



# knights of Columbus

## LOUISIANA STATE FINANCIAL SECRETARIES ASSOCIATION

Clark A. Dufrene Sr.  
*President*

4009 Ellen Drive  
Marrero, LA. 70072

### MINUTES OF THE ANNUAL FINANCIAL SECRETARIES ASSOCIATION MEETING

MAY 19 AND 20, 2001

The Annual Meeting of the Louisiana Financial Secretaries Association was held in Kenner at the Pontchartrain Center on Saturday, May 19 and Sunday, May 20, 2001.

SATURDAY, MAY 19, 2001

The meeting was called to order by **President Clark Dufrene** 9:00 AM. **Warden Frank Boneno** verified that all present were in possession of a current membership card.

**Past President Charles Shepard** led the association in the opening prayer.

**Two-Year Trustee Ralph St. Ament** led the association in the Pledge of Allegiance.

**Treasurer Malcolm Fauchaux** called the roll of officers. The following officers were present:

**President: Clark A. Dufrene Sr. (7350)**  
**Acting Vice-President: Joseph Nesser (3729)**  
**Treasurer: Malcolm G. Fauchaux (1817)**  
**Warden: Frank Boneno (11921)**  
**3-Year Trustee: Edward J. O'Brien (4222)**  
**2-Year Trustee: Ralph St. Ament (3634)**  
**1-Year Trustee: Charles H. Shepard (5747)**

**President Dufrene (7350)** first order of business was the election of the delegate, from the association, to represent the Financial Secretaries Association at the Supreme Convention in Toronto, Canada. Members were encouraged to present, to their council delegates, the name of the association's elected representative. Six delegates are to be elected from the state convention floor and the association is asking to have one elected to represent the association.

**Trustee Peragine (5530)** addressed the issue that the association should have a delegate running as an insurance delegate. Currently A. E. Lee, supported by a resolution from his council, is running as a delegate on his own and not as an association elected delegate.

**President Dufrene (7350)** opened the nomination for the selection of a delegate to represent the association at the Supreme Convention in Toronto, Canada.

**Nominations open for delegate:**

**Trustee Peragine (5530)** nominated President Clark Dufrene (7350)

With no other nominations, Clark Dufrene (7350) was elected to represent the Financial Secretaries Association at the Supreme Convention in Toronto, Canada.

**Trustee St. Amant (3634)** announced that he had completed his two slips, one slip for each delegate, to be given to his council delegates for tomorrow's vote.

**President Dufrene (7350)** mentioned that it should be noted, when making the nominations on the convention floor, that the nominee is the elected delegate from the State Financial Secretaries Association.

**Trustee St. Amant (3634)** mentioned that usually in the past, the convention chairman and the elected delegate from the association, alternate between associate and insurance member. If the chairman runs as an insurance member, it would be better to run as an associate member. This gives the delegate of the Financial Secretaries Association a better chance of being elected.

**President Dufrene (7350)** gave his opening remarks. Noted that the association had a good year, compared to previous years, with regards to turnover of Financial Secretaries. This past year, there was only about a dozen or so, out of two hundred and eighty councils that resign from the position of Financial Secretary. The president then requested that all newly appointed Financial Secretary as of July 1, come forward to introduce themselves by name and council number. Brothers, whose appointment was pending, were asked to give their name and council number to the Treasurer Malcolm Fauchaux, so that their names maybe added to the directory.

**President Dufrene (7350)** then called for the reading of the minutes.

**Treasurer Fauchaux (1817)** moved to dispense with the reading of the minutes of last year's convention, which everyone received in their packet.

**Member Kenneth LeCompte (4156)** seconded the motion. Motion passed. There were no corrections made to the minutes.

**Treasurer Fauchaux (1817)** presents Treasurer's report for the full year, as of May 2001. April 30th opening balance was \$8,919.53. Income for dues collected from 225

councils, amounted to \$7,254.00. Deposits for the year were \$7,254.00. Disbursements were \$5,763.21. Closing balance was \$10,410.32. The over all change in cash position for the year 2001 was a positive \$1,457.99. It was noted that the previous years change in cash was a negative \$1,176.96. During the year 2001, 79.5% of the councils paid dues, where as the year before the percentage was 78.6%. During the year 2001, there were 58 councils that did not pay the Financial Secretaries Association dues, which equaled a decline in possible income of \$1,450.00.

