Capital District, Kiwanis International

March Board of Trustees Meeting

Agenda Point – Clubs in Good Standing Clarification

Background

Past Governor Baugh requested that Capital District review Section 2B (c) of the District Policy Code for some outdated references defining what constitutes a club in good standing. The Bylaws and Policy Committee reviewed the request and reviewed the Kiwanis International (KI) Policy Code and discovered that KI had removed Section 360 that had previously outlined what constituted a club on good standing. As a result, other than paying dues, the definition of a club in good standing was left to the Capital District to define.

The committee reviewed the current language and has submitted a recommendation to update this section to remove the outdated reference but maintain what the Capital District defines as a club in good standing.

RECOMMENDATION

Committee recommends that the Board of Trustees modify Section 2B (c) of the District Policy Code as outlined below. Additions are in red and bolded and deletions are struck through.

c. Clubs Failing to File Reports

i. Adherence to Policies. All clubs in the Capital District must ~~adhere to Kiwanis International Procedures, Section 360.1M, requiring the filing~~ **file** all reports, which include monthly club reports (and, in some cases, an annual report) and the election report.

ii. Violation Notification. When a club fails to file all required reports in a timely manner, as defined by the schedule below, the Executive Director will, within ten (10) business days, advise the club via email and written correspondence that it is in violation of the **Capital District** ~~Kiwanis International~~ Procedures for Clubs in Good Standing, and that failing to file required reports may result in probation or charter suspension or revocation. The notice shall contain a list of all reports that the club is delinquent in filing.

iii. Board Action. At its next meeting, the Board shall review a report of all clubs that are delinquent in filing. The report shall include which club reports and months are delinquent, the communications sent and responses received from each club, etc. The Board may then take action to include, but not be limited to, probation, suspension, or revocation processes.

1. Monthly reports: As soon as a club is more than two (2) consecutive reports behind in filing, and/or is more than two (2) months behind in filing one (1) or more reports in the current administrative year.

2. Annual report: As soon as a club is more than two (2) months behind in filing the report for the previous administrative year.

3. Election report: As soon as a club is more than two (2) months behind in filing the report.

iv. Return to “In Good Standing” Status. If, at any point in this process, prior to charter suspension or revocation, the club complies with the requirements of **Capital District** ~~Kiwanis International~~ Procedures, then the club shall be returned to "in good standing" status and shall be so notified by the Board.

Operational Impact
If approved by the Board, the Executive Director will modify and publish a revised policy code.

Financial Impact
N/A

Respectfully submitted,

David Lurie
Chair, Bylaws and Policy Committee
Capital District Kiwanis