

Kiwanis Club of Columbine

Littleton, Colorado

Membership Guide



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KIWANIS CLUB OF COLUMBINE

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INTRODUCTION

This Club Orientation guide is prepared to give new or prospective members an idea of the structure and the activities of the Columbine Kiwanis Club. Don't hesitate to ask about anything that is not clear. It is not possible to discuss all our activities in one guide. The Columbine Kiwanis Club is a changing dynamic organization. By the time the guide is finished, the club has changed.

MEMBERSHIP

Our present club membership is 70 members, men and women. Background checks have been conducted on all our members; new members are required to pass a background check before joining. Members that work with youth need a background check every two years.

We have several types of membership; all are full members. Membership with breakfast, (\$42.00 per month). We meet at 4G's every Wednesday at 6:45 for social, 7:00 for the meeting. Fifteen minutes to eat breakfast, 15 minutes business, and usually a 30-minute presentation of general interest. We finish promptly at 8:00.

Project members are full members that do not join us for breakfast, their dues are reduced to \$15.00 per month. If they attend a regular meeting, they are expected to pay \$11.00 to the treasurer for their breakfast.

We also have a satellite club that usually meets at the Columbine Library at 12:30 first and third Tuesday of each month. All members are welcome. The dues are \$15.00 per month, there is no meal. All are welcome at the meetings.

We prefer that dues be paid in 3 month increments.

CLUB GOALS

The goal of the Kiwanis Club is to provide service to our community. Most of our donations and hands-on projects are in our local community. Attracting new members and retaining current members allows us to provide more service. Our club has continued to grow, this year, 2023, we brought in 11 new members, of course we lose some members due to health problems and families moving out of the area.

All our service projects are evaluated every year to determine their benefit to our community. During the evaluation process, we consider the demographics of our club to be sure we can continue to support each service project. We are always open to starting new service projects that fit with the abilities and capabilities of the Club. New members are encouraged to suggest and lead new service projects.

Membership involvement is critical in determining the success of our Club. More service projects, fundraisers, and social events will continue to help our club grow. Most of our members are at the meeting by 6:45 to drink coffee and socialize. We must always remember that the club is for the members. Without each member we would not have a club. For members that do not wish to get up early we have a "project membership" or Satellite Club. They are full memberships that does not include breakfast.

Our Sponsored Youth programs are well supported by our Club. The sponsored youth program includes 6 Key Clubs; Arapahoe High School, Columbine High School, Heritage High School, Littleton High School, Dakota Ridge High School., and Chatfield High School. In addition, we sponsor a Builders Club at Ken Caryl Middle School.

We provide Kiwanis advisors that work with the school advisors. We also provide funds for leadership programs, conventions, and other miscellaneous functions. We try to have youth group members come to our meetings, and we attend their meetings.

CLUB MEETINGS

The Kiwanis Club of Columbine meets at Four G's Restaurant, 5950 S Platte Canyon Rd, Littleton, CO 80123. The meeting is held every Wednesday between 7:00 AM and 8:00 AM. We do encourage our members to come as early as 6:30 AM to enjoy a good cup of coffee and meet the other members. This is a great time to get to know your fellow KIWANIANs.

We have a buffet breakfast, followed by a discussion of upcoming projects. Breakfast is a time for members to socialize. We conduct a weekly drawing with our club members and the proceeds are split between the winning member and the Ronald McDonald House. We usually have a guest speaker present a topic of interest to the membership. A wide variety of subjects are covered. The meeting ends promptly at 8:00 AM.

We also have a satellite club that usually meets at the Columbine Library at 12:30 first and third Tuesday of each month. All members are welcome. The dues are \$15.00 per month, there is no meal. All are welcome at the meetings. Several members go to both meetings.

CLUB COMMUNICATION – NEWSLETTER, WEB PAGE, FACE BOOK

The Columbine Kiwanis Newsletter is emailed each week to all members and friends of Columbine Kiwanis. If you have a friend that wants to receive the newsletter, contact the newsletter editor. Generally, the newsletter is emailed on Monday afternoon. The newsletter is also available on our WEB site:

<https://www.columbinekiwanis.org/>.

