



2024
SOUTH DAKOTA
KNIGHTS OF COLUMBUS
Programs Book

A work in progress

SOUTH DAKOTA KNIGHTS OF COLUMBUS PROGRAMS BOOK

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Pages are
not current

2024 Dates to Remember!

The Star Council Award is the highest award a council can achieve for the fraternal year. The Star Council Award recognizes outstanding achievement in membership, insurance and service program activities. Star Councils are the most vibrant and energetic councils in the Order and are well-recognized in their parishes and communities. To be eligible to earn the Star Council Award, a council must qualify for the Father McGivney, Founder's, and Columbian awards, as well as submit the following forms: Report of Directors (365) and Annual Survey of Fraternal Activity (1728). See additional information on pages 67 & 68.

- July 1: Supreme form 185, Report of Council Officers due. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. This is extremely important, so the correct individuals get important information from the Supreme and State Councils.
- July 1: Appoint council scrapbook chairman. Details on page 44
- July 1: Form 365 – Service Program Personnel Report due to Supreme. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. This is extremely important, so the correct individuals get important information from the Supreme and State Councils.
- August 15: Semiannual Council Audit - Report due to Supreme. Form is in Supreme forms book or online at www.kofc.org. **Per Supreme guidelines, if you do not submit your audit, you will not be allowed to suspend or withdraw members.**
- November: Appoint local chairman for Free Throw Contest and order Free Throw T-Shirts.
- November: Conduct local Tootsie Roll Drive for the intellectually disabled.
- December 1: Council History Worksheet due, forms are located on pages 55 -56.
- January: Hold local Free Throw Contest. Contact the State Youth Director for details.
- January: Elect delegates to the state convention at monthly meeting. Delegates are reported on the meal ticket order form found on page 37.
- January 31: Proceeds and report for Tootsie Roll Drive for the intellectually disabled. This form is located on pages 34-35.
- January 31: Bids for the 2029 convention site are due to State Deputy Ray Pierson.
- January 31: Fraternal Survey form #1728 due to the Supreme Council. Form is in Supreme Council forms book.
- January 31: Resolutions to be acted on at the state convention are due to State Advocate Steve Fox. See pages 58–59.
- January 31: Form 4584, Partnership Profile Report with Special Olympics due to Supreme. This is important to submit because Supreme reimburses the State Council with matching money from Supreme and this in turn ends up in the hands of people within South Dakota.
- February: District Free Throw Contest. (Time and place will be announced by your district deputy)
- February 1: State Council Per Capita Tax and Ceremonial Assessment due to State Secretary Dan Johnson.
- February 15: JFK Knight of the Year Applications due. Application and details are on pages 38-39.

- February 15: SD Family of the Year Application due. Application and details are on pages 40-41.
- February 15: Semiannual Council Audit - Report due to Supreme. Form is in Supreme forms book. **Per Supreme guidelines, if you do not submit your audit, you will not be allowed to suspend or withdraw members.**
- February 15: Essay Contest Winners due. Details on page 33.
- February 28: Outstanding Activity applications due. Applications are in this book on page 57.
- March: State Free Throw Contest in Chamberlain. Time and location to be announced. Call State Youth Director for details.
- March 8: Elite Council Award Application due. Details and application are on page 45-47.
- March 15: Requests for State Tootsie Roll Money are due to State Deputy Ray Pierson. Be sure to limit these requests for those that qualify for the intellectually disabled restrictions.
- March 29: Founder's Day. This is the birthday of the Order. Plan a special celebration: a Mass, a degree work or other activity.
- April 1: Deadline for discounted meal tickets. See pages 36-37.
- April 15: Deceased member names are due to Tom LeFaive. See pages 62-63.
Deadline for purchasing meal tickets in advance. See pages 36-37.
- April 26-28: State Convention in Watertown.
- May 15: IRS form 990-N. This is a filing requirement for most small, tax-exempt organizations. All councils and assemblies should be aware of this.
- June: Elect next year's council officers.
- June 30: Form SP-7, Columbian Award Application due to Supreme as a requirement for Star Council, **strongly recommended to turn in this form by May 31st.**
- July 1: Supreme form 185, Report of Council Officers due. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. It is extremely important to get this form to these people on time.
- As required: Student/Deacon Loan - Application. Eligibility, application forms and addresses. See pages 25-31.

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
ONBOARDING PROGRAM (MENTORING)
FOR NEW KNIGHTS OF COLUMBUS MEMBERS**

Recruiting a new member is a great first step in growing the Body of Christ and the Order; however, it is just as important to properly mentor this new Knight to make him and his family feel welcomed and to also get him involved so he stays an active Knight. Here are some steps to take to ensure your council retains this new member and that he and his family grow in their Catholic Faith:

- Recruit candidate and invite him to a scheduled degree
- Welcome him to the degree, and ask him if he would like you to drive him there
- Once at the degree, introduce him to other members present
- Give candidate a brief description of the plan for the evening
- Complete the Form 100 with the candidate
- Review member survey with new member and complete the form listing his and his family's interests. (This step can be done before or after the degree)
- Hold the degree
- Review council's upcoming events with the new member and invite him to join in one of the activities.
- Assign a mentor to the new member. This can be the proposer, Program Director, or director of activities within the member's interests. This should be someone other than the recruiter. Mentor should ensure the new member has his contact information.
- Ensure the new member has the Field Agent's contact information and encourage him to speak to him so he can explain all the fraternal benefits he is entitled to.
- Review the Shining Armor program with the new member and encourage him to achieve this award. (Shining Armor materials: #4292 qualification cards, #4293 Certificate of Recognition, #1700 Lapel Pins, and #4297E Shining Armor pamphlet)
- Provide social time after the degree with a snack such as ice cream.
- Mentor should follow-up with new member within a week following the degree to answer any questions the new member has, and also to see if the council can do anything for him or his family.
- Mentor should stay in contact with the new member throughout the first year and monitor his progress toward reaching the Shining Armor Award, and report to the council once he has achieved it.

**Remember: Your Council Retention Plan starts the day
Prospects become a Knight!**

SOUTH DAKOTA KNIGHTS OF COLUMBUS STUDENT LOAN REGULATIONS AND ELIGIBILITY REQUIREMENTS

STUDENT LOAN ADMINISTRATOR
SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

The ability to finance a college education is an ever-increasing problem for students and their parents. To provide an additional benefit to Brother Knights, the South Dakota State Council has established a Student Loan Fund to assist these students. The Student Loan Fund is supported by contributions from Councils and individual Knights, loans from Councils, and interest paid by students for the use of these funds.

The money is loaned to the student interest-free for the normal time that the student is a full-time undergraduate student. Then 6% interest is due semiannually of each year after graduation until the loan is paid in full. May 1 and November 1 are standardized pay dates. The first payment will be due as scheduled on the installment note or when the borrower becomes a half-time student or less, whichever occurs first.

Regulations:

ELIGIBILITY: Students must be a dependent son or daughter of a Knights of Columbus member, a member, or wife of a member, in good standing (permanent South Dakota resident and SDKC Council). In the event the father or husband is deceased, he must have been a member in good standing at the time of his death.

Students attending the following schools on a full-time basis are eligible for loans—providing the student has completed at least one year of higher education or one-half of the required courses. These loans are for undergraduate students with the exception of those working toward completion of religious life education and serving the people of South Dakota.

- All accredited colleges and universities in South Dakota.
- Accredited and recognized post high school vocational schools in South Dakota.
- All accredited Catholic colleges and universities in the United States.
- All accredited colleges or universities in the student's home state or in South Dakota if qualifying Knight (a) is a member in good standing of a South Dakota Council and (b) his permanent residence in a state contiguous to South Dakota is within 25 miles of the South Dakota border.
- Accredited colleges, universities, or recognized post high school vocational schools, in states adjoining South Dakota on an independent application basis, ad hoc, of student loan requests. Reasons for wanting to attend an out of state school must be listed on the application form.

At the discretion of the Loan Committee, certain loans may be forgiven. Currently this applies to the loans of those completing their journey into the religious life and serving the people of South Dakota. Those that this is applicable to, can apply for two loans regardless of where they are at in their education.

MAXIMUM AMOUNT OF LOAN: \$2000 in any one college year. A student is eligible to apply for two (2) loans in the total amount of \$4000 during their college attendance.