**Member Alvin Carter (10612)** motion to accept the treasurers report as read. **Member Donald Loupe (2436)** seconded the motion. Motion passed without discussion.

**President Dufrene (7350)** announced that normally at this time, a representative from the association would leave the meeting to present on the convention floor, the association's contribution to the Bishop Greco Fund. This year he has been invited by the State Deputy to present the contribution during the convention banquet.

**Officers comments:**

**Treasurer Fauchaux (1817)** addressed the issue of dues. During the year 2000-2001, there was a good response to the billing, with only 58 councils not paying at the time of billing. Today three councils paid their dues, leaving 55 councils not paying. Of the 55 councils, 30 had gone inactive, leaving 25 councils not participating.

**President Dufrene (7350)** in absents of the Vice-President, announced that Mark Robicheaux (10455) was no longer a Financial Secretary of his council. In his absents, according to the by-laws, Joseph Nesser (3729) had been appointed and would serve in office for the next five weeks, up to the end of June 2001.

**President Dufrene (7350)** announces in the absence of the **Secretary John Walker (3779)**, who is away in Chicago on company business, that there would not be a report for the Secretary.

**Warden Boneno (11921)** announced that he enjoyed his position with the association this year and would like to do it again next year.

**Trustee O'Brien (4222)** had no remarks.

**Trustee St. Ament (3634)** addressed the duties of the Trustee:

- Reviewing the financials records of the association.
- Putting together the Memorial Committee report, relying on each association member to supply the names of the deceased Financial Secretaries.
- Working with the election committee in electing officers for the upcoming year.

**Trustee Shepard (5747)** had no remarks.

**Convention Chairman/Acting Vice-President Nesser (3729)** welcomed members to the convention center, reporting that everything for the luncheon looked good. The committee had six meetings during the year to put this luncheon. The luncheon has been scheduled for 12:30 P.M. on Sunday. This years attendance is lower than the normal 175 people that attend and each member was asked, when they returned to their area, to talk to the other Financial Secretaries to see if they could be convinced to come next year. He also reported that the registration was confusing with members having to sign three lists. He is looking to improve this system next year.

**Retention Chairman Lee (4085)** addressed the group asking for the association members for their help, reporting that as of January 1st, over six hundred 1845 forms have crossed his desk. Each one of the forms required a phone call from him to discuss any problems that they were having. But he hoped each Financial Secretary can work it out in his council before his call. His reason for being with us today was to address the most important part of the Financial Secretaries business, the maintenance of the membership. We all know the importance, but we are not attacking it in a manner to make the membership grow. For five years, Lee has held the retention chairman chair for three state deputies and is convinced that not all of the 280 Financial Secretaries are doing their job effectively. Lee went on to site some cases:

- Forms 1845 continue to be written by the Financial Secretary and mailed to Supreme, but not mailed to the State Deputy, Retention Chairman or the District Deputy like they are suppose to. They are coming to Brother Lee's attention once they are recorded by Supreme and appear on the membership roster.
- When District Deputies are called to report on the membership phone call, to see why the dues were not paid, they report that they were not aware of what has taken place because they have not received a copy of the 1845.
- Buy the time Lee calls the member, they have already been suspended because the 1845 has been processed by Supreme.

There is now a system in place where the Supreme Secretary faxes a copy of the 1845 to Lee before it is process. Without Lee's approval the 1845 is not processed. This is to insure that the process of the 1845 is going through the proper channels. Buy going through the proper channels the council does not have to worry about the per capita charges. In closing Lee addressed the proper dollar amount that should be requested on the form 1845, reminding members that only two months of due can be billed and that YEP and other miscellaneous charges are not grounds for suspension.

**President Dufrene (7350)** reminds members that the State Deputy copy of the form 1845 is not to be mailed to the State Deputy, instead is to be mailed to A.E. Lee at P.O. Box 480, Baker, 70704-0480. Lee's phone number is 225/774-0541.

