

Knights of Columbus
Kentucky State Council

By-Laws

2013



2013 REVISED BY-LAWS
OF THE KENTUCKY STATE COUNCIL
KNIGHTS OF COLUMBUS

ARTICLE I – ORGANIZATION

SECTION 1: This body shall be known as the Kentucky State Council of the Knights of Columbus. Its jurisdiction shall be coextensive with the boundaries of the State of Kentucky. The powers of the State Council are set forth in the Charter, Constitution and Laws of the Knights of Columbus Supreme Council. These by-laws shall in no way conflict with the Constitution, Laws, Rules and Regulations of the Supreme Council or the Board of Directors.

SECTION 2:

(a) The Kentucky State Council shall consist of the following that have voice and vote:

1. The Supreme Knight, ex-officio.
2. The State Officers who shall be the State Deputy, State Secretary, State Treasurer, State Advocate, State Warden and State Chaplain.
3. The Immediate Past State Deputy provided, however, that when the Last Living Past State Deputy is actually residing in another state or jurisdiction, he shall there by forever forfeit such right, and his nearest predecessor actually residing in Kentucky shall be entitled thereto.
4. The Grand Knight of each subordinate council in good standing.
5. A delegate from each subordinate council in good standing who shall be elected from the Past Grand Knights of the council. A council having no Past Grand Knight may elect anyone of its third degree members in good standing.
6. Alternates, who serve in the absence of the Grand Knight or delegate, who shall be elected from the third degree membership of the council, but need not be past Grand Knights.
7. SECTION 12(e) of the Supreme Council Constitution provides for a council represented by one delegate to be entitled to two votes. The provisions of this section shall be met for the one-man two vote rule to apply.

(b) The Kentucky State Council shall also consist of the following who shall have voice (includes making motions) but no vote:

1. All Past State Deputies
2. All District Deputies

(c) Chairmen (not more than twelve) of standing committees of the State Council may be members of the State Council by expressed provision in its by-laws, but with the right to speak only on questions pertaining to the functions of their particular committees and without the right to vote. Thus, standing committee chairmen who are granted limited State Council membership under these by-laws and who are not otherwise members of the State Council have the right to present committee reports and to speak on any question pertaining to their committee function. They do not have the right solely as such chairmen to make motions or nominations or to vote on any question.

SECTION 3: The Kentucky State Council shall be convened annually at a place announced at the previous State Council Meeting. The Annual Meeting shall convene no earlier than the third Sunday in April and no later than the third Sunday of May. It shall be the duty of the State Secretary to forward to each council in the jurisdiction written notice of the time and place of the meetings at least thirty days prior to said meeting.

SECTION 4: The assembled State Council shall discuss policies and programs, and endeavor to promote the general welfare of the Order, shall transact such business and enact such rules and regulations as may be consistent with the Charter, Constitution and Laws of the Knights of Columbus.

SECTION 5: The State Secretary shall provide each District Deputy copies of State Convention Delegate Certification Form for subsequent distribution to each of his councils at least six weeks prior to the State Council meeting. The District Deputy will return a completed copy of each council form to the State Secretary. The form must be signed by the Grand Knight and Recorder.

SECTION 6: The Grand Knights of each subordinate council shall instruct the Financial Secretary to prepare and certify credentials of the Grand Knight, the delegate and alternates on the forms so furnished, and send two copies to the District Deputy at least two weeks previous to the date of the annual meeting and shall deliver one copy to each Grand Knight, delegate and alternate who shall present same at said meeting.

SECTION 7: Temporary Roll-Call of Delegates, The State Secretary shall prepare a roll of names of all Grand Knights, delegates and alternates on the credentials presented to him prior to the calling to order of the meeting of said State Council and said roll shall be the roll of the State Council until the Committee on Credentials has submitted its report and the permanent roll determined by the action of the meeting on said report.

SECTION 8: Contest of Delegates. In the case of a contest for a seat in convention, one member of each side may appear and make argument before the Committee on Credentials, each being allowed time not to exceed five minutes, except by special consent of the Committee. Said Committee's decision shall be the recommendation to the convention for the seat in the convention.

SECTION 9: Council in Arrears. Councils not having paid indebtedness owing to the Supreme Council or the State Council within the time required by law shall not be entitled to representation in the State Council.

SECTION 10: All Councils instituted prior to January 1 or July 1 shall not be liable for assessments levied by the State Council for the next succeeding half-year following such institution.

