

OHIO DISTRICT KIWANIS INTERNATIONAL, INC.
2011-12 Board of Trustees Meeting
First Official Board Meeting

Sunday, September 19, 2011
9:00 AM

Doubletree Hotel Columbus/Worthington
Columbus, Ohio

CALL TO ORDER

Governor Bill Snellgrove called the meeting to order at 9:00 AM.

ROLL CALL

Secretary Dave Whiteman called the roll. All were present and accounted for except Bob Callecod (1-S), Alyson Gerwe (8), and Terry Swauger (25). Division 18 has not yet filled the position of Lieutenant Governor for 2011-12.

INTRODUCTIONS

Governor Bill asked the guests present to introduce themselves and he advised the Lieutenant Governors to make use of the District Chairs as resources during the coming year.

AGENDA CHANGES

Governor Bill spent a moment talking about the agenda. We have several additions to the Agenda that was mailed to all prior to the meeting. We will be approving the 2012 Circle K and Key Club District Convention Contracts under the Action Item section immediately following the 2013 & 2014 Convention Site approval. In addition, Governor Bill will be reviewing the Family Membership Pilot that we may be participating in and we will have reports from Key Leader and On to International Convention immediately following the Eliminate Project.

CONSENT AGENDA/CALENDAR

Governor Bill announced that as noted in the Board Mailing, we will use a Consent Agenda/Calendar to handle many of the routine board approvals this year. Consent agendas are used to handle routine business items in one motion without discussion. Governor Bill asked those present whether they wished to pull any of the items on the Consent Agenda for discussion in the New Business section of the meeting. Hearing none he asked for a motion to approve the consent agenda items. **Motion by Joe Sonderman (10-W) to approve the Consent Calendar was seconded and carried.** Items included in the Consent Agenda were Approval of Board Minutes of 8/12/11; Appointment of District Secretary; Appointment of District Secretary as Statutory Agent for the Corporation; Authorization of 2011-12 District Financial Review; Approval of authorized signers on our financial accounts; Authorization of District Secretary to Contract for Insurance and Bonding; Authorization of District Secretary to procure supplies, equipment, and professional services; Authorization for Governor, Secretary, and Administrative Secretary to charge supplies from Kiwanis International; and Approval of District Chairs.

OFFICERS REPORTS:

TREASURER'S REPORT

Treasurer Mike Fischbach reviewed the Treasurer's Report prepared by District Secretary Dave Whiteman. A copy of the report was distributed to each Board Member. Mike noted that our balance sheets are in very good shape heading into our year end. Our expenses are well under budget for the year.

SECRETARY'S REPORT

Secretary Dave Whiteman presented a brief report on the District Office operations. A narrative report was distributed and he highlighted several item in detail. Dave asked for the Lieutenant Governors to ask their clubs to submit "club news" for our district newsletter. This is a great way for a club to promote their activities club and let other clubs in the district know what they are going on. Dave advised that he would pass along the club membership counts as soon as they are received. David pointed out the instruction sheet that he gave them to access the online monthly reports and the information for the clubs in their division. Dave noted that KI has closed their in-house store operation. He has received an email from a company that is "licensed" to sell Kiwanis products asking us to put a link on our website to their company and we would receive 3% of all items sold in commission to the district. It would be an easy way of earning "non dues" income. Dave asked for approval from the board to add this link to our site. **A motion by Bud Shieff (24) to authorize the District Secretary to include a Link to www.kiwanisstore.org was seconded and carried.** It was felt by some on the board that we should not lead clubs to believe that this is the only place that clubs can use to order supplies.

DISTRICT FOUNDATION REPORT

Foundation President Bob Williams addressed the board briefly. The Ohio District Kiwanis Foundation started in 1983 and has grown to approximately \$831,000 in total assets. They manage Club Advised Funds totaling more than \$200,000 for 17 clubs in the Ohio District. These funds give clubs the opportunity to receive "tax deductible" contributions by way of their "club advised" fund. There are 12 elected board members and they will be assigned to serve as liaisons to our divisions. Bob presented the Annual Report of the Foundation that reviewed what the foundation does for our district. They have funds available for First Family Grants, as well as for Disaster Relief Grants for those communities adversely affected by natural disasters in the Ohio District.

KEY CLUB REPORT

Governor Breanna Learn addressed the board briefly and reported on Ohio District Key Club. Breanna invited all of us to attend their Fall Rally at COSI in Columbus, Ohio to be held on Sunday, November 6th. It will be a great event and she encouraged all to be there. Their District Convention will be held April 21st and 22nd at the Hyatt Regency Hotel in Columbus, Ohio. We will be getting more information later about the convention.

