



**Knights of
Columbus®**
Montana
State Council

Marty Beatty
State Deputy
Montana Knights of Columbus

April 12, 2024

Worthy Grand Knight, Financial Secretary, and Delegates:

Congratulations on your selection as a Council Representative at the 120th Convention of Montana Knights of Columbus. Please print and share the following with your Delegates and any others who may be attending. Essential specifics are highlighted to provide easy review of important items but please read each one thoroughly.

It is an honor to be a Delegate and the honor brings certain responsibilities. Among these is representing your council and providing input during the convention. These help guide the State Council and give example to other councils. Your active participation can inspire other Delegates and attendees to further the work of the Knights of Columbus and give them ideas for programs and assistance in their parishes and communities. Please remember that you will also be representing the Knights of Columbus to the public and that there may be a media presence on site during the convention. There may also be others who hold a less than positive view of the Knights, the Catholic Church and what we represent. Please respond to them in a Brotherly, Catholic Christian manner as our Founder, Blessed Fr. Michael J. McGivney and Holy Father Pope Francis would.

With that in mind, the following are the **protocols** for the sessions:

- **All Knights** attending must have and present their current **3rd Degree membership card** to gain admittance to the Business sessions. Cards will be checked at the door to the meeting rooms.
- **All assessments from the Montana State Council and Supreme Council must be paid in full in order for Council Delegates to be seated.** Please be sure your Council is current.

- **Proper attire consists of jacket, collared dress shirt and tie for meetings, Masses and the Awards Banquet.** State Officers will dress in white dinner jacket and black pants for the Closing Mass and Awards Banquet. Casual dress is okay (It's Montana, jeans are allowed) for informal socials, evening meals and any events outside of the sessions.
- **Meetings will begin on time.** All attendees are expected to be in the meeting room prior to start times and at their assigned seats. Seating is expected to be arranged by council number starting in the front row on the right and continuing to the left.
- **The Friday morning session is an open session.** Wives, family, guests etc. are welcome to attend as we present charitable donations to the causes we support. There will be seating for non-delegates and wives/families and other guests during the Friday morning session for the opening welcome and presentations.
- **Delegates are asked to present their Credentials if there has been a change** to an alternate delegate listed or if a substitute delegate is attending. At the beginning of the first business session Friday afternoon, any changes should be addressed by standing to **gain the attention of the State Deputy, addressing him as "Worthy State Deputy" while giving the proper salute, stating your name and council number, move to the microphone and ask that the alternate or substitute delegate be seated in place of the appointed Delegate.**
- **Roll call will be taken at the beginning of each business session and mileage/per diem reimbursement is based upon it.** It is imperative, therefore, to be present and seated at each session prior to the Call to Order.
- **Delegates are expected to respond promptly to gavel raps, call to order and other direction to assist in an orderly and efficient convention.**
- **When addressing the Chair or Convention body during session:** Delegates shall raise their hand and upon being recognized, stand, address the Officer at the Podium by title, and move to the microphone in the center aisle to state his name and council number, make a statement or raise a question. We will have a written guide at the microphone for help.
- **It is expected that due respect be given the speaker.** It is understood that there may be times that delegates may want to discuss something between themselves or with other delegates. Speaking quietly upon occasion should not disrupt the proceedings and there will be breaks to hold further conversation.

- **Committee assignments are by council.** One delegate serves on the assigned committee during breakout sessions and the other remains in the Business Session unless otherwise notified.
- **The State Warden and his assistants will be noticeably present** to offer any assistance attendees may need. Please make use of their help if you need it.

This may seem like a lot, but I think previous Delegates will acknowledge that it keeps things orderly. There may be additional instructions given and the attendees will be kept informed.

Any items for sale (including, but not limited to, books, religious articles, K of C memorabilia) cannot be sold inside the Convention Chambers meeting room but rather in other display or auction areas. Any materials for sale brought into the Convention must have the pre-approval of the State Deputy. The hosting council will have an area for display of items to benefit Project Hope. All attending the convention are invited to spend some time there. Please take advantage of their efforts.

I look forward to seeing all of you at State Convention.

Vivat Jesus!

Marty Beatty
State Deputy