

OHIO DISTRICT KIWANIS INTERNATIONAL, INC.
2010-11 Board of Trustees Meeting
First Official Board Meeting

Sunday, September 26, 2010
9:00 AM

Courtyard by Marriott Downtown Springfield
Springfield, Ohio

CALL TO ORDER

Governor John DeVilbiss called the meeting to order at 9:02 AM.

ROLL CALL

Secretary Dave Whiteman called the roll. All were present and accounted for except Dennis Elwer (2), Frank Little (6), Bill Spring (15), and Jan Seaman (18).

INTRODUCTIONS

Governor John introduced the Head Table and then 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 John 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 Rosalie Beers (4) to approve the Agenda as presented was seconded and carried.**

CONSENT AGENDA/CALENDAR

Governor John 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 John 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 Tom Eisenbraun (21) to approve the Consent Calendar was seconded and carried.**

Items included in the Consent Agenda were Approval of Board Minutes of 8/13/10; Appointment of District Secretary; Appointment of District Secretary as Statutory Agent for the Corporation; Authorization of 2009-10 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 Connie Potter reviewed the Treasurer's Report prepared by Immediate Past Treasurer Ray Patterson. A copy of the report was distributed to each Board Member. She noted several items of possible interest, including the fact that the district office is within budget and expenses for Officers, Lieutenant Governors, and District Chairs are well under budget. Our only event that did not result in positive revenue was our District Convention in Sharonville last month. We expect to lose in the vicinity of \$1,800 for that event. Key Club and Circle K are both operating within their budgets. 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 item in detail. In the near future we plan to release a true electronic newsletter based upon a template developed by Kiwanis International and tested by the Minnesota-Dakotas Kiwanis District. Year end membership counts will be produced soon after September 30th. Dave announced that two clubs (Fairfax, Cleveland and Aurora) are on Charter Suspended Status due to unpaid dues. The Aurora Club payment is in process, but the Fairfax club is not meeting and may well go out of business. 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 Executive Director Ted Coons addressed the board in the absence of President Randy Beard. Randy did submit a letter that was included in the Board Booklet that asked for the help of the Kiwanis Board in promoting and supporting the District Foundation. Executive Director Ted distributed a packet to each Lieutenant Governor outlining the

various foundation programs that support Kiwanis in the Ohio District. The continuing focus of the First Family Project will be Pediatric Trauma – Prevention, Education, and Treatment for the children of Ohio. As Executive Director, Ted asked each of us to consider joining the Ambassador Program or by making a donation to qualify for a Past International President's Award. Information on these can be located at www.odkf.org. Their goal is to grow their endowed and unrestricted funds so they can increase their contributions to the prevention of pediatric trauma in the State of Ohio.

KEY CLUB REPORT

Governor Michael Murray addressed the board briefly and reported on Ohio District Key Club. They have a total board membership presently totaling 25 and if all positions were filled that number should be 34. He asked for our assistance in helping fill the vacancies. His email address is michaelmurraykci@gmail.com. Feel free to contact him to find out how you can help.

CIRCLE K REPORT

Circle K Governor Courtney Winterberger 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. In addition, she distributed copies of their latest Pacesetter newsletter. They too have vacancies on their district board and she just was notified that the District Secretary's position was now vacant again. She asked those in the Cleveland and Cincinnati/Dayton Areas who sponsor a Circle K club to promote the position of Lieutenant Governor to their clubs. She asked us to mark our calendars for the Fall Rally, October 23-24 at Baldwin-Wallace College, and for their District Convention, February 25-27 in Toledo, Ohio. She reviewed the status of membership and club building in the district. Ashland University, Miami University @ Middletown, and Otterbein are all working to build new clubs. They have a new and improved district website at www.ohiocki.org. Check it out for news, updates, photos, etc.

