



RITE NOTES

Membership and Recruiting
Grand York Rite Bodies of Florida
15 January 2016

"Ideas for a Successful Festival"

Companions and Sir Knights,

As we begin our new period of growth within the Florida Grand York Rite, I look forward to having the best year ever. This goal is achievable if the Officers of each York Rite Body begin to plan now for developing interest in what we do and what we stand for. We cannot achieve this goal if members in all three Bodies do not participate. Yes, many Officers and Sir Knights possess good leadership and planning skills to methodically organize and coordinate the conferral of our Degrees and Orders on single and multiple candidates. What can we learn from them, and how do they effectively organize their activities.

A Positive Attitude

Many are in agreement that the success of any project begins with a positive attitude. Some refer to this as a "Can do" spirit. Leaders in any organization possess this trait, and display it frequently. It is a contagious spirit, and usually becomes a virtue of the entire leadership team.

If the Officers or members of a York Rite Body believe they may not be able to contribute to the goal then a reminder of an age-old quote might be appropriate:

*If you keep on doing the things that you have been doing,
Then you will continue to get exactly what you have been getting.*

As we complete the last for festivals and long term classes, remember that any idea can be modified to the users or Commanderies taste, with a little of one ingredient and a little less of another. It is never too early to began planning for our spring festivals. One of our big problems is that we wait too late to advertise our festival and prospective members have made plans or can't get off work. Determine your dates, put your degree teams together, prepare letters and other information materials and discuss one-on-one with prospective candidates. **Don't let time creep up on you.** Following are some ideas on preparing for a festival in the Spring.

1. Establish an @Organizing Team@ and assign the following areas of responsibility:
 - a. General Chairman
 - b. Secretary/Recorder
 - c. Site Chairman
 - d. Director of Work
 - e. Publicity Chairman
 - f. Membership Chairman

2. Determine Asylum or site for the event:
 - a. What is the occupancy of the site for both work and dining?
 - b. Does adequate parking exist?

3. Confirm date and time for the event:
 - a. Establish a date that minimizes conflicts with other Masonic events.
 - b. Confirm Asylum availability, and date with other York Rite leaders.
 - c. What date will prerequisite Degrees/Orders be portrayed?
 - d. What time will each begin and conclude?
 - e. What time will lunch and/or dinner be served during the schedule?
 - f. Make an event schedule, and plan to @stay on time@.

4. Cost estimation:
 - a. Tradition or customary Monitors, jewels, certificates, etc.
 - b. Determine meal menu costs. Offer an upscale menu.
 - c. Estimate printing cost for programs, letters, flyers, etc.
 - d. Estimate postage costs for mailing invitations , announcements, etc.
 - e. Cost of any complimentary meals planned.
 - f. Add up meal cost estimates, subtract complimentary meals and divide by estimated paying attendees. This is your meal unit cost target, if you plan to charge.

5. Establish a unit price for each event:
 - a. Candidate price (meals, York Rite per capita, etc.)
 - b. Member price (General meals only)
 - c. Add a small amount for unforeseen expenses or @coverage@.

6. Secretary/Recorder duties:
 - a. Mails announcement to all nearby York Rite Bodies and Blue Lodges.
 - b. Sends invitations to Officers of the Grand Commandery, Chapter and Council.
 - c. Prepares forms for registration of both Candidates and Members.
 - d. Prepares programs for the Event.
 - e. Orders Candidates certificates, Pins, Jewels, etc.
 - f. Prepares/Mails meal reservation forms for Candidates and members.

7. Site Chairman Duties:

- a. Establishes registration desk for the event.
- b. Organizes Paraphernalia for all Degrees/Orders.
- c. Verifies Asylum is clean and prepared.
- d. Coordinates people responsible for meals.
- e. Assigns people for ALast minute errands@
- f. Provides optional organist for background music.

