

**OHIO DISTRICT OF KIWANIS INTERNATIONAL
2012-13 Board of Trustees Meeting
Third Official Meeting**

Friday, March 8, 2013
8:00 PM

The Conference Center at NorthPointe
Lewis Center, Ohio

CALL TO ORDER

Governor Craig Wallace called the meeting to order at 8:08 PM.

ROLL CALL

Secretary Dave Whiteman called the roll. Absent were the Lieutenant Governors from Divisions 7 & 8.

INTRODUCTIONS

Governor Craig welcomed those present and recognized and thanked First Lady Lee Ann for her support over the first few months. Due to a last minute work conflict, Lee Ann will be representing the Ohio District in Austria next week for their 50 Anniversary Celebration. In addition, Governor Craig recognized our special guest Immediate Past International President Alan Penn.

MINUTES OF THE PREVIOUS MEETING

The minutes of the December 1, 2012 meeting were presented for approval. **Motion by Dave Kuhn (20) to approve the minutes was seconded and carried.**

OFFICERS REPORTS:

TREASURER'S REPORT

Treasurer Steve Donahue reviewed the "Draft" copy of the January financial reports. Ohio District Kiwanis has cash in excess of \$195,000 and Mutual Funds in excess of \$108,000. For the calendar year of 2012, our mutual funds had a rate of return in excess of 16%. The only debt that Ohio District Kiwanis has is the \$10,000 note payable to Ohio District Key Club. Steve reviewed the Income and Expenses for the district through the first 4 months and nothing was out of the ordinary. Ohio District Key Club also has a healthy cash balance and their assets include the \$10,000 Note Receivable from Ohio District Kiwanis. They have no debt on the books. They have also had no income or expenses that would be considered out of the ordinary. Ohio District Circle K has bank balances in excess of \$34,000 and no debt. Income and expenses are as expected. **Motion by Tom Norman (22) to accept the Treasurer's Report was seconded and carried.** Governor Craig Wallace also announced that the district has received its first check from Kiwanis International for the new members in the New Club built in Division 5. We will receive \$40.00 of the \$50.00 Charter Member fee to pay for the expenses of our new club building efforts, as approved by the Kiwanis International Board at its January meeting.

SECRETARY'S REPORT

Secretary Dave Whiteman presented a written report on the District Office operations. Prior to beginning his report, he mentioned that Eric Timmons, of Division 21, recently had a job change that prevented him from continuing as Lieutenant Governor. Division 21 met last week and elected Barb Smith as his replacement for the balance of this administrative year. Dave welcomed Barb to the board meeting. District is in good shape financially. He reviewed our status to-date. Dave thanked the board members for taking the time to review our 990 tax return and get back to him. That allowed us to file our return on time without filing for an extension. The 990 is available for review in the District Office. We will review our CPA Audit later in the meeting, but Dave did announce that our Undesignated Net Assets increased by \$32,000 last year to a total of over \$142,000. This is better than the estimates used by the Dues Review Committee in 2009 prior to our last dues increase being passed. Dave reviewed the membership progress for the current year and things are looking very positive based on the new club building activity taking place. **Motion by Shirley MacDonald (15) to accept the District Secretary's Report was seconded and carried.**

DISTRICT FOUNDATION REPORT

President Bill Flinta addressed the board briefly. He announced that as of December 31, 2012, the total assets managed by the foundation passed \$1,000,000. More funds under management mean more grants available to assist the clubs in the Ohio District in meeting their mission. He asked all to consider attending their workshop sessions tomorrow. The 56th Annual Ohio District Golf Outing will take place July 17th and 18th in Canton, Ohio.

Bill encourage all to send teams and/or provide hole sponsorships. We have a new opportunity for Kiwanis PR and a new fundraising opportunity for the Ohio District Kiwanis Foundation. We are collecting signatures on petitions to secure a Kiwanis International license plate. We need 500 signatures to take this to the BMV and the bulk of the funds raised would go to the Ohio District Kiwanis Foundation.

KEY CLUB GOVERNOR'S REPORT

Key Club Governor Moriah Saer addressed the board briefly. She thanked all of our board members for the support and for the invitation to join us this weekend. Ohio District Key Club is working on finishing their year very strong. Their year ends with the District Convention from April 12-14, 2013 at the Hyatt Regency Columbus. They are still looking for judges for their contests. They will provide free parking and lunch for Kiwanis members assisting them as Contest Judges. They are still looking for incoming Lieutenant Governors in Divisions 4E, 4W, 6, 9, 12E, 15, 19, 20, and 25. Any help we can give them in filling their vacancies would be very much appreciated.

