

**OHIO DISTRICT OF KIWANIS INTERNATIONAL
2009-10 Board of Trustees Meeting
Second Official Meeting**

Saturday, December 5, 2009
9:30 AM

OSU Newark Campus
Newark, Ohio

CALL TO ORDER

Governor Don Parker called the meeting to order at 9:31 AM.

ROLL CALL

Secretary Dave Whiteman called the roll. Absent were the Lieutenant Governors from Divisions 18 and 25.

INTRODUCTIONS

Governor Don welcomed those present and asked District Chairs, Past officers, and guests present to introduce themselves.

MINUTES OF THE PREVIOUS MEETING

The minutes of the September 20, 2009 meeting were presented for approval. **Motion by Faith Levine (10-W) to accept the minutes was seconded and carried.**

OFFICERS REPORTS:

TREASURER'S REPORT

Treasurer Ray Patterson reviewed the "Draft" copy of the November financial reports. Ray advised the board that he will only be reviewing our financial files on a quarterly basis to reduce the travel expenses of the Treasurer. Ray noted that the District Secretary always has the reports and files in good order and he believes reviewing files on a quarterly basis was sufficient. A withdrawal was taken from our Raymond James account in October to allow us to complete payment of expenses from 2008-09 and to operate the office until our first dues revenue came in. Two deposits were received in November and they are recorded in the reports being reviewed. Ray did not note any items in the report that were outside the budget and he and District Secretary Dave Whiteman responded to questions asked by the board.

SECRETARY'S REPORT

Secretary Dave Whiteman presented a written report on the District Office operations. A copy of the report was included in the Board Booklet. Dave explained that a new phone system is now in place using a "Voice over Internet" System. In addition, we have upgraded to the current version of the Peachtree financial software. The next edition of the District Newsletter will be prepared the week of December 14th. He asked that any newsletter articles be submitted promptly. Please refer to his written report for any additional comments.

DISTRICT FOUNDATION REPORT

President Al Allender reported on the various activities of the district foundation. Al announced that a committee of the foundation board completed interviews with six (6) financial advisors. They will be making a decision later today at their board meeting. He reviewed the process for clubs obtaining Grants from the foundation. It really is a very simple process. The foundation needs the assistance of the Lieutenant Governors in explaining the function of the district foundation and in encouraging donations. Finally, there is a Speakers Bureau available to come out and assist you by making presentations at your division councils, etc. Al will forward the written report he had previously prepared to District Secretary Dave and he will email a copy to the entire District Board.

KEY CLUB GOVERNOR'S REPORT

A written report was included in the Board Booklet from Key Club Governor Zach Sefcovic. Zach was unavailable to attend the meeting today.

CIRCLE K GOVERNOR'S REPORT

A written report was included in the Board Booklet from Circle K Governor Chad Gardner. Chad was unable to attend so that he could take care of his academic duties.

NEW BUSINESS:

Mid Year Education Day Budget

Mid Year Conference Chair Sharon O'Neal reviewed the proposed budget for our 2010 Mid Year Education Day. The budget is quite different this year. Sharon is excited about the facility. It is a true conference facility with wonderful meeting rooms, equipment, breaks, and lunch included for one price. She is sure the attendees will be very pleased with the food and break choices they have available during the day. The Finance & Structure Committee had previously reviewed the budget and recommended it for approval. The registration fee for all attendees will be \$60.00 to cover the cost of the event to the district. **Motion by Bob Williams (14) to approve the 2010 Mid Year Education Day Budget was seconded and carried.** Mike Frailey, a Past Governor from the Pennsylvania District, will be our Keynote Speaker that morning and he will assist us in workshops after the Opening General Session. Mike is Chair of the International Committee for Growth in the North America Northeast section of the country. Mike has a great passion about Kiwanis and Sharon is very excited to have him joining us.

Key Club District Convention Budget

Key Club Administrator Jeff Eble reviewed the budget for the 2010 Key Club District Convention. The projected attendance has been reduced again this year and the budget was reviewed and recommended for approval by the Finance & Structure Committee. **Motion by Curtis Perkins (16) to approve the 2010 Key Club District Convention Budget was seconded and carried.** Jeff indicated that Lieutenant Governors are welcome to attend the convention. They will be sending out a notice soon and they can always use Judges for their contests. He recommended those that have never attended take the time to visit this year.

Circle K District Convention Budget

Circle K Administrator Sarah Roush reviewed the 2010 District Convention Budget for Ohio District Circle K. Sarah thanked Assistant Administrators Jennifer DeFrance and Dan Leming for their guidance. The hotel recently notified them that the room rate had been reduced. This resulted in additional modifications. They have tried to make the registration affordable for all students by using KICK funds to subsidize the budget in the amount of \$3,000. **Motion by Penny Hoekstra (3) to approve the 2010 Circle K District Convention Budget was seconded and carried.** Sarah also took a few moments to review some proposed amendments to the Circle K bylaws being considered at their convention. They hope to make the approval process smoother by making sure that we have no objections to the changes prior to the students passing the amendments. Governor Don asked the board members to contact Sarah at a later date if they had any concerns.