Return this application to: **KC Student Loan Fund, Scott Schroeder, 29 Sunrise Dr, Watertown, SD 57201.** This application will be processed including possibly checking the references named by this applicant, plus confirmation of membership by the local council. The application will be reviewed by the Loan Committee – the current State Officers. The parent's and student's annual income may be a determining factor involved in the review process. Student's assets and anticipated expenses also are considered. If approved, a promissory note will be issued to the student for signature. The note must be co-signed by the Knights of Columbus member establishing eligibility or by other persons or organizations as approved by policy of the Loan Committee. Upon the return of the signed note, a check will be issued to the student. If a second note is signed, it will carry the same signatures as the first note.

**THE FOLLOWING FORMS SHOULD BE COPIED AND THEN GIVEN TO
AN APPLICANT SAVING THE ORIGINAL FOR FUTURE APPLICANTS.**

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
STUDENT LOAN ELIGIBILITY VERIFICATION**

TO BE COMPLETED BY THE LOCAL COUNCIL

I hereby certify that _____ is a

member (), or is the son (), daughter (), or wife ()

of Brother _____

who is (or, if deceased, was) in good standing on the records of Council

Number _____, located at _____ South Dakota.

Do you recommend this student for a loan from the South Dakota Knights
of Columbus Student Loan Fund?

YES _____ NO _____

Comments:

Date _____

(signature of Grand Knight or Financial Secretary)

Printed Signature

Return To:
STUDENT LOAN ADMINISTRATOR
SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
STUDENT LOAN APPLICATION**

RETURN TO: STUDENT LOAN ADMINSTRATOR SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

Dear student, please complete this application and return it to the above address. Your application will be processed, and we will then notify you of our action. Omit numbers 2 and 4 if you are a member of the Knights of Columbus and are over 21 years of age.

APPLICATION FOR A \$2000.00 STUDENT LOAN

1. _____
(name) (social security number) (date of birth)

(address) (city) (state) (zip) (telephone #) (email address)

2. _____
(parent's or spouse's name) (parent's occupation)

(address) (city) (state) (zip) (telephone #) (email address)

3. _____
(name and address of father's or own Knights of Columbus Council)

4. Name and address of high school attended: _____

Year graduated _____

5. College or university now attending: _____

If this is an out of state school, please list reasons for attending: _____

6. Other colleges and universities attended: _____

7. Course of study being pursued: _____

8. Years of college education remaining: _____ Anticipated graduation month/year: _____

9. Plans for use of education after graduation: _____

FOR USE BY STUDENT LOAN ADMINISTRATOR

ASSIGNED LOAN NUMBER _____ DATE TO COMMITTEE _____

DATE NOTE TO STUDENT _____ DATE OF CHECK _____

10. Financial Information

INCOME

Savings on hand \$ _____

Assistance from family \$ _____

Assistance from others \$ _____

Scholarships \$ _____

Other Loans \$ _____

Summer and part time earnings \$ _____

TOTAL INCOME \$ _____

EXPENSES (List expected expenses for the school year)

Tuition \$ _____

Board and room \$ _____

Books and supplies \$ _____

Personal Expenses \$ _____

Social and auto expenses \$ _____

Other expenses \$ _____

TOTAL EXPENSES \$ _____

LIST ALL INDEBTEDNESS:

Education loans:

Name of lender	Name of program	Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11. Give names and addresses of three references (one from your college).

If there is a college parish, give name of Chaplain:

1. _____

2. _____

3. _____

12. Explain purpose for which loan is needed and give any other pertinent information.

Date: _____ Student Signature _____

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
DEACON LOAN
REGULATIONS AND ELIGIBILITY REQUIREMENTS**

STUDENT LOAN ADMINISTRATOR
SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

The South Dakota State Council recognizes the importance of the permanent deaconate program that is conducted by both of the South Dakota Dioceses. There is an increasing need for these dedicated men to assist the local priests across South Dakota. The call has been answered and there are many men seeking the honor of being ordained a Deacon. It is the wishes of the South Dakota State Council to provide some financial assistance to these men that are actively enrolled in the Diocese Deaconate program.

The money is loaned to the applicant interest-free for the normal time that the applicant is participating in the permanent deaconate program. If the applicant discontinues the program, repayment must commence within six months. The appropriate payment schedule will be determined by the Student Loan. Interest will accrue at 6%.

The amount of money advanced to the applicant will be equal to the amount donated by the applicant's local council to the applicant. This will apply for each loan requested.

Regulations:

ELIGIBILITY: Applicants must be a Knights of Columbus member in good standing (permanent South Dakota resident and being on record as a member of a South Dakota Knights of Columbus Council).

The applicants must meet the following:

- Be accepted in the permanent deaconate program at either South Dakota Diocese.
- Be actively attempting to complete the program.
- Have already received funds from his local council.

At the discretion of the Loan Committee, certain loans may be forgiven. Currently this applies to those being ordained and serving the people of South Dakota.

MAXIMUM AMOUNT OF LOAN: \$750 in any one year. A student is eligible to apply for four (4) loans in the total amount of \$3000 during their deaconate attendance.

Return this application to: **KC Deacon Loan Fund, Scott Schroeder, 29 Sunrise Dr, Watertown, SD 57201**. This application will be processed including possibly checking the references named by this applicant, plus confirmation of membership by the local council. The application will be reviewed by the Loan Committee – the current State Officers. If approved, a promissory note will be issued to the student for signature. Upon the return of the signed note, a check will be issued to the applicant.

**THE FOLLOWING FORMS SHOULD BE COPIED AND THEN GIVEN TO
AN APPLICANT SAVING THE ORIGINAL FOR FUTURE APPLICANTS.**

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
DEACON LOAN ELIGIBILITY VERIFICATION**

TO BE COMPLETED BY THE LOCAL COUNCIL

I hereby certify that _____ is a

member in good standing on the records of Council

Number _____, located at _____ South Dakota.

Do you recommend this applicant for a loan from the South Dakota Knights
of Columbus Student Loan Fund?

YES _____ NO _____

Comments:

BY SIGNING THIS DOCUMENT, YOU ARE ACKNOWLEDGING YOUR COUNCIL HAS PROVIDED A MINIMUM OF \$750 TO THE APPLICANT. A PREVIOUS LOAN MATCH WILL NOT BE CONSIDERED. PLEASE ATTACH A COPY OF YOUR COUNCIL CHECK.

Date _____

(signature of Grand Knight or Financial Secretary)

Printed Signature

Return To:
STUDENT LOAN ADMINISTRATOR
SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
DEACON LOAN APPLICATION**

Dear Deacon,

Please complete this application and return it to the address below. Your application will be processed, and we will then notify you of our action.

APPLICATION FOR A \$750.00 DEACON LOAN

1. _____
(name) (social security number) (date of birth)

(address) (city) (state) (zip) (telephone #) (email address)

2. _____
(name and address of your Knights of Columbus Council)

3. East River or West River Permanent Deaconate Program: _____

4. Years of program remaining: _____ Anticipated graduation month/year: _____

5. Plans for use of education after graduation:

Applicant Signature: _____ Date: _____

Return To:
STUDENT LOAN ADMINISTRATOR
SCOTT SCHROEDER
29 Sunrise Dr, Watertown, SD 57201
Phone: 605-880-1254 Email: sdakotaknights@gmail.com

FOR USE BY STUDENT LOAN ADMINISTRATOR

ASSIGNED LOAN NUMBER _____ DATE TO COMMITTEE _____

DATE NOTE TO DEACON _____ DATE OF CHECK _____

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
FREE THROW CHAMPIONSHIP RESULT FORM**

District #	Contact Name	Address & Phone #		
Girls	Name	Address & Phone #	Council Baskets	District Baskets
9				
10				
11				
12				
13				
14				

Boys	Name	Address & Phone #	Council Baskets	District Baskets
9				
10				
11				
12				
13				
14				

Email form to: John Cihak, Youth Activity Director
 cjihak@hcinet.net Cell: 605.464.0180

SOUTH DAKOTA KNIGHTS OF COLUMBUS

ESSAY CONTEST

PARTICIPANTS

- All seventh (7th) and eighth (8th) grade students are eligible to enter.

