

WYOMING STATE COUNCIL  
KNIGHTS OF COLUMBUS  
BY-LAWS

ARTICLE I  
Eligibility

Section 1. Membership: Officers and Eligibility in the State Council shall be all duly elected and qualified State Officers, the State Chaplain, the last Past State Deputy, District Deputies and delegates or their alternatives. The terms, "last Past State Deputy" and "delegates", are as defined in Chapter II of the Charter, Constitution, and Laws of the Order.

Section 2. Past State Deputies (other than the last Past State Deputy living in the State) and District Deputies shall be members of the State Council and shall have the privilege of the floor but without the right to vote.

ARTICLE II  
State Convention

Section 1. The State Council shall be convened annually between the first day of April to and including the first day of June in each year by the State Deputy at such place within the State as shall be determined at the State Council meeting two years preceding the State Council meeting, provided that the State Officers shall select such place of meeting if so directed by the State Council or in the case said Council shall fail to do so or whenever it becomes impractical to hold meeting at the place designated by the State Council.

Section 2. The State Secretary shall furnish credential blanks to the Secretary of each subordinate council at least sixty (60) days before the annual meeting of the State Council.

Section 3. The Financial Secretary of each council shall prepare and certify credentials in duplicate signed by the Grand Knight and Financial Secretary under seal for the delegates and alternates; forward one copy to the State Secretary at least ten (10) days before the annual meeting of the State Council and deliver the other copy to the delegates or alternates who shall present same at said meeting.

Section 4. The State Secretary shall notify all Councils in the State sixty (60) days prior to the State Convention of the time, place and date of said convention.

Section 5. The State Secretary shall prepare a roll of all delegates and alternates on the credentials received as provided in Section 3, and said roll shall be the roll of the State Council until changed by said council.

Section 6. Councils not having paid duly levied assessments by the State Council shall

not have the names of their delegates or alternates placed on the temporary or permanent roll of the State Council until such assessments have been paid.

Section 7. A majority of the eligible voters of the State Council shall constitute a quorum. Majority vote shall govern all matters. Eligible voters shall consist of all State Officers, the State Chaplain, last living Past State Deputy and Delegates or their alternates from each council.

Section 8. All meetings of the State Council shall be in the third section. All duly qualified third degree members shall be admitted as spectators.

Section 9. The order of business shall be as specified in the constitution and laws of the Order.

Section 10. Each Council is entitled to two votes. In the event only one delegate is present, he shall be entitled to cast the two votes for his council.

Section 11. In the absence or inability of the State Deputy, the State Secretary shall execute all the duties of the State Deputy. In the absence of the State Deputy and the State Secretary the obligation of executing the duties of the State Deputy shall devolve on the other State Officers in the following order: State Treasurer, State Advocate and State Warden.

### ARTICLE III Officers

Section 1. The State Deputy, State Chaplain, State Secretary, State Treasurer, State Advocate and the State Warden shall hold the same relative position in the State Council that the corresponding Officers hold in the Supreme Council.

Section 2. The State Deputy shall be the Chief Executive of the Order in the State, and he shall be recognized as the representative of the Supreme Knight and Board of Directors. He shall possess all powers and perform such duties as the laws of the order prescribe. He shall preside at all meetings of the State Council and shall be ex-officio member of all committees. He shall appoint District Deputies and Program Directors for such Districts and Programs. The State Deputy shall make a written report to the State Council on the state of condition of the Order within the jurisdiction of Wyoming. He is also required to make reports to the Supreme Knight and Board of Directors from time to time as required. The State Deputy shall possess such other powers and perform such other duties as the laws of the Order prescribe. The State Deputy shall supervise the exemplification of the Knighthood (3<sup>rd</sup>) degree.

