MINNESOTA-DAKOTA KIWANIS

MEETING MINUTES

JUNE 2, 2020

Zoom Conference: How to proceed with District Convention during the COVID-19 Pandemic
Mtg Began: 11:04 pm

This was a Zoom meeting with the following in attendance:

Executive Team: Governor Rachael Disrud; Governor Elect -David Odette; Immediate Past Governor- David Harms; District Secretary/Treasurer-Bettye Hoff
Division 1: Lt. Governor -Carol Nitschke Lt. Governor Elect -Brad Knudson
Division 2: Lt. Governor- John Schmidt Immediate Past Lt. Governor -Paulette Odette
Division 3: Lt. Governor Elect- William Fortune III
Division 4: Lt. Governor Elect- Gail Arnold Immediate Past Lt. Governor-Theresa Looby
Division 5: Lt. Governor-Jeff Anderson
Division 6: Lt. Governor-Karen Rekstein Immediate Past Lt. Governor-Sharon Taylor
Division 7: Lt. Governor-Steve Forseth Lt. Governor Elect-Charles Huntley Immediate Past Lt. Governor-Todd Levig
District Administration Chair: Paul Redlinger District Service Chair: John Loken
District Membership and Engagement Coordinator: Sharon Scudder New Club Building Administrator: Dan Leikvold
District Convention Chair: Shara Fischer Circle K Administrator: Jason Stewart District Risk Manager: Ken Kohler
District Partnership Coordinator: Denis Cornell Foundation Secretary/Treasurer: Jack Zierdt
Kiwanis International Central Area Director: Brad Boyd

Governor Rachael welcomed everyone to the meeting and reviewed that this is a first in our history where, due to Covid 19, a District Convention may need to be cancelled. She has called for this meeting to have discussion and to come to a consensus on how to move forward.

Governor Rachael would like to discuss and have motions on the following issues:
1. Convention – to cancel or to hold virtually
2. Elections – how to complete elections and business as needed for the district
3. Registration Fees – to follow KI suggestion to eliminate registration fees

Governor Rachael reviewed who, according to the by-laws, is allowed to vote. These being:
Governor, Governor Elect, Immediate Past Governor, District Secretary/Treasurer and Lt. Governors from each District (7)

Brad Boyd – Kiwanis International will be electing officers through council procedure. The Minn-Dak Council consists of Executive Team; Current Lt. Governors and all Past Lt. Governors.

How to Proceed – Rachael asked for input from all attendees on how to proceed due to the current issues facing social gathering. She reiterated that this is not an easy decision and she has obtained information from KI, other districts and other members of Minn-Dak. We will proceed in strict compliance with By-Laws and Procedures.

MOTION: David Harms made a motion to allow Teresa Looby, Immediate Past Lt, Governor, to be a voting member, representing Division 4, in the absence of the Lt. Governor Duane Boy.
Seconded by David Odette
Motion carried

Convention Report – Shara Fischer reported on the actions the Convention Committee have developed. (See attached report).
Option 1 and Option 2 are no longer viable. Discussion on Options 3 and 4 included who votes; council voting (they would vote
if cancelled) and Virtual voting (representative from 1/3 of clubs needed). Shara further explained option of doing a virtual convention, noting the benefits and the challenges.

**Voting** – Ken Kohler and Paul Redlinger explained Section 8 and Section 16 of the by-laws regarding voting process under various procedures and who votes.

**Section 8**: All officers and past Governors of the district who are active members of a club in the district shall be delegates-at-large to all district conventions.

**Section 16**: In the event of the District Board shall determine by resolution that there exists a condition of emergency that compels cancellation of the annual district convention, the Board shall notify Kiwanis International and district clubs immediately and shall determine one of the following methods to transact any and all business that was to be transacted at the annual convention, as soon as practical. The preference will be to reschedule the convention, if possible, or, alternatively, to call a meeting of all persons having the status of delegates-at-large at district conventions, a quorum of which shall be a majority.

The issues raised in making a decision to cancel or go virtual included:

- Fundraising
- Foundation
- Trustees
- Training
- Fees
- Difference between cancelling and doing a virtual convention
- Costs
- Virtual fundraising ideas

**MOTION**–

David Harms made a motion to conduct a virtual convention this year with voting to be done by council due to no contested candidates nor challenged by-law changes with voting to be completed between August 7-9, 2020 with exact date and time to be set by Governor Rachael.

Seconded by Steve Forseth

Following discussion a voice vote was called for.

Motion carried unanimously.

**Registration Fees** – Rachael asked for discussion on the Kiwanis International request for districts and clubs to remove registration fees paid by new members joining an existing club. These dues include those paid to KI and to MNDAK. Brad Boyd explained KI reason for this decision.

**MOTION** -

Dave Odette made a motion to have MNDAK Kiwanis to waive district dues immediately up to September 30, 2020 for any new member joining an existing club following Kiwanis International recommendations.

Seconded by Teresa Looby

Motion carried unanimously

**MOTION** -

Dave Odette made a motion to adjourn.

Seconded by Karen Rekstein

Motion carried.

Meeting adjourned: 12:19 pm

Respectfully Submitted: Bettye Hoff, District Secretary/Treasurer
2020 DISTRICT CONVENTION OPTIONS

The following information on page 1 was the start of the 2020 District Convention communication plan. We begin with some goals for attendance, and focus on the Governor’s plan for 2020. Keeping these in mind, the options for convention in August of 2020 are laid out on pages 2-5.

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The Minnesota-Dakotas District Convention is an annual event. For a long weekend, Kiwanis members network with neighboring Kiwanis clubs and learn how to strengthen their clubs and communities. The purpose of the district convention is to build relationships within Kiwanians as well educate and enhance the Kiwanis mission.