TOPIC FOR THE 2024-25 YEAR

TO BE DETERMINED

DATES OF CONTEST

- Contest at the council level begins on August 31, 2023 and closes on December 4, 2023.
- The council must submit their top 3 to the state no later than January 31, 2024.
- Please submit "pdf" copies electronically.

COMPOSITION OF ESSAY

- Essays must be written with a word processor (Word, Pages, etc.)
- Line spacing should be 1.5
- Approximately 300 words
- Font should be a sans serif (Arial, Calibri, Helvetica, Tahoma, Verdana, etc.)
- Font size for the title should be 14 to 16
- Font size for the body should be 11 to 12

IDENTIFICATION OF CONTESTANT

At the bottom of the page, preferably left justified, include:

- Full Name – as it would appear on a certificate
- School Name and City
- Grade
- Council #

FILE FORMAT

- Create a "pdf" version of your word document and submit the "pdf" version to the council.
- Most word processing programs have an option to save a copy as a "pdf" file. There are also several free online services that can be used for creating a "pdf".

JUDGING

- Each council will judge their entries in the manner they see fit (ie. Committee, etc.)
- Each council can decide how they want to award their participants. The state recommends
 - 1st: \$25.00
 - 2nd: \$15.00
 - 3rd: \$10.00
- Each council will send their top 3 entries to the state contact listed below.
- The state will then determine the top 3 entries from these and issue awards of:
 - 1st: \$100.00
 - 2nd: \$75.00
 - 3rd: \$50.00

FAITH DIRECTOR

Tom LeFaive

3430 Regent Place, Pierre, SD 57501

Phone: 605-280-7865 Email: lefaivetom@gmail.com

SOUTH DAKOTA KNIGHTS OF COLUMBUS INFORMATION ON REPORTING THE PROCEEDS OF LOCAL COUNCIL INTELLECTUAL DISABILITIES DRIVES

The next page has a worksheet that has been developed to replace the previously used three-part NCR pages. There are several reasons for this change. This report should be more meaningful to the local council by allowing them to see the exact amount available to them for their local distribution. It should also assist the state council in simplifying the determination of the local council donation amounts and producing the convention report. Every effort has been made to provide clear instructions, be error free, and make this simple to fill out and understand, but as with anything new, unforeseen problems could be hidden in our best attempt. If you find any problem or can make suggestions for improvement, please do not hesitate to inform the State Intellectual Disabilities Chairman to consider any changes and make necessary corrections. Please read the following instruction for completing the worksheet.

Instructions for Completion of the Intellectual Disabilities Drive Worksheet.

- In the box at the end of line A, write the **total** amount collected during your drive.
 - In the box at the end of line B, write the **number** of cases you have received from the state council.
 - Line C has the amount the state council has calculated to be the cost of each case of Tootsie Rolls and associated expenses. Do not change this amount.
 - At the end of line D, write the amount you calculate by multiplying line B amount times the amount in line C.
 - At the end of line E, write the amount you calculate by subtracting the amount in line D from the amount in line A.
 - At the end of line F, write the amount you calculate by multiplying the amount of line E times **.80**.
 - At the end of line G, write the amount you calculate by multiplying the amount of line E times **.20**.
- In **part 2** completely fill out the information requested for each donation. This would include both the name and the mailing address for those receiving the donation. If your council will have more than 3 donations, please reproduce the worksheet as necessary.

After your drive, please send the completed worksheets and check by **January 30th 2024** as noted in the following directions:

1. Send a copy of the worksheet and a check with the amount you entered in line A to:

STATE INTELLECTUAL DISABILITIES DIRECTOR

2. Keep a copy of the worksheet for your council records.

Note: Your cooperation in completing the report and remitting the proceeds to the State Secretary on a timely matter will prevent the necessity of making phone calls, e-mails, and other means necessary to complete the donation process before the convention. This results in an extra expense to the Intellectual Disabilities Program, which could be put to better use to benefit those for which the program was designed.

SOUTH DAKOTA KNIGHTS OF COLUMBUS LOCAL COUNCIL INTELLECTUAL DISABILITIES DRIVE WORKSHEET

Council Name _____ Council No. _____ Date _____

Please complete this form and return by January 30, 2022

Part I. Calculation of Amount Available to Local Council from the Drive.

A. ----- Total amount collected during your local drive and sent to **Intellectual Disabilities Chairman** = _____

B. ----- Number of cases of Tootsie Rolls received from the State Council = _____

C. ----- Cost per case of Tootsie Rolls = 23.00

D. ----- Total cost to council for Tootsie Rolls (B times C) = _____

E. ----- Net amount of local drive after deducting costs (A minus D) = _____

F. ----- Local Council's 80% share available to divide for local donations = _____
(line E multiplied by .80 – round to the nearest dollar)

G. ----- State Council's 20% share = _____
(line E multiplied by .20 – round to the nearest dollar)

Part II. Local Donation(s) Made by Dividing Item F among the following recipients.

1. Amount of donations (Round to the nearest dollar.) \$ _____

Name of person(s) or organization receiving donation. _____
Mailing address including city, state, and zip. _____

2. Amount of donations (Round to the nearest dollar.) \$ _____

Name of person(s) or organization receiving donation. _____
Mailing address including city, state, and zip. _____

3. Amount of donations (Round to the nearest dollar.) \$ _____

Name of person(s) or organization receiving donation. _____
Mailing address including city, state, and zip. _____

_____ By placing my initials on this line I am stating that our council wants the State Council to include our council's funds with state funds to be distributed as the State Council wishes.

If you make more than 3 donations, please duplicate this page for the other donations.

After completion, keep a copy for your council records, and send a copy along with the check for the **entire amount** of the drive (amount in line A) to:

The state council will make the checks payable to those your council has identified as a recipients of your Council's share.

Grand Knight _____ Date _____

SOUTH DAKOTA KNIGHTS OF COLUMBUS STATE CONVENTION DELEGATES

Election of Delegates

Article III, Section 1 (a) of the by-laws to the SD State Council provides that each subordinate council shall elect delegates to the State Council to represent them at the annual State Convention. The Grand Knight is automatically a delegate. A Past Grand Knight must be elected by the council as the second delegate. A council having no Past Grand Knight may elect any one of its Knighthood Degree members in good standing in lieu thereof. Each subordinate council shall also elect alternates for its delegates, so that in the event the elected delegate finds it impossible to attend the State Convention, his alternate will take his place. These alternates may be any Knighthood Degree member in good standing. In many cases the alternate is the actual person attending the convention, so please indicate on the form by listing the names of the delegate or alternate who is most likely to attend the convention and will act as the voting delegate. Please type or print clearly the information about the delegates.

NOTE - ONLY TWO NAMES SHOULD BE LISTED AS ACTUAL VOTING DELEGATES. If you will not be sending any delegates, please note and send the form in anyway. If your delegates change after your form is submitted, the Grand Knight must contact the State Treasurer immediately with the updates.

State Convention Attendance

Other non-delegate members may attend the State Convention, as long as they have taken their Knighthood Degree and are in Good Standing. Their Meal registration form should be filled out separately from the delegates and sent to the State Treasurer.

Delegate and Meal Registration Form

The next page is used for reporting your delegates to the state convention as well as ordering convention meals packets. Meal packets include both banquets (Friday and Saturday), both breakfasts (Saturday and Sunday), and both lunches (Saturday and Sunday), and does NOT include the 4th Degree Luncheon on Friday (ordered separately through 4th Degree District Master).

Please note the savings by paying for your meals prior to April 1st. Also, please note that meals must be purchased by April 15th. The convention site requires a meal count several days prior to the convention so the deadline is necessary. There may be a limited number of meal tickets available at the convention, but it would not be wise to go and expect to be able to purchase any meal tickets at that time. The ticket prices are correct at this time. You will be notified at a later date if the prices have changed.

If your council is not sending any delegates, please check the box on the delegate form on the Meal Ticket page and send the form to the address at the bottom of the page.

