MINNESOTA-DAKOTAS DISTRICT BOARD OF TRUSTEES
“MINUTES”
January 31 & February 1, 2020
Bigwood Convention Center, Fergus Falls, MN

(**District Kiwanis Board of Trustees voting members. Immediate Past Lt. Governors are allowed to vote in the absence of Lt. Governor.)

Rachael Disrud, Governor**
Dave Odette, Governor Elect**
David Harms, Immediate Past Governor**
Steve Handegaard, District Secretary/Treasurer**

Lt. Governors 2019-2020**
Carol Nitschke Division 1
Jeff Anderson Division 5
Steve Forseth Division 7

Lt. Governors Elect 2019-2020
Bill Fortune Division 3
Gail Arnold Division 4
Laura Tjomsland Division 6

Immediate Past Lt. Governors 2019-2020
Al Vanderlaan Division 5
Todd Levig Division 7

Paul Redlinger District Administration Chair
John Loken District Service Chair
Sharon Scudder District Membership & Engagement Coordinator
Shara Fischer District Convention Chair
Jason Stewart Circle K Administrator
Noah Siem Circle K
Hannah Spargur Circle K
Kyle Hakala Key Club Administrator

Others present: Laura Handegaard, Bettye Hoff, Kay Harms

Prayer prior to meal by David Harms.

Following dinner the meeting was called to order at 7:00 p.m. on Friday, January 31, 2020 by Governor Rachael Disrud and pledge was recited. Invocation by Dave Odette. Each member in attendance introduced themselves and why they joined Kiwanis.

Motion was made and seconded to approve the August 9, 2019 board meeting minutes. Steve Forseth/Carol Nitschke. Motion carried.
Lt. Governor Report Highlights: Each shared highlights and challenges in their division.
- Division 1—Carol Nitschke
- Division 2—Dave Odette
- Division 3—Bill Fortune
- Division 4—Gail Arnold
- Division 5—Jeff Anderson
- Division 6—Laura Tjomsland
- Division 7—Steve Forseth

Governor’s Comments and Report—Rachael Disrud
1. Lt. Governors are important to building relationships with clubs & members.
2. Highlighted items in her Governor’s written report (see attached).
3. ICON is June 17-20 in Indianapolis and DCON is August 7-9 in St. Cloud, MN.

District Secretary/Treasurer Report—Steve Handegaard
1. District annual audit is done. Also Circle K, Key Club & Foundation completing audits.
2. Main income for the district is district dues of $30 per year.
3. MNDAK Budget for 2019-2020 discussion
4. Reimbursement Summary reviewed. For ICON clubs may use money from service account to pay for education training.
5. District budget reminders.

Bylaws/Policies and Procedures—Paul Redlinger
1. Important to get reports in on time.
2. Bylaw changes need to be submitted 60 days prior to DCON.
3. Division Star Awards criteria is on website.
4. Need to emphasize branding of Kiwanis name.

Service & Signature Projects—John Loken
1. Source of information, club projects, making a community assessment to find service projects.
2. 6 Signature Projects have been submitted for consideration for awards at ICON in June.
3. Job description needs to be updated.

Governor Rachael asked to move District Procedures and Lt. Governor Elect status and written reports to Saturday.

Governor Elect’s Report—Dave Odette
1. Lt. Governor training is April 24-25, 2020 at Americinn in Fergus Falls, MN. Loreena Luuetgers, Governor Rachael Disrud and Governor Elect Dave Odette will do the training.

Loreena’s written report—No CLE online education this year. It is being revamped. Need CLE instructors—need to be Past Lt. Governors or other educators.

Meeting recessed at 9:33 p.m. Meeting reconvened on Saturday, February 1, 2020 at 8:34 a.m.

Governor Rachael asked that each attendee write down what they would like to see as criteria for distinguished clubs and hand them in to her.
Written reports discussion.

Strategic Plan Task Force Report and discussion
1. Governor Rachael gave a synopsis of the meeting.
2. There is literature available for SLPs etc. online and can order from Kiwanis Store.
3. Goal for 2020-2021 is to consider a MNDAK dues increase and preparation for a dues increase.
   Governor Elect Dave Odette discussed some of the rationale for a dues increase. We must have a district required reserve and our reserve is being used up. If a dues increase is suggested it needs to be presented so people understand it.
4. 3 things we could do: increase membership, reduce costs, and/or increase dues.
5. Governor Rachael stated “What is done will be good for the organization.”
6. Succession planning is important at all levels.
7. Increase communications and need for technology.

DCON Report—Shara Fischer
1. 2020 DCON is August 6-9 in St. Cloud, MN. Will try to incorporate a playground dedication celebration on Friday evening.
2. Recommendation for 2021 DCON is Sioux Falls, SD at Holiday Inn City Centre.
3. Keep working on ways of communicating importance of DCON.
4. Came out about $2,000 ahead on 2019 DCON.

Motion made and seconded to accept Sioux Falls, SD Holiday Inn City Centre for 2021 district convention site. Steve Forseth/Carol Nitschke. 5/1 with Governor Rachael abstaining. Motion carried.

