

*Knights of Columbus
Louisiana State Financial Secretaries Association
Paul Gisclair, President*

*MINUTES OF THE ANNUAL FINANCIAL SECRETARIES ASSOC. MEETING
Saturday, May 5, 2012 - Sunday, May 6, 2012*

The annual meeting of the Louisiana Financial Secretaries Assoc. was held in Baton Rouge, LA at the Crown Plaza Convention Center on Sat., May 5th and 6th, 2012.

The meeting was called to order at 9:15am by President Paul Gisclair(7557). The President asked all members to turn off all cell phones and other electronic devices.

Raymond Patout(10293) was appointed temporary Warden due to the absence of Warden Aldon Young(13931) because of illness. He acknowledged the Verification of the Travel Cards of all present.

The opening prayer was led by V.P. Robert Coco(3208), with the Pledge of Allegence led by Leonce Waguespack, Jr.(13349).

The President then asked the Financial Secretary Assoc. proceedings along with the Luncheon be dedicated to the memory of (deceased State Chaplain) Msgr. Susi.

The Roll Call of Officers was conducted by Secretary Gladwin W. Ball(5022) - All were present with the exception of Warden Aldon Young(13931) and 1 Year Trustee John Walker, Jr.(3779). The President then asked Malcolm Fauchaux(1817) to substitute as 1 Year Trustee in the absence of John Walker, Jr.(3779)

Paul Gisclair(7557) then open the floor for the nomination of a candidate to the National Convention in Anaheim, CA. It was proposed by Leonce Waguespack(13349) and 2nd by Frank Boneno(14822) that Paul Gisclair

(7557) be nominated as the National Convention Candidate. All members voted (Yes) for the selection with no opposition.

The President in opening remarks thanked everyone for allowing him to serve the Association for the past (2) years remarked that we have also come a long way with the Member Management Program and that if there any members that needed help that he would always be available to aid them in any way possible.

Paul Gisclair(7557) then asked for all new Financial Secretaries to approach the podium and introduce themselves to the Association:

- 1. Keith Andrepont – Lafayette- (8901)*
- 2. Robert Futch – LaPlace – (5935)*
- 3. Chance Henry – Sulphur – (3015)*
- 4. Sal Valdez – Hammond – (2952)*
- 5. Michael McGee – Lake Charles – (15006)*
- 6. Robert Burd – DuLac – (7722)*
- 7. Errol LaBlanc – Murrero – (15390)*
- 8. Eddie Richard – Many – (12061)*
- 9. Jerry McNeil – Coleen – (13296)*

Trustee Leonce Waguespaack (13349) asked that all of the new Financial Secretaries make available to him, their Names, Addresses, Phone Numbers, and Email addresses so that he can keep them abreast of any information that he sends out to the members of the Association.

The agenda went forward to the appointment of Chairmen of the various committees:

- 1. Audit Committee Chairman – Leonce Waguuespack (13349)*
- 2. Election Committee Chairman – Keith Gautreau (8147)*
- 3. Memorial Committee Chairman – Malcolm Fauchaux (1817)*

Note: The President then asked if any members present know of any Financial Sec. that passed during the year.

a. Herman Guidry

Next on the Agenda was the call for the Treasurer's Report from Frank Boneno (14822). Frank stated that as of this date we have \$30,457.98 in the account.

The President Paul Gisclair(7557) then asked the V.P. Robert Coco(3208) to address his proposed budget for the upcoming year. Robert (3208) stated that the only change that he proposed was to make the donation to St. Mary's which is \$500 be included as a permanent item in the budget. It was then proposed by President Gisclair (7557) that there be an increase in the item 2- which is convention meeting refreshments from \$300 to \$600, and that item 6 - which is convention hospitality (The Breakfast) be upped from \$500 to \$1100, which he later put in the form of a motion. It was moved by Michael Forsythe (1208) and 2nd by Bro. Landry (7275). It was stated by President Gisclair (7557) that the voting was only for the changes in the budget and not the budget itself. That would be done at Sunday's meeting.

President Gisclair (7557) then went on to the Nomination of Officers by Chmn. Keith Gautreau (8147). The chairman let the body know that this was only to a nominating process today with final introduction of candidates presented and voted on at Sunday's meeting.

- 1. President: Malcolm Fausheaux (1817) nominated Robert Coco (3208)(closed with no other nominations).*
- 2. Vice President: Robert Coco (3208) nominated Gladwin W. Ball(5022)(closed with no other nominations).*
- 3. Secretary: Robert Coco (3208) nominated Aldon Young(13931) (closed with no other nominations)*
- 4. Treasurer: Frank Boneno(14822) was nominated for position with no other nominations offered at that time.*
- 5. Warden: Raymond Patout (10293) nominated David Landry (7275) Holy Cross- and gave a brief resume of his qualifications and accomplishments. President Gisclair (7557) nominated Chris Duprene (7350), and gave a resume about his qualifications and accomplishments. (closed with no other nominations until tomorrow morning).*
- 6. 3 Year Trustee: Paul Gisclair (7557) was nominated with no other nominations offered so the process was closed until Sunday's meeting.*

At that time the General Agents Kirk and Scott arrived to address the assembly by thanking the Financial Secretaires for the work that they do in putting the new members in touch with the Field Agents and also the work that do by making the agents aware of problems that other members may need to have addressed. President Gisclair (7557) wanted to know why there was no phone listed for the members when a Form 100 is submitted. Jim Vance

(12906) made a motion that we request that Supreme put the phone numbers as needed. Malcolm Fauchaux(1817) 2nd the motion and the motion was passed.

President Gisclair(7557) then introduced Uncle Paul State Membership Director (1437) spoke about recruitment and retention practices. He told the body that in the state of Louisiana there are 22 suspended councils which held about 548 brother Knights that no one knows where they are. He said that there are 8 councils that are showing zero members, another council with 2 members, one with 5 members and one with 9 members. He acknowledged the importance of keeping your rosters clean and the value of the Member Management program. The Membership Dir. stated that he has 34 councils that have not sent in their form 1728 (Report of Fraternal Activity). Ninety councils have not recruited one new brother Knight this year. Uncle Paul told the body that if you have someone that wants to join the council or assembly and there are not enough members present for a quorum, if the Knights present are O.K with him, then vote him and get him to the earliest degree team. Bro. Knight David Landry (7275) stated that he did not feel comfortable bring in a new member with this council or assembly voting on him. Uncle Paul then told him to do what ever he feels comfortable with, but realize that it is just a process. Michael Forsythe (1208) brought up the fact that there are two ways to handle this (a) if a Form 100 is not acted upon in 2 weeks, then the Grand Knight can sign off on the applicant (b) they have interviewed a 4th Deg. Applicant with 8 members of the assembly and they sign off on him, and they help to expedite the process. Bro. Chris Duprene, Jr. (7350) said that they have handled the process by the Grand Knight calling a special meeting and all other business is dispensed with except the reading and voting on submitted Form 100's. The other members of the council are contacted by Email or phone and informed that there is a special meeting being held to address this issue. Bro. Jim Vance (12906) stated that their Chaplain is present at their meeting and he is asked to evaluate the applicants and with his approval these people of accepted into the council. Uncle Paul said the state of Louisiana should be proud of the fact the we are in 5th place in the nation in terms of intake. We need 117 new brothers every month which is 1170 over a 10 month period. To date were are at 1169. The issue was brought up about getting your Form 100's to Supreme- (1) Mail them in (2) scan them and email them to Supreme. Note: Do not Fax them in. The session ended with Malcolm Fauchaux (1817) wanting to know why there were (2) council, one

