

**OHIO DISTRICT KIWANIS INTERNATIONAL, INC.
2009-10 Board of Trustees Meeting
First Official Board Meeting**

Sunday, September 20, 2009
9:00 AM

Columbus Marriott Northwest
Dublin, Ohio

CALL TO ORDER

Governor Don Parker called the meeting to order at 9:03 AM.

ROLL CALL

Secretary Dave Whiteman called the roll. All were present and accounted for except Penny Hoekstra (3) and Daniel Corrigan (15).

INTRODUCTIONS

Governor Don 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 APPROVAL

Governor Don spent a moment talking about the agenda before asking for approval. He advised the board members to please let us know if an item of business should be inserted in the agenda prior to the beginning of the meeting. **Motion by Bill Lauer (1-N) to approve the Agenda as presented was seconded and carried.**

CONSENT AGENDA/CALENDAR

Governor Don 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 Don 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 Faith Levine (10-W) to approve the Consent Calendar was seconded and carried.** Items included in the Consent Agenda were Approval of Board Minutes of 8/14/09; Appointment of District Secretary; Appointment of District Secretary as Statutory Agent for the Corporation; Authorization of 2008-09 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 Ray Patterson reviewed the Treasurer's Report prepared by Immediate Past Treasurer Jerry Duerk. A copy of the report was distributed to each Board Member. He noted what our current assets were as of the end of August and also noted that our Mutual Funds have recovered quite nicely over the past year. Ray also noted that the District Secretary had all reports prepared and ready for review when he and Jerry Duerk were in the office and all appeared to be in order. The report was accepted as presented.

SECRETARY'S REPORT

Secretary Dave Whiteman presented a brief report on the District Office operations. A narrative report was distributed and he highlighted several items in detail. In the near future we hope to develop a true electronic newsletter. Dave asked for assistance in developing the html format of the e-newsletter. Year end membership counts will be produced soon after September 30th. Dave highlighted the clubs who owed balances to KI and/or the district. Most of those were for unpaid New Member Add fees. This causes us a real problem at convention time in seating delegates. Hopefully this problem will be reduced when we go to a Graduated Enrollment Fee in 2010-11. Dave asked the Lieutenant Governors to encourage clubs to begin using the KiwanisOne system for online reporting, if they are not doing it now. Dave gave the Lieutenant Governors a handout detailing how they can access the information online for their clubs and encouraged them to sign up and look at it regularly to track how their clubs are doing. The club information that Lieutenant Governors have access to is extensive.

DISTRICT FOUNDATION REPORT

Foundation President Al Allender presented a brief report on the operations of the District Foundation. He noted that their invested funds have also been recovering. Very soon they will be looking at proposals from various individuals interested in assuming the Financial Advisor position for the foundation. Currently an individual with Raymond James in Columbus has been their advisor. A packet was developed for and distributed to each Lieutenant Governor that included information about the District Foundation. Items in the folder included the Ambassador Program, Club Birthday Campaign, and other pertinent materials. Al reviewed the two types of grants that they have available. The first are grants to be awarded from the investment income of their endowed funds. The second are Pediatric Trauma Grants that are only limited by the funds raised. The First Lady's Project proceeds go toward the Pediatric Trauma Fund. The foundation has a Speakers Bureau available to make presentations to clubs and divisions. He asked all to contact him or Secretary Jean Forbes should we have questions regarding the foundation programs.

KEY CLUB REPORT

Governor Zach Sefcovic addressed the board briefly and reported on Ohio District Key Club. There are currently 226 clubs with 12,240 members statewide. They currently have 20 Lieutenant Governors and 5 Executive Board members comprising a total board membership of 25. They have 8 vacancies on the board at this time. This is a major issue at this time and Zach asked for our assistance in helping to fill the vacancies in Divisions 1, 3, 4 West, 7-8, 9, 16 East, 20 and 21. He pointed out that divisions may have many sponsored clubs, but without a Lieutenant Governor they are like sheep without a shepherd. They will not be aware of District Events, Bylaw issues, etc. He advised that he would be willing to stay over after the meeting to discuss these items with anyone. Finally, he pointed out the upcoming events in the district. Fall Rally will take place November 8th at COSI in Columbus and their 2010 District Convention will take place April 9-11 in Columbus at the Hyatt Regency Columbus. More information will be available at a later date.

