



Preparing to be Grand Knight

When to begin ?

What to do ?



When to begin ?



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What to do ?

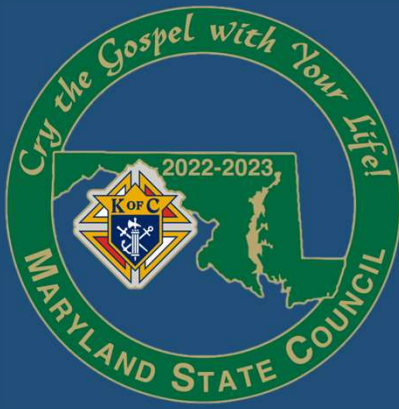
Staff up

Prepare a Program List

Prepare a Calendar

Prepare a Budget





- Service Program Personnel Report #365
[D:\service_personnel365_p.pdf](#)
- Review Current Staff – any officer holes?
- Look for Experience
 - Couple with newer member
- Work with GK, incoming DGK and PGKs
- Get to know your pastor(s) better



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- Prepare a list of programs
 - State Programs
- Evaluate Current Programs
 - Successful?
 - Well Attended?
 - Run Effectively?
 - Financially Successful?
- Plan New or Revised Programs
- Fraternal Planner.

[5033 Fraternal Planner \(kofc.org\)](https://www.kofc.org)



Prepare a Calendar





CALENDAR

Why are calendars important

- Reminders
- Plan
- Communicate

Types of Calendars

- Personal
- Work
- Parish

[10999 Working with your Pastor \(kofc.org\)](https://www.kofc.org/10999-Working-with-your-Pastor)

- Knights of Columbus – all levels
- Others



CALENDAR

Knights of Columbus Calendars

- Supreme
- State
- District
- Council

Supreme Calendar

- Fraternal Planner
 - Supreme programs
 - Supreme reports & program actions
 - Record Council Information

State Calendar

- State Programs
- State Activities
- Updated Monthly – sent to DD's



CALENDAR

District Calendar

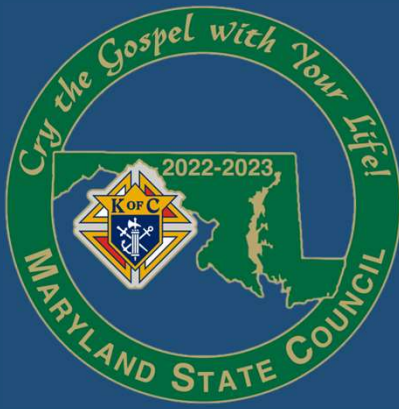
- State Council events
- District events meetings
- Chapter meetings
- Council exemplifications
- Council events/programs
- Include report due dates

Council Calendar

- Council programs and events
 - Develop with State & Church Calendars
- A MUST for every council
- Distribute to membership

Church Calendar

- Remember your focus on church and pastor

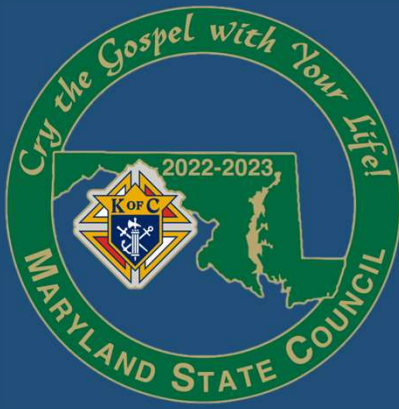


- Review Current Budget
- Look at Income & Expenses
- Add /Remove Programs
- Add or Remove Sources of Income/expense ???



TRAIN UP

- Grand Knight handbook [Layout 1 \(kofc.org\)](https://www.kofc.org)
- Understand requirements to achieve Star Council [5033 Fraternal Planner \(kofc.org\)](https://www.kofc.org)
- How to conduct a meeting [10318-E \(kofc.org\)](https://www.kofc.org)
- Review council sections of KofC Charter Constitution Laws [Charter Consitution and laws 30 E 2022 \(kofc.org\)](https://www.kofc.org)
- Know what reports are due and when [5033 Fraternal Planner \(kofc.org\)](https://www.kofc.org)
- Understand the correct financial flow and documentation in the council per Supreme laws [5093 - Leadership Resources \(kofc.org\) page 35](https://www.kofc.org)
- If possible look over the GK shoulder to see upcoming web access as GK



Some Tips

- Remember to focus on the parish priests
- Delegate – creates buy-in and commitment
- Lead - Listen carefully, but you decide
- Plan for Installation and be aware of protocol
[PowerPoint Presentation \(kofc-md.org\)](https://www.kofc-md.org/PowerPoint%20Presentation%20(kofc-md.org))
- Plan for exemplifications dates with DD
- Plan to be membership active – early is best
- Plan for official visit by August 15
[MD OfficialVisit 2022.pdf \(kofc-md.org\)](https://www.kofc-md.org/MD%20OfficialVisit%202022.pdf)
- Finish this year strong



FINAL THOUGHTS

- Pay Attention and network
- Listen carefully, but you decide
- Use Council & State Resources
- What do you plan to accomplish as GK? (not in terms of awards!)

