

PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
January 21, 2023

The third meeting of the 2022-23 Pennsylvania District Board of Trustees was held on January 21, 2023. Governor Mike Coolbaugh presided. The meeting was held virtually via a Zoom platform and started at 9:00am.

All eleven board members were present.

Guests Included Human & Spiritual Values Chair and Division 5 Lt. Governor Rev. Wayne Meyer, Division 15 Lt. Governor Deb Crisman, Foundation President and ex-officio Board member Jill Rend, Membership and Key Leader Chair Matt Wise, Audit Committee Chair Jim Hanna and Circle K Governor and ex-officio Board member Emma Galiardi.

Wayne Meyer provided an opening thought and invocation.

The minutes from the December 12, 2022, Board Meeting were considered for approval. The minutes of the meeting were approved as presented. See P1-P2.

The consent agenda was considered; see P3-P57. All items in the consent agenda were approved except for the Governor's Report, which was deferred by request until the action portion of the agenda.

Remarks were provided by Circle K Governor Emma Gilardi and Foundation President Jill Martin-Rend.

The District Membership Committee Report was reviewed and approved; see P58-P64. The Danville Club has been organized. The development and expansion of the New Club opening team was discussed at length. Five-year membership trends were reviewed and the how and when of helping clubs with membership were discussed. Deep concern was expressed on the ability of the District to remain independent based on current membership trends. The membership committee report was approved.

The Audit Committee Report was considered; see P65-P69. The audit committee report was approved as presented

The Finance Committee Report and District Financial reports were reviewed, discussed and approved. See P70-90.

An update on unclaimed property was provided. Claims have been filed but to date we have not heard anything from Bureau of Unclaimed Property.

The Spring Fling fundraiser was discussed. Locations to hold the event on April 1, 2022, are being pursued. Shawn Smith will develop a promotional flyer for the event

The 2023 Kiwanis Kash Raffle will be chaired by Jess Yurek of the Kiwanis Club of Wyoming area. Barb Byers will serve as the assistant chair. Mike Coolbaugh will be the board liaison. A meeting will be held to get Jess on board with the effort.

No date has yet been established for the Kiwanis Night at The Phillies.

The E-Commerce site was discussed. The difficulties encountered with Affinity and Kiwanis International have made the implementation of the program not feasible and therefore it is a dead issue. A letter will be sent to Kiwanis International with our concerns about the Affinity licensing program.

Information was shared on the Foundation treasurer's position and financial situation. See P91.

Redivisioning was discussed. Mike Coolbaugh will be putting out a message to set up meetings in each region to discuss the need, if any, for redivisioning in each region except for region 2 since redivisioning has already happened there.

Vacant Lt. Governor and Trustee positions for 2023-24 were discussed. Governor-elect Conrad Schlessinger would like to have Lt. Governor candidates identified for all divisions by the Midyear conference. Potential candidates and concerns were discussed. Lt. Governor training was discussed but no date was established.

Club Leadership Education was discussed. Efforts to increase attendance at the virtual continuing education offerings were discussed. Conrad Schlesinger and Brittany Brown are working on finalizing plans for 2023-24 club officer education.

The 2023 Circle K and Key Club Convention budgets were considered. See P92-P93. The budgets were approved as presented.

Covid 19 policy for Kiwanis and Service Leadership Program events was discussed. See P94-P95. After consideration, the proposed policy on P94 was approved.

The Key Leader report was considered. After review and comment from Matt Wise, the report was approved. See P96-P97.

The Key Leader Budget for 2023 was considered. See P98. The Key Leader Budget was approved after discussion and consideration.

A motion was introduced, seconded and approved to instruct the Key Leader Committee to give consideration to developing our own student leadership program, independent of Kiwanis International, for 2024.

The Midyear program and Midyear budget were considered. See P99-P100. The budget for 2023 Midyear was approved.

The 2024 Joint District Convention was considered. See P101-P103. A motion was introduced, seconded and approved to accept the recommendations on P101.

Governor Mike will talk to Laws and Regulations chair Ben Osterhout to come up with a committee to review the District policy code for updates and reorganization.

The District Bylaw amendments to replace the Executive Director with a District Secretary and District Treasurer were considered. See P104-P110. After discussion, the amendments were approved by proper motion, second and vote and will now be submitted to Kiwanis International for approval.

A discussion was held on the proposed \$30.00 Kiwanis International dues increase. The District Board took no position or action at this time but will consider the matter again in April.

A discussion was held on Kiwanis International's elimination of the requirement for clubs to have separate club administrative and service funds. See P111. The general tone of the discussion was that this was not a good idea or in the best interest of Kiwanis. Executive Director Kevin Thomas will draft a letter for board consideration to send to Kiwanis International expressing our concerns as well as a letter to clubs suggesting this is not a best practice.

A discussion was held on a possible District Dues increase. See P112. After discussion, a motion was introduced, seconded and approved to instruct the Finance Committee to consider a possible increase and have the recommended amount, if any, presented to the board at its meeting on April 22, 2023.

The Board moved to closed session to discuss the Governor's report.

After the closed session, the Governor's report was approved. A motion was introduced, seconded and approved to accept the resignation of Circle K co-Administrators Jodie Welsler and Jen Vare and thank them for their service as administrators.

After the closed session and with no further business to conduct or discuss, the meeting was adjourned.

Respectfully submitted,



Kevin E. Thomas
Executive Director/Secretary/Treasurer

**PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
DECEMBER 12, 2022**

The second meeting of the 2022-23 Pennsylvania District Board of Trustees was held on December 12, 2022. Governor Mike Coolbaugh presided. The meeting was held virtually via Zoom.

All board members were present as were ex-officio board members Circle K Governor Emma Giliardi and Pennsylvania Kiwanis Foundation President Jill Martin-Rend.

Guests included Counselling Kiwanis International Trustee Jackie Sue McFarland, Lt. Governors Cal Morse and Debora Crisman, Laws and Regulations Chair Ben Osterhout, Aktion Club Barb Byers and Membership and Key Leader Chair Matt Wise.

International Trustee Jackie McFarland provided comments.

The minutes from October 8, 2022, Board meeting were considered. See P1-P3. The minutes were approved as presented.

The redivisioning of Division 6 was considered. See P4-P5. The proposal to move the clubs presently in Division 6 to Divisions 5 and 8 was approved by proper motion, second and vote. See P6 for the new alignment of Divisions 5 and 8.

Updates/changes to Article II, Section D of the District Policy Code were considered. See P7-P8. By proper motion, second and vote, the proposed updates/changes were approved.

Updates and revisions were considered to the District Strategic Plan. See P9-P16. The updates and revisions were approved as presented.

With the pending retirement of Executive Director/Secretary/Treasurer Kevin Thomas, the District Executive Board has met and has made the recommendation to split the duties of the position into three roles, District Secretary, District Treasurer and District Meeting Manager. Potential job/position descriptions for each position can be seen as P17-P22. A motion was made and seconded to approve all the positions as presented. After some initial discussion, that motion and second were withdrawn. A motion was then introduced and seconded to approve the description for the District Secretary position. After discussion, the motion was approved with one dissenting vote. A motion was introduced and seconded to approve the description for the District Treasurer position. That motion was approved. A motion was introduced and seconded to approve the District Meeting Manager description. A motion to amend the description was introduced, seconded and approved. The description as amended was then approved. The amended District Meeting Manager description is P23-P25.

To implement the new positions, District Bylaws and policies need to be amended. Amendments to the bylaws require the approval of delegates from 1/3 of the clubs to be present at an annual or special convention. As the annual convention is in August that will be too late to implement the new positions by October 1, 2023. Accordingly and in accordance with Article VI, Section 2 of the District bylaws, a motion was introduced, seconded and unanimously approved to call a special convention on April 1, 2023 at the Hershey Lodge and Convention Center. The time will likely be at 2:00PM.

The District Spring Fling Fundraiser was considered. The date that it will be held is April 1, 2023. Trustees Szymanski, Smith and Wilson volunteered to serve on the planning committee and Trustee Wilson will organize the first meeting.

A motion was introduced, seconded and approved to hold the District Midyear Conference virtually on February 25, 2023.

Governor Mike Coolbaugh brought up the Service Leadership Administrator Conference be held in January in Las Vegas. As the District had already set its budget when this conference was announced and resources are limited, Governor Mike wanted to make everyone aware that the District will not be able to help defray expenses unless the administrators wish to take the funds from any money previously budgeted for them.

Ex-officio board members Emma Giliardi and Jill Martin-Rend provided greetings to the District Board.

With no further business to conduct or discuss, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kevin E. Thomas". The signature is written in a cursive style with a large, stylized "K" and "T".

Kevin E. Thomas
Executive Director/Secretary/Treasurer



District Committee Chair Report Cover Sheet

Date: 1/12/2023

Committee: Convention Planning

Chair: Morgan Coolbaugh
& Mary Scarpa

Committee Members, if applicable:

Michael Coolbaugh	Tony Pickett	
Debbie Crisman		
Paige David		
Kathryn Holod		

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

None at this time

2. List **successes** you have experienced as a result of your committee's work and activity.

Have contacted the Scranton Wilkes - Barre RailRiders on pricing for our Thursday night entertainment. Planning on running the "Coolest Pet in Pennsylvania" as another fundraiser for convention. Have assigned roles to committee members and clubs in our division to help with convention planning and execution. We are in the process of getting items donated for our welcome gift bags, contacting speakers, and looking into options for large scale service projects in the area.

3. List your **goals** (and their status) of your committee.

Coolest Pet in PA- have a volunteer to run the site
 RailRiders- get pricing on buses to get a total cost for attendees
 Gift Bags- Get local business donations

4. Describe communications and activities with the following core groups:

Clubs	email
Lt. Governors / Divisions	

District	facebook
Kiwanis International	

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)



District Committee Chair Report Cover Sheet

Date: 1/15/23

Committee: J.E.D.I. Committee Chair: Shawn Smith

Committee Members, if applicable:

Darlene Anderson	Barb Byers	Karen Jones
James Owen	Janet Owen	Russ Wynn
Charles "Chuck" Gugliuzza	Dr. Valerie Brown-Klingenhoffer	Joshua Kim (Key Club)
Sarah Zulueta	Shawn "Spike" Smith (Chair)	Christina Newman (Circle K)
Gov. Mike Coolbaugh (Ex Officio)	Gov. Elect Conrad Schlessenger	

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

No Issues at this time, however, at our last meeting it was discussed to have our cultural focus flyers distributed to the membership via the bi-monthly email blasts along with the District FB page. If allowed, we would send our post for the following month to be included in the last "blast" of the month (i.e. February's focus flyer would go with the last email in January. I would work with Michelle on deadlines.

INFORMATIONAL
 The PA JEDI Committee will be meeting once a month via zoom on the 1st Sunday of the Month (except holidays) at 8:00 p.m. All members of the District board are welcome to join us at their convenience. The 2023 Meeting schedule is as follows:
 January 8th
 February 5th
 March 5th
 April 2nd
 May 7th
 June 4th
 July 2nd
 August 6th
 September 3rd

2. List **successes** you have experienced as a result of your committee's work and activity.

The committee was asked to present at the following Regional Governor's Visits:
 Region 2
 Region 7
 At these meetings, the committee shared the results of the district-wide survey.

The JEDI Committee has successfully launched a yearlong campaign to promote a different cultural or social focus each month through district social media. Each focus will contain information to entice members to discuss the topic within their club, seek more information on the subject, and to promote cultural and social awareness throughout the year. Each month, a different children's book related to the topic will be featured, along with a QR code that will take members to the Amazon Smiles page where they can purchase the book for use in their little free library and help raise money for the PA Kiwanis Foundation. We are planning to purchase 20 copies of each featured book to distribute to clubs that were given a Little Free Library through the district.

I'd like to thank Christina Newman and Joshua Kim for helping with the two December posts which featured Hanukkah and Kwanzaa (Attached to this report).

3. List your **goals** (and their status) of your committee.

1.) JEDI Committee Created

- 2.) Establish Basic Training Courses – Completed yet ongoing
- 3.) Align the district with KI DEI Committee Values – Ongoing
- 4.) Examine the district through membership engagement initiatives, surveys, and leadership input to find areas of improvement from a JEDI perspective - Ongoing

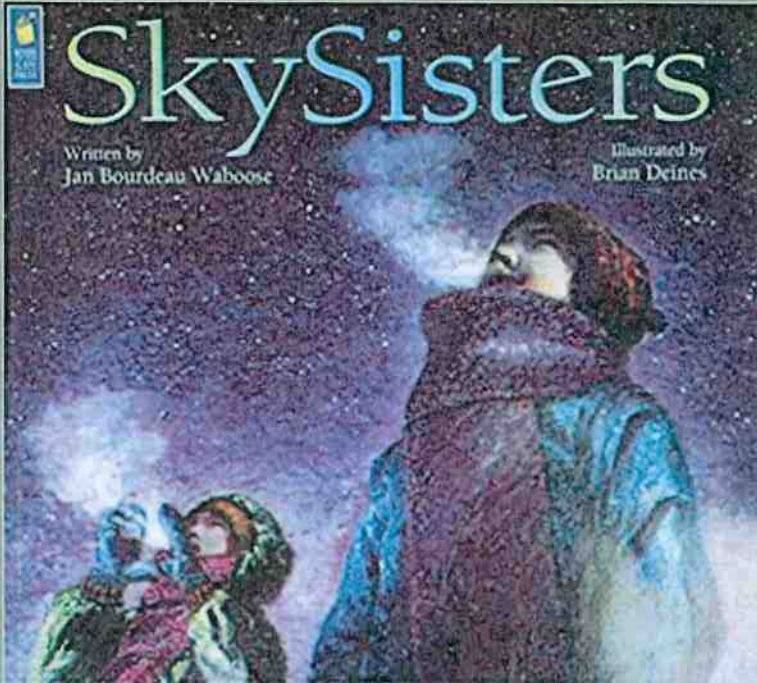
4. Describe communications and activities with the following core groups:

Clubs	None at this time en mass, except for individual clubs that reached out for information
Lt. Governors / Divisions	Presented at Region 2 and Region 7 Governor's Visits.
District	Circle K DCON Privilege Walk / Key Club Privilege Walk / Upcoming Region 1 and Thiele College Privilege Walk / Upcoming JEDI Roundtable 3 on May 4th
Kiwanis International	Sent survey results to KI DEI Committee Shawn has been asked by the KI DEI Committee to present a new workshop called "Creating the Inclusive Club of the Future" at the 2023 International Convention in Minneapolis on Thursday, June 22.

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)



FEATURED CHILDRENS BOOK OF THE MONTH



SKY SISTERS BY: JAN BOURDEAU WABOOSE

Two Ojibway sisters set off across the frozen north country to see the SkySpirits' midnight dance. It isn't easy for the younger sister to be silent, but gradually she begins to treasure the stillness and the wonderful experiences it brings. After an exhilarating walk and patient waiting, the girls are rewarded by the arrival of the SkySpirits — the northern lights — dancing and shimmering in the night sky. This powerful story, with its stunning illustrations, captures the chill of a northern night, the warmth of the family circle and the radiance of a child's wonder.

Purchase a copy for your Little Free Library here...and don't forget to use your Amazon Smiles account to raise money for the Pennsylvania Kiwanis Foundation!



"Take whatever is offered and don't turn anyone away if they don't have enough. If someone is hurting, you help them. Have people in your heart - help that person. For me, I tell them the positive side - be yourself."

- Ben Good Buffalo, a citizen of the Oglala Sioux Tribe

HOW TO BE AN ALLY TO INDIGENOUS PEOPLES

Get informed. Read up on Native American History and take the time to inform yourself on the challenges Indigenous people face today.

Participate with interest in Native American events and celebrations.

Create space for indigenous voices and listen intently to the stories they tell.

Share Native art and culture with respect to Native ownership and representation.

Take meaningful action — go beyond acknowledgement. Focus on helping the community find solutions for obstacles that hinder Native American rights.

Brought to you by the Pennsylvania District
Justice, Equity, Diversity and Inclusion
Committee.

For more information, scan here!



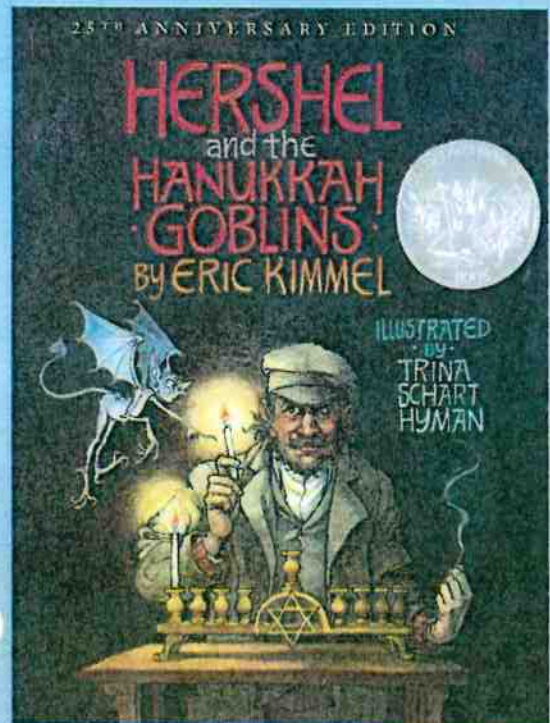
PENNSYLVANIA K-FAMILY CELEBRATES HANUKKAH

Decmeber 18 - 26, 2022



Hanukkah is also known as the Festival of Lights. Each candle represents the number of days that one day's worth of oil lasted in the Temple. The central candle is a helper candle used to light the others. the Hanukkah menorah is more accurately called a hanukkiyah.

Support the Pennsylvania Kiwanis Foundation
and your local Little Free Library by purchasing
this month's featured book!



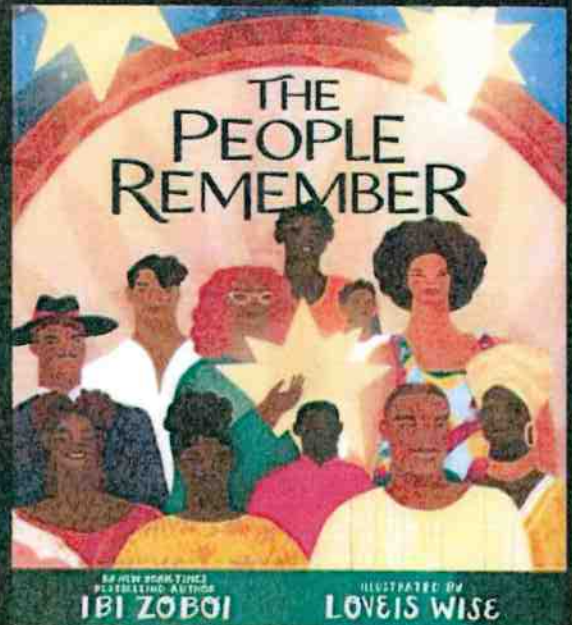
Happy Holidays from the
PA J.E.D.I. Committee!

PENNSYLVANIA K-FAMILY CELEBRATES KWANZAA



December 26 through January 1, 2023

Support the Pennsylvania Kiwanis Foundation
and your local Little Free Library by purchasing
this month's featured book!



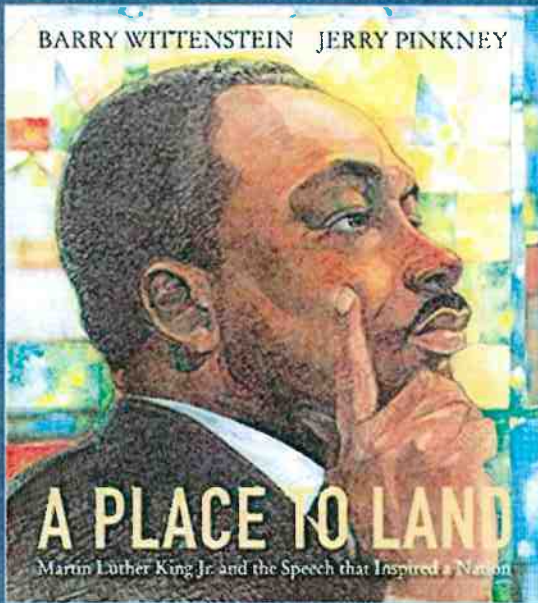
The Seven candles of the Kinara have different meanings. The Black candle, represents African American and Pan-American people. The Red candles represent struggle or bloodshed in the past and the green represents the earth and the possibilities of the future

Happy Holidays from the
PA J.E.D.I. Committee!



Pennsylvania K-Family Celebrates the Changemakers

This January, Pennsylvania Kiwanis celebrates those who have made a difference in our world. Changemakers come from all backgrounds, colors, creeds and positively impact our society. As a Kiwanian, YOU are a changemaker in your community! Below are SIMPLE ways you and your club can become better changemakers TODAY!



1. Participate in service projects and events!
2. Take on a leadership position within your club!
3. Attend Kiwanis Conferences and Conventions to learn more about the organization and connect with other members (remember...District MidYear is February 25th!)
4. Encourage others in your community to join Kiwanis and get involved in service projects - more hands = more service!
5. Share information about your clubs service projects and events on social media!
6. Make a new year's resolution to perform one Random Act of Kindness each day!



Support the Pennsylvania Kiwanis Foundation and your local Little Free Library by purchasing this month's featured book!

"I alone cannot change the world, but I can cast a stone across the waters to create many ripples."
~ Mother Teresa





District Committee Chair Report Cover Sheet

Date: 1/12/23

Committee: Leadership Education, Virtual Content Chair: Brittany Brown

Committee Members, if applicable:

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

Information: We have seen a steady decline in participation in monthly virtual sessions. If you have any feedback or ideas on how to promote engagement, I'm open to ideas. I encourage you to continue promoting upcoming sessions. February 6 will be Power Hour: Officers.