SOUTH DAKOTA KNIGHTS OF COLUMBUS STATE CONVENTION DELEGATE & MEAL TICKET ORDER FORM

Brother Knights,

Meals for the SD Knights of Columbus State Convention can be purchased either as a complete packet of meals for the entire convention or as individual tickets for specific meals. **All tickets for the meals must be purchased in advance and payment is required with your order. There is a significant discount for all complete meal packets ordered and paid for before April 1st. All ticket orders must be received by April 15th.**

Council # and Name/Town _____

PLEASE TYPE

Name _____ DELEGATE ___yes ___no
 Spouse _____ WILL SHE ATTEND ___yes ___no
 Number of Children attending and ages _____
 Email/Phone _____

Name _____ DELEGATE ___yes ___no
 Spouse _____ WILL SHE ATTEND ___yes ___no
 Number of Children attending and ages _____
 Email/Phone _____

MEAL PRICES WILL BE AVAILABLE AT A LATER DATE

BEFORE APRIL 1st

Men's Complete Meal Packet _____ @ \$ _____
 Ladies Complete Meal Packet _____ @ \$ _____
 Children's Packet (list ages) - _____ @ \$ _____ (\$ Maximum per family)
This money is used for the children's programs (day camps, meals during banquets and programs)

AFTER APRIL 1st

Men's Complete Meal Packet _____ @ \$ _____
 Ladies Complete Meal Packet _____ @ \$ _____

GLUTEN FREE MEAL NEEDED YES _____ NO _____
Food Allergies or other Special Meal Needs (Please Specify) _____

INDIVIDUAL MEAL TICKETS

	(Purchased before April 1 st)	(After April 1 st)
Friday Night Clergy Banquet	_____ @ \$ _____	_____ @ \$ _____
Saturday Awards Luncheon	_____ @ \$ _____	_____ @ \$ _____
Saturday Ladies Luncheon	_____ @ \$ _____	_____ @ \$ _____
Saturday Night State Banquet	_____ @ \$ _____	_____ @ \$ _____

(Breakfast tickets and Sunday lunch tickets will be available at the door)

of Clergy meals for Friday night Clergy Banquet _____ @ \$ _____

(Councils responsible for cost of meals for local Clergy attending- if you know they plan to attend, **please** pay in advance on this form and list their names)

Clergy Attending: _____

TOTAL AMOUNT OF CHECK \$ _____

Our council will not be sending any delegates to the state convention. Council # _____

Mark your selections and send order form along with **check made out to South Dakota Knights of Columbus** to:

STATE TREASURER James Schaefers
 520 44th St, Rapid City, SD 57702
 Phone: 605-430-7131, Email: jms26409@gmail.com

SUGGESTIONS FOR CHOOSING JFK KNIGHT OF THE YEAR

(Application on following page)

This member should be a model person in the church and community who has been consistently active in his council during his membership; a grassroots sort of member. **Present state officers, directors, and district deputies are not eligible for state competition. Also, not eligible are those that were chosen as Family of the Year within the past six years.**

Examples of church involvement would be: Lay minister, commentator, usher, parish council, CCD teacher, building committee, choir member, parish groups and others.

Examples of community involvement would be: Volunteer fireman, city councilman, school board member, ambulance volunteer, 4-H leader, fund drive chairman, youth group leader, volunteer coach, service on various community boards, boy scout leader, and PTA involvement.

Examples of council involvement would be: Council officer, committee chairman, years as a member, special council awards, etc.

Note: Please add additional pages to the original application to expand on any item. Please identify with number of item being expounded upon. (A biography is suggested)

Note: This application must be postmarked no later than **February 15th** to be considered for state level judging. Mail this application to:

STATE SECRETARY

Dan Johnson

3508 E Apple Blossom Circle, Sioux Falls, SD 57103

Phone: 605-553-6257, Email: dd2danj@gmail.com

SUGGESTIONS FOR CHOOSING FAMILY OF THE YEAR

(Application on second page following)

This family should be a model family in the community and church. **Present state officers, directors, and district deputies are not eligible for state competition. Also, not eligible are those that were chosen as Knight of the Year within the past six years.**

Examples of church involvement would be: Lay minister, commentator, usher, parish council, CCD teacher, building committee, choir member, parish groups and others.

Examples of community involvement would be: Volunteer fireman, city councilman, school board member, ambulance volunteer, 4-H leader, fund drive chairman, youth group leader, volunteer coach, service on various community boards, boy scout leader, and PTA involvement.

Examples of council involvement would be- Council officer, committee chairman, years a member, special council awards, etc.

Examples of family involvement would be: Communication, prayer life, understanding, etc.

Note: Please add additional pages to the original application to expand on any item. Please identify with number of item being expounded upon. (A biography is suggested)

Note: This application must be postmarked no later than **February 15th** to be considered for state level judging. Mail this application to:

STATE WARDEN

Jeff Gillen

1404 W 71st St, Sioux Falls, SD 57108

Phone: 605-759-7204, Email: jeffgillenkofc@gmail.com

**SOUTH DAKOTA JOHN F. KENNEDY
KNIGHT OF THE YEAR APPLICATION**

Sponsoring council's name and number: _____

1. Name: _____

2. Occupation: _____

3. Address: _____

4. Single _____ Married _____ Widowed _____ 4a. Years Married _____

5. Wife's name: _____ Occupation: _____

6. List of children and ages: _____

7. Degree of KC membership: 1st _____ 2nd _____ 3rd _____ 4th _____

8. How many continuous years as a Knight? _____

9. When and where member joined the Knights? _____

10. Offices held in the Knights of Columbus:

11. Member's council activities: (use extra paper if necessary)

12. Member's Church activities: (use extra paper if necessary)

13. Member's community involvement: (used extra paper if necessary)

Note: This application must be postmarked no later than **February 15th** to be considered for state judging. Mail this application to:
STATE SECRETARY Dan Johnson, 3508 E Apple Blossom Circle, Sioux Falls, SD 57103 Email: dd2danj@gmail.com

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
FAMILY OF THE YEAR APPLICATION**

Sponsoring council's name and number: _____

Nominee's Parish name: _____

Parish address: _____ Parish phone: _____

Pastor's name: _____

1. Name: _____

2. Occupation: _____

3. Address: _____

4. Single _____ Married _____ Widowed _____

5. Years married: _____

6. List of children and ages: _____

7. Degree of KC membership: 1st _____ 2nd _____ 3rd _____ 4th _____

8. How many continuous years as a Knight? _____

9. When and where member joined the Knights? _____

10. Offices held in the Knights of Columbus:

11. Other information on council activities: (use extra paper if necessary)

12. Member's Church activities: (use extra paper if necessary)

13. Member's community involvement: (use extra paper if necessary)

14. Wife's name: _____

15. Occupation: _____

16. Wife's Church activities: (use extra paper if necessary)

17. Wife's community involvement: (use extra paper if necessary)

18. Children-List a short summary of each child's activities with the church, community, school, family, and the Knights: (use extra paper if necessary)

Note: This application must be postmarked no later than **February 15th** to be considered for state judging. Mail this application to:
State Warden Jeff Gillen, 1404 W 71st St, Sioux Falls, SD 57108, Phone: 605-759-7204, Email: jeffgillenkofc@gmail.com

SUGGESTIONS FOR CHOOSING LIFETIME ACHIEVEMENT NOMINATION

(Application on following page)

This member should have devoted several decades of service to the Knights of Columbus. Current state officers are not eligible for consideration. This Lifetime Achievement Award may only be awarded to a current Knight, or posthumously to his widow or next of kin.

This award is to be distinguished from the Knight of the Year, which considers church involvement and community involvement. The Lifetime Achievement Award recognizes exemplary service to the Knights of Columbus as a member of the organization, and extraordinary commitment to the purposes for which the organization was formed

Note: This nomination must be postmarked no later than **February 15th** to be considered for judging. The selection committee for this award consists of the current State Chaplain and not more than four other persons selected by the State Chaplain. Members selected for the committee must either be a previous recipient of the Lifetime Achievement Award or a former State Chaplain.

