

Form 10325: The Method of Conducting Assembly Meetings

❖ Collect “Good of the Order” names

Opening Ceremonies 04/10/2025 at St. Oliver. Meeting started at 7:05PM with 12 members present.



Faithful Navigator

Sir Knights, we are about to open this meeting in the Fourth Section. Let our faithful officers assume their respective stations and the faithful inner sentinel and outer sentinel take their posts. (*Pause.*) The Faithful Pilot will now advise if all present are in possession of the proper membership card.

- **Faithful Pilot:** Faithful Navigator, your order has been obeyed. I report none but faithful Knights present and all are in possession of the current membership cards.
- **Faithful Navigator:** Let the **Faithful Comptroller** call the roll of our faithful officers.



*Chair officers rise, although entire roll of officers is called, the **Faithful Pilot** responds “present” or “absent” as the case may be. If an officer is absent, the faithful navigator shall temporarily appoint another.)*

- Faithful Navigator – Tony Annarelli **Present**
- Faithful Friar – Father Henry Atem **Excuse**
- Faithful Captain – Robert Barnard **Present**
- Faithful Pilot – Frank Montelione **Present**
- Faithful Comptroller – Mark Winsor **Present**
- Faithful Admiral – Desmond Donlin **Absent**
- Faithful Scribe – Jimmy Koroma **Present**
- Faithful Purser – James Brennan **Excuse**
- Faithful Inner Sentinel – Ken Dalton **Absent**
- Faithful Outer Sentinel – Alan Larkins **Present**
- One Year Trustee – Paolo Palmas **Present**
- Two-Year Trustee – Charlie Busch **Present**
- Three-Year Trustee – Nelson Rivera **Present**
- Color Corps Commander – Terrence Gaines **Present**

- **Faithful Navigator:** Faithful Pilot, what is the principle of the fourth degree?
- **Faithful Pilot:** Patriotism.
- **Faithful Navigator:** Faithful Captain, what is our duty to our country?
- **Faithful Captain:** To respect and obey all lawful authority; to uphold and maintain those whose duty it is to administer the law; to defend, and preserve unspotted and unstained, the flag of our Country, and the principles for which it stands.
- **Faithful Navigator:** Faithful Admiral, what other duties have we as faithful Knights of our honored Order?
- **Faithful Admiral:** To maintain unity; to practice the virtues of charity and brotherly love; to exemplify, in all our relations with our fellow man, the sublime teachings of Holy Mother Church.
- **Faithful Navigator:** Sir Knights, before entering upon our deliberations, let us acknowledge our dependence upon Almighty God, and call upon our Faithful Friar to invoke His blessing by repeating aloud the Lord's Prayer.



*(The **Faithful Friar**, or in his absence the **Faithful Admiral** repeats and the assembly responds.*

- **Faithful Navigator:**



And so it is, Sir Knights. Fealty to Christ begets loyalty to our country and the faithful practice of our holy religion begets the good citizen and the patriot. Sir Knights, salute the flag.

*The **Faithful Pilot** holds the flag for salutation at his station; the **Faithful Admiral** takes position in front of his station and with the sword, salutes the flag.*

- **Faithful Navigator:** Sir Knights, let us now pledge allegiance to our flag



Business Section

- **Faithful Navigator:** I now declare this assembly regularly opened for the transaction of business.


Neither the opening nor closing ceremonies shall be interrupted by the entrance or exit of members. After the assembly is regularly opened, members shall be admitted in the same manner as to the

council chamber, except that the inner sentinel shall be shown both third and fourth degree membership cards.

This part only for late attendees:

♦ **Inner Sentinel:** Faithful navigator, the following faithful Knights with proper credentials await admission to our assembly (naming them).

♦ **Faithful Navigator:** Admit them.

- Report of Faithful Friar. (**Faithful Friar**) – **No report**
- Reading of Minutes of Previous Meeting. (**Faithful Scribe**) – **minute was emailed to every member.**
- **Faithful Navigator:** Are there any corrections to the minutes? They are approved as read. **Motion 1st SK Mark, 2nd SK Frank – approved.** 
- Reading of Bills and Communications.
 - Bills – **Faithful Comptroller – Statement dated April 1st - 2 members passed away, SK Ken Lucier and SK Ted McVay. 78 members, 7 honorary, 2 exempt. Reminder to submit RSVP refund for Civic Award application due by June 30th, Patriot Award submission due by June 1st. We do not owe Supreme any money.**
 - Communications – **Faithful Navigator or Faithful Scribe – No report**
- Report of Faithful Comptroller. (**Faithful Comptroller**) – **Received \$115 (\$25 in dues and \$90 candidate fee outstanding from November). Two vouchers - \$70.18 for USO expenses and \$50.76 for badges, to SK Desmond and SK Tony respectively. Receipt of \$50 donation to uniform fund and \$4 donation to USO expenses. Few members have not paid their dues yet, the list has been sent to SK Todd and SK Nelson.**
- Report of Faithful Purser. (**Faithful Purser**) – **In his absence, SK Mark said the purser made a deposit of about \$400 before the purser left for his cruise.**
- Marshal's Report. (**District Marshal**) – **04/09/2025 was the funeral for SK Ken Lucier – 8 assembly representation and 9 Sir Knights were at the event. SK Ken's family donated his knight's merchandise to the assembly and council. Next exemplification will be June 14th in Jonesboro.**
- Report of Committees, Projects, and Programs. (**Committee Chairmen or Faithful Captain**) – **No report**
- Report of Color Corp Commander. (**Color Corp Commander**) – **3 call outs; one is a Confirmation Mass at the Basilica of the Sacred Heart on Sunday 04/27/2025 at 10:00AM, and two at St. Lawrence for Confirmation Mass on Saturday 05/10/2025 11:00AM and 2:00PM.**

