

MINNESOTA-DAKOTAS KIWANIS DISTRICT
"MINUTES"
District Convention Sunday Board Meeting
Holiday Inn, Fargo, North Dakota
Sunday, August 5, 2007
8:15 A.M.

Members present

Executive Officers

Bill Daugherty, Governor Designate
Bill Lardy, Governor Elect Designate
Coralyn Dahl, Immediate Past Governor Designate
Steve Handegaard, District Secretary/Treasurer

Lt. Governors Designate 2007-2008 –(voting members)

Cheryl Lane	Region 1
Mary Sieling	Region 2
Barbara Fisher	Region 3
Lyle Sonnenschein	Region 4
Beverly Werner	Region 5
David Fairbrother	Region 6
Dick Mussell	Region 7

Lt. Governors Elect Designate 2007-2008

Darlene Vander Vorst	Region 1
(Not filled)	Region 2
Marwin Bogue	Region 3
(Not filled)	Region 4
Allen Herrboldt	Region 5
Judie Rosendahl	Region 6
Marjorie Frost	Region 7

Immediate Past Lt. Governors Designate 2007-2008

Lowell Disrud	Region 2
Chris Kellett-Sawdey	Region 3
Frank Ferguson	Region 4
Curt Pearson	Region 6
Paul Michels	Region 7

District Directors

Colleen Hyde	Administration
F. Larry Rittgarn	Education (and District Convention Co-Director)
Stewart Ross	Membership and New Club Building
Bruce Klair	Service

Other Guests Present

Don Canaday	Kiwanis International President Elect Designate
Jodi Piekarski	District Circle K Assistant Administrator
Mary Beth Townsend	District Key Club Administrator
Vickie Walters	District TAG Team Coordinator
Clover Ellingson	District Key Leader Chair
Pat Rittgarn	District Convention Co-Director
Dawn Fairbrother	District K-Kids Club Administrator

- Breakfast
- Invocation by Coralyn Dahl, Immediate Past Governor Designate
- Call to Order – The meeting was called to order at 8:40 a.m. by Governor Designate Bill Daugherty
- Introductions of guests and new Lt. Governor Elect Designates
- Key Club Report – Mary Beth Townsend, Key Club Administrator reported on a number of items including:
 - Paul Spyhalski is currently on 6 month leave working in New Orleans.
 - They continue to look for 2 more assistant administrators.
 - Continue to struggle with Kiwanis Club sponsorship/support and Key Club contacts and advisors. Advisor turnover is high and Kiwanis Clubs need to understand their responsibilities to their Key Clubs.
 - Kiwanis Clubs need to tell schools what Key Club is all about- service and leadership.
 - Mary Beth stated that she could send list of Key Clubs that are struggling.
 - Don Canaday suggested that Key Club Lt. Governors should be invited to Kiwanis Regional Meetings.
 - The District Key Club Fall Leadership Conference will be held Nov 3-4, 2007 in Fargo, ND.
 - The Spring Key Club Convention will be held March 28-30 in Willmar, Mn.
 - Mary Beth presented the District Key Club budget. Dick Mussell moved to accept the District Key Club budget as presented. Seconded by Barb Fisher. Motion carried unanimously.
 - Mary Beth explained that the District Key Club Bylaws committee has proposed a change to the District Key Club Policies and Procedures that needs to be approved by both the Kiwanis and Key Club boards. The change involves adding the following to Section II - E – Duty Descriptions of the Key Club Lt. Governor: *“#16. Must recruit at least one Key Club member from the Division to take their place as Lieutenant Governor at least one month before Spring Convention.”* Cheryl Lane moved to approve the proposed change to the Policies and Procedures. Seconded by Mary Sieling. Motion carried unanimously.
- Circle K Report – Jodi Piekarski, Assistant Circle K Administrator reported on a number of items including the following:
 - Both Jodi and Ann Backes Dodge, the Circle K Administrator started in their new roles last September. Since then they have been getting many new things organized and in order.
 - The Fall Circle K Leadership Conference will be held October 12-14 at Camp Patterson, Mankato, Mn.
 - Jodi presented the district budget for Circle K and explained that it was developed based on membership and event income and expense goals. Bill Lardy moved to approve the District Circle K budget as proposed. Seconded by Coralyn Dahl. Motion carried unanimously.
 - After the vote on the Circle K budget David Fairbrother suggested that the board should have the opportunity to review the Key Club and Circle K budgets prior to the meeting. Stewart Ross suggested that perhaps the Kiwanis Executive Committee could review the budgets ahead of time and report to the board. Bill Daugherty stated that he would take this suggestion back to the leadership of Circle K and Key Club for next year. Bill also

reminded the board that even though we do need to approve their budgets, we also need to allow them a high degree of autonomy in developing their own budgets.