2. List **successes** you have experienced as a result of your committee's work and activity.

Attended monthly Kiwanis International Club Leadership Education sessions
Hosted two Continuing Education Sessions, one for Kiwanis Family Networking and one for Power Hour: Officers. Both had minimal attendance and was the same few that we always see.

I developed a survey to receive input from Kiwanis members around the district. We only had 9 respondents. The feedback was minimal.

3. List your **goals** (and their status) of your committee.

All goals are still progress as they ongoing goals.

1. Administrative:
 - a. Communicate with district leadership as needed for upcoming trainings
 - b. Submit quarterly board report
 - c. Developed upcoming 22-23 administrative year plan
2. Committee Management
 - a. Work with other district chairs to schedule CE sessions
 - b. Utilize district zoom to schedule and facilitate CE sessions
3. Special Educational Event Support
 - a. Will continue to work with the Midyear Conference committee to plan education sessions at midyear.

4. Describe communications and activities with the following core groups:

Clubs	Messaging through District bi-monthly newsletter about programs and survey
Lt. Governors / Divisions	Email with promotion of Power Hour session
District	Post to PA Forum. Many emails with Gov and Gov-Elect
Kiwanis International	Attended monthly Club Leadership Education chair sessions

5. Do you have additional material to attach to your report?

Yes

No



**District Committee Chair Report
Cover Sheet**

Date: 1/13/2023

Committee: Past LTG Association (PLGA) Chair: Barb Byers

Committee Members, if applicable:

(Board)		
Judy Raub – Immed Past Pres	Sandy Brackin, Treasurer	
Lillian Mateja, Vice-Pres		
Karen Sears, Secretary		

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

No issues or concerns

The PLGA Board strongly encourages and desires any District Board Trustee or past LTG who has not joined the PLGA to please consider doing so. The more members the PLGA has, the more we can positively impact and support the District. (Dues are \$20 annually)

PLGA would like to present at the Region meetings that are pending, if possible.

2. List **successes** you have experienced as a result of your committee’s work and activity.

- PLGA Board meets quarterly (10/9/2022; 1/4/2023...upcoming – 4/5/2023, 6/14/2023)
- PLGA meets quarterly (met 10/12/2022...upcoming 1/18/2023, 4/12/2023, 7/12/2023. Annual PLGA meeting held at DCON)
- The PLGA presented at the Region meetings held this past Fall (Regions 1,2, 6 and 7).

3. List your **goals** (and their status) of your committee.

- To support the PA District and district board with sustaining and growing the PA District of Kiwanis
 - **PLGA will be facilitating a forum at the MidYear conference**
 - **Planning to support the upcoming “Special Business Session” with Delegate credentialing and Sgt.at Arms**
 - **Planning to support the Spring Fling District Fundraiser**
- To support District leaders and clubs with leadership succession and guidance as requested
 - **This is an enhanced endeavor that we are launching this quarter. More details to come**
- To increase the overall presence/awareness and support of the PLGA throughout the district
 - **Quarterly meetings of PLGA being held**
 - **Reviewing lists of past LTG’s and inviting membership**
 - **Presented PLGA info at Region meetings**
 - **Maintaining a PLGA Facebook page**
- To provide grant funding to Key Leader, other SLP’s and clubs as requested (through application process)
 - **Grant application deadlines are set for: April 1; August 1 and December 1.**

4. Describe communications and activities with the following core groups:

Clubs	
Lt. Governors / Divisions	
District	<ul style="list-style-type: none"> • Trustees to coordinate Region meeting presentations • Past LTG’s for Quarterly meetings • Governor and Governor-elect to offer support in district endeavors
Kiwanis International	

5. Do you have additional material to attach to your report? Yes No
 (If yes, please attach accordingly)



District Committee Chair Report Cover Sheet

Date: 01/2023

Committee: Webmaster Chair: Nicole Mason

Committee Members, if applicable:

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

NA

2. List **successes** you have experienced as a result of your committee's work and activity.

No recent requests for website updates.

3. List your **goals** (and their status) of your committee.

Participate in professional developments to enhance my WordPress understanding.

4. Describe communications and activities with the following core groups:

Clubs	
Lt. Governors / Divisions	
District	
Kiwaniis International	

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)



District Committee Chair Report Cover Sheet

Date: 1/3/23

Committee: District YCPO Chair: Emily Reed

Committee Members, if applicable:

Penny Meyers		
Janet Crawford		
Robert Marko		

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

No issues at this time

2. List **successes** you have experienced as a result of your committee's work and activity.

Nothing new to report as of this date. Working on projects for February and March.

On a side note, we were able to give two more LFL away to two clubs on the waiting list from last year. This project is to be continued through Governor Mike's year.

3. List your **goals** (and their status) of your committee.

LFL to be continued.

Possible project for February using theme of Cops and Kids and Safety

March will be **READING ACROSS PA** using the theme of KI new partner==Kid's Gardening.

4. Describe communications and activities with the following core groups:

Clubs	n/a
Lt. Governors / Divisions	n/a
District	Governor Mike and Immediate Past Governor Sarah

Kiwanis International	n/a

5. Do you have additional material to attach to your report?
(If yes, please attach accordingly) Yes No



District Committee Chair Report Cover Sheet

Date: January 6, 2023

Committee: Youth Protection Chair: Ryan Hartman

Committee Members, if applicable:

N/A		

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

No known issues currently.

2. List **successes** you have experienced as a result of your committee's work and activity.

Mike Coolbaugh, Bob Orlando, Kevin Thomas, and I met to discuss background clearances and how they apply to our upcoming Key Club district convention.

In my absence, Mike Coolbaugh met with the Phoenixville Kiwanis Club to discuss Youth Protection Guidelines on Thursday, January 5, 2023.

I attended the Kiwanis Service Leadership Program Conference in Las Vegas January 13-15.

3. List your **goals** (and their status) of your committee.

Continue to evaluate Youth Protection areas as they arise.

4. Describe communications and activities with the following core groups:

Clubs	As needed
Lt. Governors / Divisions	As needed
District	As needed
Kiwanis International	As needed

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)



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PENNSYLVANIA DISTRICT

Service Leadership Program Administrator Board Report

Report Date:	January 13, 2023
Report Period Covered:	October 1 - present
Service Leadership Program:	Aktion Club
Administrator:	Barb Byers

Data = 23 Total Clubs

# Active Clubs =	11
# Suspended Clubs =	0
# Inactive Clubs =	12
Total Membership Number =	386 (21 less total from last report) (171 members in Active Clubs; 215 listed in Inactive Clubs)

COMMITTEE MEMBERS (if applicable)

Name	Club / Role
N/A	

- List program successes, challenges or on-going projects along with their current status.

I am continuing to work though the list of Inactive Clubs and try to determine viability as well as appropriate contact persons for these clubs. The Member numbers is reflective of the need for this SLP and the Aktion Club members that desire to do community service—we need to be able to provide the service conduit for them to do so.

The number of active clubs has increased over this report timeframe.

Quarterly meeting held on 10/18/22—we had Circle K representation as well as guest (Eugene Law) and some Kiwanians. Costume Party/Judging and Autumn Scavenger Hunt were part of this meeting.

PA District Aktion Club was invited and participated in December meeting with Centennial Internet eKiwaniis club. 2 Aktion Club members and Admin participated (there would have been more, but many of the Aktion Clubs had other Christmas parties and commitments at the time of this meeting)

Bookmarks made at DCON were distributed to the Kiwanis Clubs with Little Free Libraries



Service Leadership Program Administrator Board Report

2. List concerns / issues that require District Board action.

Just continue to be aware of the lingering impact of COVID-19 on the Aktion Club program.

3. List program goals and current status of each.

- Ensure Advisor information/contacts is correct with KI – **ongoing and in process. Working to identify inaccurate information and more clear and effective communication.**
 - **Have obtained some information from Region 6 clubs. Working in other regions**
 - **New Advisor from Phoenixville reached out to me for assistance—meeting scheduled for 1/25**
- Continue Quarterly Virtual meetings – **continuing through 2022-2023. See below for dates**
- Establish an Aktion Club Committee – **pending. This will be evaluated further**
- Begin to plan the 27th Aktion Club District Convention

(New for 2022 – 2023 Year)

- Build 2 new Aktion Clubs - **pending**
- Move 6 clubs from Inactive to Active Status – **progress – 2 additional clubs are now Active**

4. How has the program supported the PA Kiwanis Foundation during this reporting period?

Grant request for 2023 Aktion Club DCON submitted was approved as requested. Thank you PA Kiwanis Foundation for your ongoing support!

5. List important events/dates and describe

2022-2023 VIRTUAL MEETINGS (via Zoom):

Tuesday, October 18, 2022	7:00 – 8:30 pm - <i>done</i>
Saturday, January 21, 2023	10:30 am – 12:00 pm
Tuesday, April 11, 2023	7:00 – 8:30 pm
Saturday, July 8, 2023	10:30 M – 12:00 pm



Kiwanis[®]

PENNSYLVANIA DISTRICT

Service Leadership Program Administrator Board Report

6. Describe **communications and activities** with the following core groups:

SLP Advisors	Keeping PA Aktion Club FB page—posting ideas for service projects, inspirations and club activity sharing. Ongoing emails Email correspondence with Phoenixville Kiwanis Emails from State College and Abington Aktion Clubs
Lt. Governors/Trustees	Presented at Region 2 and Region 6 Fall meetings
District / Kiwanis International	Invitation to Quarterly meetings Participated in KI Aktion DA meeting 1/11 Submit State College Scrapbook to KI for Scrapbook contest

Please attach any additional supporting documentation as you feel necessary.



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PENNSYLVANIA DISTRICT

Service Leadership Program Administrator Board Report

Report Date:	01/13/2023
Report Period Covered:	Oct-2022 thru Dec-2022
Service Leadership Program:	Builder's Club
Administrator:	Lillian Ann Mateja

Data

# Active Clubs =	43
# Suspended Clubs =	0
# Inactive Clubs =	24
Total Membership Number =	67

COMMITTEE MEMBERS (if applicable)

Name	Club / Role
N/A	

- List program successes, challenges or on-going projects along with their current status.

Currently, most of our participating school districts are slowly backing down from the COVID-19 restrictions for outside service. This is my first report as chair and I am still following up on communications with Kiwanis and Faculty advisors. The advisors I have communicated with agree that the idea of all SLP's work together on ongoing projects for the community.

- List concerns / issues that require District Board action.

- List program goals and current status of each.

**Create a K-Family interclub (K-Kids, Builders Club, and Key Club, possibly Circle-K).
Continue communicating projects and successes.**



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Service Leadership Program Administrator Board Report

At this time, I would like more time to create a more consistent program for reporting from District Administrator, Faculty advisors, and Kiwanis advisors.



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Service Leadership Program Administrator Board Report

4. How has the program supported the PA Kiwanis Foundation during this reporting period?

--

5. List **important events/dates** and describe

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6. Describe **communications and activities** with the following core groups:

SLP Advisors	
Lt. Governors/Trustees	
District / Kiwanis International	

Please attach any additional supporting documentation as you feel necessary.



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PENNSYLVANIA DISTRICT

Service Leadership Program Administrator Board Report

Report Date:	January 13,2023
Report Period Covered:	10/8 ~ 1/13/2023
Service Leadership Program:	Key Club
Administrator:	Bob Orlando

Data

# Active Clubs =	143
# Suspended Clubs =	0
# Inactive Clubs =	27
Total Membership Number =	8,453 (Not including unpaid clubs)

COMMITTEE MEMBERS (if applicable)

Name	Club / Role
Cathy Szymanski	Zone 1 Administrator
John Mazurowski	Zone 2 Administrator
Matt Alexander	Zone 4 Administrator
Morgan Coolbaugh	Zone 5 Administrator
Howard Cohen	Zone 6 Administrator
Tessa	Zone 1 Assist. Administrator
Kevin Thomas	Short Timer

1. List program successes, challenges or on-going projects along with their current status.

Successes: Annual Fall Rally was a success in that it was planned and executed very well by our student leaders. Attendance, however, was poor. 60 students from just 5 or 6 clubs out of 170. The event was held at Knobles Amusement Park in Elysburgh, PA. A committee has been developed to study if we will continue this district event, how it will be structured if it moves forward and ways to improve attendance to make the effort in putting it together worthwhile.

Challenges: Membership. My last report focused on membership to be one of our greatest challenges. I am happy to report that the fears I had about membership did not come to fruition. Dues payments have been coming in at a decent rate. As of this writing, we have 8,453 dues paid members. There are no clubs that are marked as suspended at this time. That will take place after February 1. Of the 27 inactive clubs, their total membership the last time they paid dues was 798. Some of these clubs have been inactive for several years but have not been removed from the books. Of the clubs that are inactive but only because they have not paid dues, I estimate that we will retain somewhere between 400 to 500 members. That



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PENNSYLVANIA DISTRICT

Service Leadership Program Administrator Board Report

will place our membership on the threshold of 9,000 members. A very healthy level given all that we have been going through lately. While it is 3,000 off of our high membership mark from 12 – 15 years ago, we are doing better than a lot of other Key Club districts from what I am hearing from my counterparts. Membership will always remain a focus of our board and we will be working hard to retain current members and build new clubs.

I have attached a membership report that is shared with the entire PA Key Club board. I take this information and break it out for ease of use by our members and committee members. Here are some guidelines I provide our board when reading this report:

There are five tabs to this report. Here is what you will find on each tab:

- Raw Data – This is the raw data showing all clubs, active and inactive and all payment information.
- Active Clubs – Shows all Active clubs in the district. That means these clubs paid their dues last year. I cut out all of the info so it is easy just to see who is active.
- Inactive Clubs - Shows all Inactive clubs in the district. That means these clubs did not pay their dues last year. I cut out all of the info so it is easy just to see who is inactive.
- Paid Clubs – Shows all clubs that have paid dues and what their roster membership is.
- Unpaid Clubs – Shows all Active clubs that have not yet paid their dues yet. The count under Number of Members is what their membership was LAST YEAR. It means nothing that they haven't paid dues yet. We are in dues collection season right now.
- Roster Finalized – This is basically a list of all clubs who have paid dues
- **Roster Not Finalized – This tab needs your attention. This is a list of all clubs that have not updated their roster. This means they have not paid their dues. They haven't even reported what their membership will be. We have to view these clubs as AT RISK. You should reach out to the clubs in your division and ask officers and advisors if they are going to be updating their roster and paying dues. ZONE ADMINISTRATORS: If you would, please attempt to send an email to these faculty and Kiwanis advisors. If you cannot and need me to do so, please let me know. It will not be a problem.**



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Service Leadership Program Administrator Board Report

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2. List concerns / issues that require District Board action.

N/A

3. List program goals and current status of each.

<p>Program goals are usually set by the incoming governor. My goals, however, are focused on better communications with club advisors and providing them with a value in the form of support. These communications are shared between myself and my committee members. I will say that the current members of the Kiwanis Committee on Key Club are working very diligently and effectively with their clubs and with the students that they serve as advisors for, both in committee structure and zone structure.</p> <p>Updating District Bylaws: With all the changes in the way we conduct business as result of recent technology improvements and their relationship with COVID changes, our bylaws are in great need of updating. Efforts have been underway by our board members to update the bylaws and introduce amendments for this year's House of Delegates. While this committee is making good progress, it most likely will take an additional year or two to identify and update everything. It is a GREAT learning experience for the students that are doing this work!</p> <p>YSY: This year Key Club has reestablished its relationship with Catlin's Smiles by identifying it as the PA Key Club's Youth Serves Youth program. Plans have been made to continue this relationship for next administrative year as well. Cheryl Hornung will also be joining us in Hershey as our Key Note speaker where she will deliver a motivational talk to our leaders as well as promoting the program.</p> <p>Key Club International Convention (ICON): Tour plans are being finalized for this summer's trip out west as we visit Anaheim, CA for ICON. As always, efforts are being made to contain costs as much as possible. We will be taking a few days outside of the actual convention to allow the students to take in the sites and experiences that Southern California has to offer. For many if not all students going, it will be their first time traveling across the country like this.</p>



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Service Leadership Program Administrator Board Report

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4. How has the program supported the PA Kiwanis Foundation during this reporting period?

<p>No activity this reporting period</p>

5. List important events/dates and describe

<p>February 4/5: District Winter Board Meeting, On Line March 31 – April 2: District Convention Hershey, PA April 14-16, 2023: Spring Trainer Location TBA July 22-23, 2023: Summer Board Meeting, Location TBA Nov. 11-12, 2023: Fall Board Meeting, Red Lion Inn, Harrisburg March 2-3, 2024: Winter Board Meeting, Red Lion Inn, Harrisburg April 2-4, 2024: District Convention, Penn Stater Hotel, State College, PA April 19-21, 2024: Spring Trainer Location TBA July 27, 28, 2024: Summer Board Meeting Location TBA Nov. 16-17, 2024: Fall Board Meeting, Red Lion Inn, Harrisburg March 1-2, 2025: Winter Board Meeting, Red Lion Inn, Harrisburg</p>

6. Describe communications and activities with the following core groups:

SLP Advisors	Emails, videos and one-on-one communications
Lt. Governors/Trustees	None



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Service Leadership Program Administrator Board Report

District / Kiwanis International	Monthly on line D.A. meetings / KICKA meeting
---------------------------------------------	----------------------------------------------------------

Please attach any additional supporting documentation as you feel necessary.



District Trustee Report

Date: Jan 6, 2023

Trustee: Cathy Szymanski Region: One

Lieutenant Governors

Name: <u>Cal Morse</u>	Division: <u>one</u>
Name: <u>Terry Shaffer</u>	Division: <u>two</u>
Name: _____	Division: _____

- List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. (Note: This can include any items reported by the Lt. Governors.)

I don't feel our region is inspired to work together and for that matter inspired to do much service.. Division One does not seem to want to do anything together. All clubs do their own thing. When clubs invite others to anything no other clubs show up. There is no sharing of information with one another. Even scheduling divisional interclub is not working. No clubs seem to want help with growth. The growth in our region for clubs and SLPs seems to be very small. Projects do not seem to be completed ether.

- List **successes** you have experienced within your Region.

Our newsletter seems to be getting interest from clubs we have not heard from in quite some time. The merger in division two seems to be a success and they are bringing in new members and new projects. Fort LeBoeuf continues to include the community in their projects. Erie has partnered with the Community Shelter Services and are bringing tiny homes to Erie.

- List your **goals** for your Region and goal status.

Please see attached for region one goals.

- What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

WE have begun the process of a new club in division one in Millcreek. We have a lot of interest and will be asking people to schedule appointments for us.

- Describe communications and activities with the following core groups:

Lt. Governors / Divisions	
Membership Chair/Committee	
District / Kiwanis International	

Region One Goals

Service Leadership Programs

Division One 3 new ones

We have one new one and are working on a Kkids in a school in Erie, PA

Division Two 4 new ones

none currently.

Growth

Division One 2 % growth (this does not include the new Kiwanis Club)

Need a lot of work here

Division Two 2% growth

Need a lot of work here

Divisionals

Division One Schedule one for every club

This is not happening no matter how much communication is going out asking for participation

Division Two Terry will get them scheduled

None have been scheduled at this time.

Pennsylvania Foundation

Division One Will encourage all clubs to donate.

The message continues to be the importance of supporting this.

Division Two Will encourage all clubs to donate.

Monthly reporting

Division One Will monitor and work with clubs to verify reporting is being done.

I continue to monitor and notify clubs when it is not completed. I think the lack of interest in many clubs is probable cause for this not happening.

Division Two Will monitor and work with clubs to verify reporting is being done.

Division two is having the same issues that many clubs do not do the monthly reporting.

Work on a succession plan for our region for all members.

Working on a plan for some sort of training for members in our region with how they can help and what needs to be done. Many members feel it is overwhelming and time consuming. This is because as leaders we have led them all to believe this. We don't stress that we chose to be this busy and that the amount of time we spend is not necessary.

The region one team will continue to meet and discuss opportunities virtually.

We have not met in two months and will be meeting within the next two weeks.

District Trustee Report

Date: 1/11/23

Trustee: Shawn "Spike" Smith Region: 2

Lieutenant Governors

Name: Wayne Meyer Division: 5
Name: Janine Surmick Division: 8

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. (Note: This can include any items reported by the Lt. Governors.)

I've reached out to Sewickley Club regarding abandoned Key Club statuses. Sewickley can possibly take over sponsorship of Mars Area High School. Information has been sent to Bob Orlando and Cathy Szymanski.

My Lt. Governors and myself have had issues getting any type of response from several clubs in the region. These are the same clubs that not submitting reports and participating in District Events. It is personally difficult for me to attend lunchtime and morning meetings. Not sure what can be done to reach out to these clubs. I'm open to any suggestions on how people have been able to reestablish contact with clubs in their Regions.

2. List **successes** you have experienced within your Region.

I'd like to thank Kevin, Gov. Mike, the Redivisioning committee and the officers of the former Division 6 for their assistance with the successful Redivisioning of Region 2. McKeesport White-Oak and Verona-Rosedale have moved to Division 5. Freeport and Vandergrift have moved to Division 8. Both Janine and Wayne have reached out to the new clubs, but have yet to receive a response.

A big THANK YOU to the Greensburg Club for hosting a K Family Picnic on October 2nd. There were at least 10 Kiwanians and 8 Circle K Students in attendance. There was plenty of food, cornhole, and service projects to go around!

Attended the Installation dinners for McKeesport White-Oak Club on Sept. 22 (yes, a week before officially becoming trustee), Freeport on October 10th and Sheraden (THAT) Club on October 20. Also attended the Clarion Club's 100th Anniversary on December 3 (Congratulations and THANK YOU for 100 years of service to your community!)

