



Introduction

Welcome to the Instruction paper documenting the website owned by the Medina (St. Francis Xavier Catholic Church) Knights of Columbus Council 4168.

During the Summer of 2023, the Knights spent some time to build a functional website, which can be used as a membership tool as well as advertise our Catholic Principles, Practices, and Accomplishments. This paper will describe the actual and potential uses of this exciting new website.

The website was created by a Worthington, OH (St. Michael Catholic Church) Organization called Catholic Treehouse (CatholicTreehouse.Com), who also created a Knight of Columbus Council website called Knightspot.Com. Knightspot is a sample of what you can do with your KofC website, if you subscribe to their service. Another example of a CatholicTreeHouse/ KnightSpot can be found by searching KofC11445.Com. These websites are a creation of Michael A Lamorte (our contact in new development of MedinaKofC.Org).

First, to locate Council 4168 website, use a search engine like Google, Safari, Yahoo, etc. to locate MedinaKofC.Org .

Once you click on the URL (Uniform Resource Locator - your website's link to the internet), you will see the following screen appear:

KNIGHTS OF COLUMBUS COUNCIL 4168 | St. Francis Xavier Parish | Medina, Ohio

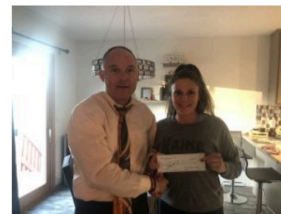
[HOME](#) [ABOUT US](#) [LOGIN](#) [CONTACT 4168](#) [INSURANCE](#) [JOIN](#) [EVENTS](#) [VOLUNTEER OPPORTUNITIES](#) [PURCHASE 4168 GOLF SHIRTS](#)



Celebrate New Years Eve with K of C 4168



Medina Veteran's Luncheon



Sophia's Smile Check Presentation



Events

Meeting Minutes

Council News



This Paper will guide you how to use the website and how our KofC Council could possibly use this website(or future development of the website) to let the St. Francis Xavier Community (and Beyond) Know About the Knights of Columbus, especially KofC Council 4168.

This Paper will divide the MedinaKofC.Org website into 5 sections: Heading and Menu Section, Pictures Section, Information Sections, Other Links Section, and Web Hosting Link Section.

Heading and Menu Section

KNIGHTS OF COLUMBUS COUNCIL 4168 | St. Francis Xavier Parish | Medina, Ohio

[HOME](#) [ABOUT US](#) [LOGIN](#) [CONTACT 4168](#) [INSURANCE](#) [JOIN](#) [EVENTS](#) [VOLUNTEER OPPORTUNITIES](#) [PURCHASE 4168 GOLF SHIRTS](#)

The top line of the MedinaKofC.Org website describes our website, which is representative of the Knights of Columbus Council 4168 and associated with St. Francis Xavier Catholic Church in Medina, OH. This title also informs the viewer where (website) they are located.

The Menu contains the following clickable items: Home, About Us, Login, Contact 4168, Insurance, Join, Events, Volunteer Opportunities, and Purchase 4168 Golf Shirts.

HOME - Pressing this link/button, will take you back to the Home Screen of MedinaKofC.Org

ABOUT US - Clicking on this Menu option will display a Page where a standard K of C statements defining the Mission and Objectives of the Knights of Columbus. Also, this page displays the Medina Knights Officers positions and names. A note above the Officers Names states the Officers can be contacted by using Menu option Contact 4168.

LOGIN - This Menu option allows KofC4168 registered members to login to the Members only section (this option currently only works for the Web Developer).

CONTACT 4168 - This page enables contact to MedinaKofC by anyone. Right now, all contacts via this option (26 thus far) have been Phishing for business opportunities.

INSURANCE - The Primary mission of the Knights of Columbus is to Protect Families. As a result of this objective, Knights of Columbus is competitive with other insurers. Council 4168 current Field Agent can be found on this informational page.

JOIN - Just like the Contact 4168 Menu option, Potential New Knights can contact the 4168 Council on their goal to become New Knight of Columbus.

EVENTS - All Events for Council 4168 can be viewed here. Also, new events can be scheduled.

VOLUNTEER OPPORTUNITIES - Volunteer Sheets can be created for Medina Knights 4168 Charitable Efforts. If and when these sheets are created, Knights can volunteer by adding their names to the list.

PURCHASE 4168 GOLF SHIRTS - This is an example of the numerous ways the website can be used to promote our Catholic Men's Service Organization. Currently, we are selling KofC Logo Golf Shirts and this option is used to promote that sale. This is only a TEMPORARY option.



Pictures Section



Medina Knights support Oasis of Hope



Annual Clambake 07Oct2023



Council 4168 - Father McGivney Award

This area of the Medina Knights of Columbus Council 4168 Website Promotes our Council's Activities, Awards, and Celebrations through 8 scrolling pictures.

Information Sections

Currently (at the creation of this document), three columns contain Events, Meeting Minutes, and Council News. These columns can be changed / altered as needed.

EVENTS - This column contains All of the Scheduled Events of K of C 4168 Council. These Events are all listed in chronological order. These events are based on Calendar Settings (Membership Meetings on the 2nd Tuesday of the month @ 7:00 PM St. Francis Xavier) or One-Time Events scheduled manually (Christmas Caroling on December 20, 2023).

MEETING MINUTES - This column currently displays a link for the last 6 available Meeting Minutes documents published for The Medina Knights of Columbus.

COUNCIL NEWS - This column can be used to Promote the Efforts, Awards, and Activities of Knights of Columbus Council 4168.



Other Links Section

The Bottom Section contains Hyperlinks (links to another document or webpage) to other Web Pages.

- Two links are to other Knights of Columbus Web Pages (KofC Supreme Council and KofC Ohio State Council).
- Three Links are to the 3 church Web Pages where Members Worship in those Catholic Churches. These churches include St. Francis Xavier, Our Lady Help of Christians, and Holy Martyr.
- The last link will direct the user to the Facebook Page of Council 4168 - The Medina Knights of Columbus.

Web Hosting Link Section

This section contains the Copyright Information for the Web Hosting Platform - Catholic Treehouse and the Web Developer Michael LaMorte

The last link found at the bottom of the page is a link to the Home Page of MedinaKofC.Org.