- 2007-2008 District Budget Approval: Governor-Designate Bill Daugherty distributed copies of the proposed 2007-2008 District Budget. He reminded the board that they have had the opportunity to provide input for quite some time. The same budget proposal was shared at the May Lt. Governor Education meeting in Fergus Falls. Dick Mussell moved to accept the 2007-2008 District Budget as proposed. Bill Lardy seconded the motion. Motion carried unanimously.
- Approval of District Secretary/Treasurer: A motion was made by Barbara Fisher and numerous seconds to approve Steve Handegaard as District Secretary/Treasurer. Motion carried unanimously.
- Approval of District Directors for 2007-2008. Bill Daugherty presented the list of names appointed as District Directors for 2007-2008
 - Colleen Hyde – Administration
 - Stewart Ross – Membership (including New Club Building)
 - Larry Rittgarn – Education
 - Bruce Klair – Service
 - A motion was made by Barb Fisher and seconded by Coralyn Dahl to approve the list of directors. Motion carried unanimously.
- Barb Fisher moved that the question of changing the title of District Key Leader Chair to District Key Leader Administrator should be considered at the January 2008 Board Meeting. It was explained that this motion would not make that change, but would only bring it for further discussion and possible approval at the January board meeting. Seconded and carried.
- Approval of District Legal Advisor: Bill Daugherty stated that in a discussion with Jim Bekken it was suggested that we do not need to designate a specified district legal attorney/advisor. Bill Daugherty suggested that if a legal situation arises we would at that time seek the necessary legal counsel. Lyle Sonnenschein moved that we accept that suggestion and that we do not specify a district attorney/advisor. Seconded by Barb Fisher. Motion carried unanimously.
- Approval of District Depository of Funds: Steve reported that the Kiwanis, Circle K and Key Club checking and savings accounts are in the State Bank and Trust of Moorhead, MN and Fergus Falls. We also have investment accounts with Edward Jones and the Willmar State Bank. No changes were recommended. Bill Lardy moved to approve the current depositories. Seconded by Barb Fisher. Motion carried unanimously.
- Approval of District Auditor: Steve reported that the District has been using the Westberg-Eischens and Van Buren firm of Willmar for the about the past sixteen years. Steve recommended that no changes be made this year. Cheryl Lane moved to accept the recommendation and seconded by Mary Sieling. Motion carried unanimously.
- Secretary/Treasurer Report:
 - Reminded Lt. Governors to monitor and review the monthly club reports online and to submit Lt. Governor club visit reports by the appropriate deadline.
 - Announced the preparation of a District Leadership directory. Steve passed around draft copy for corrections. Directory will be sent to all board members via email.
 - 2007-2008 District letterhead will be updated and printed in September.
 - Reminded the board that monthly financial reports will be sent to them via email as in the past.
- Governor Designate Bill Daugherty reviewed the schedule of Regional Governor visits:

- Region 1- Bismarck, ND October 19
 - Region 2- Fergus Falls, MN October 27
 - Region 3- site TBD February 2
 - Region 4 & 5- Pierre, SD November 3
 - Region 6- Mankato, MN January 12
 - Region 7- Red Wing, MN November 9-10
- Don Canaday, Kiwanis International President Elect Designate thanked the district board for their hospitality and challenged all of the board members to put on a membership roundup before the end of the year.
 - District Directors and Chairs each reported on accomplishments and plans:
 1. Education and Leadership Development Report – Larry Rittgarn
 2. Service – Bruce Klair
 3. Membership – Stewart Ross
 4. Key Leader Program – Clover Ellingson (It was announced that Bill Daugherty is designating \$100 to each of the 7 Kiwanis Regions from his Governor Special Project Fund to be used for scholarships to send youth to the Key Leader event. Each Kiwanis Lt. Governor is to determine how to use those dollars in their region.)
 5. K-Kids – Dawn Fairbrother
 6. TAG Team – Vickie Walters
 - District Convention Report – Larry and Pat Rittgarn briefly reviewed the just completed convention. Larry and Pat reported that the 2007 convention was very successful and we are looking forward to the 2008 Convention in Moorhead.
 - Bill Daugherty brought up two items for possible future consideration and discussion:
 - Changing our District Bylaws to allow Club Secretaries to be considered as potential Lt. Governor candidates.
 - Review Kiwanis International Convention district funding policy for Lt. Governor team.
 - Coralyn Dahl, Immediate Past Lt. Governor Designate made some closing remarks.
 - Remarks were made by Bill Daugherty, Governor Designate.
 - Closing comments were made by Bill Lardy, Governor Elect Designate.
 - Meeting was adjourned at 11:38 a.m.

Respectfully submitted,

Stephen K. Handegaard
 District Secretary/Treasurer
 Minnesota-Dakotas Kiwanis District
 August 10, 2007