counselors throughout the entire fraternal year
- Maintain a minimum ratio of one compliant counselor per ten (10) squires throughout the entire fraternal year

COUNCIL BY-LAWS

When was the last time your Council reviewed their By-Laws?

Probably years, and more likely never !

First off... every Council must have a set of By-Laws ... the laws and rules, approved by Supreme, that the Council abides by to conduct business.

Next, if there were additions or changes to any By-Laws over the years then these must be reflected in the By-Laws and sent to Supreme for their approval. Supreme must have a copy of each Council's By-Laws.

It is important for every Council to not only ensure the Council By-Laws are current and approved by Supreme but also that they are followed.

Supreme has published the By-Laws for the Order and made them available for access to all Councils. They may be found at the Officer's Desktop Reference page found on Supremes' website at www.kofc.org.

Your feedback is invaluable. If anyone has any questions or comments drop me a line. Also, if there is a topic you wish covered in future newsletters just send a note to SA2017@kofc.ab.ca

Thank you ...and God Bless.

Vivat Jesus
Sir Knight John Onyskiw
State Advocate

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Council Elections