



RITE NOTES
Membership and Recruiting
Grand York Rite Bodies of Florida
15 February 2020

"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 *ACan 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 Astay 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 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. 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 Arecipe@ 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.

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, for the Spring of 2020 and I will put it in the January 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 2020:

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

REGARDING THE GRAND ENCAMPMENT CONSTITUTION:

SECTION 300: JEWELS OF OFFICE

All Officers of the Grand Encampment, of Grand Commanderies, and of Subordinate and Constituent Commanderies shall wear the jewel of their respective office during the incumbency in office.

SECTION 301: ONLY TEMPLAR JEWELS TO BE WORN

Only Templar jewels are to be worn on the Templar Uniform. Jewels of office, meritorious jewels, badge of Commanderies, Malta and Red Cross jewel may be worn on the left breast, placed in the order named, from the wearers right to left. (1985, p. 75-80)

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 2020:

DISTRICT	DATE	LOCATION	KNIGHTED
1			
2			
3	7 & 14 Mar	Tampa	
4			
5	27-28 March	Sanford	
6	27-28 March	Ft Pierce	
7	19-20-21 March	Jacksonville	
8			
9			
10	4 April & 2 May	Pensacola	
TOTAL 2020 KNIGHTINGS			0
TOTAL 2019 KNIGHTINGS			136

Also, as soon as your area determines the dates for the Spring Festival, PLEASE let me know so they may be included.

Fraternally,

Henry A. Adams

HENRY A. ADAMS, PGC, KYGCH, KCT
 Chairman, Grand Chapter 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. " Learning how to Talk About our Fraternity". 2005, pg 73 to 75, and from the Grand Commanders Handbook given to the Grand Line Officers. Membership Development, Grand Encampment, 2003-2006

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