- Reading of applications after referral to the Admission Committee. (**Faithful Comptroller**) – **One application for transfer of SK Tito, a member of #2475 in Lilburn and attends Mass at St. Oliver.**
- Balloting for Membership. (**Faithful Navigator**) - **His transfer request was unanimously approved.**
- Unfinished Business. (**Faithful Navigator**) – **SK Robert reminded the assembly that there is a motion on the floor from our previous meeting to liquidate the Certificate of Deposit. It is still pending since no update has been given so far from our purser. This is an open agenda on unfinished business and will be discussed at our next meeting in May.**
- Report of Trustees. (**Faithful Trustees**) – **No report. SK Nelson asked that a copy of the current budget be made available to the trustees.**
 - New Business. (**Faithful Navigator**) *When elections are in order, this is the first item under New Business.*

Nominations for executive positions for the next fraternal year are still open and will be open at the next assembly meeting. Please refer to a list of current nominees for further information. SK Charles was presented with his certificate of 4th Degree membership.

- **SK Tony asked for consent that the rules be suspended for the next 3 items that we should discuss and reinstate the rules after. Motion to suspend rules while we discuss was 1st SK Frank, 2nd SK Robert.**
- **The items are:**
 - 1. Inventory of the assembly: We discussed the current inventories.**
 - 2. By-Laws: It is currently dated as May 16th, 2013, we should review and update when necessary because it can become outdated to the current time. Discussion was held about updating our by-laws.**
 - 3. Programs that the assembly currently participate in – discussion was held to increase the programs with some examples.**

We returned to the rules. Motion to update the by-laws was 1st SK Frank, 2nd Robert. The changes passed unanimously, and they are:

- 1. Increase the meeting funds from \$200 to \$500 maximum**
- 2. Relief fund will be a line item on the budget**
- 3. Annual Communion Sunday Mass**
- 4. One Memorial Mass**

- **Report of the Third Degree.**

- **Grand Knights** *or representatives of the assembly's member councils may be called upon for a report of current membership and programming initiatives of their respective councils.*
- St. Lawrence – **Fish fry, hot dogs for youth on 04/23/25 at 6:00PM, on track for triple star award.**
- St. Oliver – **Council not doing good due to low participation of its members, but they are working to change that and improve the situation. Programs conducted are successful but not enough members signing up to take charge.**
- Any others – **3rd Memorial Mass for Deacon Ed is on Sunday May 11th, 2025, 10:00AM at St. Lawrence.**
- Pot of gold – **SK Frank won, \$48, and he donated his prize to the assembly.**
- Good of the Order. (**Faithful Navigator**) – **SK Frank's daughter, SK Ken Lucier and his family, Michelle Eathan, Mary Ellen Harshaw, SK Ralph.**

Closing ceremonies

- **Faithful Navigator:** Sir Knights, is there any further business to come before this assembly? If there be none, we shall proceed to close the meeting.



Faithful Pilot, what are the emblems of this degree?

- **Faithful Pilot:** The flag, the sword and the Cross.
- **Faithful Navigator:** Yes, Sir Knights, these glorious symbols typify patriotism, liberty and faith; the heaven-sent attributes of our Christian citizenship. Faithful Pilot, what say you for the flag?
- **Faithful Pilot:** The flag of OUR Country. We love it and shall ever defend it.
- **Faithful Navigator:** Faithful Admiral, what say you for the sword?
- **Faithful Admiral:** Let us keep it bright for Liberty's sake.
- **Faithful Navigator:** Faithful Captain, what say you for the Cross?
- **Faithful Capitan:** (*Holding Cross aloft.*) This is the Cross of Christ, the exponent of Christian ideals, the conqueror of death, the giver of life. Supreme reverence for this sacred symbol will crown our Country queen in the sisterhood of nations. It is the bulwark of national honor, the inspiration of patriotism, the guardian of personal worth; for it was crimsoned with the blood of self-sacrifice.
- **Faithful Navigator:** Sir Knights, undying allegiance to the Cross of Christ and to Christ's Vicar upon earth.



- *(The **Faithful Friar** or in his absence the **Faithful Admiral** repeats the “Our Father, “Hail Mary,” and “Glory Be” with the assembly responding*



- **Faithful Navigator:** I now declare this assembly duly closed until our next appointed meeting.

