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Kiwanis International
Defining Statement
Kiwanis is a global organization of volunteers dedicated to improving the world one child and one community at a time.

The Keystone Kiwanian
Editor Linda L. Eberly Norlanco-Rheems

DISCLAIMER: The Keystone Kiwanian is the official publication of the Pennsylvania District of Kiwanis International. This publication is supported by district dues.

All members are encouraged to submit articles and photos. They may be edited for length and clarity.

Please submit articles and photos or questions to District Editor Linda Eberly at keystonekiwanian@pakiwanis.org OR Eberlydesigns@comcast.net

Newsletter
DEADLINE DATES
December Issue: November 26

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#KidsNeedKiwanis
Thoughts from your District Governor

As you read this edition of the Keystone Kiwanian, I will have completed (or almost completed) my year as your District Governor. I have covered a lot of ground, from one end of the state to the other and places in between. This past year, as I attended meetings and planning sessions, anniversary celebrations, and service projects—and it was through these occurrences—I was reminded of why I became a Kiwanian. Our District continues to amaze me in how many ways Children and Communities are served.

Since the last edition, our District convention was held in Pittsburgh. Here’s a huge shout out to the Pittsburgh Planning Team and, particularly, the Kiwanis Club of Sheraden under the leadership of Keith and Tracy Smith and many others. There were workshops, fun activities, service projects and more. The days were filled with meeting up with old friends, making new ones, sharing stories and eating—oh did I say eating? The opening picnic spread was indeed a banquet complete with Pittsburgh area foods to include the traditional cookie trays. A more complete and delicious meal would be hard to find.

Our House of Delegates provided us with Mike Haven as our Governor-Elect for 2018-2019 and the endorsement of Cathy Szymanski as candidate for Kiwanis International Trustee. The “House” also passed a by-law amendment establishing the District Finance Committee as a standing committee. The speakers, the programs, the energy – was great. Thanks to all committee members for all their work on this year’s convention. I think you raised the bar for our 2019 District convention in Williamsport. A very special thanks to all those Kiwanians who attended our 101st District convention. I sincerely hope that you are inspired to spread the word and invite a Kiwanis friend or two to come to Williamsport next year.

“Have you gotten your one yet?” as all our club members were asked. Getting a One is a means of keeping growth in the forefront of our minds. “Getting One” was to make it second nature to us all, to ask someone to join you at a service project, join you at any of the many anniversary celebrations, join you at your club meeting. Just remember, the answer to the question is always no unless you ask it. Not only has this year been heavily concentrated on growth, we also are looking at our District finances and coming up with ways to enhance our non-dues income. I hope that you participated in our largest non-dues generator, our Kiwanis KA$H raffle. This is a great way to enhance our funds from outside of our membership.

After convention, I returned home to continue to work on two new Kiwanis club sites in Region 5; a new club in the Greater York/Dallastown area and the continuing new club opening in the Southern Lancaster area. Not only did we have “feet on the ground” support from our Regional members, and beyond; we were also able to have a few of the Eye of the Tiger team members—Kendra Skidmore, Gary Levine, Barb Thompson and our Kiwanis International President Jim Rochford—fly in to help with this process. With all those that were able to help with this, in all aspects from making lists, making phone calls, setting appointments and taking time away from your regular schedule to help with this – I thank you. We were successful in the organizing of the new Kiwanis Club of Southern Lancaster with 18 charter members and counting; to having 13 applications for the Greater York/
The 101st Pennsylvania District Convention was held on August 9-12, 2018 at the Doubletree Pittsburgh Greentree Hotel.

The Host Committee, under the leadership of Keith Smith, put together an outstanding event and program. Two highlights included the opening picnic at Pittsburgh’s West End View on Thursday, August 9th and the River Cruise and Dinner on Friday evening. All that was wrapped around a lot of great speeches and forums as well as service. A school supply drive was conducted for the local Boys and Girls Club, the service room was always busy and 11 pints of blood were collected for the local blood bank.