OLD GOALS

- Attendance of 166 members (10% increase from 2019)
  - 101 Minnesotans
  - 34 North Dakotans
  - 15 South Dakotans
- Revenue of $2,502.69
- First time attendees = 22 (16% of total)

KIWANIS 2020 PLAN (the governor’s plans for upcoming year, per the October 2019 Minnekan)

- increase communication among clubs so areas of service are enhanced and shared
- strengthen Lt Governor relationships with clubs and provide resources and relationships among members and leaders
- understand the meaning of diversity and adaptation to the changes in our world so we can be available to others including young people who have served and learned about leadership through Key Clubs and Circle K.
OPTION 1 - IN PERSON CONVENTION

To consider:

- Attendance
  - Does not seem viable
    - MN has no set timeline for allowing large gatherings

- Infrastructure
  - Hotel can accommodate gatherings of 10 or less
  - Hotel is not able to provide food and beverage service

- Voting
  - In person, registered delegates sign in upon registration, sign again as enter house of delegates to vote

- Time
  - Friday, August 7th - Sunday, August 9th (with extra time allotted for Lt. Governor training on Wednesday and Thursday before convention starts)

- Cost
  - Facility rental fee of $11,175 ($0 deposit) is waived with $15,250 purchased in catered food and beverage services. They are willing to waive the fees should we choose to not have convention at their facility this year. The convention center space rental fee of $1,250 ($300 deposit). The deposit will be refunded upon cancellation of the 2020 dates as they are not able to facilitate meetings at this time.

- Conclusion
  - Does not seem viable

- Details to work out
  - St. Cloud Hotel and convention center will allow us to postpone until 2021 with no fee, the first and second weekends in August are available at this time
OPTION 2 - PART IN PERSON/PART VIRTUAL CONVENTION

To consider:

- Attendance
  o Does not seem viable as only 10 would be allowed on site
    - MN has no set timeline for allowing large gatherings
  
- Infrastructure
  o Hotel can accommodate gatherings of 10 or less
  o Hotel is not able to provide food and beverage service

- Voting
  o In person, registered delegates sign in upon registration, sign again as enter house of delegates to vote
  o Would need to set up online voting for all other delegates

- Time
  o Friday, August 7th - Sunday, August 9th (with extra time allotted for Lt. Governor training on Wednesday and Thursday before convention starts)
  o Virtual attendees could be given a schedule and call in for necessary meetings during the regular convention schedule
  o ANOTHER OPTION:
    - Shorten the convention schedule to fit only necessary items as only 10 will be together in person.

- Cost
  o Facility rental fee of $11,175 ($0 deposit) is waived with $15,250 purchased in catered food and beverage services. They are willing to waive the fees should we choose to not have convention at their facility this year. The convention center space rental fee of $1,250 ($300 deposit). The deposit will be refunded upon cancellation of the 2020 dates as they are not able to facilitate meetings at this time.

- Conclusion
  o Does not seem viable

- Details to work out
  o How will voting in person and virtually be counted to ensure security of voting
  o Who would attend in person?
    - Governor
    - Governor Elect
    - Secretary/Treasurer
    - 7 Lt. Governors? Or anyone from KL?
OPTION 3 - CANCEL CONVENTION

To consider:

- Attendance
  - No in person attendance
  - Virtual options for education and connection outside of convention should be considered.
- Infrastructure
  - Online capabilities or conference call capabilities would be needed.
- Voting
  - Per bylaws, the vote will be made by the following: ?
- Time
  - An hour to facilitate the vote
- Cost
  - Minimal = cost of upgraded Zoom plan or use of online forum to gather and vote
- Conclusion
  - Viable option, but would likely want to have a plan of continued education and ways to host information sessions with Lt. Governors and district leadership
- Details to work out
  - Who votes (find in bylaws)
  - Who creates plan for continued education and informational sessions
  - How to notify members of this change
OPTION 4 - VIRTUAL CONVENTION

To consider:

- Attendance
  - No in person attendance
  - Each member would get access to connect via zoom, go-to-meetings, or some other program
  - The possibility of engaging more than the 5% of membership who attends convention is an exciting opportunity for us to consider.

- Infrastructure
  - We would need to be sure the program we use can handle the traffic we expect, 100+ members? 200+ members?

- Voting
  - KI has outlined guidance for online voting as an approved means to vote

- Time
  - OPTIONS:
    - 2 hours to vote and introduce new district leadership
    - ½ day with talks given by leadership and voting facilitated
    - Full day with increased talks, training, and voting facilitated
    - Spread out - 2 hours each Sunday night, voting during one of the sessions, the other sessions could have presentations by district leadership

- Cost
  - Depending on which option is chosen:
    - Full day session, hosted by a professional company, approximate cost of $5,000
    - Shorter meetings via online meeting platform can be done by convention committee with minimal costs to upgrade the online meeting platform to gather and vote
    - No extra cost if MNDAK has already upgraded their capabilities

- Conclusion
  - Viable option, but would likely want to have a plan of continued education and ways to host information sessions with Lt. Governors and district leadership

- Details to work out
  - Need to be sure we are able to meet quorum for voting
  - Who creates plan for continued education and informational sessions
  - How to notify members of this change
Notes:

- What aspects need to be covered
- KT Trustee recommends we have as little as possible
- Focus on getting new officers in place
- Have election and conduct business to keep leadership in place
- How do we vote
- Charge vs free - can district cover the costs
  - A "small" plan, meaning 100% virtual, would cost between $5,000 and $8,000
  - A "medium plan, meaning part virtual, part in-person would cost between $8,000 and $12,000