

Order of Conducting Meetings

January _____ Monthly Business Meeting
Council _____



Meeting Called to Order: Warden's Report on Membership Cards

Opening Prayer

Prayer for the Canonization of Fr. Michael J. McGivney

Pledge of Allegiance to the Flag

Roll Call of Officers

Reading of Minutes of the previous meeting

Report of the Admission Committee & Reading of Applications

Grand Knight's Report

Chaplain's Report

District Deputy's Report

Treasurer's Report

Financial Secretary's Report

Reading of bills and communications Motion to approve bills

Report of Committees by Program Director

Old Business

1.

2.

3.

4.

5.

New Business

1.

2.

3.

4.

5.

6.

7.

8.

Insurance Agent's Report

Spiritual / Faith Formation Program

Monthly program from the Lecturer

Good of the order

Prayer for Vocations

Closing Prayer

Planning Items that should be considered

Planning Items

- 1st degree dates set & reported to District Deputy
- Insurance Night Promotion planning
- Begin planning next Membership Drive (Church Drive/Blitz) – set a date
- Vocations promotion and support
- Free throw & Spelling Bee update report
- Plan for attendance in Des Moines for Iowan March for Life
- Support for those who have registered for January's "Walk for Life" in Washington D.C.

Announce Activity Dates

- Announce Insurance Promotion Night Date
- Prayer for Life Rally on February 8, 2011 – Des Moines
- Announce Free-throw date
- Announce Spelling Bee date

Forms/Reports Due

- January 31st - Annual Survey of Fraternal Activity (Form 1728) ending December 31st
- January 31st – Special Olympics Partnership Profile (Form 4584)
- February 15th – Semi Annual Council Audit Report (Form 1295-1) for period ending December 31st

Miscellaneous Items

Guests:

Special Notes:

Fill out all council monthly reports

Create any needed publicity communications