with a lost of 51 members and the other with a lost of 29 members. Uncle Paul said that the Financial Secretaries were finally doing what was asked of them. The previous FSs had not cleaned their rosters and the incoming FSs had to do it.

10:00am: Took a short break with the intention of Reading the Minutes of the previous meeting.

Meeting Resumed at 10:35am.

President Gisclair (7557) called for the reading of the minutes. Gladwin W. Ball (5022). It was moved by Michael Forsythe (1208) and 2nd by Fred Foti (1276) to dispense with the reading of the minutes. Frank Boneno (14822) made a correction concerning his council, and Gladwin Ball (5022) made the correction about the Treasurer's Report not being included in the minutes, but it would be posted on the web site as an amendment. Jim Vance (12906) moved to accept the minutes with the corrections and it was 2nd by David Levi (7275). Motion passed with a vote.

Leonce Waguespack (13349) was then called to discuss the Form 990. Bro. Randy (8779) asked if there were certain limits to qualify as a 501-C distinction. Bro. Waguespack(13349) responded with the various states of earnings used to determine the form. (1) \$50,000 or less you use Form 990N. (2) \$50,001-\$199,000 used Form 990EZ and (3) \$200,000 and over uses Form 990. He also said that it didn't matter how much money you have in the accounts because you are not a 501_C3 which is tax-exempt. We are a 501C-8 which does not make us tax-exempt (so the amount of money is not a determining factor for 501-C3 status). Gladwin Ball(5022) stated that if you would look in your copy of the minutes, you will find a document called the Annual Electronic Filing Requirement For Knights of Columbus Subordinate Councils which will answer all of your questions on this subject.

President Gisclair (7557) then opened the floor for any Old Business. There was none.

President Gisclair (7557) then opened the floor for New Business.

Michael Forsythe (1208) took the floor and began to discuss the purchasing of insurance for Church Halls and Functions. There is a company called R. C. Knox from whom you can obtain an application for Liability Insurance

which cost on an average of \$2.50 per paying member for the coverage. Your Honorary Lives are not charged but they are covered. Also you cannot sell alcohol at the functions. Note: If you have a function and charge X amount of dollars and the price includes the drinks, you are covered, and also if you hire someone to do a cash bar, you are covered for this too. The policy runs from Oct. to Oct. which is one year. Jim Vance (12906) stated that their council switched to The Knox Group and they saved a phenomenal amount of money by using them. Michael Forsythe (1208) said that the reason that the policy is so in-expensive is because it is a Knights of Columbus policy and they cater mainly to KC Councils. Robert Rome (8840) informed the body that the policy does not cover Council Homes not affiliated with the Church. Bro Glen Gilliot (9415) asked if anyone knew if the policies covered the Officers of the Council from suit. Some said that it should cover them. It was stated the Leonce Waguespack (13349) would put the information on the web site for all to peruse.

President Gisclair(7557) stated that KCLS would be held July 14, 2012 in Dutchtown (Saturday). There will not be a Sunday meeting held in Natchitoches as in years past. Since this was presented to us at the 107th Convention, the date has changed to Saturday, July 21st at the Dutchtown High School in the BandRoom, starting at 8:00am. I am including an Email that I received since the convention pertaining to this function.

The next item taken up by President Gisclair (7557) was the issue of Form 1845(Notice of Intent to Suspend). Send the 1845 to Supreme wait 60 days and then send the Form 100 to complete the process. If you wait longer than the Ninety days you will have to start the process all over. Bro. Glen Gilliot (9415) was in a situation were he followed the procedure by the book, but Supreme told him that he could not suspend the members until after July 1. The President told him to go back and fix his ledgers to reflect that these men were delinquent for the dues for this year and send the info to Supreme along with his 1845 and show that he was within the 90 day time frame and everything should go through. Bro. Frank Boneno(14822) added that when you send in your Audit Form to Supreme be sure to show on it that you have so many members that are behind in their dues, because if you don't Supreme won't let you suspend anyone. Keith Gautreau (8147) answered this by saying that if you are up to date in the process, those people should not be shown on the audit, there fore there should not be a problem suspending them, also if the

member sends you an Email stating that he does not wish to continue as part of the council, that Email can be forwarded to Supreme and it will count as part of the process. You can also ask them to write on the bottom of the billing notice, in his own words that he does not wish to remain a member, and this should suffice for Supreme.

Paul Gisclair (7557) asked if there were any FSs in the meeting that has any questions concerning the Member-Management check with us after the meeting and we will set up a training session with an FS officer nearest you, or it can be done by phone. Michael Forsythe (1208) said that these training sessions could also be done through Power Point and retrieved on You-Tube.

Keith Gautreau (8147) reminded the new FSs that they need to back and check and make sure that past Audits had been done and sent in to Supreme. He told them that if they miss (3) Audits in a row the council will be suspended by Supreme. Paul Gisclair(7557) said that he was going to get Bro. Waguespack(13349) to put up on the web-site the process of Knights of Columbus Billing. (Web Site- www.lsfca.org).

Bro. Frank Boneno(14822) told the body that when they receive their billing notices from the Association, not to tear the bottom off and throw it away, because there is wealth of information on that portion of the bill pertaining to information about the Officers of the Association.

The President then asked the body to rise and greet PSD Jack O'Rielly. Bro. O'Rielly wished everyone a fruitful convention and told the Assoc. how important they are to running of the councils. The President also made a request of Bro O'Rielly about asking Supreme to put the phone numbers on the Form 100 so that it can be listed on the Rosters.

President Gisclair(7557) asked that if anyone needed some help with the Member Management Program for them to give their names to the Sec. Gladwin Ball (5022). Training session 1:30pm-3:30pm.

Paul Gisclair (7557) also stated that there were tickets available for the Luncheon being held across the hall in Premier One on Sunday after the meeting.