**President Dufrene (7350)** introduces General Insurance Agent **David Brumfield (9240)** from the New Orleans area. Brumfield, on behalf of all the other general agents extended his appreciation and thanks to all the member for their past and present help. Brumfield then explained how he came about being an agent and was charged with the development of other agents. It has been a task that requires a lot of time trying to find the proper

person for the job. He is working towards having a staff of ten, but currently he only has five. So he is still in the process of finding people and asked that the members have patience while he continues his search and training of new agents. Went on to explain, that in absents of an agent, the back of the form 100 can be used to establish insurance for the new members. Must remember to send in the payment for insurance along with the form 100 to Supreme, with a copy being sent to the general agent. On closing, Brumfield ask that the membership possibly assist him in finding agents by making recommendations.

**Warden Waguespack (3091)** Presentation on the procedures to be followed by a Financial Secretary. Introduced the use of the Financial Secretary Handbook, which members should have received upon their appointment, as a guide to assist in the performance of our duties. Presentation consisted of an overview of the Financial Secretary Handbook, picking out and reviewing duties and forms to be used by the members. Presentation also referred to the usage of FSPC system and confirming that there are members now using the system. All of this type of information, with regards to duties and forms, will be covered at the KCLS, which is scheduled for July 21, but at this time the location was not known.

**President Dufrene (7350)** opened the floor to general discussion on FSPC system.

Topics covered:

- Members using the system should exchange email addresses.
- There is a bug in the system, which is noted on the web at [www.fspc.org](http://www.fspc.org).
- Supreme will accept forms printed out on the system.
- Question of maintaining two systems was addressed
- Warning was given on the backup of the file on Windows.
- Retention time of membership records.
- Officers using the system gave their email addresses:

**Leonce Waguespack (3091)**

**[lwague1@bellsouth.net](mailto:lwague1@bellsouth.net)**

**Frank Boneno (11921)**

**[fboneno@bellsouth.net](mailto:fboneno@bellsouth.net)**

**Y.E.P. Chairman Ocmad (2436)** report collecting \$140,000 for the fund compared to a budget of \$172,000. Other donations are still to be made and with other programs combined with the interest on the account, this years amount should come in around \$152,000. He asked that the association continues to make its contribution and that each council should consider making a contribution. He was aware of councils conducting fundraiser to support donations and others collecting Y.E.P at the same time of billing dues.

### **Nominations of Officers:**

President – Malcolm Fauchaux (1817) nominated Clark Dufrene (7350). There were no other nominations. Nominations for President were closed until tomorrow.

Vice-President – Donald Loupe (2436) nominated Malcolm Fauchaux (1817). There were no other nominations. Nominations for Vice-President were closed until tomorrow.

Secretary – Malcolm Fauchaux (1817) nominated John Walker (3779). There were no other nominations. Nominations for Secretary were closed until tomorrow.

Treasurer – Joseph Nesser (3729) nominated Frank Boneno (11921). There were no other nominations. Nominations for Treasurer were closed until tomorrow.

Warden – There were no nominations for Warden.

3 Year Trustee – Ralph St. Amant (3634) nominated Charles Shepard (5747). There were no other nominations. Nominations for 3-Year Trustee were closed until tomorrow.

**President Dufrene (7350)** addresses the new Financial Secretaries giving them notice to watch for the association billing that will be issued during August. A reminder was given to all members that association dues should be paid by the council. It was also mentioned that the council should also consider paying the five-dollar luncheon fee to help with the expenses. The first five-dollars would be for the member with the second five-dollars for the member's first quest. Any other guest will pay the full price of the luncheon, which this year will be, twenty dollars.

### **Closing Remarks**

**Trustee St. Ament (3634)** request names of past Financial Secretaries for the Memorial Committee Report, for members to check with him before they leave for the day.

**President Dufrene (7350)** reports that he has submitted his resume to the floor as an insurance delegate for the Supreme convention. As an idea to consider, the membership may want to consider putting together a resolution that would have the representative of the association selected as a delegate to go to the Supreme convention.

**Trustee St. Ament (3634)** led the association in closing prayer.

Meeting was adjoined.

SUNDAY, MAY 20, 2001

The meeting was called to order by **President Clark Dufrene** 9:00 AM. **Warden Frank Boneno** verified that all present were in possession of a current membership card.

**Treasurer Malcolm Fauchaux** led the association in the opening prayer.

**Two-Year Trustee Ralph St. Ament** led the association in the Pledge of Allegiance.

**Treasurer Malcolm Fauchaux** called the roll of officers. The following officers were present:

**President: Clark A. Dufrene Sr. (7350)**  
**Acting Vice-President: Joseph Nesser (3729)**  
**Treasurer: Malcolm G. Fauchaux (1817)**  
**Warden: Frank Boneno (11921)**  
**3-Year Trustee: Edward J. O'Brien (4222)**  
**2-Year Trustee: Ralph St. Ament (3634)**  
**1-Year Trustee: Charles H. Shepard (5747)**

### OLD BUSINESS

#### The re-opening of Nominations of Officers:

**President** – Clark Dufrene (7550) was nominated on May 19. There were no other nominations. Nominations were closed. Clark Dufrene became President by acclamation.

**Vice-President** – Malcolm Fauchaux (1817) was nominated on May 19. There were no other nominations. Nominations were closed. Malcolm Fauchaux became Vice-President by acclamation.

**President Dufrene (7550)** introduces **Family Activity Director James Hubbell** to speak on John Walker's behalf. James Hubbell confirmed that John was very interested in serving the association as Secretary. It was announced that John Walker's family was named, last night at the banquet, State Family of the Year for Louisiana.

**Secretary** – John Walker (3779) was nominated on May 19. There were no other nominations. Nominations were closed. John Walker became Secretary by acclamation.

**Treasurer** – Frank Boneno (11921) was nominated on May 19. There were no other nominations. Nominations were closed. Frank Boneno became Treasurer by acclamation.

Warden – Nathan Arceneaux (8898) nominated Donald Banowetz (1317). Felix Mendoza (2657) nominated Keith Gautreau (6387). Frank Boneno (11921) nominated Harold Miles (8861). Louis Frey (3246) nominated Leonce Waguespack (3091). There were no other nominations. Nominations were closed. Ballots were distributed.

Motion was made by Joseph Viator (1208) to give voting privilege to those Financial Secretaries not yet appointed by Supreme to vote in the election. Motion was seconded by Scott Vogt (10612). Motion passed.

A written ballot was held resulting in a run off between Keith Gautreau (6387) and Leonce Waguespack (3091).

Ballots were distributed and during the voting process announcements were made:

**Member Louis Frey (3246)** invites members in the Greater New Orleans area to attend the meeting held four times a year by the New Orleans Financial Secretaries Association. The association is made up of twenty-four councils that meet on Wednesdays in Saint Stephens Church in the seating room.

**Member Morris Sonnier (10123)** suggest that councils advertise the need for a computer to see if possibly someone may donate one to the council. This may allow a council to use the FSPC. In return the council can write a letter of donation.

Ballots are counted with the results electing Leonce Waguespack as Warden.

Three-Year Trustee – Charles Shepard (5747) was nominated on May 19. There were no other nominations. Nominations were closed. Charles Shepard became Three-Year Trustee by acclamation.

**Member Gerald Wang (3411)** motion that all unopposed officers be elected by acclamation, that the secretary cast one vote each and in the case of ballots, all ballots be destroyed. Julian Springler (9347) seconded the motion. Motion passed .

**Trustee St. Ament (3634)** as parliamentarian, in the absence of the Secretary, one vote is cast for each officer.

### **NEW BUSINESS**

**Acting Vice-President Nesser (3729)** addresses the newly appointed Financial Secretaries cover the following topics:

- On appointment you should receive a copy of the Financial Handbook.
- Contact the state office to insure that they have you on their roster.
- When using form 100's make sure they are completed with all information.
- When new members enter the order try to get them to become members in the fourth degree. It has been proven that members who join the fourth degree remain longer in our order.

