

# Recruitment and Day of Reflection Thoughts for Fr. Bill's Visit

## Preparation before the Event(s)

1. Permission from your pastor to allow Fr. Bill to be there. (Fr. Bill can celebrate or concelebrate mass) but he is not there to replace your pastor on that Saturday/Sunday unless they work it out beforehand). **Use the Pastor Permission Form below.**
2. Fr. Bill must **have his expenses covered** (mileage, Honorarium for a day of reflection, and stipend for masses). **The council pays the mileage, and the pastor pays the mass stipend.**
3. Set a goal for your membership drive. How many catholic men will you bring into the order?
4. You will need to see if he can spend the night in the rectory or if your council will need to arrange his overnight stay.

## 5. Recruitment Drive

6. An open House and Exemplification of Charity, Unity, and Fraternity should be planned within two weeks following the recruitment drive.
7. Invite your field agent (if none is assigned, contact your general agent) he is a GREAT help for your effort. **The FA is critically important for a planned Spanish language membership drive.**
8. Ensure your DD and RDD are notified of your event (they will be happy to help!). Your RDD has a membership drive kit.
9. Use the State-provided **QR Code lapel pins** with the English and Spanish for recruiting.
10. Must have plenty of CURRENT membership material. At a minimum order the Blitz Membership Package from Supreme. (<https://kofcnc.org/wp-content/uploads/2017/01/bmof.pdf>) Do not try to use old or out-of-date materials. Hey, membership materials are free! Have these materials on hand at least two weeks before the recruitment drive.
11. Day(s) of recruitment you must have enough Knights to cover all doors of the church. This is at least 2-3 members at each exit of the church. The more at each Mass the better.
12. Make sure you have the QR Codes in English and Spanish if appropriate, electronic copies are available on the State Website. **Some Councils have relied on form 100 and it works.**
13. YOU MUST FOLLOW UP ON EVERY interest card received. The State Deputy is not happy if you don't. **A 2-day max for following up with a phone call or personal visit your FA will assist with these calls and ensure the new membership learns about our benefits.**

## 14. Day of Reflection

15. Again, must have the permission of your pastor. **Use the Pastor Permission Form below.** Be inclusive and invite neighboring parishes with Councils. Get the DD involved.
16. Work with Fr. Bill about any topic you are interested in. He will work with you.
17. Post in your bulletin at least two weeks that it is occurring. Invite your target group to attend. I have a flyer for the Council to use. (attachment) They will have to make the needed changes.
18. Again, if non-Knights are invited, have membership recruitment materials available. Women have been included in the day with great results.
19. Have the facility available for the event. Fr. Bill will help with what additional resources are needed.

## 20. Event Follow-up

21. Let all know the success of the event. (State Deputy, Membership Director, DD, RDD)
22. Let the above know how many interest cards, online members, attendees, degree(s) you know all the good stuff!

## Parish Pastor Permission Form

**Grand Knight:** Please fill out the top of this form for your pastor and then talk to him about the event. Then, ask him to print his name and sign the bottom of the form if he agrees.

Name of Parish: \_\_\_\_\_

Parish Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Council Number: \_\_\_\_\_ Council Name: \_\_\_\_\_

Date(s) of Spiritual Weekend/Membership Drive \_\_\_\_\_

Father William Lesak, State Chaplain of the NC Knights of Columbus, has my permission to conduct a recruitment drive and Day of Reflection at this parish.

I would like Father Lesak to concelebrate with me at Mass on the weekend he Conducts the above-mentioned Knights of Columbus event.

I understand that, Father Lesak is due a stipend to celebrate the Mass that weekend.

Pastor's Name: \_\_\_\_\_

Pastor's Signature: \_\_\_\_\_

Send this completed form to:

- Father Bill ([statechaplain@kofcnc.org](mailto:statechaplain@kofcnc.org))
- Your District Deputy (DD#@kofcnc.org)
- The State Secretary – Rick Lewis ([statesecretary@kofcnc.org](mailto:statesecretary@kofcnc.org))
- State Membership Director – Paul McGrath ([membership@kofcnc.org](mailto:membership@kofcnc.org))

# Grand Knight Agreement

Council Number: \_\_\_\_\_ Council Name: \_\_\_\_\_

I have read the document titled “Recruitment and Day of Reflection Thoughts for Fr. Bill’s Visit” and I agree that:

I will obtain my Pastor’s permission for Father Lesak to come for the recruitment drive and will submit the **Parish Pastor Permission Form**.

I understand that my council will cover Father Lesak’s expenses for the weekend including reimbursement for mileage and an honorarium.

I will arrange with my Pastor for Father Lesak to stay in the parish rectory. If that is not an option, other arrangements will be made for his overnight stay.

Grand Knight’s Name: \_\_\_\_\_

Grand Knight’s Signature: \_\_\_\_\_

**Send this completed form to:**

- **Father Bill** ([statechaplain@kofcnc.org](mailto:statechaplain@kofcnc.org))
- **Your District Deputy** (DD#@kofcnc.org)
- **The State Secretary - Rick Lewis** ([statesecretary@kofcnc.org](mailto:statesecretary@kofcnc.org))
- **State Membership Director – Paul McGrath** ([membership@kofcnc.org](mailto:membership@kofcnc.org))