

Knights of Peter Claver
Supreme General Assembly -4th Degree

Established November 7, 1909

Incorporated July 12, 1911 in Mobile, Alabama



“Onward” is our
War Cry

“Trust in God”
our Pass Word

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Office of:

Mr. Stephen J. Randall

Supreme Navigator 4th Degree

March 10, 2021

To All: Supreme Officers
Faithful Navigators
Sir Knights

Fraternal Greetings:

As we prepare for the upcoming 2021 Virtual Conclave with COVID in our mist, please consider submitting names for our Committee Assignments. This year will combine Resolutions and Elections Committees. Remember to submit for the Good Neighbor, and Cartagena Award. Please see the attached forms enclosed. Please participate in the LOG Joint Raffle tickets.

Again a reminder to forward your updated 2021 Officers roster with contact information of your assembly officers to the National Office, Supreme Comptroller and Supreme Navigator. This is the only way we will be able to update our records.

**“Assemblies are responsible to monitor their member’s financial status on Dues and Death assessment”
We still have Faithful Assembly members who are delinquent. As per Article II Sections 43, 44, 45, 46,
47 and 49.**

God's Blessing,

A handwritten signature in black ink that reads "Stephen Randall". The signature is written in a cursive style with a long, sweeping underline.

Stephen Randall

Most Faithfull Supreme Navigator
R.U.D.

cc: Most worthy James Kenneth Ellis Supreme Knight & CEO
Grant Jones, Executive Director, KPC, Inc



GENERAL SUPREME ASSEMBLY
Knights of Peter Claver, Inc.

Biennial By-Laws Resolution Form

Resolutions submitted to the Supreme General Assembly are to be typed or printed and must bear the seal of the Faithful Assembly along with the signature of the Faithful Navigator and Comptroller. Please state the article(s), Section(s) and Page Number(s) of each Resolution.

Resolutions must be received by the National Office by Friday, May 21, 2021. You may email signed copies to resolutions@kofpc.org

WHEREAS: _____

WHEREAS: _____

THEREFORE, BE IT RESOLVED: _____

SEAL	FAITHFULNAVIGATOR _____ Date: _____
	FAITHFUL COMPTROLLER _____ Date: _____
	Assembly Name _____ Number _____



Committees of the Supreme General Assembly Virtual Conclave 2021

SUPREME OFFICERS REPORT

GREETING TO THE LADIES OF GRACE-COMMITTEE

VOCATIONS

RESOLUTION BY-LAWS COMMITTEE

ELECTION COMMITTEE

CARTEGENA AWARDS COMMITTEE - closed

GOOD NEIGHBOR AWARD - closed

REGISTRATION/CREDENTIAL COMMITTEE

STEERING COMMITTEE

UNIFORM RANK COMMITTEE – all Faithful Captains

GOOD OF THE ORDER COMMITTEE

SUPREME GENERAL ASSEMBLY KNIGHTS OF PETER CLAVER FOURTH DEGREE DIVISION



GUIDELINES FOR ANNUAL AWARDS

GOOD NEIGHBOR AWARD

- 1. This award is given annually to the top three (3) Assemblies performing meritorious deeds for the current year. The Good Neighbor Award will be presented at the Supreme Navigators' Luncheon.**
- 2. A detailed accounting/narrative of the Assembly meritorious deeds from May 1, 2020 to April 30, 2021. Assemblies are encouraged to make efforts to participate and highlight your activities. (See #4 below). ALL MATERIALS submitted must be for the time frame indicated above.**
- 3. Only Assemblies sponsoring, participating in and/or supporting projects and activities of a spiritual, charitable and social endeavor which significantly affects the community will be considered for the Good Neighbor Award.**
- 4. A clearly stated written LISTING of the Assemblies activities must be submitted with the name and number of the Assembly, the Assembly's Seal and the**

signature of both the Faithful Navigator and the Faithful Comptroller.

- 5. Documented letters from various agencies, church officials, etc. stating the service performed by the Assembly must also be included.**
- 6. Submit copies of checks and receipts for all donations made in the name of the Assembly to various charities, churches and/or individuals.**
- 7. Include all volunteer services rendered at varying agencies, locations, etc. Indicate name of Sir Knights who performed volunteer services.**
- 8. Include all Assembly turnouts other than Wake/Funeral Services.**
- 9. Provide a list of all honors, plaques, certificates and trophies received by the Assembly.**
- 10. Seven (7) copies of tall materials with a cover letter must be sent to the OFFICE OF SUREME NAVIGATOR postmarked no later than May 15th of any given year.**



SUPREME GENERAL ASSEMBLY
Knights of Peter Claver, Inc.
GOOD NEIGHBOR AWARD FORM



Assembly Name: _____ Number: _____

City/State: _____

Outstanding or noteworthy contributions to Claverism:

Outstanding or noteworthy contributions to the Church:

Outstanding or noteworthy contributions to Community:

Outstanding or noteworthy contributions to Mankind:

Approved by a vote of Assembly No. _____ at _____ Meeting

SEAL

Signature of Faithful Navigator _____

Signature of Faith Comptroller _____

Date: _____

SUPREME GENERAL ASSEMBLY KNIGHTS OF PETER CLAVER FOURTH DEGREE DIVISION



GUIDELINES FOR ANNUAL AWARDS

CARTAGENA AWARD

- 1. The prestigious Cartagena Award is given annually to a Sir Knight of the Meritorious Knights of Peter Claver.**
- 2. The Sir Knight must exemplify the true spirit of humility and sacrifice without thought of reward; whose achievements in the field of Catholic Action are so commendable that members of the Hierarchy and Clergy take cognizance of them; who possesses the spirit of heroic charity by practice of Spiritual and Corporal Works of Mercy.**
- 3. A written account of the Sir Knight activities can be included with the nomination form.**
- 4. Only one award (medal) will be presented at the Supreme Navigators' Banquet. (Virtual)**
- 5. Seven (7) copies of the completed nomination form and any additional supporting documentation of the Sir Knight's achievements and services rendered throughout his lifetime must be sent to the OFFICE OF THE SUPREME NAVIGATOR postmarked no later than May 15, 2021.**



SUPREME GENERAL ASSEMBLY
Knights of Peter Claver, Inc.
CARTAGENA AWARD FORM



Assembly Name: _____ Number: _____

City/State: _____

Sir Knight _____

Address: _____

City/State/Zip: _____

Number of Years in Council No. _____ Number of Years in Assembly _____

You may add any copies of certificates or citations and other supporting documents you feel will help the committee to make its final recommendation to the Supreme General Assembly in honoring this prestigious award at the Supreme Navigator's Banquet.

Outstanding or noteworthy contributions and service to the Fourth Degree:

Outstanding or noteworthy contributions to the Church:

Outstanding or noteworthy contributions to Community:

Outstanding or noteworthy contributions to Mankind and Charity:

Approved by a vote of Assembly No. _____ at _____ Meeting

SEAL

Signature of Faithful Navigator _____

Signature of Faith Comptroller _____

Date: _____