

Communication Tools:

GK's have access to a powerful e-mail tool on Member Management. Go to kofc.org, then click on Member Management, then choose Print Center (menu option on the top right), and then choose e-mail.



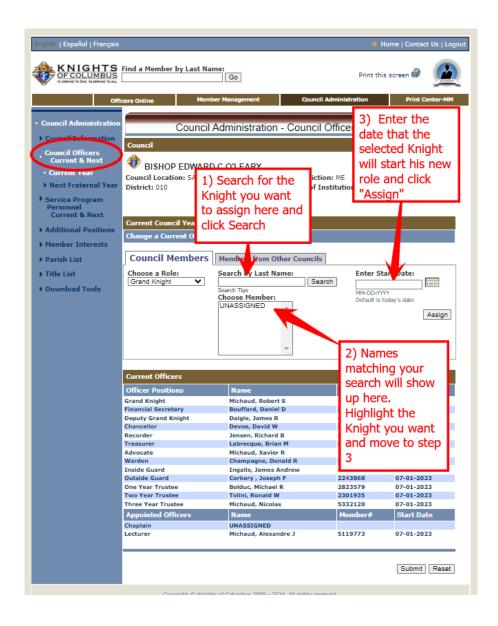


Council Administration Tools:

When assigning Brother Knights to new Offices or Program Director positions, don't use paper forms or mail in PDF forms. Use Member Management instead and assign them in real time online:

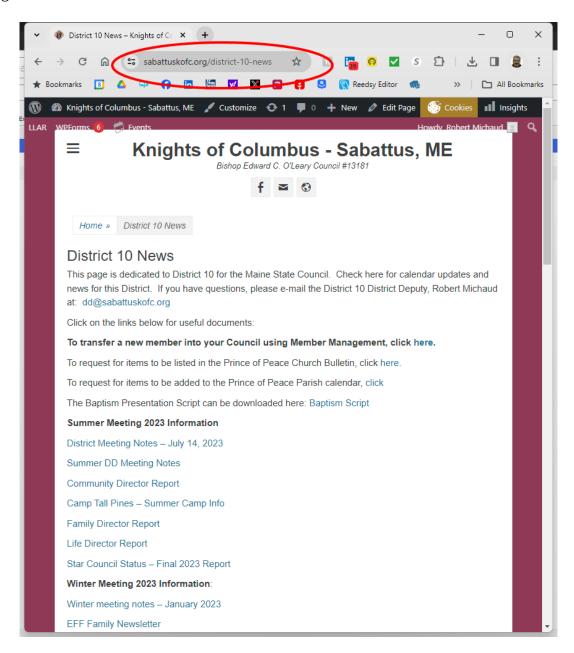
Go to Kofc.org, and go to Member Management. Then go to Council Administration. Then choose either Council Officers (Current or Next Fraternal Year) or Service Program Personnel (Current or Next Fraternal Year). Updating these pages takes the place of forms 185 and 365 respectively. IMPORTANT: District and State Officers do NOT get a report on this automatically when you have made changes, so go back to the Print Center when you have completed your changes to create the reports and then e-mail them to DD and State officers.

See a full tutorial here: https://sabattuskofc.org/district-10-news

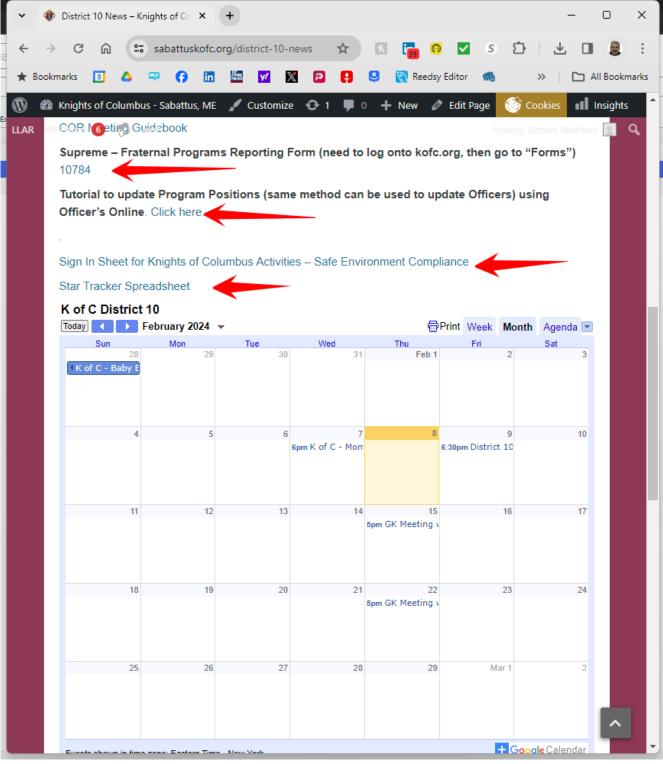




Other District Tools, Tutorials, Calendar, and Upcoming Events:



