

**HENNEPIN PROVINCE
 JURISDICTIONS OF MICHIGAN AND OHIO
 Fourth Degree
 Knights of Columbus
 PROVINCIAL MEETING
 Sterling Heights, Michigan
 September 29, 2007**

Provincial Masters:

Vice Supreme Master	SK George L. Mallison, KHS, FM
Master of Michigan District One	SK Walter K. Winkle Jr.
Master of Michigan District Two	SK Robert K. Vandesteene, Jr.
Master of Michigan District Three	SK James L. Rich
Master of Ohio District One	SK John A. Shuttsa
Master of Ohio District Two	SK David M. Hoffman
Master of Ohio District Three	SK Francesco Iannaggi

Provincial Staff:

Provincial Friar	SK Rev. James R. Swiat, FSC	(EXCUSED)
Provincial Secretary	SK Dennis L. Henderson, PFN	Present
Provincial Marshal	SK Glenn Barry, FM	(EXCUSED)
Provincial Executive Administrator	SK Howard Shepherd, FM	(EXCUSED)
Provincial Membership and Special Advisor	SK Frank Pawelak, FM	Present
Provincial Hospitality Chairman	SK David Russell	(EXCUSED)
Provincial Souvenir Book Chairman	SK William Currie	(EXCUSED)
Provincial Souvenir Book Co Chairman	SK George Bodajlo	(EXCUSED)
Provincial Training Director	SK Robert Godi	(EXCUSED)
Provincial Church Director	SK Kenneth Unterbrink	(EXCUSED)
Provincial Web Master	SK Ken Watterson	(EXCUSED)
Provincial Special Advisor	SK Dave Buick	(EXCUSED)
Former Vice Supreme Master	SK Baci Carpico, PSD	(EXCUSED)
Former Vice Supreme Master	SK James Fedewa, PSD	(EXCUSED)
Former Vice Supreme Master	SK Albert F. Hickey III, PSD	(EXCUSED)

Call to Order:

Vice Supreme Master George L. Mallison, KHS, FM called the 2007 annual Provincial Meeting of the Hennepin Province to order at 9:45 a.m .

- Prayer lead by George Mallison, VSM
- Pledge of Allegiance led by SK Charles Gallina

Minutes of Previous Meeting

The minutes of the 2006 Provincial meeting were distributed to the Masters and published on the Provincial website. A motion was made, seconded, and approved to accept the 2006 minutes. Motion passed.

FORMER Vice Supreme Master, PSD, Washington D.C. SK Charles Gallina, Special Guest

Motion to accept minutes from last meeting by Dave Hoffman, Seconded by Jim Rich , passed.

Vice Supreme Master's Report

1. To Masters

- a. You have a very important job. Masters should be visiting their Assemblies.
- b. You are an inspector.
- c. At your District meetings have short break outs with presentations for training. Solve problems at the lowest level.
- d. Don't send things to the Supreme Master. Problems should be solved at the lowest possible level. Remember that information comes from the top down.
- e. Reports come from the bottom up. Make sure it is accurate.
- f. Memos from above are not open to discussion. They are instructions, simply follow them.
- g. 4th Degree Bi-laws from 2002 are the current ones. Directives may make changes to these bi-laws.
- h. There is to be NO conflict with our clergy. If this occurs advise the VSM. He will order immediate removal from office for that individual by the State Deputy. Expulsion.
- i. Your main job is to perpetuate the order. This means recruitment and maintaining the existing membership.
- j. No assessments are allowed by any Master.
- k. The new drill manual "draft" is now ready. It will be coming down soon.....
- l. If something must be sent to the Supreme Master it must be sent to Supreme NOT to his personal home.
- m. Please advise everyone in your next district meeting that George Mallison is our VSM.
- n. If there is a complaint by a Sir Knight he is required to go directly to the person first, follow the chain of command, and include everyone involved with copies of material.
- o. The Supreme Master and the Supreme Knight require that there is only ONE set of rules. We must all follow them uniformly.
- p. Please make sure that your information on the Web-site is accurate.
- q. Reports
 - i. Send in your required audits, and reports on time to the VSM.
 - ii. You should be able to show on one report where all your assemblies stand on their reports. This can be done easily with an Excel report.
 - iii. To be a Patriot form must be to Master by April 30, to VSM by May 15th and to Supreme by May 30th.
- r. The State Deputy is the Executive in your area. The VSM and YOU do report directly to him.
- s. Membership
 - i. We are one of the largest Provinces and yet we are second to the lowest in the order by percentage of 4th degree members.
 - ii. Perhaps one of the ways to increase the new membership would be to have more one day exempts to lower the costs of the event.
 - iii. Walter Winkle says his success is in part due to his involvement and visiting all of his assemblies meetings.
 - iv. New assembly development is crucial. Take a look at the membership to see that the lineup of councils to assemblies makes sense. Around 4-5 councils per assembly is a guide.
- t. Exemplifications:
 - i. Requests for exemplifications go to VSM, not to Supreme.
 - ii. Avoid having exempts which conflict with any State events. Check directly with the State Deputy on scheduling.
 - iii. Exemplifications are to be charged at \$70.00. Any other additional things must be shown separately. Pictures, ladies programs, and lunches, etc. cannot be required.
 - iv. The VSM is now required to evaluate very precisely all of your exemplifications. Ceremonials must be done correctly.
- u. Resolutions
 - i. They must come from the Assembly and then on to District level. It then must be presented at the Provincial meeting. Do not send them directly to Supreme. They will simply be sent back to you.