SECTION 11: Standing Committees shall be appointed by the State Deputy, and Special Committee shall be appointed by the State Deputy, when deemed necessary by him, or when directed by the action of the State Council. Reports shall be made by all Standing and Special Committees to the State Deputy when directed by him, the reports shall be in writing and signed by the Committee Chairman. The Standing Committees of the Kentucky State Council shall be as follows:

- A. Membership and Retention
- B. Pro-Life/Family Life
- C. Church Activities
- D. Community Activities
- E. Council Activities
- F. Youth Activities
- G. New Council Development
- H. Ceremonies
- I. Mental Disabilities Program
- J. Vocations
- K. Charities

SECTION 12: The following committees may be appointed for operation during the State Council meeting only:

- A. Appreciation
- B. Audit
- C. Credentials
- D. Resolutions and By-Laws
- E. Good of the Order
- F. Warden's Assistants
- G. Tellers and Judges

H. Mileage and Per Diem

I. Election

SECTION 13: All meetings of the State Council shall be conducted in the Third Section, and a majority of the members of the State Council will constitute a quorum for the transaction of business. The State Warden, and his assistants as appointed by the State Deputy shall ascertain if each third degree member has a signed paid-up membership card as he enters the chamber of each session of the State Convention.

SECTION 14: The State Deputy shall preside at all sessions of the State Council, performing the usual duties of Chairman. He shall be ex-officio, a member of all State Council Committees.

SECTION 15: All resolutions, petitions, recommendations of changes and amendments of the by-laws shall be submitted, in writing, to the State Advocate by March 15. These shall then be processed by the State Advocate, State Deputy and State Secretary and then referred to the Committee on Resolutions and By-Laws. The State Advocate shall have published and distributed by April 15 all resolutions, petitions and changes and amendments to the By-laws. Resolutions and Petitions which do not pertain to changes of the By-laws should be presented in the same manner but in any case must be presented to the Committee on Resolutions prior to its report to the State Council. Resolutions and Petitions which as a matter of course are presented annually as part of the State Council proceedings shall be considered to have met these procedures.

SECTION 16: Speaking Limitations. When a member is about to speak, he shall rise and address the Chair. The presiding officer shall request the name of the member and the council he represents, who, when recognized, shall confine himself to the subject under consideration. No member shall speak more than once upon any question until all others who desire to speak have spoken.

SECTION 17: The roll shall not be called upon a demand for yeas and nays, unless requested by majority vote of the members present.

SECTION 18: Except as otherwise provided herein and in the absence of a standing rule of the State Council or Supreme Council, Roberts Revised Rules of Order shall govern the proceedings of the State Council sessions.

SECTION 19: The State Council shall have authority to levy, collect and enforce such assessments upon the subordinate council or membership in the State as it might deem necessary for the defraying of its legitimate expenses.

SECTION 20: The State Deputy shall set the Order of Business of the Annual State Meeting. The following guidelines are for his consideration.

A. Day 1, First Session

1. Call to Order and Opening Ceremonies
2. Report of the State Warden
3. Opening Prayer
4. Pledge of Allegiance to the Flag of the United States
5. Report of the Credentials Committee Chairman
6. Roll Call by State Secretary
7. Keynote Remarks
8. Announcements of meetings and various convention committees
9. Reading of the minutes of the previous meeting
10. Report of the State Deputy
11. Call for acceptance of published reports of other State Officers, District Deputies and Committee Chairmen
12. Announcements

13. Prayer and Adjournment

14. Committee Meetings

B. Day 1, Second Session (Open)

1. Opening Remarks
2. Awards Presentation
 - a. Program Director
 - b. State Deputy
 - c. Church
 - d. Community
 - e. Council
 - f. Family
 - g. Youth
 - h. Pro Life/Family Life
 - i. Priest of the Year (one per Diocese)
3. Announcements
4. Adjournment

C. Day 2

1. Call to Order
2. Report of State Warden
3. Opening Prayer
4. Pledge to Flag
5. Unfinished Business
6. New Business
7. Report of Credentials Committee
8. Report of Appreciation's Committee
9. Report of Audit Committee
10. Report of Good of the Order Committee
11. Report of Resolutions and By-Laws Committee
12. Report of Other Committees
13. Election of State Officers, Election of Delegates and Alternates to the Supreme Council Meeting
14. Introduction and Remarks by Past State Deputies
15. Announcements
16. Prayer and Adjournment

ARTICLE II – FINANCES

SECTION 1: All money owing to the State Council shall be made payable to the Kentucky State Council Knights of Columbus by a check, draft, or money order, and forwarded to the State Secretary. The State Secretary shall immediately record the same and forward to the State Treasurer, who shall immediately deposit the same into the appropriate account.