Mail this nomination to:

STATE CHAPLAIN
Fr. Daniel Smith
1600 S Marion Rd, Sioux Falls, SD 57106
Phone: 605-532-3854 Email: frdanielsmith@sfcatholic.org

**NOMINATION FOR LIFETIME ACHIEVEMENT AWARD
SOUTH DAKOTA KNIGHTS OF COLUMBUS**

Nominating council's name and number: _____

1. Name: _____

2. Occupation: _____

3. Address: _____

4. Name of spouse and children: _____

5. Degree of KC membership: 1st ____ 2nd ____ 3rd ____ 4th ____

6. Number of continuous years as a Knight? _____

7. When and where member joined the Knights? _____

8. When and where member joined the Fourth Degree? _____

9. Offices held in local council, identifying years of service:

10. Member's local council activities and awards:

11. Offices held in the State Council or Supreme Council, identifying years of service:

12. Member's State Council activities and awards:

Signed _____ Date _____
Grand Knight

Mail this nomination to:

STATE CHAPLAIN
Fr. Daniel Smith
1600 S Marion Rd, Sioux Falls, SD 57106
Phone: 605-532-3854 Email: frdanielsmith@sfcatholic.org

SOUTH DAKOTA KNIGHTS OF COLUMBUS THE COUNCIL SCRAPBOOK FOR HISTORY AND MEMBERSHIP DRIVES

Each council is encouraged to keep a scrapbook of pictures, news clippings and other items concerning the council during the previous fraternal year. These scrapbooks are useful as history of the council and can be used as a tool to encourage new members to join your council.

Councils are encouraged to display their scrapbooks at the annual state convention. Scrapbooks are due in the State Secretary's room by 8:30 am on Saturday.

1. Scrapbooks should include all aspects of your council, mainly church, community, council, youth and family activities.
2. Scrapbooks should be neat and clear.
3. Size is determined by your council's needs and activities.
4. Ideas for contents:
 - a. Introduction of council year with synopsis similar to what District Deputy gives at the convention.
 - b. Cover story for each set of pictures explaining function, purpose, who was chairman, and who benefited. These can be detailed without writing a book for each activity.
 - c. Pictures should be covered with some preservative to maintain longevity of your book. Clear plastic works well for this.
 - d. A format of either chronological sequence or by activity division is recommended. In the past chronological books seem easier to follow. Be sure to include a list and picture of your council officers and a copy of each monthly bulletin if you publish one.

Please pass a copy of this to your scrapbook committee. Any questions please refer them to:

FAMILY DIRECTOR Darin Kayser
PO Box 221 Emery, SD 57332
Phone: 605-321-1302, Email: darinkayser@gmail.com

STATE PROGRAM DIRECTOR Ron Seaman
436 N Blauvelt Ave, Sioux Falls, SD 57103
Phone: 605-212-3775, Email: ronseaman@sio.midco.net

Remember that now is the time to start that scrapbook and save your council history. It may not seem important today, but future members will appreciate the time taken by you now.

SOUTH DAKOTA KNIGHTS OF COLUMBUS ELITE COUNCIL AWARD APPLICATION

DEADLINE: MUST BE POSTMARKED BY **MARCH 8TH**

COUNCIL NO: _____ LOCATED AT: _____

To receive the Elite Council Award, you must satisfy **ALL** Roman Numerals (I-V). Any activity that was accomplished between **March 1, 2023 and February 29, 2024** will qualify.

Circle YES or NO for each question below.

I. YOU MUST ANSWER "YES" TO THE FOLLOWING QUESTION:

YES NO Is your council net positive in membership for the Fraternal Year (July1, 2023-Feb 29, 2024) on the last day of February?

Zero does not count as positive. If the answer is no, there is no need to proceed, as your council is not eligible for this award.

II. YOU MUST COMPLETE THE ENTIRE LIST IN PART II:

YES NO Complete and submit to Supreme "Report of Officers Chosen" Form 185 Date: _____

YES NO Complete and submit to Supreme "Service Program Personnel Report" Form 365 Date: _____

YES-NO Your council has met Safe Environment mandatory requirements for the current Fraternal Year.

YES NO Complete and submit council history form as found in the state council Forms Book to State Historian ... Date: _____

YES NO Complete and submit to Supreme "Annual Survey of Fraternal Activity" Form 1728 Date: _____

YES NO Complete and submit to Supreme "Semiannual Audits" Form 1295 for August and February. Dates: _____ & _____

YES NO Recruit and Sign Up at least 1 new member Name: _____ Date: _____

YES NO Participate in the statewide Icon Hour of Prayer program or held a Family Hour of Prayer Date: _____

III. FROM THE FOLLOWING LIST OF 14 PROGRAMS, YOU MUST PARTICIPATE IN 9

YES NO Hosted at least 1 Admission Degree. Give date hosted: _____

YES NO Complete and submit to Supreme "Partnership Profile Report with Special Olympics" Form 4584 Date: _____

YES NO Held a free throw contest and submitted form FT-1 to Supreme. Give date held: _____

YES NO Hold an event at your council's Roundtable parish Give event held and date: _____

YES NO Participated in Intellectual Disabilities (Tootsie Roll) drive Give amount collected: _____

YES NO Choose a Family of Month or Quarter and submit entry to Supreme. ... Name: _____ Date: _____

YES NO Choose a Family of the Year and submit entry for state judging Name: _____

YES NO Choose a Knight of the Year and submit entry for state judging.Name: _____

YES NO Participate in the Refund Support Vocations Program (RSVP)Give seminarian name: _____

YES NO Attain at least 1 new insurance member. Give name: _____ Date: _____

YES NO At least one council leadership member attends your District Meetings (Summer and Winter) Dates: _____ & _____

YES NO Recite at least one decade of the Rosary sometime during your meetings or celebrate Mass at each meeting.

YES NO Supported Culture of Life (Right to Life) with donations? Give amount _____ and date: _____

YES-NO Council participated in Food for Families Program..... Donation Amount _____

IV. FROM THIS LIST OF 14 PROGRAMS, YOU MUST PARTICIPATE IN 9

YES NO Brought a Candidate to a Knighthood exemplification. Give Date: _____

YES NO Attended GK training in Summer/Fall and Recruitment/Retention training in Winter/Spring. Location/Date: _____

YES NO Supported the Bishop's Burse. List amount given: _____

YES NO Sent at least one young man (age 14-19) to the Fr. McGivney Camp Name(s)? _____

YES NO Reinstated one former member Give Name: _____

YES NO Held council insurance night Give agent's name and date: _____

YES NO Donated to State disaster relief fund. Give amount and date: _____

YES NO Donated to SD KC Foundation. Give amount and date: _____

YES NO Contributed to the new Discernment Fund Donation Amount: _____

YES NO Prepared and brought council scrapbook to state convention.

YES NO Hosted A Native American Cultural Exchange? Name school & date: _____

YES NO Solicited donations for SPF Raffle Tickets. # of Tickets sent in _____

YES NO Donated an item for your District basket to the Auction Raffle at the State Convention Name the item: _____

YES NO Choose and submit for state council judging a Lifetime Achievement application Name: _____

V. YOU MUST PARTICIPATE IN **FIRST FOUR LISTED PROGRAMS

(Do not mention any activities that were mentioned previously on this application)

****Conducted an activity emphasizing **Community**. Give date and comment about it. Date: _____**

****Conducted an activity emphasizing **Faith**. Give date and comment about it. Date: _____**

****Conducted an activity emphasizing **Culture of Life**. Give date and comment about it. Date: _____**

****Conducted an activity emphasizing **Family**. Give date and comment about it. Date: _____**

YES NO Conducted an activity emphasizing **Council**. Give date and comment about it. Date: _____

YES NO Conducted an activity supporting **Vocations**. Give date and comment about it. Date: _____

Remember to bring Elite Council plaque to convention once Elite Council status has been granted.

Our Elite Council plaque has _____ tags on it. (Fill in blank with number of tags.)

_____ Elite Council plaque is full – please order a new one for our council.

Signed _____ Date _____

Send this application to:

FAMILY DIRECTOR
Darin Kayser
PO Box 221 Emery, SD 57332

postmarked by March 8th.

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
COUNCIL CULTURE OF LIFE CONTRIBUTION
(South Dakota Right to Life)**

Council Name _____ Council No. _____ Date _____

As per resolution from a state convention several years ago, it was suggested that each council during each fraternal year voluntarily contribute \$1.00 per member (or higher amounts) to local culture of life groups and/or to a state council fund from which the state council will distribute funds to state wide culture of life groups. Since the state council needs to know the amounts contributed locally please use this form to show how your council has contributed, i.e. either locally or to the state council fund or both.