CIRCLE K REPORT

Circle K Governor Chad Gardner 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. Their first District event this school year will be the District Service Project (DSP) at Ohio Wesleyan University in Delaware on September 26th. Chad outlined the clubs (Bowling Green and Wright State) who are most in need of help at this time. He asked us to let the sponsoring Kiwanis Clubs know of the situation and that their Circle K Clubs are in need of extra attention. The Ohio District Circle K Membership Awareness Conference (MAC) will be held November 6-7 at Marietta College in Marietta, Ohio. It is geared to Circle K members, but will have activities for all the Kiwanis Family. Finally, Chad noted that they have two vacancies on their board that he hopes to have filled next weekend at their board meeting.

NEW BUSINESS:

Charter Suspensions/Resignations

District Secretary Dave Whiteman reviewed correspondence he received from the Kiwanis Club of Wapakoneta in Division 2 that they be allowed to resign their charter effective September 10, 2009. **Motion by Brian Shaffer (24) to accept the resignation of the charter of the Wapakoneta Club was seconded and carried.** Secretary Dave noted that Past Governor Mauri Cron intended to discuss the possibility of a Wapakoneta Satellite Club of the original sponsoring Kiwanis Club in Lima, Ohio. It was agreed that this is a possible way to save some of the membership and keep the Kiwanis name in the community.

Policy Manual Revisions

Governor Elect John DeVilbiss is currently serving as District Laws & Regulations Chair and he presented two housekeeping amendments that resulted from the actions of the Delegates at last month's District Convention. The first was to correct the makeup of the Finance and Structure Committee to include the President of the current Class of Lieutenant Governors as a member. The second amendment was brought about by our dues increase and removal of the set asides for our District Magazine and District Convention. **Motion by Al Allender (11-N) to approve the amendments to our District Policy Manual was seconded and carried.** John also announced that he will be bringing bylaw amendments to the board at an upcoming meeting that are the result of changes made at the Kiwanis International Convention in Nashville dealing with the dates our dues will be collected beginning in the next administrative year and possibly dealing with pro-rating of our new member add fee. We will hear more about this at a later meeting.

Ohio District Kiwanis Budget

Budget Committee Chair Vee Reifsnyder reviewed the budget developed for the coming year and the cover letter that spelled out the major changes. Vee reviewed the budget process, as well as the makeup and experience of the committee members. Projections for membership used in the budget were 9,000 current members with 1,000 new members to be added during the year. Governor Don Parker asked for a motion to approve the budget before taking questions. **Motion by Mary Ann Snider (12) to approve the district budget was seconded.** Board members discussed the allotted funds for Committees and asked why some committees do have not individual budgets. Specifically questioned were amounts not being specified for Aktion, Builders Club, Kiwanis Kids, and Key Leader. Their amounts are in the \$4,000 budget line for Service/Service Leadership Team budget line. It was noted that the Service Leadership Program committees would decide among themselves how to split the funds. The thought was that \$1,000 would be unallocated at this time and it would be designated for use at a later time. Input was given by District Secretary Dave Whiteman and other members of the Board. **Motion was made by Tom Riggs (6) to amend the committee budget lines to include \$1,000 for Service/Service Leadership Team, \$500 for Aktion Club, \$500 for Builders Club, \$500 for Kiwanis Kids, and \$1,500 for Key Leader. Motion was seconded and amendment carried.** A question was also asked as to where we pay interest for the Key Club note from. Secretary Dave advised that he has paid them from the Unbudgeted Expense line item this past year. No budget was included in that line item so the funds basically came from reserves. **Motion by Brian Shaffer to amend the budget by adding an Interest Expense line item in the amount of \$500 was seconded and carried.** Secretary Dave Whiteman noted that this would increase our budgeted total for disbursements to \$342,550. **A vote was then taken on the motion to approve the budget as amended and it carried.**