SECTION 2: All money of the State Council shall be deposited in depositories to the account of the Kentucky State Council. All accounts shall be subject to checks signed by the State Deputy and the State Treasurer. Both signatures are required on checks in excess of Five Hundred Dollars (\$500.00).

The State Treasurer's signature is sufficient on checks written for lesser amounts. The State Treasurer shall be automatically bonded by the Supreme Council in the amount of Ten Thousand Dollars (\$10,000.00). No warrant on the State Treasurer shall be paid unless countersigned by the State Deputy.

SECTION 3: The State Council shall levy a per capita assessment on all subordinate councils in the Kentucky jurisdiction. Such assessments shall be charged against each council in proportion to the membership of such council as of the 1st day of January each year. The State Secretary will use the Supreme Council MONTHLY SUMMARY OF MEMBERSHIP STATUS report dated January 1 to assess the annual per capita tax. The State Secretary will exempt council members who are a Permanent Deacon or Inactive Insurance Member as identified by the Council's Supreme Membership Roster when determining the annual per capita tax. The State Secretary will notify each Council of assessments due no later than February 10th. Such per capita assessment when levied shall continue in force and effect unless and until reduced or increased by action of the State Council. Any subordinate Council in arrears for the per capita tax or any assessment properly levied shall be denied representation at the meetings of the State Council, and if such arrearage continues for sixty (60) days, the State Deputy shall have authority to suspend such delinquent councils.

SECTION 4: Allowances for Attendance and Services: The Grand Knight of each Council or his alternate, State Officers, Past State Deputies, District Deputies, and State Council Committee Chairmen, and others as designated by the State Deputy shall be allowed per diem and mileage for actual attendance at the annual state meeting. Should the provisions of section 12(e) of the Supreme Council Constitution be invoked, the expenses of the second delegate from each subordinate council shall be paid by his council. Mileage shall be allowed based on twice the official mileage as shown in the official mileage charts of the State of Kentucky. Per Diem allowance shall not exceed one day. Actual mileage and per diem amounts shall be determined from time to time by resolution adopted at an annual State Meeting.

SECTION 5: State Officers, Past State Deputies and State Council Committee Chairmen, and others designated by the State Deputy, shall be allowed mileage and per diem, as specified in SECTION 4, for actual attendance at other meetings called by the State Deputy. District Deputies shall also receive these allowances when not reimbursed by the Supreme Council. The expenses of a Grand Knight shall be paid by his Council.

SECTION 6: Other Allowances. State Officers shall be allowed such compensation for the expenses of their respective offices as may be determined by the State Deputy.

SECTION 7: The State Deputy shall direct the audits by an independent auditor such that they are performed as required by the Supreme Council or governmental agency. These audits shall be conducted on all accounts held in the name of the Kentucky State Council. A copy of the written opinion, including financial statements shall be made a part of the State Council Proceedings. These audits are required by SECTION 56(b) of the Order's Laws and must be complied with.

ARTICLE III – ELECTIONS

SECTION 1: The State Deputy, State Secretary, State Treasurer, State Advocate, State Warden and delegates and alternates to the Supreme Council Meeting shall be elected annually by ballot, from the membership at large. A state Chaplain shall be appointed by the State Officers in a manner acceptable with the Bishop of the Diocese.

SECTION 2: The nomination of candidates for State Deputy, other State Officers and delegates and alternates to the Supreme Council Meeting of both the insurance and associate class shall be made. Only insurance members may be nominated as the insurance delegates. The number of insurance delegates shall be as determined by the Supreme Council. Insurance members are qualified for nomination as candidates for associate delegates. If at the time of the Supreme Meeting, any such insurance or associate delegate or his alternate is unable to attend the Supreme Convention, then in that

event the selection of a delegate shall be made as provided for in the Charter, Constitution and Laws of the Knights of Columbus Supreme Council.