- Make sure you attend the KCLS, where you will receive information about your duties and receive instruction, on the procedures of your duties.
- Registration for the Financial Secretaries meeting is separate from registration for the State Convention. The Grand Knight has the registration for the state convention and it must be completed if you plan to attend and receive a state convention package. Financial Secretaries registration is completed with payment of annual dues and in doing so you will receive a Financial Secretaries convention package.

**State Deputy Jack O'Reilly (4562)** addresses the Financial Secretaries Association. During the term of State Secretary, he worked closely with the association and felt that this brought about a lot of continuity between the offices. It is his wishes to continue doing the same next year after his term is over. We have learned a lot and have shared this information at the KCLS. What we have learned has helped the Grand Knight and as the council's chief executive we are to assist him. It is not our job to correct or argue him in front of other members.

The filing of 1845's has become a problem. Need to stay up on the filing of 1845's, not doing so cost the council money. The bulk of 1845's should be filed so that they reach the Retention Chairman by April or May, no reason to wait till December.

In closing, announced that this year's KCLS would be in Baton Rouge on July 21<sup>st</sup>. Also there is a possible that next year there will be two KCLS's, with one closer to the northern councils of the state.

**Master Clifford McCain (8861)** confirms that the fourth-degree is the foundation of our order and that the Financial Secretaries are the backbone of the order. We are charged with a great responsibility, along with our counter partners the Controllers and both the State Deputy and the Master depend on our record keeping.

### **AMENDMENTS AND RESOLUTIONS**

**President Dufrene (7350)** address the amendments submitted by Mark Robichaux (10455) proposals to the by-law of the Louisiana Financial Secretaries Association:

- **AMENDMENT NUMBER ONE:** Revise and re-enact article 6, Dues. Revision was read to the assembly. Discussion followed. Amendment remained as read. Amendment passed by hand vote without opposition.
- **AMENDMENT NUMBER TWO:** Revise and re-enact article 4, Duties of Officers. Adding section 7. Revise and re-enact article 5, Meetings, adding section 8. Revision was read to the assembly. Discussion followed. Amendment remained as read. Amendment passed by hand vote without opposition.
- **AMENDMENT NUMBER THREE:** Revise and re-enact article 7, section 2, Reimbursements. Revision was read to the assembly. Discussion followed. During

discussion a motion was made by Morris Sonnier (10123) to revise the submitted amendment so that the association could determine the dollar amount by way of resolution. Motion was second by Michael Tanner (2395). Discussion followed. Revision to the submitted amendment passed by hand vote without opposition. Then the revised Amendment passed by hand vote without opposition.

- **AMENDMENT NUMBER FOUR:** Revise and re-enact article 9, Standard Committees, by adding section 5. Revision was read to the assembly. Discussion followed. Amendment remained as read. Amendment passed by hand vote without opposition.
- **RESOLUTION NUMBER ONE:** Revision of dues to \$35.00. Resolution was read to the assembly. Discussion followed. Resolution remained as read. Resolution passed by hand vote. There was one opposed.
- **RESOLUTION NUMBER TWO:** Revise amendment to the by-laws to include a two-thirds vote of the members attending, along with submittal of a proposed budget. Discussion followed. During discussion a motion was made by Kenneth LeCompte (4156) to remove the selected date for the resolution and in its place note end of physical year. Motion failed without support of a second to the motion. Resolution remained as read. Resolution passed by hand vote without opposition.
- **RESOLUTION NUMBER THREE:** Revision to the rate of mileage to twenty-five cents per mile. Resolution was read to the assembly. Discussion followed. Resolution passed by hand vote. There were three that opposed.

**Member Waguespack (3091)** inquires about next year's operational budget, possible need for discussion. There were no questions from the association related to the budget for next year.

**President Dufrene (7350)** announces Alexandria as the next location of next year's convention and request that the members from Alexandria remain after the meeting to discuss plans for next year association needs for a convention chairman.

**Member Sallinger (3200)** volunteers to be the association chairman for next year's convention.

### **Committee Reports**

**Trustee Shepard (5747)** confirms the Audit report for 2001 by stating that the Treasurer's records were examined and all records were found to be in order. The bank account was reconciled as of the last bank statement, this bank account was found to be in agreement with the balance on the books of the Treasurer. Audit report was respectfully submitted by; Three-year Trustee, Edward O'Brien, Two-year Trustee, Ralph St. Amant, and One-year Trustee, Charles Shepard.