News and comments are always welcome. News should be sent to news@columbinekiwanis.org by Saturday evening. Occasionally, later news can be included.

Projects will generally be mentioned in the newsletter and at the meeting. Sign-up sheets will be distributed at the meeting. It is better to sign-up online. A link will be sent out each week after the meeting. The sign-up link will also be in the newsletter. We record the number of hours on a spread sheet called "project hours". It will be available at the meetings and online.

Our Facebook page, <https://www.facebook.com/columbinekiwanis>, is a good way to check on our activities. On-line signups. To sign up for a project on line one can use the link in the newsletter, [Project Signup Sheets](#).

You can sign in directly to MicroSoft OneDrive. at columbinekiwanis@live.com. The password will be given to all members. There is sometime a conflict with your personal OneDrive account.

Wednesday Meeting in person
6:45 Social, 7:00 Meeting
4G's Restaurant
5950 S Platte Canyon Rd, Littleton, CO
80123

Link for signups and reporting hours
[Project Signup Sheets](#)

COMMUNITY SERVICE:

All members and friends are encouraged to work on the service projects. It is a great way to get to know you fellow Kiwanian. If you have a project you would like to start, bring it up to one of the officers and volunteer to lead it. You will get help.

Service projects:

We are involved in about 60 service projects. Some only involve 1 or 2 people, others involve almost the entire club. Selected projects are listed below. This year we are budgeting over \$25,000 for donations and support of the organizations that we work with. In general, we donate to the groups that we also provide hands on help.

Cash Donations

Hands on: selected projects	Budget 2024	
Meals On Wheels	Key & Builders Clubs	\$1,000
Youth Groups	Rocky Mtn. Dist. Foundation	\$1,000
Library Help - local schools	Kiwanis Int'l Foundation	\$700
Tutoring - elementary schools	Key Leader program	\$1,000
Sharing With Sheridan	SOAR	\$300
Project Cure	Meals On Wheels	\$750
School Recognition	Bessie's Hope	\$250
Jefferson Symphony	Second Wind Fund	\$1,000
Administration	Outdoor Lab scholarships	\$2,000
Walks - Logistics	Outdoor Lab foundation	\$500
Shiloh House	Elementary Schools	\$5,000
Jareds project	HS community svc awards	\$5,000
Blood Blood Drive	Action Center school supply drive	\$500
Jr. Achievement	Action Center Food bank	\$1,250
IFCS	CASA	\$500
Socials-parties	Boys & Girls club	\$500
The Write Stuff	The Write Stuff	\$400
Action Center	Sharing with Sheridan	\$750
Salvation Army Christmas Bell Ringing	IFCS	\$1,000
Silent Auction	Porch Light	\$500
Christmas Party	Wreaths Across America	\$150
Adopt A Highway	Jared Boxes/Projects	\$1,000
SingAlong - nursing home	Misc. one timers	\$2,768
Colfax Marathon	Salvation Army Bell Ringing*	\$15,000
Adapt a Highway	Total	\$42,818
	* money goes directly to the Salvation Army	

DUES

On joining there is a \$25 initiation fee, a \$25.00 fee for the background check, and \$42.00 for the first month's dues for a total of \$92.00. We prefer members to pay quarterly. For those not wishing to get up early for the breakfast meeting, we have reduced dues that do not include breakfast. We have two, and sometimes more social meetings per month.

A monthly assessment of \$42.00/ month includes breakfast, and Kiwanis dues to our club, district, and international. Project members' dues are reduced, (\$15.00/ month) because they do not eat breakfast. Should project members come to a meeting they are welcome but must pay \$11.00 for breakfast. Guests may attend any meeting; the first breakfast is free. After the initial free breakfast, the cost of the breakfast is \$11.00 paid to the treasurer.

We also have a satellite club that meets generally the first and third Tuesday of each month at the Columbine Library at 12:30. There is no food served so the fee for membership is \$15.00 / month. This is a full membership. The activities are the same as for the main group.

LEAVE OF ABSENCE

If you anticipate that, for a temporary period of 30 days to six months, you will be unable to attend a Club meeting, (due to hospitalization or illness, travel, business conditions or assignments, military service), you may apply to your board of directors for a leave of absence which will relieve you of attendance requirements for that temporary period and will reduce your monthly assessment. NOTE: there is no mandatory attendance, but it is easier to stay involved and more fun when you come to the meetings.

This does not apply to project members or Satellite Club members; they are already paying the reduced rates.

FUND RAISING

Our fund raising includes, King Soopers Rewards, Silent Auction at Christmas, Donations, and bell ringing at Christmas for the Salvation Army (all the bell ringing money goes directly to the Salvation Army). The club is always looking for new fund-raising ideas. Your suggestions are always welcome. We have an active fund-raising committee.

NOTE: All money raised from the public must be used for community projects. Money raised within the club can be used for administrative expense or service projects.

King Soopers Rewards

Do you know about King Soopers Community Rewards? Under this program Kings contributes a portion of your grocery bill to deserving community organizations, such as our Kiwanis Club of Columbine. All you have to do is sign up your card number with your chosen their community organization, hopefully Columbine Kiwanis Club.

KIWANIS CLUB OF COLUMBINE FOUNDATION

The Kiwanis Club of Columbine Foundation is the fund-raising arm of the Club. The foundation is a 501c3 organization and all monies donated are tax deductible by the donor. The monies collected are used throughout our community and most of the monies are used for children related projects and activities.

The Kiwanis Club of Columbine Foundation is a 501c3 nonprofit organization. Fund raised from outside of the club go into the 501c3 and are distributed to various charities.

SPECIAL EVENTS

Christmas breakfast is open to members, their family, and guests. The program usually consists of social time and special entertainment.

Prior to Christmas, we have a Holiday Party and a silent auction. The proceeds go into our foundation.

We hold a spring/summer family picnic, hosted by a club member. Several tours and other social events are also planned throughout the year to encourage the meeting of fellow members and their families outside of the regular Kiwanis events. Often, we have other club social events, July 4th fireworks. These vary from year to year.

Often as part of a project we will have “mini social”. Coffee after the road pickup, breakfast together before working at the Action Center. It is a great place to make new friends. Two times per month we have KAD, Kiwanis After Dark. It is a social so we can visit and get to know each other.

Spouses and/or friends are always welcome to attend any of our meetings and our community projects.

PRIVILEGES AND RESPONSIBILITIES OF KIWANIS MEMBERSHIP

What is a Kiwanian? Officially, a Kiwanian is a member of a Kiwanis club and an individual of good character who adheres to the standards of good conduct in a community and believes in and subscribes to the Objects of Kiwanis International.

Each member should ensure that his or her monthly dues/assessments are paid promptly. Dues/assessments can be paid monthly, quarterly, or annually.

Attend Club meetings on a regular basis. If you cannot attend our Club meeting, you are encouraged to attend the meeting of another club in the area. If your business takes you out of the local area or state, you are encouraged to visit a Kiwanis club in the area you are visiting. Anytime you visit another club; it is an excellent way of obtaining new ideas for implementation within our Club.

Every member is encouraged to attend the monthly Board Meeting. Most of the Club business is conducted at the Board Meetings. Only board members are entitled to vote.

KIWANIS PRIDE

Every member is encouraged to show pride in their Kiwanis membership by wearing their Kiwanis pin and displaying the Kiwanis decal on their car. Many new members have been brought into Kiwanis because they asked about the pin or decal.

ORGANIZATION AND BYLAWS

Our club bylaws must be in compliance with and approved by Kiwanis International.

The governing board of our club consists of a President, President Elect, Secretary, Treasurer, Past President and six Directors; all elected by the general membership.

The duties of each officer are as follows:

PRESIDENT - The President is the executive officer of the Club and is to preside over all meetings of the Club and the Board of Directors. The President must attend a training class in August by the Lt. Governor-Elect. It is recommended that the President is one of the delegates to the District Convention and International Convention. The President also attends district and division meetings.

PRESIDENT ELECT - Prepare for service as President for the following year. Attend District and International conventions, district conferences. In the absence of the President, preside over all meetings of the Club and the Board of Directors. Perform such other duties as may be assigned by the President or Board of Directors.

IMMEDIATE PAST PRESIDENT – Serves on the Board of Directors and assists the current President and Board of Directors as required. This is different than many clubs, this provides continuity of leadership.

SECRETARY – The Secretary keeps the Club books and records, including membership and attendance. Keeps minutes of the meetings of the Board. Submits a report to the annual meeting of the Club.

TREASURER - Keeps member fees and dues records. Receive all funds paid to this Club and promptly deposit them in the official accounts. Disburse funds as directed by the Board of Directors and countersign all checks. Maintain the Club financial accounts and records. At all times, make club financial records available for inspection by the President, the Board, or any authorized auditors. Make a financial report to the board, at the annual meeting of the Club, and at such time as the President or Board may require.

BOARD OF DIRECTORS - The Board of Directors consists of the officers, immediate past president and six elected directors. Each Director is to be an active member in good standing. The Directors are elected for a two-year term and the officers are for one year. We replace three of the Directors one year and three of the Directors the following year, which maintains continuity for the new Board.

The Board of Directors determines the policies and activities of the Club, approves the budget, approve all bills, take counsel with committees, and have general management of the Club.

The Board of Directors meets monthly, usually the first Tuesday of the month and at the call of the President or by call of a majority of the Board of Directors. A majority of the Board of Directors constitutes a quorum.

The Annual Meeting for elections is between April 1 and the second meeting in May. The new slate of officers is due to the District Secretary by end of May.

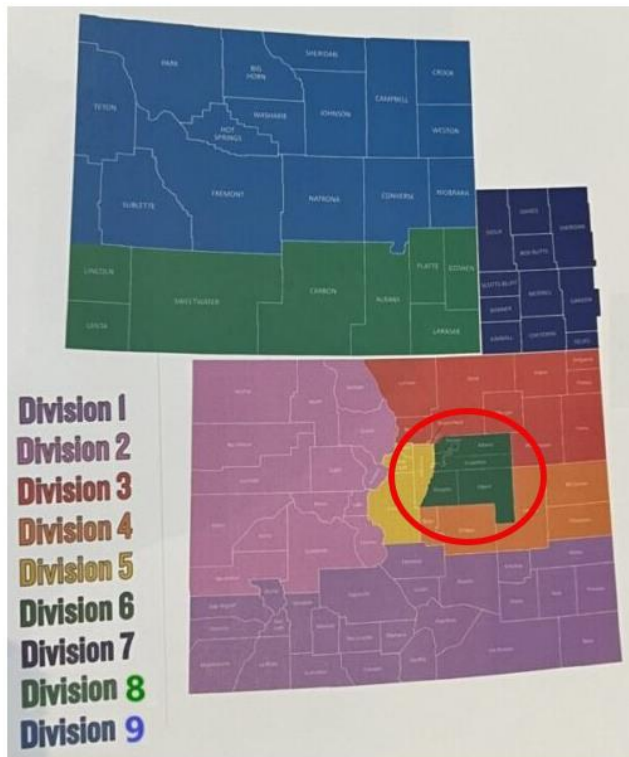
COMMITTEES

DIVISION NINE ORGANIZATION

Our Kiwanis Club of Columbine is part of Division 5, one of 9 divisions in the Rocky Mountain District of Kiwanis. Division 5 currently includes 11 Kiwanis Clubs; Alameda West, Arvada Jefferson, Belmar, Blue Spruce, **Columbine**, Conifer, Golden, Lakewood, Platte Canyon, West Colfax, and Wheat Ridge.

The Lt. Governor, who is elected by the division membership for a one-year term, updates the clubs on International and District items at the monthly Division Council meeting. Division Council Meetings are held as needed. Club officers are expected to attend these meetings. All members are encouraged to attend.

ROCKY MOUNTAIN DISTRICT OF KIWANIS



ROCKY MOUNTAIN DISTRICT ORGANIZATION

NOTE: This is outdated, I do not have the updated information. Ken

We have a Governor, District Secretary, and Treasurer. The Governor is elected by the general membership at the District Convention each year. The Secretary and Treasurer are appointed by the Governor and approved by the Board of Trustees.

Under the Governor there are 16 Divisions, each overseen by a Lt. Governor. The Board of Trustees is comprised of all Lt. Governors plus the Immediate Past Governor.

The Rocky Mountain District consists of Colorado, Wyoming, and the panhandle of Nebraska, divided into 16 Divisions. Divisions 1, 10, 13 and 18 are Wyoming. Division 6 is in the panhandle of Nebraska. Division 2, 4, 5, 7, 8, 9, 11, 12, 14, 15 and 16 are in Colorado. We also have four clubs that are in northern New Mexico. These divisions include approximately 106 clubs and 3,166 members.

The Lt. Governor is required to visit each of the clubs in his/her division several times a year. Most clubs have an officer installation dinner to which spouses/significant other are invited and the Lt. Governor installs the new officers of that club.

The district bulletin is called the *ROCKY MOUNTAIN DISTRICT KIWANIAN* and is published six times a year. It contains important information on what is going on within the district as well as clubs within the district. It is distributed by email.

The District Executive Director; Josephine Young, Executive Director, **PO Box 834, Wheatland, WY 82201, Telephone: 303.359.9907, Email: Kiwanisrmd@gmail.com**

The annual District Convention is held each year during the first part of August and is held in a different location each summer. This is an excellent place to meet fellow Kiwanians and to learn more about Kiwanis in the various workshops. There is always something new to be learned and new ideas to take back to your club. This is a very valuable time for education, fun and fellowship. Activities are planned for the family members, so you need not leave them home! Each club is allowed three voting delegates in the House of Delegates, but there is no limit to the number of members that may attend.

Each winter, usually in February, there is a Mid-Winter Conference with additional workshops as well as fun and fellowship. Every third year the Kiwanis International President visits the District, usually at the district convention in August.

Rocky Mountain District Foundation

The District Foundation is the fund-raising arm of the District. The foundation is a 501 c3 organization and all monies donated are tax deductible by the donor. The monies collected are used throughout the Rocky Mountain District and a clear majority of the monies are used for children related projects and activities. The main emphasis is supporting Ronald McDonald House Charities. The Foundation also assists Kiwanis clubs, as needed through grants, to fund large projects that have a tremendous impact within the local community.

KIWANIS INTERNATIONAL

HISTORY

The Kiwanis Club of Columbine was organized in February 1978, sponsored by the Kiwanis Club of East Jeffco, now called Kiwanis Club of Lakewood. We have been and are currently one of the most active and successful clubs in the district.

Kiwanis was founded in Detroit, Michigan, January 21, 1915, by professional organizer, Allen Browne. The first Kiwanian was a merchant tailor named Joseph Prance. The original name was "The Benevolent Order of Brothers", and its purpose was the mutual exchange of preferred treatment in professional and business dealing. Within a year, the name had been changed to "*Kiwanis*", taken from an American Indian term "*Num Keewanis*" which means roughly "*Self Expression*". It had also become obvious that the original purpose lacked appeal for many members. The purpose of the organization thus became "community service", a humanitarian concept from which Kiwanis has never deviated. Shortly thereafter, Kiwanis "bought itself" from organizer Allen Browne and began a growth pattern that continues today.

