

Form 10325: The Method of Conducting Assembly Meetings

❖ Collect “Good of the Order” names

Opening Ceremonies 05/08/2025 at St. Lawrence. Meeting started at 7:03PM with 9 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 **Excuse**
- 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 **Present**
- Faithful Inner Sentinel – Ken Dalton **Absent**
- Faithful Outer Sentinel – Alan Larkins **Present**
- One Year Trustee – Paolo Palmas **Excuse**
- 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 Frank, 2nd SK Terrence – approved.** 
- Reading of Bills and Communications.
 - Bills – **Faithful Comptroller – Statement dated April 1st - We do not owe Supreme any money from monthly statement. \$249 from receipts (\$100 for uniform fund, \$90 candidate fee, \$48 from Pot of Gold, \$11 donation for USO from Fish Fry). One Voucher for \$200 for emergency charity/fund.**
 - Communications – **Faithful Navigator or Faithful Scribe – No report**
- Report of Faithful Comptroller. (**Faithful Comptroller**) – **Membership went down from 78 to 64 because the process to transfer some SK to assembly #3714 has begun. We have seven honorary members and two exempts. Still four SK left for their transfers to be processed, but not yet, and they have been taken off our roster. Five paperwork have been received so Supreme can take funds from our assembly to give to their assembly. The remaining paperwork has not shown up yet due to Supreme not having a Faithful Navigator or Faithful Comptroller on record about a week towards the end of April. SK Mark is awaiting updates on those paperworks.**
- Report of Faithful Purser. (**Faithful Purser**) – **Statement for end of March, total deposit \$8536.65 (breakdown Saving \$1103.70, Checking 4259.27, CD 3173.68 plus interest from CD and saving account). Purser updated the council about closing the CD which automatically renews in February. The bank request that the four signataries have to go to the bank to be able to move the CD. The current four signataries are: SK Nelson, SK Joe, SK Mike, and SK James. There was a discussion to update the signataries, how to get the signataries to meet at the bank, and have only two signataries for the accounts moving forward i.e. the Faithful Navigator and Purser.**
- Report of Committees, Projects, and Programs. (**Committee Chairmen or Faithful Captain**) – **No report, but there will be upcoming updates about how**

to fund our sponsored programs, examples USO, NEGAHS, in the near future after our elections.

- **Report of Color Corp Commander. (Color Corp Commander) – No more call out. The one for St. Lawrence was cancelled due to not having members to volunteered. SK Robert said there is one coming up for our former State Deputy Mark Ophman who passed away yesterday May 7th 2025. The funeral will be held in Jackson, GA on May 31st 2025 at 11:00 AM at St. Mary Mother of God Catholic Church. His wife, Micky, has requested that knights show up for his funeral and have a large honor guard. Color Corps Commander of assembly #3085 will be arranging the honor guard. Further details will be distributed soon via email.**
- **Reading of applications after referral to the Admission Committee. (Faithful Comptroller) – One application for transfer of SK Onwubuya Cyril from St. Lawrence, formerly from St. Patrick's. He wants to transfer from assembly #2475 in Lilburn. Then application for new member Paul Uwimana from St. Lawrence.**
- **Balloting for Membership. (Faithful Navigator) – Both transfer request was unanimously approved independently. There are some applications pending but awaiting paperworks.**
- **Unfinished Business. (Faithful Navigator) – The CD was discussed earlier on the purser's report in the meeting. Assembly will be updated as the process move along to dissolve the CD.**
- **Report of Trustees. (Faithful Trustees) – SK Nelson asked that a copy of the current budget be made available to the trustees but they have not received the copy yet.**
 - **New Business. (Faithful Navigator) *When elections are in order, this is the first item under New Business.***
 - **Election was held: There were only one candidate per elected position except for Faithful Purser, which have SK James and SK Frank for that position, but SK Frank withdrew his nomination before the ballots were to be cast. All SK were elected unanimously by acclamation, all recorded by Faithful Comptroller SK Mark. The elected SK for the executive of 2025/2026 are:**
 - **Faithful Navigator – Tony Annarelli**
 - **Faithful Captain – Robert Barnard**
 - **Faithful Pilot – Todd Morrow**
 - **Faithful Comptroller – Mark Winsor**
 - **Faithful Scribe – Jimmy Koroma**

- Faithful Purser – **James Brennan**
- Faithful Inner Sentinel – **Ken Dalton**
- Faithful Outer Sentinel – **Alan Larkins**
- Three-Year Trustee – **Paolo Palmas**

- 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 – **Exemplification on 04/29/2025 and have six new members. Also some transfers coming to the council. Fish fry has concluded. Sacramental gifts for First Communion and Confirmation Masses.**
- St. Oliver – **Donated \$250 to Breast and Prostrate Cancers Organisations that are not associated with Susan B. Komen. One new member. Lady Summit coming up on June 5th through 7th but St. Oliver will be doing the 6th. Eucharistic procession in June. Approaching double star council. SK Robert's son will be a knight soon on June 24th. They have contacted state about their leadership positions issues.**
- Any others – **Next 4th Degree Exemplification will be held at St. John Neumann in Lilburn on June 7th, paperwork and fees for candidates must be turned in by Monday May 26th. Cost for observers is \$12.**
3rd Memorial Mass for Deacon Ed is on Sunday May 11th, 2025, 10:00AM at St. Lawrence.
- Pot of gold – **Was not held.**
- Good of the Order. (**Faithful Navigator**) – **Mary Ellen Harshaw (cancer), Pope Leo XIV, New High School and College Graduates, Jennine Kinsey, SK Frank's Daughter (CDC), Jimmy Koroma and family, Brennan family, Ken Brown family (mother recovering from heart attack), Terrence Gaines and family, SK Ralph Staunton.**

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.