We thank Kiwanis International Trustee Greg Beard for the time spent with us and for his insight and guidance. And we thank Dr. Al Condelucci for his great closing address on Sunday to send us home on a high note.

The Foundation’s Theme Baskets, donated by clubs and Kiwanians, raised over $4,300 to support the Foundation’s activities. The District’s Kiwanis Cash Raffle, under the leadership of Past Governor Jen Vare, set records for money raised, bringing in $8,580 for the District. The first place winners are Missy and Ben Osterhout ($6,006); second place is the Kiwanis Club of Hermitage ($1,716); third place is Fred Lucas ($858).

Elected Governor is Phil Weber from the Kiwanis Clubs of Emmaus and Centennial Internet. In the election for Governor-elect, a contested election between Mike Haven from the Kiwanis Club of Williamsport and Don Smith from Annville-Cleona & Palmyra Area, Mike Haven was chosen by the assembled delegates. And Cathy Szymanski, from the Kiwanis Clubs of Erie, PA EKiwanis 2.0, Centennial Internet and Linglestown Area, was unanimously endorsed by the assembled delegates to be a candidate for Kiwanis International Trustee at the 2019 Kiwanis International Convention.

It was a great convention! Hope to see you in Williamsport next year on August 8-11, 2019.

**Convention Summary**

**From the DIRECTOR**

**BY KEVIN THOMAS, EXECUTIVE DIRECTOR**

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**Governor SPOTLIGHT**

**continued from page 2**

Dallastown area—WHOO HOOO. Here’s to possibly two new clubs out of this effort. Thank you all for any help you provided for this success. It takes a village to raise a club. So, for this year, we could end up with four new clubs.

Kids need Kiwanis. Be proud to be a Kiwanian. Be prouder to be a Pennsylvania Kiwanian. Helping kids and improving communities and children. I know I am. I look forward to continuing to serve you and our Pennsylvania District of Kiwanis International. We are a District moving forward.

Yours in Kiwanis Service,

Judy
COMMUNICATIONS CONTEST WINNERS
by Bob Raub, District Public Relations Coordinator

Congratulations to the Community Communications Contest and Club Communications Contest winners from throughout the district. The winners were announced at the annual Convention in Pittsburgh.

A collaborative group of judges evaluated the entries submitted. Judges were: Gov. Judy Raub, Linda Eberly, Sarah Zulueta, Jim Janosik and Bob Raub. All entries were independently reviewed.

Unfortunately, there were only few entries in the various categories. Based on the numbers, all entrants were winners.

Congratulations to all the clubs who entered the contests. The judges were pleased to see the very fine results in promoting Kiwanis in these communities and within these clubs. Those members responsible for putting together the products that were submitted for consideration are to be commended.

Please watch for deadlines to enter the contest next year!

COMMUNICATIONS CONTEST WINNERS

Community Communications Contest
Silver (2 entries)
1st Place: Kiwanis Club of Williamsport
2nd Place: Kiwanis Club of Wyoming Area

Blue (3 entries)
1st Place: Kiwanis Club of Sheraden
2nd Place: Kiwanis Club of Edinboro
3rd Place: Kiwanis Club of Easton

White
The sole entry in the white division was:
Kiwanis Club of Linglestown Area finishing in first place

Club Communications Contest
Silver
The sole entry in the silver division was:
Kiwanis Club of Williamsport finishing in first place

Blue (3 entries)
1st Place: Kiwanis Club of Sheraden
2nd Place: Kiwanis Club of Edinboro
3rd Place: Kiwanis Club of Easton

MEMORIAL ROLL

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<th>NAME</th>
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UP & COMING