The President asked if there was anymore business to be transacted at this time and then called for V.P. Robert Coco (3208) to lead everyone in prayer.

Meeting Adjourned: 11:45am

Sunday, May 6, 2012

Meeting was called to order by the President Paul Gisclair(7557) at 9:10am. Acting Warden Raymond Patout (10293) verified the Travel Cards.

Opening Prayer by Robert Coco (3208).

Pledge of Allegiance by Keith Gautreau (8147)

Roll Call of Officers by Gladwin W. Ball (5022)

Call for Old Business:

Keith Gautreau (8147) moved with a suggestion that we amend the budget again to reflect an increase in the Bishop Greco Fund from \$500 to \$1,000 and the donation for St. Mary's be increased from \$500 to \$1,000. This was 2nd by David Landry(7275). The motion passed.

The President then asked for a motion to approve the entire budget. It was moved by Joseph Bocklud (8615) and 2nd by Lynn Sonier(8906) that the budget be approved as read. Motion passed.

At this time Keith Gautreau(8147) expounded on the many accomplishment of PSD Jack O'Rielly for the members that were not acquainted with him.

He stated that:

- 1. Jack was a Past State Deputy*
- 2. He was a Board Member of the Supreme Council*
- 3. He was Supreme Secretary for 6 years.*
- 4. Jack is as Down Home , Friendly, and as Helpful as anyone could be.*
- 5. Jack was also a former Financial Secretary.*

Paul Gisclair (7557) then called on Keith Gautreau (8147) to reopen the nominations of Officers.

- 1. President: Robert Coco (3208) – no new nominees. (carried)*

2. Vice President: Gladwin Ball (5022) – no new nominees. (carried)
3. Secretary: Robert Coco (3208) withdrew his nomination of Aldon Young (13931) and called for Frank Boneno (14822) – no new nominees. (carried)
4. Treasurer: Malcolm Fauchaux (1817) nominated Aldon Young (13931) – no new nominees. (carried)
5. Warden: 3 nominees- Chris Dufrene, Jr.(7350) and Bro David Landry (7275). Ron Burke (7722) nominated Marvin Dupre (10612) and gave a brief resume of his qualifications.

The President decided to take a shot break while the trustees counted the ballots. 10:10am.

Meeting was called to order by the President at 10:30am.

Paul Gisclair (7557) told the body that he had gone to the web site and made some copies of the paper compiled call Knights of Columbus Billing. It is located on the web site www.lsfca.org and go to Member management | Member billing. Then click on Knights of Columbus Billing. I have included in the minutes a copy for those of you that don't have one.

At this time the Trustees returned to the meeting room with their tally of votes for the office of Warden. Keith Gautreau (8147) let the body know that we had forgotten the office of 3 Year Trustee and at this point Paul Gisclair (7557) was the only one on the ballot, so he asked for nominees for this office. There weren't any so he gained the office. (carried)

Keith Gautreau (8147) then stated that we now have a full slate of Officers with the results for the office of Warden going to Chris Dufrene, Jr.(7350). The incoming slate of officers are as follows:

1. President Robert Coco (3208)
2. Vice President Gladwin Ball (5022)
3. Secretary Frank Boneno (14822)
4. Treasurer Aldon Young (13931)
5. Warden Chris Dufrene, Jr. (7350)
6. 3 Year Trustee Paul Gisclair (7557)
7. 2 Year Trustee Leonce Waquespack, Jr.(13349)

8. 1 Year Trustee Keith Gautreau (8147)

Keith Gautreau (8147) then made a motion to destroy the ballots and it was 2nd by Frank Bonene (14822). Motion passed.

The President Paul Gisclair (7557) as someone to make a motion that the Secretary cast (1) vote for the candidates that ran un-opposed. The motion was made by Keith Gautreau(8147) and 2nd by Joe Becklud (8615). Motion passed.

Malcolm Fauchaux (1817) went to the podium to give the Memorial Committee report. A copy of the Report is added to the minutes. Report submitted by Leonce Waguespack, Jr.(13349) 3 Year Trustee, Keith Gautreau (8147) 2 Year Trustee, and Malcolm Fauchaux (1817) 1 Year Trustee. Malcolm Fauchaux (1817) then asked if there were any other names that needed to be added to the Report. The President Paul Gisclair (7557) responded with the name of Msgr. Susi even though he was not an FS. Chris Dufrene (7350) asked if the name of Richard Fournet be put on the list and it was accepted. The Memorial Chairman then asked for someone to make a motion to accept the Report: Anthony Vavasseur (10606) made the motion and it was 2nd by Chris Dufrene (7350). Motion passed.

Leonce Waguespack (13349) was called to the podium to give the Audit Committee Report. The Treasurer's records were examined and found to be in order. Report submitted by Leonce Waguespack (13349) 3 Year Trustee, Keith Gautreau (8147) 2 Year Trustee, and Malcolm Fauchaux (1817) sitting in for John Walker, Jr.(3779) 1 Year Trustee. A copy of this report is in the minutes.

The President Paul Gisclair(7557) called for closing remarks of the officers.

1. Leonce Waguespack (13349) made everyone aware of the fact that if anyone has any information that needs to go on the web-site to contact him. Also said that the reason we can't put The names and addresses of the FSs on the web-site is because the site is not secure enough to protect your private info.
2. Called up past President of the Association:
 - a. Charles Sheppard (10455) has been an FS for 32 Years.
 - b. Leonce Waguespack, Jr. (13349) been an FS for 15 years.

- c. *Malcolm Faucheaux (1817) been an FS 38 years.*
- d. *Keith Gautreau (8147) been an FS for 21 years.*

- 3. *Robert Coco (3208) thanked everyone for having the faith in him to elect him to office of President and how much he has learned by being here.*
- 4. *Keith Gautreau (8147) expounded on the remarks of Leonce and Robert Coco about the learning situation. He had learned something every time he goes to KCLS and the Conventions.*
- 5. *Gladwin Ball (5022) thanked everyone for the trust give me as an Elected VP. Thanked the members for the well thought out questions that are asked year after year so that we can easily see the main problems effecting the body and the things that we can do to help elevate them.*
- 6. *Frank Boneno (14822) has been Treasurer for 10 years and appreciated being elected Secretary because it was time for him to move up.*

Leonce Waguespack (13349) said that the Financial Secretaries in the New Orleans area have an Association call the Greater New Orleans Financial Secretaries Association. Meeting are held every 5th Wednesday which makes about 4 per year.

Elected President Robert Coco (3208) was called on to do the closing prayer. Meeting adjourned at 11:30am.

