

The “Workings” of a Club

People join organizations for various reasons. Most people that join Kiwanis are dedicated to children, service and volunteering within their community. So, if this is the reason, let's work together to work with our members as a team to accomplish service to children and a better community.

No two Kiwanis clubs are the same, however, most have the same structure of meetings.

1. Welcome all members, new or established, to the club's meetings and functions to be a part of the “family of Kiwanis”. This is how we retain members!
2. Meetings can include the announcements, happy dollars, song, humorous moment, and a program from the community.
3. Service projects are approved by the Board of Directors and implements through the designated committee and the members
4. Fundraisers are approved by the Board of Directors and organized through the fundraising/finance committee. Members participate.
5. All members cannot, and should not, be expected to participate in every service project and fundraiser. However, allow the members to have the freedom with their schedule and interest to participate with those of their interest, etc. It is great to have 100% participation, however, sometimes that is not feasible.
6. Invite, encourage and include members who are not always active to participate. Mentor them to become a director or officer.
7. Board and Committee meetings should be held monthly.
8. Dues are paid to the club, as the club specifies, either annually or biannually.
9. Encourage members to attend Region Conferences, District Conventions and International Conventions. This helps the member learn the “workings” of the Kiwanis organization.
10. The club has an annual meeting of all members in May to elect the officers for the following Kiwanis year which is October 1st thru September 30th.
11. Clubs are encouraged to develop a brochure about the club's meetings, service projects and fundraisers, as well as information about Kiwanis. These can be distributed at service projects and fundraisers.
12. It is recommended that club officers don't use acronyms of the Kiwanis terms, as members don't know what they stand for.