**Trustee St. Ament (3634)** reviews Memorial Committee Report for May 20, 2001. Five names of past Financial Secretaries are listed in the report.

**Past President Peragine (5530)** reviews the election results. All nominees with the exception of the position of Warden were unopposed. For the office of Warden there were four nominees. Election report was respectfully submitted by Past President Peter Peragine, Two-year Trustee, Ralph St. Amant, and One-year Trustee, Charles Shepard.

### **CLOSING REMARKS**

**Treasurer, Vice-President Elect Fauchaux (1817), Warden, Treasurer Elect Boneno (11921), One-year Trustee, Three-year Elect Shepard (5747) and Warden Elect Waguespack** thank the association for their vote of confidence.

**Trustee St. Ament (3634)** has enjoyed twenty-seven years with the association. After this one year term of trustee, will be joining his brothers in the audience.

**President Dufrene (7350)** announces possible change in luncheon schedule to noon as opposed to twelve thirty. Gives thanks to the association for their vote of confidence. Members were reminded to study the Financial Handbook and by following the rules we would all do a good job. For questions contact any officer listed in your convention package.

**Warden, Treasurer Elect Boneno (11921)** proposes that each council send in a resolution requesting that the financial secretary representative went automatically as a representative to the Supreme Convention.

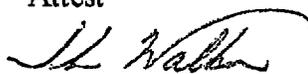
**Trustee St. Ament (3634)** proposes a resolution that would include the state convention chairman along with the association's selection so both could be selected to be representatives at the Supreme Convention.

**Past President Peragine (5530)** moved to adjourn the meeting. Scott Vogt (10612) seconded.

**President Dufrene (7350)** led the association in closing prayer.

Meeting was adjourned.

Attest



John P. Walker Jr.  
Secretary

Louisiana Financial Secretaries Association  
Officers 2001 – 2002

**PRESIDENT** – Clark A. Dufrene Sr.  
4009 Ellen Drive  
Marrero, LA. 70072  
Council #7350  
(504) 348-0317

**VICE PRESIDENT** – Malcolm G. Fauchaux  
P.O. Box 184  
Granercy, LA. 70052  
Council #1817  
(225) 869-5937

**SECRETARY** – John P. Walker Jr.  
6203 South Windermere Dr.  
Shreveport, LA. 71129  
Council #3779  
(318) 688-0530

**TREASURER** – Frank Boneno  
319 West Loyola Drive  
Kenner, LA. 70065  
Council #11921  
(504) 469-6420

**WARDEN** – Leonce P. Waguespack Jr.  
173 Rosalie Dr.  
Avondale, LA. 70094  
Council #3091  
(504) 436-1695

**THREE YEAR TRUSTEE** – Charles H. Shepard  
2416 Mumphrey Road  
Chalmette, LA. 70043  
Council #5747  
(504) 279-1940

**TWO YEAR TRUSTEE**  
Edward J. O'Brien  
1238 Allo Street  
Marrero, LA. 70072  
Council #4222  
(504) 341-4036

**ONE YEAR TRUSTEE**  
Ralph St. Ament  
822 Clayton Drive  
Norco, LA. 70079  
Council #3634  
(985) 764-7166

**CONVENTION CHAIRMAN 2001/2002**  
Alva "AC" Sallinger  
1723 Clover Lane  
Alexandria, LA. 71301  
Council #3200  
(318) 442-3313

Louisiana Financial Secretaries Association

AUDIT REPORT  
MAY 20, 2001

The Treasurer's records were examined and we found them to be in order.

The bank account was reconciled and as of the last bank statement, this bank account was found to be in agreement with the balance on the books of the Treasurer.

Respectfully Submitted,

Edward J. O'Brien  
3 Year-Trustee  
Council #4222

Ralph St. Amant  
2 Year-Trustee  
Council #3634

Charles H. Shepard  
1 Year-Trustee  
Council #5747