Robert Coaa

LA Financial Secretaries Budget

Proposed Budget 2012-2013		Comments	
Awards	300		
Con. meeting refreshments	300	600	
Con. door prizes	200		
Con. luncheon	3000		
Con. misc. expenses	400		
Con. Hospitality	500	1100	BREAKFAST
Con. Ad.	500		
Bishop Greco Fund	600	1000	
St. Mary's	500	1000	
Supreme representative	600		
Postage	500		
Printing	300		
Travel	300		
Training mileage	300		
Office & misc.	400		
Total	8700		
Dues income	8000		
Luncheon income	700		
Total	8700		

Annual Electronic Filing Requirement For Knights of Columbus Subordinate Councils

All Knights of Columbus subordinate councils must now complete some type of annual filing with the Internal Revenue Service (IRS). The type of return depends on the amount of the council's gross receipts. For tax year 2010, if a council's gross receipts are \$50,000 or less, it must file IRS Form 990-N (commonly referred to as the e-Postcard). If a council's gross receipts are between \$50,000 and \$200,000, it must file IRS Form 990-EZ. If a council's gross receipts exceed \$200,000, it must file IRS Form 990. These rules apply to all state councils, local councils, chapters, and assemblies. The breakdown of the new filing thresholds for tax year 2010 appears at the end of this document.

In 2008, the IRS began requiring small tax-exempt organizations, including Knights of Columbus councils and assemblies, to file an annual tax form, IRS Form 990-N/e-Postcard. The IRS Form 990-N/e-Postcard is an informational return and is not used to report taxable income or tax liability. It is relatively brief and must be filed electronically; there is no paper form for the e-Postcard.

To access the IRS electronic filing system, go to the IRS website (www.irs.gov). Click on "Charities & Non-Profits" on the bar across the top of the page and it will take you to a page where you may scroll down until you see the topic for the IRS Form 990-N/e-Postcard. Once you click on that topic, you will be able to access the on-line e-Postcard filing. You will be asked to register and enter the council or assembly's tax identification number (EIN). Each council and assembly must have its own EIN; you may not use the Supreme Council's EIN.

When filing the e-Postcard, you must designate the 12-month period that you have selected as the tax year for your council or assembly (e.g., January 1 to December 31; July 1 to June 30). This is the tax year you established when you originally filled out Form SS-4 to apply for your EIN. If you do not know the tax year you originally selected, try using the 12-month period ending December 31. If the system rejects your filing, then you likely chose the 12-month period ending June 30 as your tax year (the Order's "fraternal year"). The e-Postcard is due every year by the 15th day of the 5th month after the close of your tax year. So, for example, if your tax year ends December 31, the e-Postcard is due by May 15 of the following year. While you may file the e-Postcard before the deadline, you may not file the e-Postcard until after your tax year ends. Keep in mind that you may file the e-Postcard only for the tax year that is currently due. The system does not allow you

to file e-Postcards for prior years. There is a list of Frequently Asked Questions at the bottom of the IRS page to help answer any questions you may have.

The IRS may revoke the tax-exempt status of any organization that fails to meet its annual filing requirement for three consecutive years. Therefore, councils that do not file a Form 990-N/e-Postcard, Form 990, or Form 990-EZ for three consecutive years may have their tax-exempt status revoked as of the filing due date of the third year. If your council is delinquent with its filings, you should immediately contact a tax advisor.

If you have specific questions about the IRS e-Postcard filing requirements, please click on the following link:

<http://www.irs.gov/charities/article/0,,id=177782,00.html>

(Revised 4/6/2011)

New Filing Thresholds For 2010 - IRS Form 990 Series

Do you know which IRS Form 990-series return you are required to file for tax year 2010? The IRS Form 990 filing thresholds for tax year 2010 and later (filed in 2011 and later) will change as follows for all organizations required to file an IRS Form 990-series return:

- If gross receipts are normally \leq \$50,000, you must file IRS Form 990-N/e-Postcard or, if you choose, a complete IRS Form 990 or IRS Form 990-EZ.
- If gross receipts are $>$ \$50,000 and $<$ \$200,000 and total assets are $<$ \$500,000, you must file IRS Form 990-EZ or a complete IRS Form 990.
- If gross receipts are \geq \$200,000 or total assets \geq \$500,000, you must file IRS Form 990.

KNIGHTS OF COLUMBUS LOCAL COUNCIL APPLICATION

Council Name & Number: _____

Date Completed: _____

Proposed Effective: _____

Expiration Date: October 1

Mailing Address:

Location Address (if different):

Contact Name and Title:

Contact Address _____
Telephone # _____
E-Mail _____
Fax # _____

Additional insured name, address and reason:

Number of Active Dues Paying Members: _____

Estimated Premium: \$ _____ (Rate \$2.20 per member except NY & CA where it is \$3.30 per member)

Any claims in the past 5 years? Yes/No If yes, please attach a document with complete details.

Describe any activities/events held or sponsored by Council (a calendar of events may be attached)

KNIGHTS OF COLUMBUS LOCAL COUNCIL INSURANCE PROGRAM

OVERVIEW

COMMERCIAL GENERAL LIABILITY INSURANCE:

LIMITS OF INSURANCE (COVERAGE IS BASED ON GENERAL LIABILITY FORM CG 0001, ED. 1001):

- \$2,000,000 General Aggregate (other than Products/Completed Operations)
- 2,000,000 Products/Completed Operations Aggregate
- 1,000,000 Personal and Advertising Injury (any one person or organization)
- 100,000 Fire Legal Liability (any one fire)
- 10,000 Medical Expense (any one person)
- 1,000,000 Aggregate (per location).

COVERAGE INCLUDES:

- Bodily Injury
- Property Damage
- Personal Injury
- Advertising Injury
- Medical Payments
- Host Liquor Liability
- Additional Insured – Club Members (Council Members)
- Lessors or Managers of Premises as Additional Insured's as required (excluding Home Corporations or Owners/Managers of Knights of Columbus Meeting Halls)
- Knights of Columbus Supreme Council-Additional Insured
- Hired and Non-owned Auto Liability Coverage at State Minimum Statutory Limits of Liability

SPECIAL COVERAGE EXCLUSIONS (NOT A COMPLETE LIST OF EXCLUSIONS):

- Abuse/Molestation/Sexual Misconduct or Sexual Offenses
- Asbestos Liability
- Athletic Participants – Other than Basketball Free Throw Contest & Soccer Challenge
- Bodily Injury, Property Damage, Personal or Advertising Injury resulting from any altercation with demonstrators during a "Right to Life" rally, parade, protest or similar event
- Employment-Related Practices
- Special Events (Events not listed on Local Council Activities Summary)
- Intellectual Property
- Fungi or Bacteria
- War Liability
- Nuclear, Biological or Chemical Terrorism
- Home Corporations and building Owners or Lessees
- Local Councils for the ownership or operation of a building or hall
- Exclusion – Described Hazards (Carnivals, Circuses and Fairs)
- Nuclear Energy Liability Exclusion
- Activities involving firearms
- Sponsoring Carnivals or Fairs
- Activities involving amusement devices such as rides, inflatables, or similar devices
- Rock Concerts

