



St. James Council 4949

Columbus Court - 301-3003 Gateby Place - Vernon, British Columbia V1T 9H5



Grand Knight
Guenter A. Rieger
2010 -2 012

Officers

Fraternal Year
2011-2012



Trustee, David Durand



Chaplain Rev
Dale Normandeau



Advocate, Dave Lawrence



Treasurer John Toporchak



Deputy Grand Knight
Salvador D'Agosto



Recorder, David Elrick



Trustee, Steve Campbell



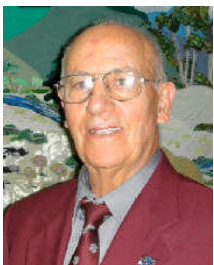
Chancellor, Kevin Schmalz



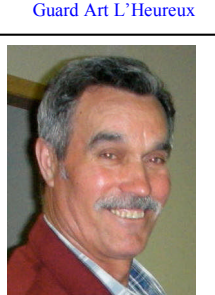
Guard Art L'Heureux



Trustee, Ralph Hounslow



Warden, Joe Scebba



Inside Guard, Joe Simao



Financial Secretary
Mark, Lipianowski

Duties of Officers.

The Grand Knight is responsible for the welfare of the council. He presides over council meetings, acts as an ex-officio member of all committees, appoints a membership and programming director, convenes officers for a monthly meeting, and ensures all necessary reports are submitted to the state and Supreme Council. He should also be aware of the council's financial status and ensure that his signature appears on all checks drawn

The Chaplain is the spiritual advisor of the council. He is expected to make a report at council meetings on religious matters. In councils not associated with a specific parish, the grand knight appoints a priest in accordance with any rules established by the bishop of the diocese to serve as council chaplain.

The Deputy Grand Knight is second in command. He assists the Grand Knight with council affairs and fulfills all duties assigned to him by the Grand Knight. Should the Grand Knight be absent from a council meeting, the Deputy Grand Knight will preside. He is chairman of the council's retention committee.

The Chancellor has a variety of responsibilities. Primarily, he assists the grand knight and the deputy grand knight in the execution of their duties and oversees the council in both their absences. He is charged with strengthening the members' interests in council activities. The chancellor is chairman of the admission committee. **The Warden** is the 'watchdog' for council property and degree paraphernalia, except the property of the financial secretary, treasurer and recorder. He is also responsible for setting up the council chambers for meetings and ceremonial work. During ceremonial exemplifications, he will appoint and supervise guards.

The Treasurer is responsible for the safekeeping and maintaining records of all council funds and accounts. He is responsible for depositing money into the council's accounts and provides a certificate of such monies to the grand knight.

The Advocate is the legal representative of the council and serves as the council's attorney at trials and investigations of any interest to the council. While he does not need to be a member of the legal profession, he should be familiar with the council by-laws, the Order's Charter, Constitution and Laws, Methods of Conducting a Council Meeting, and Robert's Rules of Order. **The Recorder** is similar to a court reporter or a secretary. He is responsible for maintaining a true record of all actions of the council and its correspondence.

The Guards have similar responsibilities, but distinct differences. The outside guard tends to the outer door admitting visitors and members to the inner door. Once at the inner door, the inside guard checks to make sure that their membership cards are current.

The Board of Trustees consists of three members elected by the council and the grand knight, who serves as chairman of the board. They oversee the work of the financial secretary and treasurer, and with the deputy grand knight serve on the council's retention committee. During council elections, only the three-year trustee is voted on, with the others moving on to become two-and one-year trustees

The Financial Secretary is appointed by the Supreme Knight, upon recommendation of the council. His main area of responsibilities is maintaining all financial and membership records. He collects and receives all moneys from all sources, including annual dues from council members. He also handles supply orders for the council officers and members, filing the Report of Officer (#185), and submitting all membership transactions to the Supreme Council.