



Kiwanis®

NEBRASKA-IOWA DISTRICT

District Board Meeting Minutes

Oct 3 & 4, 2025

Fremont, Nebraska & Zoom

Friday, Oct. 3, Holiday Inn Express & Zoom

4:00 p.m. Welcome

Meet, Greet & Welcome Activity

Budget 2025-2026 Work Session

Presentation and discussion of the budgets recommended by Finance Committee.

Budgets for District, Key Club and CKI were reviewed. Gov. Brian had challenged the committee to present a balanced budget this year, leading to cuts in expenses. There is still a budgeted end of year revenue take from reserves, however, it is less than in previous budgets. The line by line discussion yielded two changes in the proposed district budget; 1) adding \$750 for the March Leadership Retreat for Lt. governors, an annual expense that had been overlooked; and 2) restoring \$250 of the \$500 cut from district administrator's contract for "district office part-time help" and it was also noted that the committee does not have the authority to change staff contracts without consent. There were no amendments to the Key Club and CKI budgets.

4:49 p.m. Meeting Called to Order by Gov. Brian Wells

Roll Call – all present in person or virtually – Quorum Established

Governor Brian Wells; Governor-Elect Tim McGee; Vice Governor Julie Weaver; Immediate Past Governor John Boltz; Administrator Lisa Brichacek; Treasurer Curt Reis; and Trustees Keith Prettyman (R1), Linda Placzek (R2), Barb Hames (R3), Gary Lindgren (R4), Andy Webb (R5) and Barrie Tritle (R6)

Also Present: KI Area Director Brad Boyd

Tritle and Lindgren asked that budgets be removed from the "Finance" section of the agenda and moved up on the agenda.

Budgets - 2025-2026 District Budget, Circle K District Budget, Key Club District Budget

Motion by Tritle, second by Placzek to approve the 2025-2026 District Budget as amended. Motion carried unanimously.

Motion by Tritle, second by Webb to approve the Key Club Budget as presented. Motion carried unanimously.

Motion by Tritle, second by Weaver to approve the Circle K International Budget as presented. Motion carried unanimously.

Minutes of Meetings

Approval of Aug. 2, 2025 Board Meeting

Acknowledgement/Review of Aug. 3, 2025 House of Delegates Minutes

Motion by Hames, second by Keith to approve the minutes from the Aug. 2, 2025 District Board Meeting and Accept the minutes from the Aug. 3, 2025 Nebraska-Iowa House of Delegates. Motion carried unanimously.

Governor's Report – Gov. Brian

This year's club opening goal set with President Mulhaul is four clubs. Several traditional clubs as well as four Voices clubs are planned. The Finance Committee was asked to budget enough under membership to pay the \$40 dues for each new member in the four Voices Clubs. This District funded "scholarship" for Voice club members is for the first year only. District goals for the year were also reviewed, as was the theme, "Kiwanis Rocks."

SLPs, District Foundation & Children's Fund Reports via Zoom (During Working Dinner)

Reporting virtually: Tracey Scissors-Domgard (Key Club and District Foundation), Lynda Henningsen (Aktion Club), Sue Waldren (Builders Club), Jody Melcher (Children's Fund). Jim Dane (K-Kids) had sent a written report in advance.

Governor's Appointments for 2025-2026 (See Attachment C)

Motion by Webb, second by Prettyman to approval the governor's appointments of Key Positions and Standing Committees and Special Committees for 2025-2026. Motion carried unanimously.

Administrator's Report – Lisa Brichacek

Highlighted and updated areas of written report included club officer reporting, Club Leadership Education Fee collection, new division map and scheduling.

Recess at 7 p.m.

Saturday, Oct. 4, RVR Bank & Zoom

Recess ended at 9:04 a.m.

Absent: Trustee Gary Lindgren

Additional Present Virtually: Kiwanis International Vice President and District Counselor Cathy Szymanski

District Foundation & Kiwanis Children's Fund

1. Kiwanis Children's Foundation – Jody Melcher (Report given Friday evening)

2. District Foundation Report – Tracey (Report given Friday evening)

3. Memorandum of Understanding Agreement Between District and Foundation - Lisa

This is the annual agreement between the District and the Foundation to formalize a relationship for the purposes of managing and distributing charitable funds. No changes to the agreement were made this year.