COVERED EVENTS/ACTIVITIES:

- Local Council Meetings
- Marching in Parades
- Local Council Parties for Members and Guests
- Communion Breakfasts
- Basketball Free-Throw Contest
- Poster Contests
- Prayer Services
- Scholarships
- Luncheons/Family Picnics
- Food & Clothing Drives
- Family of Month/Year
- Family Trips
- Honors for Police, Fire Fighters, Veterans and other "Appreciation" Events
- Special Breakfasts, Luncheons, Dinners
- Car Washes
- Church Work: Ushers, Lectors, Choir, Youth Ministry
- Bingo
- Supporting poor and needy
- Home/School Association Support
- Tootsie Roll & Candy Sale
- Tournaments: Golf, Bowling, Billiards
- Walks: Cancer, Rally for marriage, etc.
- Youth Awards
- Senior Citizen Support: Visits and equipment donations
- Local Council Promotional Activities
- Keep Christ In Christmas: Billboards, mangers, cards

Condition:

- Insurance will be Excess of, and Non-Contributory to any other insurance available to the State or Local Council, including insurance provided under a policy of insurance issued to a Home Corporation.

This summary provides a brief overview of the insurance program and is not intended to be a complete summary of the policy. It does not change or replace the actual policy. You must refer to the Insurance policy for full terms, conditions, coverages and exclusions

Subject: FW: Fwd: FW: IMPORTANT: KCLS - July 21st

From: Peter Snatic (whitebear@suddenlink.net)

To: ayoung57@yahoo.com; smason@suddenlink.net; gladwinball@yahoo.com; ljtarrow@netcommander.com; jeromeconner@att.net; gaudetlouis@bellsouth.net; MarkPell@suddenlink.net; mmcgee@mqb-cpa.com; stef7157reynolds@aol.com; raymay130@aol.com; RonnieLegnion@yahoo.com; rib150@bellsouth.net; scott.willis@kofc.org; UNCLPAUL@aol.com;

Date: Sunday, June 10, 2012 8:05 PM

Subject: Fwd: Fwd: FW: IMPORTANT: KCLS - July 21st

Please send this out. Please mark this on your calendars so you can attend. If you have a pro-life couple please send this to them also. They are invited again this year. Thanks DD Brad50

Subj: FW: IMPORTANT: KCLS - July 21st

PLEASE FORWARD TO ALL (Grand Knights, DD's AC's) in addition to any other announcements you may send

Pro-Life Chair Couples,

This is a reminder that this year's KCLS Pro-Life Seminar will be held at Dutchtown High School, Geismer/Prarieville (in the Bandroom) at 8:00 a.m. on Saturday July 21st. We will try to send more detail as to the agenda/exact starting time as we get closer to the date, but right now please try to get there by eight.

This will be the only seminar planned this year. We will not meet the next day on Sunday in Natchitoches as in years past.

This is our only opportunity to help educate you, provide you with material, and most important engage in group discussion & activities.

We have a more "fun" agenda planned, with more opportunity for you as Council Pro-Life Chair Couples to share your experiences. Hopefully, this will provide those who may have had any obstacles to success to get assistance from those who were able to "punch through" and achieve success.

Please let us know if you have any questions.

For the Unborn.

Peter & Ednamae

Peter & Ednamae Sahuc

Pro-Life Chair Couple

Louisiana State Council

Knights of Columbus

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.2178 / Virus Database: 2433/5060 - Release Date: 06/10/12

Knights Of Columbus Billing


Before signing into the Member Billing, you should go to the Member Management and update all information on each member. You will have to manually enter information from the old FSPC to the new Member Management.

- > Sign into KC website and Member Billing
- > Read new information provided, in any.
- > Select "Proceed" on the far right.

Officers Online	Member Billing	Print Center MB
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Council Billing & Accounting - Council Ledger

Council



SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

View Transactions

By Date	By Transaction Type	By Income Account	By Expense Account	By Event
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Show from: to:

Council Transactions - Processed


Date	Transaction Type	Batch #	Account: Sub Account	Event	Amount

Council Transactions - Pending

	# of Transactions	Amount
Pending Receipts	0	0.00
Pending Vouchers	0	0.00
Pending Assessments	0	0.00
Pending Adjustments	0	0.00

Next Step is to select the **Billing Information**. The Council name, number, and district should be correct under the council section.

- Under Billing Setup
- **Billing Frequency** (set to annual)
- **Currency Indicator**(set to US Dollars)
- **Billing schedule** (set to Calendar Jan to Dec)
- Under Billing Address Information
- **Select** from Billing Address, Mailing Address, or F/S Address
- Make sure the correct address is shown
- **Select "Save"**

Officers Online	Member Billing	Print Center HD
Council Billing & Accounting - Billing Information		
Council		
 SACRED HEART		Council 7657
Council Location: BROUSSARD		Jurisdiction: LA
District: 036		Date of Institution: 03-06-1980
Billing Setup		
Billing Frequency: Annual		Billing Schedule: Fraternal - Jul to Jun
Currency Indicator: US Dollar		
Billing Address Information		
Billing/Remittance Address		<input type="radio"/> Use Billing Address <input type="radio"/> Use Mailing Address <input checked="" type="radio"/> Use FS Address
Address Line 1: 106 Bull Run Cir		Address Line 2:
City: Broussard		State/Province: Louisiana
Postal: 70518 - 7427		Country: United States
Save Reset		

-
-

➤ Select "Class List"

- Enter dues for regular members & honorary members. Honorary Life members do not pay any dues.

➤ Select "Update" to save the information

➤ Add Council Defined Classes and Annual Amounts

- This is for special classes such as, Deacons, Students, Military, Etc. .
- To add these Classes you will need to type in the name of the class in the "Add Class" box, and then enter the amount of dues into the "Add Amount" box. Once you add the amount the "ADD" button will un-gray and activate.
- Select "ADD"
- Select "Reset" to save the information

• Billing Information
• Class List
Events/Assessments

Council Billing & Accounting - Class List

Council

SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

Supreme Defined Classes & Annual Amounts

	Class	Amount
	Regular	50.00
	Honorary	10.00
	Honorary Life	0.00

Council Defined Classes & Annual Amounts

	Sub Class	Amount
	Clergy	0.00
	Military	0.00
	Over 65	25.00
	Student	0.00

Add, Edit, Deactivate, or Reactivate Classes

Add Class:

Add Amount:

Edit Class:

Edit Text:

Edit Amount:

Deactivate Class:

Reactivate Class:

Next is Account List

➤ Select : Add Accounts


All income and expense accounts are set up here. Without the account setup, you cannot post any income or expense. "Note all the accounts needed to receive dues are already setup in the system."

