

MINNESOTA-DAKOTAS KIWANIS DISTRICT BOARD OF TRUSTEES
“MINUTES”

Tri-K Winter Board Meeting
January 27 & 28, 2012
Bigwood Convention Center, Fergus Falls, MN

Denis Cornell, Governor** (** District Kiwanis Board of Trustees voting members)
Cynthia Braseth, Governor Elect**
Lowell Disrud, Immediate Past Governor**
Steve Handegaard, Secretary/Treasurer**

Lt. Governors 2011-2012 **

David Odette	Region 2
Betz Tepley	Region 3
Scott McCaskell	Region 5
Judie Rosendahl	Region 6
Don Felmlee	Region 7

Lt. Governors Elect 2011-2012

Burley Barnett	Region 2
James Bock	Region 6
David Harms	Region 7

Colleen Hyde	Administration Director
Loreena Luetgers	Education Director
Mary Sieling	Service Director
Sharon Scudder	Membership Director
Bruce Klair	New Club Building Director

Bill Daugherty	Eliminate District Chair
Ann Backes Dodge	District Convention Director (Saturday)
Jack Zierdt	District Education Foundation
E. Charles Schroder	District Chair - Kiwanis International Foundation
James Albright	Aktion Club Administrator
David Fairbrother	K-Kids Administrator
Matthew Schuweiler	Circle K Administrator
Daardi Sizemore	Circle K Asst. Administrator
Leah Burch	Circle K Governor
Mary Beth Townsend	Key Club Administrator
Shelly Thurnau	Key Club Assistant
Caitlan Stroup	Key Club Governor
Diane Johnson	Builders Club Administrator
Earl Forbes	Area Director, Kiwanis International
Key Club Board Members	
Circle K Board Members	

- Following dinner the meeting was called to order at 7:10 p.m., Friday, January 27 by Governor Denis Cornell.
- Flag pledge led by Denis Cornell.
- Invocation by Cynthia Braseth, Governor Elect
- Minutes of the August 5, 2011 and August 7, 2011 Board meetings were submitted for approval. Scott McCaskell moved to approve the minutes. Motion was seconded by David Odette and carried.
- District Secretary/Treasurer Report - Steve Handegaard:
 - An updated financial summary of the district budget, income and expenses to date was distributed and discussed. Steve reported that our budget is in good shape for this year, but if we continue to have membership decreases income will obviously decline in the future and budget adjustments will need to be made.
 - Steve reviewed the Lt. Governor related budgets and expense reimbursement policy.
 - The annual audit of the district treasury was recently conducted by the Westberg Eischens, PLLP of Willmar. A copy of the audit report was distributed to members of the Board of Trustees.
 - Lt. Governors were reminded of the importance of encouraging clubs to donate to the District Outreach fund. Summary of funds collected to date was distributed.
- District Service Director Report- Mary Sieling
 - Reviewed the very successful service project conducted at the 2011 District Convention.
 - Shared examples of clubs around the district doing outstanding service projects.
 - Details for the district service project do be held in conjunction with the 2012 District Convention in St. Cloud are still being worked out.
- Director of Education/CLE Report – Loreena Luetgers
 - Certified instructors are available for CLE and other types of educational programs. Distributed list of instructors and contact information.
 - Explained process for becoming a certified instructor.
 - Explained the Lt. Governors’ leadership responsibilities for CLE Sessions in their respective regions.
 - Reviewed other CLE plans and changes.
- District Educational Foundation Report – Jack Zierdt, District Foundation Sec/Treas
 - Scholarship applications due to Jack by January 27.
 - Explained the scholarship selection process and who judges the applications.
 - A total of 59 scholarships will be available. District Scholarships will be in the amount of \$800.
 - Shared scholarship judging criteria.
 - Stressed the importance of reminding clubs to donate to Outreach, District Foundation and the Kiwanis International Foundation.
- Kiwanis International Foundation Report - Chuck Schroder
 - Distributed a summary of Annual Club Gift Campaign donations.
 - Distributed Annual Club Gift campaign letter that was sent to all club presidents.
 - Discussed the matching scholarships available from Kiwanis International for Key Club and Circle K and how they will be funded from the district.
 - Distributed KI Foundation brochures and information to Lt. Governors.
 - Chuck indicated that he will be asking each Lt. Governor for their Region plan and goals for club participation.

