

**OHIO DISTRICT KIWANIS INTERNATIONAL, INC**  
**2018-19 Board of Trustees Meeting**  
**Second Official Board Meeting**

Saturday, December 8, 2018  
10:00 AM

Crown Plaza North  
Columbus, Ohio

**CALL TO ORDER**

Governor Faith Levine called the meeting to order at 10:02 AM

**ROLL CALL**

Executive Director Lanton Lee called the roll. All were present and accounted for except Mike Rolfes (6), Mike Patrick (10S), Brenda Koehler (11N), Steve Pitzer (12), Stan Wojdyla (13), Marty McGinty (24), Nancy Hoffman (26).

**INTRODUCTIONS**

Governor Faith asked that guests and committee chairs introduce themselves. She expressed her appreciation for everyone's attendance.

**MINUTES**

Executive Director Lanton Lee presented the minutes of the First Board Meeting held on September 23, 2018 for approval. **A motion to accept the minutes of the Board Meeting made by Ron Lyness (17) was seconded and carried.**

The minutes of the Executive Committee on October 28, 2018 were presented for approval. **A motion to accept the minutes made by Craig Smith (10W) was seconded and carried.**

**HELMS BRISCOE PRESENTATION**

Don Miller, a Regional Vice President of Helmes Briscoe expressed appreciation for being invited to the meeting. He proceeded to share the history of their company and their mission. They represent the customer to ensure a fair contract and good value. The customer does not pay anything for this service, rather it is the hotels that pay a placement fee when they offer a bid for a contract. Helmes Briscoe has a very large client base which translates into cost savings for their clients. Don fielded questions regarding services provided.

**OFFICERS REPORTS**

**TREASURER'S REPORT**

District Treasurer Bob Day reviewed the financial reports. He noted the district shows a profit because dues for the new year were posted in all accounts. He said the district is in good position right now and our funds are very fluid. Bob noted that there was a substantial transfer from Key Club to the foundation. He noted that Circle K appears to show a loss in the convention line, but there was a deposit made for their convention hotel. Everything looks good financially and he has enjoyed working with Lanton on these duties.

**EXECUTIVE DIRECTOR REPORT**

Executive Director Lanton Lee shared there are no staffing issues at this time. He thanked the individuals who have turned in their contact visits and shared the importance of the Lt. Governors sharing the different things that are upcoming within the district. It will be up to the Lt. Governors to promote the Midyear Conference since you are the ones who have personal contacts with the clubs.

The district has been accepted to present to the Rela organization as a possible project with developing a membership plan for younger members or a single focus club. Jim Janosik wrote the proposal for the program and we are excited to have this opportunity.

Lanton is also looking at developing job descriptions for an internship program for the John Glenn School of Public Policy for the Spring of 2019.

#### **IMMEDIATE PAST GOVERNOR'S REPORT**

Past Governor Dan Litzinger shared that it was an honor for him and Barb to serve as Governor and First Lady. He felt we had a very successful year and was pleased that membership losses were so minimal last year. He is very pleased the district built nine clubs through the efforts of Kiwanians across the state. There were hundreds of people involved in the process and we need to keep the momentum.

The charter parties have been so much fun, and they have really enjoyed them. Dan recognized Bob Day with his efforts building the Kenton Club. The Short North Club is phenomenal, and the Seneca Area is a wonderful surprise.

He reminded everyone there is a process to building a new club and he asked that he be contacted about potential locations.

#### **GOVERNOR ELECT'S REPORT**

Tim Cornelius shared that he and Anne had toured the recommended hotel for 2020 district convention and had questions answered regarding space, updates and services. They are feeling much better about the facility. He and Anne went to Indianapolis for Governor-Elect training, they met the staff and team members for their term. He is working on planning Lt. Governor training for the 2019-20 term and asks that Lt. Governors have their replacements named. They are also working on the 2019-20 Installation of officers with a committee and information will be made available soon.

#### **GOVERNOR'S REPORT**

Governor Faith Levine stated that her visits have been wonderful. The visits have been so warm and kind and she appreciates everyone's efforts on her behalf. There are still some divisions that have not been scheduled and would like to get them completed soon.

She has set up a site selection committee for the 2020-21 District Convention with the hopes that will soon be completed. Midyear will see a price reduction for the first 50 first timers. Kenton, Champaign County, Short North, Seneca County, Mentor, Brook Park, Colerain, Sunbury, Avon and The Heights will receive an invitation for two members to attend Midyear Conference as the guest of the Governor as a means of introducing them to district Kiwanis. Faith will also extend an invitation to all new members and first timers to have "Koffee" with the Governor. She is hoping to learn why they joined and how we can keep them engaged.

She is very excited about the Kiwanis 101 session- which will be the "why" behind Kiwanis.

The monthly conference calls with Lt. Governors will resume in January, with the topics being Midyear and Club Coaching and she will want to know what sort of coaching each club needs.

#### **KIWANIS FAMILY REPORTS:**

##### **KEY CLUB REPORT**

Key Club Governor Noah Malik was unable to attend.