• Billing Information

• Account List

Council Billing & Accounting - Account List

Council

 **SACRED HEART** Council 7557

Council Location: BROUSSARD **Jurisdiction:** LA
District: 036 **Date of Institution:** 03-06-1980

Account List

Display: Active All [Add Account](#)

Assets | Income Accounts | Expense Accounts |

Assets

Account Name	Created By	Last Edit Date	Edit	Inactive
Cash	System		Edit	
Receivable	System		Edit	
Dues	System		Edit	
Initiation Fee	System		Edit	
Miscellaneous	System		Edit	
Special	System		Edit	

Assets | Income Accounts | Expense Accounts |

Next is "Events/Assessments"

This is where you would set up any special assessments, such as YEP or Culture of Life. Only the name is set up here. Later you will set up as mandatory or voluntary.

>Enter the name of the Event into the "Add Event" box, once you enter the name the Add button will activate

Select "Reset" to save the information

Council Billing & Accounting - Events/Assessments

>> Event added <<

Council

SACRED HEART Council 7557

Council Location: BROUSSARD Jurisdiction: LA
District: 036 Date of Institution: 03-06-1980

Events/Reason for Assessment

YEP

Add, Edit, Deactivate, or Reactivate Events

Add Event:	Edit Event:	Deactivate Event:
<input type="text" value="ADD"/>	<input type="text" value="EDIT"/>	<input type="text" value="DEACT"/>

Reactivate Event:

Reset


To Assess Dues

- Select "Council Ledger"
- Select "Assessments"
 - Billing Period should be correct. Enter the as of Date (usually December 15 of the current year.)
- Select "Assess Dues "

Council Ledger

Council Billing & Accounting - Enter Dues Assessment

Council



SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

Billing Cycle

Billing Period:
Jul 01, 2011 - Jun 30, 2012 ▾

Billing Status:
1st Notice

As of Date:

[Current Billing Cycle Schedule](#)

Amounts to be Assessed

Dues Amounts for Billing Period - Supreme

Class	Amount to Apply
Regular	50.00
Honorary	10.00
Honorary Life	0.00

Dues Amounts for Billing Period - Council

Sub Class	Amount to Apply
Clergy	0.00
Military	0.00
Over 65	25.00
Student	0.00

[Class List](#)

- **Select "Pending Assessments"** to verify that the amount is correct. There is no print out of the assessments by members. If incorrect, you will have to adjust each member later.
- If the assessments are correct, **Select "Process Assessments"**, or delete the assessment and start the assessment process over.


A pop of box will appear asking if you want to proceed or not.

- Council Ledger
- Assessments
- Pending Assessments

Council Billing & Accounting - Pending Assessments

There are currently no pending assessments

Council



SACRED HEART

Council 7557

Council Location: BROUSSARD

District: 036

Jurisdiction: LA

Date of Institution: 03-06-1980




Pending Assessments - Dues and Other

Date to Apply	Assessment Type	Reason for	Total Adjustments	Total Billed	Voluntary	Delete

Process Assessments

Go back to "Enter Assessments"

- **"Asses Other"** – Here you will set up the assessments on the other items. Each assessment must be setup separately along with the dollar amount. **Select** which group of **members are to be assessed**. **Indicate whether** it is **Special or Misc**. **Select the reason for the assessment** and setup the **dollar amount** for each. Indicate whether it is **voluntary or mandatory**.
- If it is Voluntary enter a **"Valid thru date"**, after this date you will be able to adjust member's ledgers who have not paid these assessments.
- **Select "Asses Other"** to assess these assessments.
- **Check "Pending Assessments"** to verify that the correct amount has been assessed.

• Council Ledger • Assessments • Enter Assessments • Assess Other	Council Billing & Accounting - Enter Other Assessment	
	Council	
	 SACRED HEART	Council 7557
	Council Location: BROUSSARD District: 036	Jurisdiction: LA Date of Institution: 03-06-1980
Other Assessment		
Date to Apply: 07-03-2011  MM-DD-YYYY	Charge to: All Billable ▾	
Type: <input checked="" type="radio"/> Special <input type="radio"/> Miscellaneous	Assessment Indicator: <input checked="" type="radio"/> Voluntary <input type="radio"/> Mandatory	
Amount: 10.00 *****	Valid thru Date: 09-30-2011  MM-DD-YYYY	
Reason for Assessment: YEP	Description: 128 character limit	
Assess Other		
Add Reason for Assessment Reset		

Information on Deleting Voluntary Assessments

A Voluntary Assessment is a Special or Miscellaneous Assessment that is not mandatory for a member to pay, When entering a Voluntary Assessment, you will need to enter a Valid Through Date; after this date the Forgive process can be accomplished, which will provide a credit transaction for any member that has not paid this assessment.

How to Adjust off a Voluntary Assessment

The process to adjust off a Voluntary Assessment for those members that did not pay the assessment is called Forgiving an Assessment:

- - Under the Council/Assembly Ledger section, click on Assessment link on the left menu.
- - Click on Assessment History link under the Assessment section.
- - Search by either date range or the type of the assessment. Once the search criteria has been entered, click the Search button.
 - + Click on either the date in the Valid thru Date column or the assessment type in the Assessment Type column to go to the Assessment Details screen.
 - + On the Assessment Details Screen, clicking the Forgive check box will populate the Date Forgiven field with the current date. Clicking the Save button will generate a credit adjustment transaction for all members that were assessed this voluntary assessment but had not paid the assessment.
 - **Note:** A voluntary Assessment cannot e Forgiven until after the Valid Thru Date entered on the Assessment. Once a voluntary assessment is 'Forgiven' it cannot be deleted.

To Print Billing Notices:

- Go to **Print Center-MB**
 - Select **"Billing"**
 - Then **"First Notice"**
 - **Add Message** to print on billing statement
- Select **"Generate Notice"**
- A pop up will appear **"Do you want to Open or Save this file ? Select" Open"**

Officers Online Member Billing Print Center MB

Print Center - Billing

Billing 1st Notice

Additional Options / Requirements

Addendum Message:

0 of 1000 characters used.

Select Delivery Preference:

Email

Mail

Create File Copy

Generate Notice

File Download

Do you want to open or save this file?

Name: report.pdf
Type: Adobe Acrobat Document
From: www.kofc.org

Open Save Cancel

While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. [What's the risk?](#)

>New screen will come up with the bill for each member. Select print and it will print on regular 8X11 papers. There is no need for special billing forms.