Aktion Club Convention Budget

Aktion Club Chair/Administrator Sande Johnson reviewed the 2010 Aktion Club Convention budget that was previously reviewed and recommended by the Finance & Structure Committee. The 2009 event was extremely successful and they have been notified that the facility will be implementing an increase in fees in 2010. They had 180 attendees in 2009 and anticipate over 200 in 2010. **Motion by Bob Columer (11-S) to approve the 2010 Aktion Convention Budget was seconded and carried.** Sande asked the board to encourage their clubs to support the Aktion Club member's attendance at convention. Last year one of the clubs receiving an award was unable to attend because they didn't have funding for registration and travel. Sande would like not to see this happen again this year. District Secretary Dave Whiteman also noted

that the Finance & Structure Committee has recommended that a "Board Designated" Fund be setup in our financial statements that will take the profit from 2009 and allow it to be used for future events that may fall short of budget. It was also recommended that future profits will also be added to the fund with a maximum cap of \$10,000 placed on this Board Designated Fund. **A motion by Al Allender (11-N) to accept the recommendation of the F & S Committee and to setup an Aktion Convention "Board Designated" fund with a maximum of \$10,000 and also to change the District Policy Manual accordingly was seconded and carried.**

Ohio Kiwanis Hall of Fame

Hall of Fame Committee Chair Dale Leach presented the Certificate and Pin for the approval of the design of both. The pin will be a smaller version of the Logo shown on the lower right corner of the certificate. It was suggested that a Kiwanis Logo be included on the certificate in some form perhaps as a Watermark. **A motion by Mary Ann Snider (12) to approve the design of the certificate, with a Kiwanis Logo included as a Watermark, and also the pin as shown on the certificate was seconded and carried.**

COMMITTEE REPORTS:

The board heard reports from the following committees. In most cases the reports were distributed in writing and no further comments are made in the minutes of these reports.

EXECUTIVE COMMITTEE

Don Parker

Since the last board meeting, the Executive Committee met on October 21, 2009. This meeting was necessary to handle two items that could not wait until this meeting, including the switch of phone service and updating of our Peachtree Software. Governor Don Parker reviewed the minutes of the meeting. **A motion by Al Allender (11-N) to ratify the actions of the Executive Committee was seconded and carried.**

FINANCE & STRUCTURE

Dennis Lehman

Past Governor Dennis Lehman, Chairman of the Finance & Structure Committee commented briefly on the written report distributed in the board booklet and answered questions from the board. One recommendation that required further action was the formal establishment of our District Archives. The F & S Committee recommended that the District Archives be established in the District Office with a District Archive Committee (consisting of three Past Governors) to assist the District Secretary in maintaining the archives. **A motion by Bill Lauer (1-N) to establish the District Archives in the District Office with the District Archive Committee assisting the District Secretary in maintaining the archives was seconded and carried.** Tom Riggs, President of the Class of Lieutenant Governors, noted that the computers used in the office were nearly 5 years old. He asked us to keep our eyes open for any individual or company that may be willing to donate computer equipment at no cost or at a reduced cost. It was noted that the decision to upgrade our accounting software was contingent upon the computers we have in the office being able to run the latest software version of Peachtree.

CLUB LEADERSHIP EDUCATION

Dennis Lehman

CLE Chair Dennis Lehman reviewed the written report distributed in the Board Booklet. He asked the current class of Lieutenant Governors to assist their LTG Elect in setting up CLE Training in May, June, and July. They are to confirm dates and locations chosen with Denny as soon as possible to insure that instructors are available. This is normally setup by the LTG Elect, but the current board can and should assist their successors in this important process.

IMMEDIATE PAST GOVERNOR COMMENTS

Immediate Past Governor Kip Crain addressed the board briefly. He recognized Governor Don for his help in forming the E Club of Northwest Ohio. Past Lieutenant Governor Craig Wallace is working very hard to recruit new members for that club and he did a great job promoting growth in all of the clubs in his division. They had growth of 55 members in the division. Kip reviewed the other divisions who had positive growth last year and he asked all of us to work toward the goal of showing positive growth in all of our clubs and divisions.

GOVERNOR ELECT COMMENTS

Governor Elect John DeVilbiss addressed the Board briefly. He noted that he and District Secretary Dave Whiteman attended the Governors Training Session in Indianapolis early last month. He is busily working on plans for the coming year and will be contacting the current Lieutenant Governors to obtain the names of their successors very soon.

GOVERNOR COMMENTS

Governor Don addressed the board briefly. He and Carol are very grateful for the warm welcome they have been receiving as they have completed 17 of their 27 division visits. The visits have been very educational and they are being constantly reminded of the good service projects being performed by clubs throughout the district.

ANNOUNCEMENTS

- Secretary Dave indicated that he had attended a Webinar recently put on by Kiwanis International concerning Tax Reports that a club should file annually. The webinar was well done and he asked the Lieutenant Governors to recommend to their clubs that they go to the Webinar Archive on the Kiwanis International Website and view the webinars that has been recorded. Kiwanis International is doing a great job providing information to clubs and members by way of webinars. It is another way dues dollars are being invested to improve the operation of our clubs.
- The next Board Meeting will be at the Mid Year Education Day on March 12, 2010 and it is traditionally scheduled for 8:00 PM. The meeting will take place at The Conference Center at NorthPointe; location of our 2010 Mid Year Education Day on March 13th.
- The district office will be closed between Christmas Eve and the Monday following New Years Day. We will reopen on Monday, January 4th. If you need anything while we are closed, leave a message for Dave. He will be checking messages periodically during the week and will get back to you as soon as possible.

The meeting adjourned at 11:36 AM. A Membership Growth and New Club Building presentation took place during lunch immediately following the conclusion of the meeting.

Submitted by:



B. David Whiteman
District Secretary