

March 13, 2022

Worthy Sir Knights,

At the February meeting of Assembly 337, our Faithful Purser, Sir Knight Robert Rainville, announced he would not seek or accept a continuation of his duties at the end of this elected term. This Assembly thanks him for his outstanding work and service to his Brother Knights.

The vacant Faithful Purser position will be the second officer vacancy within our Assembly. For a few months now, we have not had anyone step up to fill the office of Faithful Captain.

This letter is an open call for nominations to the following Assembly Officer positions: Faithful Captain and Faithful Purser

Note: any Sir Knight in good standing may nominate himself for office.

My contact information is gdough61@yahoo.com or (207) 303-4618.

Article VIII, Section 24, subsection (J) of the Laws and Rules Governing the Fourth Degree of the Knights of Columbus indicates the following process is to be followed in case of a vacant office:

“Special elections to fill vacancies may be held on one week’s notice. The provisions of the laws as to council elections shall apply as far as practicable. The Faithful Navigator shall within ten days after the election, file report of the same, together with the names and addresses of all officers elected, with the Master of the District, and shall send a duplicate to the Supreme Secretary.”

Given that after our March 14th Assembly meeting there will only be three more meetings during this fraternal year, I propose we immediately begin accepting nominations for “acting duty officers” with the understanding that these same Worthy Sir Knights will be properly voted into office in the prescribed manner at the appropriate time.

As a matter of course, Assembly 337 will be accepting nominations of officers during the months of April/May and will hold elections prior to the installation of officers at the meeting on June 13, 2022. After our typical hiatus during the months of July and August, the elected officers will assume the duties of their office when we reconvene on September 12, 2022.

The following “job descriptions” for the duties of the office of Faithful Captain and Faithful Purser are as follows:

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(b) The Faithful Captain shall:

In the absence of the Faithful Navigator, perform the duties and exercise the powers of the Faithful Navigator. It is also the responsibility of the Faithful Captain, in order to assure a good attendance at meetings and other functions of the assembly, to take direct charge of all activities, social and otherwise, under that portion of the order of business known as the Good of the Order.

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(f) The Faithful Purser shall:

(i) Be the custodian of all funds of the assembly obtained from any source by or through any person or persons, acting for, or in the name of the assembly, or under its direction or authority.

(ii) At each meeting of the assembly, receive from the Faithful Comptroller all moneys whatever received by said Comptroller at such meeting, or between meetings, and shall give a written receipt to such Comptroller thereof, specifying the fund to which the same shall be credited. The moneys so received by such Purser shall be forthwith deposited by said Purser to the credit of the assembly in an approved bank or other secure institution of deposit, subject to approval of the Board of Trustees or majority vote of the assembly. He shall obtain vouchers or certificates of deposit thereof, and report the same at the next regular meeting of the assembly.

(iii) Pay all orders drawn on him which are signed by the Faithful Comptroller and counter-signed by the Faithful Navigator. All such orders shall have the approval of the Board of Trustees, except demands of the Supreme Council, initiation fees due the District Master, the regular and usual stated payments of the assembly and payments authorized by the assembly as provided in Section 24(k).

(iv) Keep separate accounts of the moneys placed in his hands by his assembly or the officers thereof and be ready at all times to plainly show the amount of moneys in the funds of the assembly, the dates of receiving and disbursing same; such accounts to be kept in books furnished by the Supreme Secretary to said Purser at the expense of the assembly.

(v) Make available to the Board of Trustees his books and records for the purpose of preparing the annual audit.

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Worthy Sir Knights, your Assembly's survival depends on the active participation of its members. There are 730 hours in a month. Please consider sharing approximately one hour of your time in fellowship with your Brother Knights at an Assembly meeting. Beyond that, each of these positions may require spending an additional hour or two each month fulfilling the duties of your office.

Knights of Columbus are in service to one; in service to all.

Thank you for considering taking an active role in the governance of your Assembly.