**OUR COUNCIL HAS CONTRIBUTED LOCALLY TO
THE FOLLOWING CULTURE OF LIFE GROUPS**

_____ Amount \$ _____

_____ Amount \$ _____

_____ Amount \$ _____

OUR COUNCIL WILL CONTRIBUTE TO THE STATE COUNCIL CULTURE OF LIFE FUND. Amount: \$ _____

Please mail this sheet stating how you have contributed to the culture of life cause. Any funds your council may want to contribute to the state council culture of life fund should be sent before the state convention.

Send check by April 15th made payable South Dakota Knights of Columbus to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
BISHOP'S BURSE CONTRIBUTION**

Council Name _____ Council No. _____ Date _____

Amount Contributed: _____

Send check by April 15th made payable South Dakota Knights of Columbus to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

Signed: _____ Date: _____

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
CLERGY DAYS MEALS FUND**

Council Name _____ Council No. _____ Date _____

Amount Contributed: _____

Send check by April 15th made payable South Dakota Knights of Columbus to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
DISCERNMENT FUND**

Council Name _____ Council No. _____ Date _____

Amount Contributed: _____

Send check by April 15th made payable South Dakota Knights of Columbus to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
McGIVNEY CAMP FUND**

Council Name _____ Council No. _____ Date _____

Amount Contributed: _____

Send check by April 15th made payable South Dakota Knights of Columbus to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

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 15th. Use the form in this book to accompany funds.
2. Return a check for the State Per Capita tax by January 31st 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 15th 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 15th**. Use the form provided in this book.

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 28th, 2024**.

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 15th**. Use the form provided in this book.

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 25th**. Send only one page and don't double space unless absolutely necessary.

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**.

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 257th St, Mitchell, SD 57301** by April 15th. 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 26th**. 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 1st** is the deadline for discount prices. **April 15th** 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

SOUTH DAKOTA KNIGHTS OF COLUMBUS DESCRIPTIONS OF MISCELLANEOUS PROGRAM

BISHOP'S BURSE

Each year at the state convention, the State Deputy presents the Bishops of our two Dioceses a check representing the contributions from our councils, throughout the state. This donation is used for the education of seminarians. A suggested contribution is \$1.00 per member, but any amount will be accepted. It is a small way of showing our support and the importance of priestly vocations to the Bishops, and it is hoped each council will be able to support this program. Contributions can be forwarded to the State Secretary prior to the state convention and should be reported on the form located in this book.

CULTURE OF LIFE FUND

Another voluntary contribution of a suggested \$1.00 per member can also be made to the State Council or contributed to a local culture of life group or project. Although voluntary, this donation can show the "culture of life" attitude of our councils. If you contribute to the state council fund, please forward it prior to the state convention, to the state secretary. Your council may contribute locally or make contributions to both the state fund and locally. However, when you contribute, please forward information of the amount and to whom the contribution was made on the form in this book and forward that information to the State Secretary.

RIGHT TO LIFE ACTIVITY - JANUARY 22 – March for Life / Hour of Reflection

January 22nd was the day the Supreme Court made abortion legal in the United States. Recently the Supreme Court struck down Roe v Wade and sent the responsibility back to the states. South Dakota has always been a strong advocate for Right to Life from birth to natural death. Each year the State Right to Life organization has a program at the Capitol in Pierre on that date. The Order is Pro Life! Your council is encouraged to travel to Pierre to participate, and should also participate in local activities supporting ProLife laws

ADOPT A SEMINARIAN

Each council is encouraged to adopt a seminarian. This adoption may take the form of monetary aid, letter writing by council members, prayers, holiday and birthday gifts, or a combination of any of the above. A list of seminarians for each diocese will be distributed when the current addresses are determined for the coming year. Your participation has been found in the past to be an encouragement to these men to continue their goal toward ordination. The Supreme Council has the **R.S.V.P. program** to encourage councils to donate money to the seminarians and then Supreme rebates a portion of that donation back to the council. Details of this can be found in the Supreme Council report forms booklet.

STATE CONVENTION

The State Convention is an excellent means to witness a higher level of fraternal benevolence and charitable strength of the Order. Councils are highly encouraged to include the cost of sending delegates in their annual budget and fund raise accordingly. Sending new members that are excited to expand their leadership experiences in the Order are excellent means to supercharge members to be more involved in the parish, council, district and state level project officers positions, and even the position of State Deputy.

VOCATION PRAYER CARDS

Another vocation program is the printing and free distribution of vocation prayer cards by the state council. Local councils can request a number of these prayer cards that can be placed in church literature racks, missalettes, pew racks, CCD classes, etc. They might also be given to a neighboring parish even if there is not a council or Knights in that parish. Requests can be made for these cards from the **Church Activities Director**.

ROSARY RECITATION

Devotion to the Rosary and Mary, a resolution at a recent convention encouraged each council open their meetings by praying the rosary and promoting the rosary before masses in their parish. Many aides are available through Supreme's Supply Store at nominal costs. Recommend supplying these aides to confirmation and first communion classes and lead from the front ... of the congregation – Pray the Rosary...often!

PER CAPITA ASSESSMENT

State Per Capita. The State Council's main source of operating money is the per capita tax. Again, only members paying dues are included in the number used to calculate this tax of \$10.00. Disabled, honorary, and honorary life are excluded. \$2.50 for each inactive member in a council will be subtracted from the amount due the state council. Each council's cooperation in promptly paying this when billed will make the operation of the State Council much smoother. The 1994 convention delegates set the per capita at \$7.50. It was raised to \$10.00 per billable member at the 2008 convention.

Supreme Per Capita. Need info here, semiannually paid etc. **When we explain it here, Council leadership will understand the timing (x2/yr) and formula.**

SPECIAL PROJECT FUND (SPF)

The State Council sponsors a statewide raffle to generate funds to support state level organizations, such as the Special Olympics, Pregnancy Centers, to name a couple, comparable to the efforts the councils accomplish and support locally. Councils have earned a nominal amount for every ticket sold as their incentive to sell SPF Raffle tickets. Many councils have utilized the SPF fundraiser quite successfully as donors make significant charitable donations via ticket sales.

FOUNDER'S DAY

A resolution passed at the 1995 convention in Yankton asked that all councils in South Dakota set aside the Sunday nearest the 29th of March every year as a day of prayer with fellow Knights and families to reflect on the alarming termination of pregnancies, the suffering of Holy Innocents, and the destruction of family leadership and values. This day is also the anniversary of the founding of the Knights of Columbus in 1882. Recommend each council could be responsible for the various ministries of this yearly celebration as required by the pastor of their parish. It would also be a tribute to our founder, Blessed Michael McGivney, who is currently being considered for sainthood. **August 13th???**

OCTOBER-RESPECT LIFE MONTH

The month of October is designated by the Church as Respect Life month. It would be appropriate for each council to conduct one or more activities during this month to show our leadership and support for all stages of life from conception to natural death.

CHRISTOPHER FUND

In order for the state council to fully utilize the income it receives from various sources; the State Council is participating with the Supreme Council in their Christopher Fund. The Supreme Council is allowing a State Council to deposit up to \$5.00 per member in a special interest paying fund. For each dollar of interest earned by this fund, the Supreme matches it with a dollar. For example, if the interest earned is \$100 per year, the Supreme will return to the State Council \$200 thereby double the effective interest rate. A major stipulation is that the interest earned must be paid to a non-profit charity each year. The State Council, at a convention in Yankton, approved a resolution to take the license plate fund money (\$1200) and made the South Dakota Special Olympics, a non-profit group, the beneficiary. Since then other contributions have been made to the fund. This has effectively doubled the interest on the license plate fund and benefited the South Dakota Special Olympics.

KNIGHTS OF COLUMBUS FOUNDATION

The idea behind the SD KofC Foundation, Inc. came from our brother Knights in Minnesota and North Dakota. It has taken Minnesota & North Dakota several decades to establish their funds to the point where the Foundation is generating / donating money to their state councils. One of the biggest fundraisers for the SD KofC Foundation, Inc. is the annual Silent Auction at the SD KofC State Convention. One half of the profits from the auction have been donated to the foundation. All donations directly to the foundation are tax deductible because the foundation is a 501(c)(3). Suggest each council and/or assembly do one fundraiser a year to support SD KofC Foundation, Inc.