Section 3. State Secretary shall act as Recorder of all meetings of the State Council; bill and collect all money due to the State Council, make a record thereof and promptly transmit the same to the State Treasurer; draw orders on the State Treasurer for all payments authorized by the State Council; keep a debit and credit account with each subordinate council and a full account with the State Treasurer; keep a record of the membership in the State; and make a report to the State Council of the membership and finances of the Order in the State for the year ending March 31<sup>st</sup>, in such form as the State Council may direct. Said report shall be furnished to the State Officers and each subordinate council along with the proceedings of the State Council meeting within 60 days after adjournment. An allowance of \$75.00 per year shall be made to the State Secretary to defray the incidental expenses of his office.

Section 4. State Treasurer shall keep a true and accurate account of all money received and disbursed; deposit all money received to the account of the Wyoming State Council, Knights of Columbus; an allowance of \$75.00 per year shall be made to the State Treasurer. He shall be ex-officio member and treasurer of every committee of the State Council. He shall give a report of the financial condition of the State Council for the year ending March 31<sup>st</sup>, in such form as the State Council may prescribe.

Section 5. State Advocate shall be Attorney of the Council in case of trial and investigation of any matter whatsoever of the State Council. The State Advocate is obligated to advise the State Council in all matters legally binding on the State Council.

Section 6. State Warden shall be present at all meetings of the State Council and at the opening take up the Third Degree Traveling Cards and admit none but duly qualified third degree members. He shall perform duties as may be designated to him by the State Deputy.

Section 7. State Chaplain shall be appointed by the State Officers. He shall conduct all religious exercises of the State Council. In the event of his absence the State Deputy may appoint a substitute for him. He shall be allowed Seventy Five and No/100 Dollars (\$75.00) per year to defray expenses for such duties.

Section 8. The State Secretary and the State Treasurer shall be bonded in the sum of Twenty Thousand and No/100 Dollars (\$20,000.00) each, and that the State Secretary shall request the Supreme Secretary to have such bonding covered under the blanket bond of the Supreme Council. Upon receipt of request for that purpose, the Supreme Secretary will make the necessary entry on his records and notify the bonding company, and he will then bill our State Council accordingly. This bonding is on the office, not the person.

## ARTICLE IV Committees

Section 1. All committees shall be appointed by the State Deputy or other presiding officer. If expense is incurred by any committee member which would not be covered through any other course, an itemized statement signed by said member should be presented to the State Deputy for approval and if so approved, the State Secretary may draw an order of the State Treasurer for payment of such expense in the same manner as is required for other expenditures.

Section 2. All subordinate council resolutions shall be in writing and submitted to the State Advocate 30 days prior to the convening of the convention. A copy of the resolution shall be submitted to each voting delegate in attendance at the Convention. Convention reports shall be in writing and submitted to the State Secretary at the Convention.

Section 3. To define resolutions and amendments: Resolutions bind the State Council for the forthcoming year only. New by-laws or amendments to existing by-laws shall be presented as such.

## ARTICLE V Finances

Section 1. The Budget Committee shall ascertain the amount required for the expense of the ensuing year and recommend such measures of finances as they deem necessary.

Section 2. All funds of the State Council shall be paid to the State Secretary by draft, money order or check, payable to the order of the Wyoming State Council and shall be deposited to the credit of the State Council in a bank or banks approved by the State Council.

Section 3. Payment of State Council funds for authorized expenditures shall be made only by the check of the State Treasurer countersigned by the State Deputy.

Section 4. Officers of the State Council are hereby authorized to expend such money as is necessary for the usual and ordinary conduct of the business of their respective offices. Items of an extraordinary nature and all items involving expenditures of Three Hundred and No/100 Dollars (\$300.00) or over shall require advance authorization or the approval of the State Council Officers before payment, and shall be paid by the State Treasurer as provided.

Section 5. For the purpose of defraying the expenses and obligations of the State Council, there shall be levied against and collected from all the subordinate councils semi-annually a per-capita assessment based on the number of members of the respective councils, as of the first day of January and July of the current year, as shown by the records of the Supreme Secretary. The State Secretary shall obtain from the Supreme Secretary and present to the State Council Meeting a certificate showing the number of members of each council, as of said date. The amount of such per-capita assessment shall be such as the State Council meeting shall determine. Members of the clergy, Honorary Life, Honorary and disabled members shall be exempt from per-capita assessment. The State Council shall make a rebate to college councils of 50% of the annual per capita tax assessed against and paid by the membership of said councils, and said councils shall use said funds for those Catholic and fraternal programs as shall be approved by the Council Chaplain.