2019 KIWANIS MID-WINTER CONFERENCE
Penn Stater Hotel & Conference Center, State College, Pennsylvania
March 16, 2019

2019 CIRCLE K DISTRICT CONVENTION
Bayfront Convention Center
Erie, Pennsylvania
March 22-24, 2019

2019 KEY CLUB DISTRICT CONVENTION
Sheraton Station Square
Pittsburgh, Pennsylvania
March 29-31, 2019

KIWANIS INTERNATIONAL CONVENTIONS
2019 Orlando, Florida
June 27-30, 2019

2020 Indianapolis, Indiana
June 17-20, 2020

KIWANIS DISTRICT CONVENTIONS
2019 Williamsport, Pennsylvania
August 8-11, 2019

2020 Reading, Pennsylvania
August 13-16, 2020
101st District Convention

PICTURES
**KIWANIS CLUB OF BRADFORD**

BY RANDALL DURNER, CLUB PRESIDENT

Kiwanis Club of Bradford Kiwanians pose with the Bradford Regional Medical Center Distinguished Naming Opportunity Plaque. Left to right, Kathleen Durner, Region 1 Trustee; Dean Bauer, Club Treasurer and BRMC Hospital Foundation Trustee; Francie Ambuske, Executive Director, BRMC Hospital Foundation; and Randall Durner, President, Kiwanis Club of Bradford.

The Kiwanis Club of Bradford was recognized on May 29, 2018 for its **Kiwanis Tree Farm stewardship project**. The Kiwanis Tree Farm was established in 1954 through the cooperation of Bradford based Kendall Refining Company and the Kiwanis Club of Bradford. A unique 100 year Forest Management Agreement permits the Club to manage and harvest timber for the benefit of Bradford Regional Medical Center, in particular the Pediatric and Obstetrics Services.

Francie Ambuske, Executive Director of the BRMC Hospital Foundation and a Kiwanian, along with Dean Bauer, Kiwanis Club Treasurer and Hospital Foundation Trustee presented and unveiled the naming plaque, which will be maintained in the Pediatric wing of BRMC. Hospital Foundation President Mr. William Pantuso of Northwest Bank congratulated and thanked the Kiwanis Club on behalf of the Hospital Foundation for its continued support for over 60 years.

The Kendall / Kiwanis Hardwood Tree Farm was created in 1954 through the vision of Kiwanian Sven Rondum, and the President of the Kendall Refining Company, Mr. J. B. Fisher, also a Kiwanian. Current Club President Randall Durner (also a professional forester) serves as chairperson of the Tree Farm Committee. He said the club was able to take advantage of high timber values at the time of the last harvest, which provided significant financial resources to continue assisting BRMC, allowing the Club to continue its mission of improving the world, one child and one community at a time.

The **School Street Elementary School K-Kids** in Bradford, has a “rockin’ great group” of kids. Led by energetic and dynamic Faculty Advisor Melissa Cornelius, the K-Kid’s group meets once a month and has a membership of approximately 80 students.

Regional Trustee Kathleen Durner, Kiwanian Erin Harvey, and Bradford Kiwanis Club President Randall Durner attended one of their monthly sessions and got involved with the groups service project of honoring the schools teachers and staff.

The **Community Service Breakfast Program** on April 10, 2018. Twenty-four different local service organizations attended, including members of the Bradford Area High School Key Club and the School Street Elementary School K-Kids along with their faculty advisor. Regional Trustee and Club member Kathleen Durner chaired the event. Dr. Javed M. Akhtar presented a program on his humanitarian mission to Bangladesh to provide medical services at refugee camps for Rohingya Muslims who have fled persecution in Myanmar.
Let's OPEN a Kiwanis Club.

These seem like just five words, until you put them into play. Then it becomes work.

Looking at a map and picking a location that is not being supported by a Kiwanis club is the first step. Then you put a few people together to compile lists—who knows who, the town or community players—you know, the ones that work at the flag poles. Then, once your lists are completed, it becomes time to make the phone calls. Picking a date for appointments with your team—oh, did I tell you that you should put a team together. Your team should include positive Kiwanis members who come to the table with some sense of closing the deal, asking a prospect to join Kiwanis and signing up a new member. Well, you'll need at least fifteen for a new club to organize.