- v. Do not mingle your Master's funds with your personal funds. You are all bonded for \$10,000.00 through Supreme.
- w. ELECTION
 - i. In March or April of 2008 you MUST have a bi-annual meeting.
 - ii. An election is to be held at this time.
 - iii. You are NOT to share the vote outcome with the membership or the VSM. Just forward the three winning candidates names. If there are only three nominees an election is not necessary.
 - iv. The recommendation will be made by the VSM with input from the State Deputy. The Supreme Master will make the final appointment.
 - v. Publish 6 weeks in advance to the assemblies that the election will take place.
 - vi. A good resume is important and should be read at the election meeting.
- x. Flag respect
 - i. Programs which involve going out to schools teaching children respect for the flags are very good. Consider doing this.
- y. Scholarships are available through the Knights. Take advantage of it. Watch for deadlines.
- z. Founder's Day is March 29th
 - i. Have each assembly do something to celebrate this important day.
- aa. October 8th is Columbus Day.
- bb. Special Olympics
 - i. In Michigan it is in Mt Pleasant.
 - ii. In Ohio it is in Cleveland.
 - iii. It would be nice to have a representation of color there.
- cc. Presidential Election is just over a year away. Get out the vote programs would be good.
- dd. 4th degree project "Shrine of the Immaculate Conception" in Washington, D.C. We have been asked to take part in this. Start thinking of activities for raising funds for this worthy project.
- ee. Keep records of things that happen in your District. It should include the names of new members from all exempts. This should be passed along to the next Master. It should be like a history of your district.
- ff. Make sure that next year when you install officers that you are to also inspect the Color Corps. This must be done every other year. When doing this inspection look for lack of uniformity in uniforms. Swords with eagle heads are not allowed. Gold swords are not allowed. No velvet collars on capes. No shawl collars on the capes. Only one emblem on a cape.
- gg. September 26-28, 2008 will be next Provincial meeting.

Michigan State Officers join us at 10:20 a.m.

Tom Wegener, Michigan State Deputy
Bob Moody, Michigan State Secretary
Thomas Marcetti Sr., Michigan State Treasurer

- 2.** Dave Hoffman, Master Ohio District 2
 - a. Dave dropped having candidate swords at his exempts in Ohio.
 - b. They tried draping the baldric over the shoulder but he thinks it looks terrible and many were dropped.
 - c. What do other Masters do on the policy of receiving communion for honor guard. (VSM Mallison says: "There will be a VERY CLEAR directive coming out from the Supreme Master very soon. You must enforce it.")
- 3.** Jim Rich, Master Michigan District 3
 - a. RSVP awards were sent out to the Assembly with Council numbers and locations. Is this a widespread problem? (No one else has noticed it.)

Ohio State Officers join us at 10:36 a.m.

Larry Moegling, Present
Paul Upman, State Secretary
David Helmstetter, State Treasurer
Kenneth Girt, State Advocate
Bob Collins, State Warden
Gary Eckstein, Immediate Past State Deputy

- 4.** Walter Winkle, Master Michigan District 1
 - a. In the 3rd degree the Council spending limit by bilaw went from \$200 to \$500. Is this allowed in the 4th degree? (VSM: **“This has not been changed for the 4th degree.”**)
 - b. Is there an update on the new 4th degree exemplification? (VSM: **“There are some final refinements being made. It will be coming out soon. Most of the change will not be in the parts but in how candidates are brought in and out. The cap of liberty will be eliminated.”**)
- 5.** Tom Wegener, Michigan State Deputy
 - a. Thanks to the Masters for the kindnesses shown to the state officers at their exempts.
- 6.** Larry Moegling, Ohio State Deputy
 - a. Appreciates the helpfulness of his Masters as well.
- 7.** Chuck Gallina
 - a. VAVS report
 - b. Handouts
 - c.

Closing Prayer Gary Epstein Immediate Past State Deputy of Ohio

Adjournment

The meeting was adjourned by the Vice Supreme Master at 12:11 A.M.

Respectfully Submitted,

Dennis L. Henderson, PFN
Provincial Secretary
Hennepin Province