



# Knights of Columbus Mississippi Jurisdiction

Necrology

How to Enter and Edit Information

February 11, 2019

Rev 1/2/23, 9/15/23

To enter information in the Necrology, log in to the State Directory from the menu on the Mississippi Knights home page: <https://www.kofc-ms.org>

The Necrology application is not set up to allow Auxiliary officer to enter information at this time. Council officer must enter Auxiliary members in the Necrology. Auxiliary officers will be given access in a future update.

2023-09-15 A "Deleted" tab has been added to the Necrology page. It displays records that were deleted. The back arrow button will restore the record, which will be available for editing. Click the appropriate date period tab to edit the record.

Entered into Necrology

After 04-01-2023    Archive    Deleted ✓

Show 10 rows    Excel    Search:

| Action | Council | Name                  | Title | Date of Death | By             | Entered    |
|--------|---------|-----------------------|-------|---------------|----------------|------------|
|        | 8285    | George Staples (test) | FN    | 2018-07-09    | William Cannon | 2019-02-21 |
|        | 8285    | James Test            | GK    | 2019-08-04    | William Cannon | 2019-09-04 |

Showing 1 to 2 of 2 entries    Previous    1    Next

MISSISSIPPI KNIGHTS OF COLUMBUS  
IN SERVICE TO ONE. IN SERVICE TO ALL.  
Mississippi State Council

ABOUT US | QUICK LINKS | STATE DIRECTORY | KC INSURANCE | PROGRAMS | FOR OFFICERS | PATRIOTIC DEGREE | CATHOLIC LINKS

JOIN    Login   

The Necrology is accessed from the State Directory Reporting menu option .

Reporting    Views    Full

Council Activity Report

**Necrology**

| Number | District | Council Name           |
|--------|----------|------------------------|
| 802    | 4        | Monsignor John J Burns |

The Necrology main edit screen

**Necrology**

**Council:** 8285  
**Officer:** William Cannon  
**Office:** Financial Secretary

The following members or Ladies Auxiliary members have died since last Convention or were not reported at the last State Convention.

Member information (First Name, Last Name, Date of Death) is required. Information on Relative will be required beginning **May 1, 2019**.

Submit form

| Member Information |           |              |               |                          |
|--------------------|-----------|--------------|---------------|--------------------------|
| First Name         | Last Name | Offices Held | Date of Death | Auxilliary               |
|                    |           |              |               | <input type="checkbox"/> |

| Relative to Receive Sympathy Card from State Secretary |      |              |
|--|------|--------------|
| First  | Last | Relationship |
|  |      |              |

| Mailing Address | City | State | ZIP |
|-----------------|------|-------|-----|
|                 |      |       |     |

| Entered into Necrology      |                |                   |               |             |              |              |           |      |
|-----------------------------|----------------|-------------------|---------------|-------------|--------------|--------------|-----------|------|
| After 05-01-2018            |                | Before 04-30-2018 |               |             |              |              |           |      |
| Showing 1 to 2 of 2 entries |                |                   |               |             |              |              |           |      |
| Council                     | Name           | Title             | Date of Death | Relative    | Relationship | Address      | City      |      |
| 8285                        | Mary Tester    | President         | 2018-06-06    | Mark Tester | Husband      | 213 Cole Ave | Cleveland |      |
| 8285                        | William Thomas |                   | 2018-07-07    | Sara Thomas | Wife         | 648 Maple St | Natchez   |      |
|                             |                |                   |               |             |              | Previous     | 1         | Next |

The Council officer logged in to State Directory is shown. This information is attached to the member record to identify who entered the information.

**Council:** 8285  
**Officer:** William Cannon  
**Office:** Financial Secretary

### Necrology

Information on Relative will be required starting May 1, 2019

The following members or Ladies Auxiliary members have died since last Convention or were not reported at the last State Convention.

Member information (First Name, Last Name, Date of Death) is required. Information on Relative will be required beginning **May 1, 2019**.

If the deceased is an Auxiliary member check this box.  
 The same form is used for Council and Auxiliary members.