- Eliminate Project– Bill Daugherty
 - Need Divisional Coordinator names for Regions 2, 5, 6, and 7. Shared list of current coordinators.
 - Clubs need to select Eliminate Chairs through 2015 and let us know contact information.
 - Coordinate with SLPs when doing fundraising activities.
 - Develop club fund raising approaches.
 - Discussed personal donations, Zeller Fellowships, Impact gifts or Lead gifts.
 - 4 year goal for Minnesota-Dakotas District is \$3 million dollars.

- Lt. Governor Region Reports – Lt. Governors gave an update on activities and membership growth progress in their region.
 - Region 2 – David Odette & Burley Barnett
 - Region 3 – Betz Tepley
 - Region 5 - Scott McCaskell
 - Region 6 – Judie Rosendahl & James Bock
 - Region 7 – Don Felmlee & David Harms

- Meeting recessed at 9:15 p.m.

- Governor Denis reconvened the District Board Meeting at 8:15 a.m., Saturday, January 28.

- District Circle K Report- Matt Schuweiler, Dist Circle K Administrator and Leah Burch, CK Governor
 - Discussed and distributed Circle K District financial report and budget.
 - District Circle K Convention will be held March 2-4, 2012 in Brookings, SD. A K-Family Extravaganza will be held on that Saturday evening.
 - Currently 235 paid members in 10 clubs.
 - Thanked everyone for their support of Circle K.

- District Key Club Report
 - Reviewed club paid to date.
 - Shared list of Key Clubs and their sponsors.
 - Reviewed District Key Club budget.
 - 2012 District Key Club Convention will be held April 20-22 in Willmar, MN.
 - 2013 District Key Club Convention will be held April 19-21 in St. Cloud, MN.
 - Distributed Key Club 2012-2017 Strategic Plan

- K-Kids Report – David Fairbrother
 - Membership has increased. Currently 475 members in 19 clubs.
 - Goal of 2 new clubs in 2012-2013.
 - Reviewed BUGS and Terrific Kids programs.
 - Discussed an art contest that will help to raise funds for Eliminate. Winning entries will be made into greeting cards and sold as fund raiser at 2012 district convention.

- Aktion Club Report – James Albright
 - James was introduced as the new District Aktion Club Administrator.
 - Currently 15 active clubs in the district with more than 300 members.
 - Will be contacting all of the clubs in the near future and developing communication between clubs for sharing project and fundraising ideas.
 - Benson Club to charter soon.
 - Encouraged more clubs to sponsor an Aktion club.

- Builders Club Report – Diane Johnson
 - Distributed map of all Builders Clubs in the district along with contact information.

- Currently 17 active Builders Clubs in the district.
- Planning to develop a Builders Club district newsletter or activity sheet for members.
- Membership – Sharon Scudder
 - Explained the membership interest requests/referrals that come from the Kiwanis International website and how they forwarded on to specific clubs for follow-up.
 - Numerous referrals are received each month with a large portion coming from the Minneapolis-St. Paul metro area.
- New Club Building – Bruce Klair
 - Reviewed the following new club building sites
 - Marshall – organized in 2010-2011 and chartered in October, 2012
 - Bottineau- three days of recruiting in September yielded 12 applications and check. Another recruiting drive planned. Expect club to charter soon.
 - Williston- looking at the possibility of club. May coordinate with the Sydney, Montana Club for sponsoring.
 - Stillwater- Plan to do a site survey in February.
 - Citi-Bank of Sioux Falls- Possible company based-club. They have 3500 employees.
 - Hector – Club currently at 4 members. Has asked for help to revitalize their club.
 - Tea – Has been functioning as a club satellite, but has potential of becoming charter strength with recruiting help.
 - Need names and contact information of the Regional Directors of New Club Building in each Region as well as prospects for club builders and club councilors.
- District Administration Director Report – Colleen Hyde
 - Reminded Lt. Governors that we need names and contact information for all of the Regional Director positions.
 - Reviewed Newsletter and Brochure Awards. New deadline will be April 1st.
 - Reviewed Regional Star Award and new nomination format. New deadline will be April 1st.
- District Secretary/Treasurer Report – Steve Handegaard
 - Distributed and discussed handout “Lt. Governor Teams- *The Very Important Basics*”.
 - Lt. Governor Club visits and reports schedule were reviewed. Lt. Governors need to make 3 official visits to each club during the year and submit the club visit report by the respective deadline.
 - Lt. Governors were reminded to monitor the online monthly club reports and provide encouragement and feedback to clubs.
 - All district leaders were reminded that they should be submitting articles to the MINNEKOTAN and the website. A handout with guidelines for submitting articles was distributed.
 - Distributed Club and District Directories.
- Governor’s Report – Denis Cornell
 - Reviewed the amendments presented and discussed at the Kiwanis International Council meeting held in New Orleans in January. Some will move on for consideration at the Kiwanis International Convention in June and others were referred back to committee.
 - Alan Penn has asked each district to give him a snapshot of what is going on in Kiwanis. Governor Denis asked Lt. Governors for assistance in collecting the necessary information. A form was distributed that needs to be returned to Governor Denis by March 15th.
 - Reviewed the 2011-2012 Distinguished Club criteria and Lt. Governor responsibilities for the selection process.