Ohio District Key Club Budget

Key Club Administrator Jeff Eble reviewed the Key Club general budget distributed earlier. It is impacted most by changes in the District Convention and International Convention budgets. They have reduced the number of clubs by 10 in projecting sponsorship fee income. The office support fee was adjusted from \$9,500 to \$12,000. The budgeted attendance projections at both conventions were reduced thereby reducing those line items. **Motion by Bob Williams (14) 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. Sarah pointed out that the Circle K Policy Code mandates that they budget to make a specific profit for certain of their events. Their budget is very tight due to the fact that they have a lower number of members and limited dues. The explanation on the back of the page explains how the budget was prepared. Sarah pointed out that the budget is split into 6 month increments because their administrative year runs from April 1 to March 31 and it splits our Kiwanis Administrative year. **Motion by Curtis Perkins (16) to approve the Circle K budget as presented was seconded and carried.**

Ohio District Kiwanis Hall of Fame Amendment

Past Governor Dale Leach brought an amendment to the original proposal that was approved in concept at the August meeting of the 2008-09 District Board to the current board for consideration. Last year's board felt that bullet point #4 concerning the make-up of the Hall of Fame Selection Committee should be tweaked by adding a member of the current Class of Lieutenant Governors. Their committee felt that this was a valid point and they asked us to amend the original proposal to indicate that the Hall of Fame Selection Committee would consist of the Chair of the Past Governors Committee, the Chair of the Past Treasurers Committee, and the President of the Class of Lieutenant Governors for the current year. In addition, the committee will bring the Hall of Fame Pin and Certificate to the board at its December meeting for consideration. **Motion by Bob Columer to approve the amended Hall of Fame Committee makeup was seconded and carried.** In addition, it was noted that we would consider approval of the Pin and Certificate at our next meeting.

Foundation Board Appointments

Governor Don Parker indicated that Bob Buescher (4) and Faith Levine (10-W) had indicated a desire to serve as appointed representatives to the Ohio District Kiwanis Foundation for the 2009-10 Kiwanis Year. Governor Don asked for approval of these appointments. **Motion by Joyce Pogany (21) to approve the appointments of Bob Buescher and Faith Levine to the Ohio District Kiwanis Foundation was seconded and carried.**

Governor Don Parker adjourned the meeting briefly at 10:33 AM to allow the Lieutenant Governors to elect their Class President. According to our bylaws, that individual will serve as a representative on the F & S Committee, along with a second person to be appointed by the Governor, and as a member of the Executive Committee, among other duties.

Governor Don Parker reconvened the meeting at 10:45 AM. He congratulated Tom Riggs on election as President of this year's Class of Lieutenant Governors.

Finance & Structure Committee Appointments

Governor Don indicated that Dave Chute has agreed to serve on the Finance & Structure Committee as one of the two representatives of this board. Our bylaws indicate that the second representative will be the newly elected Class President Tom Riggs. Don asked for approval of these appointments. **Motion by Faith Levine (10-W) to approve Tom Riggs and Dave Chute as appointed representatives of the Finance & Structure Committee was seconded and carried.**

Approval of First Lady's Project

Governor Don Parker asked the board to consider approving First Lady Carol's Project supporting the Pediatric Trauma Fund of the Ohio District Kiwanis Foundation with a special emphasis on Prevention of Child Abuse. The bags that Carol was selling will go entirely to benefit the First Lady's Project. Bags can be obtained by sending an email to Governor Don. **Motion by Bill Lauer to approve the First Lady's Project was seconded and carried.**

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Governor Don Parker noted that the 2008-09 Executive Committee met on August 21, 2009 to consider various line item transfers inside the District Office budget to allow us to increase the Ohio District Administrative Secretary to 35 hours a week prior to the end of the year. Secretary Dave Whiteman had asked for assistance in handling the workload for the District Installation and other duties. Governor Don noted that the budget was not increased; they simply transferred unused funds in other line items and he made the motion to adopt the line item transfers as Governor Kip was chairing the meeting. **Motion by Al Allender (11-N) to ratify the actions of the Executive Committee was seconded and carried.**