CIRCLE K GOVERNOR'S REPORT

Circle K Governor Alex Bour addressed the board for one last time. Alex provided a written report that was distributed in the board booklet. Please refer to that material for future details about ODCK. Alex thanked the entire Board for the support given to keep Circle K successful.

ACTION ITEMS:

District Convention Budget

Our convention chairs were not able to attend tonight's meeting, but they did provide a written report about their activities so far and that report was included in the Board Booklet. Bev Beery and Candace Newland, District Convention Co-Chairs, will be with us tomorrow for Mid Year. Governor Craig Wallace and Secretary Dave Whiteman answered questions concerning the Budget that was prepared for the 2013 District Convention. The convention chairs have worked very hard to develop a menu that all will enjoy. **Motion by Brian Burke (13) to approve the 2013 District Convention Budget was seconded and carried.**

Key Club Tour Budget

Key Club Administrator Jeff Eble reviewed the budget for the 2013 Key Club International Convention Tour. They developed the budget for travel to Washington, DC with the projected registration fee at \$850 and projected number of attendees at 60. Washington, DC is usually a fairly attractive location, but he is not sure how many they will have registered. They will bus to this year's convention and that should save money. **Motion by Barb Smith (21) to approve the 2013 Key Club Tour Budget was seconded and carried.**

Aktion Club Convention Budget

District Secretary Dave Whiteman reviewed the budget prepared by outgoing Aktion Club Administrator Sande Theis. The budget is very similar to last year. The only change is to budget for a tee shirt to be presented to the caregivers in attendance at the convention. That raised the fee slightly. This event has been successful and there is a reserve that has been accumulated from prior years. **Motion by Bill McCormick (3) to approve the 2014 Aktion Club District Convention Budget was seconded and carried.**

2011-12 Financial Review

District Secretary Dave Whiteman reviewed the CPA Audit prepared by our accountant for the 2011-12 Administrative Year. Dave pointed out that this is a consolidated statement and advised them where to look to see individual results for Kiwanis, Key Club, and Circle K. Dave advised the board that our reserves actually increased more than previous projections indicated. Dave answered questions concerning the report as necessary. The report was received by the board without further action. **Motion by Jerry Baley (16) to accept the 2011-12 Financial Audit as presented was seconded and carried.**

2014 Mid Year Education Day Contract

District Secretary Dave Whiteman reviewed the process for looking at sites for the 2014 Mid Year Education Day. The site selection committee consisted of Diana Keplinger, Sharon O'Neal, Eric Bush, Jennifer DeFrance, and Dave Whiteman. Bids were received from three local facilities; NorthPointe Conference Center, Marriott Columbus Airport, and the Crowne Plaza. After reviewing the three proposals, the two selected for further study were the Marriott Columbus Airport and the NorthPointe Conference Center. Due to the overall cost of the facility, the site committee selected the Marriott Columbus Airport as the recommended facility for 2014.

Secretary Dave reviewed the contract and noted that the site committee would be visiting the Marriott soon to make sure that the facility will meet our needs. It is quite possible we may be able to get additional concessions on the final contract. The proposal at the NorthPointe did not agree to some price concessions that we have had the last 4 years and this made the cost per member prohibitive. We do have deadlines in both contracts that make approval at this meeting critical. **Motion by Tom Norman (22) to approve the contract with the Marriott Columbus Airport contingent upon the site committee's visit to the facility was seconded and carried.**

Social Media Policy

Laws and Regulations Chair Connie Potter presented a Social Media Policy for consideration by the District Board. Connie reviewed the purpose of the policy, as well as who would have the responsibility to monitor our various social media outlets. It was recommended that the District Secretary, in cooperation with the Marketing and Public Relations committee, be the final authority on all matters. It was mentioned that we should follow guidelines set by Kiwanis International and Alan Penn explained that the policy of Kiwanis International is written taking into account clubs from throughout the world. Our policy should take into account the needs of our local communities. The policy will be revised to delete Dave Whiteman's name specifically and the Marketing & Public Relations Committee would be included. The revised policy would be sent to all Ohio Kiwanis leaders for future reference once it is formally approved. **Motion by Tom Pace (10-S) to approve the District Social Media Policy as corrected above was seconded and carried.** Connie Potter thanked Alyson Gerwe, Eric Bush, and Jennifer DeFrance for the efforts in developing this policy.