Motion by Webb, second by Placzek to approve the 2025-2026 Memorandum of Understanding Agreement with the Nebraska-Iowa District Foundation and authorize the governor to sign. Motion carried unanimously.

Membership

1. Membership & Existing Club Growth – Michelle Musgrave

Club boosts and re-membership (reaching out to former members to rejoin) are being emphasized. KI has another training series planned for club coaching. An article sharing the signs of a strong club could be put together and shared with all clubs.

2. New Club Building in 2025 – Michelle Musgrave & Gov. Brian

Club building continues in Aurora, Nebraska and is also planned later this year in Gretna, Nebraska. The possibility of a new club in Centerville, Iowa is being explored. Club sponsors have been found for two Voices clubs, which are expected to be virtual clubs. Two more Voices club sponsors are being sought.

3. Club Closures – Brian & Lisa

Woodbine, Clear Lake and Seward Helping Hands clubs have provided notice they are disbanding. Lt. governors will be asked to report any other clubs even hinting at closing so a discussion with district leadership can begin before a dissolution vote is taken.

Other Reports

1. Unlocked (Key Club) Report– Tracey (report given on Friday evening)

2. Tomorrow's Leaders Fund

Clubs without a SLP are encouraged to donate to this fund held by the District Foundation. The governor may request use of these dollars to support Service Leadership Program efforts.

Finance

1. Treasurer's Report – Curt Reis

Financials for the 2024-2025 fiscal year through Sept. 1 were reviewed. The bottom line on the District's financials should be better than anticipated at the August meeting. Expenses are down. It is anticipated that the entire fiscal year numbers will be complete soon. There was concern expressed that CKI financials didn't show a lot of activity last year.

Motion by Webb, second by Boltz to approve the treasurer's report. Motion carried unanimously.

2. Finance Committee Report – Curt Reis

No dates have been set yet for 2025-2026 Committee meetings but a quarterly schedule is expected. The investments through Edward Jones continue to perform well right now. Overall, there has been a 6.88 percent gain since inception in 2022.

Other Business

1. District Calendar and Board Meeting Dates

The calendar for the year was reviewed. Proposed dates for virtual board meetings on Jan. 24 and April 18 were confirmed.

2. Policy and Procedures

A. Finance, non-allowable reimbursement: At the board's Aug. 2 meeting, the Finance Committee reported the general concept of the proposed non-allowable expense reimbursements. The Finance Committee met Sept. 8 to finalize the recommendation to add into District Policy and Procedure. See Attachment A for recommendation. These would be applicable to all reimbursement requests, including those of SLPs.

Motion by Hames, second by Prettyman to add non-allowable expense reimbursement language to District Policy and Procedure. Motion carried unanimously.

B. Redivisioning: The committee appointed to change policy and procedures as needed due to Oct. 1 redivisioning is still working on this.

3. Bylaws and Resolutions

A. Amendment 1

The District's Bylaws are no longer in agreement with the Kiwanis International's Standard Form District Bylaws, which were updated last year. This amendment creates alignment and would need to be approved by the House of Delegates August 2026 to keep the district in good standing. See Attachment B for Amendment 1.

Motion by Weaver, second by Prettyman to support the passage of Amendment 1 to the Nebraska-Iowa District Bylaws and send it to the delegates for a vote at the Aug. 8, 2026 House of Delegates meeting in Council Bluffs, Iowa. Motion carried unanimously.

B. Voices Resolution

With the Kiwanis Voices pilot program having only \$40 dues for that membership type and Kiwanis International asking the districts not to ask for district dues for Voices members, a question of compliance with bylaws was brought up at the August meeting. Advice from Kiwanis International Governance and other international leaders was sought. Some districts have approved a resolution to address these discrepancies. A consensus was reached that a resolution for this district should be put together. Additional consideration is to take place at the January board meeting. Like a bylaw amendment, it would also need to go before the House of Delegates.

4. Grants and other special funds

Three special funds were being tracked by District Office in 2024-2025. The Mental Health Matters Grant was a success. An additional \$800 of district funds was added to the \$2,333 Kiwanis Children's Fund District Grant when response from clubs was higher than expected. These grant dollars were to fund service projects focused on children's mental health. Eleven clubs received funding for projects before the Sept. 30 deadline.

