

**Knights of Columbus**  
**Our Lady of Guadalupe Province**  
**District 6 Meeting Minutes <sup>1</sup>**  
**May 10, 2014      Rockdale, Texas**

1. Call to Order:
  - a. District Master (MFD<sup>2</sup>) Phil Leibowitz, Jr. called the meeting to order at 9:10 a.m.
  - b. A quorum of assemblies was declared for conducting business.
2. MFD Phil Leibowitz, Jr. appointed SK Larry Ermis of Assembly 1091 as recording secretary. (FN Brian Park of Assembly 1091 and DD Denis Oxford assisted in taking notes during the meeting).
3. The Lord's Prayer and the Pledge of Allegiance were led by MFD Phil Leibowitz, Jr.
4. Credentials Committee Report (submitted by SK Larry Ermis and SK Brian Park):
  - a. Twenty-three (23) voting delegates from fifteen (15) assemblies were in attendance and duly registered.

<u>Assembly</u>	<u>Delegates Allowed</u>	<u>Delegates Present</u>
Bryan #1091	2	2
LaGrange #1095	2	1
Austin #1099	3	2
Brenham #1106	2	0
Waco #1109	2	1
Temple #1138	3	2
Bremont #1143	1	1
Killeen #1532	2	0
Copperas Cove #1809	2	1
College Station #2041	2	0
San Marcos #2088	2	0
Austin #2244	2	0
Round Rock #2245	3	3
Harker Heights #2370	2	1
West #2391	3	3
Somerville/Rockdale/ Caldwell #2587	2	2
Belton #2766	2	0
Austin #2767	2	0
Georgetown #2784	2	0
Horseshoe Bay #2976	1	1
Austin #3052	1	0
Wimberley #3109	1	1
Pflugerville #3229	1	1
Bastrop #3314	1	1

- b. Three (3) assemblies each had a non-voting member present: Horseshoe Bay #2976; Pflugerville #3229; and Bastrop #3314. One (1) assembly had two non-voting members present: Bryan #1091.
    - c. Total attendance at the meeting was twenty-nine (29), inclusive of MFD Phil Leibowitz, Jr.
5. Minutes of the previous meeting held May 12, 2012 and today's agenda were distributed during registration.
  - a. Motion to dispense with the reading of the previous minutes approved unanimously.
  - b. Motion to approve minutes approved unanimously.

6. Master's Report:

a. Introduction of dignitaries in attendance: FM Robert Balzer, FM Phil Fredericks, and FM Joe Moreno, Jr. Also DMs Frank Lara and Jesse Villarreal, II.

b. Master's introduction and messages:

i. Special thanks to SK Tommy Grimes and Rockdale Assembly #2587 for hosting the district meeting.

ii. The fall Fourth Degree Exemplification will be in Rockdale on Saturday, October 25.

iii. One hundred twenty-two (122) candidates were initiated into the honors of the Fourth Degree on March 22 at St. John Neumann Parish in Austin (This was the highest number of candidates at a single exemplification in the district.)

iv. Notice given of passing of SK Joe Marusik's wife.

c. Form 4s: FNs and FCs are requested to be diligent in correctly completing Form 4s and submitting them in a timely manner. Many forms are turned in without First Degree dates and/or membership numbers of candidates. Many forms come in within the last 1 to 2 weeks, and many are difficult to read. Former MFD Robert Balzer reinforced these points prior to our luncheon meal and meeting adjournment.

d. Assembly reports and award applications are to be completed accurately and submitted on time. All awards keep us "sharp" and members interested.

i. Form 186 (Report of Officers Chosen for Term) is due July 1 and to be completed by outgoing FN. Encourage scheduling of officer installations with multiple assemblies in July and August.

ii. Form 1315 (Annual Assembly Audit) is due August 1.

iii. Form 1728C (Annual Survey of Fraternal Activity) is due January 31. This report allows the Knights of Columbus to maintain its tax-exempt status.

iv. Form 2321 (Civic Award Application) is due June 30.

v. Form 2863a (RSVP Application) is due June 30.

vi. Form TBP-1 (To Be a Patriot Award) is due June 1.

vii. Provincial Award for Excellence. Criteria reviewed. Assembly must meet the membership growth quota of 10%.

viii. Civic Award. All assemblies should attempt to attain this award as a minimum.

e. District Handbook: No changes were made during the past four years.

f. Fourth Degree "Combination" Lapel Pin: The combination (emblem and flag) pin is the official pin of our district. The single Fourth Degree emblem pin is the official pin of the degree. All members at a fall-out must wear the same pins, without reference to style. For the purpose of uniformity, it is recommended that all SKs have both styles of pins available when falling out.

g. Master's Fund: Assembly 2245 presented MFD Phil Leibowitz, Jr. with a financial contribution for exemplification paraphernalia. Our district handbook indicates that financial support to the fund is \$1.50 per paid member of each assembly. One-half of that financial support is earmarked for equipment.