8. Director of Works Duties:

- a. Assign one Chairperson responsibility for each Degree and Order who:
 - (a) Selects experienced casts from various York Rite Groups.
 - (b) Encourages each Cast member to bring one candidate.
 - (c) Identifies various cast Aback-ups@, as they will be needed.
 - (d) Inspects and inventories of paraphernalia required
 - (e) Schedules rehearsals with Degree/Order Chairman
 - (f) Identifies Astage crews@ for Degree/Order set-ups.
 - (g) Schedules prerequisite Chapter and Council Degrees for completion on or before the scheduled dates.

9. Publicity Chairman Duties:

- a. Prepares Invitation/Mailing list for Secretary
- b. Completes new Candidate packages for members to use in recruiting.
- c. Prepares event posters/flyers for mailings to all nearby Blue Lodges.
- d. Creates a ACampaign@ Speakers Bureau for promotion.
- e. Selects and invites AAfter Dinner@ Speaker(s).
- f. Promotes family attendance at the dinner.

10. Membership Chairman Duties:

- a. Utilizes existing local Commanderies Membership Committees..
- b. Organizes and develops specific area Blue Lodges to be contacted.
- c. Seeks approval as a program speaker at all Lodge Stated Meetings.
- d. Prepares and presents a AYork Rite Story@ including Philanthropies
- e. Distributes new Candidate Packages and ask for a signed Petition.
- f. Acquires lists of non-death suspensions from Secretaries/Recorders.
- g. Assigns restoration target lists for calling/contact by members.
- h. Establish reporting procedure for new petitions/restorations.

11. General Chairman Duties:

- a. Assures all local Commanderies participate.
- b. Provides overall supervision of the event.
- c. Provides updates to the Grand Commander and keeps him informed.
- d. Orders Candidate and ATop-Line Signer@ Pines and Certificates.
- e. Is the final decision maker on event details?

The primary ingredient in the Recipe@ above, for a successful membership development program is to establish an organizational structure with clearly defined areas of responsibility to ensure program success. A Campaign to inspire all Officers and members to unite in a common goal with uncommon results is necessary. Use your best judgment.

There is no substitute for an all-out campaign to strengthen and build our membership.

EXCERPTS FROM THE GRAND ENCAMPMENT CONSTITUTION:

CONCLAVES

SECTION 67. Officers Duty to Attend Grand Conclaves

It is the duty of the Commander, the Generalissimo and the Captain General of Subordinate Commanderies within the continental limits of the United States to attend the conclaves of the Grand Encampment, and the duties of such officers of Constituent Commanderies to attend the conclaves of their respective Grand Commanderies. The Grand Master, in the case of Subordinate Commanderies, and the Grand Commandery, in the case of Constituent Commanderies, shall have power and authority to take such action as he or it may deem appropriate to enforce the provisions of this section. The Grand Master shall report any such action at the next conclave of the Grand Encampment. (1967, p. 97-101)

SECTION 68.

No appeal shall lie to the Commandery from a decision of the Commander. When the decision involves the construction or effect of the Constitution, Statutes, Rules, and Regulations and Rituals of the Grand Encampment, or the Constitution, Laws, Rules and Regulations of the Grand Commandery, or the By-Laws of the Commandery, an appeal may be taken to the Grand Commandery by a Constituent Commandery, or to the Grand Encampment by the Subordinate Commandery, but pending the decision of an appeal, such ruling of the Commander shall be in full force and effect.

DECISIONS FROM THE GRAND MASTER

Inquiry regarding the construction of legislation of a Grand Commandery should be to the Grand Commander. After the Grand Commander has ruled a member may appeal to the Grand Master. (1910, p. 105 & 245, No. 9, Rugg)

Appeals from Commanderies under Grand Jurisdiction go to the Grand Commandery and those under the Grand Encampment to that body. (1919, p. 49 & 293, No. 11, Smith, 1988 digest -8 and 60)

We are have had a great year in 2015 with 134 new Knightings. Let us continue the good works, our membership should swell. We must, however, keep our NPD's as low as possible. Bring them back add put them to work.