There was no change in LaRue Estate Funds since August meeting. Remaining balance is \$1,200 and the next four traditional Kiwanis clubs to open are each eligible for a \$300 service project grant.

The Growing Kiwanis Fund was closed as of Sept. 30. This fund was created in 2023 for the Growing Kiwanis pilot project. A transfer of LaRue dollars into this fund went unused for the pilot project and were spent last year to help SLP administrators with club building.

5. Regional Trustee Elections

Terms expire this year for Andy Webb in Region 5 and Barrie Tritle in Region 6. Per policy and procedure, the trustees and Lt. governors in each region need to work with the district administrator to decide on election date and procedure by Dec. 15. Candidate applications will be accepted Jan. 2 through March 1. Elections should be held in April, May or early June.

6. Award and Scholarship Committee Report

John Boltz is chair of the committee this year and a committee will be named soon. The first application is for Achievement Awards, with a deadline of Dec. 1.

7. District Standing Update

All necessary reports following District Convention have been submitted. The 2023-2024 financial compilations for the District and the District Foundation have also been submitted as required.

8. Club Leadership Education and Club Leadership Chats

Dates for CLE and CLC this year have been scheduled. No divisions scheduled in person CLEs in 2024-2025 and expenses were less than total fees collected from clubs. These dollars will be put into reserve and used to purchase hybrid meeting equipment (AV) for the district. More hybrid meetings, including CLEs, are planned for this coming year.

9. KI Lt. Gov. Leadership Summit

Kiwanis International is planning a leadership summit for Lt. governors in Indianapolis. There is a \$250 registration fee for the March 27-29, 2026 event. Hotel costs and meals in Indianapolis are covered through that fee. Transportation to and from the event is not covered. As this would be a great opportunity for Lt. governors able to attend, there was agreement that the district should be willing to offer support and at least help with registration fee cost.

Motion by Webb, second by Hames to add \$1,000 to the 2025-2026 District Budget to help with registration fees for Lt. governors attending the summit in March. Motion carried unanimously.

10. Leadership Event, March 14

The annual Leadership Retreat will be held Saturday, March 14 at Lake Wanahoo near Wahoo, Nebraska. It is anticipated that attendance will be capped around 75, which has been the average attendance the last several years.

11. International Convention Planning

A few people have already expressed interest in attending the convention June 24-27 in Manila. It is expected, however, that less Nebraska-Iowa Kiwanians than normal will be making the trip so a district event at the convention is not budgeted. Since it is unknown how many Lt. governors, trustees and district officers may make the trip overseas, this year's budget has a consolidated \$20,000 line item for convention under the governor's section. These dollars will be split out for district leaders' travel.

12. District Convention 2026 – Brian

The Mid America Center in Council Bluffs will be site host for the Aug. 7 and 8, 2026 convention. Planning is already underway. Hilton Garden Inn will be the convention hotel and is located a short distance from the MAC. The board's Friday morning meeting will take place there.

Adjournment – 11:25 a.m.

Submitted by Lisa Brichacek, administrator



NOTE TO BOARD:

During the July 24, 2025 Finance Committee Meeting, discussion about non-allowable expenses took place. Committee members were in agreement that verbiage needed to be added into policy and procedure.

At the District Board's Aug. 2 meeting, the Finance Committee informed the board members about the general concept being proposed and asked for input.

The Finance Committee met Sept. 8 and makes the recommendation that the following be added to Policy and Procedure. The committee further asks that the District Board waive the 30-day policy for written notice and consider approval at the October Board meeting, given that the matter was reported and discussed at the August board meeting.

Additions underlined or double underlined in the instance of a heading

FINANCE PROCEDURES

Non-Allowable Expenses, Limitations & Modifications (Page 59)

The amount payable from any of the accounts discussed above is strictly limited by the budgeted amount as adopted by the District Board. The Board may modify the initial budget amount during the year in accordance with the District Policies and Procedures.

The District reserves the right to deem certain expenses non-allowable and adjust/deny reimbursement accordingly.

