

Board of Trustees Retreat

Minutes

October 8, 2017 Des Moines Golf & Country Club

Participants: Steve Hambek, Region 1; Lynda Henningsen, Region 2; Norma Beaver, Region 3; Floyd Hutzell, Region 4; Joe Melcher, Region 5; ~~Frank Murphy~~, Region 6; Jim Dane, Immediate Past Governor; Jan Burch, Governor; Sue Waldren, Governor-Elect; Lenora Hanna, Vice Governor; Larry Ziska, Treasurer; Barb O’Donnell, Secretary (non-voting members)

Guests: Bob Mitchell, Formula Chair; ~~Fred Dietze~~, KI Trustee/Counselor; Steve Siemens, workshop facilitator

1. Welcome – Governor Jan
2. Icebreaker – Steve Siemens
3. Lunch
4. Communication, team building, visioning – Steve Siemens
5. Board Meeting called to order by Governor Jan Burch at 2:35 PM
6. Changes to the agenda – the date on item 7 should be the 17th not the 7th
	1. Motion to Approve – Jim Dane

Second – Sue Waldren

Discussion - none

Vote – 100% of voting members present vote yes

1. Approval to the September 17 Minutes – (revised copy attached)
	1. Changes needed – change Larry Ziska to Treasurer and Barb O’Donnell to Secretary
	2. Motion to approve with changes noted above – Floyd Hutzell

Second – Lenora Hanna

Discussion – none

Vote – 100% of voting members present vote yes

1. Update on Lt Governors and Committee Chairs – Governor Jan reports that there are still several Lt Governor spots open and several Committee Chairs. An important one to fill is the Public Relations (PR) Chair, there is a very real need to have someone in this position. Lynda Henningsen recommended Tracey Buffington would make an excellent candidate. He is a former editor of the Fremont Tribune. PG Jim asks is he into social media? Lynda thinks yes. Any other names to Governor Jan. THIS IS A KEY POSITION.
2. Formula/Membership Update – Bob Mitchell – Bob reports that we won’t have final number for the end of the year until October 10th. There will be a meeting tomorrow night with both the Nebraska and Iowa Formula teams. Normally we have batches of deletes at the end of the year, clubs wait until then to report. We have far more deletes than adds. Bob reports that we have lost 2 more clubs. During 2016-2017 (Jim’s year) we lost 4 clubs. We need to focus on the under 25 clubs, they are more likely to have issues. 10% of our membership is in 10 clubs, mostly Golden K’s. The average age is 86. Golden K’s are always in jeopardy simply because of their average age. We need to use the EMT team to help these clubs add and know they are supported. We also need to help them recruit younger members or help them become satellite members of a closer club. (Ames Golden K makes a great effort to get 60-year-old members, they are actively recruiting that age member) Bob reports that strangely there is no correlation between having a membership chair and growth. Sad but true. We have consistently gone down 200 members per year. A sad, sad fact. Need to form the EMT for the Golden K’s, this will be done, just not yet. Lynda wants to be involved. All the Lt Governors have this same information. It is imperative that the top district management know what is going on. It helps us be proactive instead of reactive. Also attached is a document about the benefits of being a Kiwanis club. Every club should have a risk management meeting about why we have insurance. KI policies must be followed to a T. The KI website has a list of these items. We must also make sure that we have our background checks completed for anyone working with kids. Checks are REQUIRED for SLP club advisors. It is imperative. Incidents do happen. We all need to comply.
3. Treasurer’s Report -The information (see attached) is from yesterday. Not all vouchers are in. Jim will send a memo to his LtG to get their vouchers in. Jan will remind her’s also. Larry reports that KI has not paid us for all the members that were reported as of October 2016. Larry will work with the secretary to get the Mid-Year and DCON budget items into the proper accounts so that a budget can be made using those numbers. Larry notes that some of the items in the budget are estimates and others are firm numbers. He also notes that it is important to track the line items in the budget even if they are not submitted for reimbursement. It allows for a more accurate budgeting process. Discussion was had on the stipend paid to certain SLP chairs. The process is 2 or 3 years old. It started under PDG Andy Bradley. Joe asked if we don’t pay it will it send a negative message to the possible new volunteers? There are several that we don’t pay, Jim thinks there is an expectation to receive. Discussion deferred to later.
	1. Proposed budget – the DCON budget is a guess at this point and subject to change. Invoicing of CLE was a success with the district receiving more income that ever before. This practice should be continued. Discussion was held on the KI Grants – the Children’s Fund will be sending grant money to the district for use in Key Club scholarship again this year. Discussed Key Leader – if there is a loss at Key Leader the expense comes to the district; if there is an excess it stays with the NIK Foundation for emergency use. We pay $6,000.00 to KI for Key Leader. Larry Ziska recommends that we approve the budget subject to further review. The Board says wait to approve until research is finished.

Motion by Lynda Henningsen – Due to budget constraints on the 16-17 year, the Board of Trustees recommends that for the fiscal year ending on Sept 30, 2017 no stipends be paid to the SLP Admins, under the budget line item SLP Admin Stipends. Also recommended is that all SLP Administrators be contacted by phone with this information and assured that their expense budget is not affected.

Discussion after the motion. Lynda – when this started we didn’t anticipate having such financial straits. Floyd says we do what we do because we love it, if not that attitude then we have the wrong person in the position.

Additional discussion about the money saved if we paid no one. We would save $5,000.00. Jan says we could pay for Amy and Aaron to be Kiwanians since they haven’t paid their dues. Larry recommends that Jim talk to the SLP admins and see if they want to be paid their stipend. Would Jim talk to the Key Club Admins? Lynda asks what will our members think if we raise dues and then pay stipends to the SLP Admins? What will they think? This is a hot topic. Sue asks can we pay all the admins dues instead of a stipend? Lynda says there is really not a need for this.

Second – Sue Waldren

Vote – 100% of voting members vote yes

The budget was discussed but not acted on, it will be addressed before the end of October.

The remaining items on the agenda will be addressed at a Go To Meeting.

A motion to adjourn will be entertained by Governor Jan Burch

Motion to adjourn at 4:15 Joe Melcher

Second Steve Hambek

Respectfully submitted by

Barb O’Donnell

District Secretary

Executive Session begins