2021-2022 Board of Trustees Meeting
March 4, 2022 at 10:00am ET
Great Wolf Lodge - Williamsburg, VA
Official Minutes

Governor Gardner called the meeting to order at 10:01am.

Attendees: Governor Elana Gardner, Governor-Elect Jen Wolff, Executive Director Jeffrey Wolff, Immediate Past Governor Dennis Baugh, Immediate Past Governor Eric Fithyan
Trustees: Josh Hiscock, Bill Watson, Tim Gillette, Renee Mackey, Richard Pippin, Bob Lewit
Absent: Trustee Keith White
Guests: KI President Peter Mancuso & First Lady Karen, PG Linwood Watson, CDKF Treasurer David Lurie, PG Brian Bell, KI Area Director Rhonda Vrell, PLG Hiawatha Nicely, PG David Laraba

Approval of Agenda & Past Minutes

Governor Gardner announced that the board had a quorum to conduct business.

- Motion made by Governor-Elect Wolff to amend the agenda to add acceptance of the resignation of Division 2 Lt. Governor Carolyn Ricar and approval of the 2023 Midyear Conference Proposal. ***Motion passed unanimously.***
- Motion made by Trustee Pippin to approve the amended agenda. ***Motion passed unanimously.***
- Motion made by Trustee Pippin to approve the minutes of November 13, 2021 Board of Trustees Meeting and the December 14, 2021 Special Board of Trustees Meeting. ***Motion passed unanimously.***

Agenda Point: Campaigning at Midyear Conference (Bylaws & Policies)

- Motion made by Past Governor Baugh to drop the last sentence in the submitted policy statement change recommended by the Bylaws and Policies Committee. Section 7Bdii would now read:
    - Active campaigning will not be permitted at the International Convention. Campaigning will be permitted at District-wide mid-year or regional conferences held between January 1 and May 1.

  Motion passed unanimously.
- Motion made by Past Governor Baugh to allow governor-elect candidates at the 2022 Midyear Conference two minutes to speak at the Saturday luncheon. ***Motion passed unanimously.***

Agenda Point: Governor-Elect Minimum Requirements (Bylaws & Policies)

- Motion made by Past Governor Baugh to amend the recommendation of the B&P Committee to Section 7Ba of the policy statements to read as follows:
    - **Eligibility Requirements.** Article III, Section 2, Officers of the Capital District Kiwanis Bylaws is the authority for this section and the candidate(s) shall be certified if they have met all eligibility requirements prior to the date assuming office.

  Motion passed by a vote of 7 in favor to 2 opposed.

Agenda Point: Withdrawal of Proposed KI Bylaws Amendment on Remote Voting

- Motion made by Past Governor Baugh to officially withdraw submitted KI Bylaws Amendment on remote voting in light of KI proposed amendment. ***Motion passed unanimously.***

Agenda Point: Approval of FY21 Capital District Kiwanis CPA Review and 990

- Motion made by Trustee Pippin to approve the Fiscal Year 2021 CPA review of Capital District Kiwanis (including CKI and Key Club) and preparation of IRS Form 990 performed by Didawick and Associates in Staunton, VA. ***Motion passed unanimously.***

Agenda Point: Approval of FY21 West Virginia Kiwanis Review and 990

- Motion made by Trustee Pippin to approve the Fiscal Year 2021 third-party review of West Virginia Kiwanis and preparation of IRS Form 990 performed by Kristina Dlugozima. ***Motion passed unanimously.***

Agenda Point: Resignation of Division 2 Lt. Governor Carolyn Richar

- Motion made by Trustee Gillette to accept the voluntary resignation of Carolyn Richar as 2021-2022 Division 2 Lt. Governor. ***Motion passed unanimously.***

Discussion Point: 2023 Capital District Midyear Conference & CKI District Convention

- Executive Director Wolff presented a proposal from the Hyatt Regency Crystal City to host the next Midyear Conference the weekend of March 3-5, 2023. The hotel has provided sleeping rates in line with current prices at Great Wolf Lodge and meal prices in line with our 2022 District Convention in Baltimore.
- Motion made by Trustee Pippin to allow Executive Director Wolff to secure the facility after final concessions are negotiated. ***Motion passed unanimously.***

Discussion Point: 2022 Kiwanis International Convention District Dinner

- The board of trustees discussed the KI convention and decided we would like to host a private dinner for roughly 50 people on Friday night, June 10, 2022.
- Motion made by Trustee Mackey to allow Executive Director Wolff to secure a facility for the dinner. ***Motion passed unanimously.***

Discussion Point: Vice Governor District Bylaws Amendment

- Motion made by Trustee Pippin to task the Bylaws & Policies Committee to bring a recommendation of adding the office of Vice Governor to the Capital District Bylaws to the May 2022 Board of Trustees Meeting. ***Motion passed unanimously.***

Discussion Point: Out of Cycle Contribution to Morgan Stanley Investment Account

- Motion made by Trustee Pippin to allow Executive Director Wolff to transfer unused operating funds from FY21 to Morgan Stanley over a period of the next few months to maximize dollar cost averaging.. ***Motion passed unanimously.***

Discussion Point: Matching KCF Grant to MNT Pledge

- Motion made by Past Governor Baugh to donate the $10,123.73 granted to the Capital District by the Kiwanis Children's Fund for FY21 donations back to the KCF with a 1:1 match towards the district's unfulfilled MNT pledge. ***Motion passed unanimously.***

Discussion Point: Multi-year Contract for Executive Director

- Motion made by Trustee Pippin to authorize Governor Gardner to sign a renewable three-year contract for services of Jeffrey Wolff as Executive Director of the Capital District of Kiwanis International. ***Motion passed unanimously.***

Executive Director's Report was presented as published in the Board Book

Consent Agenda

- Motion made by Trustee Gillette to accept the consent agenda items as presented in the Board Book. ***Motion passed unanimously.***

Discussion Point: Appointment of Replacement Division 2 Lt. Governor

- Motion made by Trustee Gillette to appoint R. Brian Bell from the Kiwanis Club of Woodbridge to serve the remainder of the year as Division 2 Lt. Governor. ***Motion passed unanimously.***

Governor Elana adjourned the meeting at 11:33am.

The next meeting of the 2021-2022 Capital District Kiwanis Board of Trustees will take place on May 7, 2022 at the Doubletree Hotel in Charlottesville, VA.

Respectfully submitted,

PG Jeffrey M. Wolff
Executive Director
Capital District Kiwanis