Non allowable expenses include the following

- Alcoholic beverages
- Airfare costs in excess of lowest available airfare (*for example, above coach or economy*)
- Rental cars (*this does not include Uber, Lyft, etc.*)
- Personal items, entertainment, snacks or non-event-related meals
- Travel or travel-related expenses for family members outside of the district; the exception being if the spouse of the governor or governor-elect is invited to take part in a training or office-specific event hosted by Kiwanis International

These items may be waived for district staff under specific circumstances and with pre-authorized consent by the Executive Committee.



**Nebraska-Iowa District Bylaws
2025-2026 Amendment 1**

Purpose: To be in compliance with Kiwanis International's Standard Form For District Bylaws, the Nebraska-Iowa Kiwanis delegates are asked to amend the District Bylaws as follows:

- 1) change wording on background checks for district officers and Lt. governors from "clear" to "satisfactory. A background check need not be entirely clear to be acceptable. Satisfactory is a more accurate term; and
- 2) provide a more in-depth and encompassing definition of conduct unbecoming of a Kiwanian by including the updated definition in Kiwanis International Policy.

Effective Date: Oct. 1, 2026

Financial Impact: N/A

Proposed Amendments to Article 3, Article 7, Article 9

Deletions as indicated with ~~strike through~~ and additions as indicated by underline.

Article 3, Section 2

- d. The Governor, Governor-elect, Vice-Governor, Administrator, Treasurer, Regional Trustees and Lieutenant Governors shall have and maintain a ~~clear~~ satisfactory criminal history background check conducted and verified by Kiwanis International.

Article 7, Section 4

- c. Qualified candidates for Governor, Governor-elect, and Vice-Governor shall:
 - Submit a signed agreement provided by Kiwanis International to fulfill the duties of office.
 - Have a ~~clear~~ satisfactory criminal history background check conducted and verified by Kiwanis International.

Article 9, Section 2

- a. "Conduct unbecoming a member of the Kiwanis family" is defined in Kiwanis International Policy as any conduct that:
 - ~~is incompatible with the best interests of the public or of members of the Kiwanis family; or~~
 - ~~tends to harm the standing of Kiwanis in the local or global community.~~
 - Constitutes harassment of another individual based on race, color, creed, national origin, age, or sex, including sexual orientation and gender identity; or
 - Constitutes a criminal act that is clearly incompatible with the best interests of the public or of members of the Kiwanis family; or
 - Constitutes repeated offensive or obnoxious behavior at Kiwanis events and activities as determined by at least two-thirds (2/3) of the board of directors of a club or district as it relates to conduct unbecoming charges at the club or district level.

The Nebraska-Iowa District Board supports the passage of this amendment and sends it to a vote at the Nebraska-Iowa House of Delegates annual meeting on Aug. 8, 2026 in Council Bluffs, Iowa.

Amendment No. 1 was approved by the Nebraska-Iowa District Board on _____, _____

Lisa Brichacek, district administrator, Sept. 23, 2025

Reviewed by Erica Gould, KI governance, Sept. 25, 2025

Attachment C

SLPs						
Kiwanis Kids	Jim	Dane	jdane99@gmail.com	319-530-3263	4507 Dane Road SW, Iowa City, IA 52240	IC Old Capitol
Builders Club Admin	Sue	Waldren	susan@waldren.net	402-499-8595	7311 Ivy Lane, Lincoln, NE 68507	Lincoln NE
Key Club Admin	Tracey	Domgard	tsdomgard@gmail.com	402-430-6157	6125 Rosebud Drive, Lincoln NE 68516	Lincoln NE
Circle K Admin	Travis	Grafe-Cline	tgrafecline@gmail.com	(402) 269-0298	415 Leavenworth St. Apt. 210 Omaha Ne 68102	Omaha
Aktion Club Admin	Lynda	Henningsen	lkenningsen@cox.net	402-981-4321	8123 S 106th Street, La Vista, NE 68128	Gr Mo Valley
Key Leader Coordinator	Don	Fritz	donfritz1950@gmail.com	402-570-6800	1820 Kings Highway, Lincoln, NE 68502	Lincoln SouthPointe