- (a) A third degree member in good standing wanting to be a candidate for State Office should seek the support of his council to announce his candidacy. The council will prepare, pass, and submit a resolution to the State Council on his behalf. The resolution is to contain the member's availability, qualification, history in the Knights of Columbus (offices held, awards won, etc.), involvement in his church and community and work history, etc.
- (b) The resolution shall be processed in accordance with Article VI, Sections 1, 2 and 3 of these By-Laws.
- (c) An election committee shall be constituted consisting of a Past State Deputy, other than the Immediate Past State Deputy, to serve as Chairman, plus one District Deputy from each of the four Kentucky Dioceses. A primary and alternate District Deputy from each Diocese will be elected to serve as members of the election committee by the Grand Knights attending their Diocesan Regional Meeting. The elected primary and alternate District Deputy must not be a candidate for state office. The alternate will serve only in the absence of the primary member.
- (d) The election committee shall review all candidate resolutions for State Office regarding their constitutional eligibility for office, and their willingness and commitment to discharge the duties of a state officer. In the event a candidate is constitutionally ineligible, the resolution shall be invalid. All other resolutions will be forwarded to the State Council to be presented at the State Convention.
- (e) The election committee will prepare a list of eligible candidates for State Office to be presented to the State Council. A candidate seeking to be nominated for a State Office complying with paragraph (a) above will have his name placed on the eligibility list.
- (f) A third degree member in good standing can be nominated from the floor, but it will be announced that he does so without a review or recommendation from the election committee.
- (g) Insurance members only shall be eligible to the Office of State Deputy. See Charter Constitution Laws SEC. 12 (d).

SECTION 3: Speeches presenting candidates for election to the Supreme Council shall not exceed five minutes in length. The seconding nominations shall be limited to the mere mention of the name of the candidate, the name of the person so seconding such nomination and the name of the council he represents.

SECTION 4: Votes taken by secret ballot for the election of Officers, delegates and alternates will be submitted on an official ballot prepared by the State Secretary. He shall prepare a ballot for each State Office, delegates and alternates as directed by the election committee. All ballots will be uniform in size and on white paper.

SECTION 5: The State Deputy or presiding officer shall appoint Tellers to receive, sort and count the votes, and report the result to the chair.

SECTION 6: When only one candidate is nominated for a State Office, or only a number of candidates equal to the number of delegates or alternates to be elected to the Supreme Council are nominated, the State Deputy may direct the State Secretary to cast the unanimous ballot of the State Council for such candidate or candidates who may then be declared duly elected.

SECTION 7: In all cases of election to any office in the State Council, a majority of all votes cast shall be necessary to elect, except that when several of equal degree are to be elected, as delegates or alternates. Should there be more than two candidates for a State Officer position and a candidate is not elected on the first ballot the candidate receiving the least number of votes following a ballot will be

removed from the candidate list. This procedure will follow each ballot until the ballot is reduced to two candidates or a candidate is elected by majority vote.

SECTION 8: Officers Right to Vote. The State Deputy, State Secretary, State Treasurer, State Advocate, State Warden, State Chaplain, and the Immediate Past State Deputy (as defined in Article I, SECTION 2(a) 3, shall have the right to vote. Should the Supreme Knight be present, he also has the right to vote.

SECTION 9: The terms of all State Officers shall be for one (1) year, beginning on the first day of July and ending on the thirtieth of June of the next succeeding year.

SECTION 10: District Deputies shall be appointed in accordance with the Supreme Council Rules.

SECTION 11: All other living Past State Deputies shall be members of the State Council and shall enjoy the same privileges as the Immediate Past State Deputy, with the exception of the right to vote.

ARTICLE IV – DUTIES OF OFFICERS

SECTION 1: State Deputy. The Duties of the State Deputy shall be defined by the Charter, Constitution and Laws of the Knights of Columbus Supreme Council.

SECTION 2: State Secretary. The Duties of the State Secretary shall be defined by the Charter, Constitution and Laws of the Knights of Columbus Supreme Council.

SECTION 3: State Treasurer. . The Duties of the State Treasurer shall be defined by the Charter, Constitution and Laws of the Knights of Columbus Supreme Council.

SECTION 4: State Advocate. The Duties of the State Advocate shall be defined by the Charter, Constitution and Laws of the Knights of Columbus Supreme Council.

SECTION 5: State Warden. The State Warden shall have custody of all property, except ceremonial property, belonging to the State Council. He is responsible for the physical arrangement of the meeting facilities. He shall check travel cards at all State Meetings and shall admit no one but delegates and alternates and those others so entitled to the privilege of the floor, except by permission of the State Council. He is responsible for administering charitable fund raising activities for the State Council.

SECTION 6: Representatives to the Supreme Council. These delegates shall, to the best of their ability, promote all actions of the Supreme Council that will best serve the interests of the Knights of Columbus as a whole and the State of Kentucky in particular.

SECTION 7: The State Chaplain shall have complete charge of any matters pertaining to the Spiritual welfare of the State Council.

SECTION 8: District Deputies. District Deputies shall perform all duties as required by the Supreme Council and the State Deputy. In addition, they shall attend the regular meetings of the State Council and make written reports of the conditions and activities of their respective districts.

SECTION 9: Past State Deputies. The Immediate Past State Deputy, actually residing in the State of Kentucky, shall assist the State Deputy. All other Past State Deputies shall be entitled to serve on committees as appointed by the State Deputy.