GIFT OF LIFE PROGRAM

At a State Convention in Pierre, delegates unanimously approved a resolution to enact a SD Knights of Columbus Gift of Life program both encouraging and promoting organ and tissue donation for the purpose of saving lives. The State Council fully endorses this program. It is requested that all local councils, as well as all citizens of age, in South Dakota encourage and promote the "Gift of Life" by filling out organ donation cards and having their driver's license indicate DONOR.

DISCERNMENT FUND

This fund was established in 2018 to assist women and men who are discerning their call to religious life, and which order they would like to ultimately join. Along with the recommendation of a Priest or Deacon, the candidate would determine where they would like to visit. Contributions to this program would pay for the travel, room and board if requested by the candidate.

McGIVNEY CAMP

This camp is provided free to young men ages 14-19. Currently the camp is held at Broom Tree near Irene, SD in June. With the Orders increased support, future camps could be expanded to other locations throughout the state to reach more young men. The camp focuses on the principles of our order and promotes brotherhood among the attendees.

CLERGY DAYS MEALS (WEST RIVER/EAST RIVER DIOCESES)

Each year the Clergy from both dioceses gather to have a retreat for learning, praying and fellowship. This event has been going on for many years and the Knights of Columbus have helped with meal costs as well as provided volunteers to assist with serving the meals. Contributions will go towards offsetting meal costs for these annual events.

SOUTH DAKOTA KNIGHTS OF COLUMBUS MEMBERSHIP DIVISION FOR 2023 – 24 AWARDS

These divisions are based on membership standings as reported by the Supreme Council as of March 1, 2024. Judging of state council awards will be based on the divisions listed below.

DIVISION I 1 – 60 Members			DIVISION II 61 – 120 Members		
Number	Council	Members	Number	Council	Members
703	Lead	44	0779	Huron	117
1525	Woonsocket	48	1532	Gregory	102
2186	Timber Lake	27	2679	Philip	66
2705	Lemmon	37	2708	Winner	85
3527	DeSmet	57	2864	Chamberlain	88
4077	Mission	23	4213	Mobridge	92
4133	Sisseton	56	4750	Hoven	77
4806	Polo	35	4814	Miller	65
4813	Faulkton	50	4903	Webster/Waubay	90
4984	Custer	34	5029	Flandreau	99
5695	Lake Andes	37	5738	Highmore	65
5841	Martin	53	6117	Ft Pierre	70
6275	Belle Fourche	54	6137	Hot Springs	65
6333	Deadwood	11	6341	Sturgis	67
6537	Eagle Butte	35	6912	Gettysburg	85
6668	Ramona	30	7079	Piedmont	114
7039	Bonesteel/Fairfax	20	7911	Platte	83
7433	Clear Lake	31	8486	Howard	65
7681	Britton/Hecla	48	8811	Beresford	62
9375	Salem	54	9809	Armour	82
10266	Centerville	38	10328	Vermillion	103
11075	Wall	13	10546	Ipswich	67
11808	Wakonda	38	11315	Jefferson	86
12526	Idylwilde/Freeman	22	15817	Alexandria	84
12689	Clark	20	16230	Tea	63
13088	Newell	37	16802	SF – Christ the King	65
13835	SF – St Josephine	39	17216	SF – St Mary	76
15457	Brookings – Newman	42			
15970	Stickney	29			
16457	Vermillion USD	27			
16759	Wessington Springs	41			
17728	Rosholt	34			

DIVISION III 121 – 180 Members			DIVISION IV 181 + Members		
Number	Council	Members	Number	Council	Members
1720	Milbank	174	815	SF – Marquette	215
2676	Wagner	165	820	Aberdeen	287
2703	Redfield	156	859	Watertown	252
2977	Madison	149	1079	Mitchell	381
3482	Kimball	133	1489	RC – OLPH	268
4002	Tyndall	177	1536	Yankton	287
6251	Spearfish	165	1772	Parkston	245
6605	SF – Little Flower	159	2686	Pierre	183
8025	RC – St Therese	149	3640	Brookings	229
10296	Montrose/Humboldt	135	8844	RC – Blessed Sacrament	192
12617	SF – St Michael	150	11739	Hartford	189
13302	SF St Lamberts	153	15748	SF – Holy Spirit	207
13400	Brandon	149			

SOUTH DAKOTA KNIGHTS OF COLUMBUS COUNCIL HISTORY WORKSHEET

COUNCIL NAME: _____ COUNCIL NO: _____

COUNCIL MAILING ADDRESS: _____

BOARD MEETS: _____ MEMBERSHIP MEETS: _____

OFFICERS FROM JULY 1, 2022 TO JUNE 30, 2023
(PREVIOUS YEAR)

GRAND KNIGHT: _____

DEPUTY GRAND KNIGHT: _____

FINANCIAL SECRETARY: _____

CHANCELLOR: _____

RECORDER: _____

TREASURER: _____

ADVOCATE: _____

WARDEN: _____

CHAPLAIN: _____

TRUSTEE - 1YEAR: _____

TRUSTEE - 2 YEAR: _____

TRUSTEE - 3 YEAR: _____

INSIDE GUARD: _____

OUTSIDE GUARD: _____

COUNCIL ACTIVITY HIGHLIGHTS

<u>DATE</u>	<u>EVENT OR ACTIVITY</u>

Due Date: December 1 of the current year. Mail to:
HISTORIAN DIRECTOR Scott Cunningham
603 22nd Ave NE, Aberdeen, SD 57401
Phone: 605-380-9446 Email: aberdeenkc820@yahoo.com

Original: Council File
Copies To: District Deputy & State Historian

SOUTH DAKOTA KNIGTS OF COLUMBUS HOW TO WRITE A RESOLUTION

Much of the business of Council and Assembly meetings, Local, State, as well as Supreme, is accomplished by the use of resolutions. As an example, if you were to change the By-laws of your Council or Assembly, you would use a resolution to get the changes made. Simply stated, a resolution is a motion offered as a resolution because of its length, importance or complexity.

Each resolution may only deal with ONE subject. Each different subject must have a separate resolution of its own.

A resolution consists of two elements. The first element is the preamble. The preamble is used to state background information and other reasons for introducing the resolution. In short, it provides information to make the resolution better understood.

The second element is the action clause(s). In this portion the action to be taken by the resolution is stated. In short, what you want to accomplish by the resolution.

DETAIL OF FORM AND VARIATIONS IN RESOLUTIONS

The following details regarding the usual form for writing resolutions, and the variations that are used should be noted.

If there is a preamble, each clause, written as a separate paragraph, begins with the word "Whereas" followed by a comma (,) and the next word should begin with a capital letter. The Preamble, regardless of how many paragraphs it has, should NEVER contain a period. Each of its paragraphs should close with a semicolon(;), followed, except in the case of the next to last paragraph, by the word "and". The last paragraph of the preamble should close with a semicolon(;), after which a connecting expression such as "Therefore" or "Therefore be it" or "Now therefore, be it" is sometimes added. When one of these phrases is included, no punctuation should follow it, and it should ALWAYS be placed at the end of the preamble paragraph, NEVER at the beginning of the resolving paragraph, thus:

Whereas, The..... (text of the preamble); now, therefore, be it
Resolved, That..... (state the action to be taken).

However, a resolution is often more forceful with a minimum of connecting words.

The word "Resolved" is followed by a comma(,) and the word "That", which begins with a capital "T". If there is more than one resolving clause, each of them should be a separate paragraph. Unless the paragraphs are numbered, as in the alternate form described below, each paragraph begins with the words "Resolved, That", just as the First resolving clause. Each resolving clause may close with a semicolon(;) followed by the word "and" (at least in the next to the last paragraph) or each resolving paragraph may end with a period(.). A resolving paragraph SHOULD NOT contain a period in it's structure. As an alternate form, separate paragraphs may be numbered and begin with the word "That", as follows:

Resolved, 1. That
 2. That
 3. That
 4. That

For more information on formatting resolutions, see examples 1, 2, and 3. Also see Robert's Rules of Order.

SOUTH DAKOTA KNIGHTS OF COLUMBUS
Native American Counseling Services Project

Catholic Social Services of Rapid City continues to need financial assistance from the Knights of Columbus for their counseling services program on several reservations in South Dakota. The project also helps to offer youth prevention programs in schools and summer programs.