Printing Membership Cards

- Go to **Print Center-MB**
 - **Select "Membership Cards"**
 - **Select" By Member Type"**
 - **Select "Print Cards"**
 - You will need membership card stock Form #4817 from supreme.

	Officers Online	Member Billing	Print Center MB
• Membership Cards	Print Center - Membership Cards		
	Membership Cards		
	1. By Member Type		
	2. All Members whose Dues are Current		
3. Blank Membership Card Template			
4. Back of Card			

	Officers Online	Member Billing	Print Center MB
• Membership Cards	Print Center - Membership Cards		
	Membership Cards - By Member Type		
	Additional Options / Requirements		
	Select Member Type:		
<ul style="list-style-type: none"><input checked="" type="radio"/> All Billable<input type="radio"/> All Members<input type="radio"/> Regular<input type="radio"/> Honorary<input type="radio"/> Honorary Life<input type="radio"/> Members on Disability			
<input type="button" value="Print Cards"/>			
Back			

Front of Membership Cards-

THIS IS TO CERTIFY THAT
BROTHER Charles W Abell
MEMBER NO. 4082619 IS A 1st DEGREE MEMBER OF
COUNCIL NO. 7557 IN BROUSSARD LA

DUES PAID TO: June 30, 2012

G.K.

F.S.

MEMBER SIGNATURE

THIS IS TO CERTIFY THAT
BROTHER Joseph C Anzalone Jr
MEMBER NO. 3256690 IS A 3rd DEGREE MEMBER OF
COUNCIL NO. 7557 IN BROUSSARD LA

DUES PAID TO: June 30, 2012

G.K.

F.S.

MEMBER SIGNATURE

THIS IS TO CERTIFY THAT
BROTHER Glenn R Abraham
MEMBER NO. 1752491 IS A 3rd DEGREE MEMBER OF
COUNCIL NO. 7557 IN BROUSSARD LA

DUES PAID TO: June 30, 2012

G.K.

F.S.

MEMBER SIGNATURE

THIS IS TO CERTIFY THAT
BROTHER Justin C Anzalone
MEMBER NO. 3591969 IS A 1st DEGREE MEMBER OF
COUNCIL NO. 7557 IN BROUSSARD LA

DUES PAID TO: June 30, 2012

G.K.

F.S.

MEMBER SIGNATURE

Back of Membership Cards

Paul D Gisclair
Financial Secretary

106 Bull Run Cir
Broussard, LA 70518-7427

R: 337-837-8111 C: 337-852-5511

fs7557@cox.net

Paul D Gisclair
Financial Secretary

106 Bull Run Cir
Broussard, LA 70518-7427

R: 337-837-8111 C: 337-852-5511

fs7557@cox.net

Paul D Gisclair
Financial Secretary

106 Bull Run Cir
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fs7557@cox.net

Paul D Gisclair
Financial Secretary

106 Bull Run Cir
Broussard, LA 70518-7427

R: 337-837-8111 C: 337-852-5511

fs7557@cox.net

Recording Receipts of Dues

- **Member Billing**
- **Under-- Council Ledger**
- **Receipts**
- **Dues Collection Tool**
 - Select the letter of the Members last name in order to access the members information
 - Select the member. If the member paid the entire outstanding balance you can **just check the box** and the Amount Received with automatically populate with that amount. Once the amount is entered and you **press enter** (or click on **Save**), the members name will go away.
 - Select another member and enter amount paid.

- Council Ledger
- Receipts
- Dues Collection Tool

Council Billing & Accounting - Dues Collection Tool

>> Pended Transaction(s) Added <<

G

Outstanding Balances

Name	Member #	Billing Status	Outstanding Balance	Amount Received	Paid	Check #
<u>Gachassin, Mark</u>	4129271	1st Notice	50.00		<input type="checkbox"/>	
<u>Garber Jr, Eugene</u>	2853098	1st Notice	50.00		<input type="checkbox"/>	
<u>Garber, Michael J</u>	3539794	1st Notice	50.00		<input type="checkbox"/>	
<u>Gary, Justin E</u>	3574471	1st Notice	50.00		<input type="checkbox"/>	
<u>Gary, Ray A</u>	2529142	1st Notice	50.00		<input type="checkbox"/>	
<u>Girouard, Glenn B</u>	3989108	1st Notice	25.00		<input type="checkbox"/>	
<u>Girouard, Kyle A</u>	3989193	1st Notice	50.00		<input type="checkbox"/>	
<u>Guldry, Alan C</u>	4346833	1st Notice	50.00		<input type="checkbox"/>	
<u>Guldry, Cliff D</u>	3412599	1st Notice	50.00		<input type="checkbox"/>	
<u>Guilbeau Jr, Wilfred</u>	3927491	1st Notice	50.00		<input type="checkbox"/>	

Processing Receipts

➤ **Select: "Pending Receipts"**

- Verify that the amounts are correct. If incorrect, edit or delete the incorrect information.
- If you want to print the "Pending Receipts" **Go to: Print Center -MB, Receipt Reports, Report of Pending Receipts - Transaction Details** (This is not necessary only if you wish to print, you can print after you process the receipts)
- If correct, **Select : "Process Receipts"**
 - Screen will come up requesting if you want to proceed. **Select "OK"**

- Council Ledger
- Receipts
- Pending Receipts

Council Billing & Accounting - Pending Receipts

Council

SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

Pending Receipts - Summary	
# of Transactions	Total Amount
1	50.00

Pending Receipts - Details



Date	Member/Payor	Check #	Total Receipt Amount	Split	Edit	Delete
07-05-2011	Paul D Gisdair		50.00	<input type="checkbox"/>	View	Delete

Process Receipts

Printing Treasurer Reports

- Go to **Print Center-MB**
- **Select: "Report of Receipts "**
- **Select either: " Report of Receipts" or "Report of Receipts-Transaction Details"**
- **Chose : "Posted By Date "**
- **Select:" Run Report"**
- **Select: "Open"**
- Print 2 copies one for you and one for the treasurer. This is your receipt for funds turned over the treasurer.

