WELCOME – we will get started shortly
Welcome to Kiwanis Committees PART 1: Serving On Committees that “Make A Difference”

Presented by:
James C. Minter

Monday, August 24, 2020
Kiwanis International recommends each club have standing committees on **Membership** (covers growth, retention, education, and public relations); **Programs** (covers club meetings and special events); and **Service and Fundraising** (covers community services, Service Leadership Program, and the Kiwanis International global campaign for children) and **Financial Review Committee**.
CORE committees all Ohio Kiwanis Clubs should consider

*Membership Committee (Growth, Retention, PR)
*Public Relations Committee (Social Media, Marketing, Online)
*Programs Committee (Club Meeting & Special Events)
*Community Service Projects Committee (Club & KI projects)
*Fundraising Committee
*Service Leadership Programs Committee (YCPO & K.I.C.K.)
*Finance (Review) Committee (With support by the Executive Board) - REQUIRED
Election & Nominations Committee (Club officers and district
Spiritual & Human Services Committee
The membership committee monitors all aspects of membership, including invitations, retention and education—bringing in new members, teaching them about Kiwanis and then ensuring that the member experience meets everyone’s expectations. That’s no small job. You were chosen because you’re up to the task.

The membership chair develops new member prospect lists and recruitment opportunities. The membership chair works closely with the president and secretary to plan membership drives and special club meetings for prospective members. The chair sets membership goals with input from the club president, secretary, lieutenant governor and governor.

Membership Chair - Bill Pees / williampees61985@gmail.com
Club Building – Bill Pees/Dan Litzinger (2021) dan@ohiokiwanis.net
Club Strengthening – Ron Lyness ronlyness@roadrunner.com
Club Orientation - Kevin Whitlatch kwhitlatch@buckeye-express.com
Club Coach Training – Bill Snellgrove – governor_bill@Columbus.rr.com

Encourage visitors to attend club meeting, assist with monthly membership driven activities, follow-up with guest
Is your community aware of the remarkable work your club is doing? Spread the word. The public relations committee contributes directly to the success and growth of your club projects and events—even the growth efforts. Use the resources here to develop media contacts, put together well-written and branded communications, and create a web presence that attracts attention.

Make the media in your community event partners with everything you do
Use the Kiwanis brand with everything you do – Kiwanis Brand Book (KI - Public Relations Resources)
Review Public Relations Resources available on www.OhioKiwanis.org - Free Kiwanis website
Make sure your club has a minimum of FB page & website that someone from your clubs updates weekly/monthly
Create a You Tube OR Vimeo page for your clubs videos that you post on FB and website (protects the club/Kiwanis)

Work with media to get pictures from every service project, especially with schools. Try to involve local leaders. Every member of your club should likes/share club FB page. Encourage them to take pictures at events and post to FB.

Ohio District PR Chair – James Minter JamesMinterBMS@yahoo.com or JamesM@BuckeyeMediaServices.com
Club meetings and events are an important part of a member’s Kiwanis experience. Make your meetings productive and engaging. Start by asking club members what they expect from a meeting, then strive to meet those expectations.

Run a SOLID agenda each meeting
Make sure there is time to meet guest and dedicate time afterwards to network
HAVE FUN!
Change Programs up: Inside/Outside/Tours
Keep members/guest engaged with quality programs (helps with retention)
Service is at the heart of Kiwanis. How will your club meet the needs of the community? Once club members come up with a solution, the next question is: How will we fund it? Service and fundraising efforts go hand in hand. And committee members will work hand in hand to make a difference in the community or around the world.

Your club’s fundraisers might involve foods or festivals, races, rides or runs, auctions or outings, sales or shows. Choose an event that fits the interests of your club and community.

A successful fundraiser educates the club or community about an issue, brings in enough donations to make an impact and brings people together for a common cause. It’s team-building for your club, community-building for your area, and support-building for your cause.

Evaluate community needs, look at service projects that support the community and mission of Kiwanis. Discuss service projects and fundraising projects weekly/monthly.

Get ALL SLPs and club members involved with Kiwanis ONE Day project – Saturday, October 24th (PR committee)
Kiwanis provides opportunities for people of all ages and abilities to serve, lead, grow and belong. A club’s Service Leadership Programs (SLP) committee includes Kiwanis club advisors for each sponsored SLP club. Your main objective is to provide support for each club in the form of financial sponsorship, training for advisors and leaders and guidance in event and meeting planning.

**K-kids** – Jen Lewis / lewis.792@osu.edu

**Builders Club** – Wanda Young / wandayoung5@gmail.com

**Key Club** – Jeff Eble / Jeff.email117@gmail.com

**Circle K** – Jon Freeman / jfreeman311@gmail.com

**Aktion Club** – Richard Brulotte / rbrulotte.odki@gmail.com

*Consider Terrific Kids Program

YCPO – Young Children Priority One & K.I.C.K. - Kiwanis Investing in Circle K

Make sure ALL members working with kids have background checks - required
Finance (Review) Committee

Unless your club’s financial records are audited by a qualified accounting firm, your club will also have a financial review committee to complete this task. This committee performs an annual financial audit of club accounts and reports to club leadership.

Club & KI Membership Dues/Financial Reporting to club and IRS

In the United States, Kiwanis clubs must file annually with the Internal Revenue Service (IRS). Below is some information from the IRS on what clubs need to know about their annual filing requirements.
Small, tax-exempt organizations whose gross receipts normally are US$50,000 or less are required to file the IRS’ electronic postcard Form 990-N.
Those whose gross receipts normally exceed US$50,000 to US$200,000 are required to file Form 990-EZ.
Those with gross receipts greater than $200,000 must file Form 990.
See the IRS Charities & Non-Profits website.

Kiwanis International does not maintain records of your club’s IRS history, but you can contact the Kiwanis International Office’s Finance Department by email at finance@kiwanis.org or call +1-800-549-2647, extension 153 or 146, should you have any questions.
Although this is NOT a required committee, it very important to consider for current and future club officers as well as district leadership. We need to properly train the next generation of Kiwanians and provide them with sufficient time to learn and master the key aspects of running a committee, serving in a keep position within the club and perhaps taking the club to new heights as club president perhaps. We need to be looking for the next program chair today so they can follow and assist the current program chair, same is true for secretary roles, VP position, SLP advisors or Spiritual & Human Services roles.

Look for leadership within your clubs and help them succeed. Look for leaders that help take the Ohio district to the next level and make us stronger collectively as a whole. Look for members within your club who can step up and serve as our next Lieutenant Governor, our next Membership or PR Chair.

Share your nominations with those within your club and throughout the district when you see leadership.
We all need this right now, a stronger connection to humans and recognizing extra things we can do as a club to connect with current and past members to let them know we care, and we are thing about them.

We need to acknowledge our members who pass and make sure we are sending letters to those in hospitals or at home sick or who have just lost a loved one.

Kiwanis cares for kids, our communities and OUR MEMBERS – let’s do what we can to make this world a better place and take care of everyone in it.

Charles & Nell Byrd 216-375-2182 byrdch01@sbcglobal.net
THANKS FOR ATTENDING

Questions?