3. List your **goals** for your Region and goal status.

1. **75% Club Participation in Region Meetings** – 3 out of 15 clubs attended the Fall Governor's Visit in October
2. **Continuation of Division Council Meetings** – DCM's will be scheduled for sometime this Spring, TBD
3. **"We've NEVER done it this way"** - Ongoing
4. **9 of 14 Clubs to submit monthly reports** – 4 out of the 14 clubs have continuously submitted monthly reports, McKeesport White-Oak, Sewickley, Sheraden and Freeport
5. **Clubs to have a net gain of +1 member** – Scottdale currently has a +1 in membership
6. **Continue socialization, connection and support** – (Ongoing) I can do a lot better with social media promotion. Thank you to Governor Mike for making the trip to Pittsburgh to visit with our clubs!
7. **Host a regional officer induction ceremony for the 2023-24 year** – Will reach out to clubs to gather interest / ideas.

8. What membership growth and new club opening activity is being worked on in your Region? List clubs that

are in critical need of coaching.

For the 2022-23 Kiwanis Year, Region Two is at a Net Zero gain in membership. Scottsdale club has gained one member and the Sheraden Club lost a member (deceased).

As for new club opening:

Northside Club – Active planning has stopped. Matt and Cathy have been made aware.

Potential LGBTQ e-Club – (Very early stages) I am working on a list of potential contacts for starting an e club with an LGBTQ focus. I am supposed to meet with members of the California LGBTQ e-Club early next month to discuss how they operate. This is ongoing and will keep the membership committee updated as things progress.

9. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	Ongoing communications with Wayne Region 2 Leadership Meeting on Jan 11 Region 2 Governor's Visit on October 29 Freeport Club installation on October 10th Sheraden Club Installation on October 20th Attended K Family Picnic hosted by the Greensburg Club
Membership Chair/Committee	Spoke with Cathy re: e-club ideas. Received membership requests from Kevin/Matt regarding inquiries – sent to appropriate clubs.
District / Kiwanis International	Attended InterPACK weekend



District Trustee Report

Date: January 12, 2023

Trustee: Miranda Burton Region: 3

Lieutenant Governors

Name: <u>Barb Harer</u>	Division: <u>11E</u>
Name: <u>Vacant</u>	Division: <u>11W</u>
Name: <u>Vacant</u>	Division: <u>10</u>

- List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. (Note: This can include any items reported by the Lt. Governors.)

After asking many times there is no interest in people stepping up for LTG positions in Divisions 11W and 10.

- List **successes** you have experienced within your Region.

Continued efforts to work with clubs on ideas to help boost membership.
The LTG position was filled for Division 11E by Barb Harer

- List your **goals** for your Region and goal status.

Increase membership by at least four new members within each division.

Fill the lieutenant governor position within division 11W by March 2023.

Fill the lieutenant governor position within division 11E by March 2023.

Conduct a Regional Meeting April 2023

- What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

Opening a potential club in Ebensburg. Community Analysis has been done. Asked the Altoona Club about sponsoring the club they are not interested at this time due to wanting to work on boosting their own membership.

Some of the clubs in all three divisions have made a sincere effort to show membership growth.

5. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	Miranda Burton-communication updates for LTG Barb Harer. Positions need filled in 10, 11E and 11W. Efforts have been made to reach out to clubs for a LTG in both divisions with no interest.
Membership Chair/Committee	Communication about opening a club in Ebensburg
District / Kiwanis International	Communication via phone and email with Kevin Thomas regarding questions that clubs proposed. Communication with various Kiwanis International members via phone, email and zoom.

Version updated and approved 10/3/2020



District Trustee Report

Date: _____

1/3/23

Trustee: Penny Meyers Region: 4

Lieutenant Governors

Name: <u>Lisa Bangson</u>	Division: <u>12N</u>
Name: <u>Shirley McPherrin</u>	Division: <u>12S</u>
Name: <u>Allan Schappert</u>	Division: <u>14</u>

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. *(Note: This can include any items reported by the Lt. Governors.)*

Region 4 has 23 clubs, with 9 of these clubs being under charter. Several of the clubs do NOT want help nor do they care they are under charter. This is not from lack of trying. I will be conferring with Lieutenant Governors and/or some of the clubs to ask if they would like some help with recruitment procedures and also speaking with District Membership Chairs.

Leadership is a problem. Has been for a long time and not sure how to encourage members to step up to club leadership and district leadership roles. Have encouraged Lieutenant Governors to work with Presidents and Secretaries and membership chairs to promote leadership. It has been a frustrating issue.

Clubs monthly reporting has also been an issue again starting this year. 9 clubs out of 23 have not done a report yet this year. Again, encouragement to Lieutenant Governors to try to work this out.

2. List **successes** you have experienced within your Region.

Danville club is finally opened due to the great leadership of District Chair Matt Wise.

I have heard from two Lieutenant Governors, Shirley(12S) and Allan(14) that they intend to stay another year 2023-2024.

3. List your **goals** for your Region and goal status.

1. Club reporting—will work with LTG
2. Bring at least 5 of the 10 clubs under charter up to charter—will work with LTG/District Membership. This will also help with the goal of +2 for end of year for each club.
3. Grow Leaders---Talk with all membership, not just Presidents and Secretaries. I feel there may be leaders that don't realize they are leaders because they are not given pertinent information from current Presidents and Secretaries. Again, working with LTG.
4. Be on lookout for a Trustee for Region 4

4. What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

New club opening process is finally being completed for Danville. Other areas have been discussed in the northern tier of Division 12N. However, as stated, club growth is a great concern of mine in Region 4. I am meeting with my Regional team on January 5th to discuss clubs that want/need and will accept club coaching. Clubs that I am looking at that may accept it: 12N-Sullivan County had been open to club coaching at the end of 2021-2022, Conrad had opened doors with Muncy, Mansfield had been working on it, may need a push again, and would like to get a meeting with Williamsport to see if they are open to possibly moving a meeting to the evening to draw from that area for those that cannot make a lunch meeting. (With all the SLP clubs they have in the area, there could be parents that would be interested). 12S-Selingsgrove has been on the fence about planning an open house, and right now moral is down even though they continue to service the community with 6 active members, but LTG Shirley seems to have a good handle on things. 14-Berwick is in need and was open to help. At the end of September, Conrad and I had visited and sent them all sorts of information. I will contact them again.

5. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	Communicate with LTG's monthly, if not weekly via email. Hold quarterly zoom meeting to discuss goals, successes, and concerns.
Membership Chair/Committee	Meet with the Membership team bi-weekly to discuss New club openings. Talk with membership chair Matt frequently on growth. I am on the YCPO district committee.
District / Kiwanis International	Consistent communication with Governor Elect Conrad who is still an imperative leader for Division 12N/14. Has built a great rapport with those two divisions. I attend all CLE, etc webinars and meetings.



District Trustee Report

Date: January 6, 2023

Trustee: Ryan Hartman Region: 5

Lieutenant Governors

Name: <u>Emily Reed</u>	Division: <u>13N</u>
Name: <u>Barrie Ann George</u>	Division: <u>13S</u>
Name: <u>Vacant</u>	Division: <u>16</u>

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. *(Note: This can include any items reported by the Lt. Governors.)*

Two Main Issues currently:

- Finding an LTG for Division 16
- Finding a Trustee Replacement for 2023-26

2. List **successes** you have experienced within your Region.

Clubs are doing well, and many are back to service projects. I reserve my comments here to the LTGs as they have better knowledge of what is happening in our Region.

3. List your **goals** for your Region and goal status.

- Finding an LTG for Division 16
- Finding a Trustee Replacement for 2023-26

Both are ongoing.

4. What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

I have been part of the New Club Opening team. We are looking to open a new club in the Lancaster area. More information to come on that as well as finding a club to sponsor them.

As I have mentioned many times before, while I see the need to open new clubs, we also need to strengthen and grow our existing clubs.

5. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	As needed
Membership Chair/Committee	As needed
District / Kiwanis International	As needed



District Trustee Report

Date: 1/13/2023

Trustee: Tiffany Callaio Region: _____

Lieutenant Governors

Name: <u>Debbie Crisman</u>	Division: <u>15</u>
Name: <u>Bob Moran</u>	Division: <u>17/18</u>
Name: _____	Division: _____

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. (Note: This can include any items reported by the Lt. Governors.)

Not at this time

2. List **successes** you have experienced within your Region.

Had a great Regional meeting virtually with about 30 members attending. All members received copies of the presentations. Because of the meeting being virtually, I was able to bring in different speakers for membership to listen and learn from.

Membership is strong. Division 15 right now is +10 and Division 17/18 is +7

3. List your **goals** for your Region and goal status.

Make sure that both LTG's have a replacement- LTG for Division 15 has said she will continue on.

Work with the clubs that are under charter strength (5 total).

To open at least 1 new club in the Region- working on a plan with LTG Bob in Division 15.

4. What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

Work on opening 1-2 new clubs in the Region. One club will be a new Nazarath club. LTG has already completed the community survey. Gov Mike will be making a phone call to him to see what the next steps will be.

5. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	Emailed both LTG's on numerous topics.
Membership Chair/Committee	Attend all meetings on membership.
District / Kiwanis International	Attend all meetings assigned by District Leadership. In contact with Governor Mike on activities going on in the District.

District Trustee Report
22

Date: _____ **1-10-**

Trustee: Joe Wilson Region: 7

Lieutenant Governors

Name: <u>Bonnie Haupt</u>	Division: <u>19</u>
Name: <u>Dan Spierer</u>	Division: <u>21</u>
Name: <u>Karen Sears</u>	Division: <u>22</u>

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board. (Note: This can include any items reported by the Lt. Governors.)

2. List **successes** you have experienced within your Region.

Glenside willing to work with me to expand their membership. First meeting January 24th. Meeting location being determined.

3. List your **goals** for your Region and goal status.

- 1) Improve upward and downward communication- Zoom meeting held one day after District Board meeting with LTGs to keep them informed.
 - 2) Each club appoints a New SLP Club Opener- ongoing.
 - 3) Each club appoints a new Club Retainer- ongoing.
 - 4) Encourage clubs to invite their SLP officers to club meeting to enhance communication and working together.

4. What membership growth and new club opening activity is being worked on in your Region? List clubs that are in critical need of coaching.

Glenside- started

5. Describe communications and activities with the following core groups:

Lt. Governors / Divisions	
Membership Chair/Committee	
District / Kiwanis International	

Executive Director Report

Date: 1/12/2023

1. List any items specifically for board action

Several which will be discussed later in the board meeting

2. Update your activity in the following areas of your responsibility:

Financial/Accounting

Distributed/Paid all invoices due for the District. Hosted BSSF personal for audit work. Replied to all follow up inquires from them. Provided board with monthly financial statements. Submitted all payroll tax forms and payments due.

Administrative

Responded to and dealt with various inquiries and calls. Participated in monthly meetings or calls with fellow District Secretaries and Kiwanis International. Provided Board and Lt. Governors updates as appropriate and necessary. Participated in Leadership Calls and Executive Committee Calls

Service Leadership Programs

Established a budget for the Key Club Convention. Conducted a search, analysis and site inspections for the Circle K convention which resulted in the selecting the Doubletree Lancaster. Established a budget for the Circle K Convention. Prepared information packet for Key Club Convention. Worked on establishing locations for 2023-24 & 2024 Key Club Board Training and Meetings.

District Convention, Midyear, and other events

Attended all meetings of Midyear and District Convention Committee and followed up as necessary from those meetings.

Other District Committee and Special Project Duties

Conducted site inspections on 2024 Joint District Convention. Completed analysis of properties. Scheduled committee meeting for January 16, 2023 at 8:00PM

3. Please list/update any particular goals for this reporting period:

Goal Description	Due Date	Status
See attached followup from last two board meeting		

4. Describe communications and activities with Kiwanis International

See comments above. Attended the District Secretaries meeting in Minneapolis on November 5-9, 2022

5. Please cite any special recognitions of Kiwanians or Clubs in our District

None at this time

6. Please list below meetings and activities for which required out-of-office travel as part of your Executive Director Duties:

Date	Location	Purpose
	See attached schedule	

BOARD MEETING FOLLOWUP/TO DO LIST

(From Board meeting of 10/8/22)

The following items of action/follow up arose from the October 8, 2022, Board Meeting. Those board members or chairs responsible for follow up/action are in brackets. Any updates on known progress are in red. Additional notes are in green.

1. File a new claim form for unclaimed property for clubs that are no longer in existence (J. Raub/K. Thomas) Done
2. Follow up on the viability of an E-Commerce Site (Sarah Zulueta)
3. Establish dates for a Kiwanis Night at the Phillies and Pirates (Shawn Smith and Sarah Zulueta) Pirates game established: 7/29/23.
4. Explore the possibility of holding a special convention at the Key Club District Convention, if that convention is necessary (Kevin Thomas) Done. It is possible
5. Explore low or no cost facilities in the Hershey area for a Spring Fling. (Coolbaugh)
6. Explore/develop a potential policy on what constitutes board member participation in a meeting when participating remotely. (Coolbaugh/Zulueta)
7. Follow up as necessary to finalize a 2024 joint District Convention with New Jersey. (Thomas) Meeting held on 10/21. New Jersey committed to moving forward pending final site selection. Four proposals received. Site inspections being scheduled.
8. Sign and return the contract for the 2024 Key Club Convention at the Penn Stater (Thomas) Done.
9. Follow-up with clubs in Division 6 to determine their approval or disapproval of the proposed redivisioning plan for Division 5, 6 and 8. (Smith)
10. Schedule a meeting with each Trustee (other than Region 2) to discuss the need for redivisioning in each region (Coolbaugh)
11. Move forward with an evaluation and recommendations on the District Executive Director/Secretary/Treasurer position after 9/30/23 (Coolbaugh/Schlesinger/Zulueta/Thomas) Meeting on October 10th.
12. Review, provide a progress report and make recommendations on the District Strategic Plan (Zulueta/Schlesinger)
13. Purchase DocuSign program for Key Leader. (Wise and Thomas) Done
14. Follow-up on proposed District bylaw amendments to allow the election/appointment of Lt. Governors and Trustees from outside the Division/Region if no candidates can be found in the Division/Region. (Coolbaugh/Osterhout/Thomas) Message sent to Diana O'Brien
15. Reorganize and review District Policy Code. (Osterhout).
16. Send a letter to the Foundation expressing concerns related to recent Financial issues. (Thomas) Done

Respectfully submitted,



BOARD MEETING FOLLOWUP/TO DO LIST

(From Board meeting of 12/12/22)

The following items of action/follow up arose from the December 12, 2022, Board Meeting. Those board members or chairs responsible for follow up/action are in brackets. Any updates on known progress are in red. Additional notes are in green.

1. Share and make appropriate updates on the re-divisioning of Divisions 5, 6 and 8. (Smith/Thomas) Done
2. Update District Policy Code and post an updated version. (Thomas) Done
3. Post the updated District strategic plan (Zulueta) Done
4. Update District Bylaws and Policies as necessary to accommodate the change from District Executive Director/Secretary/Treasurer to District Secretary, District Treasurer and District Meeting Manager. (Osterhout/Thomas) Draft of amendments completed.
5. Make arrangements for and issue a call to the special convention to consider the aforementioned amendments. (Thomas)
6. Schedule a meeting to begin the planning for the Spring Fling Fundraiser (Wilson, Szymanski, Smith with Wilson scheduling the meeting)
7. Schedule a Midyear planning meeting (Coolbaugh)

Respectfully submitted,



Kevin E. Thomas, Executive Director/Secretary/Treasurer

AOL Calendar

October 2022

ketkiwanis@aol.com
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	Sun 26	Mon 27	Tue 28	Wed 29	Thu 30	Fri 1	Sat
	7pm Finance Committ...		Hurricane alert 5:30pm Altoona		Hurricane alert	Hurricane alert	
	Rosh Hashana			Hurricane alert			
2	3	4 11am Foundation	5	6 Yom Kippur 12pm Lebanon	7	8 10am Board Meeting	
9	10	11 4pm Executive Meeting 3pm District Secretar...	12	13 3pm Circle K Convent...	14	15	
		Day of the indigenous People					
		Columbus Day					
16	17	18	19	20	21	22	
					11:30am Lancaster D...		
					2pm Grantville Holid...		
					7pm 2024 Convention...		
23	24	25	26	27	28	29	
	8am Dentist	9am Foundation Call			Off	Net off	
	1:30pm Kalahari Resort						
30	31	1	2	3	4	5	

off

Halloween

off

7pm SLP Meeting

Election Day

11:10am Gary Coope...

11:10am Gary Coope...

District Secretary Me...

Aol Calendar.

ketkiwanis@aol.com
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November 2022

	Sun 31	Mon 1	Tue 2	Wed 3	Thu 4	Fri 5	Sat
30	off	7pm SLP Meeting	Election Day		11:10am Gary Coope...	11:10am Gary Coope...	District Secretary Me...
6	7	8	9	10	11	12	Washington Admission Day Veterans Day/Remembrance
	District Secretary Me...	District Secretary Me...	District Secretary Me...	District Secretary Me...	6pm Key Club Conver...		
	District Secretary Me...	District Secretary Me...					
13	14	15	16	17	18	19	
4pm Executive Comm...	4pm Executive Comm...	7pm Key Club Commi...	8pm Youth protection ...	1pm Hanna Martin	10am Doubletree Hotel	off	1pm Alloy Hotel
20	21	22	23	24	25	26	
off	off	off	off	off	Thanksgiving	Bar off	Lincoln's Birthday Public holiday
27	28	29	30	1	2	3	
Indian Heritage Day	off	7pm Youth Protection ...	10am Chambersburg ...	12pm Harrisburg Club...		5pm Clarion 100th	
off		3:30pm Executive Co...					



December 2022

	Sun 28	Mon 29	Tue 30	Wed 1	Thu 2	Fri 3	Sat
27	Indian Heritage Day off	7pm Youth Protection Me... off	10am Chambersburg - De... 3:30pm Executive Commi...	12pm Harrisburg Club Me...		5pm Clarion 100th	
4	5 Audit	6 Audit	7 Delaware Day Audit	8 12pm Allentown 7:30pm Finance Committ...	9	10	
11	12 12:30pm Wind Resort 4:30pm Executive Commi... 7pm Board Meeting	13 3pm Stegura Eye Doctor 7pm Joshua Kim	14 6pm Altoona	15	16 11am Val tulli	17	
18	19 7:30pm Key Club Meeting Hanukkah	20	21 7pm Key Club Meeting	22 Storm alert in 40 states State of emergency	23 Civil Servants holiday off - floating holiday	24 Civil Servants holiday Washington's Birthday Christmas Eve	
25	26 Christmas Day Christmas Civil Servants holiday	27 off	28 off	29 off	30 off	31 New Year's Eve off off	



**Immediate Past Governor's Report
State of the District**

Period 10/1/22 – 12/31/23

Submitted by: Sarah Zulueta

Date: 1/10/2023

1. Update the statuses of the Goals you have established as Immediate Past Governor for the Pennsylvania District

Goal	Status	Date Completed (or expected)
1. Work to develop and obtain approval from board for job descriptions for new District Secretary, District Treasurer & District Meeting Manager by 12/31/22.	Completed	12/12/2022
2. Work with District Membership Team to work on New Club efforts in the Exton Area by 2/15/23.	WIP	2/15/2023
3. Develop transition plan with committee for new positions to replace the Executive Director by 5/1/2023.	WIP	5/30/2023
4. Work with Board to update Strategic Plan by 10/30/22.	Completed	12/12/2022
5. Attend all the Foundation Board meetings to be a proper liaison with the District Board and Trustees.	Completed. (ongoing)	9/21/2023

2. Update the statuses of those critical assignments assigned to the Board

<ul style="list-style-type: none"> 1. Develop job descriptions for new District Secretary, Treasurer and Meeting manager positions. (Completed) 2. Update District Strategic Plan. (Completed) 3. Update Board Meeting Standing Policy Code. (Completed)

4. List any Organization issues for Board information and/or action

<ul style="list-style-type: none"> • No major issues currently.

5. Describe communications and activities with **Foundation**.

<ul style="list-style-type: none"> • Attended the monthly PA Foundation Board meetings on 11/13/22 and 1/8/23 virtually. • Provided District updates to the Foundation after 12/12/22 board meeting regarding ED position, Midyear and special convention.

6. Additional Activities and Special Projects actively working on.

<p>Special Projects:</p> <ul style="list-style-type: none"> • New Club Opening – Exton Area – Formed a local NCO team, developed contact lists, had onsite meetings, service project and interest meetings. December site put on hold with 1 application. Resume club opening efforts in Jan 2023. • Club Boosting efforts – Working with Glenside to develop social media campaign and working with Joe Wilson, who will provide Two for Two plans in-person in late Jan meeting. Presented Two for Two at Region 7 meeting on Nov 4th and Collegeville Club Nov 2nd. • KI Club Coaching Training Team – In Oct 2022 named to KI Membership training team and will be conducting the KI Club Coaching training on April 4, 2023, session with a member from Rocky Mountain District. • SendInBlue – Continue to provide review and contributions for the bi-monthly email distributions that are currently up to 30% click open rate.

Committee/Meetings:

- **Dollar for Dues** – As Immediate Past Governor lead this committee and work with confidential committee to award over 14 awards since Oct 1st totaling \$1,219.00. We have asked the PR Chair to develop marketing for the donations for this program.
- **Finance Committee Meeting** – Continue to be a member of this committee to work on consistent financial controls with new Chair.
- **Monthly Executive Director Meetings** – Continue to participate in Executive meetings every 2nd Monday of the month.
- **2024 District Convention Committee NJ/PA** – Reviewing proposals for sites for the 2024 Convention along with the committee.
- **Midyear Committee** – Participate in the committee to handle the technical aspects of 2023 Midyear to be held virtually Feb 25th 9 am – 1 pm.
- **Technology Committee** – Obtain technology inventory list of the District office including emails.
- **District Membership Committee** – Participate in the bi-monthly District membership meetings on new club opening efforts.