SECTION 10: Additional Duties. In addition to the above listed duties, the State Officers shall do and perform any additional duties of their office, which the State Council or the State Deputy may direct. See Operational Manual of State Council.

ARTICLE V – MISCELLANEOUS

SECTION 1: Activity Program. To the best of its ability, the State Council shall conduct annually a program as outlined by the Supreme Council.

SECTION 2: Appointing of Committees. The State Deputy in his discretion, in appointing his various committees, shall draw upon Past State Deputies. It is the desire of the State Council to encourage and perpetuate participation by the Past State Deputies in the activities of our Order.

ARTICLE VI – RESOLUTIONS

SECTION 1: All resolutions to be presented on the State Council floor will be submitted as follows: 1) Copy to State Advocate, who will within ten (10) days will file report with the State Deputy, State Secretary and the Council submitting the resolution regarding legality and constitutionality, 2) copy to the State Deputy, 3) copy to the State Secretary. The State Advocate will have all resolutions, deemed constitutional, printed and delivered to each council of the jurisdiction.

SECTION 2: Resolutions to be presented must be filed not later than March 15th, each year in accordance with SECTION 1 above and be delivered to the councils of the jurisdiction not later than April 15th.

SECTION 3: Only Resolutions which comply with Sections 1 and 2 above may be entered on the council floor.

SECTION 4: Resolutions must show the date of reading and approval as well as being duly certified by the Grand Knight and Recording Secretary of the council submitting same.

SECTION 5: Resolutions shall immediately be referred to the Resolution Committee without debate.

SECTION 6: Resolutions not complying with the above may be considered only when directed by the State Deputy to the Resolution Committee and 2/3rds of the resolution committee, by vote, recommend consideration.

ARTICLE VII – BY-LAWS

SECTION 1: How Amended. These By-laws or any part thereof may be amended or repealed at any annual meeting of the State Council by a majority vote and such amendments or repeal shall be effective when duly approved by the Supreme Board of Directors. These By-Laws not in conflict with the laws of the Supreme Council, or any part thereof, may be suspended at any meeting by unanimous consent.

SECTION 2: When Effective. The Kentucky State Council, Knights of Columbus, in its annual meeting assembled in Louisville Kentucky, on May 20 and 21, 2006, do hereby repeal all By-Laws heretofore adopted or existing together with amendments thereto and parts thereof, and do hereby enact and adopt the foregoing By-Laws of the Kentucky State Council, Knights of Columbus, and the adoption of which shall become effective and the above repeal shall be considered in force upon the approval thereof by the Supreme Board of Directors, and authority is hereby vested in the elected State Officers of this Council or a majority thereof to conform, change or add to these By-Laws in such a manner and in such respects as will meet the approval and direction of the said Supreme Board of Directors.

By-Laws Committee:
Billy R. Hancock, State Advocate
James E. Roberts, PSD
Larry J. Wahnsiedler, Member

Passed unanimously following minor amendments: May 21, 2006

s/t Billy R Hancock
Billy R Hancock
State Advocate

Approved by the Supreme Board of Directors on September 26, 2006.

Article I Sec. 5. Revised and approved by State Council meeting in session on May 18, 2008 in Louisville, Kentucky.

s/t Dannie R. Harris
Dannie R. Harris
State Deputy

Approved Supreme Board of Directors February 6, 2009

Article II Sec 3. Revised and approved by State Council meeting in session on May 18, 2008 in Louisville, Kentucky.

s/t Dannie R. Harris
Dannie R. Harris
State Deputy

Approved Supreme Board of Directors February 6, 2009

Article III Sec. 2. Added and Approved by State Council meeting in session on May 17, 2009 in Louisville, Kentucky.

Article III Sec. 4. Added and Approved by State Council meeting in session on May 17, 2009 in Louisville, Kentucky.

s/t Billy R. Hancock
Billy R. Hancock
State Deputy

Approved by the Supreme Board of Directors during their August 2009 meeting.

Article II Sec. 3. Added and Approved by State Council meeting in session on May 20, 2012 in Louisville, Kentucky.

s/t Richard D. Arnold
Richard D. Arnold
State Deputy

Approved by the Supreme Board of Directors during their September 18, 2012 meeting.

Article II Sec. 3. Added and Approved by State Council meeting in session on May 19, 2013 in Louisville, Kentucky.

s/t William L. Schmidt
William L. Schmidt
State Deputy

Approved by the Supreme Board of Directors during their August 3-5, 2013 meeting.