

## 2017-2018 Dates to Remember!

**The Star Council Award is the highest award a council can achieve for the fraternal year. The Star Council Award recognizes outstanding achievement in membership, insurance and service program activities. Star Councils are the most vibrant and energetic councils in the Order, and are well-recognized in their parishes and communities. To be eligible to earn the Star Council Award, a council must qualify for the Father McGivney, Founder's, and Columbian awards, as well as submit the following forms: Report of Directors (365) and Annual Survey of Fraternal Activity (1728). See additional information on pages 72 & 73.**

- July 1: Supreme form 185, Report of Council Officers due. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. It is extremely important so the correct individuals get important information from the Supreme and State Councils.
- July 1: Appoint council scrapbook chairman. Details on page 44.
- August 1: Form 365 – Service Program Personnel Report due to Supreme. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. It is extremely important so the correct individuals get important information from the Supreme and State Councils.
- August 15: Semiannual Council Audit - Report due to Supreme. Form is in Supreme forms book or online at [www.kofc.org](http://www.kofc.org). **Per Supreme guidelines, if you do not submit your audit, you will not be allowed to suspend or withdraw members.**
- September: Appoint local Essay Contest Chairman. Details on page 33.
- November: Appoint local chairman for Free Throw Contest and order Free Throw T-Shirts.
- November: Conduct local Tootsie Roll Drive for the intellectually disabled.
- December 1: Council History Worksheet due, forms are located on pages 58 and 59.
- January: Hold local Free Throw Contest. Contact the State Youth Director for details.
- January: Elect delegates to the state convention at monthly meeting. Delegates are reported on the meal ticket order form found on page 36.
- January 31: Proceeds and report for Tootsie Roll Drive for the intellectually disabled. This form is located on page 34.
- January 31: Bids for the 2023 convention site are due to State Deputy Pat Powers.
- January 31: Fraternal Survey form #1728 due to the Supreme Council. Form is in Supreme Council forms book.
- January 31: Resolutions to be acted on at the state convention are due to State Advocate Joe Lux. See pages 62-63.
- January 31: Form 4584, Partnership Profile Report with Special Olympics due to Supreme. This is important to submit because Supreme reimburses the State Council with matching money from Supreme and this in turn ends up in the hands of people within South Dakota.
- February: District Free Throw Contest. (Time and place will be announced by your district deputy)
- February 1: State Council Per Capita Tax and Ceremonial Assessment due to State Secretary.
- February 15: JFK Knight of the Year Applications due. Application and details are on page 38 and 39.
- February 15: SD Family of the Year Application due. Application and details are on pages 40-41.

- February 15: Essay Contest entries due to Bruce Sparks. Details on page 33.
- February 15: Semiannual Council Audit - Report due to Supreme. Form is in Supreme forms book. **Per Supreme guidelines, if you do not submit your audit, you will not be allowed to suspend or withdraw members.**
- February 28: Outstanding Activity applications due. Applications are in this book on pages 60 and 61.
- March: State Free Throw Contest in Chamberlain. Time and location to be announced. Call State Youth Director for details.
- March 8: Elite Council Award Application due. Details and application are on page 45-46.
- March 15: Requests for State Tootsie Roll Money are due to State Deputy Pat Powers. Be sure to limit these requests for those that qualify for the intellectually disabled restrictions.
- March 29: Founder's Day. This is the birthday of the Order. Plan a special celebration: a Mass, a degree work or other activity.
- April 1: Deadline for discounted meal tickets. See page 37.
- April 15: Deceased member names are due to Mike Jesse. See page 66.  
Deadline for purchasing meal tickets in advance. See page 37.
- April 27-29: State Convention at Spearfish.
- May 15: IRS form 990-N. This is a filing requirement for most small, tax exempt organizations. All councils and assemblies should be aware of this.
- June: Elect next year's council officers.
- June 30: Form SP-7, Columbian Award Application due to Supreme as a requirement for Star Council, **strongly recommended to turn in this form by May 31<sup>st</sup>.**
- July 1: Supreme form 185, Report of Council Officers due. Send copies to the Supreme Council, the State Deputy, the District Deputy, and to the Administrative Assistant. It is extremely important to get this form to these people on time.
- As required: Student Loan - Application. Eligibility, application forms and addresses are located on pages 26 through 29.
- New Council Development information located on pages 24 and 25. You may contact the membership chairman for details. See page 8 for contact numbers.
- Degree Exemplification-see page 53-57 for tentative schedule and supporting materials.
- Submit information on members whose spouses have passed away. See page 67.

<b>UPCOMING CONVENTIONS</b>
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State Convention  
 2018: Spearfish  
 2019: Rapid City  
 2020: Aberdeen  
 2021: Sioux Falls

Supreme Convention  
 2017: St. Louis  
 2018: Baltimore

Notes of special dates for your council: