

DISTRICT BOARD OF TRUSTEES MEETING
Saturday November 2, 2024

Minutes

Board of Trustees Meeting

1. Call to Order

A quorum of the 2024-2025 Board of Directors meeting of the Wisconsin-Upper Michigan Kiwanis District was called to order on August 18, 2024, at 10:14am CST held at the Kiwanis Lodge in Wisconsin Rapids, WI with Zoom available for virtual attendees. Governor Kathy Durner was in the Chair and Executive Director Justin Hahn was present. The Pledge of Allegiance was recited.

The following were in attendance:

Governor Kathy Durner, Executive Director Justin Hahn, Governor-Elect Paul Shrode, Immediate Past Governor Tim Lubinsky, Past Governor Trustee Roger Krogstad, Past Lt. Governor Chair Carl Gordon, Lt. Governor(s); Paul Holley (Div. 1), Paul Holley (Div. 1), Bill Martens (Div. 2), Shirley Eells (Div. 5), Lori Bents (Div. 6), Glenda Lee (Div. 7), Fitz Fitzpatrick (Div. 8), Kathy Strong Langolf (Div. 9), Peter Carman (Div. 10), Rebecca Mattson (Div. 12), Steve Halsey (Div. 14), Finance Chair Bruce Hoehne, Key Club Administrator Sarah Gelden, Circle K Administrator Lena Scheibengraber, Circle K Governor Liana Opitz, Key Leader Coordinator Anna Bruhn, Convention Chair Ben Gunderson, Membership and Engagement Chair Joanne Horner, Public Relations Coordinator Ron Horner, Risk Management and Youth Protection Chair John Collins.

Members Absent: Lt. Governor(s); Paul Holley (Div. 1), Bill Martens (Div. 2), Wally Smith (Div. 3), Miki Bix (Div. 11), Key Club Governor Luke McCormick

2. Approval of the Agenda

Halsey moved and Carman seconded at 10:27am to approve the [agenda](#). Motion passed.

3. Approval of the Consent Agenda

Carman moved and Lee seconded at 10:29am to approve the consent agenda below. Discussion included making sure it is reflected in minutes for those who did not submit reports. Please see below the linked reports for those that were submitted. Motion passed.

Consent Agenda:

Reports written in advance can be found in the Lt. Governor Resources, Box.net, Board Meeting files at this link: [Google Drive folder for November 2, 2024 board meeting](#)

Approval of [August 16, 2024](#) Minutes

Approval of [August 18, 2024](#) Minutes

Officer Reports

Governor Kathy Durner
[Governor-Elect Paul Shrode](#)

[Immediate Past Governor Tim Lubinsky](#)
Past Governor Trustee Roger Krogstad

Lieutenant Governor Reports:

[Division 1](#), [Division 2](#), [Division 3](#), Division 4, [Division 5](#), [Division 6](#), [Division 7](#), [Division 8](#), [Division 9](#), [Division 10](#), Division 11, [Division 12](#), [Division 14](#)

Committee Reports

[Circle K - Governor or representative](#)

Key Club – Governor or Representative

[Key Leader](#)

Kiwanis District Foundation

All other Committee Reports posted in advance.

Bylaws and Policies

[Aktion Club Administrator](#)

[Builders Club/K-Kids Administrator](#)

Circle K Administrator

[District Convention Chair](#)

Finance Chair

Human and Spiritual Values Chair

[Key Club Administrator](#)

Leadership Development Coordinator

[Membership and Engagement](#)

Partnership Coordinator – vacant

Past Lieutenant Governor’s Council

[Public Relations Coordinator](#)

[Risk Management/Youth Protection](#)

Service Chair

Signature Project Chair – Autism

[Signature Project Chair – Kiwanis ‘n Cops ‘n Kids](#)

END OF CONSENT AGENDA

4. Executive Director

a. September 30, 2024 Financial Report

Hahn reviewed the [September 30, 2024, finance report](#) and the [September 30, 2024 Balance Sheet](#). Hahn presented the overage in the operating budget resulting in a surplus that would be transferred to restricted reserves. Hahn also reviewed that Key Leader lost money and will have to pull from Key Leader reserves to cover shortage, but also reported that we did not lose money on Midyears nor District Convention. Reserve funds will be transferred at the conclusion of the annual financial review. Hahn also discussed the budget overruns for a couple of line items.

b. 2025 District Convention

Hahn shared the [schedule](#) of items that we have to make a part of the convention and will be soliciting ideas for what to build into convention this year. Hahn reported that a site visit is scheduled for November 8, 2024 with the hotel and conference center.

c. Other Items of Importance

No other items of importance

5. Old Business

a. Approval of the Amended 2024-2025 District Budget

Hahn reviewed amended changes due to certified end of year membership numbers and the number of clubs and presented the [2024-2025 Budget as amended](#). The only change made was the number of members budgeted for. Bents moved and Mattson seconded at 10:54am to approve the budget as amended. Motion passed.

b. Special Committee Appointments, if any

No appointments were made

c. 2024-25 Dates and Locations

Hahn reviewed the updated 2024-25 District Calendar and advised Board members to add meetings and events to their calendar.

d. Strategic Plan

Shrode reviewed what International is looking for as far as a strategic plan as well as reviewed what was in the District iPlan. Shrode led to discussion on what the District wants as part of the strategic plan and led small group discussions to brainstorm additions to the strategic plan. Shrode collected all the ideas and will compile into a District Strategic Plan and present for approval at the next board meeting.