MEMBERSHIP & TAG TEAM

Bill Snellgrove

District Membership and TAG Chair Bill Snellgrove discussed several items with the board. He and Governor Don are asking that each club develops and implements a membership growth plan. The plan should include (1) a goal, (2) an action plan, (3) resources necessary to meet the goal, and (4) when it will be completed. Bill noted that we must grow to provide needed Kiwanis service. Since 2002 we have lost 45 clubs. Only one division, Division 9, has grown since 2002. 200 clubs have lost members since 2002. Bill asked the Lieutenant Governors to stress membership at each of their visits. We have 20 clubs in the Ohio District with 12 members or less. He asked each Lieutenant Governor to decide whether you are going to build a new club or whether you are going to strengthen your current clubs and let him know which you choose to do. Katie Rennard is the District New Club Builder. Both she and Bill are willing to come to Division Council meetings to present programs. Finally, Bill brought up the Club Key program as a way to reward members for recruiting new members. He asked us to use the Gold Keys and to consider passing the gold key on to the new member if they pledge to bring in two new members.

MAKE A DIFFERENCE DAY**Dale Leach**

District Chair Dale Leach addressed the board and reminded them that Make A Difference Day is coming up on October 24th. Dale distributed materials concerning Make A Difference Day. It is time to "Do Something" as Governor Don says. Let's get busy with our projects to serve our communities. It is a great way to market and brand our Kiwanis Clubs.

KEY LEADER

District Chair Kelly Shaffer addressed the board briefly to remind us that the Fall Weekend is coming up very soon at Recreation Unlimited from November 13-15, 2009 and registration is now open. The cost is \$175.00 and Key Club members receive a reduced rate of \$150.00. The Spring Weekend is April 30-May 2, 2010 and the cost will increase in 2010 to \$215.00 per student with no reduction for Key Club members. Kelly will be sending out a mass email very soon reminding clubs of this opportunity.

OHIO DISTRICT STRATEGIC PLAN

Governor Don Parker called on Jean Forbes to give us a quick overview of the District Strategic Plan adopted by the 2008-09 District Board on December 6, 2009. Jean noted that this is a living and breathing document that it is intended to give guidance to the district as it moves into the future. The strategic planning committee developed goals in the areas of Service, Education, Membership, Resources, and Communication. Detailed Objectives and Action Steps were identified to assist us in meeting our goals in each area. Due to time constraints our discussion was very limited. Jean and Governor Don asked the board members to review the document in detail and any questions that arise will be handled at our December Board Meeting. Don may ask the board to ratify this document at a later date. Jean noted that as you look at who is responsible in each area, you will see the various individuals or groups who are available to assist you in meeting your goals.

IMMEDIATE PAST GOVERNOR COMMENTS

Immediate Past Governor Kip Crain asked the board to remember that September is Membership Month in Kiwanis International. It is critical that we continue the positive growth in membership we have had the past 5 months. There are 6 locations that are being worked on to build new clubs. If we build those clubs by the end of October, they will count in each year. The Northwest Ohio Internet Club is planning to organize online September 27th. They will meet twice a month by Chat Room. Kip thanked everyone for their work this coming year.

GOVERNOR ELECT COMMENTS

Governor Elect John DeVilbiss addressed the board and noted that this will be a year of observing and planning for him. He asked all to plan to make sure you have a successor when your term on the board is over.

GOVERNOR'S COMMENTS

Governor Don noted that we all heard from him last night. He noted that we know where he is going and that he is passionate about Kiwanis, as we all are. He asked that everyone please fill out the sheet going around concerning the Official Visits that he and Carol will be making to our divisions.

ANNOUNCEMENTS

- The next Board Meeting will be on Saturday, December 5, 2009 at the Newark Campus of The Ohio State University in Newark, Ohio. Detailed information regarding the time of the meeting and directions to the campus will be sent to all board members in early November.
- Secretary Dave did not bring a supply of stationary or envelopes with him at this meeting. For those who wish to have an electronic copy of the stationary, 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.

The meeting adjourned at 11:34 AM.

Submitted by:



B. David Whiteman
District Secretary