Non-Dues Revenue Updates:

- **Ecommerce Site** – This effort has stalled due to cost/benefits in becoming a PA License vendor will not yield significant profits but will pursue if that is what the board would like.
- **Kiwanis Night at the Phillies** –An event for the Phillies in Philadelphia has yet to be planned at this time.

7. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)



Governor-elect Report

Date: 1/11/2023

1. Describe the activities you are undertaking to prepare yourself for your term as Governor, including Kiwanis International Training

Attended Kiwanis Internationals Governor-elect training in Indianapolis from October 19-23, 2022

Activities that have been completed or are in progress to prepare for 2023-2024 Governor's Administrative year include:

Completed the inaugural Kiwanis Amplify program in 2021

Attending all monthly calls and programs required by Kiwanis International.

Attending monthly calls and committee meetings with various district committees and training opportunities.

Emailed the Regional Trustees requesting they contact the current LTGs to determine if they are interested in continuing and if not, to consider potential candidates for the LTG position in their respective regions.

Have met with a combined group of PA and NJ District Leadership to determine location, etc. of a combined PA/NJ District Convention in 2024.

Participated in updating the Strategic Plan.

Participate in the JEDI committee.

2. Update the status of the Educational Sessions Planned for the 2023 District Convention

The 2023-2024 Governor's theme will be centered around membership growth with continued emphasis on community service and Service Leadership Programs.

The initial Scranton DCON committee was held, Additional monthly meetings are scheduled through June 2023.

Educational Sessions for the 2023 DCON are in the planning stage.

3. Update the status of selection and training for officers, trustees, Lt. Governors, chairs, and administrators for your term as Governor

Trustee/ Lt. Governor training has not been scheduled yet, however will be around the same time frame as previous years, probably at the Penn Stater Hotel and Conference Center in State College. Kevin was recently contacted to make arrangements for the training as in past years.

We are working on the Club Leadership Training for the 2023-2024 officers. The trainings will most likely be presented virtually.

Will begin to contact current chairs and administrators to determine interest in continuing in those positions. Will also consult with Governor Mike and Past Governor Sarah for input.

I have requested the trustees to contact current LTGs to determine if they are interested in continuing as LTGs. That information has been requested to be returned to me by February 25.

4. Describe the status of any special district projects you are leading

DCON 2023 – Attending meetings of the DCON Committee to assist those involved with the committee.

I have attended the initial meeting of the 2023 Virtual Mid-Year committee.

This is not a special district project, however, I am chairing the Finance Committee. That committee has scheduled its quarterly committee meetings.



Governor's Report State of the District

Submitted by: Michael Coolbaugh

Date: 1/13/2023

1. Update the statuses of the Goals you have established as Governor for the Pennsylvania District

- Open 7 new clubs – Opened Club in Danville – Actively working on clubs in Exton Area, Millcreek, and an Internet Charity Club.
- Open 2 new clubs in Circle K, Key Club, and Builders Club
- Open 5 new K Kids Clubs
- Continue the justice, Equity, Diversity, and Inclusion initiative throughout the district
- Continue DCON, Midyear and quarterly J.E.D.I awareness opportunities.
- Review and Update the District Strategic Plan. - Complete

2. Update the statuses of those critical assignments assigned to the Board

#	Description	Assigned To	Due Date	Status
	Job descriptions for Secretary., Treasurer., Event Manager	Mike Coolbaugh, Conrad Schlesinger, Sarah Zulueta, Kevin Thomas		Complete
	Proposed Bylaw changes for secretary and Treasurer	Kevin Thomas & Ben Osterhout	1/21/2023	Pending Board approval 1/21/2023
	Review and update of the District Strategic Plan	Sarah Zulueta, Conrad Schlesinger		Approved

3. List any Organization issues for Board information and/or action

We received the resignation of Jen Vare and Jody Welser as Co-Administrators of the Pennsylvania District of Circle K effective April 1, 2023. I plan on meeting with both prior to our Board Meeting on 1/21/2023.

New club opening is moving along slower than I had anticipated. This is partially because we need to recruit more members to be part of the membership team from across the district. A larger team will allow us to work on more than one club at a time.

4. Describe communications and activities with Kiwanis International

I have attended monthly zoom meeting with Area Director Emily Saalfrank and the Governors from North America 1.

I've attended by monthly meetings with International President Bert West.

I've attended membership training when available through various presenter from Kiwanis International.

I recently attended the 2023 International Governors Conference in Las Vegas with SLP Administrators and Youth Protection Managers.

5. Please cite any special recognitions of Kiwanians or Clubs in our District

I attended the 100th Anniversary celebration of the Clarion Club on December 3, 2022

6. Additional Activities and Special Projects actively working on.

We are presently working on the Midyear conference which will be held virtually on February 25, 2023.

Planning for the special convention has started pending approval of Kiwanis International the House of Delegates will meet on April 1, 2023 to approved bylaw changes pertaining to the retirement of our Executive Director.

Planning for the 2023 Spring Fling has started to move along. We are presently looking for a site in the Hershey area.

7. Do you have additional material to attach to your report?
(If yes, please attach accordingly)

Yes

No



District Committee Chair Report Cover Sheet

Date: 1/21/2023

Committee: Membership Chair: Matt Wise

Committee Members, if applicable:

Cathy Szymanski, Region 1, Co-Chair for New Club Opening	Barb Byers, Region 2	Miranda Burton, Region 3
Penny Meyers, Region 4	Ryan Hartman, Region 5	Tiffany Callaio Region 6
Joe Wilson, Region 7	IPG Sarah Zulueta, Region 7	Gov Mike Coolbaugh
Gov-elect Conrad Schlesinger	LTGs and New Club Openers	

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

The new club opening activities have really helped keep us organized. Members at the meetings is, however, at times sporadic due to other commitments by our District Leaders. Minutes are sent out to all leadership immediately following these calls.

New Club Opening Updates:

- Danville – Region 4 – OPENED! They will have their first meeting on 1/30/2023. Matt is working with Kiwanis International to complete paperwork and billing.
- Millcreek Area – Region 1 – in progress
- Exton Area – Region 7 – in progress
- Charity Club – Region 1 (for now) – in progress

There are other sites on our list to work on:

- Ebensburg – Region 3
- Nazareth – Region 6
- Glenside Update – Region 7

Attached to this report is the most recent Membership Comparison Report and the 5-Year Trend report.

At the meeting, Matt, Cathy, Mike, and Conrad will lead a conversation with the Board regarding this astonishing report. Put simply, over the course of the last five years, the Pennsylvania District has decreased its membership by 19%. Additionally, over the course of the last decade, membership has declined in Pennsylvania by 30%. This trend is not sustainable and unless we can do something to reverse course, the Pennsylvania District, as we know it, will only be viable for 18 years or less (not to mention the detrimental impact it will have on programs and activities over the course of those years).

2. List **successes** you have experienced as a result of your committee's work and activity.

See above re: new club opening efforts in 2022-23.

3. List your **goals** (and their status) of your committee.

- Goal 1: Open 7 new clubs in District (status: ongoing; 1 of 7)
 Goal 2: Decrease # of clubs that are under charter strength by 25%.
 Goal 3: Increase club membership by a net +2 in 25% of clubs.
 Goal 4: Establish Club Coaching Pool by having at least 10 past district leaders express interest (status: not met)
 Goal 5: Submit article for each Keystone Kiwanian
 Goal 6: Develop a resource page on PA Kiwanis website dedicated to all resources available to Kiwanis Clubs.

4. Describe communications and activities with the following core groups:

Clubs	Share information where/when requested.
Lt. Governors / Divisions	Lt. Governors are invited to participate in the New Club Opening calls.
District	Membership Coordinator meets and discusses with Governor, Governor-elect, usually weekly.
Kiwanis International	District Membership Coordinator participates in International Area meetings as required.

5. Do you have additional material to attach to your report? Yes No
 (If yes, please attach accordingly)

Club Name	Division	Division Name	Club Status	2018	2019	2020	2021	2022	5 yr net	5 yr net %	Per yr avg net	1 yr net	1 yr net %
Bradford	K2301	Division 1	A	48	45	48	46	40	-8	-17%	-2.00	-6	-13%
Cambridge Springs	K2301	Division 1	A	7	7	8	7	7	0	0%	0.00	0	0%
Conneaut Lake	K2301	Division 1	A	7	6	5	7	7	0	0%	0.00	0	0%
Corry	K2301	Division 1	A	11	10	9	9	8	-3	-27%	-0.75	-1	-11%
East Erie County	K2301	Division 1	A	16	17	16	13	17	1	6%	0.25	4	31%
Edinboro	K2301	Division 1	A	33	33	32	34	29	-4	-12%	-1.00	-5	-15%
Erie	K2301	Division 1	A	29	25	27	40	32	3	10%	0.75	-8	-20%
Fort LeBoeuf	K2301	Division 1	A	23	29	34	44	49	26	113%	6.50	5	11%
Headville	K2301	Division 1	A	38	41	41	37	37	-1	-3%	-0.25	0	0%
Headville Golden K	K2301	Division 1	A	20	20	17	16	13	-7	-35%	-1.75	-3	-19%
Millcreek-Erie K	K2301	Division 1	CR	18	17	9	0	0	-18	-100%	-4.50	0	0%
Millcreek-Erie Area	K2301	Division 1	CR	21	19	0	0	0	-21	-100%	-5.25	0	0%
Summit Township	K2301	Division 1	A	39	38	40	35	34	-5	-13%	-1.25	-1	-3%
Varren	K2301	Division 1	A	15	15	10	8	8	-7	-47%	-1.75	0	0%
Vest Erie County	K2301	Division 1	A	325	322	296	296	281	-44	-14%	-11.00	-15	-5%
Division totals													
Allegheny North	K2305	Division 5	CR	7	0	0	0	0	-7	-100%	-1.75	0	0%
Alldwin	K2305	Division 5	A	5	4	4	3	3	-2	-40%	-0.50	0	0%
Blenshaw	K2305	Division 5	A	15	14	14	13	13	-2	-13%	-0.50	0	0%
Boars	K2305	Division 5	CR	14	0	0	0	0	-14	-100%	-3.50	0	0%
Buttsburgh	K2305	Division 5	A	15	14	14	14	10	-5	-33%	-1.25	-4	-29%
Clarks Summit Airport Area, The	K2305	Division 5	CR	12	0	0	0	0	-12	-100%	-3.00	0	0%
Devon	K2305	Division 5	A	14	17	19	10	10	-4	-29%	-1.00	0	0%
East Erie	K2305	Division 5	A	29	32	36	37	41	12	41%	3.00	4	11%
East Erie	K2305	Division 5	CSD	8	7	7	5	0	-8	-100%	-2.00	-5	-100%
Quirrel Hill, Pittsburgh	K2305	Division 5	A	8	8	7	7	7	-1	-13%	-0.25	0	0%
Washington	K2305	Division 5	A	127	96	101	89	84	-43	-34%	-10.75	-5	-6%
Division totals													
Beepreport	K2306	Division 6	A	20	16	15	14	14	-6	-30%	-1.50	0	0%
Blattmaning	K2306	Division 6	CR	4	0	0	0	0	-4	-100%	-1.00	0	0%
McKeesport-White Oak	K2306	Division 6	A	18	18	14	13	15	-3	-17%	-0.75	2	15%
East Hills	K2306	Division 6	CR	10	0	0	0	0	-10	-100%	-2.50	0	0%
East Hill	K2306	Division 6	A	16	16	14	15	12	-4	-25%	-1.00	-3	-20%
East Hill	K2306	Division 6	A	9	9	8	8	5	-4	-44%	-1.00	-3	-38%
East Hill	K2306	Division 6	CR	5	3	4	13	0	-5	-100%	-1.25	-13	-100%
Division totals													
East Hill	K2308	Division 8	A	82	62	55	63	46	-36	-44%	-9.00	-17	-27%
East Hill	K2308	Division 8	A	22	16	19	17	18	-4	-18%	-1.00	1	6%
East Hill	K2308	Division 8	A	7	7	7	6	6	-1	-14%	-0.25	0	0%
East Hill	K2308	Division 8	CR	6	5	0	0	0	-6	-100%	-1.50	0	0%
East Hill	K2308	Division 8	A	17	15	15	13	25	8	47%	2.00	12	92%
East Hill	K2308	Division 8	A	13	13	13	13	13	0	0%	0.00	0	0%
Division totals													
East Hill	K2310	Division 10	A	65	56	54	49	62	-3	-5%	-0.75	13	27%
East Hill	K2310	Division 10	A	11	10	9	9	9	-2	-18%	-0.50	0	0%
East Hill	K2310	Division 10	CR	35	32	28	29	29	-6	-17%	-1.50	0	0%
East Hill	K2310	Division 10	CR	19	11	3	2	0	-19	-100%	-4.75	-2	-100%

Johnstown East Hills	K2310	Division 10	A	8	8	8	8	8	8	8	0	0%	0.00	0	0%
Johnstown West	K2310	Division 10	A	7	8	8	4	4	4	4	-3	-43%	-0.75	0	0%
Johnstown East	K2310	Division 10	A	9	8	13	12	13	13	13	4	44%	1.00	1	8%
Johnstown West	K2310	Division 10	A	20	20	21	17	20	20	20	0	0%	0.00	3	18%
Division totals															
Johnstown East Hills	K2311	Division 11W	A	109	97	90	81	83	83	83	-26	-24%	-6.50	2	2%
Johnstown West	K2311	Division 11W	A	47	44	41	38	37	37	37	-10	-21%	-2.50	-1	-3%
Johnstown East	K2311	Division 11W	A	11	12	13	13	12	12	12	1	9%	0.25	-1	-8%
Johnstown West	K2311	Division 11W	A	19	18	18	17	17	17	17	-2	-11%	-0.50	0	0%
Johnstown East	K2311	Division 11W	A	58	50	46	55	51	51	51	-7	-12%	-1.75	-4	-7%
Johnstown West	K2311	Division 11W	A	14	12	15	16	10	10	10	-4	-29%	-1.00	-6	-38%
Division totals															
Johnstown East Hills	K2312	Division 12N	A	149	136	133	139	127	127	127	-22	-15%	-5.50	-12	-9%
Johnstown West	K2312	Division 12N	A	36	39	38	41	43	43	43	7	19%	1.75	2	5%
Johnstown East	K2312	Division 12N	A	10	8	10	10	9	9	9	-1	-10%	-0.25	-1	-10%
Johnstown West	K2312	Division 12N	A	25	27	24	21	22	22	22	-3	-12%	-0.75	1	5%
Johnstown East	K2312	Division 12N	A	48	46	45	42	42	42	42	-6	-13%	-1.50	0	0%
Johnstown West	K2312	Division 12N	A	13	12	13	13	11	11	11	-2	-15%	-0.50	-2	-15%
Johnstown East	K2312	Division 12N	A	10	10	9	7	8	8	8	-2	-20%	-0.50	1	14%
Johnstown West	K2312	Division 12N	A	30	29	34	32	34	34	34	4	13%	1.00	2	6%
Johnstown East	K2312	Division 12N	A	12	12	12	13	15	15	15	3	25%	0.75	2	15%
Johnstown West	K2312	Division 12N	A	9	7	9	8	7	7	7	-2	-22%	-0.50	-1	-13%
Johnstown East	K2312	Division 12N	A	12	14	10	10	10	10	10	-2	-17%	-0.50	0	0%
Johnstown West	K2312	Division 12N	A	12	14	15	11	7	7	7	-5	-42%	-1.25	-4	-36%
Johnstown East	K2312	Division 12N	A	75	74	77	78	64	64	64	-11	-15%	-2.75	-14	-18%
Division totals															
Johnstown East Hills	K2313	Division 12S	A	292	292	296	286	272	272	272	-20	-7%	-5.00	-14	-5%
Johnstown West	K2313	Division 12S	A	18	15	16	16	17	17	17	-1	-6%	-0.25	1	6%
Johnstown East	K2313	Division 12S	A	18	18	19	19	19	19	19	1	6%	0.25	0	0%
Johnstown West	K2313	Division 12S	CR	7	0	0	0	0	0	0	-7	-100%	-1.75	0	0%
Johnstown East	K2313	Division 12S	A	15	12	11	12	12	12	12	-3	-20%	-0.75	0	0%
Johnstown West	K2313	Division 12S	A	27	28	28	23	22	22	22	-5	-19%	-1.25	-1	-4%
Johnstown East	K2313	Division 12S	A	35	33	35	33	34	34	34	-1	-3%	-0.25	1	3%
Johnstown West	K2313	Division 12S	CR	11	8	8	0	0	0	0	-11	-100%	-2.75	0	0%
Johnstown East	K2313	Division 12S	A	10	9	10	9	9	9	9	-1	-10%	-0.25	0	0%
Johnstown West	K2313	Division 12S	A	26	24	27	22	21	21	21	-5	-19%	-1.25	-1	-5%
Division totals															
Johnstown East Hills	K2314	Division 13N	A	167	147	154	134	134	134	134	-33	-20%	-8.25	0	0%
Johnstown West	K2314	Division 13N	A	24	20	23	21	29	29	29	5	21%	1.25	8	38%
Johnstown East	K2314	Division 13N	A	19	17	16	16	15	15	15	-4	-21%	-1.00	-1	-6%
Johnstown West	K2314	Division 13N	CR	15	9	7	0	0	0	0	-15	-100%	-3.75	0	0%
Johnstown East	K2314	Division 13N	A	35	35	32	31	32	32	32	-3	-9%	-0.75	1	3%
Johnstown West	K2314	Division 13N	A	23	21	19	20	18	18	18	-5	-22%	-1.25	-2	-10%
Johnstown East	K2314	Division 13N	A	11	10	8	9	9	9	9	-2	-18%	-0.50	0	0%
Johnstown West	K2314	Division 13N	A	7	7	7	5	4	4	4	-3	-43%	-0.75	-1	-20%
Johnstown East	K2314	Division 13N	A	16	16	15	15	13	13	13	-3	-19%	-0.75	-2	-13%
Division totals															
Johnstown East Hills	K2315	Division 13S	A	150	135	125	117	120	120	120	-30	-20%	-7.50	3	3%
Johnstown West	K2315	Division 13S	A	11	11	11	11	14	14	14	3	27%	0.75	3	27%

K2315	Division 13S	A	58	54	36	36	28	36	28	-30	-52%	-7.50	-8	-22%			
K2315	Division 13S	A	30	25	19	19	21	19	21	-9	-30%	-2.25	2	11%			
K2315	Division 13S	A	20	20	34	26	23	23	23	3	15%	0.75	-3	-12%			
K2315	Division 13S	A	14	14	14	16	15	15	15	1	7%	0.25	-1	-6%			
K2315	Division 13S	A	28	26	24	29	32	32	32	4	14%	1.00	3	10%			
K2315	Division 13S	A	17	16	13	11	10	10	10	-7	-41%	-1.75	-1	-9%			
Division totals													-35	-20%	-8.75	-5	-3%
K2316	Division 14	A	10	16	11	11	10	10	10	0	0%	0.00	-1	-9%			
K2316	Division 14	A	34	30	29	29	26	26	26	-8	-24%	-2.00	-3	-10%			
K2316	Division 14	CR	20	18	0	0	0	0	0	-20	-100%	-5.00	0	0%			
K2316	Division 14	A	31	33	33	32	30	30	30	-1	-3%	-0.25	-2	-6%			
K2316	Division 14	A	17	17	15	16	16	16	16	-1	-6%	-0.25	0	0%			
Division totals													-30	-27%	-7.50	-6	-7%
K2317	Division 15	A	38	25	22	20	14	14	14	-24	-63%	-6.00	-6	-30%			
K2317	Division 15	A	5	5	5	5	5	5	5	0	0%	0.00	0	0%			
K2317	Division 15	A	21	28	25	24	27	27	27	6	29%	1.50	3	13%			
K2317	Division 15	CR	8	8	7	7	0	0	0	-8	-100%	-2.00	-7	-100%			
K2317	Division 15	CR	13	13	0	0	0	0	0	-13	-100%	-3.25	0	0%			
K2317	Division 15	A	22	23	24	27	28	28	28	6	27%	1.50	1	4%			
K2317	Division 15	A	15	13	14	14	11	11	11	-4	-27%	-1.00	-3	-21%			
K2317	Division 15	A	14	11	11	11	12	12	12	-2	-14%	-0.50	1	9%			
K2317	Division 15	A	7	7	8	8	6	6	6	-1	-14%	-0.25	-2	-25%			
K2317	Division 15	A	50	48	45	45	41	41	41	-9	-18%	-2.25	-4	-9%			
K2317	Division 15	A	20	17	14	21	20	20	20	0	0%	0.00	-1	-5%			
K2317	Division 15	A	46	38	36	27	27	27	27	-19	-41%	-4.75	0	0%			
K2317	Division 15	A	27	27	24	22	23	23	23	-4	-15%	-1.00	1	5%			
K2317	Division 15	A	38	35	44	46	36	36	36	-2	-5%	-0.50	-10	-22%			
Division totals													-74	-23%	-18.50	-27	-10%
K2318	Division 16	A	10	8	8	7	7	7	7	-3	-30%	-0.75	0	0%			
K2318	Division 16	A	55	58	66	63	69	69	69	14	25%	3.50	6	10%			
K2318	Division 16	A	25	25	18	17	13	13	13	-12	-48%	-3.00	-4	-24%			
K2318	Division 16	A	20	23	23	23	16	16	16	-4	-20%	-1.00	-7	-30%			
K2318	Division 16	A	37	37	38	38	32	32	32	-5	-14%	-1.25	-6	-16%			
K2318	Division 16	A	24	27	18	13	17	17	17	-7	-29%	-1.75	4	31%			
K2318	Division 16	A	50	58	52	45	44	44	44	-6	-12%	-1.50	-1	-2%			
K2318	Division 16	A	22	19	19	17	17	17	17	-5	-23%	-1.25	0	0%			
K2318	Division 16	A	10	12	13	15	16	16	16	6	60%	1.50	1	7%			
K2318	Division 16	CR	15	0	0	0	0	0	0	-15	-100%	-3.75	0	0%			
Division totals													-37	-14%	-9.25	-7	-3%
K2319	Division 17/18	A	26	27	25	26	24	24	24	-2	-8%	-0.50	-2	-8%			
K2319	Division 17/18	A	22	23	24	24	24	24	24	2	9%	0.50	0	0%			
K2319	Division 17/18	A	44	40	37	39	36	36	36	-8	-18%	-2.00	-3	-8%			
K2319	Division 17/18	A	9	9	9	9	9	9	9	0	0%	0.00	0	0%			
K2319	Division 17/18	A	36	31	32	32	32	32	32	2	6%	0.50	6	19%			
K2319	Division 17/18	CR	13	13	13	0	0	0	0	-13	-100%	-3.25	0	0%			

Palmer Township, Palmer	K2319	Division 17/18	A	46	48	47	49	45	-1	-2%	-0.25	-4	-8%
Monroes - Daybreak, Monroe County (The)	K2319	Division 17/18	A	29	28	28	20	20	-9	-31%	-2.25	0	0%
Woodsburg	K2319	Division 17/18	A	37	37	36	33	32	-5	-14%	-1.25	-1	-3%
Division totals													
Amble	K2321	Division 19	A	23	27	23	18	18	-5	-22%	-1.25	0	0%
Alleghenille Area	K2321	Division 19	A	13	9	7	7	5	-8	-62%	-2.00	-2	-29%
Ardsdale	K2321	Division 19	A	21	17	18	16	15	-6	-29%	-1.50	-1	-6%
Corrigan Circle	K2321	Division 19	CSD	13	13	11	7	0	-13	-100%	-3.25	-7	-100%
Cliffstown	K2321	Division 19	A	17	18	20	19	16	-1	-6%	-0.25	-3	-16%
Upper Bucks	K2321	Division 19	A	8	3	3	3	3	5	-63%	-1.25	0	0%
Upper Perkiomen Valley	K2321	Division 19	A	12	12	11	11	9	-3	-25%	-0.75	-2	-18%
Division totals													
Ansalem	K2323	Division 21	A	107	99	93	81	66	-41	-38%	-10.25	-15	-19%
Central Bucks	K2323	Division 21	A	14	14	13	13	13	-1	-7%	-0.25	0	0%
Council Rock	K2323	Division 21	CR	18	20	16	17	16	-2	-11%	-0.50	-1	-6%
Lenside	K2323	Division 21	A	5	4	0	0	0	-5	-100%	-1.25	0	0%
Lebanon-Horsesham	K2323	Division 21	A	14	17	11	9	9	-5	-36%	-1.25	0	0%
Lebanon	K2323	Division 21	CSD	4	4	4	4	0	-4	-100%	-1.00	-4	-100%
Lebanon-Bristol	K2323	Division 21	A	21	22	19	22	16	-5	-24%	-1.25	-6	-27%
Lebanon-Road	K2323	Division 21	A	25	26	22	28	28	3	12%	0.75	0	0%
Lebanon-Mont, Philadelphia	K2323	Division 21	A	23	22	22	23	24	1	4%	0.25	1	4%
Lebanon	K2323	Division 21	CSD	11	10	10	10	0	-11	-100%	-2.75	-10	-100%
Lebanon	K2323	Division 21	A	22	20	18	17	14	-8	-36%	-2.00	-3	-18%
Lebanon	K2323	Division 21	A	32	34	33	33	30	-2	-6%	-0.50	-3	-9%
Division totals													
Lebanon	K2324	Division 22	A	189	193	168	176	150	-39	-21%	-9.75	-26	-15%
Lebanon	K2324	Division 22	A	9	7	7	6	6	-3	-33%	-0.75	0	0%
Lebanon	K2324	Division 22	A	0	15	14	13	10	-5	-33%	-1.25	-3	-23%
Lebanon	K2324	Division 22	A	12	13	11	11	9	-3	-25%	-0.75	-2	-18%
Lebanon	K2324	Division 22	A	12	10	12	15	16	4	33%	1.00	1	7%
Lebanon	K2324	Division 22	A	0	0	14	6	6	-8	-57%	-2.00	0	0%
Lebanon	K2324	Division 22	A	41	41	37	39	33	-8	-20%	-2.00	-6	-15%
Lebanon	K2324	Division 22	A	11	9	9	10	14	3	27%	0.75	4	40%
Lebanon	K2324	Division 22	A	10	7	5	8	8	-2	-20%	-0.50	0	0%
Lebanon	K2324	Division 22	A	9	6	4	4	4	-5	-56%	-1.25	0	0%
Lebanon	K2324	Division 22	CR	11	10	10	0	0	-11	-100%	-2.75	0	0%
Lebanon	K2324	Division 22	A	5	4	2	2	2	-3	-60%	-0.75	0	0%
Division totals													
Lebanon	K2326	Division 11E	A	120	122	125	114	108	-12	-10%	-3.00	-6	-5%
Lebanon	K2326	Division 11E	A	32	24	16	22	23	-9	-28%	-2.25	1	5%
Lebanon	K2326	Division 11E	A	13	12	11	14	7	-6	-46%	-1.50	-7	-50%
Lebanon	K2326	Division 11E	A	16	15	17	16	17	1	6%	0.25	1	6%
Lebanon	K2326	Division 11E	A	45	46	44	43	42	-3	-7%	-0.75	-1	-2%
Lebanon	K2326	Division 11E	A	8	9	8	7	7	-1	-13%	-0.25	0	0%
Lebanon	K2326	Division 11E	CSD	7	7	7	10	0	-7	-100%	-1.75	-10	-100%
Lebanon	K2326	Division 11E	A	9	9	10	11	11	2	22%	0.50	0	0%
Lebanon	K2326	Division 11E	A	40	35	34	28	29	-11	-28%	-2.75	1	4%

		170	157	147	151	136	-34	-20%	-8.50	-15	-10%
Division totals											
K2329	Division 2	18	22	18	15	16	-2	-11%	-0.50	1	7%
Franklin	Division 2	45	42	38	40	36	-9	-20%	-2.25	-4	-10%
Greenville	Division 2	29	29	26	25	24	-5	-17%	-1.25	-1	-4%
Hermitage	Division 2	15	18	12	12	12	-3	-20%	-0.75	0	0%
New Castle	Division 2	11	11	8	0	0	-11	-100%	-2.75	0	0%
New Wilmington	Division 2	19	9	12	10	9	-10	-53%	-2.50	-1	-10%
Sharon	Division 2	15	14	15	15	15	0	0%	0.00	0	0%
Tusville	Division 2	14	13	12	0	0	-14	-100%	-3.50	0	0%
Transfer	Division 2	13	15	17	18	18	5	38%	1.25	0	0%
Vest Middlesex	Division 2	26	23	23	22	22	-4	-15%	-1.00	0	0%
Division totals											
		205	196	181	157	152	-53	-26%	-13.25	-5	-3%

Total members 3,401 3,211 3,042 2,916 2,755 Total -646 -19.0% -161 -5.5%

Clubs under 15 71 69 74 68 62 Per-club median -4 -18.2% 0 0%

YTY Growth 37 43 40 35



District Committee Chair Report Cover Sheet

Date: 2023.1.17.

Committee: Audit Chair: J. R. "Jim" Hanna

Committee Members, if applicable:

Bob Raub		

- List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

- List **successes** you have experienced as a result of your committee's work and activity.

- List your **goals** (and their status) of your committee.

The Annual Financial Statement Audit, being conducted by same CPA Firm, used for the past two fiscal years, namely Brown, Schultz, Sheridan & Fritz, is progressing as expected, according to the Senior Manager, Lauren Fenner, who by phone, today, projected release of a draft report for the District fiscal year end of September 30, 2022, by February 15, 2023. Lauren was asked to direct special attention to documentation and adherence to internal controls, especially in view of the upcoming retirement of the Executive Director.

- Describe communications and activities with the following core groups:

Clubs	
-------	--

Lt. Governors / Divisions	
District	
Kiwanis International	

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)

1/16/23, 3:00 PM

RE: Kiwanis Audit and 990 preparation

From: LaurenFenner@bssf.com,
To: ketkiwanis@aol.com,
Subject: RE: Kiwanis Audit and 990 preparation
Date: Mon, Jan 16, 2023 2:52 pm

Yes but the plan will still be to get it finished ASAP.

Thanks!

Lauren Fenner, CPA
Senior Manager
Brown Schultz Sheridan & Fritz (BSSF), CPAs
210 Grandview Avenue, Camp Hill, PA 17011
T: 717.761.7171 F: 717.737.6655

LaurenFenner@bssf.com - www.bssf.com

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If you have received this communication in error, please notify us immediately by replying to this email or by telephone at 717-761-7171 and delete this email.

From: Kevin Thomas <ketkiwanis@aol.com>
Sent: Monday, January 16, 2023 11:10 AM
To: Lauren Fenner <LaurenFenner@bssf.com>
Subject: Re: Kiwanis Audit and 990 preparation

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Thanks Lauren!

Will an extension be filled for the 990?

Kevin E. Thomas, District Executive Director
Pennsylvania District Kiwanis International P.67

1/16/23, 3:00 PM

RE: Kiwanis Audit and 990 preparation

125 North Enola Drive, Ste. 206
Enola PA 17025
P: 717-540-9300
F: 717-540-1018
E-mail: Kevin@pakiwanis.org
www.pakiwanis.org

-----Original Message-----

From: Lauren Fenner <LaurenFenner@bssf.com>
To: Kevin Thomas <ketkiwanis@aol.com>
Sent: Mon, Jan 16, 2023 8:50 am
Subject: RE: Kiwanis Audit and 990 preparation

Kevin,

Nate and Jatan are working through your responses to their questions so they can get you any follow up questions soon. I told them I would like all workpapers finished and statements drafted by the end of the month so I can finish my review and move the statements to our internal reviewer in early February before sending you a draft. I will keep you updated.

Thanks!

Lauren Fenner, CPA
Senior Manager
Brown Schultz Sheridan & Fritz (BSSF), CPAs
210 Grandview Avenue, Camp Hill, PA 17011
T: 717.761.7171 F: 717.737.6655
LaurenFenner@bssf.com - www.bssf.com
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If you have received this communication in error, please notify us immediately by replying to this email or by telephone at 717-761-7171 and delete this email.

From: Kevin Thomas <ketkiwanis@aol.com>
Sent: Thursday, January 12, 2023 5:51 PM
To: Lauren Fenner <LaurenFenner@bssf.com>
Subject: Kiwanis Audit and 990 preparation

Caution! This message was sent from outside your organization.

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Lauren:

Happy New Year!

Just checking on the status of our audit and form 990. Can you let me know where we stand and what more is needed from our end?

Our board meets on January 21st and I wanted to update them on the status.

Thank you.

Kevin E. Thomas, District Executive Director
Pennsylvania District Kiwanis International
125 North Enola Drive, Ste. 206
Enola PA 17025
P: 717-540-9300
F: 717-540-1018
E-mail: Kevin@pakiwanis.org
www.pakiwanis.org



District Committee Chair Report Cover Sheet

Date: 1/11/2023

Committee: Finance

Chair: Conrad
Schlesinger

Committee Members, if applicable:

Conrad Schlesinger	Governor Mike Coolbaugh	Steve Harmanos
Emily Trang	Kevin Thomas	Sarah Zulueta

1. List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

Status of unclaimed property: Paperwork was refiled with State in November 2022 for unclaimed property for clubs that no longer exist. The process will probably take 3 – 5 months, similar to prior filings. Information only

Continue to review uncashed checks and replacements checks. Information only.

Quarterly meetings of the Finance Committee have been scheduled for March 16, June 29 and Sept 21 – all meetings taking place at 6:00 PM.

2. List **successes** you have experienced as a result of your committee’s work and activity.

Auditors working on annual audit with Kevin December 5 – 8, no open issues at this time.

Kevin met with Jill Martin-Rend and Sonia to review the multiple check books for the Foundation. It was recommended they use Quickbooks to utilize best practice for record keeping.

Dale Brackin was voted as interim Treasurer during the 11/22/22 Foundation Board meeting. He will obtain signature cards and return them to Kevin.

3. List your **goals** (and their status) of your committee.

A representative from the Trustees was requested to serve on the Finance Committee. Governor Mike recommended Ryan Hartman.

4. Describe communications and activities with the following core groups:

Clubs	
Lt. Governors / Divisions	

District	
Kiwanis International	

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)

Kiwanis International Pennsylvania District

Balance Sheet

As of December 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
101 Cash checking account	51,920.52
101A Circle K Cash on hand	610.73
105 Cash saving account	577.48
108 - Cash Investments	0.00
Total Bank Accounts	\$53,108.73
Other Current Assets	
110 Accounts receivable 2	648.00
114 Employee loan	0.00
115 Loan receivable - PA Circle K	0.00
118 Inventory in Office	1,207.00
125 Prepaid expenses	2,706.22
126 Prepaid rent	800.00
Total Other Current Assets	\$5,361.22
Total Current Assets	\$58,469.95
Fixed Assets	
146 Furniture and equipment	8,591.79
147 Accumulated depreciation	-8,591.79
Total Fixed Assets	\$0.00
Other Assets	
151 Marketable securities	0.00
152 Allowance for market value	0.00
278 Net Asset Increase (Decrease)	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$58,469.95

Kiwanis International Pennsylvania District

Balance Sheet

As of December 31, 2022

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	29,628.78
Total Accounts Payable	\$29,628.78
Other Current Liabilities	
200 Bank credit line	0.26
201 Accunts payable 9/30/18	-0.01
202 Credit Card Payable	891.04
203 Social Security Payable	583.69
204 FIT Payable	965.00
205 PIT payable	289.26
206 LIT payable	346.68
207 PUT payable	0.00
208 Medicare Payable	136.56
214 Deferred revenues	17,730.00
220 Accrued Salaries and Vacation	10,545.00
225 Loan payable - Key Club	0.00
226 Loan payable - PA Circle K	0.00
230 Due to Action Clubs	1,383.57
231 Due to Region V	0.00
233 EP Builders Club	0.00
234 Other Liabilities	-0.10
Total Other Current Liabilities	\$32,870.95
Total Current Liabilities	\$62,499.73
Long-Term Liabilities	
201A Loan Payable PA Key Club	-1,500.00
800 Key Club Payments Received	0.00
801 Circle K Payments Received	285.53
802 Pennsylvania Kiwanis Foundation	-20.00
804 Key Club American Express Pay	-14,618.44
805 Circle K AMEX Payment	-46.63
806 Foundation American Express Payments	-31.16
808 Centennial Club CC Payments	0.00
Total Long-Term Liabilities	\$ -15,930.70
Total Liabilities	\$46,569.03

Kiwanis International Pennsylvania District

Balance Sheet

As of December 31, 2022

	TOTAL
Equity	
275 Unrestricted net assets	-10,220.00
32000 Restricted Net Assets - Key Leader	14,572.10
Net Income	7,548.82
Total Equity	\$11,900.92
TOTAL LIABILITIES AND EQUITY	\$58,469.95

2022-23 Budget Report
12/31/2022

2022-23 Proposed Budget

2022-23 Proposed Budget		2021-22 Actual			
	Amount	Amount	Total		Variance
REVENUES					
MEMBERSHIP DUES					
District Dues	\$ 97,000.00	\$ 46,865.00		48%	\$ (50,135.00)
Partial year prorated dues	\$ 5,000.00	\$ 478.26		10%	\$ (4,521.74)
Sub-Total	\$ 102,000.00		\$ 47,343.26	46%	-\$54,657
SLP & OTHER SUPPORT FOR SERVICES					
Key Club	\$ 10,000.00			0%	\$ (10,000.00)
Circle K	\$ 500.00			0%	\$ (500.00)
Foundation - Office Support and Services	\$ 6,000.00	\$ 6,000.00		100%	\$ -
Foundation - SLP Administrators	\$ 1,000.00			0%	\$ (1,000.00)
Sub-total	\$ 17,500.00		\$ 6,000.00	34%	\$ (11,500.00)
MISC. INCOME					
Misc. Income	\$ 1,200.00			0%	\$ (1,200.00)
Interest	\$ 10.00	\$ 2.72		27%	\$ (7.28)
Sub-total	\$ 1,210.00		\$ 2.72	0%	\$ (1,207.28)
DISTRICT EVENTS					
Holiday Party or other Fundraising	\$ 3,000.00			0%	\$ (3,000.00)
District Raffle	\$ 13,500.00			0%	\$ (13,500.00)
MidYear Conference (120 @ \$20.00)	\$ 2,400.00			0%	\$ (2,400.00)
District Convention	\$ 54,000.00	\$ 4,139.30		8%	\$ (49,860.70)
Sub-total	\$ 72,900.00		\$ 4,139.30	6%	\$ (68,760.70)
TOTAL REVENUES	\$ 193,610.00		\$ 57,485.28	30%	\$ (136,124.72)
EXPENSES					
EMPLOYEE COMPENSATION					
Salaries	\$ 74,500.00	\$ 18,170.78		24%	\$ 56,329.22
Payroll Taxes	\$ 6,500.00	\$ 1,454.93		22%	\$ 5,045.07
Employee Benefits	\$ -			#DIV/0!	\$ -
Executive Director Expenses	\$ 2,750.00	\$ 1,191.73		43%	\$ 1,558.27
Executive Director ICON	\$ 800.00			0%	\$ 800.00
Sub-total	\$ 84,550.00		\$ 20,817.44	25%	\$ 63,732.56
OFFICE & RELATED EXPENSES					
Building Lease	\$ 9,888.00	\$ 2,472.00		25%	\$ 7,416.00
Moving Related Expenses	\$ -			#DIV/0!	\$ -
Postage	\$ 550.00	\$ 273.49		50%	\$ 276.51
Telephone & Internet	\$ 2,600.00	\$ 693.95		27%	\$ 1,906.05
Insurance	\$ 2,300.00	\$ 1,780.00		77%	\$ 520.00
Supplies & Printing	\$ 1,100.00	\$ 184.00		17%	\$ 916.00
Equipment Maintenance	\$ 525.00	\$ 101.34		19%	\$ 423.66
Equipment Leases	\$ 1,650.00	\$ 405.00		25%	\$ 1,245.00
Webpage/Domain Fees	\$ 200.00	\$ 52.23		26%	\$ 147.77
District Zoom Subscription	\$ 275.00			0%	\$ 275.00
Sub-total	\$ 19,088.00		\$ 5,962.01	31%	\$ 13,125.99
LEADERSHIP EXPENSES AND STIPENDS					
Lt. Gov Expenses	\$ 2,500.00			0%	\$ 2,500.00
Lt. Gov Education	\$ 3,000.00			0%	\$ 3,000.00
Trustee Board Meeting Expenses	\$ 500.00	\$ 147.00		29%	\$ 353.00
Gov-Elect Expenses	\$ 2,000.00			0%	\$ 2,000.00
Gov-Elect ICON	\$ 800.00			0%	\$ 800.00
Governor Expenses	\$ 2,000.00			0%	\$ 2,000.00
Governor ICON	\$ 800.00			0%	\$ 800.00

Comments

Keystone Kiwanian Stipend	\$ 800.00				0%	\$ 800.00
Sub-total		\$ 12,400.00		\$ 147.00	1%	\$ 12,253
SLP LEADERSHIP SUPPORT						
Circle K Administrator	\$ 2,050.00				0%	\$ 2,050.00
Builders Club Administrator	\$ 150.00				0%	\$ 150.00
K-Kids Administrator	\$ 150.00				0%	\$ 150.00
Sub Total		\$ 2,350.00		\$ -	0%	\$ 2,350.00
MEMBERSHIP GROWTH & DEVELOPMENT						
Membership Growth & Development	\$ 3,000.00		\$ (1,328.45)		-44%	\$ 4,328.45
Awards	\$ 1,200.00				0%	\$ 1,200.00
J.E.D.I	\$ 400.00				0%	\$ 400.00
Leadership Education	\$ 522.00				0%	\$ 522.00
Kiwanis Amplify Stipend	\$ 1,000.00				0%	\$ 1,000.00
Sub-total		\$ 6,122.00		\$ (1,328.45)	-22%	\$ 7,450.45
DISTRICT EVENTS						
Holiday Party or other fundraiser	\$ 1,000.00				0%	\$ 1,000.00
Midyear Conference	\$ 1,200.00				0%	\$ 1,200.00
District Raffle	\$ 6,900.00		\$ 125.00		2%	\$ 6,775.00
District Convention	\$ 48,000.00		\$ 228.11		0%	\$ 47,771.89
Sub-total		\$ 57,100.00		\$ 353.11	1%	\$ 56,747
FINANCIAL						
Audit	\$ 12,000.00		\$ 1,000.00		8%	\$ 11,000.00
Rebuild Reserve Fund	\$ -				#DIV/0!	\$ -
Sub-total		\$ 12,000.00		\$ 1,000.00	8%	\$ 11,000.00
TOTAL EXPENSES		\$ 193,610.00		\$ 26,951.11	14%	\$ 166,658.89
BALANCE		\$ -	\$ -	\$ 30,534.17		

Kiwanis International Pennsylvania District

Transaction List with Splits December 2022

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
101 Cash checking account							
12/01/2022	Check	2600	Yes	City Limits Realty	December Lease Payment	101 Cash checking account 437 Rent	-824.00 824.00
12/01/2022	Check	2601	Yes	Emma Shreiner	District Sec Exp. InterPACK travel	101 Cash checking account 401A Circle K District Sec Expenses	-21.02 21.02
12/01/2022	Check	2602	Yes	Jodie Welser	Fall Rally Expenses - Gift Cards and Prizes	101 Cash checking account 602A Circle K Fall Rally Expenses	-249.70 249.70
12/01/2022	Check	2603	Yes	Executive Image Solutions	Copier Maintenance	101 Cash checking account 431 Equipment maintenance	-24.94 24.94
12/01/2022	Check	2604	Yes	Kevin E. Thomas	Salary Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-1,729.53 2,229.17 138.21 225.00 68.44 35.67 32.32
12/01/2022	Check	2605	Yes	Michelle March	Salary 45hrs @ \$13.75/hr Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-472.52 618.75 38.36 70.00 19.00 9.90 8.97
12/02/2022	Deposit		Yes		New Club Payment - Danville Scranton Convention Fundraiser Dues for Dollars donation Workers Comp Premium Refund	101 Cash checking account 572 Membership development 367 Sponsorship 574 Membership support initiative 424 Insurance	527.00 -130.00 290.00 50.00 -57.00
12/02/2022	Deposit		Yes		Two Venmo deposits - Shawn Smith and Emma Gilardi	101 Cash checking account 311A Circle K Miscellaneous Income	59.00 59.00
12/02/2022	Check	2606	Yes	Kiwanis Club of Clarion	Clarion 100th Anniversary Dinner	101 Cash checking account 539 Executive director expenses	-50.00 50.00
12/04/2022	Expense		Yes	American Express	Shirts - Larger Sizes Stamps Minneapolis Travel Expenses AOL Service Docu Sign payments.	101 Cash checking account 366 Int'l supplies commissions 442 Postage 539 Executive director expenses 440 Telephone 32000 Restricted Net Assets - Key Leader	-1,284.10 -236.20 152.80 222.98 36.99 -635.13
12/07/2022	Deposit		Yes		New Club Fee Exton (J Delong)	101 Cash checking account 572 Membership development	96.80 -96.80
12/15/2022	Check	2607	Yes	Verizon	Telephone & Internet	101 Cash checking account 440 Telephone	-193.92 193.92
12/15/2022	Check	2608	Yes	LEAF	Copier Lease Sales Tax	101 Cash checking account 430 Equipment leases 431 Equipment maintenance	-143.10 135.00 8.10
12/15/2022	Check	2609	Yes	Brown Schultz Sheridan & Fritz	Audit work	101 Cash checking account 415 Accounting & legal	-1,000.00 1,000.00
12/15/2022	Check	2610	Yes	Kevin E. Thomas	Salary Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-1,729.53 2,229.17 138.21 225.00 68.44 35.67 32.32
12/15/2022	Check	2611	Yes	Michelle March	60hrs @ \$13.75/hr Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-653.36 825.00 51.15 70.00 25.33 13.20 11.96

Kiwanis International Pennsylvania District

Transaction List with Splits

December 2022

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
12/15/2022	Expense		Yes	United States Treasury		101 Cash checking account	-1,536.16
					Social Security Withholding	203 Social Security Payable	-383.41
					Medicare Withholding	208 Medicare Payable	-89.67
					FIT Withholding	204 FIT Payable	-590.00
					Payroll Tax	409 Payroll taxes	473.08
12/15/2022	Expense		Yes	Pennsylvania Department of Revenue		101 Cash checking account	-189.95
					PIT withholding	205 PIT payable	-189.95
12/15/2022	Deposit		Yes			101 Cash checking account	780.00
					Circle K Dues Transfer	300A Circle K Dues	780.00
12/15/2022	Deposit		Yes			101 Cash checking account	51,358.26
					Kiwanis Dues Payment	300 Dues	46,865.00
					New Member Interim Dues	301 New member fees	443.26
					Club Convention Reg Fees	350 Member registration fees	4,050.00
12/16/2022	Deposit		Yes			101 Cash checking account	2,000.00
						804 Key Club American Express Pay	2,000.00
12/21/2022	Check	2612	Yes	Cumberland County Treasurer		101 Cash checking account	-125.00
					Small Games of Chance License	470 Raffle Expense	125.00
12/30/2022	Check	SVCCHRG	Yes			101 Cash checking account	-99.70
					Service Charge	422 General expense	99.70
12/30/2022	Deposit	INTEREST	Yes			101 Cash checking account	0.44
					Interest Earned	345 Interest income	0.44

Kiwanis International Pennsylvania District
101 Cash checking account, Period Ending 12/30/2022

RECONCILIATION REPORT

Reconciled on: 01/09/2023

Reconciled by: kevin@pakiwanis.org

Any changes made to transactions after this date aren't included in this report.

Summary

	USD
Statement beginning balance.....	7,956.55
Service charge.....	-99.70
Interest earned.....	0.44
Checks and payments cleared (15).....	-9,472.47
Deposits and other credits cleared (6).....	54,821.06
Statement ending balance.....	<u>53,205.88</u>
Uncleared transactions as of 12/30/2022.....	-1,285.36
Register balance as of 12/30/2022.....	51,920.52
Cleared transactions after 12/30/2022.....	0.00
Uncleared transactions after 12/30/2022.....	-13,998.90
Register balance as of 01/09/2023.....	<u>37,921.62</u>

Details

Checks and payments cleared (15)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/17/2022	Check	2579	Kiwanis Club of Southamp...	-24.00
12/01/2022	Check	2605	Michelle March	-472.52
12/01/2022	Check	2600	City Limits Realty	-824.00
12/01/2022	Check	2603	Executive Image Solutions	-24.94
12/01/2022	Check	2604	Kevin E. Thomas	-1,729.53
12/01/2022	Check	2601	Emma Shreiner	-21.02
12/01/2022	Check	2602	Jodie Welser	-249.70
12/02/2022	Check	2606	Kiwanis Club of Clarion	-50.00
12/04/2022	Expense		American Express	-1,284.10
12/15/2022	Check	2610	Kevin E. Thomas	-1,729.53
12/15/2022	Expense		Pennsylvania Department ...	-189.95
12/15/2022	Expense		United States Treasury	-1,536.16
12/15/2022	Check	2609	Brown Schultz Sheridan & ...	-1,000.00
12/15/2022	Check	2608	LEAF	-143.10
12/15/2022	Check	2607	Verizon	-193.92
Total				-9,472.47

Deposits and other credits cleared (6)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/02/2022	Deposit			527.00
12/02/2022	Deposit			59.00
12/07/2022	Deposit			96.80
12/15/2022	Deposit			780.00
12/15/2022	Deposit			51,358.26
12/16/2022	Deposit			2,000.00
Total				54,821.06

Uncleared checks and payments as of 12/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/08/2022	Check	2384	Halle Gattie	-20.00
09/15/2022	Check	2543	Barry J. Halbritter	-375.00
10/17/2022	Check	2586	Kiwanis Club of Central Bu...	-112.00
12/15/2022	Check	2611	Michelle March	-653.36
12/21/2022	Check	2612	Cumberland County Treas...	-125.00
Total				-1,285.36

Uncleared checks and payments after 12/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/03/2023	Check	2613	Kevin E. Thomas	-1,729.53
01/04/2023	Check	2618	City Limits Realty	-824.00
01/04/2023	Check	2617	Jennifer Vare	-421.41
01/04/2023	Check	2616	Conrad Schlesinger	-726.00
01/04/2023	Check	2615	Austin Siko	-43.00
01/04/2023	Check	2614	Jodie Welser	-259.01
01/04/2023	Check	2619	Barbara Byers	-107.50
01/04/2023	Check	2627	South Mountain YMCA	-1,680.00
01/04/2023	Check	2620	LEAF	-143.10
01/04/2023	Check	2621	Verizon	-193.92
01/04/2023	Check	2622	kiwanis International	-800.00
01/04/2023	Check	2623	Executive Image Solutions	-8.34
01/04/2023	Check	2624	Brown Schultz Sheridan & ...	-6,000.00
01/04/2023	Check	2625	Crystal Springs	-17.16
01/04/2023	Check	2626	Michelle March	-370.04
01/05/2023	Expense		American Express	-3,692.45
Total				-17,015.46

Uncleared deposits and other credits after 12/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/06/2023	Deposit			3,016.56
Total				3,016.56

PA DISTRICT CIRCLE-K INTERNATIONAL

2022-23 Budget Report

12/31/2022

REVENUE	2022-23 Approved Budget	22-23 Actual Recps/Exps		Variance
DUES	\$ 3,500.00	\$ 1,340.00	38%	\$ (2,160.00)
Pennsylvania Kiwanis Foundation Contribution*	\$ 3,000.00		0%	\$ (3,000.00)
Beginning Balance	\$ 1,800	\$ 1,800.00	100%	\$ -
Miscellaneous Income	\$ -	\$ 895.00		\$ 895.00
INTEREST/DIVIDENDS	\$ -			\$ -
TOTAL REVENUE	\$ 8,300.00	\$ 4,035.00	49%	\$ (4,265.00)
EXPENDITURES				
GOVERNOR	\$ 400.00		0%	\$ 400.00
SECRETARY	\$ 300.00	\$ 21.02	7%	\$ 278.98
TREASURER	\$ 300.00		0%	\$ 300.00
EDITOR	\$ 300.00	\$ 65.00	22%	\$ 235.00
SNOWBELT LT. GOVERNOR	\$ 200.00	\$ 10.00	5%	\$ 190.00
CHAIRS	\$ -		#DIV/0!	\$ -
Club Officer Training	\$ -		#DIV/0!	\$ -
DISTRICT OFFICER TRAINING	\$ 1,920.00	\$ 1,794.00	93%	\$ 126.00
GATC Flight and related expenses	\$ 900.00	\$ 853.00	95%	\$ 47.00
INTERNATIONAL CONVENTION GOV & ADM	\$ 1,050.00	\$ 799.82	76%	\$ 250.18
KIWANIS DISTRICT CONVENTION	\$ 455.00	\$ 203.13	45%	\$ 251.87
DISTRICT OFFICE OPERATION	\$ 500.00		0%	\$ 500.00
FALL RALLY	\$ 450.00	\$ 249.70	55%	\$ 200.30
SPRING FLING	\$ 450.00		0%	\$ 450.00
BOARD SHIRTS	\$ 150.00		0%	\$ 150.00
GIVEAWAYS/GIFTS	\$ 400.00		0%	\$ 400.00
OFFICER PINS	\$ -	\$ 4.50	#DIV/0!	\$ (4.50)
CONTINGENT	\$ 525.00	\$ 31.16	6%	\$ 493.84
TOTAL EXPENSES	\$ 8,300.00	\$ 4,031.33	49%	\$ 4,268.67
BUDGET SURPLUS/(DEFICIT):	\$ -	\$ 3.67		
*Assumes the same Foundation Contribution in 22/23				
InterPACK				
Revenue:	\$ 1,125.04			
Expense:	\$ 1,797.00			
Excess/(Deficit):	(\$671.96)			

Kiwanis International Pennsylvania District

Transaction List with Splits
December 2022

Circle K Transactions

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
101 Cash checking account							
12/01/2022	Check	2600	Yes	City Limits Realty	December Lease Payment	101 Cash checking account 437 Rent	-824.00 824.00
12/01/2022	Check	2601	Yes	Emma Shreiner	District Sec Exp InterPACK travel	101 Cash checking account 401A Circle K District Sec Expenses	-21.02 21.02
12/01/2022	Check	2602	Yes	Jodie Weiser	Fall Rally Expenses - Gift Cards and Prizes	101 Cash checking account 502A Circle K Fall Rally Expenses	-249.70 249.70
12/01/2022	Check	2603	Yes	Executive Image Solutions	Copier Maintenance	101 Cash checking account 431 Equipment maintenance	-24.94 24.94
12/01/2022	Check	2604	Yes	Kevin E. Thomas	Salary Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-1,729.53 2,229.17 138.21 225.00 68.44 35.67 32.32
12/01/2022	Check	2605	Yes	Michelle March	Salary 45hrs @ \$13.75/hr Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-472.52 618.75 38.36 70.00 19.00 9.90 8.97
12/02/2022	Deposit		Yes		New Club Payment - Danville Scranton Convention Fundraiser Dues for Dollars donation Workers Comp Premium Refund	101 Cash checking account 572 Membership development 367 Sponsorship 574 Membership support initiative 424 Insurance	527.00 -130.00 290.00 50.00 -57.00
12/02/2022	Deposit		Yes		Two Venmo deposits Shawn Smith and Emma Gilardi	101 Cash checking account 311A Circle K Miscellaneous Income	59.00 59.00
12/02/2022	Check	2606	Yes	Kiwanis Club of Clarion	Clarion 100th Anniversary Dinner	101 Cash checking account 539 Executive director expenses	-50.00 50.00
12/04/2022	Expense		Yes	American Express	Shirts - Larger Sizes Stamps Minneapolis Travel Expenses AOL Service Docu Sign payments.	101 Cash checking account 366 Int'l supplies commissions 442 Postage 539 Executive director expenses 440 Telephone 32000 Restricted Net Assets - Key Leader	-1,284.10 -236.20 152.80 222.98 36.99 -635.13
12/07/2022	Deposit		Yes		New Club Fee Exton (J Delong)	101 Cash checking account 572 Membership development	96.80 -96.80
12/15/2022	Check	2607	Yes	Verizon	Telephone & Internet	101 Cash checking account 440 Telephone	-193.92 193.92
12/15/2022	Check	2608	Yes	LEAF	Copier Lease Sales Tax	101 Cash checking account 430 Equipment leases 431 Equipment maintenance	-143.10 135.00 8.10
12/15/2022	Check	2609	Yes	Brown Schultz Sheridan & Fritz	Audit work	101 Cash checking account 415 Accounting & legal	-1,000.00 1,000.00
12/15/2022	Check	2610	Yes	Kevin E. Thomas	Salary Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-1,729.53 2,229.17 138.21 225.00 68.44 35.67 32.32
12/15/2022	Check	2611	Yes	Michelle March	60hrs @ \$13.75/hr Social Security FIT PIT LIT Medicare	101 Cash checking account 400 Salaries & wages 203 Social Security Payable 204 FIT Payable 205 PIT payable 206 LIT payable 208 Medicare Payable	-653.36 825.00 51.15 70.00 25.33 13.20 11.96

Kiwanis International Pennsylvania District

Transaction List with Splits

December 2022

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
12/15/2022	Expense		Yes	United States Treasury	Social Security Withholding	101 Cash checking account	-1,536.16
					Medicare Withholding	203 Social Security Payable	-383.41
					FIT Withholding	208 Medicare Payable	-89.67
					Payroll Tax	204 FIT Payable	-590.00
						409 Payroll taxes	473.08
12/15/2022	Expense		Yes	Pennsylvania Department of Revenue	PIT withholding	101 Cash checking account	-189.95
						205 PIT payable	-189.95
12/15/2022	Deposit		Yes		Circle K Dues Transfer	101 Cash checking account	780.00
						300A Circle K Dues	780.00
12/15/2022	Deposit		Yes		Kiwanis Dues Payment	101 Cash checking account	51,358.26
					New Member Interim Dues	300 Dues	46,865.00
					Club Convention Reg Fees	301 New member fees	443.26
						350 Member registration fees	4,050.00
12/16/2022	Deposit		Yes			101 Cash checking account	2,000.00
						804 Key Club American Express Pay	2,000.00
12/21/2022	Check	2612	Yes	Cumberland County Treasurer	Small Games of Chance License	101 Cash checking account	-125.00
						470 Raffle Expense	125.00
12/30/2022	Check	SVCCHRG	Yes		Service Charge	101 Cash checking account	-99.70
						422 General expense	99.70
12/30/2022	Deposit	INTEREST	Yes		Interest Earned	101 Cash checking account	0.44
						345 Interest income	0.44

2022-23 Budget Report

2022-23 Key Club District Budget Report				
		12/31/2022		
ACCT DESCRIPTION		2022-23 Approved Budget	2022-23 Actual	Variance
REVENUE				
District Dues	\$	55,000.00	\$ 19,234.50	35% \$ (35,765.50)
District Foundation Contribution	\$	3,500.00		0% \$ (3,500.00)
International Convention Fees			\$ 1,400.00	
Interest	\$	70.00	\$ 51.46	74% \$ (18.54)
Miscellaneous			\$ 450.00	\$ 450.00
GATC Stipend	\$	-	\$ -	\$ -
TOTAL REVENUE	\$	58,570.00	\$ 21,135.96	36% \$ (37,434.04)
EXPENSES				
Board Travel	\$	4,500.00	\$ 1,274.22	28% \$ 3,225.78
Board/Executive Board Meetings* **	\$	19,000.00	\$ 4,300.41	23% \$ 14,699.59
Governor's Expense	\$	500.00		0% \$ 500.00
Secretary/Treasurer	\$	200.00		0% \$ 200.00
Editor & Webmaster	\$	200.00		0% \$ 200.00
Lt. Governors	\$	500.00		0% \$ 500.00
Web Page Service	\$	500.00	\$ 542.32	108% \$ (42.32)
Printing and Supplies	\$	500.00		0% \$ 500.00
Mailings-Postage	\$	100.00		0% \$ 100.00
Contest Awards/Banner Patches	\$	900.00	\$ 5.10	1% \$ 894.90
Administrators Expenses	\$	500.00		0% \$ 500.00
International Convention	\$	7,000.00	\$ 7,959.11	114% \$ (959.11)
District Office Operation	\$	7,500.00		0% \$ 7,500.00
District Convention Operation Subsidy	\$	8,000.00		0% \$ 8,000.00
Audit/Legal	\$	5,000.00	\$ 1,300.00	26% \$ 3,700.00
Financial Recovery/Unpaid AMEX balance	\$	3,370.00		0% \$ 3,370.00
Miscellaneous	\$	300.00	\$ -	0% \$ 300.00
TOTAL EXPENSES	\$	58,570.00	\$ 15,381.16	26% \$ 43,188.84
General Budget Surplus/(Deficit)	\$	-	\$ 5,754.80	
* 4 in person board gatherings; Apr-3,000; July-1200;November - 3,200 Convention - 11,000				
Note: \$1,000 paid to Hershey Lodge for Deposit on 2023 Convention				
** Includes \$582.89 for Zoom Subscription				
Note: Key Club had an unpaid balance to Kiwanis of \$28, 018 on 4/1/22. \$11,000 of unpaid balance has been repaid. Presently the unpaid balance is \$17,018				

KEY CLUB INTERNATIONAL H23 PA DISTRICT
 Transaction List by Date
 December 2022

11:59 AM
 01/10/23

Type	Date	Num	Name	Memo	Account	Cir	Split	Amount
Dec 22	12/01/2022	15695	Howard Cohen		101 · Cash checking...	X	401 · Board tra...	-327.98
	12/01/2022	15696	John Mazurowski		101 · Cash checking...	X	401 · Board tra...	-244.16
	12/15/2022	15697	Pennsylvania Kiwa...		101 · Cash checking...	X	200 · Due to Ki...	-2,000.00
	12/15/2022			Deposit	101 · Cash checking...	X	300 · Dues	11,628.50
Dec 22	12/31/2022			Interest	101 · Cash checking..	X	345 · Interest i...	3.23

ACCOUNT	PA KIMANIS FAMILY ACCOUNT BALANCES - 12/31/22												AVERAGE
	Amount 12/31/2019	Amount 2/29/2020	Amount 9/30/2020	Amount 12/31/2020	Amount 3/31/2021	Amount 6/30/2021	Amount 8/31/2021	Amount 12/31/2021	Amount 3/31/2022	Amount 6/30/2022	Amount 9/30/2022	Amount 12/31/2022	
vanis Checking	\$ 42,933.26	\$ 73,587.93	\$ 23,069.18	\$ 33,079.70	\$ 84,453.20	\$ 64,183.89	\$ 77,736.00	\$ 75,403.54	\$ 79,397.22	\$ 74,144.00	\$ 37,049.95	\$ 53,205.88	\$ 59,853.65
vanis Reserve	\$ 576.08	\$ 576.97	\$ 577.15	\$ 577.18	\$ 577.20	\$ 577.22	\$ 577.24	\$ 577.26	\$ 577.30	\$ 577.32	\$ 571.36	\$ 571.36	\$ 576.14
y Club Checking	\$ 29,255.34	\$ 105,237.93	\$ 41,900.40	\$ 47,252.87	\$ 38,249.56	\$ 11,376.34	\$ 2,974.00	\$ 36,112.11	\$ 71,679.77	\$ 22,539.18	\$ 6,864.84	\$ 17,494.95	\$ 35,911.44
y Club Reserve	\$ 33,789.00	\$ 33,769.00	\$ 33,769.00	\$ 33,769.00	\$ 14,500.00	\$ 14,500.00	\$ 10,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,549.67
cle-K Reserve	\$ 3,294.00	\$ 3,294.00	\$ 3,294.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,588.00	\$ 4,588.00	\$ 1,905.80
ion Club	\$ 5,548.12	\$ 5,548.12	\$ 5,548.12	\$ 5,548.12	\$ 5,548.12	\$ 3,348.12	\$ 3,398.00	\$ 3,398.00	\$ 3,398.12	\$ 3,071.87	\$ 4,703.85	\$ 5,003.85	\$ 4,505.19
y Leader	\$ 3,241.27	\$ 8,334.16	\$ 5,549.02	\$ 5,549.02	\$ 5,548.12	\$ 5,548.12	\$ 5,548.12	\$ 5,548.12	\$ 6,157.17	\$ 6,801.94	\$ 6,801.94	\$ 6,166.81	\$ 5,899.48
ndation Cash	\$ 23,780.39	\$ 28,919.89	\$ 43,528.63	\$ 70,766.13	\$ 57,833.00	\$ 64,993.00	\$ 43,066.00	\$ 50,160.00	\$ 60,311.00	\$ 66,056.23	\$ 55,857.02	\$ 43,954.02	\$ 50,768.78
ndation Investments	\$ 872,617.00	\$ 827,617.00	\$ 809,826.00	\$ 887,562.00	\$ 938,748.00	\$ 971,532.00	\$ 964,492.00	\$ 982,513.00	\$ 949,985.00	\$ 838,148.58	\$ 786,010.00	\$ 786,010.00	\$ 893,550.05
							(as of 9/30/21)	(as of 11/31/21)			(estimated)	estimated	
	\$ 1,015,034.46	\$ 1,086,885.00	\$ 967,061.50	\$ 1,084,104.02	\$ 1,145,457.08	\$ 1,136,058.69	\$ 1,108,291.36	\$ 1,153,712.03	\$ 1,171,505.58	\$ 1,011,339.12	\$ 902,446.96	\$ 916,994.87	\$ 1,058,240.89

