

## SOUTH DAKOTA KNIGHTS OF COLUMBUS CONVENTION CHECKLIST

Make all checks payable to **SOUTH DAKOTA STATE COUNCIL KNIGHTS OF COLUMBUS**  
PLEASE MAIL CHECKS AND REPORTS TO:  
**State Secretary Dan Johnson, 3508 E Apple Blossom Circle, Sioux Falls, SD 57103**

1. Contributions to the Bishop's Burse by April 15<sup>th</sup>. Use the form in this book to accompany funds.
2. Return a check for the State Per Capita tax by January 31<sup>st</sup> as outlined in a letter to your Financial Secretary. Grand Knights please refer to your Financial Secretary for the amount to send in. Please send this amount soon after you receive the billing statement so that we may have time to post and credit it to your council.
3. A check for the voluntary donation Respect Life fund of \$1.00 per year per member by April 15<sup>th</sup> or report amount donated locally for that purpose. Use the form in this book to accompany funds.
4. JFK Knight of the Year nominations **postmarked by February 15<sup>th</sup>**. Use the form provided in this book.

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**PLEASE SEND THE FOLLOWING TO:**

**State Program Director, Ron Seaman, 436 N Blauvelt Ave, Sioux Falls, SD 57103**

5. OUTSTANDING ACTIVITY ENTRY FORM for judging purposes, must be sent to State Program Director and must be **postmarked no later than February 28<sup>th</sup>, 2024**.

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**PLEASE SEND THE FOLLOWING TO:**

**State Warden Jeff Gillen, 1404 W 71st St, Sioux Falls, SD 57108**

6. Family of the Year nominations **postmarked no later than February 15<sup>th</sup>**. Use the form provided in this book.

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**PLEASE SEND THE FOLLOWING TO:**

**Administrative Assistant Scott Schroeder, 29 Sunrise Dr, Watertown, SD 57201**

7. District Deputy and all Activity Director and chairman reports which will be included in the State Convention book should be sent in **no later than March 25<sup>th</sup>**. Send only one page and don't double space unless absolutely necessary.

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**PLEASE SEND THE FOLLOWING TO:**

**State Deputy Ray Pierson, 4904 Mangrove St, Sioux Falls, SD 57110**

8. If you desire a portion of the state share of the Intellectually Disabled (Tootsie Roll) money for your local area use, you must submit your request by **March 15, 2023**, for consideration.
9. If your council wishes to bid for the **2029** bowling, golf, or any other state-wide tournament/event, send a letter stating this prior to **March 31, 2024**.
10. If your council wishes to bid for the 2029 State Convention, you must send your Letter of INTENT to: State Deputy Ray Pierson, **postmarked prior to January 31, 2024**.

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**SEND THE FOLLOWING TO THOSE INDICATED BELOW:**

11. Resolutions to be acted on at the convention should be sent to **State Advocate, Steve Fox, 711 S Main St, Chamberlain, SD 57325**, and should be **postmarked no later than January 31, 2023**.
12. Names of members of your Council who have passed away since the past convention should be sent to **Vocations Director Vince Boddicker, 40818 257<sup>th</sup> St, Mitchell, SD 57301** by April 15<sup>th</sup>. See page 58 in this book.
13. Funds raised for the STUDENT LOAN FUND are to be sent to: **Student Loan Administrator Scott Schroeder, 29 Sunrise Dr, Watertown, SD 57201**

14. All delegates should be registered at the **State Secretary's office before 1:00 p.m. April 26<sup>th</sup>**. Delegates or Alternates are asked to be present for opening ceremonies that day and throughout the duration of the convention. Delegates are reported to the state when the meal ticket order form is submitted.
15. Bring your council **Scrapbook** to State Convention and turn it in at the State Secretary's office by **Saturday 8:30 am**.
16. Make sure all your changes in **membership** are reported on a Form 100 to the Supreme office by **February 15th or sooner**, so they will appear on the March 1st membership status report. State membership awards are based on the membership status as of March 1 each year and the membership report from the Supreme council is used for that purpose.
17. Bring any orders or any changes in orders for the upcoming year **Tootsie Roll Drive** concerning Tootsie Rolls, aprons, and posters to the convention and turn them in to **Intellectual Disabilities Director Greg Delaney**.
18. Return your proceeds and report with requests for distribution of local share to the **Intellectually Disabled Fund (Tootsie Roll Program) by January 30th**. The report will be sent to you by the State Director during the year. If this report is not received back by March 1st, your local share may revert to the State Council for distribution. Mail fund drive proceeds and distribution forms to **Intellectual Disabilities Director Greg Delaney, 119 Homestead Ln, Yankton, SD 57078**.
18. Forward the **State Convention Delegate and Meal Ticket form** to the **State Treasurer James Schaefers, 520 44th St, Rapid City, SD 57702**. **April 1<sup>st</sup>** is the deadline for discount prices. **April 15<sup>th</sup>** is the absolute deadline.
19. **Convention dates are April 26 – 28, 2023 in Watertown, SD.**
20. Previous convention critiques by the delegates have mentioned dress code. Suggested dress code is: Clergy Banquet – Men (suit coat & tie), Women (dress). State Dinner – Men (Formal tux or dinner jacket with appropriate tie), Women (elegant dress). Other luncheons and meetings – Men and Women (business casual). Jeans and shorts are appropriate attire for socializing in the evening after the previously mentioned activities have concluded.
21. Return your proceeds and report with requests for distribution of local share to the **Intellectually Disabled Fund (Tootsie Roll Program) by January 30th**. The report will be sent to you by the State Director during the year. If this report is not received back by March 1st, your local share may revert to the State Council for distribution. Mail fund drive proceeds and distribution forms to **Intellectual Disabilities Director Greg Delaney, 119 Homestead Ln, Yankton, SD 57078**.
22. If your council received **Star Council** for the previous Fraternal year, please bring your plaque to the **State Secretary's office by Saturday 8:30 AM**.

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE  
INDIVIDUAL IN CHARGE OF THE PROGRAM

or WRITE, CALL, Text, or email:

STATE DEPUTY Ray Pierson  
4904 Mangrove St, Sioux Falls, SD 57110  
605-929-2972, [raybop12@outlook.com](mailto:raybop12@outlook.com)