



# Knights of Columbus

## Washington State Council



February 1, 2024

**Subject: CERTIFICATE OF ELECTION FOR DELEGATES TO ANNUAL MEETING**

Worthy Grand Knights and Financial Secretaries,

The 2023/2024 Annual Meeting of the Washington State Council will be held at the Red Lion Yakima and Yakima Convention Center, 607 E Yakima Ave, Yakima, WA 98901. Each council must file a Certificate of Election. Grand Knights have the important responsibility to attend the Annual Meeting to celebrate your council's success, elect State Officers, review and vote on recommended council resolutions and conduct the business of the State Council.

The Annual Meeting is scheduled this year during the weekend of May 17-19, 2024. The meeting will convene Friday afternoon at Noon and adjourn Sunday at Noon. Convention registration letters will be mailed in the coming weeks. Make your plans to attend now by returning the completed *Certificate of Election* form.

Complete the enclosed Certificate of Election form, affix the Council Seal, and return the Certificate of Election to the State Secretary without delay so that we are all properly prepared for the upcoming Annual Meeting.

In accordance with the *Washington State Council Bylaws, Article IV - Credentials, Section I*, as noted below, I enclose the *Certificate of Election* Form and reference the election of delegates and alternates for your respective council.

### ***WSC Bylaws, ARTICLE IV CREDENTIALS***

***SECTION 1.*** *The State Secretary shall furnish a Certificate of Election to the financial secretary of each subordinate council at least two months prior to the annual meeting of the State Council.*

***SECTION 2.*** *The Financial Secretary of each council in good standing shall prepare and certify a Certificate of Election, signed by the Grand Knight and said Secretary under seal, for the delegates and alternates, and forward it to the State Secretary at least 30 days before the Annual Meeting of the State Council.*

***SECTION 3.*** *The State Secretary shall prepare a temporary roll of all delegates and alternates on the Certificate of Election received as provided in Section 2 of Article IV; said roll shall be the roll of the State Council until the report of the committee on credentials shall have been acted upon.*

***SECTION 4.*** *Subordinate councils that stand suspended on the books of the Supreme Council or have not made payment of the state per capita assessment shall not be entitled to representation in said State Council until all such assessments have been paid.*

Please take prompt action in holding your elections and completing the *Certificate of Election* form for your elected delegates in the coming weeks. The delegates and alternates are to be elected as follows:



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**First Delegate – Grand Knight** – The First Delegate shall be the Grand Knight.

**Second Delegate – Past Grand Knight** – The Second Delegate shall have served one term as a Grand Knight, except for new councils or councils having no living Past Grand Knight. (The delegate can also be a member of your council who was a PGK of another council).

**First Alternate** – The First Alternate shall be a Third Degree Member. (*Article III Meetings, Section 1-D states: All meetings of the State Council shall be in the third section. Only Third Degree members shall be admitted as spectators.*)

**Second Alternate** – The Second Alternate shall also be a Third Degree Member.

For newly formed councils - if you have questions or issues with the above criteria for delegates and alternates, please call me and we can discuss special arrangements for new councils.

The *Certificate of Election* form will be required for your Council delegates to be seated/to participate at the Annual Meeting. Please ensure delegates and alternates plan to attend the Annual Meeting.

After your elections, please complete the *Certificate of Election* form. Both the Grand Knight and the Financial Secretary must sign the form and affix the Council Seal. If your council did not elect two delegates and two alternates, please so indicate in the appropriate space(s) on the *Certificate of Election* form.

Please mail a legible *Certificate of Election* Form to the STATE SECRETARY, as soon as possible, but no later than April 17, 2024, 30 days prior to the start of the Annual Meeting. Use this address:

Tom Williams, State Secretary – 22909 40<sup>th</sup> Pl W, Mountlake Terrace, WA 98043-5001

The *Certificate of Election* form only guarantees delegate seating at the Annual Meeting. Elected council delegates and alternates **MUST ALSO REGISTER** with both the hotel and the convention committee. Registration details will be sent to Financial Secretaries in a separate mailing.

If you have any questions, please call me at (206) 617-0600 or email me at [StateSecretary@kofc-wa.org](mailto:StateSecretary@kofc-wa.org). I am here to assist you.

Fraternally yours,

*Thomas C. Williams*

Thomas C. Williams  
cc: State Officers, District Deputies, Grand Knights  
Enclosed: *Certificate of Election* Form