There are a lot of integral preparation parts to the opening of a new Kiwanis club, but it is not impossible. As I can attest, it has taken me, along with a few “club” members who stuck with it, to see the Kiwanis Club of Southern Lancaster a reality. After almost two years of working on it—I wouldn’t recommend taking this long—we are a Kiwanis club.

Not only was this club organized but we also duplicated our efforts in the greater York / Dallastown area. Thanks to Ben Osterhout, Missy Doll-Osterhout, Emily Reed and Ryan Hartman (the lead organizers for this site) they are almost up to the 15 new member number and expect to be over the required organizational number at their September 19, 2018 gathering.

We not only had people from our District come together to help us out, we had four people from Kiwanis International’s Eye of the Tiger team to assist us. Kendra Skidmore, Gary Levine, Barb Thompson and our Kiwanis International President Jim Rochford came into town. They assisted us by going on appointments, talking about the value in joining Kiwanis, and helping with our organization meetings. This team must be doing something right as they have opened 340 clubs across Kiwanis International since September 1, 2017 and we are on target for reaching the 409 goal by September 30 of this Kiwanis year.

These two new clubs join two other clubs organized earlier this year. Our District is extremely proud that the Kiwanis Club of Southern Lancaster and the Dallastown club join the Kiwanis Clubs of Summit Township and Back Mountain in serving the children of their communities.

KIWANIS CLUB OF THE Lititz Area

The Kiwanis Club of the Lititz Area honored Ann B. Barshinger (seated, in yellow) with its first Hero’s Award at a private reception on August 28, 2018. Kiwanis Heroes is a program where the Kiwanis Club of the Lititz Area recognizes persons in the region who have been exemplary in their helping of children.

Ms. Barshinger, Lancaster philanthropist, is a generous supporter to many organizations and agencies, and it’s her diligent giving to those groups which benefit children where she and Kiwanis serve a common purpose.

The event was highlighted by special guest and motivational speaker, Dennis Denenberg, D. Ed.
KIWANIS CLUB OF
Mifflinburg

The Kiwanis Club of Mifflinburg provided free swimming lessons at the Mifflinburg community pool this summer. More than 100 children were enrolled in Levels I and II and about 80 of those children paid $0 since they had perfect attendance while the others paid only $10 for their 2 week sessions. Parents were extremely appreciative to see how their youngsters grew in their skills, confidence and awareness of water safety as they were guided by the trained, enthusiastic staff.

The club realizes how important learning to swim and being safe around water is to every child and has supported this program for many years, making it one of their major projects. The program is made possible by fundraisers such as blueberry sales, selling funnel cakes at the Fireman’s carnival, sales at the Christkindl market and their popular crock sales. Other programs that are community-based are the back-to-school clothing for disadvantaged youth, holiday food boxes for the needy, the Good Friday breakfast for a needy family or organization and scholarships.

Kiwanis One Day
October 27

Each year, Kiwanis clubs around the world join in a day of service. Kiwanis One Day is a great opportunity to bring together the Kiwanis family of clubs to focus on local community service. It’s an example of our belief that kids need Kiwanis in the community to provide programs and services and to help them thrive, prosper and grow.

