

MINNESOTA-DAKOTAS KIWANIS DISTRICT
"MINUTES"
District Convention Sunday Board Meeting
St. Cloud, MN
Sunday, August 5, 2012

Members present:

Executive Officers (voting members)

Cynthia Braseth, Governor Designate
Judie Rosendahl, Governor Elect Designate
Denis Cornell, Immediate Past Governor Designate
Steve Handegaard, District Secretary/Treasurer

Lt. Governors Designate 2012-2013 (voting members)

H. Weyburn Niewoehner Region 1
Kent Hochgraber Region 2
Mark Johnson Region 3
Tom Allen Region 4
Carol Grode-Hanks Region 5
Jim Bock Region 6
Dave Harms Region 7

Immediate Past Lt. Governors Designate 2012-2013

Darlene VanderVorst Region 1
David Odette Region 2
Betz Tepley Region 3
Gus Jacob Region 4
Scott McCaskell Region 5
Judie Rosendahl Region 6
Don Felmlee Region 7

Lt. Governors Elect Designate 2012-2013

Darren Peterson Region 3
Darryl Meyer Region 6

District Directors/Chairs

Colleen Hyde Administration
Ann Backes Dodge District Convention Director
Loreena Luetgers Education
Sharon Scudder Membership
Bruce Klair New Club Building
Stewart Ross Service
Bill Daugherty Eliminate Coordinator

Other Guests Present

Matthew Schuweiler District Circle K Administrator
Hayden Waisanen District Circle K Governor
Cady Severson District Key Club Governor
Diane Johnson District Builders Club Administrator
Jack Zierdt District Educational Foundation Sec/Treas
Chuck Schroder Kiwanis International Foundation District Chair
Elizabeth Tezza Kiwanis International Trustee

- The meeting was called to order at 8:15 a.m. by Governor Designate Cynthia Braseth
- Invocation by Denis Cornell, Immediate Past Governor Designate
- Pledge of Allegiance led by Jack Zierdt
- Introductions and welcome by Cynthia Braseth
- Remarks: Elizabeth Tezza, International Trustee/Counselor
- Key Club Report
 - Cady Severson, Key Club Governor presented the District Key Club report. She indicated that they continue to struggle to meet expenses with their district convention. They have cut costs but raising registration fees is difficult as some clubs feel the price is too high already.
 - The District Key Club Financial responsibilities will be transferred to Shannon Kearney this summer. She will replace Steve Townsend as their district treasurer. This should be completed by the end of August.
 - Cady explained the new procedure used to give scholarships to those attending the International Convention. Rather than reimburse them during the year, they will be given the scholarship after the completion of service to the board.
 - Cady presented and explained the District Key Club budget. Carol Grode-Hanks moved to approve the District Key Club budget as presented. Seconded by Kent Hochgraber. Motion carried unanimously.
 - Cady shared information about current key clubs and distributed a listing of clubs in each Kiwanis region.
 - District Key Club Convention will be April 19-21 in St. Cloud.
- Circle K Report
 - Matthew Schuweiler presented a District Circle K Financial report. He indicated that they are +\$2000 for the year. Dues were increased by \$2 per member last year so that helped. A district budget was not submitted for approval at this time, although Matt indicated it will not change from last year.
 - Hayden Waisanen, District CK Governor reported that we have 250 members and 10 clubs. He also indicated that they are looking forward to more growth in the future. Circle K Fall Leadership Training Conference will be held October 3-5, 2012.
 - Matt was asked to share his “get down, get funky” routine. ☺
- 2011-2012 District Budget Approval
 - Governor Designate Cindy Braseth presented the 2012-2013 District Budget proposal. After some discussion the following changes were made to the proposed budget:
 - Add back \$500 to #4020- Governor Office
 - Delete the \$800 to #4270-Election Advisory Committee
 - Add \$100 to 4708- #Kiwanis International Foundation Chair
 - Add \$300 from Savings/Carryover on Income to balance the budget.
 - Tom Allen moved to approve the 2012-2013 budget as adjusted. Seconded by Jim Bock. Motion carried unanimously.
- Approval of District Secretary/Treasurer
 - Tom Allen moved to approve Steve Handegaard as District Secretary/Treasurer for 2012-2013. Seconded by David Harms. Motion carried unanimously.
- Approval of District Directors, Administrators and Chairs
 - Governor Designate Cynthia Braseth presented a list of appointed District Directors, Administrators and Chairs. David Harms moved to approve the positions as presented. Seconded by Tom Allen. Motion carried unanimously.

