



KNIGHTS OF COLUMBUS

MAKING A DIFFERENCE FOR LIFE

TO: Grand Knights and Faithful Navigators

FROM: Office of the Supreme Advocate

DATE: June 8, 2020

RE: Council & Assembly By-Law Changes

The Board of Directors has adopted a resolution authorizing any subordinate council, upon motion at a regularly scheduled business meeting passed by a simple majority, and with the approval of the Board of Trustees, to conduct its financial transactions using a credit and/or debit card held in its own name, effective January 1, 2020. The Board of Directors further authorized the Grand Knight, Financial Secretary, and Treasurer to use the council's credit or debit card to pay approved expenses, provided that these officers follow rules prescribed in the Officer's Desk Reference in order to ensure accountability and transparency. The Board adopted an identical resolution for assemblies and assembly officers.

If your council or assembly intends to conduct financial transactions using a credit or debit card in its name, please ensure that you and your fellow officers are familiar with the Order's procedures for handling money. The rules for using debit and credit cards may be found under the "Financial Issues" tab on the Officers' Desk Reference; look for the entry entitled *Credit Card Policy and Cardholder Agreement*.

In order to harmonize the Order's By-Laws Online templates with these authorizations, the Supreme Advocate has revised the By-Laws Online templates for councils and assemblies as follows:

For Council By-Laws, Article VII, Section 2 has been changed to the following:

The Treasurer shall deposit all moneys received from the Financial Secretary in a bank to the credit of the council. Disbursements from this fund shall be made in accordance with the Laws of the Order and the rules promulgated on the Officers' Desk Reference. The depository bank shall be furnished with a copy of this section.

For Assembly By-Laws, Article VIII, Section 2 has been changed to the following:

Section 2. The Purser shall deposit all moneys received from the Comptroller in a bank to the credit of the Assembly. Disbursements from this fund shall be made in accordance with the Laws of the Order and the rules promulgated on the Officers' Desk Reference. The depository bank shall be furnished with a copy of this section.

All council and assembly by-laws contained in the Supreme Advocate's By-Laws Online database have been updated automatically to reflect these changes. If your council or assembly has utilized the By-Laws Online program, there is nothing you need to do.

If you have any questions, please feel free to contact the Supreme Advocate's Office at Advocate@kofc.org.

C: State Deputies
State Advocates
Vice Supreme Masters
District Masters