Shopping online?
Help support PKF
Shop at Amazon and donate to the Pennsylvania Kiwanis Foundation. Click Here first Amazon Smile

A showing of the documentary film *Dina* took place on June 19th at the American Embassy in Paris. The film focuses on the life of Abington Aktion Club member Dina Buno. In the picture above, featured are film co-director and producer Dan Sickles, Dina Buno, Glenside and Hatboro Kiwanian Darlene Anderson, French Secretary of Special Education Sofia Cluzel and American Ambassador Jamie McCord.
KIWANIS CLUB OF
Greater Reading-Berks County
BY KELLY KINKAID

The Kiwanis Club of Greater Reading – Berks County held its annual Youth Awards Picnic on Monday night (July 16, 2018) at the Bynden Wood Pavilion on the grounds of the South Mountain YMCA Camps. At this picnic Key Clubber of the Year awards were presented to the following Key Club members: Madison Harvey (Conrad Weiser), Hannah Frymoyer (Exeter), Joelle Adams (Governor Mifflin), and Rangeline Dejesus (Reading). In addition, a $100 award Servant Leader Award was presented to Key Club graduate Jayce Geissler (Conrad Weiser) and a $100 Most Improved Member Award was presented to Key Club graduate Maddeline Bueno (Reading). The evening ended with the presentation of college scholarships. Recognized for their dedication to Key Club and their community service efforts, Daria Washington (Conrad Weiser) received at $300 scholarship and Sasha A. Alvarado-Salazar received at $750 scholarship.

KIWANIS CLUB OF
Edinboro
BY PATTI LOOMIS, CLUB SECRETARY

The Edinboro Kiwanis Club handed out nearly 100 books to the children served by the Edinboro Food Pantry, thanks to a grant from the Pa. Kiwanis Foundation. Members continue to read to five local pre-school classes every month, and supervise a craft project with the senior residents of Edinboro Manor.

Maya and Sam had a great time playing on the "sit up" swing the Kiwanis Club of Edinboro purchased for two playgrounds in the Borough of Edinboro.
KIWANIS CLUB OF MILTON/WARRIOR RUN
BY JANE MERTZ, CLUB PRESIDENT

The Pennsylvania Kiwanis Foundation recently approved a grant of $850.00 for the club’s latest project dealing with young children. The Kiwanis Club of Milton/Warrior Run has completed that project. We bought 338 books, a bookshelf, and stickers for each book.

Children can now read age-appropriate books while a parent/guardian is doing laundry at several area laundromats. The Kiwanis Club of Milton/Warrior Run is encouraging adults visiting Wash Tubs Laundromat in Watsontown and The Laundry Room of Milton LLC to read with their child while utilizing the washing machines and dryers. The two laundromats have been set up with bookcases and stocked with books for children of ages birth-9.

Kiwanis is well recognized in Pennsylvania State Government for its work in the area of Early Childhood Education and Development. They continue to be involved in the distribution of the early learning guides, “Everyday I Learn Through Play,” “Learning is Everywhere” and “Kindergarten Here I Come”. With the generous support of the Pennsylvania Kiwanis Foundation, Kiwanis Clubs and Kiwanians have distributed over 125,700 of those to Pennsylvania families. These early learning guide activity calendars are available at both laundromats.

We are extremely appreciative of the grant awarded to our club from The Pennsylvania Kiwanis Foundation. This grant allowed us to purchase so many good, quality children’s books.

KIWANIS CLUB OF BALD EAGLE AND NITTANY VALLEYS

The club held its annual Kids Day/Health and Safety Expo July 14 at the Mill Hall Volunteer Fire Company. Approximately 200 children and family members attended. The expo included 15 exhibitors and activities with information relating to family health and safety. Kids were able to enter a raffle for door prizes. New this year was a reading corner where kids could listen to stories. They could also select from a variety of free books made possible in part by a generous grant from the Pennsylvania Kiwanis Foundation.

The was a game and craft room, a small petting zoo, an obstacle course, and food. Two puppet shows were presented by the Kidz4Education division of Kingdom Kidz. The popular cart train gave free rides through Mill Hall Park. Kids Day Committee chairperson Penny Meyers said many parents expressed their thanks and remarked what a great community event this was.
PA AKTION CLUBS
BY KAREN SEARS

PA Aktion Clubs are keeping busy this summer with various activities. Thanks to a grant from the PA District Foundation, two members of the Erie Aktion Club—Amy Murphy and Tim Driscoll, and advisor Heidi McKenrick and two members of the Abington Aktion Club—Dina Buno and Patrick Hughes, and advisor Darlene Anderson and District Co-Administrator Karen Sears, were able to attend the Aktion Clubs Training and Learning Conference (TLC) at Las Vegas in conjunction with the Kiwanis International Convention.

