

# Membership Conservation Program

This procedure is now part of the Dues and Suspension Procedure and is effective January 1, 2002.

1. Refer to Dues and Suspension Procedures in Grand Knights Hand Book (Located in Membership or Financial Secretaries sections.)
2. All members on 1845s must have the Retention Committee contact the member **IN PERSON** (not by telephone). They should explain his benefits in an attempt to keep the member.
3. Remarks Sections should be used to explain reason for not paying dues/leaving Knights.
4. The Supreme Council, State Deputy and District Deputy copies of form 1845 must be attached to the original and District Deputy copy of the Conservation Form. The District Deputy will verify **PERSONAL** contact, initial the Conservation form, and forward original of Conservation form and two copies of 1845 to State Deputy.
5. Councils having incomplete Audits or no Audits cannot suspend members until two consecutive Audits are properly completed and filed.
6. Councils proposing to suspend members in excess of dollar amount of Section "C" of the last current Audit - Due From Member - must request special procedure prior to suspensions causing the discrepancy.
7. Councils proposing to suspend in excess of 10% of membership must provide special documented information to the State Deputy.