CIRCLE K REPORT

Circle K Governor Andrew DeFratis presented a brief report to the board outlining the activities of Circle K. A copy of his report was in the packet distributed to the board this morning. He reviewed their coming Fall Rally scheduled to take place at the University of Akron October 14th and 15th and invited all to attend. Andrew outlined the goals for the year which included increasing their membership to 600, increasing the number of active clubs from 23 to 24, and raising \$2,500 for the Eliminate Project. Finally Andrew strongly encouraged all of us to promote the KICK Fund through the Ohio District Kiwanis Foundation. It helps fund their leadership training materials, activities, and certain administrative costs. KICK fundraising has declined in recent years and they do need our help.

ACTION ITEMS:

Charter Resignations

District Secretary Dave Whiteman reported that he had received no Charter Resignations for this meeting.

Ohio District Kiwanis Budget

Budget Committee Chair Travis Humphrey reviewed the budget developed for the coming year and explained the major changes. The budget was developed based upon 8,500 members and Travis pointed out the new cover page that separated the "Fee Based" Events, such as Mid Year Education Day and District Convention, from the expense paid primarily from Dues Income. Governor Bill noted that the number of members used was a fairly conservative estimate. If the number of members is significantly less than 8,500, we may look at adjusting the budget at a later date. Governor Bill then asked for a motion to approve the budget as presented. **Motion by Eric Bush (10-E) to approve the Kiwanis District Budget was seconded and carried.** District Secretary Dave Whiteman reviewed the process for submitting expense reports during the year and noted that he can pay for only mileage and Stipends as outlined in the budget that was just adopted. Dave will email the expense reports to all Board members to use this year.

Ohio District Key Club Budget

Key Club Administrator Jeff Eble reviewed the Key Club general budget distributed earlier. The comments at the bottom of the budget explain the budget and he reviewed those. The International Convention Budget is based on 60 students attending at \$950 and this is lower than last year because they will be traveling to Orlando. Last year they flew to Phoenix and the trip was more costly. The District Convention budget is still based on 1 night only with a slightly lower number of paid attendees. Jeff answered questions from the board as necessary. **Motion by Jamie Kaufman (1-N) to approve the Key Club budget was seconded and carried.**

Ohio District Circle K Budget

Circle K Administrator Sarah Roush presented the Circle K Budget for review. Their budget is a bare bones type of budget. They have reduced expenses for their officers, as well as a few other line items to reflect lower budget income for the coming year. Sarah answered questions from the board concerning the budget. **Motion by Nancy McNeal (16) to approve the Circle K budget as presented was seconded and carried.**

2013 and 2014 Convention Site Recommendation

Past Governor Dennis Lehman, current chair of the Convention Site Committee, briefly reviewed the procedure put into place for an area to host a district convention. In essence, a call to District Secretary Dave Whiteman will result in a package of materials being mailed to you to review all that is involved in hosting a district convention. The packet is fairly self explanatory as it outlines what is required in the way of facilities and manpower. Dennis Lehman then reviewed the recommendation presented to the Finance & Structure Committee in July that the 2013 District Convention should be hosted in Lima, Ohio and the 2014 District Convention should be hosted in Columbus, Ohio. The F & S Committee in turn is making that recommendation to the District Board. Governor Bill asked for a motion to award the 2013 District Convention to Lima, Ohio and the 2014 District Convention to Columbus, Ohio. **Motion by George Doyle (2) to award the 2013 District Convention and the 2014 District Convention as recommended by the convention site committee was seconded and carried.**

2012 Circle K District Convention Contract

District Circle K Administrator Sarah Roush reviewed a contract with the Embassy Suites Columbus Airport for the 2012 Circle K District Convention. The convention will take place February 24-26, 2012 and the facility has given us a very attractive "package" price of \$330.00 per room for the weekend. That will amount to only \$82.50 per student for room and meals. **Motion by Jamie Kaufman (1-N) to approve the contract with Embassy Suites Columbus Airport and to authorize the District Secretary to pay the deposit was seconded and carried.**

2012 Key Club District Convention Contract and November 2011 Board Meeting Contracts

District Administrator Jeff Eble reviewed contracts with the Hyatt Regency Columbus for their District Convention in April of 2012 and their convention planning Board Meeting in November of this year. Jeff reviewed the bids secured for the district convention and noted that the Hyatt Regency provided the best facility for the event. The Hyatt Regency reduced their Food & Beverage minimum to meet that quoted by the Columbus Renaissance (formerly the Adams Mark). **Motion by Rich Ulmes (3) to approve both contracts with the Hyatt Regency Columbus was seconded and carried.**