## **CIRCLE K REPORT**

Circle K Governor Samantha Gates shared they had their Fall Rally at Miami University, they had representation from all five divisions and had a successful “mascot” auction for the WASH project. They are working on their District Convention which will be held at Mohican State Park. The packet is almost complete and will be sent out after some issues have been resolved. They are very excited about the chartering of the Ohio State University, Lima Campus branch. There have been some issues with the membership update center and is hopeful Kiwanis will soon have that resolved. She shared some flyers for program ads for their convention. The board is also working on plans for SpOT.

## **DISTRICT FOUNDATION REPORT**

Foundation President Dick Brulotte shared that the Foundation has been very busy, they have had two meetings already for the year. Jason Miller from Bowling Green was elected to fill the vacancy on the Foundation Board. The Fundraising and Marketing Committees have also held meetings. On December 17, there will be another board meeting with recommendations for approval of grant proposals. They will also be reviewing activities for the Mid-Year Conference.

Dick has been busy attending various functions across the district. They have not had success with finding a new social media coordinator for the Foundation, but they are continuing to search. Dick has asked that Lt. Governors act as communication links between the Foundation and regional liaisons, and to utilize the resources the foundation has provided, especially for the First Family Program. Dick thanked everyone for the assistance and support to keep all the children in Ohio safe and healthy.

## **ACTION ITEMS**

### **Charter Resignations**

Executive Director Lanton Lee reported there were no current letters of charter resignation, but three clubs’ charters were revoked by Kiwanis International at the October meeting as expected.

E Club of Northwest Ohio (1N)  
Washington Court House (10W)  
Louisville (17)

Lanton reminded that there is help for clubs that are considering surrendering their charter, but we need to know about this as soon as possible.

### **Ohio District Circle K Convention Report**

Circle K Governor Samantha Gates shared the convention was going to a more traditional event at a nice facility, Mohican State Lodge, instead of on a campus. They have requested financial support from the Foundation from the KICK fund to offset the expenses. The registration cost is to be \$135 and \$145 for late registrations. There were minimal changes from last year. **A motion to approve the budget made by Angela Castle (9) was seconded and carried.**

### **Ohio District Midyear Education Day Budget**

Midyear Education Day Kelly Brown shared copies of the Midyear Budget and registration materials. Registration fees will be \$75.00 with an estimated registration of 265 with a late fee of \$10 additional per person after February 24. She reviewed additional income and the expense lines. **A motion to approve the budget was made by Craig Smith (10W) was seconded and carried.**

### **Approval of 2020 Convention Budget**

Executive Director Lanton Lee shared there was a site visit with the Crowne Plaza North and Don from Helmes Briscoe was able to negotiate a very good rate for space and meals. We have more space than what we may need at this point and may be able to release some space. The hotel is doing some upgrades and remodeling which will be done prior to our event. **A motion to accept the contract made by Tim Cornelius (Governor-Elect) was seconded and carried.**

## **COMMITTEE REPORTS**

### **Executive Committee**

Governor Faith reminded everyone they had approved the executive committee meeting minutes earlier in the meeting.

### **Finance and Structure**

Committee Chair Bill Snellgrove shared the make-up of the committee and that the meetings are open. He reviewed the tasks of the Finance and Structure Committee and the subcommittees. One committee will be looking at how to improve attendance at District Events and the other will be a Strategic Plan for the District.

There is also a task group to work on improving the relations between the district and the district foundation.

### **Membership Committee**

Membership Chair Bill Pees shared information we were moved into a Northeast Region for Kiwanis International. Our District and New York is the only two Districts in our region to have 2 new clubs in the first two months. We are anxious to review the new member adds for the District. He recognized the Coldwater Club for having +15 members into the club and Division 10W for having a growth of +33 in the first month. The past year we had a net membership loss of 60 members, the previous years, we had a loss of more than 260. We are slowly turning the tide regarding membership growth and needs everyone to help. Bill reviewed the six challenges being presented to the members of the Ohio District. He focused on the ASK Challenge, for inviting potential members. He reviewed the challenge based on new member adds only. The membership committee will track progress throughout the year. He recommended clubs do the membership satisfaction survey and the Club Open House event. The blue folders in front of the Lt. Governors, had information regarding Member Satisfaction, New Member Orientation, How to Host an Open House and the ASK Challenge. He also reminded clubs to add a new member through the secretary's dashboard as soon as they join.

### **New Club Opening**

Past Governor Dan Litzinger reminded the board if 3,000 members brought in a new member, we would increase the district by nearly half. He is so happy to be continuing in the new club opening role and to be working with Bill Pees. He states it is easier than most people think to open a new club and he asked the Lt. Governors to help by doing a community survey. He said we need to consider our service to children as an asset to opening clubs. If we can get into the local government, the Chamber of Commerce and the schools, it makes it easier to recruit members and open clubs. Clubs can be opened within two months, one month to obtain information and one month to recruit and the club can be done.

