Kiwanis

CAPITAL DISTRICT KIWANIS INTERNATIONAL

Quarterly Committee Report & Committee Evaluation

Committee: 2023 Midyear Conference **Date:** November 3, 2022

Chairperson: Jennifer Mackowski

To be completed by the Committee Chairperson and submitted to the District Secretary and supervising District Trustee no later than 21 days before each quarterly District Board Meeting.

1. COMMITTEE MEMBERSHIP

Committee fully staffed: Yes ☑ No ☐ [Note: Regions without representation below.]

We will need volunteers for the actual conference, but the planning committee is stoffed.

2. KIWANIS YEAR GOALS (list all committee's annual goals)

GOAL	% Complete
Recruit Committee Members	100%
Set Calender & Hold Monthly Meetings	80%
Meet Room Minimum of 180 Room Nights	0%
Meet Food/Beverage Minimum of $18,000	0%
Organize Service Project during Conference	50%

3. **CHALLENGES OR ASSISTANCE NEEDED** (use continuation sheet if necessary):

Committee is doing great!

4. **COMMENTS** (use continuation sheet if necessary):

As to assist the next planning committee & Chairperson, a committee member has volunteered to design a Project Management Tool. This is at the beginning stages, but will be helpful.

Jen & Jeffrey Wolff have been a wealth of knowledge & great support.

SIGNED: Jennifer H. MacKowski

February 8, 2012