

A  
Knights  
of Columbus  
Presence in  
Every Parish



*"The Parish Round Table"*

## INTRODUCTION

“Knights have nothing less than a moral obligation to offer every eligible Catholic man the opportunity and the privilege of membership in our Order. Also, we must have a Knights of Columbus presence in every parish.” Those were the words of Supreme Knight Carl A. Anderson as he addressed his first meeting of state deputies.

A Knights of Columbus presence may be established in one of two ways: by the institution of a new council or by the establishment of the **Parish Round Table** program.

Through the **Round Table** a council works closely with the pastor of each parish or mission that it serves. All Knights in a parish, regardless of their council affiliation, are part of the **Round Table**. The program, as explained in this brochure, makes the tremendous manpower of the Order readily available to the pastor to help him achieve his plans and goals. By means of the **Round Table** a local council may easily achieve a maximum level of service to all the parishes with which it is affiliated.

Simply stated, the **Knights of Columbus Round Table** initiative provides the opportunity for brother Knights to support their parishes with the programs their pastors deem necessary.

One fact must be made crystal clear. The **Round Table** initiative — an offer to serve — should not interfere with any existing or contemplated parish program or group. The pastor sets the programs. It is simply a matter of going to him and asking, “Father, what can the Knights of this parish do to help?”

## GUIDELINES

- **Councils with members in only one parish do not need the Knights of Columbus Round Table program.** The Church activity directors of these councils can handle assistance for the parish.
- The involvement of the pastor should be only what he wants it to be. The Round Table should lighten, not add to, his work.
- All members of the parish who belong to the Knights of Columbus, regardless of council affiliation, are the members of the Round Table.
- There are no elective offices in the Knights of Columbus Round Table. The appointed coordinator is the only designated leader.
- The Round Table has no dues. Members continue to meet their financial obligation to their council.
- The parish name may be used in conjunction with the Round Table. (Example — “St. Mary’s Knights of Columbus Round Table”)
- Coordinators who are reported to the Supreme Council office will receive *PROGRAM SUPPLEMENT*.
- To keep paperwork to a minimum only two forms are used — Report of the Round Table Coordinator (#2629) and the Annual Report of the Knights of Columbus Round Table (#2630).
- No regular meetings of the Round Table are held. The coordinator should meet frequently with the pastor to determine the programs the pastor wishes to conduct.

- All funds raised by the Round Table must be kept by the sponsoring council. Like any other expenditure the sponsoring council must approve all necessary Round Table expenses.
- Round Table projects are council projects. The Round Table coordinator must communicate with the grand knight and the council to ensure the project's success.
- **The establishment of an active Round Table program counts as all four activities in the Church category for the Columbian Award.**

## HOW TO ESTABLISH AND OPERATE A K OF C ROUND TABLE

- The grand knight, with the help of his officers, decides which area parishes or missions can effectively be served. Once this is determined, the council must establish an active Round Table in each parish.
- Knights who belong to that parish are members of the Round Table. They may also be new members recruited from the parish to establish the Round Table.
- The Knights of Columbus Round Table booklet (#2632) is included in the "Surge...with Service" programming packet, and the Report of the Round Table Coordinator (#2629) and the Annual Report of the Knights of Columbus Round Table (#2630) can be found in the *Council Report Forms Booklet* (#1436) and on the Order's Web site [www.kofc.org](http://www.kofc.org).

- The grand knight, together with a Knight parishioner who has a good relationship with the pastor, call on the pastor and present a Knights of Columbus Round Table Booklet (#2632) and a list of Knights who are parishioners.
- The program is explained and an offer made to establish a Knights of Columbus Round Table in the parish. It is stressed that there will be no conflict with existing groups, since the pastor assigns the projects.
- If the pastor is not receptive to a Round Table, his decision is accepted and an offer is made to be available at a later date if the decision is changed.
- If the pastor's decision is positive, the Grand Knight appoints a Round Table coordinator after consultation with the pastor.
- The grand knight completes the Report of the Round Table Coordinator (#2629), and mails it to the supreme secretary, with copies going to the state deputy and district deputy.
- Formation of the Round Table and appointment of the coordinator are announced in the parish bulletin and in the council bulletin.
- The coordinator should visit the pastor frequently (perhaps monthly) and ask: "Father, what can the Knights of this parish do to help?"
- The coordinator should call on those Round Table members best qualified to carry out the specific project and provides the leadership to conduct the project to completion. When a project requires more support than the Round Table members can provide, the coordinator takes the program to the council to solicit support and assistance.

- Annually, by June 30, the coordinator completes the Annual Report of the Knights of Columbus Round Table (#2630), secures the signature of the grand knight and the pastor; this report is mailed to the supreme secretary with copies going to the state deputy and district deputy.
- Round Table projects are announced in parish bulletins and council bulletins.
- Articles and pictures of Round Table projects are forwarded to the state Knights of Columbus newspaper, to the diocesan newspaper and to *COLUMBIA* magazine.
- The coordinator regularly reports activities of the Round Table at business meetings of the parent council.
- The grand knight annually reviews the operation of the Round Table and the effectiveness of the coordinator with the pastor.
- If the pastor desires a change of coordinator or if the coordinator resigns during the fraternal year, the pastor selects a new coordinator and the grand knight makes the appointment. The grand knight notifies the supreme secretary, state deputy, district deputy and the outgoing coordinator of the change.
- If there is a change of pastors, the grand knight and coordinator call on the new pastor, explain the program, and seek his continued support.
- The state Round Table chairman should select the most outstanding Round Table of the Year for that jurisdiction and arranges appropriate honors at the state convention.