Online Reporting/Website/MINNEKOTEN/other updates—Steve Handegaard
1. Discussion and demonstration on district website, district dashboard and club monthly reporting.

Break

Key Club Budget & Report—Kyle Hakala
1. Handout on budget and Key Club. Can find information on Key Clubs on the Kiwanis website.
2. Motion made and seconded to accept Key Club budget & report as printed. Jeff Anderson/Carol Nitschke. Motion carried.

Circle K Report—Noah Siem & Jason Stewart, Administrator
1. Showed new website and gave update on budget (approved at DCON)
2. Circle K DCON is now self-sustaining.
3. Motion made and seconded to accept Circle K report as printed. Dave Odette/David Harms. Motion carried.

Kiwanis International President visit update—Governor Rachael
1. KI President, Daniel Vigneron, will visit MNDAK April 26-28, 2020. Plans are for a Leadership Breakfast, noon combined clubs meeting, and dinner/banquet on April 27. President will speak.
2. April 28 will be a club meeting at noon, Leadership presentation and education.
3. Need district budget for President’s visit. Motion made and seconded to add $5,000 to existing district budget for this visit. (use up to $5,000) Dave Odette/Jeff Anderson. Discussion followed. Amendment to motion made and seconded to leave the breakdown the allocation of that budget.
to current executive committee. Dave Odette/Carol Nitschke. Discussion followed. Motion carried as amended.

4. Public relations team will help. Registration committee will be a local FM club and Paul Redlinger will oversee.

Lunch Break—Prayer by Todd Levig. Reconvened at 12:35 p.m. Lt. Governors were asked to distribute 2020 ICON pamphlets to clubs

Club Strengthening/Membership—Sherry Scudder—Packet for each Lt. Governor team
1. Tool to revitalize membership including “Rumor vs Reality” game
2. What you need to know about Kiwanis.
3. Can order colorful membership applications from KI—add club name/sticker on the back of each.
4. Program speakers are good potential members.
5. Take advantage of all brochures from KI and share with every potential member.
6. New member orientation is important. Email Sherry for new member power point to receive it. Someone is waiting to be asked!!!

Other Business
1. Brief discussion about board members that will be attending ICON in Indianapolis June 17-20, 2020.

District Secretary/Treasurer Position Changes
1. Motion made and seconded to approve Bettye Hoff as MNDAK District Secretary/Treasurer to begin April 1, 2020. Discussion followed. Jeff Anderson/Steve Forseth. Motion carried 6/0 with Steve Handegaard abstaining.
2. Motion made and seconded to accept Steve Handegaard’s resignation as MNDAK District Secretary/Treasurer with regret effective March 31, 2020. Carol Nitschke/Jeff Anderson. Motion carried 6/0 with Steve Handegaard abstaining.
3. Motion made and seconded to send both Steve and Bettye to ICON 2020. Steve Forseth/Carol Nitschke. Motion carried.

Motion made and seconded to adjourn meeting. Dave Odette/Jeff Anderson. Motion carried.

Respectfully submitted,

Steve Handegaard
MNDAK Secretary/Treasurer
It is with gratitude to you and members of Minnesota Dakotas that I commit time and, by the grace of God, wisdom in serving the mission of Kiwanis - Improving the World one community and one child at a time. The lives we lead will be the legacy we have left the future generation. We have inherited these values from those who have gone before us. Sometimes this mission is a lonely one. We must press on.

Our work involves regular contact with the Secretary/Treasurer and intermittent communication with the executive team and occasional contact with the Board, leadership team, and KI (Kiwanis International) so that all involved are in consultation with one another.

The following is a report on key communications and events for 2019-2020

August 2019
MNDAK convention, Fargo, Saturday, August 10th. Governor David Harms passed the gavel to the new governor whose official term began October 1, 2019. The mission now was to appoint capable and committed Kiwanians to take roles of leadership in MNDAK.

September, 2019
- September 19th: Golden K in Alexandria
- September 7th: Dislocated and broke foot and ankle. Hospital 4 days, Lowell Disrud became volunteer driver for MNDAK.
- September 19th: Golden K, Alexandria, MN (with LTG John S. Division 2 LTG
- September 21st: Parade in West Fargo with Key Club
- September 25th: Wahpeton Breckenridge club
- September 27-October 1: Division 4 Education Conference and Leadership in Sturgis, SD.

October, 2019
- October 7th: Install officers Fargo Rough Riders
- October 7th, Lake Agassiz noon club, Fargo
- Month: Set up search committee for April 1 replacement of MNDAK Secretary/Treasurer due to resignation of Steve Handegaard who has served for 15 years. Committee consists of: Advisor: Tom Horan, former Governor and Secretary/Treasurer. Consultant, Brad Boyd our area advisor from KI. Members, David Harms, former governor, Dave Odette, Governor elect, Dan Leikvold, Governor 2017-18, Steve Handegaard, Secretary/Treasurer, and Rachael Disrud, Governor, 2019-2020. Many conference calls began and occurred through December. Criteria included being a Kiwanis member, committed to our mission, capable as an independent worker, accessible to the Leadership team and personally recommended by a Kiwanian.