Dina Buno was the Keynote Speaker at the Kiwanis International Convention Opening Session. She also spoke at the International Foundation Breakfast and she did a presentation at the TLC.

Amy, Tim and Patrick did presentations about their clubs’ various service projects and fundraisers during the Friday morning session. On Friday evening there was a Red Carpet Event and the award-winning “Dina” documentary was shown. Dina did a question and answer period after the showing. Awards (trophies and banner patches) were given out to all of the attendees on Friday.

The service project this year was assembling hygiene kits for local people in need. The kits consisted of basic items that serve daily needs—such as toothbrushes, toothpaste, soap, shampoo and razors. The kits were given to a local Las Vegas agency that serves homeless people and disaster victims.

Thanks again to Barry and Marlene Halbritter, 20 Aktion Club members and eight advisors from Abington, Indiana, Lansdale, Lewistown, State College and Whitemarsh were able to convene at the Laurel Lodge in Altoona on August 18th for the annual Aktion Clubs convention. Everyone had a chance to participate in a couple of service projects (Caitlyn’s Smiles and Blessing Bags), shared ideas for service projects and fundraisers, explored the many ways we are all super heroes in our communities, played some games and enjoyed the fellowship. Thanks also to Governor Judy Raub for her help with the various activities, especially taking all of the pictures for the photo booth! The Unsung Hero Award was presented to Ana Fogelsanger from the State College Aktion Club and the Barry J. Halbritter Member of the Year Award was presented to Dina Buno of the Abington Aktion Club.

Plans are in the works to open several new Aktion Clubs in western PA. We will keep you advised as these efforts progress.
The Kiwanis Club of Easton received a proclamation from the Easton Area School Board at their monthly board meeting August 14, 2018. Kiwanis Club president Bill Walters was presented with the proclamation signed by all the board members. The proclamation came about after Superintendent John Reinhart visited the Boys & Girls Club of Easton for the 100th anniversary of the Kiwanis Club of Easton, as well as the groundbreaking for the club’s Playground and Gardens Project at Neston Heights. Upon realizing it was their 100th year serving the children of the Easton and surrounding areas, the proclamation was given to recognize what Kiwanis clubs have accomplished both locally and nationwide.

Community Garden Project Moves Forward

To celebrate their 100th Anniversary, the club is raising funds for the Southside Community Garden. By next year, the property at the rear of the Boys & Girls Club in Easton’s South Side will be transformed into a garden built into the slope of the hill where there should be enough space to feed the entire neighborhood.

There will be 53 raised bed boxes and an 8-foot-by-16-foot greenhouse. Natural irrigation would be provided by a rain barrel system supplied with precipitation from the club’s roof. At the base of the hill will be a handicapped accessible playground with swings and slides. Even the garden will be accessible, with a row of boxes that are tall enough for someone in a wheelchair to easily tend.

In 2016, Bill Walters asked Dean Young, executive director of the Boys & Girls Club of Easton, if he would like assistance in constructing a playground at the Boys & Girls Club. The project originally included only a playground. “At the end of our 100th anniversary meeting, I told the members, ‘go big or go home,’” Walters said.

It was that mindset that led Walters to eventually expand the Kiwanis’ commitment to add a community garden. So far, the club has raised $263,000 through grants and private donations toward the $290,000 goal.
KIWANIS CLUB OF EASTON

The Kiwanis Club of Easton honored the Easton Police Officer of the Year at its May 16 meeting. The club has been honoring Easton police officers for 37 years.