Approval of First Family Project

First Lady Cheryl Snellgrove addressed the board and reviewed her project and asked for the help of the Lieutenant Governors to encourage clubs and members throughout the district to get involved. Every club can do something, no matter how small. Thus far she has responses from slightly more than half the counties in Ohio and Cheryl estimates that we are going to need from 10-12,000 bags costing between \$15,000 and \$18,000. Each county is responding with the type of items they need in the bags. This includes all kind of personal care items. Younger children will need blankets and stuffed animals. School supplies will be required for older students. This is a project that will develop as the year continues. She asked us to remind our clubs as visits are made to begin collecting these items for later distribution next summer. **Motion by Joe Sonderman (10-W) to approve the 2011-12 First Lady's Project was seconded and carried.**

COMMITTEE REPORTS

MEMBERSHIP UPDATE

Fil Line

Membership and Growth Committee Chair Fil Line addressed the board with a short PowerPoint presentation outlining some ideas we can pass along to our clubs to help them in the recruitments efforts. First, we must remember to Ask. Ask them to a meeting, ask them to return, ask them if they would like to attend a service project. When the member joins, remember to orient them properly to make sure they understand what is expected of them. Fil reviewed some of the alternative membership alternatives that Kiwanis International permits. Fil referred us to the KiwanisOne website for further reference about membership possibilities. We will be looking at presenting a series of Growth Summits in January throughout the Ohio District, much as we did in May of 2010. Governor Bill Snellgrove noted that Kiwanis International has approved a "family membership" pilot program in the New England District. Basically what this will do is cut dues in half for the 2nd and 3rd member of Kiwanis in the same household. We will be looking for a recommendation from our Finance & Structure Committee at our December or March Board Meeting.

ELIMINATE PROJECT

Diana Keplinger

In the absence of Eliminate Committee Chair Cindy Champer, Past Lieutenant Governor and Mid Year Education Chair Diana Keplinger addressed the board briefly to outline our upcoming Eliminate Campaign. Our district will be asked to raise in excess of 4.2 million dollars over the course of the campaign. Diana distributed packets of information to all Board members and she asked all of us to be aware of what we can do to help meet our shared goal.

KEY LEADER

Kelly Shaffer

Key Leader District Chair Kelly Shaffer addressed the board and asked for our help. They rely on the Lieutenant Governors to disseminate information to Ohio Kiwanis clubs about Key Leader. She reviewed information about the workshops and noted that there is no limit to the number of students that a school can send to Key Leader and there is no limit to the number of students that any one club can sponsor. Information was included in the Board Booklet given to each board member this morning regarding the date of the upcoming conference, along with the location and cost.

ON TO INTERNATIONAL CONVENTION

AI Allender

On to International Convention Chair AI Allender spoke with the board briefly and asked all of us to make plans to attend the 2012 International Convention in New Orleans. Our own Alan Penn will be presiding at the convention and our district will have a prominent place in the House of Delegates. Registration will begin very soon. Watch the Kiwanis International website and remember to wear our red polo shirts. AI distributed order forms to all board members for those who do not have a red district polo shirt.

GOVERNOR ELECT COMMENTS

Governor Elect Craig Wallace addressed the board briefly. He is excited about serving on the District Board this year. He will do all that he can to assist us and make sure that we have a successful year. He will also be working to lay the groundwork for next year. He asked us to call on him if he can be of service to us this year. He advised us to enjoy our year of leadership. The office of Lieutenant Governor is one of the best in all of Kiwanis International.

IMMEDIATE PAST GOVERNOR COMMENTS

Immediate Past Governor John DeVilbiss made comments and noted that the current team is still working hard and will remain doing that until September 30th. They are working to make a smooth transition and sent his best wishes for a successful year in 2011-12.

GOVERNOR'S COMMENTS

Governor Bill Snellgrove advised the board that he has appointed Peggy McQuiston and Jack McGreevey to serve on the Ohio District Kiwanis Foundation Board this year and he has appointed Jamie Kaufman to join Class President Eric Bush on the Finance & Structure Committee in 2011-12. This was inadvertently left off the Consent Agenda and Bill asked for a motion to approve these appointments. **Motion by Bob Gallagher (9) to approve the Governor's appointments to the Ohio District Kiwanis Foundation Board and Finance & Structure Committee was seconded and carried.** Governor Bill concluded his remarks by asking us to visit our clubs regularly and help them with their service activities. Only by visiting your clubs will you have the knowledge to nominate them as Distinguished Clubs.

ANNOUNCEMENTS

- Secretary Dave advised all that our next Board Meeting is scheduled for Saturday, December 3rd and the Ohio State University Newark Campus. More details will be coming later.
- Secretary Dave did not bring a supply of stationery or envelopes with him at this meeting. For those who wish to have an electronic copy of the stationery, please send him an email requesting a copy. We are looking to cut our expenses in any way possible and printing costs is one area that we can reduce our expenses.
- Finally Dave asked everyone to get last minute corrections to the District Directory to Sarah Roush in the district office as soon as possible. We would like to go to print very soon.

The meeting adjourned at 11:14 AM.

Submitted by:



B. David Whiteman
District Secretary