NEW BUSINESS:

Charter Suspensions/Resignations

District Secretary Dave Whiteman reviewed correspondence he received from the Kiwanis Club of Town & Country, Marion (11-S) and the Kiwanis Club of Perry (22) be allowed to resign their charter effective the end of this Kiwanis Year. In addition, the Plain City Area Club in Division 10-W and the East Elyria Kiwanis Club in Division 13 have recently made the decision to disband, but they have not forwarded written notice. The Plain City letter is in the mail to us now. The two clubs who have submitted letters will be acted on right now. The other two will need to wait on written notice from the clubs **Motion by Duane Siracki (22) to accept the resignation of the charters of Town & Country, Marion and Perry Kiwanis Clubs was seconded and carried.** Governor John asked Chuck Fye (13) to check with the East Elyria Club and to ask them to forward written notice of their intentions to the District Secretary.

Ohio District Kiwanis Budget

Budget Committee Chair Frank Walker reviewed the budget developed for the coming year and the cover letter that spelled out the major changes. Frank reviewed the budget process, as well as the makeup and experience of the committee members. Projections for membership used in the budget were 8,800 current members with 1,000 new members to be added during the year. The budget was prepared based upon the new member add fee being \$5.00 for each new member. With the delegates at our District Convention approving the "graduated new member enrollment fee" based upon our annual dues, the projection for New Member Fees needs to be adjusted. Based upon the # of members added in each month in 2008-09, the projected income for that line item should be increased from \$5,000 to \$10,000. This increases the projected income for entire budget from \$350,200 to \$355,200 and the projected surplus to \$5,045. Governor John DeVilbiss asked for a motion to approve the budget with the revised New Member Enrollment Fee included before taking questions. **Motion by Phil Morriscal (5) to approve the district budget was seconded.** Governor John reviewed his reasoning behind some of the items included in the budget, including the changes made in the International Convention stipend and the minimal increase to be given to the District Office Staff. The Key Club note repayment was questioned by the board and Governor John noted that this is a non-budgeted item, but a decision will be made as to what we can afford to repay after we receive all outstanding expense reports and after we make a cash needs analysis covering the period until we begin receiving dues for 2010-11. **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. 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 \$1,100 and this is higher than last year because they will be flying to Phoenix. They bussed to Memphis. The District Convention budget is less because they have reduced from 2 nights to 1 night and the registration fee was reduced slightly. They hope that the changes will help increase their attendance. Jeff answered questions from the board as necessary. **Motion by Dick Clark (10-S) 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. They are making some substantial changes this year. MAC and District Service Project have been combined as a Fall Rally. International has also changed the dues structure and they are not sure how that will affect their membership. International Dues are now either \$600.00 or \$450.00 based upon the # of students in the school (not in the Circle K Club). **Motion by Bob Stoycheff (11-S) to approve the Circle K budget as presented was seconded and carried.** Sarah noted that they hope to build three new clubs during the coming year and hopefully this will help them hold their membership level. Sarah added that donations to KICK would be welcome if we are concerned about the adequacy of their budget projections.

Approval of First Family Project

First Lady Wanda DeVilbiss reviewed the First Family project that will be the emphasis of Wanda and Governor John DeVilbiss during the coming year. They will be sending our an email to the board members with information about the First Family Project, including copies of the CHAD stickers that can be distributed to new families to place on car seats. They will be meeting with representatives from each clubs during their visits to your division to explain what they can do to support the project. Hopefully the information will be available on the foundation website about the project. Past International President Awards can be purchased with half the proceeds going to support the First Family Project. Wanda gave us many ideas how we can support the First Family Project and serve the children of the Ohio District. She suggested that we consider applying for grants to cover some of the cost of our larger projects to benefit children being served by the clubs. **Motion by Tom Eisenbraun (21) to approve the First Family Project was seconded and carried.**

Governor John DeVilbiss adjourned the meeting briefly at 10:08 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 John DeVilbiss reconvened the meeting at 10:18 AM. He congratulated the board on their selection and asked them to formalize it by way of a motion. **Motion by Rosalie Beers (4) to nominate Bob Stoycheff (11-S) as Class President was seconded and carried.**

Foundation Board Appointments

Governor John indicated that Cory Briner (1-S) and Rosalie Beers (4) had indicated a desire to serve as appointed representatives to the Ohio District Kiwanis Foundation for the 2010-11 Kiwanis Year. Governor John asked for approval of these appointments. **Motion by Lyndon Thomas (17) to approve the appointments of Cory Briner and Rosalie Beers to the Ohio District Kiwanis Foundation was seconded and carried.**

Finance & Structure Committee Appointments

Governor John indicated that he will need to make one more appointment to the F & S Committee to join Bob Stoycheff as an appointed member of that committee. He asked the Lieutenant Governors to consider this position and get back to him as soon as possible. The meetings take place the 3rd Wednesday of October, January, and April and the 4th Wednesday of July at 10 AM in the District Office.