Aktion Club Account

1/4/2023

<u>Date</u>	<u>Deposit Amount</u>	<u>Check Amount</u>	<u>Comment</u>
Beginning balance	\$ 2,678.00		
11/3/2016	\$ 82.00		Shirt Sales
8/9/2017	\$ 1,000.00		
9/7/2017	\$ 2,000.00		Foundation grant
9/21/2017	\$ 455.00		CC - Convention
9/28/2017	\$ 140.00		Convention
10/6/2017		\$ 713.17	TLC Reg - AMEX
10/6/2017		\$ 76.34	TLC Travel
10/6/2017		\$ 89.05	TLC Travel
10/9/2017		\$ 20.59	TLC Travel
10/16/2017		\$ 580.80	Convention Food
12/4/2017		\$ 430.23	Karen - Convention
12/4/2017		\$ 250.22	Barb-Convention
12/5/2017		\$ 103.61	Awards
12/5/2017		\$ 20.17	Domain name
12/15/2017		\$ 200.00	Brother's Brother
12/21/2017	\$ 210.00		Convention Fundraising
3/21/2017		\$ 232.00	Key Club Convention Aktion Club members
5/3/2018		\$ 150.00	TLC Reimbursement
6/7/2018	\$ 1,500.00		Foundation grant for TLC
6/18/2018		\$ 150.00	Darlene Anderson - TLC
6/18/2018		\$ 150.00	Karen Sears - TLC
6/18/2018		\$ 150.00	Heidi McKenrick - TLC
6/18/2018		\$ 350.00	Amy Murphy _TLC
6/18/2018		\$ 350.00	Tim Driscoll - TLC
6/18/2018		\$ 350.00	Patrick Hughes - TLC
7/5/2018	\$ 2,000.00		Foundation Grant - Aktion Club Convention
7/5/2018	\$ 385.00		Aktion Club Convention - Credit Card
7/12/2018	\$ 110.00		Aktion Club Convention - Credit Card
7/16/2018	\$ 140.00		Aktion Club Convention
7/16/2018	\$ 220.00		Aktion Club Convention - Credit Card
8/15/2018	\$ 430.00		Aktion Club Convention
8/17/2018		\$ 253.97	Karen Sears - Convention
8/17/2018		\$ 1,010.00	Aktion Club Convention Catering
8/23/2018		\$ 442.50	Flocco Bags - Convention
9/7/2018	\$ 70.00		
9/25/2018		\$ 226.07	Barbara Byers - Convention
9/25/2018		\$ 320.00	Barry Halbritter - Convention lodging
10/5/2018		\$ 20.17	Domain name
6/24/2019	\$ 160.00		Aktion Club Convention
7/18/2019	\$ 660.00		Aktion Club Convention
7/26/2019	\$ 180.00		Aktion Club Convention
8/15/2019		\$ 250.00	Aktion Club Convention - Speaker
8/15/2019		\$ 430.75	Aktion Club Convention - T shirts
8/15/2019		\$ 1,165.44	Aktion Club Convention - caterer
8/16/2019	\$ 420.00		Aktion Club Convention
9/5/2019	\$ 432.00		Aktion Club Convention
9/12/2019		\$ 36.13	Sending checks for convention to Barb Byers
9/16/2019	\$ 2,000.00		Foundation Contribution to Aktion Club
10/3/2019		\$ 560.00	Barry Halbritter - Convention lodging - 18/19 payable
10/3/2019		\$ 269.01	Barb Byers - convention - 18/19

10/3/2019		\$	373.66	Karen Sears - Convention - 18/19
6/16/2021		\$	1,800.00	Aktion Club 25th Anniversary Check Distribution; 3 checks not cashed
9/24/2021		\$	50.00	Daniel Ferron Aktion club address
4/15/2022		\$	236.25	Aktion Club Administrator Circle K Convention
4/15/2022		\$	90.00	Circle K Convention Additional Lunches
7/11/2022	\$	360.00		2022 Aktion Club Convention Registrations
7/22/2022	\$	690.00		2022 Aktion Club Convention Registrations
7/29/2022	\$	2,000.00		Foundation Contribution to Aktion Club
8/24/2022		\$	250.00	Aktion Club Convention DJ
8/24/2022		\$	500.00	Aktion Club Convention Food
9/15/2022		\$	375.00	Laurel Lodge usage fees for Convention
9/15/2022		\$	293.02	Administrator's expenses for Convention
1/4/2023		\$	107.50	Bookmark Mailing
	\$	18,322.00	\$	13,425.65
Account Balance	\$	4,896.35		

Key Leader Payments, Expenses and Financial Results
1/4/2023

Beginning Balance		\$	6,801.94						
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<u>First Name</u>	<u>Last Name</u>	<u>Gross Amount</u>	<u>Fee</u>	<u>Net Amount</u>	<u>Date</u>	<u>payment method</u>	<u>Comments</u>
		\$	-	\$			
		\$	-	\$			
		\$	2,622.67				
		\$	4,179.27				
Total Registration & Grants less fees al Expenses							
ess/(Deficit) Revenues vs Expenses* :ludes beginning balance							

Key Leader Expenses

1/4/2023

First Name
American Express
American Express
South Mountain YMCA

Last Name

Amount

Date

Comments

\$ 635.13
\$ 307.54
\$ 1,680.00

12/4/2022 DocuSign Program
1/4/2023 DocuSign Program
1/4/2023 Camp Deposit/Expense

\$ 2,622.67

Totals

TO: District Board of Trustees
FROM: Kevin Thomas, Executive Directors
DATE: January 13, 2023
RE: Foundation Treasurer and Financial Situation

This will serve as an update on the aforementioned situation.

As previously reported, Dale Brackin has agreed to serve as interim treasurer. Dale has been added to both bank accounts. The check books still reside in the District office but will shortly be turned over to Dale.

Work is progressing on getting the Foundation on Quickbooks. Missing information is being retrieved which should allow that task to be completed.

Presently, the Foundation has not been able to move forward with their annual audit and 990 preparation because of the transition and working taking place.

As previously reported, there appears to be no missing or misappropriated funds but until the transition to Quickbooks is complete and the audit conducted this isn't an absolute statement.

I have been sharing the minutes of the Foundation board meetings with you and I urge you to read those minutes.

I will be glad to answer any questions.

2023 Circle K Convention Budget Proposal

	2023 Proposed Budget		2022 Approved Budget		2022 Actual Rec/Exp	
REVENUE						
Registration Fees:						
50 @ 130	\$	6,500.00	\$	5,400.00	\$	7,830.00 145%
10 @ 110	\$	1,100.00	\$	500.00	\$	320.00 64%
0 @ 40	\$	-	\$	175.00	\$	- 0%
Program Ads and Fundrasing	\$	350.00	\$	1,000.00	\$	355.00 36%
District Foundation Contribution	\$	1,000.00	\$	2,000.00	\$	2,000.00 100%
District General Budget Subsidy	\$	-	\$	500.00	\$	500.00 100%
Miscellaneous (Ship 2022 Reg Fees)	\$	500.00				
Total	\$	9,450.00	\$	9,575.00	\$	11,005.00 115%
EXPENSES						
Awards Certificates & Plaques	\$	200.00	\$	100.00	\$	107.23 107%
Audio Visual/Rental/Setup Fees	\$	500.00	\$	400.00	\$	149.00 37%
Pins (Retiring Board & New Board)	\$	85.00	\$	75.00		0%
Meeting Room Rental/General Rental	\$	800.00	\$	1,025.00	\$	1,781.00 174%
Name Badges	\$	50.00	\$	-		
Entertainment/Speakers	\$	400.00	\$	500.00	\$	286.00 57%
Presidents Banquet (60@ \$47.06)	\$	2,823.60	\$	1,850.00	\$	2,414.00 130%
Saturday Lunch (60@\$33.07)	\$	1,984.20	\$	3,500.00	\$	5,238.00 150%
Sunday Breakfast (50@ \$21.62)	\$	1,081.00	\$	1,025.00	\$	1,230.00 120%
T-shirts (60@\$8.00)	\$	480.00	\$	350.00	\$	512.25 146%
Service Room	\$	150.00	\$	150.00		0%
Stripe/Credit Card Fees	\$	200.00	\$	200.00		0%
Miscellaneous**	\$	696.20	\$	400.00	\$	228.00 57%
Total	\$	9,450.00	\$	9,575.00	\$	11,945.48 125%
Surplus (Deficit)	\$	-	\$	-	\$	(940.48)
Full Registration Fee: \$130.00						
Saturday Only: \$110.00						
Sunday Only: \$40.00						

Key Club Convention Budget

PENNSYLVANIA KEY CLUB					
2023 Convention Proposed Budget					
	2023 Proposed Budget	2022 Approved Budget	2022 Actual Receipts		Variance
REVENUE					
Registration Fees (200 @ \$55.00)	\$ 11,000.00	\$ 30,000.00	\$ 16,401.42	55%	\$ (13,598.58)
Program Ad Sales	\$ 500.00	\$ 500.00	\$ 95.00	19%	\$ (405.00)
District Foundation Contribution	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	100%	\$ -
General Budget Subsidy	\$ 8,000.00	\$ 7,500.00	\$ 7,500.00	100%	\$ -
Attendees Meal & Lodging fees	\$ 35,467.50	\$ 34,800.00	\$ 16,453.59	47%	\$ (18,346.41)
Total Revenue	\$ 56,467.50	\$ 74,300.00	\$ 41,950.01	56%	\$ (32,349.99)
EXPENSES					
ASCAP	\$ 150.00	\$ 145.00	\$ 143.00	99%	\$ 2.00
Audio Visual Equipment	\$ 11,000.00	\$ 2,500.00	\$ 3,053.60	122%	\$ (553.60)
Ballots/Printing	\$ -	\$ 300.00	\$ -	0%	\$ 300.00
Credit Card Processing Fees**	\$ 800.00	\$ 1,000.00	\$ 398.69	40%	\$ 601.31
Registration Gift (@\$7.00 per person)**	\$ 1,400.00	\$ 2,100.00	\$ 1,665.18	79%	\$ 434.82
Guests (Meals & Lodging)	\$ 750.00	\$ 750.00	\$ -	0%	\$ 750.00
Keynote Speaker	\$ 500.00	\$ -	\$ -		
Friday & Saturday Evening Activities	\$ -	\$ 1,000.00	\$ 791.85	79%	\$ 208.15
Registration Material	\$ 100.00	\$ -	\$ -		
Past Officers Pin	\$ 120.00	\$ 100.00	\$ 108.11	108%	\$ (8.11)
Program	\$ -	\$ 250.00	\$ -	0%	\$ 250.00
Ribbons	\$ 125.00	\$ 100.00	\$ -	0%	\$ 100.00
Rental Fees	\$ 500.00	\$ 3,000.00	\$ 2,676.50	89%	\$ 323.50
Supplies (Tape, Paper, Frames, etc)	\$ 100.00	\$ 100.00	\$ -	0%	\$ 100.00
Decorations	\$ 300.00	\$ 300.00	\$ -	0%	\$ 300.00
Whoava App & Snap Chat Filter	\$ -	\$ 1,200.00	\$ -	0%	\$ 1,200.00
Penn Stater Day Meeting Package (\$70@300)	\$ -	\$ 21,000.00	\$ 12,218.40	58%	\$ 8,781.60
Saturday Mid-Morning Break (200@\$12.66)	\$ 2,532.00	\$ -	\$ -		
Friday Dinner (125@\$42.00)	\$ 5,250.00	\$ 7,400.00	\$ 3,645.40	49%	\$ 3,754.60
Saturday Lunch (200@\$38.10)	\$ 7,620.00	\$ -	\$ -		
Saturday Dinner (140@\$63.54)	\$ 8,895.00	\$ 7,400.00	\$ 4,011.20	54%	\$ 3,388.80
Background Checks	\$ 600.00	\$ 750.00	\$ 546.00	73%	\$ 204.00
Miscellaneous	\$ 1,325.50	\$ 3,305.00	\$ -	0%	\$ 3,305.00
Hotel Attendees Lodging	\$ 14,400.00	\$ 21,600.00	\$ 10,954.88	51%	\$ 10,645.12
Total Expenses	\$ 56,467.50	\$ 74,300.00	\$ 40,212.81	54%	\$ 34,087.19
Excess (Deficit) Revs vs Exps.	\$ -	\$ -	\$ 1,737.20		
Quad - \$297.00 per person					
Triple - \$322.00 per person					
Double - \$374 per person					
Single - \$500.00					

Kiwanis and SLP District Convention Covid-19 procedures and practices for 2023 Conventions

1. Masking shall be optional and up to individual choice.
2. The District will work with convention hotels to ensure that hand sanitizer stations are available throughout all events.
3. No one will be permitted to attend an event without signing and submitting a Covid-19 Liability Waiver and agreeing to the procedures approved by the District board.
4. Anyone displaying Covid like symptoms will be asked to not enter meetings and events.
5. The Governor, Executive Director, District Board Members and the Convention planning committee shall be responsible for enforcing these policies at all events.

1/12/23, 2:14 PM

District Secretary Zoom Meeting - January

From: bkinder@kiwanis.org,
Subject: District Secretary Zoom Meeting - January
Date: Thu, Jan 12, 2023 2:09 pm
Attachments: K01-K30 EIN listings from PFY.xlsx (990K),

Dear District Secretaries:

Thanks again to those of you that were able to attend Tuesday's Zoom call for the group; for those that couldn't make it, we missed you but have included follow-up information below!

- **Recording** – The meeting recording can be found in our DS Google Drive online at https://drive.google.com/file/d/137bOve9V388DQ5nfb0UjOfHaHT2ELYH/view?usp=share_link.
- DS support contacts: Jeff Oatess (staff liaison to District Secretaries): joatess@kiwanis.org; Chris Martz (department head for Global Membership and Engagement and Member Services): cmartz@kiwanis.org; Kathy Stamper (Member Services Team Lead): kstamper@kiwanis.org. Jeff can receive and direct your high-level issues; Kathy can help with database, retail, and general questions. Chris can pinch-hit.
- Club EIN info – I have attached a listing of club Employee Identification Numbers (EINs) for each district, as many of you requested this on the call. This list ONLY shows EIN's reported to KI – it does not reflect which clubs are in good standing with the IRS or not, based on their 990 filing. The IRS does make it possible to look this up though; Joanne Fregeau, who provided the data that the attached pivot chart is based on, graciously provided instructions on how to check on each club's 501c4 status; I have appended those instructions to the bottom of this email.
- Also as asked, please find the language that KI currently uses on their event registration forms requiring attendees to acknowledge our COVID policies and assumption of risk -

Kiwanis International has adopted the meeting guidelines of the World Health Organization (WHO) and the U.S. Centers for Disease Control and Prevention (CDC). We intend to meet or exceed every rule for pre-meeting preparation, follow guidelines for suggested spacing and social distancing during meals and meetings, and offer limited access to only those individuals who need to attend.

- All attendees must attest that they have been fully vaccinated as defined by the CDC – "Fully vaccinated" means I have received my complete vaccine regimen (2 shots for Pfizer, Moderna, and AstraZenca, 1 shot for Johnson and Johnson), and 14 days or more has passed since my final shot.
- Any attendee who has tested positive for COVID-19 is prohibited from attending the meetings unless they provide proof of two negative tests since contracting COVID-19.
- Any attendee who is not fully vaccinated and has been knowingly exposed to an individual who is positive for COVID-19 within 14 days prior to the meetings is prohibited from attending the meetings in person.
- All attendees agree to regularly wash their hands. Hand sanitizer will be supplied at the meetings.
- Attendee acknowledges that health and safety protocols may change between the time of registering for the event and the time of attending the event. Kiwanis International has the right, in its sole and absolute discretion, to revise health and safety protocols and attendee agrees to comply with all health and safety protocols in place at the time of the event. If attendee does not comply with all health and safety protocols in place at the time of the event, attendee will be prohibited from attending the event in person.

I understand that there is a substantial possibility that I may contract Covid-19 or another infectious disease during travel or in person at the upcoming Kiwanis International (or KCF or KYP) sponsored meetings. I agree to wear a mask at the meeting for Kiwanis International if I have not been vaccinated. I also agree to abide by any health protocols established by Kiwanis International, (or KCF or KYP) and by any offsite venue at the upcoming meetings. (Yes) or (no).

- Lastly, if there are any questions that I can help answer purely as someone who has some historical Kiwanis knowledge – or so that we can simply stay connected – please feel contact me at my mobile number: (317) 523-2850; personal email is brycekinder07@gmail.com.

Again, thank you to each of you for your partnership and friendship over these last many years; we'll talk again soon!

Bryce Kinder
Member Services Manager
Kiwanis International
3636 Woodview Trace, Indianapolis, IN 46268 USA
U.S. & Canada: 1-800-KIWANIS, ext. 113
Worldwide: +1-317-217-6113
bkinder@kiwanis.org
kiwanis.org | #KidsNeedKiwanis



Please note: I will be departing Kiwanis International as a staff member effective January 13, 2023. If we may provide you future assistance, please reach out to our Member Services team at memberservices@kiwanis.org. It has been an honor serving you these last 21 years!

Below is the link they can go to look to go to the master list and automatic revocation listing. Both lists will include all organizations. They will need to search by EIN or name. For the Master list if they want to see if the club falls under KI GEN0026, it will be under Column Is H called Group, which the IRS is only showing the last 2 digits (26) of the p. 95 ↓ in the column.



District Committee Chair Report Cover Sheet

Date: 1/21/2023

Committee: Key Leader

Chair: Matt Wise

Committee Members, if applicable:

Brian Root	Jeff Rose	Morgan Coolbaugh
Rebecca Pelachick	Kelly Beegle	Stef Stamatopoulos

- List **issues** that you need to bring to the attention of the District Board, indicating whether it is for their information, or you are seeking resolution. If for resolution, please explain your proposed desired response from the Board.

The contract has been approved and the event will take place on April 21-23, 2023 at the South Mountain YMCA camp in Reinholds, PA. Registration will be active in early January 2023 and promotion to clubs and schools will begin around that time.

By the time of this meeting, the committee will have had it's first meeting (scheduled for Jan 17th). We **await** further information from Kiwanis International regarding cost of the program in order to establish the cost of the tuition. We cannot complete our budget until that time.

As a result of **decreased** funding support from the Pennsylvania Kiwanis Foundation, we will likely be **looking** at a slight increase in tuition this year. For example, last year we were able to provide the program for a cost of \$150 per student (the charge to us was \$225 and we applied a \$75 per student scholarship from PKF). If all else stays the same, we will likely need to increase the cost to \$175 per student which includes a \$50 scholarship per student. This assumes a full camp of 80 registrations.

A tentative budget is attached to this report.

- List **successes** you have experienced as a result of your committee's work and activity.

N/A during this period.

- List your **goals** (and their status) of your committee.

1. Have 60+ students register and attend the 2023 event.
2. Work more closely with schools and clubs to promote event.
3. Develop working partnership with previous-year attendees to establish at least 5-6 student facilitators and include them in on discussions early-on.
4. Review operations and make adjustments where needed.

4. Describe communications and activities with the following core groups:

Clubs	None during this time.
Lt. Governors / Divisions	None during this time.
District	Working with leadership on DocuSign.
Kiwanis International	None during this time.