All councils in the state are asked to hold a pancake breakfast or other fundraiser and these funds given to the Catholic Social Services of Rapid City so that they have the means to continue with their great work in this area. This is a worthy project in the category of the Economic and Social Justice that Our PAST Holy Father Pope John Paul II had called on members of the Church to Support.

For more information on this project write or call:

Deacon Steve McLaughlin
Native American Cultural Exchange Program
PO Box 145, Ft. Thompson, SD 57339-0145
Phone: 605-245-2745 Email: deaconsteve@midstatesd.net

Please mail donation checks to:

STATE SECRETARY
Dan Johnson
3508 E Apple Blossom Circle, Sioux Falls, SD 57103

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
NATIVE AMERICAN COUNSELING SERVICES PROJECT**

Send Check to:

STATE SECRETARY Dan Johnson
3508 E Apple Blossom Circle
Sioux Falls, SD 57103

Council Name: _____ Council Number: _____

Grand Knight: _____ Date: _____

Amount of Donation: \$ _____

Please make a copy of this page for your council files and then cut on the dotted line. Send each portion of the page to the appropriate addresses shown on each part.

(cut on dotted line and mail)

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
NATIVE AMERICAN COUNSELING SERVICES PROJECT**

Sent this portion to:

Deacon Steve McLaughlin
Native American Cultural Exchange Program
PO Box 145, Ft. Thompson, SD 57339-0145
Phone: 605-245-2745 Email: deaconsteve@midstatesd.net

Council Name: _____ Council Number: _____

Project/Activity: _____

Date Project / Activity was Held: _____

Number of People Attending: _____ Number of Man-hours worked: _____

Amount of Donation: \$ _____

Grand Knight: _____ Date _____

(signature)



**SOUTH DAKOTA KNIGHTS OF COLUMBUS
2021-2022 NATIVE AMERICAN
CULTURAL EXCHANGE PROGRAM**



The purpose of the program is to give students of different cultures the opportunity to meet each other face to face in a friendly atmosphere at which time they should learn about each other's way of life and at the same time develop friendships that will hopefully carry on onto adulthood.

The exchange program was developed during fiscal year 1991-1992. Since that time more than 150 exchanges have taken place. Several thousand children of different cultures have had the opportunity to meet and become friends thanks to the Knights of Columbus.

All of the schools involved in this program have reported excellent results. Each fall letters and vouchers are sent to schools informing them of the program. Since exchanges are not required, many schools do not take part. Teachers who want to give students this opportunity to take part in an exchange are needed as they are the one who get permission from their school to set up exchanges.

Most exchanges take place on the same day as it is not easy to handle students on overnight trips. Most of the time only one grade level of students takes part in an exchange reimbursement. Vouchers are used which are submitted to the Supreme Council from where checks are issued and sent directly to the schools involved. The South Dakota State Council of the Knights of Columbus provides information, vouchers, postage stamps, etc....

For more information write or call:

Deacon Steve McLaughlin
Native American Cultural Exchange Program
PO Box 145, Ft. Thompson, SD 57339-0145
Phone: 605-245-2745 Email: deaconsteve@midstatesd.net

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
DISASTER REPORT OF MANHOURS**

Report the level of effort and support provided during any phase of a disaster situation. Usually this is during recovery operations we can document the man hours spent assisting our fellow community members. When a Council spends time supporting a disaster. Support activities include but are not limited to: ready to eat meals, donated food, donated clothing, debris cleanup, search and rescue, etc. If you expend any resources or collected monetary donations please keep a record

This information documents KofC charitable works with other organizations that are a part of the South Dakota Voluntary Organizations Active in Disasters (VOAD).

Event:	Location:	Date(s)
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HOW MANY MEMBERS	NUMBER OF HOURS WORKED	MONETARY DONATION
	45.5	1.00
	126.54	

Report to
 Maynard J. Konechne, SD KofC Disaster Chairman
 PO Box 326, Kimball, SD 57355
 Cell Phone: 605-730-0462, mjk@midstatesd.net

**SOUTH DAKOTA KNIGHTS OF COLUMBUS
COUNCIL ACTIVITY FORM**

This form may be used to record details of council activities. This form is OPTIONAL and is intended for internal council use only.

Activity Name: _____

Chairman: _____ Date _____

Workers: _____

Man hours: _____ Attendance Numbers: _____

Materials Needed:

Instructions:

Additional Comments:

SOUTH DAKOTA KNIGHTS OF COLUMBUS STAR COUNCIL AWARD

The Star Council Award is the highest award a council can achieve for the fraternal year. The Star Council Award recognizes outstanding achievement in membership, insurance and service program activities. Star Councils are the most vibrant and energetic councils in the Order and are well-recognized in their parishes and communities. To be eligible to earn the Star Council Award, a council must qualify for the Father McGivney Award, Founder's Award, and Columbian Award, and submit the following forms: Report of Directors (365), and Annual Survey of Fraternal Activity (1728), satisfactorily complete Safe Environment Training by all required officers.

Columbian Award Application Due to Supreme by June 30-send as early as April 1st

If this is not due until June 30 (end of fraternal year), why is it mentioned first? Simply put, the Columbian Award Application (SP7) is a great tool for the council to use to plan its activities for the upcoming fraternal year. Grand Knights can work with each Program Director to plan the four required activities for each of the four categories (Faith, Community, Family, Life), enter them on the form, then the application is ready to submit once the final activity is completed. **Don't wait until June to generate this form for submission.** Supreme Council also has "Featured Programs" for each of the categories where, by meeting all requirements for a featured program activity in a particular category, a council fulfills all requirements for that category. See the Columbian Award Application for more details on the Featured Programs.

Summary of Requirements for Columbian Award:

- File Form 365- Report of Council Directors- with Supreme
- Be compliant with the Knights of Columbus Safe Environment Training (Grand Knight, Program Director, Family Director, and Community Director *as reported on the Form 365*).
Note: Directors have 30 days from email receipt to complete the training. See below for Safe Environment Checklist.
- Complete and Submit Columbian SP-7 Award- Due June 30 but send as early as April 1st.
- Submit your Council's Annual Survey of Fraternal Activity (Form 1728) – Due January 31st.

Father McGivney Award

Achieve membership growth criteria. The growth criteria for every council is 7 percent increase as of July 1. The minimum quota is 4 and the maximum is 35. Councils that attain Star Council status and achieve 200 percent of their net gain goal will receive the Double Star Council Award. New members must be processed by the Supreme Council office by June 30 to count toward the Father McGivney Award. Use of the online membership form dramatically enhances submission timeliness for all offices in the Order. ~~District Deputies report on the councils' hosting and participation in the First Degrees by submitting Form 450 (no other forms are necessary to submit to qualify).~~

Founder's Award

Achieve insurance membership quota. The quota for councils is a 2.5% net increase in insurance membership as of July 1 for the fraternal year. Councils should monitor their status of their quota throughout the year, and work with their Field Agent to promote the wonderful benefits of the KC Insurance Programs.

Star Council Award Checklist and Due Dates

- Submit Report of Directors (Form 365)- Supreme Council due date is July 1st.
- Submit Survey of Fraternal Activity (Form 1728)- Supreme Council due date is January 31st.
- Qualify for Father McGivney award by achieving your membership quota, before June 30th.
- Qualify for Founders award by achieving your 2 qualifying Fraternal Benefit Events before June 30th.
- Qualify for the Columbian Award by completing the Columbian Award Application (**SP-7**) and submitting by June 30th – **send as early as April 1st**.

Safe Environment Training for Grand Knights and Directors

- Grand Knight:** complete 3 required training sessions: 'Meet Sam', 'Duty to Report', and 'Knights of Columbus Safe Environment Policies'.
- Program Director:** complete 3 required training sessions: 'Meet Sam', 'Duty to Report', and 'Knights of Columbus Safe Environment Policies'.
- Family Director:** completes 3 required training sessions: 'Meet Sam', 'Duty to Report', and 'Knights of Columbus Safe Environment Policies'. Also, must submit Background Check form.
- Community Director:** complete 3 required training sessions: 'Meet Sam', 'Duty to Report', and 'Knights of Columbus Safe Environment Policies'. Also, must submit Background Check form.