This year’s recipient, Sgt. Joseph Alonzo (right), has been a member of the Easton Police Department for 15 years. He began his career in 2004 after earning his masters in criminal justice from Boston College. His motivation, drive and ability to relate to people are just three of the determining factors in his receiving the award.

Chief Scalzo thanked Sgt. Alonzo’s family for their support and for sharing him with the police force. Rep. Freeman presented Sgt. Alonzo with a proclamation from the PA. House of Representatives. Sgt. Alonzo thanked the Easton Kiwanis for recognizing him and also thanked the officers he works with, acknowledging that police work is a “team effort”. President Bill presented Sgt. Alonzo with the Easton Police Officer of the Year plaque.

CENTENNIAL eKIWANIS

Members of the Pennsylvania-based Centennial eKiwanis have been spotted worldwide, interclubbing with one another on a global scale. Here are a few photos of their gatherings with their signature “C” for Centennial hand sign.

March 8-10: 43rd ASPAC Conference in Kuala Lumpur, Malaysia

March 23-25: West Virginia KCON in Morgantown, WV

May 8: Cleveland, OH as part of the North Coast Club Opening Blitz team.

May 12: Celebration of the Niagara Falls Kiwanis Club Centennial

March 17: Pennsylvania MidWinter Conference in State College, PA
1. Any former member of a Kiwanis Service Leadership Program/Sponsored Youth Organization who joins Kiwanis has International dues waived for two years regardless of age. The new member (or its club on behalf of the member) must pay the Kiwanis International Magazine subscription, the Liability Insurance premium and Local Club Dues. As well, the new member fees are waived for former Service Leadership Programs.

2. Dues, magazine and insurance fees per member for the 2018-19 year:
   - International Dues: $52.00
   - Kiwanis Magazine: $8.00
   - Insurance: $17.00
   (Note: Since quotes are not final, there is an unlikely possibility that the insurance may be adjusted)
   - District Dues: $35.00
   - Total: $112.00

3. If you want new members credit to the 2017-18 year, they must be on the club’s roster by Sept. 30, 2018. If you have any members that will not be continuing as members for whatever reason be advised that you must remove them from your club’s roster by Oct. 10; any deletions that need to be made to your club’s roster must be submitted to the Kiwanis International office by that time. Dues billings for clubs will be based on the club’s roster that is in the database at Kiwanis International as of Oct. 10 and clubs will be responsible for payments based on that roster.

4. From the Kiwanis International office in Indianapolis, a reminder to update a club’s roster was sent to both 2017-18 club secretary and president, and 2018-19 secretary and president. Invoices will be mailed to 2018-19 club secretaries, and can be accessed on the online dashboard by secretaries, presidents, and treasurers.

5. When adding a new member to your club’s roster, your club pays Kiwanis International a flat $50.00 fee and the Pennsylvania District Graduated dues for that new member. What the club pays depends on the time of the year. Please see the schedule at the end of this message. All payments for new members get made payable to Kiwanis International get sent to the Kiwanis International office in Indianapolis.

6. Kiwanis Insurance now consists of two elements. The first is a general liability insurance. The other is Directors and Officers Liability. Neither program is optional.

7. All Kiwanis Clubs and club foundations must file some version of the IRS 990 non-profit tax form. Most clubs, can file form 990-N, which is available on line only through the IRS website; clubs with higher levels of income will have to file form 990-EZ or 990. For most clubs, the appropriate form must be filed by Feb 15th. By law, no club or club foundation is exempt from filing the appropriate 990 form. If a club does not file the appropriate form 990 for 3 consecutive years, it will lose its non profit status. To regain non-profit status, a club will need to complete and file Form 1024 or if it does not, it will need to pay tax on all revenues taken into the club treasury.

