

Michigan State Council



Council Re-Activation Worksheet

Date:

Council Number:

Council Name:

Membership Recruitment Plan

Membership Director Identified	Yes
Membership Drives Scheduled	Yes
Volunteers Available	Yes
Drives Conducted Properly	Yes
New Member Follow-up	Yes
Alternate Membership Campaign in place	Yes
Comments	

Admission and Retention

Admission Committee in place	Yes
Retention Committee in place	Yes
Sponsors/Mentors identified for each new Member	Yes
New Membership Involvement	Good Average Poor
Membership/Program Review Meetings Held	Yes
Comments	

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Programs

Program Director Identified	Yes		
Calendar of Events Developed for the Year	Yes		
Program Chairpersons available	Yes		
Program Attendance	Good	Average	Poor
Yearly Program Review/Evaluation	Yes		
Comments			

Fraternalism

Attendance at Meetings	Good	Average	Poor
Council Leadership	Good	Average	Poor
Leadership Support from Members	Good	Average	Poor
Leadership Support from Pastor/Church	Good	Average	Poor
Comments			

Committee Recommendations

1	
2	
3	
4	
5	
6	

Committee Chairman Signature

Grand Knight Signature

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Council Re-Activation Worksheet Instructions

Purpose

Evaluate and improve council effectiveness and identify areas for improvement.

- Develop comparisons to known best practices called "Active Council Characteristics."
- Eliminate council suspensions due to non-payment of per-capita assessments or for failure to maintain minimum membership requirements as described in the Charter, Constitution, Laws Sections 156 and 157.
- Promote proper basic practices required to develop an active and successful new council (New Council Development Directors).
- Develop council yearly action plans (Grand Knights and council committee chairmen).
- Periodically evaluate councils and point out areas requiring improvement (District Deputies).

How to Use

Review the Council Re-Activation Section of the Project Legacy Manual (State Council Re-Activation Director in Chapter 4 "Worthy Director").

- Complete the Council Re-Activation Worksheet.
- Form a committee to develop recommendations and a strategy to improve council effectiveness and document on the worksheet.
- Review the recommendations and strategy with the Grand Knight and council officers and obtain their support.
- For weak or failing councils, mail the form to the State Deputy, State Council Re-Activation Director, and District Deputy
- Report the recommendations and strategy back to the membership and solicit their support.
- Constantly review and adjust the recommendations and strategy accordingly.

Councils requiring a vast improvement in a majority of the areas should obtain additional help from their District Deputy, State or Local Council Re-Activation Directors, Field Agent or General Agent, Council Chaplain, Local Parish Priests, and Local Grand Knights.

Questions to Ask

Ask the following questions to develop recommendations and a strategy to improve council effectiveness.

- Does your council have more new members per year than suspensions and deaths?
- Are suspensions primarily from relatively new members?
- Are reasons for suspensions being identified and evaluated?
- Is the average age of council membership increasing or decreasing?
- Are program chairpersons readily available?
- Are programs well attended by membership?
- Are there more members than officers at the general business meetings of the council?
- What can be done to improve attendance?