Proposed Bylaw Revisions

District Secretary Dave Whiteman noted that Kiwanis International had forwarded us a list of bylaw changes that we needed to enact due to changes made in the Kiwanis International Bylaws at recent conventions. These changes were sent to us less than 30 days prior to the 2012 District Convention and the decision was made to not rush these changes to our delegates without thorough review. We do not have the option to reject these changes since the International Bylaws take precedence, but we still must formally approve them at our next convention. Dave reviewed the four bylaws amendments and asked that the board approve sending these changes at our 2013 District Convention. **Motion by Barb Smith (21) to approve sending the bylaw amendments to our delegates in Lima at our 2013 District Convention was seconded and carried.**

COMMITTEE REPORTS:

The board heard reports from the following committees.

EXECUTIVE COMMITTEE

Craig Wallace

Governor Craig announced that no Executive Committee meetings were held since the December District Board Meeting.

MID YEAR EDUCATION DAY

Diana Keplinger

Mid Year Education Chair Diana Keplinger addressed the board briefly. She welcomed all of us to this facility. She reviewed the schedule for tomorrow and recommended that we check out the Exhibits and the Kiwanis Store during downtime during the day. Diana thanked Jamie Kaufman for his efforts in putting together the workshops for Mid Year. Jamie and Diana asked for the help of the Lieutenant Governors is helping facilitate the workshops and distributed packets for each session.

FINANCE & STRUCTURE

Sharon O'Neal

Sharon O'Neal, Chair of the Finance & Structure Committee, reported on the actions taken by the F & S Committee at their next meeting. The budgets previously approved by the board for the District Convention, Key Club International Tour, and the Aktion Club Convention were reviewed and recommended for approval by the District Board. They reviewed the financial condition of the district as of December 31st and found that we were in "good shape" financially.

MEMBERSHIP GROWTH

Lyndon Thomas

Membership Chair Lyndon Thomas presented a brief report to the board. Lyndon pointed out that the district is definitely headed in the right direction as our membership is showing signs of good growth. They will be doing a couple of programs tomorrow to help clubs simplify their membership growth efforts. He recommended we take in the sessions concerning membership growth.

NEW CLUB BUILDING

Kathleen Moylan

New Club Building Chair Kathleen Moylan reviewed a written report that was included in the Board Booklet outlining the current efforts taking place to build new clubs in the Ohio District. The brand new club was completed in West Chester/Liberty Township. Their charter party will be held on May 1st and they hope to grow their charter membership prior to that date. Kathleen mentioned Tom Pace's daughter Sarah and the work she is doing to build the new club in New Albany. Kathleen commented on the status of efforts taking place elsewhere. There is a location in Garfield Heights, Ohio that is being worked on by Jodee Ward and a Kiwanis member who is currently a sitting judge in that area. Garfield Heights was previously in Division 15, but the division building the club is in Division 24 and they wish the new club to reside in Division 24. The Judge who is building the club has guaranteed that she will bring at least 10 members, if the club resides in Division 24. Due to district policy, the decision where the club is based is a decision of the District Board. The board discussed this matter in some detail before coming to consensus. **Motion by Shirley MacDonald (15) to approve building the Garfield Heights Kiwanis Club and that it will reside in Division 24 was seconded by Jim McAllister (24) and carried.**

STRATEGIC PLANNING COMMITTEE

Don Parker

Past District Governor Don Parker reviewed very briefly the Strategic Plan developed by their committee. He reviewed the Vision, Mission, and Goal of the Ohio District. The District is dedicated to assisting clubs better serve their communities. The plan was broken down by sections including Leadership, Service, Communications, Education, Membership Growth & Retention, and Support of Service Leadership Programs. It was noted that the plan printed in the Board Booklets was missing the section on Membership Growth due to a printing error. The Governor asked the Board if they wanted to approve the document or wait until the complete document is available to review. It was the consensus of the board that we should wait for approval until the entire document can be reviewed. We will formally approve the document at our August Board Meeting, but Governor Craig did tell Governor Elect Jennifer that he felt she could proceed with her planning for the coming year assuming that the document would be approved in this or a very similar format.