COMMITTEE REPORTS

EXECUTIVE COMMITTEE

John DeVilbiss

Governor John DeVilbiss noted that the 2009-10 Executive Committee met on September 15, 2010 to consider various items that could not wait for this meeting for approval. The Executive Committee approved the 2011 Key Club District Convention contract and also approved payment of the invoice for our District Convention Program. That program printing cost was in excess of the budgeted line item for the program and the district secretary needed approval of the invoice before he could pay it. Governor John asked the board to approve the actions of the Executive Committee. **Motion by Phil Morrival (5) to ratify the actions of the Executive Committee was seconded and carried.**

OHIO DISTRICT STRATEGIC PLAN

Jean Forbes

Governor John DeVilbiss 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. Jean reviewed the document in detail by way of a PowerPoint presentation and she urged all to review the plan and give them feedback as needed. It was suggested that the plan may need to be looked at and modified when appropriate. The Strategic Plan is available for download from our district website at www.ohiokiwani.org. The board

also discussed whether updating the Plan might be in order. Jean will review the document and consider what updates might be required.

ON TO INTERNATIONAL CONVENTION

Al Allender

On to Geneva International Convention Chair Al Allender spoke with the board directly and reviewed the options for attending the 2011 International Convention. The deadline for paying your deposits for the district all-inclusive package is November 15th. Al distributed the InConTra/Tumlare package brochure to all who were interested.

INTERNATIONAL PRESIDENT ELECT'S COMMENTS

Governor John introduced International President Elect Alan Penn who made a few remarks. He reiterated what Al Allender said and just asked us to get to the International Convention any way possible. The North Americans will likely be outnumbered in Geneva and the European's have their own agenda for the organization. We need a good turnout to insure the organization remains the type of organization we want it to be. Alan thanked all present for allowing them (Alan and Jeri) to be with us this weekend and wished us the best for the coming year and wished us the best for our coming year.

GOVERNOR ELECT COMMENTS

Governor Elect Bill Snellgrove addressed the board and thanked all for stepping up. Kiwanis is about service. We need strong clubs and good members to continue serving our communities. Be sure to help those clubs in your division who need your support. Thanks again and good luck for the coming year.

IMMEDIATE PAST GOVERNOR COMMENTS

Immediate Past Governor Don Parker made comments and related them to the 361 days experience he has had in the position of Governor. He asked the board to not underestimate the importance of your position. You can make a difference. Make yourself visible; invite the Governor to join you when it is appropriate; listen to what your clubs are saying; look for problems early; and read your club's monthly reports. Successful Lieutenant Governors did these things! If you do these things, you will have a great year.

GOVERNOR'S COMMENTS

Governor John noted that we all heard from him last night. He added that our next board meeting will be December 4th at the Ohio State University campus in Newark, Ohio. You will get more information about the meeting at a later date. Most divisions have scheduled the official Governor's Visit. Those who have not scheduled their visit should do it today or as soon as possible. Let the Governor know if you are interested in serving on the F & S Committee. He reminded everyone that email is his primary source of communication. **Read your email messages regularly!** Stay in contact with him as he plans to stay in contact with each of us. Finally, Be the Miracle in your Kiwanis divisions this year!

ANNOUNCEMENTS

- Secretary Dave reviewed what each Lieutenant Governor could expect in the way of expense reimbursements. In particular he reviewed the per diem process plus the round trip mileages allocated to each LTG during the coming year. Dave has the Expense Report (and LTG Reports) in Microsoft Excel format that can be filled in and sent back to us. If we cannot open an Excel format, he can send the form as a PDF. The board members asked Dave to forward the forms to them and he agreed to do that.
- 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 11:06 AM.

Submitted by:



B. David Whiteman
District Secretary