May the peace of Christ be with you,

Gil Doughty
Faithful Navigator
Assembly 337



Sebastian Rasle Assembly 337

Date: 2/14/22

Meeting Called to Order: Faithful Navigator Gil Doughty. 7 pm

Faithful Pilot Chris Brown vouches all Brothers were in possession of proper Credentials.

Pledge of Allegiance: Faithful Navigator SK Gil Doughty

Roll Call of Officers:		Present	Absent	Excused
Faithful Navigator	SK Gilbert Doughty	<u> X </u>	_____	_____
Faithful Comptroller	SK Andrew Litcher	<u> X </u>	_____	_____
Spiritual Advisor	Deacon Mark Tuttle	_____	<u> X </u>	_____
Faithful Captain	SK vacant	_____	_____	_____
Faithful Admiral	SK Chris Sprague	_____	<u> X </u>	_____
Color Corps Commander	SK John Brown	<u> X </u>	_____	_____
Faithful Purser/Secretary	SK Robert Rainville	<u> X </u>	_____	_____
Faithful Pilot	SK Chris Brown	<u> X </u>	_____	_____
Faithful Scribe	SK Gregg Turley	<u> X </u>	_____	_____
Inner Sentinel	SK Kevin Keniston	<u> X </u>	_____	_____
Outer Sentinel	SK Andre' Nadeau	<u> X </u>	_____	_____
1 - Year Trustee	SK John Land	<u> X </u>	_____	_____
2 - Year Trustee	SK Richard Goulet	_____	<u> X </u>	_____
3 - Year Trustee	SK John Moreshead	<u> X </u>	_____	_____

Opening Prayer: Our Father – SK Gil Doughty

Guests: None

Spiritual Advisor Report: none

Minutes Approval: The minutes were read and approved. Please send any future corrections by email to Gregg Turley. My email address is gkgregg14784@gmail.com.

New Applicants: there are no new applicants

Awards: none

Faithful Navigator Report:

A fund raiser for Veterans for Vets will be conducted at Grants Disc Golf course on February 27th. All process will be donated to the VFW

Reading of Bills and Communications: SK Andy reported we received thank you notes from Matthew Valles and Than Pham for our RSVP donations. We have a total of 11 non paying members. Four for 3 years, one for 2 year. \$105 in dues were received this past month.

Faithful Comptroller Report:

Faithful Purser Report: SK Robert Rainville gave the following report:

	Opening Balance savings	\$1,209.68
	Opening Balance checking	\$3,318.07
Outstanding Checks and Deposits		
Ck 993 Donation ABBA		\$100
Ck 003 Transfix Hermitage donation		\$50
Deposit dues		\$180
Deposit donation		\$40
Deposit raffle		\$800
EFT Harland Clarke (Office supplies)		\$43.10
Closing balance checking		\$4,144.88
Total		
Savings		\$1,209.68
Checking		\$3,163.85
Checking Charity fund		\$ 981.03
	Total available funds	\$5,354.56

SK Robert Rainville reported that he would not be continuing as our Faithful Purser/Secretary after his term is over in June 2022. His hard work and dedication to our Assembly is greatly appreciated! Please contact the Faithful Navigator if you have an interest to serve in this position.

Report of Auditors and Trustees: None

Unfinished Business:

SK Robert Rainville made a motion to donate \$200 to the State Grand Master. The motion seconded and passed.

Vacation Cash Raffle

SK Robert Rainville report that the raffle has raised \$990 and 40% of our members have participated. Tickets must be turned in by this May.

New Business:

SK Robert Rainville made a motion that we donate \$100 to Relevant Radio. This motion was seconded and passed.

We discussed how to get our fellow members in taking on the open positions of Faithful Capitan and Faithful Purser. The Faithful Navigator will send an email, including a job description, to our membership asking for those interested to step forward to fill these positions.

Color Corps Commander Report:

There was a good turnout for Fr. Regan's event. February 20th they will conduct a virtual 4th degree.

Good of the Order:

Please pray for Jerry Demilo and Gil Doughty wife.

Closing Prayer: Hail Mary. John Brown

Meeting Adjourned: meeting adjourn at 7.45pm

Minutes accepted by Faithful Navigator, _____