Recessed for lunch at 12:00pm

Reconvened from lunch at 12:56pm

e. Events Discussion

Hahn led a brainstorming session on what should be included, changed or deleted as part of events, including a focus on spouses and youth programs. Hahn collected all ideas and will submit to the convention chair and Governor to narrow down and build into events for the year.

6. New Business

a. 2024-25 Distinguished Club Requirements

Hahn presented the [2024-25 Distinguished Club criteria](#) as submitted by the Awards committee. The Awards Committee proposed keeping everything as is due to International having a Distinguished program this year. The board consensus was to make no changes to awards for the 2024-25 and see if the Distinguished program with International will remain or if it is a one off for the year.

b. 2024-25 Round Robin Criteria

Hahn presented the International [2024-25 Distinguished Recognition Program](#). The club needs to achieve 100 of the 150 points available. This is the first year of International bringing back a Distinguished program.

c. Upcoming Awards Deadline

Hahn reminded the Board and encouraged promotion of the upcoming awards deadline of November 15, 2024 for the Distinguished awards, Terrific Kiwanian, Round Robin and Governor's Service Award.

d. 2025 Midyears

i. February 22, 2025 in Brookfield, WI

Hahn shared this will be joint with Circle K District Convention

ii. April 5, 2025 in Wausau, WI

Hahn shared that we would have to replicate our efforts with Circle K

iii. Schedule

Hahn reviewed the schedule and informed the Board there may be slight tweaks based on sessions at Circle K District Convention

iv. Workshop Sessions

Hahn solicited ideas for workshops that can be done jointly with Circle K as well as Kiwanis focused sessions. Durner will work on solidifying options and presenters.

v. Registration Cost

Hahn shared since we are at hotels this year, the cost for meeting space and catering will go up a little bit. Carman moved and Mattson seconded to set registration cost at \$40 per person at 2:37pm. Motion passed.

e. Approval of 2025 Midyear Fundraisers

i. KDF Basket Raffle

Bents moved and Carman seconded at 2:39pm to approve the KDF Basket Raffle as a fundraiser at Midyears. Motion passed.

f. Future of Key Leader

Bruhn shared the recap of Key Leader 2024 and proposed Key Leader to be run by Greater Wausau as a club project. There was discussion on what that would look like and if the District wanted to retain it as a District project. Bentz moved and Mattson seconded at 3:02pm to retain Key Leader as a District project and emphasized the need for Lieutenant Governors to push and promote. Motion passed.

g. Approval of 2025 Key Leader Budget

Did not need approval as it is in the District budget that was approved.

h. Signature Service Project Bids

Hahn informed the Board that we are in a bid year for the District Signature Service Project. Submissions will be collected and a committee of 5 Board members will review and present no more than 3 to the Board for consideration. The Board will then approve no more than 2 to be presented to the House of Delegates. Hahn will work on submission forms and will work with the Executive Committee to finalize the form and deadlines.

i. Dues Discussion

Hahn encouraged the Board to think outside of the box and the need for non-dues revenue to help subsidize the budgeted deficits and to prevent a dues increase. R. Horner and Lubinsky will work on researching non-dues revenue available to us to solicit and the Board had a brainstorming session for a District fundraiser. Hahn will collect ideas and work with the Executive Committee to identify a fundraiser.

j. Board Member Education

Moved to a zoom session in respect to time.

7. Other Items of Importance

8. Announcements

- a. Hoehne from Madison West promoted his club's annual raffle and promoted the Pageant at the Wisconsin Capital which is run by his club.
- b. Eells promoted Monroe's annual candy sale.

- c. Strong shared and congratulated Ripon Noon on their 100th Anniversary and shared they will be hosting a celebration on November 7, 2024 if anyone is interested.
- d. Strong also reported that Oshkosh will be celebrating their 50th Anniversary
- e. Carman shared that there are tickets still available to the Division 10 meeting on November 7, 2024 in Appleton, WI.
- f. Carman congratulated Division 10 on being the only Division with net membership in the 2023-24 Kiwanis year.
- g. Gelden shared that Key Club is waiving reactivation costs for the 2024-25 Key Club year in observance of it's 100th Anniversary, so if your club is looking to reactivate a Key Club in your community, this is the year to do it.

9. Adjournment

- a. With no opposition, Durner adjourned the meeting at 3:36pm. CST

Submitted by

**Justin Hahn
Executive Director**