- Governor Elect Report – Cynthia Braseth
 - Governor Elect Cynthia reminded the board that we need the names of Lt. Governors Elect-2012-2013 soon.
 - The 2012-2013 Lt. Governors, Immediate Past and Lt. Governors Elect will need to attend the Lt. Governor Education Conference, April 27, 28, & 29, 2012 in Fergus Falls.
 - Current Lt. Governor teams are responsible for getting names of new Lt. Governors Elect to the District Office and Cynthia ASAP.
 - Announced that our district will be participating in special research study. The University of Minnesota Center for Community Vitality is working with the District Board to conduct a study of the community impact of local Kiwanis Clubs. The study will explore the individual, family, organizational, and community changes that have taken place during the course of Kiwanis involvement. 6-8 clubs will initially be selected to be part of the study. We expect that the results of the study will provide valuable documentation for recruiting new members and new club building.

- District Convention 2012 and beyond - Ann Backes Dodge
 - Thanked everyone that helped make the 2011 District Convention in Sioux Falls a success. In addition to a great program we financially made a small profit.
 - The 2012 District Convention will be held August 3-5 in St. Cloud. District board related events will begin on Thursday evening, August 2.
 - Still looking for a theme, speaker suggestions and program ideas.
 - We would like convention to be something that will help people grow personally as well as a Kiwanis member/leader.
 - Looking for bids for the convention program.
 - Looking for sponsors to financially sponsor breaks, etc.
 - Vendor booths were discussed.
 - Future conventions:
 - 2013- Aberdeen, SD
 - 2014- Minneapolis, MN
 - 2015- Not selected, but tentatively in North Dakota
 - 2016- Not selected, but tentatively in Minnesota
 - 2017- Not selected, but tentatively in South Dakota

- New Business
 - The District Executive Committee recommended that the district board submit a bylaw amendment to the 2012 District House of Delegates that would discontinue our current \$5 new member fee and move to “graduated” district dues for new members, patterned after the “graduated” international dues for new members. The current district new member fee is \$5.00. That fee is still the same as many years ago when clubs were billed for dues twice a year. At that time clubs were billed \$5 for each new member upon joining and ½ the dues (\$10) in the second billing for a total of \$15 per year. In 2005 the International House of Delegates changed to a once a year billing. That in effect decreased our new member fee from \$15 to \$5. This unintended loss has been discussed in the past, but has never been corrected mainly due to the effort needed to present it as an amendment before the District House of Delegates.
 - *Proposed graduated district dues schedule for new members:*
 - *October* \$30.00
 - *November* \$28.00
 - *December* \$26.00
 - *January* \$24.00
 - *February* \$21.00
 - *March* \$19.00
 - *April* \$16.00

- *May* \$14.00
- *June* \$11.00
- *July* \$ 9.00
- *August* \$ 6.00
- *September* \$ 3.00

Cynthia Braseth moved to submit an amendment to the 2012 District Convention House of Delegates that would discontinue the current \$5.00 new member fee and replace it with the proposed graduated district dues schedule. Seconded by Scott McCaskell. Motion carried unanimously.

- Jack Zierdt, Chairman of the Stewart Ross for International Vice-President campaign indicated that additional funds may be needed for the campaign. Since this is the only time the board will be meeting prior to the convention it was suggested that a decision be made now in case the funds are needed. Don Felmlee moved to allocate “up to” an additional \$2000.00 for the campaign. Seconded by Betz Tepley. Motion carried unanimously.

- District Growth Forum- conducted by Earl Forbes, Area Director, Kiwanis International
- Governor Denis - Closing Comments
- Meeting Adjourned – 3:00 p.m.

Respectfully submitted,
 Stephen K. Handegaard
 District Secretary/Treasurer
 Minnesota-Dakotas Kiwanis District
 January 28, 2012