

Fourth Official District Board of Trustees Meeting Minutes

Sunday, July 17, 2011

Kiwanis District Office, Harrisburg, Pennsylvania

The meeting is called to order at 8:58 AM by Governor Susan Gräß, presiding officer

I. Roll Call

Board of Trustees

Governor Susan Gräß

Governor-Elect Cathy Szymanski

Immediate Past Governor Ethan McBeth

Executive Director Kevin E. Thomas

Region II Trustee Jay Rogal

Region III Trustee Al Hughes

Region IV Trustee Mark Mishinski

Region VI Trustee Rosemary McFee

Region VII Trustee Paul Kasoff

Ex-Officio Board Members

Audra Kelly, Circle K Governor

Guests

Scott Arnold, Region III Trustee-Elect &

Jamaica Connection Chair

Jeffrey Herman, Circle K Treasurer

Jason McConney, Circle K Administrator

Richelle R. Pittella, P A Kiwanis Intern

David Szymanski, Growth Chair

II. Invocation given by Immediate Past Governor Ethan McBeth

III. Membership & New Club Building

A. New Club Building

Rogal will contact Lieutenant Governor Bruce Eberly, who is working to revitalize activity to rebuild the Norwin Club. Gräß will offer ideas to the Green Castle organizers, who might instead develop a satellite. The Mid-County club is planning an organizational meeting for August 4th and has a number of members already. Thomas conducted a site survey of St. Mary's, and C. Szymanski said Division 1 and Trustee-Elect Al Geesler will help build with Bradford sustaining it once it has chartered. Lieutenant Governor Kim Roth will be working with Division 19 to support building in the Warrington-Warrick area. McFee has identified key people from the Lehighton area who are positive about building.

Gräß stated that Kiwanis International would provide funding for a District Membership Position based on monies received from PA clubs built. They will evaluate efforts as of September 2012 and decide if they should renew support. She recommended future boards focus heavily on building in the fall so efforts are not rushed.

B. Existing Club Membership (Exhibit A)

C. Szymanski said that Area Director Lanton Lee will be organizing an exhibit table at District Convention and suggested that the board promote this opportunity to learn from him to the attendees. Gräß said that she would be giving away prizes related to membership

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while attendees are finding their seats before meals at district convention, and she will advertise this incentive in a district-wide email. Thomas will be reminding clubs via email that if they grow by twenty-five percent, they will receive funds from Kiwanis International.

C. New Club Mentoring Reports

McBeth reported that Big Springs may lose members because of school budget cuts, but their current membership is strong. Their "Touch a Truck" event went well, and their president will be the Eliminate coordinator for Division 135. McBeth will be visiting the Yardley-Washington Crossing club, and Kasoff expressed concern that the club has not submitted their monthly or election reports. The Cranberry-Seneca club will not be meeting in July because of vacations, but have been active with their hospital doll service project.

Thomas said Beaver Falls would be surrendering their charter. He had visited Vandergrift to recognize them for starting six new K-Kids, and the club may be coming to convention and helping with the Early Learning Calendar project. The Bethlehem and Golden K Lock Haven's charters will be revoked at the next international board meeting.

IV. Consent Agenda

The consent portion of the agenda (Exhibits B - R) was considered. Cathy moved to approve all items in the consent agenda. Kasoff expressed concern that they are losing touch with the Graham Company as they did not submit an election report. Thomas moved to call the question, and the motion to approve all items in the consent agenda was unanimously passed.

Kelly reported that the Circle K District Board is working to plan their fall service retreat at Camp Manataway and to increase their membership to one thousand members. They have chartered at Philadelphia University and are building at Bucknell University and Bryn Mawr College. The board is reinstating their penny war at InterPACK for Eliminate. Kelly is looking for ways to encourage sponsoring Kiwanis clubs' financial support to help with the club dues.

Governor Gräß, presiding officer, called for a recess at 10:28 AM. The meeting resumed at 10:43 AM.

V. Discussion and Action Items

A. Foundation Nominating Committee Update/Report (Exhibit S)

Thomas said that five new foundation members would be selected at the district convention.

B. Clubs Not Paying Dues for 2010-11 (Exhibit T)

Thomas said that delinquent notices were sent to all clubs who had not paid dues. Chester is working on submitting payment, while Chester Pike is proving difficult to contact.