DIST	LOCATION	#	DIST	LOCATION	#
1	West Palm Beach		6	Cocoa	
	Fort Lauderdale			Melbourne	
	Miami			Fort Pierce	
	Florida Keys		7	Jacksonville	
2	Manatee/Bradenton/Trinity			Duval	
	Sarasota/Venice/Trinity			Fernandina	
	Everglades			St. Augustine	
	Fort Myers			Palatka	
3	Tampa (Ivanhoe)		8	Lake City	
	St. Petersburg (Sunshine)			Lawtey	
	Clearwater (Springtime)			Gainesville	
4	Lakeland			Inverness (Ocala)	
	Plant City		9	Tallahassee	
	Sebring (Highlands)			Marianna	
5	Daytona (Halifax)			Panama City	
	Lake Sumter		10	Fort Walton Beach	
	Sanford			Crestview	
	Orlando			Pensacola	

NEW ITEM: As an incentive to recruit new members, and as a way to honor all those who will be knighted during the Bicentennial year, the Grand Encampment will issue a new Bicentennial Order of Malta jewel to be sent to each new member knight (free of charge) between 15 August 2015 and 31 December 2016. This jewel will be issued with a membership card as soon as the knight is entered into YRIS. A duplicate jewel (slightly different) may be purchased by other knights from SK Henry Adams.

Finally, a reminder to each Secretary/Recorder, you must submit your changes in your MONTHLY REPORT to the Grand Secretary/Recorder, and Recorders must report all changes to YRIS.

Remember, if your new members are not in Y.R.I.S., they do not receive the Knight Templar Magazine.

First line signers should be included on all new companions on the monthly report, in line of OCCUPATION (Commandery).

As of this issue, we are beginning our new year. Last year, we also have 5 York Rite Bodies that have brought in *zero* (0) members in the last year. If there is no interest in helping your York Rite Body grow, how do you expect to survive? LET US NOW BEGIN OUR PLANNING FOR OUR NEXT MEMBERSHIP YEAR. PLEASE SEND ME YOUR ANTICIPATED DATE FOR 2016.

Please send me a roster or completed Data Sheets of each new member from your festival whether they were knighted or completed Chapter/Council. This includes all members, not just those belonging to your body.

We cannot excuse our declining membership and we must be individually accountable for growing our body. Don=t wait for someone else to do what you can do now.

DIST	DATE	LOCATION	KNIGHTED
1			
2			
3	5&12 Mar	Tampa	
4	6&27 Feb, 2 Apr	Lakeland	
5	12&19 Mar	Eola	
6	27 Jan, 12 Feb	Brevard (Degrees 1-3)	
	1&2 Apr	West Palm Beach	
7			
8	16&20 Feb, 1&11-12 Mar	Gainesville	
9	23 Jan, 6 Feb	Tallahassee	
10	26 Mar, 9 Apr	Pensacola	
	3 Sep, 17 Sep	Pensacola	

TOTAL 2015 KNIGHTINGS	134
TOTAL 2016 KNIGHTINGS	

If any of the above dates are incorrect OR if you have dates or numbers that should be changed, please let me know. Also, as soon as your area determines the dates for the Fall Festival, PLEASE let me know so they may be included.

Henry A Adams

HENRY A. ADAMS, PGC, KYGCH, KCT

Chairman, Grand York Rite Membership Program

AEvery Christian Mason Should Be A Knight Templar@

some excerpts, from Guidelines for Membership, published by the Grand Encampment of Knights Templar of the United States, reprint from Aug 2009, intro. and Grand Commandery of Florida, Baderstadt, Jon L. Making Members, also ANew Life for Dying Lodges and Chapters, 2004, pg75-77, and from the Grand Commanders Handbook given to the Grand Line Officers. Membership Development, Grand Encampment, 2003-2006

Hm Ph: 321 726-6971 Cell: 321-795-8316 Fax: 321-951-9680 E-mail: hadams1@aol.com