8. For clubs that are struggling with their administrative account but have a healthy service account, I’d like to offer the following tip or suggestion. When paying your dues invoice to Kiwanis International, take the entire $17 per member cost of insurance fee from your service account. The insurance is needed because we are out in the community doing service so it can be treated as a project cost just as any other project cost. Bottom line to help an administrative account, take $95 per member from the administrative account and $17 per member from the service account when pay your dues invoice. Of course if your club administrative account is healthy, you can take all monies for dues, magazine and insurance from that account.

9. All expenses associated with any Service Leadership Program club can come out of the service account of your club. This includes paying for meals if SLP members and advisors attend your club meeting. It can, also, include the background checks required by Kiwanis International for Kiwanis advisers to SLPs.

10. There is one administrative account myth I want to dispel: You may place a certain percentage (usually the figure thrown about is 10%) of any fundraiser you have in administrative account. That simply is not true and is not permissible or even legal. You may not place a flat amount of any fundraiser in the administrative account.
Administrative Reminder continued

11. If your club is conducting a 50/50, raffle or another game of chance, it is important you comply with the Pennsylvania Small Games of Chance law. Kiwanis clubs are not exempt from the law. Please see the following website for more information: https://www.psp.pa.gov/LCE/Pages/Small-Games-of-Chance.aspx

12. Online training is available for club presidents and secretaries. Additionally, there are changes to the club secretary reporting functions and capabilities on the KiwanisOne system so it is important for all secretaries to take the training. Here is a link to the where you can begin the online training: www.kiwanis.org/kiwanisone/learn/online-training

13. All clubs are reminded to submit a monthly report of their club’s activities, meetings and other information. This information is used to understand what it is clubs are doing and determine future programs and activities. Here is a link to the member login area where club secretaries can log in and complete the report: http://www.kiwanis.org/clubs/member-resources.

14. Below is a sample club policy on youth protection and background checks. All clubs should have such a policy incorporated into their bylaws. All Kiwanis advisers to Kiwanis Service Leadership programs need to complete the required Kiwanis International background check; here is a link providing more information on that requirement and check. http://www.kiwanis.org/clubs/member-resources/training/risk-management/background-checks

As well, it is strongly suggested that all Kiwanians should submit to background checks for volunteers working with youth in Pennsylvania as required by the Commonwealth of Pennsylvania.

Below is a sample club policy on youth protection and background checks. All clubs should have such a policy incorporated into their bylaws. All Kiwanis advisers to Kiwanis Service Leadership programs need to complete the required Kiwanis International background check. Those affected are notified by Kiwanis International, assuming that they are on record as being an SLP advisor by the club’s secretary.

The following club Youth Protection Policy was adopted by at least one PA District Kiwanis Club and approved by Kiwanis International:

The Kiwanis Club of _____________ adopts as the Club’s Youth Protection policy the Kiwanis International Youth Protection Guidelines, effective October 1, 2016, as may be revised by Kiwanis International from time to time.

As well, it is strongly suggested that all Kiwanians should submit to background checks for volunteers working with youth in Pennsylvania as required by the Commonwealth of Pennsylvania. If the club wishes to incorporate the Pennsylvania law into its policy, the following wording is suggested.

In addition to the Kiwanis International Youth Protection Guidelines, the Kiwanis Club of _____________ will require any member serving as a Service Leadership Program (SLP) Advisor to submit clear background checks to the Club Secretary, per Pennsylvania Act 15 of 2015, as may be amended from time to time. In addition to SLP Advisors, the following officers, directors and Committee Chairs are also required to submit clear Pennsylvania background checks to the Club Secretary: [list the positions by title, not names of individuals holding such positions].

Alternately,

In addition to the Kiwanis International Youth Protection Guidelines, the Kiwanis Club of _____________ requires all new and existing members of the Club to submit clear background checks per Pennsylvania Act 15 of 2015 as a condition of membership, effective [date].
KIWANIANS NEED YOUR KNOWLEDGE.

The best service comes from knowledgeable members. So share what you know—become a certified trainer! To get started, contact your leadership coordinator.

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