



**Prince Edward Island
Knights of Columbus
State Convention
April 18-19, 2008**

Resolutions

- 9. Resolved that the following Policy and Procedures shall be applicable to in-province and out of province travel for our members:**

Travel Policy & Procedures

1. That the transportation costs of the State Deputy, Past State Deputy and their wives to attend the Supreme Convention shall be paid as follows:
 - a) Except in exceptional circumstances, the State Treasurer shall, within 30 days following the State Convention, determine the economy airfare to attend the site of the Supreme Convention by flying from the Charlottetown airport. The amount so determined shall be the maximum amount of 'transportation costs' that will be paid to each person attending the Supreme Convention by means other than a flight from the Charlottetown Airport and/or that will be paid by the State for air travel.
 - b) Subject to paragraph 1(d), if a person chooses to drive to the Supreme Convention, they shall be entitled to claim their personal expenses and their spouse's personal expenses for:

- Mileage at the provincial government rate
- Meals at the rates set out herein in para. 7
- Tolls – bridges, ferries, highways
- Parking – hotel, site
- Hotel – standard room

c.) Subject to paragraph 1(d), if a person chooses to fly from an alternate airport, they will be entitled to claim their personal expenses and their spouses personal expenses for:

- Mileage at the provincial government rate
- Meals at the rates set out herein in para. 7
- Tolls – bridges, ferries, highways
- Parking – hotel, airport, site
- Hotel – standard room

d.) The expenses set out in sub-paragraphs 1(b) or ©), shall not exceed the total dollar amount determined in para. 1(a).

e.) The parking costs at the Charlottetown airport shall be covered, if used.

f.) The transportation costs to and from the Convention Hotel to the airport shall be covered.

g.) If travel occurs on a day during which no *per diem* is paid by Supreme, meals may be claimed at the rates as set out herein.

h.) The Supreme Convention Banquet tickets shall be paid (e.g. in 2007 they were \$75.00 each) for the Delegates, Alternates if applicable, and their wives.

2. If the Canadian Association of State Deputies convenes a meeting for which Supreme does not provide a *per diem*, the State Deputy shall be entitled to claim only the meals, as set out herein,

and hotel accommodation for the day/night on which the meeting is held.

3.) The State Deputy and his wife shall have the following expenses paid to attend the June organizational meeting:

- Economy airfare from the Charlottetown and the equivalent amounts in paragraphs 1 (e), (f), and G; or
- Expenses as determined by applying the equivalent amounts as set out in paragraphs 1(b), ©) and (d).

4.) Recognizing the limited funds of the State Council, during the commencement of each fraternal year, there shall be a determination of the total amount of monies that should be expended to offset the expenses to attend Supreme meetings. This will be a fixed dollar amount that cannot exceed 35% of the total revenues of State Council (to include normal operations and fundraisers) unless, such excess is required to attend the previous meetings as set out herein i.e., the Supreme Convention and the June Organization Meeting, in which case, the amount may be exceeded.

5.) If the dollar amount set out in paragraph 4 will be exceeded, the State Deputy's wife expenses will not be covered to attend the November meeting. If the dollar amounts are still exceeded, the State Deputy's expenses to attend the November meeting shall not be covered.

6.) If the attendance at the November meeting is to be paid for, the following expenses will be covered:

- Economy airfare from the Charlottetown and the equivalent amounts in paragraphs 1 (e), (f), and (g); or
- Expenses as determined by applying the equivalent amounts as set out in paragraphs 1(b), ©), and (d).

7.) If meals are to be paid for, i.e., they occur on a day when no *per diem* is paid by Supreme and are payable in accordance with the previous policies, they shall be paid at the following rates, in Canadian funds provided that, a meal is actually consumed:

Breakfast	10.00
Lunch	10.00
Dinner	<u>25.00</u>
Total	45.00 per day

No receipts shall be required to claim these amounts.

8.) If a person is required to 'over night' at a private residence in order to obtain transportation in another province, they shall be entitled to claim an expense of \$20.00 for each required night.

In-Province Travel

No State Council Funds shall be paid for in-province travel with the exception that, an honorarium may be paid to a member, if the payment has been approved by the State Executive. Such honorarium payments shall be reported to the State Council at the meeting following the approval and shall be reported as a separate budgetary line account in the financial records of the State.

10. Whereas, all members benefit from members attending Supreme Council meetings;

And Whereas, we are a fraternal association whereby all members are to be treated equally and fairly;

Resolved That, the Prince Edward Island State Council charge a \$5.00 assessment to each member of a Subordinate Council, excluding those members designated Honorary, or Honorary Life, for out-of-province travel provided that, a Subordinate Council can sell State lottery tickets or participate in other State fundraisers and have the share normally payable to State Council offset the assessment amount that would be owing in whole or in part.

11. Resolution - State Deputy Honorarium

Resolved that, the State Deputy's honorarium be increased from \$1000.00 per fraternal year to \$1350.00 per fraternal year and to be paid at the commencement of each fraternal year.

(N.B. because of Article XI, section 3 of our State Council Bylaws, this increase will become effective during the 2008-2009 fraternal year.)

12. Resolution - Payment for Alcohol

Resolved that, no State Council funds shall be expended for the purchase of alcohol.

13. Resolution Adopting the Vests as the official Dress Code for Third Degree Functions

Whereas there is confusion within our jurisdiction as to whether the vest or a jacket and tie is the appropriate dress code for Third Degree Functions;

And Whereas the vests provide an immediate and highly visible identification of our members as members of the Knights of Columbus;

Resolved that the official dress code for all Third Degree functions including, but not limited to, State Installation of Officers and State Council meetings, but excluding the State Convention

Banquet, shall be the Knights of Columbus vests. Provided that, Fourth Degree members attending such events have the option of wearing their Fourth Degree regalia.

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