- District Secretary/Treasurer Report – Steve Handegaard
 - Reminded Lt. Governors to monitor and review the monthly club reports online.
 - Announced the preparation of the District Leadership directory. Draft copy was passed around for any corrections. Final directory will be sent to all board members via email.
 - Reminded board members to become familiar with their budget areas and to review budget summary sent to them each month via email. All requests for 2011-2012 reimbursement must be received in the district office before Sept. 30, 2012.
 - Regional Governor Visit and Conference Meetings must be self-supporting. Need to build costs into your registration fee.
 - Reminded Lt. Governors of importance of the 3 required club visits. Steve distributed and explained the following new and revised items:
 - Lt. Governor Club visit report form due within one week of club visit.
 - Sample letter to be sent in advance to clubs.
 - Evaluation form to be completed by club president after the club visit.
 - PDF fillable version of the district expense voucher.
 - Reminded Lt. Governors to be sure to inform clubs as soon as possible about who is available to do club officer installations.

- Approval of District Depository of Funds and Auditor:
 - Denis Cornell moved to approve the current depositories of funds for Kiwanis, Circle K, and Key Club. (State Bank and Trust of Moorhead/Fergus Falls, Edward Jones and Willmar State Bank) and to approve Westberg-Eischens and Van Buren of Willmar as the auditor of the District Kiwanis account. Seconded by Mark Johnson. Motion carried unanimously.

- Lt. Governor Elect Status for Regions – Governor Designate Cindy reminded that we still need 2012-2012 Lt. Governors Elect in Region 1, 2 and 5. We need to know who these people are as soon as possible so some type of training can be provided to them.

- Governor Designate Cindy reviewed plans for Regional Governor Visit and Conferences. All regions have set dates except for Region 2. Once the Region 2 date is set Cindy will send out the schedule of visits.

- The following District Directors and Chairs reported on accomplishments and plans:
 - Education/CLE – Loreena Luetgers
 - Reviewed Lt. Governor Education. Loreena stressed the need for getting replacements as early as possible. Clubs also need to develop an understanding that they also have a responsibility to mentor and encourage their members to seek the office of Lt. Governor.
 - This year presidents were required to attend CLE. This was the first year of not charging a registration fee. Only cost for participants was their meal. (if part of the training)
 - Last year we held the first CLE at District Convention with 20 attendees. This year 22 members from 15 clubs attended. Overall we had 81 clubs or 52% attending at least one of the CLE sessions held during the year.

 - Service – Stewart Ross
 - Stewart was introduced as the new District Service Director. Stewart proposed a three year plan for service activities in our district. He submitted a printed proposal to the board and asked that they review for later discussion. Among other things the plan suggests that we implement a district service project yet to be determined. The project would need to be something that any club or member would be able to do. Past District Officers will also be asked to become involved in promoting and educating clubs and members about Kiwanis service.

- Membership – Sharon Scudder
 - Outlined procedure for those that submit interest in joining Kiwanis through the KI Website. Sherry will be making sure follow-up occurs at the club level.
 - Sherry also stressed the need for accurate and timely club election reports so we know where to refer potential members.
 - New Club Building- Bruce Klair
 - Reported on new club building activity in Stillwater area.
 - Requested that Lt. Governors help find key people in each region that would be candidates for Regional New Club Building Directors. There are many potential sites for new clubs, but he needs help. Bruce is willing to train and work with those interested. This is extremely important if we expect Kiwanis to grow in our district.
 - Report by Chuck Schroder, Kiwanis International Foundation District Chair
 - Distributed envelopes to each region with club goals. Chuck will be sending update email twice monthly to Lt. Governors.
 - Asked if board favors having another raffle next year. Judie Rosendahl moved that we have another raffle. Seconded by David Harms. Motion carried. Requested donated items for next year's convention raffle.
 - District Educational Foundation – Jack Zierdt
 - Distributed brochures to Lt. Governors.
 - Reported that the total amount of donations collected during the convention totaled \$1715.59.
 - Scholarship application packets will be distributed in November. Completed applications will be due back to Jack Zierdt in January.
 - Called attention to the printed booklets in the convention packets. Current District Foundation board members are listed on first page of the booklet.
 - Willing to visit clubs to speak about the foundation.
 - ELIMINATE – Bill Daugherty, District Chair
 - Thanked everyone for their participation at District Convention.
 - Reminded that there are regional Eliminate coordinators that can be a resource to clubs.
 - Important that we get an ELIMINATE representative in every Kiwanis club.
 - District Convention Director – Ann Backes Dodge
 - Reviewed highlights of our 2012 convention in St. Cloud.
 - 63 clubs were represented at the 2012 convention with 206 attendees. That number being down about 40 from last year.
 - Evaluations will be reviewed for future changes and ideas.
 - Plans are underway for next year's convention in Aberdeen, SD
 - Still looking for possible sites for 2015. Ann will be bringing bids to the January 2013 Tri-K Board meeting.
 - Administration – Colleen Hyde
 - Reminded everyone to encourage clubs and members to read the MINNEKOTAN newsletter.
- Remarks by Immediate Past Governor Designate Denis Cornell
 - Remarks by Governor Elect Designate Judie Rosendahl
 - Closing remarks by Governor Designate Cynthia Braseth
 - Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Stephen K. Handegaard
District Secretary/Treasurer
Minnesota-Dakotas District
August 15, 2012