

- State Secretary's Report

STATE SECRETARY REPORT

George Mesina

Worthy State Deputy, Supreme Director Brian, Visiting dignitaries, delegate, brother Knights all:

The State Secretary is responsible for keeping a record of the proceedings of the State Council, a financial accounting of the affairs of the State Council and a record of the membership of subordinate Councils. Additional duties of the State Secretary are clearly delineated in the State By-Laws and the State Council Policy and Procedures Manual. Some of the tasks that were completed by the State Secretary during Fraternal Year 2018 – 2019 included:

- Recording and distribution of the minutes for the summer and winter organizational meetings along with the minutes from state conference calls. Vouchers for mileage reimbursement and per diem for this convention will be submitted to the State Treasurer for payment following the convention.
- Assuring the completion of the annual financial report on the State Council finances, as required by the Supreme Council. This was conducted by CPA firm Jensen Paulsen Company, LLC. The firm found that expenses were consistent with normal operations of the State Council. This report was submitted to the Supreme Secretary prior to the required deadline.
- Mailing of the annual insurance premium bill to each Financial Secretary of record during the month of October 2018. Issuance of warrant vouchers to pay for the state liability, officers, and directors insurance policies.
 - o Insurance went up almost \$1000 this year and the cost to each council was raised to \$2.45 per member to pay for our insurance assessment.
 - o The policies have been renewed and, as of this date due to pandemic-related difficulties, five councils have not paid their insurance bill.
- Mailing of the official notification of the State Convention to each Grand Knight of record. The Credential Certification Form as well as Credentials for Delegates and Alternates to the annual State Convention was also sent.
- Mailing of the Annual State Per Capita billing notices to each Financial Secretary of record during the month of January 2019. The amount of this billing remained the same as it has been for the past several years of \$9.50 per member, with inactive, disabled and Honorary Life members excluded from the billing. As of this date, eight of the state councils have not paid submitted their payment, though one has submitted part of it.
- Preparing all reports required by Supreme for the State Council and submitting them prior to their deadlines as well as processing all incoming monies and ensuring that all the State Council financial obligations are paid.

This pandemic year that has tested our mettle, forced us to adapt and find new ways to operate, to grow, to insure, and to serve: our priests, our families, and our communities. Now in this

Easter Season, we emerge from restrictions into wonderful opportunities to mix the old ways we love with the new ways we have created. I look forward to working you, my brother Knights of Idaho, as we move into a bright future, and I move that you accept my report.

Respectfully submitted,
George L Mesina
Idaho State Secretary