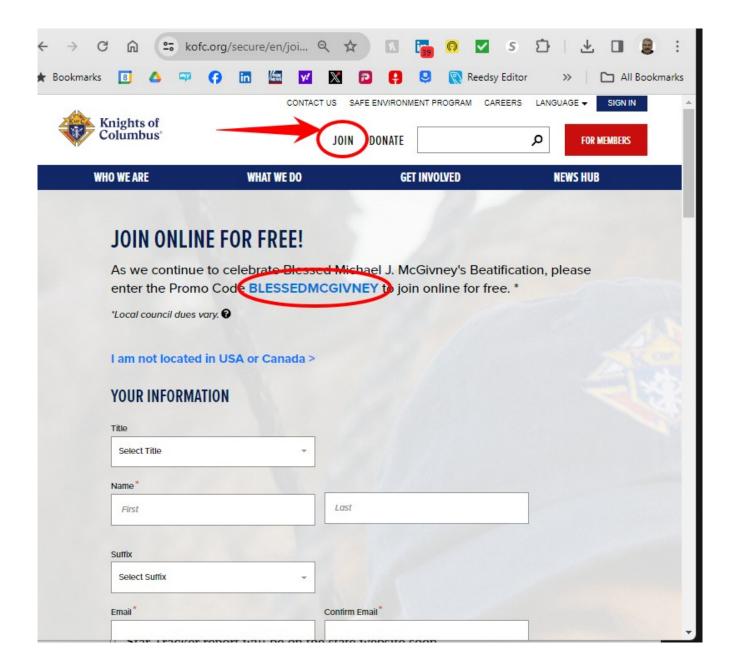






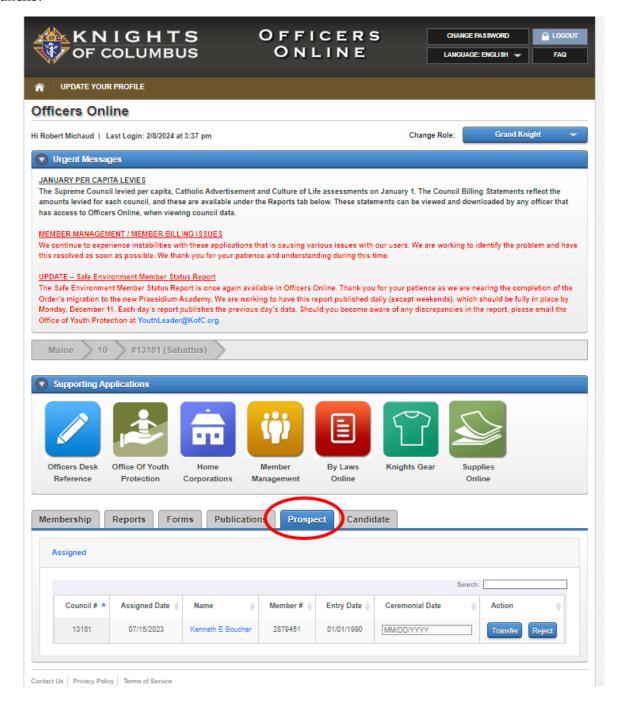
Membership and Recruiting Resources:

E-Membership:





Check your Prospects Tab by going to Kofc.org and choosing the Prospects tab as shown. Click on each of the names shown to get their contact information. These are Knights that are currently e-Members but need to take their 1st-3rd Exemplification to become a Knight in your Council. Contact them and get to know them by inviting them to an upcoming event. Get them to an exemplification to have them join your Council. There are currently over 140 e-Members that are looking to join local Councils!

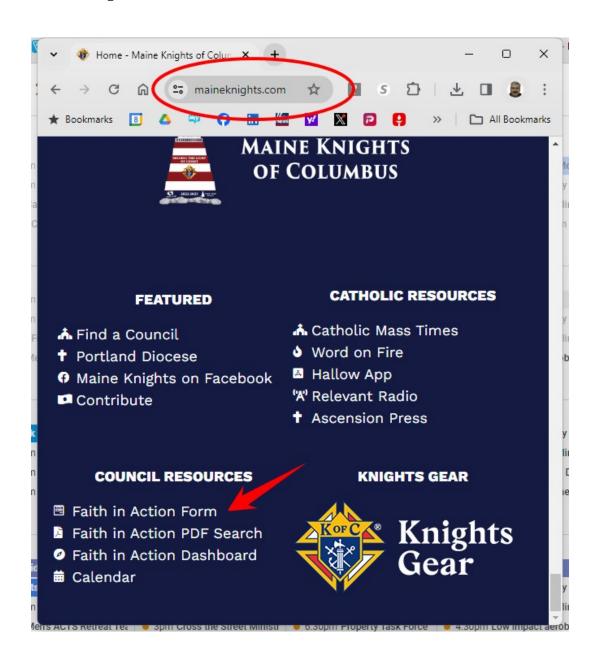




Reporting Tools:

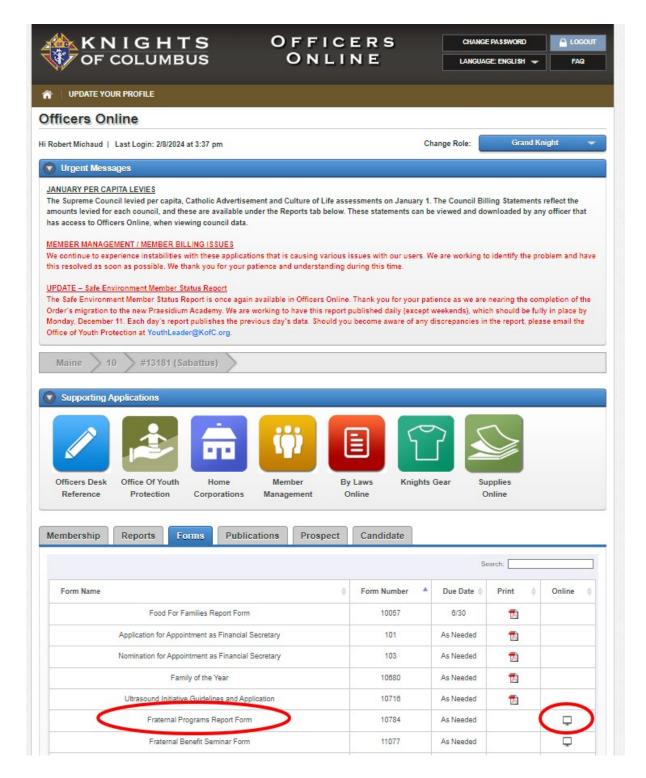
For State Recognition, the State FIA form needs to be completed. Also, while it is a bit of duplication of effort, to get recognized by Supreme for Columbian Award, Founders Award, Star Council, etc., you need to also fill out the form #10784 at KofC.org. I recommend doing the more detailed one first – FIA at maineknights.com, and then using that info to populate the #10784. You will have to shorten your description for the form #10784 as the form accepts less information.

FIA Form – maineknights.com:

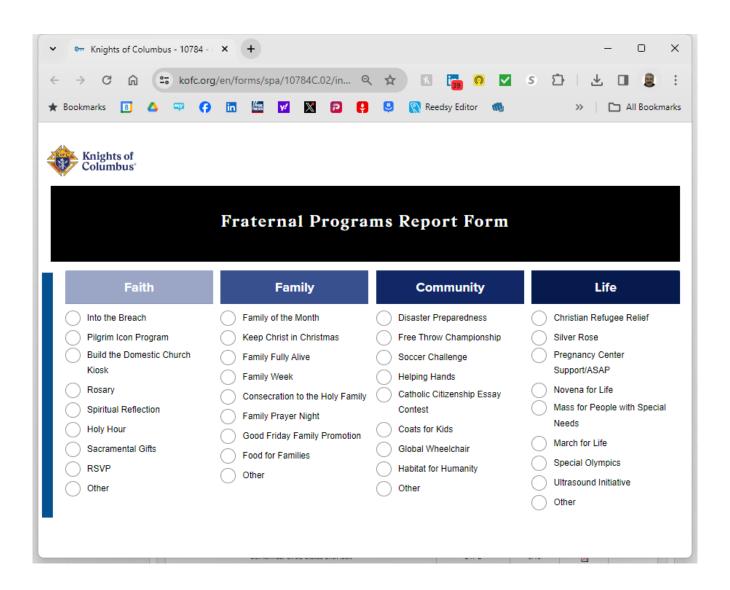




Form #10784 – KofC.org – Forms:









