

STAR TRACKER CHECKLIST

COUNCIL CHECKLIST

2009-2010

| DESCRIPTION | NOTE | DUE DATE | SUPREME COPY | STATE COPY | DIO DEP COPY | DD COPY | OTHERS COPY |
|--|------|----------|--------------|------------|--------------|---------|-------------|
| Form 185 - Report of Officers Elected | 3 | 07/01/09 | | | | | |
| Form 185 - Report of Officers Elected | 2 | 07/01/09 | | | | | |
| Form 365 - Service Program Personnel | 1 | 08/01/09 | | | | | |
| Form 1295 - Semi-Annual Council Audit | | 08/15/09 | | | | | |
| Appointment of Round Table Coordinator | | 09/01/09 | | | | | |
| Supreme Per Capita | 1 | 10/10/09 | | n/a | n/a | | |
| Supreme Catholic Advertising Fee | 1 | 10/10/09 | | n/a | n/a | | |
| State Per Capita | 3 | 12/31/09 | n/a | | | | |
| State Charity Goal | 3 | 12/31/09 | n/a | | | | |
| Form 1728 - Survey of Fraternal Activities | 1 | 01/31/10 | | | | | |
| Form 1295 - Semi-Annual Council Audit | | 02/15/10 | | | | | |
| State Per Capita | 2 | 03/01/10 | n/a | | | | |
| State Council Service Program Award | | 03/15/10 | n/a | | | | |
| State Family of the Year Nomination | | 03/15/10 | n/a | | | | |
| Supreme Per Capita | 1 | 04/10/10 | | n/a | n/a | | |
| Supreme Catholic Advertising Fee | 1 | 04/10/10 | | n/a | n/a | | |
| Round Table Activity Report | | 06/15/10 | | | | | |
| Form SP-7 - Columbian Award Application | 1 | 06/30/10 | | | | | |
| Membership Gain (Net 5 Members or 5%) | 1 | 06/30/10 | | | | | |
| Insurance Gain (Net 3 Members or 2.5%) | 1 | 06/30/10 | | | | | |
| State Charity Goal | 2 | 06/30/10 | n/a | | | | |
| Recruit at least one new member | | 06/30/10 | n/a | | | | |
| Active First Degree Team | 3 | N/A | n/a | | | | |
| Seat One Delegate at State Convention | 2 | N/A | n/a | | | | |
| Seat Two Delegates at State Convention | 3 | N/A | n/a | | | | |

Note 1: Requirements for Star Council Award

Note 2: Requirement for Lone Star Award for Excellence (plus Star Council Award requirements)

Note 3: Requirement for Lone Star Award for Excellence with Distinction (plus Star Council Award requirements)