C. 2011-12 Lieutenant Governor Vacancies (Exhibit U)

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- C. Szymanski said the Region I Trustee-Elect and Lieutenant governors would find a Division 3 Lieutenant Governor. Kasoff expressed concern that the board was slated to restructure the division at this board meeting. Thomas said that by the next board meeting a plan for reorganizing the division must be in place if no leader is found. Rogal is working with the current Division 4 Lieutenant Governor to find a replacement. Hughes has asked the Johnston president to fill the vacancy or share it with the current lieutenant governor.
- D. Region III Trustee for 2011-12 (Exhibit V)
- Hughes moved that Scott Arnold fill the Region III vacancy, and it was unanimously passed.
- E. Club Leadership Education (Exhibit W)
- The board decided it is satisfied with the current method of disbursing packets but will encourage lieutenant governors to mail materials if they cannot visit clubs right away.
- F. Fall Regional Meetings (Exhibit X)
- C. Szymanski asked the trustees to contact her with requests for her Governor's Visits by District Convention. Thomas offered to present workshops upon request and stated that information will go to the clubs in those regions that will be holding trustee elections.
- G. 2011 Midwinter Conference financial report (Exhibit Y)
- Thomas said the district will owe Key Club around three thousand dollars to settle accounts, but the district will still be in the black for the event. He added that he would be contacting the State College club for their help with the forthcoming conference upon Grab's request.
- H. District Convention forums (Exhibit Z)
- Grab said that Clinton Green was elected Trustee-at-Large, and he will be counseling Pennsylvania and attending the convention. Adjustments were made to the forum schedule.
- I. District Convention registration (Exhibit AA)
- Thomas said the hotel reservation deadline will be extended by one week. He asked that they encourage attendees to stay at the hotel since the district is liable for eighty percent of its block. Registration is ahead as compared to the same time last year but must be pushed.
- J. Board Executive Session
- C. Szymanski moved to disperse the remainder of Health Savings Account funds to Thomas, and it was passed. A motion was made to grant Thomas a five percent raise. Kasoff moved to amend the motion to grant Thomas a five percent one-year pay increase on the basis of his current salary effective October 1st, 2011, to keep the retirement contribution at its current level, and to annually evaluate Thomas based on criteria to be determined by the board. The amendment was passed, and the amended motion was passed.
- The board discussed concerns expressed by clubs in Division 14 regarding the election of lieutenant governor for the 2011-12 and 2012-13 administrative years. After review and consideration, the board voted to declare the position of Division 14 Lieutenant Governor vacant for 2011-12 and 2012-13 and to solicit candidates to fill those vacancies.

- Governor Grab, presiding officer, called for a recess at 12:46 PM. The meeting resumed at 1:15 PM.
- VI. Strategic Discussion Items
- A. Full-time development/membership position (Exhibit BB)
- Kasoff moved that the board proceed as stipulated, and it was unanimously passed.
- B. District budget and cash flow (Exhibit CC)
- Thomas said the district was forgiven a thirteen thousand dollar loan from the District Foundation. He said the district must structure all future events to ensure they are in the black. The district will need forty thousand dollars between all branches for the time between August and November and may ask Kiwanis International to advance them dues money as a no interest loan. The raffle to be launched in Pittsburgh will help. Thomas will be contacting committee members per Kasoff's request.
- C. Board Committees (Exhibit DD)
- Mishinski has not found any members for the leadership mentor program and is looking to recruit it. He will ask member Megan Kuffa to take a leadership role since current Co-Chair Ellen Arnold is leaving. Mishinski will be investigating ways to advertise the program. Kasoff moved that the board fill the remaining four committees, and it was unanimously passed. C. Szymanski asked that board members contact her with requests for placement.
- D. Board Manual development
- MaFee will be reconstructing the manual from a broken flash drive for District Convention.
- E. PSU/Haitian & Pastel Relief - Well Drilling (Exhibit EE)
- Mishinski moved that the board endorse Thomas and YCPO Chair Amy Leonard entering discussion to sponsor the wells providing such effort helps raise awareness of Kiwanis and produce a new club or satellite at the PSU-Hershey campus, and it was unanimously passed.
- F. Other points of strategic discussion as requested
- C. Szymanski asked that the trustees bring their new club site surveys to district convention. Grab thanked MaBeth and Hughes for their service. Hughes said that he enjoyed his opportunity to be on the board and apologized for not completing his final year. Grab said that C. Szymanski will be chairing the next board meeting and wished her luck. Kasoff thanked Kelly and Pittella for their efforts this far. Mishinski welcomed Arnold to the board.

The meeting is adjourned at 2:09 PM by Governor Susan Grab, presiding officer

Respectfully submitted,



Kevin E. Thomas, Executive Director