Submit form

| Member Information                                     |           |              |               |                          |
|--|-----------|--------------|---------------|--------------------------|
| First Name   | Last Name | Offices Held | Date of Death | Auxiliary                |
|  |           |              |               | <input type="checkbox"/> |
| Relative to Receive Sympathy Card from State Secretary |           |              |               |                          |
| First  | Last      | Relationship |               |                          |
|  |           |              |               |                          |
| Mailing Address  | State     | ZIP          |               |                          |
|  |           |              |               |                          |

Complete this section in order for State Secretary to send a card to closest Relative of deceased member. After May 1, 2019 this must be completed in order to enter information for a deceased member into the Necrology..

### Entered into Necrology

After 05-01-2018

Before 04-30-2018

Necrology contains records starting in 2014 program year.

Showing 1 to 2 of 2 entries

|   | ▲ Council | Name           | Title | Date of Death | Relative       | Relationship | Address      | City    |
|---|-----------|----------------|-------|---------------|----------------|--------------|--------------|---------|
|   | 8285      | William Thomas | GK    | 2018-07-07    | Sara Thomas    | Wife         | 648 Maple St | Natchez |
|   | 8285      | Edith Staples  |       | 2018-07-18    | George Staples | Brother      | 124 Combs    | Jackson |

Click pencil icon to edit the record

Previous 1 Next

Click + sign to show additional fields

The Edit Screen for records entered in 2018 or later

### Edit Record

Save Cancel Delete

| Member  |        |              |               |                                     |
|---------|--------|--------------|---------------|-------------------------------------|
| FIRST   | LAST   | OFFICES HELD | DATE OF DEATH | AUXILIARY                           |
| William | Thomas | GK           | 2018-07-07    | <input checked="" type="checkbox"/> |

| Relative     |         |              |       |
|--------------|---------|--------------|-------|
| FIRST        | LAST    | RELATIONSHIP |       |
| Sara         | Thomas  | Wife         |       |
| ADDRESS      | CITY    | STATE        | ZIP   |
| 648 Maple St | Natchez | MS           | 38478 |

RETRIEVED BY STATE SEC  
0000-00-00

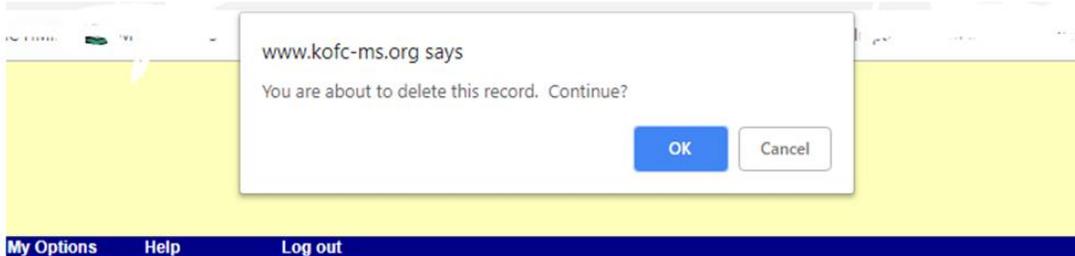
The Edit Screen for records entered in 2017 or earlier

### Edit Record

Save Cancel

| Member            |              |               |
|-------------------|--------------|---------------|
| NAME (First Last) | OFFICES HELD | DATE OF DEATH |
| Phillip Hardy     |              | 0000-00-00    |

Clicking the Delete button brings up a confirmation box.



### Edit Record

| Save                                 | Cancel    | Delete       |               |                                     |
|--------------------------------------|-----------|--------------|---------------|-------------------------------------|
| Member                               |           |              |               |                                     |
| FIRST                                | LAST      | OFFICES HELD | DATE OF DEATH | AUXILIARY                           |
| Mary                                 | Tester    | President    | 2018-06-06    | <input checked="" type="checkbox"/> |
| Relative                             |           |              |               |                                     |
| FIRST                                | LAST      | RELATIONSHIP |               |                                     |
| Mark                                 | Tester    | Husband      |               |                                     |
| ADDRESS                              | CITY      | STATE        | ZIP           |                                     |
| 213 Cole Ave                         | Cleveland | MS           | 38478         |                                     |
| RETRIEVED BY STATE SEC<br>0000-00-00 |           |              |               |                                     |