Section 6. Allowance for attendance. State Officers, Past State Deputies, Former State Chaplains, District Deputies, Delegates, and State Committee Chairman in attendance at the State Council meeting shall be allowed mileage each way between their council's location and the place of the State meeting and per diem for attendance at the meeting of the State Council. The Knights of Columbus State Convention is a two day event commencing at approximately 1:00 p.m. on Friday and ending at approximately 1:00 p.m. on Sunday. Per diem is paid on the basis of a twenty four (24) hour day. No part of any day less than one-half (12 hours) will be paid. (Refer to Article V, Section 8 for mileage and per diem determination.)

Section 7. State Deputy approved Registration Fees for the State Officers, the State Chaplain, District Deputies, State Committee Chairman and the last living Past State Deputy shall be paid by the State Council.

Section 8. Definition – There are six (6) categories: 1 – State Officers, 2 – Past State Deputies, 3 – Former State Chaplains, 4 – District Deputies, 5 – Delegates, and 6 – State Committee Chairmen in attendance at the State Council meetings for which the mileage and per diem will be determined. The rate of payment for per diem as well as mileage is to be determined by the Mileage and Per Diem Committee and approved by majority vote of the State Council.

## ARTICLE VI Elections

Section 1. Election of State Officers and delegates to the Supreme Convention shall be consistent with the Constitution, Laws and Rules of the Order.

Section 2. Order of Election.

- (a). The nomination of candidates for and the election of the State Deputy shall first be held, and the results declared.
- (b). The other State Officers in order shall then be nominated and the results declared.

Then shall follow the nomination and election of representatives to the Supreme Convention, which shall be nominated at once and elected on the same ballot. As many of those receiving the highest vote and who belong to the insurance class as there are insurance delegates to be elected shall represent the class. As many other candidates who receive the highest vote, whether associate or insurance, as may be required to fill the delegation shall represent the associate class.

ARTICLE VII  
Raffles and Lotteries

Section 1. All raffles and lotteries conducted by subordinate councils must be authorized under state law and the law of the Order.

Section 2. All requests by subordinate councils must be in writing to the State Deputy or a person designated by him. All requests must show that all net proceeds will be distributed to a designated charity. All deposits of money must be to an account designated for charity. All tickets for such raffles and lotteries must be sold in Wyoming.

Article VIII  
Insurance

Section 1 Subordinate councils shall be able to buy liability insurance for their individual councils needs. This insurance will be voluntary and based upon the membership of the council. The State Secretary will bill the councils desiring the insurance at \$2.00 per member based upon their present membership number. This insurance will cover what the diocese requires for us to have for our events and programs that are held upon church property.

Article IX  
Miscellaneous

Section 1. Subordinate Councils shall furnish membership and other reports requested by the State Officers within a period not exceeding thirty (30) days from the date of such request, unless a shorter period is specified in the request, in which case the information will be furnished within the required time.

Section 2. The Wyoming State Council has established a trust known as “Wyoming Knights of Columbus Charitable Trust.” The purpose of this trust is to provide a perpetual fund to help defray the costs of educating seminarians and providing for priests’ retirement. The State Treasurer is a trustee of this Trust or, if he cannot serve, a member of the State Council appointed by the State Deputy will act as a trustee.

Section 3 The Wyoming State council has established the Change From Heaven as a way to collect money for the Charitable Trust and Fr. McGivney Burse for seminarians. The councils are asked to collect change during the year and present it at a roll call of the councils present at the convention. The money will be split equally between the Chartable Trust and the Fr McGivney Burst.

Section 4. These By-laws, or any part thereof, may be amended or repealed at any regular meeting of the State Council by a majority of those present, subject to approval by the Supreme Council.