



RITE NOTES

Membership and Recruiting
Grand York Rite Bodies of Florida
15 August 2019

Ideas for a successful Festival

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 begin planning for our fall 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.** Here are some ideas on preparing for the Spring festivals.

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 Astay on time@.

4. Cost estimation:
 - a. Traditional 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 Acoverage@.

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. Assigns one Chairperson the 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 AAAfter 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, Candidates and ATop-Line Signer@ Certificates.
- e. The Chairman is the final decision maker on event details.

The primary ingredient in the Arecipe@ above, for a successful membership development program is to establish and 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 judgement.

The Fall festivals are almost over and the success of the first festival was excellent in that we knighted 34 new knights and we still have four (4) more Fall festivals to go. We are now setting dates and preparing for the Spring festivals. Let’s continue our efforts and begin the process of bringing new brothers into our York Rite bodies. Allow them to participate in the leadership, if possible. If all the seats are filled, encourage them to get involved in the ritual work as part of a degree team, but let them know that they are needed.

Note: If any York Rite Bodies plan weekend festivals, Short of Time or Slow Classes, please let me know, with the date, time, location and contact person, and I will put it in the next newsletter, and on the website. Remember, Membership and Retention is everyone=s business.

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

New Membership by District for 2019:

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

	Orlando	18		
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REGARDING THE GRAND ENCAMPMENT CONSTITUTION:

SECTION 232: Ritual

The Rituals of the Red Cross, Knight of Malta and Knight Templar are under the sole supervision and control of the Grand Encampment of Knights Templar of the United States of America and may be published and issued by it alone. It is unlawful for any Commandery or member thereof to use any others than those authorized by the Grand Encampment and issued by it, or to write, print, publish, issue, or cause to be written, printed, published, issued or used any other Ritual in connection with said Orders or any one of them.

DECISIONS FROM THE GRAND MASTER:

The ritual issued by the Grand Encampment is the only authorized one and it must be conformed to in the conferring of the Order everywhere throughout the jurisdiction of the Grand Encampment.(1819, p. 195 & 244, No. 7, Rugg)

When the ritual prescribes a procedure, that procedure must be complied followed. When it does not, each Grand Jurisdiction may adopt its own procedure. (1937, p. 27 & 325, No. 10, Agnew)

Explanatory information in the ritual ceremonies are part of the ritual and therefore are controlling and shall be followed. (1937, p. 35 & 335, No. 20, Agnew)

The full form opening is part of the Ritual. The Ritual is all secret work. It is not to be exemplified in the presence of anyone who is not a Knights Templar is good standing. No Grand Commandery is authorized to permit any of the ritualistic work to be exemplified except in the secrecy of the asylum. (1937, P. 42 & 346, No. 3, Norris, 1988 digest - 328)

There is no authority for a Grand Commander to adopt an abbreviated form for the prescribed Full Form Opening.

Ritual directions that the short form be used only "in an extreme case" is required.

Tactics are under the control of the Grand Commandery but where tactics are prescribed by the ritual they must be observed.

No part of the ritual can be published by the Grand Commandery but tactics may refer to ritual page and line number.

(1952, p 66 & 159, No. 7, 1988 digest - 330)

AS YOU SEE ON THE TABLE BELOW, WE HAVE BROUGHT IN VERY FEW NEW KNIGHTS. THIS IS BECAUSE THE COMMANDERY RECORDER OR FESTIVAL COORDINATOR DOES NOT REPORT THE NUMBERS KNIGHTED. IF YOU WANT YOUR NEW MEMBERSHIP TO COUNT, IT IS INCUMBANT OF YOU TO CONTACT SK HENRY ADAMS.

A REMINDER: GRAND ENCAMPMENT RULES STATE THAT NEW SIR KNIGHTS NEED TO BE PLACED IN MMS WITHIN 15 DAYS.

New Membership by York Rite Body 2019:

DISTRICT	DATE	LOCATION	KNIGHTED
1	3/30/19		
2	3/30/19		
3			
4	3/30/19	Ft Pierce, Sebring (1)	1
5	3/16/19	Orlando(4), Lake Sumter (1)	5
	7/28/19	Orlando(14), Daytona(3), Lake Sumter(4), Sanford(2), Lakeland(2), Plant City(1), Cocoa(3), Gainesville(3), Miami(1), Bradenton(1)	34
6	3/30/19	Ft Pierce (3), Ft Lauderdale (2), Miami (3), Sarasota (5)	13
7			
8			
9			
10	3/23/19	Ft Walton Beach (2), Pensacola (1), Marianna (3)	6

TOTAL 2019 KNIGHTINGS	59
TOTAL 2018 KNIGHTINGS	101

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.

Fraternally,

Henry A. Adams

HENRY A. ADAMS, PGC, KYGCH, KCT

Chairman, Grand York Rite Membership Program
 Chairman, Grand Encampment Membership Committee

"Every 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. *The Mystery Visitor*, 2005, pg 41-46, 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: 321-951-968

Email: hadams1@aol.com