	Officers Online	Member Billing	Print Center MB
• Treasurer Reports • Receipt Reports	Print Center - Treasurer Reports		
	Treasurer - Receipt Reports		
	1. Report of Receipts		
	2. Report of Receipts - Transaction Details		
	3. Report of Pending Receipts		
	4. Report of Pending Receipts - Transaction Details		

• Treasurer Reports • Receipt Reports	Print Center - Treasurer Reports		
	Treasurer - Report of Receipts		
	Additional Options / Requirements		
	Posted by Date	Posted by Batch	
	Show from: 07-05-2011  MM-DD-YYYY	to: 07-05-2011  MM-DD-YYYY	
			Run Report

Retention Committee Reports

- To print the retention committee reports
- **Go to: Print Center-MB**
- **Select: "Retention"**
- **Select: "Retention Committee Report"**

	Officers Online	Member Billing	Print Center MB
	Print Center - Retention Reports		
	Retention Reports		
• Retention	<ol style="list-style-type: none">1. Retention Committee Report2. Outstanding Balance Report		

Updating Billing Status

- To update the billing status to process 2nd notices go to:
- **Council Ledger**
- **Assessments**
- **Update Status**
- **Enter the As of date**
- **Click: Update Billing Status**
 - The same process would be done for Knight Alert and Intent to Suspend Notices

- Council Ledger
- Assessments
- Enter Assessments
- Update Status

Council Billing & Accounting - Update Billing Status

Council

SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

Billing Cycle Schedule

Billing Status	Suggested Process Date	As of Date
1st Notice	06-14-2011	06-15-2011
2nd Notice	07-15-2011	
Knight Alert	08-14-2011	
Intent to Suspend	08-29-2011	

Billing Cycle Schedule History

Update Billing Status

Billing Period:
07-01-2011 - 06-30-2012

Billing Status:
2nd Notice

As of Date:
07-16-2011

MM-DD-YYYY


Preparing Vouchers

- Under Council Ledger
 - Select **"Vouchers"**
 - Select **"Payee"**
 - Enter the name into the Search Criteria Box
 - Select **"Search"**
 - Once you find the Payee, Press the **"Select"** button
 - Then, Enter the **"Voucher Amount"**, the **Account: Sub Account** and a **description**.
 - Select **"Save"**
- **Note you can add Payee/Payor Accounts or Events from Buttons at the bottom of the page.**

- Council Ledger
- Vouchers
- Enter Vouchers

Council Billing & Accounting - Enter Vouchers

Council



SACRED HEART

Council Location: BROUSSARD
District: 036

Council 7557

Jurisdiction: LA
Date of Institution: 03-06-1980

Search by Member/Payee

Member
Payee

Search Criteria:

Louisiana State Council

Search Results:

Louisiana State Council

Enter Vouchers

Date	Member/Payee	Voucher Amount
07-06-2011 <input type="button" value="Calendar"/>	Louisiana State Council	900.00
<small>MM-DD-YYYY</small>		<small>####.##</small>

Account: Sub Account	Amount	Event	Description	Split
Per Capita: State Council	900.00		Per Capita Billing	<input type="checkbox"/>

Add Payee/Payor | Add Account | Add Event

Printing Voucher Reports

- Go to Print Center-MB
- Select "Voucher Reports "
- Select "Report Of Vouchers"

Show from:

06-30-2011



to:

06-30-2011



- Enter

MM-DD-YYYY

MM-DD-YYYY

Run Report

- Select
- Select Open when the new box appears
- A PDF will open with the voucher report
- Print 2 copies one for you and one for the treasurer after the signature of the Grand Knight is obtained

SACRED HEART CO 7697
109 Bull Run Cr
Broussard, LA 70816-7427



Page 1 of 1
July 06, 2011

Report of Vouchers

Voucher #	Check #	Voucher Date	Member/Pages / Address	Account Sub Account	Event	Description	Amount
Batch: 2			Date Processed: 06-30-2011				
2		06-30-2011	Louisiana State Council	Per Capita: State Council			650.00
Batch 2 Total:							950.00

Grand Total of Report of Vouchers: 950.00

Respectfully submitted,

Received by:

Paul D Giacclair
Financial Secretary

Gregory A Theriot
Grand Knight

Michael P Malagarie
Treasurer



KNIGHTS OF COLUMBUS

LOUISIANA STATE FINANCIAL SECRETARIES ASSOCIATION

Elections Report

May 6, 2012

PRESIDENT Robert Coco

VICE-PRESIDENT Gladwin Ball

SECRETARY Frank Boneno

TREASURER Aldon Young

WARDEN Chris Dufrene, Jr.

3 YEAR TRUSTEE Paul Gisclair

2 YEAR TRUSTEE Leonce Waguespack, Jr.

1 YEAR TRUSTEE Keith Gautreau

Respectfully Submitted:

Leonce Waguespack, Jr.
Leonce Waguespack, Jr.
3-Year Trustee

J. Keith Gautreau, Sr.
J. Keith Gautreau, Sr.
2-Year Trustee

John Walker, Jr.
John Walker, Jr.
1-Year Trustee



KNIGHTS OF COLUMBUS

LOUISIANA STATE FINANCIAL SECRETARIES ASSOCIATION

Memorial Report

May 6, 2012

Whereas, it has pleased Almighty God, in His infinite wisdom, to withdraw from our midst our well beloved Brothers:

COUNCIL

- 1317 RAYMOND GUIDRY
- 3015 ALEX E. CLOSTID
- 3411 GERALD E. WANG (PAST PRESIDENT)
- 3621 JAMES D. HIGGINBOTHAM
- 6170 KENNETH HUTCHINSON
- 1134 MONSIEUR SUSI
- 7350 Richard Fournet

And, whereas by the deaths of these Brothers, the Louisiana State Financial Secretaries Association has sustained the loss of exemplary Catholics, zealous members, and worthy Knights, therefore, be it

Resolved that, while we bow in submission to the will of our Heavenly Father, we do none the less mourn the loss of our Brothers who have been taken from us. And, be it further

Resolved that this testimonial of condolence be offered as an expression of heartfelt sympathy.

Respectfully Submitted:

Leonce Waguespack, Jr.
Leonce Waguespack, Jr.
3-Year Trustee

J. Keith Gautreau, Sr.
J. Keith Gautreau, Sr.
2-Year Trustee

John Walker, Jr.
John Walker, Jr.
1-Year Trustee



KNIGHTS OF COLUMBUS

LOUISIANA STATE FINANCIAL SECRETARIES ASSOCIATION

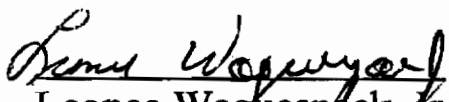
Audit Report

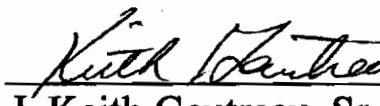
May 6, 2012

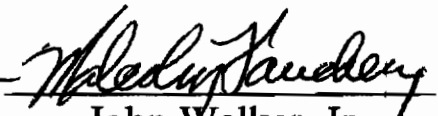
The Treasurer's records were examined and found to be in order.

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

Respectfully Submitted:


Leonce Waguespack, Jr.
3-Year Trustee


J. Keith Gautreau, Sr.
2-Year Trustee


John Walker, Jr.
1-Year Trustee