In 1916, Kiwanis entered Canada (Hamilton, Ontario), thus becoming "international". Kiwanis moved into Mexico (Tijuana, Baja California) in 1962, breaking with its long-standing tradition of serving only in the United States and Canada. International extension has continued since as a standing tradition, and today Kiwanis serves the needs of over 89 nations and geographic areas. There are approximately 8,000 clubs and 218,514 members.

In July of 1987, the assembled delegates meeting in Washington, DC, at the 72nd Annual Kiwanis International Convention voted to permit women to be sponsored for membership in Kiwanis clubs. Approximately 30 - 35,000 women have joined since that date.

Kiwanis is part of a twenty-first-century phenomenon. The "service club movement", as it has been termed, is one of North America's most important contributions to the life of our times. Today, the service club movement is bigger, better accepted, and more desired than ever before in its history.

INTERNATIONAL OFFICE

The Kiwanis International Headquarters Office is in Indianapolis, Indiana. The address is Kiwanis International, 3636 Woodview Trace, Indiana 46268-3196. Phone 1-800-KIWANIS. FAX 317 879 0204. E-mail is memberservice@kiwanis.org Web site is www.kiwanis.org for non-members and www.KiwanisOne.org for members

CONVENTIONS

The annual Kiwanis International convention may be held any time during May, June or July, but it is most commonly scheduled in late June or early July. Each Kiwanis Club may elect two delegates to the convention. All delegates (plus delegates-at-large, past governors not representing a club, and District Secretary-Treasurer, Governor elect and Lt Governors) in attendance constitute the House of Delegates at a convention. The House of Delegates elects the officers, adopts any resolutions, and acts on proposed amendments to the Kiwanis International Constitution and Bylaws.

A club may send any number of members to the convention. However, only two may be delegates.

All Kiwanians, spouses and families are encouraged to attend the Kiwanis International Convention, as there are activities for all.

OFFICIAL PUBLICATION

The *KIWANIS* magazine issued ten times each year is the award winning official publication of Kiwanis International. It contains valuable news and information about international programs and activities. The magazine's feature articles are a source of information on topics of interest that affect the personal, professional, and community service lives of each Kiwanian. The cost of this publication is included in your annual dues.

ADMINISTRATION

The Kiwanis International Board of Trustees defines the policy and has full administrative authority in all matters of Kiwanis International. The Board consists of the President, President-Elect, Immediate Past President, two Vice-Presidents, Treasurer, and twelve Trustees, each of whom has been elected at a Kiwanis International Convention. Trustees representing areas outside the United States and Canada are elected at their own regional conventions.

MOTTO

The long-standing official Motto of Kiwanis International has been "*WE BUILD*". Recently, the phrase "*Serving the Children of the World*" has been adopted to further describe concisely our purpose. Newest theme "Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time"

OBJECTS

Kiwanis International has six permanent Objects, originally adopted in Denver, CO in 1924 - they have remained unchanged since their adoption:

- *To give primacy to the human and spiritual, rather than the material values of life.*
- *To encourage the daily living of the Golden Rule in all Human relationships.*
- *To promote the adoption and the application of higher social, business, and professional standards.*
- *To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship.*
- *To provide, through Kiwanis clubs, a practical means to form enduring friendships, to render altruistic service, and to build better communities.*
- *To cooperate in creating and maintaining that sound public opinion and high idealism which make possible the increase of righteousness, justice, patriotism, and good will.*

KIWANIS INTERNATIONAL FOUNDATION

The Kiwanis Children Fund Foundation is the fund-raising arm of Kiwanis International. The Foundation is a 501c3 and all the monies are tax deductible for the donor. The Foundation supports Kiwanis projects throughout the world. The Foundation in 2001 completed raising over \$75 million dollars to eradicate Iodine Deficiency Disorders in the third world countries. This was accomplished with the assistance of UNICEF and was accomplished by adding iodine to the water system. The Foundation contributes to many national and international crises like the hurricane which struck New Orleans and the coast of Mississippi and Texas and the tsunami and typhoons in the Asia-Pacific region.

WELCOME TO THE KIWANIS CLUB OF COLUMBINE, CONGRATULATIONS!