Capital District, Kiwanis International
Board of Trustees Meeting
November 13, 2021 - Agenda Point
Policy Change for Key Club Support Committee

Background
The Capital District Kiwanis Executive board has reviewed the current policy statement on the Key Club Support Committee and has suggested updates to update the language for the responsibilities of the Key Club members, Kiwanis clubs, and the role of the Zone Administrators.

Required Board Action

Motion to be made:
The Capital District Kiwanis Board of Trustees approves the following change to the Key Club Support Committee of the District Policy Statements

Background: This committee is the adult committee for high school Kiwanis family clubs. Key Club International is structured similarly to Kiwanis in that it is organized into clubs and districts which are part of an overarching international organization. Key Club members have the primary responsibility for leading their organization in consultation with their advisors ~~operating their organizations~~. Schools provide a faculty advisor who is the primary advisor to the Key Club president. The sponsoring Kiwanis club has ~~assumes~~ specific obligations to ~~responsibilities for~~ their Key Club(s) and appoints a Kiwanis Advisor to be the main point of contact and the interface among the Key Club(s), faculty advisor, and Kiwanis.

Duties of the Zone Administrators:
Divisional:

- Work with sponsoring Kiwanis clubs, as necessary, to ensure ~~insure~~ dues are paid promptly.
- Attend all Key Club Divisional ~~President's~~ Council Meetings (DCMs) ~~(PCMs) when possible~~.
- Communicate with the respective Key Club Lt. Governor at regular intervals each month as needed ~~least once a month~~.

District:

- Help facilitate conflict resolution between students and sponsoring Kiwanis Club(s)
- Promote and adhere to Kiwanis International Youth Protection Guidelines in consultation with the Kiwanis District Youth Protection Manager
- Attend all ~~at least one (1)~~ District Board Meetings.

Rationale

This policy update codifies the evolving changes in the role and responsibilities of Key Club Zone Administrators, as well as general updates to clarify the role of Kiwanis in supporting Key Club.

Proposed by: Bylaws and Policies Committee

Effective Date: Immediately

Operational Impact
None.

Financial Impact
None.

Respectfully submitted,

Serena Bell, Chairperson
Bylaws and Policies Committee