



**DISTRICT DEPUTY SEMIANNUAL REPORT  
ON COUNCIL STATUS**

**JANUARY THROUGH JUNE  
DEADLINE – JUNE 30**

State/Province: \_\_\_\_\_

District No.: \_\_\_\_\_

(Print or type all information.)

Council #: \_\_\_\_\_ Location: \_\_\_\_\_ (City) \_\_\_\_\_ (State/Province) Date of Report: \_\_\_\_\_

**COUNCIL DEADLINES**

- Catholic Advertising Assessment – Deadline: January 10 for receipt at Supreme Council office.
- Survey of Fraternal Activity (Form #1728) – Deadline: January 31 for receipt at Supreme Council office.
- Semiannual Council Audit Report (Form #1295) – Deadline: February 15 for receipt at Supreme Council office.
- January Per Capita Tax Assessment – Deadline: April 10 for receipt at Supreme Council office.
- Columbian Award Application (Form #SP-7) – Deadline: June 30 for receipt at Supreme Council office.
- IRS Form 990 – Return of Organization Exempt From Income Tax – Deadline: Fifteenth day of the fifth month following the close of council's annual accounting period.

**ORGANIZATION**

1. Are council officers performing their duties as expected?  Yes  No
2. Do council officers regularly attend district meetings?  Yes  No  
Number of district meetings held during January-June: \_\_\_\_\_
3. District deputy has inspected the council books and financial records.  Yes  No
4. District deputy certifies that records comply with the Order's laws and rules.  Yes  No

**MEMBERSHIP**

1. Is the council conducting an effective membership recruitment program?  Yes  No
2. Does the council utilize an Admission Committee?  Yes  No
3. Do the grand knight and financial secretary reconcile the membership transactions reported by the Supreme Council office on the monthly Grand Knight's Membership and Financial Statement (Form #1189) and the Council Billing Statement (Form #F056)?  Yes  No
4. Has the council implemented an organized membership retention program?  Yes  No

**INSURANCE PROMOTION**

1. Is a field agent assigned to this council?  Yes  No
2. Is the council conducting an overall insurance promotion program?  Yes  No
3. Is the financial secretary providing copies of the Membership Document (Form #100) to the agent immediately following First Degree?  Yes  No
4. Does the field agent participate in council functions?  Yes  No
5. Do you expect this council to achieve it's insurance member quota?  Yes  No

**SERVICE PROGRAM**

1. Is this council operating under the recommended Service Program structure?  Yes  No  
Status of program:  Excellent  Good  Fair
2. Does this council sponsor a Columbian Squires circle?  Yes  No  
Status of circle:  Good  Fair  Inactive
3. Is council interested in instituting or reactivating a Columbian Squires circle?  Yes  No  
If yes, Contact Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_  
Address \_\_\_\_\_
4. Will this council earn Star Council?  Likely  Unlikely

**NEW COUNCIL DEVELOPMENT**

1. Number of parishes being served by the council: \_\_\_\_\_
2. Is there a Round Table serving each Parish? (If your council serves more than one Parish.)  Yes  No
3. Could a new council be developed in this area?  Yes  No  
If yes, please identify the site: \_\_\_\_\_

**OVERALL STATUS** (Identify the council strengths and weaknesses):

\_\_\_\_\_

District deputy recommendations suggested to council leadership for the next fraternal year: \_\_\_\_\_

\_\_\_\_\_

Signed: \_\_\_\_\_ District Deputy #

Street Address \_\_\_\_\_

City and State or Province \_\_\_\_\_ Zip or Postal Code \_\_\_\_\_