ELIMINATE PROJECT UPDATE

Cindy Champer

Eliminate Committee Chair Cindy Champer addressed the board and reviewed her written report included in the Board Booklets distributed at the meeting. They will have some wonderful workshops tomorrow. Dr. Robert Allen from the Capital District will be the primary speaker at the sessions. They will be presenting a number of Zeller Awards tomorrow morning. These "690" presentations are called that because they represent saving 690 lives with the donation made for the Zeller Award. Cindy thanked all for their hard work on behalf of this very important project.

KIWANIS ONE DAY

Al Allender

Community Service District Chair Al Allender addressed the board briefly. He stressed the fact that Governor Craig had made it a goal that each club performs a new community service project during the 2012-13 Kiwanis Year. There is no better time to introduce a new community service project than at Kiwanis One Day. The actual day is April 6th for Kiwanis One Day. They will have a workshop tomorrow to present ideas about community service projects.

CLUB LEADERSHIP EDUCATION

Dennis Lehman

Dennis Lehman, Master Instructor for the Ohio District, presented a brief report to the board. The report was printed in the board booklet distributed at the meeting. Once again sessions will be held throughout the Ohio District. He asked Lieutenant Governors, and Lieutenant Governor Elects where possible, to help set the locations. We hope to have all sessions and instructors assigned by April 1st. The session will be the same wherever you choose to attend.

Governor Craig announced that current Club Presidents will be able to attend CLE this year and it will count for their attendance credit for the 2012-13 Kiwanis year.

ON TO INTERNATIONAL CONVENTION

Frank Walker

On to International Convention Chair Frank Walker was unable to attend the meeting, but he did send a written report that was included in the Board Booklets. Governor Craig noted that we currently have 68 Kiwanians registered and our goal is 200. We currently have 37 cabins reserved on the Alaska Cruise.

GOVERNOR ELECT COMMENTS

Governor Elect Jennifer DeFrance addressed the board briefly. She stressed the need for each Lieutenant Governor to find a Lieutenant Governor Elect. If successor is not found, she looks forward to seeing you at Lieutenant Governor Training next month. The 2014 International Convention will be held South of Tokyo in Japan. She is making District Chair appointments presently and if you are interested in serving, please let her know. Service Leader program chairs take office April 1st and all will be continuing with the exception of Aktion Club Administrator Sande Theis. Bob Hobart will be assuming that position on an Interim basis and Bob will be here tomorrow for the Aktion Club Workshop. Sarah Roush also ended her service as Circle K Administrator this year. To honor her, a collection was taken on her behalf to raise funds for Camp O'Bannon to help with purchasing new kitchen equipment for the camp. Nearly \$1,100 was raised and donated to Camp O'Bannon earlier this week. Circle K has the Board Training each year at Camp O'Bannon, a camp for underprivileged sponsored by Newark Kiwanis. Finally, Jennifer will be participating in a number of Kiwanis sponsored 5K races over the coming months. Please let her know of other such events throughout the district.

IMMEDIATE PAST GOVERNOR COMMENTS

Immediate Past Governor Bill Snellgrove addressed the board briefly. He was pleased to announce that we have 100 Distinguished Clubs that will be honored tomorrow. He noted that he would be glad to give a short presentation at your divisions about the Family Membership Pilot. To date we have approximately 70 new members related to the Family Membership Pilot and he is looking for many more this coming year.

GOVERNOR COMMENTS

Governor Craig Wallace addressed the board briefly. He expressed his thanks to Moriah Saer and Alex Bour for their hard work in representing Key Club and Circle K. Please try to help them fill their open SLP positions. Craig thanked Sarah Roush for her work with Ohio District Circle K. Keep pressing on Family Membership Pilot and membership growth in general. Keep focused on New Club Building and work to develop those new club sites throughout the district.

ANNOUNCEMENTS

- The final 2012-13 Board Meeting will take place at the District Convention on Friday, August 9, 2013 at the Veteran Memorial Convention Center in Lima, Ohio. It is scheduled for 10:00 AM and it will be immediately followed by the Board Luncheon for all District Board members and partners. There is a Golf Outing scheduled for Thursday prior to the start of the District Convention for those golfers in the district.

The meeting adjourned at 10:11 PM.

Submitted by:



B. David Whiteman
District Secretary