5. Do you have additional material to attach to your report? Yes No
(If yes, please attach accordingly)

Key Leader 2023 Budget

This event is privately financially guaranteed

*Cost per student is \$225.00

Minimum Attendance (54 Students)

Income		# of Attendees	
Kiwanis Children's Fund			\$ -
Student Participant	\$ 225	54	\$ 12,150
PA Foundation Scholarship	\$ 50		\$ 2,700
Student Facilitator	\$ 200	6	\$ 1,200
PA Foundation Scholarship	\$ 50		\$ 300
Lead Facilitator	\$ -	1	\$ -
Chaperone*	\$ -	14	\$ -
Total Income		75	\$ 16,350
Expense			
Camp	\$ 140	75	\$ 10,500
Key Leader Program			\$ 6,000
T-shirts	\$ 7	75	\$ 525
Miscellaneous	\$ 6	75	\$ 450
Total Expense			\$ 17,475
Net Income			\$ (1,125)

*Cost per student is \$225.00

Pending Confirmation from KI **

Maximum Attendance (80 Students)

Income		# of Attendees	
Kiwanis Children's Fund			\$ -
Student Participant	\$ 225	70	\$ 15,750
PA Foundation Scholarship	\$ 50		\$ 3,500
Student Facilitator	\$ 200	10	\$ 2,000
PA Foundation Scholarship	\$ 50		\$ 500
Lead Facilitator	\$ -	1	\$ -
Chaperone*	\$ -	20	\$ -
Total Income		101	\$ 21,750
Expense			
Camp	\$ 140	101	\$ 14,140
Key Leader Program			\$ 6,000
T-shirts	\$ 7	101	\$ 707
Miscellaneous	\$ 6	101	\$ 606
Total Expense			\$ 21,453
Net Income			\$ 297

LOGISTICAL SCHEDULE

Main Room: District Zoom Account - Host Sarah

Start	End	Desc	Who	Tech Person	Zoom Room	Time Limit (minutes)
Opening Session						
9:00 AM	9:50 AM	Opening Address	Governor Mike Coolbaugh			3
		Circle K Remarks	Governor Emma Gallardi			5
		Key Club Remarks	Governor Amsu Yilalacheruvu			3
		International Trustee Remarks	IT Jackie Sue McFarlin			5
		International President Remarks	President Bert West (or make him talk at end)			5
		Opening Keynote speaker	Lavar Thomas			25
		Logistical Announcements	Sarah or Brittany			1
10:00 - 10:45 AM Keynote Headliner						
Educational Forums						
9:55:00	10:35:00				Breakout Room 1	40
					Breakout Room 2	40
					Breakout Room 3	40
10:40:00	11:20:00				Breakout Room 1	40
					Breakout Room 2	40
					Breakout Room 3	40
11:25 AM	12:05:00				Breakout Room 1	40
					Breakout Room 2	40
					Breakout Room 3	40

Closing Session						
12:10 PM	12:12:00	Closing Remarks	Mike Coolbaugh, Governor		Main Room	2
12:12 PM	12:15:00	DON Scranton Presentation	Morgan Coolbaugh			3
12:15 PM	12:18:00	Special HOJ announcement?	Mike Coolbaugh, Governor			3
12:18 PM	12:23:00	Signature Project Winners Announced	Mike Coolbaugh, Governor			5
12:23 PM	12:48:00	KEYNOTE ADDRESS	?			25
12:48 PM	12:58:00	Closing Remarks				10
1st Breakouts						

2023 Budget

2023 MIDYEAR BUDGET			
Proposed			
ACCOUNT DESCRIPTION	2023 Budget		
REVENUE			
Registrations:			
Registrations (100@\$20.00)	\$	2,000.00	
TOTAL REVENUE	\$	2,000.00	
EXPENSES			
Zoom Fees	\$	53.00	
Credit Card Fees***	\$	50.00	
Entertainment & Speakers	\$	1,100.00	
Registration Gift/Governor's Project	\$	500.00	
Miscellaneous	\$	297.00	
TOTAL EXPENSES	\$	2,000.00	
Surplus/(Deficit)	\$	-	

2024 Joint District Convention Report

On January 16, 2023, the Committee considering a joint New Jersey – Pennsylvania District convention met. The purpose of the meeting was to review the four sites that have submitted proposals to host our 2024 meeting. A summary of the four properties is included with this report as well as a chart showing the travel distances from the furthest points in Pennsylvania and New Jersey.

It was agreed that the Marriott Princeton was not economically feasible and did not represent an equitable driving situation. Concern, also, was expressed about most New Jersey Kiwanian coming in only for one day at that location.

For those that did the site inspection (Kevin Thomas and Nancy & Mark Esposito) the Alloy Doubletree Valley Forge layout and meeting space were a concern. As well, there were concerns about the costs associated with the property. It was agreed that this would not be our choice.

From those that did site inspections, there was great favorability expressed for the Wind Casino Resort; likely, it was the best of the four locations as a site. However, the economics of the proposal for this location are difficult. The room rates and dates are not favorable or attractive to our members.

The Doubletree Reading was met with favorability by those that conducted the site inspections. It's rate and contract terms are the most favorable.

Please note that this greatly simplifies the conversation that took place. It was more extensive.

After discussion, the committee agreed to recommend to both the Pennsylvania and the New Jersey District Boards that the Doubletree Reading be selected as the location of the 2024 Joint District Convention.

The New Jersey District Board meets on February 4, 2023. There was some slight undercurrent that the New Jersey board could reject this recommendation.

Accordingly, I am asking that the Pennsylvania District Board approve the following recommendations.

1. The Doubletree Reading be approved as the location for the 2024 Joint District Convention on August 15-18, 2024.
2. Should the New Jersey District Board decide to not accept the committee recommendation, Pennsylvania proceed on it own in 2024 at the Doubletree Reading on the dates mentioned.

The board will, also, need to consider this question should we move ahead with a joint convention. The operational aspects of this convention will need to be addressed and given that it will have to be done by a committee made of people from both Districts and given how long this process took, this committee should be established soon and begin meeting. From the Pennsylvania side, does the board want the current group to continue as is for this process, streamline the current group or appoint an entirely new committee?

I will be glad to answer any questions to the best of my ability.

Respectfully submitted,



Executive Director/Secretary/Treasurer

2024 Joint Convention Analysis

	<u>Doubletree Reading</u>	<u>Alloy Doubletree Valley Forge/King of Prussia</u>	<u>Wind Creek Resort Bethlehem</u>	<u>Marriott Princeton</u>
Room Rate & Tax	\$142 +13%	\$159 +10%	Aug: Wed, Thurs \$159 +10%; Fri, Sat \$229 +10%; Sept Wed, Thurs, \$159 +10%, Fri. \$179 +10%; Sat. \$199 +10%	\$159.00 +14.625%
Room Rate	August 15-18	August 15-18	August 22-25; Sept. 12-15	August 15-18
Food & Beverage Minimum	\$ 25,000.00	\$ 30,000.00	\$ 35,000.00	\$ 50,000.00
Breakfast Price Range	\$22-\$24++	\$22-\$28++	\$20-\$25++	\$20-\$30++
Dinner Price Range	\$27-\$30++	\$30-\$38++	\$28-\$36++	\$36-\$46++
Room Rental/Setup Fees	\$35-\$60++	\$38-\$50++	\$40-\$55++	\$56-\$67++
	\$ 1,500.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00

1 comp room for every 50 paid; complimentary internet; 3 guest room upgrades at group rate; 10% discount on food and beverage prices

4 suites at group rate; 1 comp room for every 40 paid rooms \$10 per room night rebate; 5 junior suites at group rate from Valley Forge CVB; complimentary presidential suite ; 1 comp room for every 40 paid

Inclusions

Complimentary Covered

Parking

Free surface & covered; \$7.00 per day valet

Santander Theater across the street; floor layout of sleeping rooms allows for blocks of rooms to be together

Casino; shopping; lots of food alternatives; full service spa right on property

Notes of Interest

Normally it is \$12.95 per day for in room internet

Travel Chart – Joint District Convention Sites

Reading (Doubletree)

	<u>Travel Tme</u>	<u>Mileage</u>
Pittsburgh	4:00 hrs.	262 miles
Erie	5:45 hrs.	349 miles
Jersey City	2:15 hrs.	121 miles
Cape May	2:30 hrs.	124 miles

King of Prussia (Alloy)

	<u>Travel Tme</u>	<u>Mileage</u>
Pittsburgh	4:20 hrs.	288 miles
Erie	6:09 hrs.	411 miles
Jersey City	1:45 hrs.	103 miles
Cape May	1:52 hrs.	92 miles

Bethlehem (Windcreek Resort)

	<u>Travel Tme</u>	<u>Mileage</u>
Pittsburgh	4:38 hrs.	290 miles
Erie	5:42 hrs.	378 miles
Jersey City	1:26 hrs.	81 miles
Cape May	2:36 hrs.	142 miles

Princeton (Marriott)

	<u>Travel Tme</u>	<u>Mileage</u>
Pittsburgh	5:12 hrs.	338 miles
Erie	6:47 hrs.	429 miles
Jersey City	1:03 hrs.	48 miles
Cape May	2:00 hrs.	111 miles

PROPOSED DISTRICT BYLAW AMENDMENTS

PROPOSED BY: The Pennsylvania District Kiwanis International Board of Trustees

PURPOSE: To replace the District Executive Director position with District Secretary and District Treasurer positions

CURRENT READING: ARTICLE III, SECTION 1a and 1b

Section 1.

- a. The officers of the district shall be the Governor, Governor-elect, Immediate Past Governor, Secretary-Treasurer, and a Lieutenant Governor for each division and a Trustee for each region of the district.
- b. No offices other than those of Secretary and Treasurer may be combined in one person. The Secretary-Treasurer has the title of Executive Director.

PROPOSED CHANGES: ARTICLE III, SECTION 1a and 1b

(Proposed changes in Red or struck through)

Section 1.

- a. The officers of the district shall be the Governor, Governor-elect, Immediate Past Governor, ~~Secretary-Treasurer~~, and a Lieutenant Governor for each division and a Trustee for each region of the district.
- b. No offices ~~other than those of Secretary and Treasurer~~ may be combined in one person. ~~The Secretary-Treasurer has the title of Executive Director.~~

CURRENT READING: ARTICLE III, SECTION 8

Section 8. The Executive Director (Secretary-Treasurer) has the further duties and responsibilities:

- a. Assist the Governor and District Board in conducting the business of the district.
- b. Keep all records of the district.
- c. Be the executive in charge of the District Office and, subject to the approval of the District Board, ~~select~~ the employees (if any).
- d. Submit to the proper officers, committees, or persons all communications received from Kiwanis International and cooperate with the Governor in forwarding all reports required by Kiwanis International.
- e. Attend and keep the minutes of the meetings of the District Board and the district conventions.
- f. Make a report to the district at its annual convention and such other reports as directed by the Governor or the District Board.
- g. Keep the financial accounts and records and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of district and ~~other~~ ^{ored} organization funds in the manner authorized and

prescribed by the District Board.

h. Make available for inspection by the Governor, the District Board, or any authorized parties, the financial accounts, records, and books of the district and its service leadership programs (if any).

i. Be a member of the Finance Committee.

j. Regularly review and advise the District Board on the financial condition of the district and its service leadership programs (if any).

PROPOSED CHANGES: ARTICLE III, SECTION 8:

(Proposed changes struck through and in red)

Section 8. The ~~Executive Director~~ (Secretary-Treasurer) has the further duties and responsibilities:

a. Assist the Governor and District Board in conducting the business of the district.

b. ~~Except for financial accounts and records,~~ keep all records of the district.

c. Be the executive in charge of the District Office and, subject to the approval of the District Board, select the employees (if any).

d. Submit to the proper officers, committees, or persons all communications received from Kiwanis International and cooperate with the Governor in forwarding all reports required by Kiwanis International.

e. Attend and keep the minutes of the meetings of the District Board and the district conventions.

f. Make a report to the district at its annual convention and such other reports as directed by the Governor or the District Board.

~~g. Keep the financial accounts and records and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of district and sponsored organization funds in the manner authorized and prescribed by the District Board.~~

~~h. Make available for inspection by the Governor, the District Board, or any authorized parties, the financial accounts, records, and books of the district and its service leadership programs (if any).~~

~~i. Be a member of the Finance Committee.~~

~~j. Regularly review and advise the District Board on the financial condition of the district and its service leadership programs (if any).~~

CURRENT READING: ARTICLE III, SECTION 11

None – no such section

PROPOSED CHANGES: ARTICLE III, SECTION 11:

(Proposed changes struck through and in red)

Section 11. The Treasurer has the following duties and responsibilities:

- a. Keep the financial accounts and records and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of district and sponsored organization funds in the manner authorized and prescribed by the District Board.
- b. Make available for inspection by the Governor, the District Board, or any authorized parties, the financial accounts, records, and books of the district and its service leadership programs (if any).
- c. Be a member of the Finance Committee.
- d. Regularly review and advise the District Board on the financial condition of the district and its service leadership programs (if any).
- e. Make a report to the district at its annual convention and such other reports as directed by the Governor or the District Board.

CURRENT READING: ARTICLE IV, SECTION 1:

Section 1. The District Board shall consist of the Governor, Governor-elect, Immediate Past Governor, Executive Director, and a trustee for each region. The Circle K District Governor, Key Club District Governor and a representative of the Pennsylvania Kiwanis Foundation Board shall be non-voting, ex officio members of the District Board. Lieutenant Governors shall not be members of the District Board but may participate in discussion without voting privileges.

PROPOSED READING: ARTICLE IV, SECTION 1:

(Proposed changes struck through and in red)

Section 1. The District Board shall consist of the Governor, Governor-elect, Immediate Past Governor, ~~Executive Director~~ Secretary and a trustee for each region. The Treasurer, Circle K District Governor, Key Club District Governor and a representative of the Pennsylvania Kiwanis Foundation Board shall be non-voting, ex officio members of the District Board. Lieutenant Governors shall not be members of the District Board but may participate in discussion without voting privileges.

CURRENT READING: ARTICLE IV, SECTION 6:

Section 6. The Executive Director shall notify each member of the District Board and the Executive Director of Kiwanis International of the time, place, and date of any regular meeting at least three (3) weeks in advance and of any special meeting at least three (3) days in advance.

PROPOSED READING: ARTICLE IV, SECTION 6:

(Proposed changes struck through and in red)

Section 6. The ~~Executive Director~~ Secretary shall notify each member of the District Board and the Executive Director of Kiwanis International of the time, place, and date of any regular meeting at least three (3) weeks in advance and of any special meeting at least three (3) days in advance.

CURRENT READING: ARTICLE IV, SECTION 9:

Section 9. Within thirty (30) days after any District Board meeting, the Executive Director shall provide a draft of the meeting minutes or a summary of the actions taken to Kiwanis International, and a copy shall be made available to clubs in the district. The district shall provide a copy of the official minutes of each board meeting to Kiwanis International within thirty (30) days after approval by the District Board.

PROPOSED READING: ARTICLE IV, SECTION 9:

(Proposed changes ~~struck through~~ and in red)

Section 9. Within thirty (30) days after any District Board meeting, the ~~Executive Director~~ Secretary shall provide a draft of the meeting minutes or a summary of the actions taken to Kiwanis International, and a copy shall be made available to clubs in the district. The district shall provide a copy of the official minutes of each board meeting to Kiwanis International within thirty (30) days after approval by the District Board.

CURRENT READING: ARTICLE VI, SECTION 3:

Section 3. The Executive Director shall notify each club and the Executive Director of Kiwanis International at least sixty (60) days prior to the date of the annual convention and at least thirty (30) days prior to the date of any special convention or rescheduled annual convention.

PROPOSED READING: ARTICLE VI, SECTION 3:

(Proposed changes ~~struck through~~ and in red)

Section 3. The ~~Executive Director~~ Secretary shall notify each club and the Executive Director of Kiwanis International at least sixty (60) days prior to the date of the annual convention and at least thirty (30) days prior to the date of any special convention or rescheduled annual convention.

CURRENT READING: ARTICLE VI, SECTION 15:

Section 15. Within thirty (30) days after any convention, the Executive Director shall provide a written report of the actions taken, approved by the Governor, and shall transmit the report to the Executive Director of Kiwanis International. A copy of the report shall be made available to clubs in the district.

PROPOSED READING: ARTICLE VI, SECTION 15:

(Proposed changes ~~struck through~~ and in red)

Section 15. Within thirty (30) days after any convention, the ~~Executive Director~~ Secretary shall provide a written report of the actions taken, approved by the Governor, and shall transmit the report to the Executive Director of Kiwanis International. A copy of the report shall be made available to clubs in the district.

CURRENT READING: ARTICLE VI, SECTION 18C:

Section 18C. No later than thirty (30) days prior to the district convention, the Executive Director shall make available to each club in the district a copy of all proposed resolutions other than those of memoriam and appreciation.

PROPOSED READING: ARTICLE VI, SECTION 18C:

(Proposed changes struck through and in red)

Section 18C. No later than thirty (30) days prior to the district convention, the ~~Executive Director~~ Secretary shall make available to each club in the district a copy of all proposed resolutions other than those of memoriam and appreciation.

CURRENT READING: ARTICLE VII, SECTION 2:

Section 2. The Executive Director shall be employed by the district board via contract

PROPOSED READING: ARTICLE VII, SECTION 3

(Proposed changes struck through and in red)

~~**Section 2.** The Executive Director shall be employed by the district board via contract~~

CURRENT READING: ARTICLE VII, SECTION 3D:

Section 3D. Candidates for all officers with fiduciary responsibility, defined as the Governor, Governor-elect, Immediate Past Governor, District Trustees and Executive Director/Secretary/Treasurer, must have a club in the Pennsylvania District designated as their primary club and may not hold another position with fiduciary responsibility with another District. These requirements, also, apply to holding office. The primary club is determined by the member in accordance with Article VIII, Section 4 of the Kiwanis International Bylaws.

PROPOSED READING: ARTICLE VII, SECTION 3D:

(Proposed changes struck through and in red)

Section 3D. Candidates for all officers with fiduciary responsibility, defined as the Governor, Governor-elect, Immediate Past Governor, District Trustees, ~~and Executive Director/Secretary/Treasurer~~ and Treasurer, must have a club in the Pennsylvania District designated as their primary club and may not hold another position with fiduciary responsibility with another District. These requirements, also, apply to holding office. The primary club is determined by the member in accordance with Article VIII, Section 4 of the Kiwanis International Bylaws.

CURRENT READING, ARTICLE VII, SECTION 3E:

Section 3E. Prior to elections, the Executive Director shall report the qualified candidates to the House of Delegates.

PROPOSED READING, ARTICLE VII, SECTION 3E:

(Proposed changes struck through and in red)

Section 3E. Prior to elections, the ~~Executive Director~~ Secretary shall report the qualified candidates to the House of Delegates.

CURRENT READING, ARTICLE VII, SECTION 4A:

Section 4A. The Credentials Committee shall verify all delegates and determine the seating of any delegates not previously certified by their club. Prior to the elections taking place, the Credentials Committee shall report the delegate count to the Executive Director and Elections Committee, and shall make available to them, upon request, a list of the delegates.

PROPOSED READING, ARTICLE VII, SECTION 4A:

(Proposed changes struck through and in red)

Section 4A. The Credentials Committee shall verify all delegates and determine the seating of any delegates not previously certified by their club. Prior to the elections taking place, the Credentials Committee shall report the delegate count to the ~~Executive Director~~ Secretary and Elections Committee, and shall make available to them, upon request, a list of the delegates.

CURRENT READING, ARTICLE VIII, SECTION 3:

Section 3. In the event of a vacancy in the office of Executive Director, the Governor shall appoint a qualified member of a club of the district to fill the office for the unexpired term, subject to the approval of the District Board.

PROPOSED READING, ARTICLE VIII, SECTION 3:

(Proposed changes struck through and in red)

Section 3. In the event of a vacancy in the office of ~~Executive Director~~ Secretary or Treasurer, the Governor shall appoint a qualified member of a club of the district to fill the office for the unexpired term, subject to the approval of the District Board.

CURRENT READING, ARTICLE XIII, SECTION 1A & 1B:

Section 1.

a. A club, by majority vote of its active members, may propose bylaw amendments to be considered at any convention of the district, provided they are submitted to the Executive Director not less than sixty (60) days prior to the date of the convention. Bylaw amendments may also be proposed by the District Board.

b. No later than thirty (30) days prior to the district convention, the Executive Director shall make available to each club in the district a copy of all proposed bylaw amendments.

PROPOSED READING, ARTICLE XIII, SECTION 1A & 1B:

(Proposed changes struck through and in red)

Section 1.

- a. A club, by majority vote of its active members, may propose bylaw amendments to be considered at any convention of the district, provided they are submitted to the ~~Executive Director~~ **Secretary** not less than sixty (60) days prior to the date of the convention. Bylaw amendments may also be proposed by the District Board.
- b. No later than thirty (30) days prior to the district convention, the ~~Executive Director~~ **Secretary** shall make available to each club in the district a copy of all proposed bylaw amendments.

ELIMINATION OF THE REUIREMENT OF SEPARATE ADMINISTRATIVE AND SERVICE ACCOUNTS

For at least most of its history, Kiwanis has had a requirement that clubs must keep records of a service fund and administrative fund. Service funds are those funds which are raised from the community/public. Administrative funds are those funds that come from the members.

The Kiwanis International Board has decided to eliminate this requirement. With the elimination of the requirement that there be two separate funds, the prohibition of using service funds to pay for club/member expenses has, also, been eliminated. Clubs are free to use service funds as they see fit. No longer is it true, necessarily, to say the members pay for the expenses of running the organization.

Is this a concern in any manner to this board?

DISTRICT DUES and FEES DISCUSSION

- Last District dues increase took affect on October 1, 2013. Dues went from \$30.00 per person to to \$35.00
- Since October of 2013 until today, prices have increased by 27.92%. \$35.00 is now only worth \$25.23 in today's dollars. Put another way, it now takes \$44.77 to buy what \$35.00 bought in 2013.
- Membership on October 1, 2013 stood at 4,131 members. On October 1, 2022, it stood 2,755. From a dues revenue point of view, that represents a loss of 1,376 members or \$48,160.
- The District collects \$75.00 per club from all clubs for the District Convention. That fee has not changed since October 1, 2002. \$75.00 in 2002 is now worth \$45.00 in today's dollars. It now takes \$105.00 to buy what \$75.00 bought in 2002.
- On October 1, 2002, we had 219 active dues paying clubs. On October 1, 2022, that number was 145 active dues paying clubs. That represents a loss of 74 clubs. From the point of view of the convention fee, we have lost \$5,550.
- Total dues losses and fee losses combined come to \$53,710.
- We have become more proactive with fundraising since 2002 and 2013. In 2002 the only real fundraising we were doing was convention program book advertising which brought in about \$2,000. Last year, convention sponsorships, program book advertising, Kash Raffle and Spring Fling brought in \$25,478 netting out Kash Raffle and Spring Fling expenses. That leaves our net revenue loss at \$30,232.
- Given a declining club and membership base, the trends suggest we have maxed out our ability to fundraise and can likely expect to see a slow decline in that area unless we find an unexpected source of revenue.
- On October 1, 2013, dues revenue and convention fees brought in \$158, 010. On October 1, 2023, that combined amount is \$104,545.
- On October 1, 2013, general budget expenses were \$192,630. On October 1, 2023, that figure was \$135,510. That represents a reduction of \$56,120 or about 29.1%.