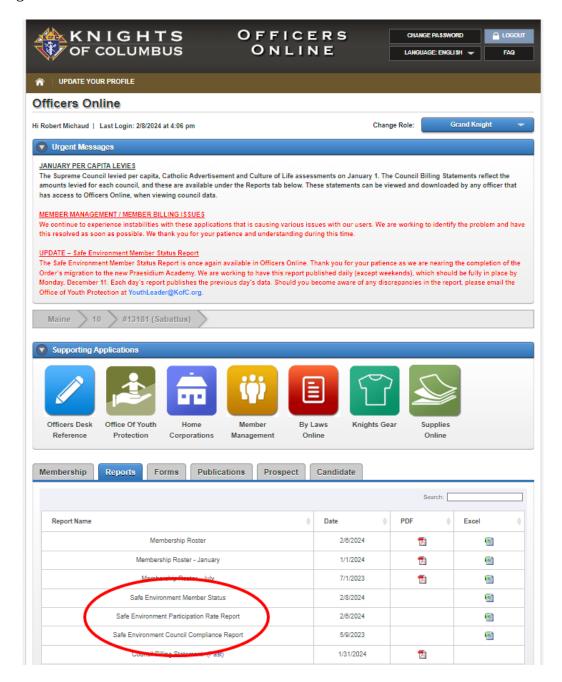
Stay on top of your progress by checking the Council Tracker Report – available on Maineknights.com or as e-mailed to you from the DD.

9/1/2023	3 COUNCIL		New Member Quota (McGivney)	Gain	Columbian Award SP-7 Due 30 June	Officers Report 185 Due 1 July	Director Report 365 Due 1 July	Sem Report
10	106	LEWISTON	12	1		Y	Y	
10	2358	LISBON FALLS	5	0		Y		
10	8742	AUBURN	5	0		Y	Y	
10	10019	LEWISTON	7	0	Y	Y	Y	
10	12652	LEWISTON	5	1		Y		
10	13181	SABATTUS	5	1	Y	Y	Y	
10	ROBERT	MICHAUD	27	, ,	council/		met star	
			433	40	district met		council	
		CRITICAL DATES			50% of quota		minimum	
		sessment levied by the St						
		essment levied by the S	upreme Council					
July 1 Re	ort of Council Offi	cers (Form #185)						
		nnel Report (Form #365						
		if April Catholic Advertisi	ng Fund is not pa	id				
August 1	5 Semi-Annual Au	dit Report (Form #1295)						
		ing Fund levied by Supre						
		led, if July Catholic Adver		t paid				
January 1	Council Per Capita	Tax levied by the Supre	me Council					
January 1	Council Suspende	d, if July State Per Capita	is not paid					
		ed, if October Catholic A	U	s not pa	id			
		f Fraternal Activity Repor						
		ile Report with Special O		584)				
		udit Report (Form #1295)						
Amril 1 Co	thalic Advarticing	Fund levied by the Supre	me Council					

9/1/2023	COUNCIL		New Member Quota (McGivney)	Gain	Columbian Award SP-7 Due 30 June	Officers Report 185 Due 1 July	Director Report 365 Due 1 July	Semiannual Audit Report 1295 Due 15 Aug	Fraternal Survey Report 1728 Due 31 Jan	Semiannual Audit Report 1295 Due 15 Feb	Columbian Award SP-7 Due 30 June		STATE FIA FAITH	STATE FIA FAMILY	STATE FIA LIFE	
10	106	LEWISTON	12	1		Y	Y	Y				1	1	0	0	.
10	2358	LISBON FALLS	5	0		Y										
10	8742	AUBURN	5 0			Y	Y	Y								
10	10019			0	Y	Y	Y	Y				2	2	2	5	
10	12652	LEWISTON	5	1		Y						1	0	0	0	
10	13181	SABATTUS	5	1	Y	Y	Y	Y								
10	ROBERT	MICHAUD	27	3												
			433	40								140	86	69	45	340
		CRITICAL DATES			50% of quota		minimum									
		essment levied by the St														
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		nnel Report (Form #365														
		April Catholic Advertisi		id												
		it Report (Form #1295)														
		ng Fund levied by Supre														
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		Tax levied by the Supre														
		, if July State Per Capita														
		d, if October Catholic A		not paid	d											
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		e Report with Special O		584)												
		dit Report (Form #1295)													\sqcup	
		und levied by the Supre		L											\sqcup	
		f January Catholic Adve													\sqcup	
		nd Support Vocations Pr		63)												
June 30 Col	lumbian Award Al	plication (Form #SP-7)														



Also, be sure to stay on top of your Council's Safe Environment Training. You can check the reports on kofc.org here:



Safe Environment Council Compliance Report

Report As Of Date:

05/09/2023

Country	Jurisdiction	District #	Unit Type	Unit Number	Council Status	Circle Number	Circle Compliance	Audit Date	All SEP Roles Appointed	All SEP Roles Compliant	Maximum Roles Exceeded	Final Council Compliance
US	ME	18010	council	13181	Α		No Circle	2023-05-09	FIA Compliant	Compliant	Compliant	Compliant