h. West, Texas Memorial Mass: MFD Phil Leibowitz, Jr. praised the Knights for the tremendous support to the West community after the explosion and for falling out for the memorial mass. We must involve our newer members in similar activities.

i. Membership: We need new SKs to step up in leadership roles, and we older SKs should allow younger SKs to participate. A need is to resolve the issue of getting first degree members to major degree exemplifications in order to have a pool of Knights from which to recruit. Assemblies should obtain membership rosters from their councils' financial secretaries and use the rosters to contact prospects for the Fourth Degree. Refrain from suspending Fourth Degree members.

j. Extension of Assemblies: District 6 gained new Assembly 3314 in Bastrop and plans are to add another assembly in Austin. We lost four assemblies to district realignment: Sealy and Wallis are now in the Houston-Galveston Diocese. Weimar and Columbus first went to the Victoria Diocese but are now in the San Antonio Archdiocese.

k. Chalice Program: The majority of assemblies participate in providing chalices to their parishes in memory of deceased SKs. It is hoped the chalices are used in daily masses as well as on Sundays.

## 7. Unfinished Business

- a. Form 4s: MFD Phil Leibowitz, Jr. once again asked for Assemblies' help in ensuring Form 4s are legible, accurate and complete before submission.
- b. Proper Dress: Several candidates were not in prescribed dress at the last exemplification. Sponsors should enforce proper dress for their candidates. Proper dress also applies to all SKs at assembly fall-outs. Encourage new SKs to purchase rather than rent tuxedos. Former MFD Robert Balzer reinforced these points prior to the luncheon meal and meeting adjournment.
- c. Degree Team: MFD Phil Leibowitz, Jr. complimented the entire Degree team for its dedication and monthly practices.
- d. Fall-outs: A list of possible fallouts include rosaries, funerals, flag pole dedications, parochial school dedications, parades, and any time the Bishop is present. [Bishop Joe Vasquez expects the Knights of Columbus to fallout in great numbers.] Fallouts may occur at a funeral even if the brother is not a Fourth Degree member. Be sure to consult with the family of the deceased, the funeral mass celebrant, and the funeral home.
- e. Foreign Nationals and Pledge of Allegiance to the U.S.A. flag: Essentially, a male does not have to be an American to be a member of the Order. The consensus is that foreign nationals do not have to pledge allegiance to our flag but should show respect for our flag and to those saying the pledge.

## 8. New Business (following a quarter hour recess)

- a. Pledge Across America program: MFD Phil Leibowitz, Jr. announced that the June 14 parade will begin at 11:30 a.m. at the Wooldridge Square Park Gazebo at the corner of Guadalupe and 10th Street near the Capitol in Austin. SKs are encouraged to turn out for the event. Arrive by 10:45 a.m. at the entrance to the state parking garage. SK Edward Cantu is chairman; e-mail him at edwardcnt@gmail.com for more information.
- b. Military Chaplain Scholarship Fund: As of today, more than \$700,000 has been contributed. Assemblies are encouraged to contribute to the cause, which addresses the shortage of Catholic Chaplains in the military. Checks for donations are to be made payable to "Military Chaplain Scholarship Fund" and mailed to the MFD.
- c. Exemplification certificates for our newest SKs were distributed to Assembly representatives.
- d. Miscellaneous handouts: 'May 17 Major Degree in Austin' announcement and '6th Annual Diocesan Men's Fellowship Mass' announcement.
- e. Election of Next MFD: Nominees recognized were SK Pat Quinlan of Assembly 2567, SK Moe Esker of Assembly 2245, and SK Mike Moreno of Assembly 1099. Five-minute nominating speeches were given by (in order of drawing): SK Jerry Kramer of Assembly 2976, SK David Orolfo of Assembly 2245, and SK Roger Ibarra, Jr. of Assembly 1099, respectively. Election was by secret ballot. Recording secretaries SK Larry Ermis and SK Brian Park served as tellers, counted the ballots, and recorded the votes. MFD Phil Leibowitz, Jr. announced that SK Mike Moreno received the majority of the 22 votes cast, and his name will be submitted to Supreme for approval. Ballots were destroyed after the announcement of results.

## 9. Closing prayer and blessing of the food was offered by MFD Phil Leibowitz, Jr.

10. Meeting was adjourned at 12 p.m. after a hamburger and French fries meal and a thank you to the Rockdale Knights for being gracious hosts and preparers of morning refreshments and the luncheon meal.

<sup>1</sup> The minutes are considered unapproved until distributed and read at the next District 6 meeting.

<sup>2</sup> MFD = Master of the Fourth Degree; FM = Former Master; DD = District Deputy; DM = District Marshal; FN = Faithful Navigator; FC = Faithful Comptroller; and SK = Sir Knight.

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Attested to by:  
SK Phil Leibowitz, Jr.  
District 6 MFD

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Prepared by:  
SK Larry Ermis, SK Brian Park, and SK Denis Oxford,  
PFN Assembly #1091, FN Assembly #1091, & DD125, respectively