- October 16th, begin a series of conference calls for new club building with Dan Leikvold and division teams.
October 23rd, Education conference with Division 3, Duluth, MN.
October 26th, Education conference with Division 5, Watertown, SD
October 29th, wrap up conference call for convention 2019.
October 29th, Search committee conference call with recommendations and applications for District Secretary/Treasurer position reviewed.
October 30th, To Sioux Falls, SD with convention chair Shara Fischer to review possible locations for MNDAK convention 2021.
October 30-31, we visited 3 clubs in Sioux Falls along with consulting with area CVB.

November, 2019
November 2nd, Division 1 education conference in Jamestown, ND at Jamestown college
November 4th, club building conference call Division 2, Division5 and Division 1
November 8-9th, Red Wing, MN for Division 7 education/governors’ conference and leadership dinner.
November 11th, coordinate a Veterans Day combined Kiwanis event
Continued review of recommendations, applications, communication, fielding inquiries, and conference calls regarding hiring Secretary-Treasurer for MNDAK (November 12th, 19th, and more)
November 19th, conference calls with 7 divisions LTG’s.
Prepare for TriK meeting and Strategic Planning

December 2019
Conference Call with KI President Daniel Vigneron, Regional Director Brad Boyd and 5 other governors from the Midwest regarding status of clubs and other issues in each of 7 Divisions in MNDAK.
December 17th, interviews for MNDAK Secretary/Treasurer held in Fergus Falls at the Bigwood Event Center. Interview team, David Harms, David Odette, Steve Handegaard and Rachael Disrud. Phone input from Dan Leikvold and Regional Director, Brad Boyd.
December 18th, conference calls Division 2, 6 and 4.
December 30th, Call with Gunnsteinn Bjornsson, Iceland, MNDAK KI Trustee to discuss Kiwanis status and plans in our area.
Draft Agenda for Tri K for review with Secretary/Treasurer Steve.

January 2020
January 2-5th, Las Vegas for KI area meeting with central area, western USA and western Canada Governors with Brad Boyd, KI President, Daniel Vigneron, and led by Chris Martz of Indianapolis KI management. At this meeting I learned Chris Martz will be joining MNDAK at our convention in St Cloud in August. He will be available for speaking or other requests that our Leadership and members wish for him to be involved in.
January 21st, Present to Fergus Falls noon club, the home club of our Secretary/Treasurer, Steve H.
January 16th, prepare for Strategic Planning and Board/Leadership team meeting for 17th-18th. After much deliberation, due to closed roads and storm, the meeting was moved to January 31st –February 1. Thank you to those who were able to readjust schedules.
• January 31st, Strategic Planning 9am-3pm. Dinner for all at 6:00 pm, board meeting begins at 7:00 pm in Fergus Falls
• February 1st, meeting continues and proceeds until 3:00 pm
• February 1st – 2nd, Executive team of Gov Harms, Elect Odette, Sec/Treas Handegaard and Gov Rachael meets to review the remaining of our year and plan the LTG education event as well as clarify future leadership in MNDAK including LTG elect for 2020-21.

Planning Ahead
2020
• February 6th, conference call with KI regarding club opening
• February 18th, Charter night, Bloomington, Division 7
• February 28th - March 1st, Circle K leadership conference, Ramada Inn, Fargo
• March 6th-8th, Key Club, leadership conference, Delta, Fargo
• March 14th, Division 2 Education/governors’ conference, Garden Pavilion, Fargo
• March 31st, Steve H’s last day in the office.
• April 1st, New Secretary/Treasurer (Bettye Hoff) begins. By then, all important items will be moved, telephone #’s will be advertised, address will be shared, finances will be organized and other updates will be coordinated.
• April 6th, Division 6 education/governor’s conference to be held in Wilmar, MN
• April, Rapid City club will celebrate their 75th anniversary
• April 24th-25th, LTG education in Fergus Falls at the American Inn. This is for LTG teams who will take office October 2020 – 2021.
• April 26th, KI President Daniel Vigneron arrives in Fargo from his KI Board meeting in Indianapolis. Late afternoon and evening events will be planned. April 27th, Kiwanis involvement all day, a celebration dinner with Fargo club’s 100th year anniversary on this Monday night. On Tuesday, April 28th, breakfast, lunch, other meetings with President Vigneron will occur until around 4pm when he flies back to his home in Belgium. As a bonus, our Regional Director, Brad Boyd will join us.
• April 26th- 28th, all Kiwanians in MNDAK and other guests are invited to partake in this KI President’s visit to Fargo. Please plan on attending.
• June 17th-20th, KI Convention in Indianapolis which will concentrate on Leadership development, marketing, fun together and membership. Let’s have a great presence from MNDAK!
• July 19th-23rd, CKI convention in Las Vegas
• August 7th-9th, MNDAK convention in St Cloud.
• September – Governor Elect plans for transition on September 30th.

Thank you, MNDAK, for the opportunity to serve