Key Positions						
Membership Chair	Michelle	Musgrave	michelle.musgrave@hastingskiwanis.org	(402) 984-3925	2319 W 9th St, Hastings NE 68901-3530	Hastings
Youth Protection Manager*	Linda	Placzek	laplaczek@cox.net	402-616-7231	207 Valley Road, Papillion, NE 68046	Omaha Golden K
Leadership Dev. Coordinator(CLE)	Emily	Wageman	ewage89@gmail.com	(402) 720-1372	1866 Gaeth Ave, Fremont NE 68025-3628	Fremont
Public Relations	Bill	O'Donnell	billodonnell09@gmail.com		11902 Jake Cir, Bellevue, NE 68133	Bellevue
Children's Fund*	Jody	Melcher	peptuck@midiaowa.net	515-450-6765	1138 S J Avenue, Nevada IA 50201	Nevada
Partnershp Coordinator	John	Guzallis	jggrp@icloud.com	308-534-6919	1210 Custer Court North Platte NE 69101-6313	North Platte
Risk Manager*	S. James (Jim)	Patterson	14maji@gmail.com	402-981-7050	2256 Royal Wood Dr, Omaha, NE 68144-2630	Omaha

Standing Committees/District & KI						
Human & Spiritual Values	Barrie	Tritle	barrie.tritle@gmail.com	319-930-7214	63 Ashford Pl, Iowa City, IA 52245	IC-Old Cap
Resolutions	Jan	Burch	BurchHR@aol.com	515-991-1483	3505 Oak Creek Place, West Des Moines IA 50265	West DesMoines
Bylaws, Policies & Procedures	Jan	Burch	BurchHR@aol.com	515-991-1483	3505 Oak Creek Place, West Des Moines IA 50265	West Des Moines
I Con Chair						
D Con Chair	Sue	Waldren	susan@waldren.net	402-499-8595	7311 Ivy Lane, Lincoln, NE 68507	Lincoln NE
Finance Chair	Gary	Lindgren	gslindgren@msn.com	641-903-2304	525 Hemlock, Mason City, IA 50401	Mason City-River City
Service	Sonia	Royle-Benak	soniamia1970@gmail.com	(308) 850-1476	803 Main Ave Crete NE 68333	Milford
Nominating Comm.*	John	Boltz	jeboltz1@gmail.com	402-469-8218	1003 E. 7th Hastings, NE 68901	Hastings
Past Governors *	Dale	Doudna	dale.doudna@gmail.com	515-577-3426	6150 Nottingham Dr, Johnston, IA 50131-8713	Johnston
Webmaster & Tech	Dave	Kempf	davek@hastingskiwanis.org	(402) 469-3704	1214 N Bellevue Ave, Hastings NE 68901-3048	Hastings
Kiwanian Editor	Lisa	Brichacek	nikiwanisdistrict@gmail.com	402-430-9647	1676 N Laurel Street, Wahoo, NE 68066	Wahoo Area
Past. Lt. Gov. Comm.*	Steve	Green	green.steve@mchsi.com	(712) 249-9664	1605 Lois Cir Atlantic IA 50022-2411	Atlantic

Awards/Scholarships*	John	Boltz	jeboltz1@gmail.com	402-469-8218	1003 E. 7th Hastings, NE 68901	Hastings
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District Special Committees						
Parliamentarian	Milford	Hanna	mhanna1@unl.edu	402-540-3940	109 Oak Ln, Ashland, NE 68003-3429	Lincoln NE
KILC Chair	Milford	Hanna	mhanna1@unl.edu	402-540-3940	109 Oak Ln, Ashland, NE 68003-3429	Lincoln NE
Compliance	Larry	Ziska	zziska@aol.com	402-968-5090	6202 Belvedere Blvd., Omaha, NE 68111	Florence-Omaha
Signature Project*	Lisa	Brichacek	nikiwanisdistrict@gmail.com	402-430-9647	1676 N Laurel Street, Wahoo, NE 68066	Wahoo
Social Media	Sonia	Royle-Benak	soniamia1970@gmail.com	(308) 850-1476	803 Main Ave Crete NE 68333	Milford
Leadership Retreat	Denise	Lawver	denise@wahoo.ne.us	402-277-6758	805 N Walnut Street, Wahoo, NE 68066	Wahoo Area
Disaste Relief	Jan	Burch	BurchHR@aol.com	515-991-1483	3505 Oak Creek Place, West Des Moines IA 50265	West DesMoines