### **Club Coaching**

Jim Janosik reported that the coaching team is working with some struggling clubs to do mini blitzes to rebuild them. The coaches will not only be helping clubs recruit members, but also on how to rebuild

their volunteer base within the club, by coaching club officers on how to run the club more effectively and encourage membership involvement. Jim spoke about how we use coaches for sports or in our careers, but, not in our volunteer roles. We need to be more open to accepting assistance in our club environment. Jim asked the Lt. Governors to submit names of clubs who need club coaches. By having clubs receiving coaching before they reach a critical stage, we are more likely to be able to retain those clubs.

#### **Financial Advisor Report**

Peter Gaughan, our financial investor shared that we are still “up” at this point but, the market is being driven by algorithms within the system. Some of the turmoil is caused by the media and supply issues within the market. He reviewed market trends but, said he has no idea what is going to happen with the markets. He stated we have one of the best strategists in the business and he believes there are areas that will provide growth as soon as the market settles down a bit. Peter fielded questions regarding possible market changes.

#### **Midyear Education Day**

Midyear Chair Kelly Brown encouraged everyone to put the date of the midyear on their calendar/smart phones. On line registration will start within one week, paper registrations are being accepted now. There will be 28 different educational workshops. Sessions will be 45 minutes per requests from last years’ evaluations. Registration will be \$75 per person, the first fifty first timers will receive a \$15 discount. Some of the sessions will be available for sponsorship. Hotel rates are \$132.00. Kelly encouraged everyone to promote the Midyear and looks forward to seeing you there!

#### **Key Leader**

Kelly Shaffer shared that the sponsorships that were given to Key Leader helped support the 44 students in attendance to Key Leader. Because of the generosity of the sponsors, Key Leader should not lose money on this event. They still have some outstanding invoices so financial reconciliation is not complete. She was disappointed that the it was the same groups who sent clubs. They would very much like to see additional students representing other divisions. Next year’s Key Leader will be November 15-17, 2019. They need the support of the board to promote the event. Their budget was for 64 students to break even, so promotion and communication is vital.

#### **Laws, Regulations & Resolutions**

Laws and Regulations Chair Ted Barrows informed the board the district has two governing documents, bylaws and a policy manual which sets forth the specifics on how we run this district. The proposed changes to the policy manual show a change from the wording “District Secretary” to “Executive Director” as we have had in the past. **A motion to accept the changes made by Craig Smith (10-W) was seconded and carried.**

The second policy change was to limit the amount of district funds for installation to \$2,000.00. **A motion to accept the changes made by Charles Byrd (14) was seconded and carried.**

#### **INTERNATIONAL CONVENTION**

June 27-30, Orlando, Florida, Disneyworld; the date and location of the 2019 International Convention. Chris Walter asked members of the board to promote the convention and to encourage our members to make it part of a family vacation. The district will be staying at the Coronado Hotel. The rooms are \$175+/night.

Registration will start in January and prices are estimated to be \$300 per person for early bird. There will be a lot of walking involved, scooters are supposed to be available for rent. Room reservations are

currently open. Park passes are available, and Chris recommended that veterans look for additional discounts.

Chris brought additional information for Orlando and local activities. Chris is working on a group activity for Ohio, most likely a putt-putt golf outing. He is available for any questions.

#### **Lt. Governor Class President**

Hasani Wheat spoke about the flywheel in the book "Good to Great", he recognized the efforts toward club building and member recruitment. He spoke about building a prospect list through the day to day contacts, in particular, from the electoral wards which is public information that is readily available. Ward and Central Committee leaders would be good candidates to recruit for membership.

#### **Eliminate Fulfillment**

Cindy Champer offered home-made cookies for \$2.00 for the Eliminate Project. The first three individuals to make a twenty-five dollars donation to the Eliminate Project will receive a nice gift from Cindy.

#### **Board Shirts**

Governor Faith shared that the individual who will be printing the shirts is currently in the hospital but will be reached on Monday. Board members also received a template for the business cards, if they are interested in receiving cards.

#### **Future Tri-K Meetings**

Governor Faith and Samantha spoke about future Tri-K board meetings with the idea that future ones will may be coordinated around Kiwanis Installation and possibly Mid Year Conference.

### **ANNOUNCEMENTS**

Congratulations to the individuals who helped build the Short North and the Kenton Kiwanis Clubs.

- We are looking for clubs to host the 2021 District Convention. Interested clubs should contact the District Office.
- The third board meeting will be March 22, 2019 at Nationwide Conference Center prior to the Midyear Conference.
- Lt. Governors are reminded to submit their Education and Contact Reports.
- The District Office will be switching phones over to a new service provider in the next week, if you have problems reaching the office, please send us an email.
- The District will be closed the week between Christmas and New Years' Eve.
- Please leave a message for Lanton Lee if you have an issue that needs to be resolved.

The meeting adjourned at 1:02 PM.

Lanton L. Lee  
Executive Director/District Secretary