Capital District, Kiwanis International
August 2023 Board of Trustees Meeting
Agenda Point – Youth Outreach Funds

Background

The Capital District has maintained a Youth Outreach Fund for many years to support CKI. During the 2013-2104 administrative year, a separate fund for Key Leader was also created. While these funds have been around for many years, they have not been used consistently within the district to solicit funds. In addition, in 2021, Capital District Key Club approached the Capital District Kiwanis Foundation to create a Key Club Outreach fund that was approved by their board.

With the merger of the West Virginia Kiwanis Foundation and West Virginia Key Club Foundation, the Foundation also created a separate fund from the monies received from the West Virginia Key Club Foundation to continue to support West Virginia based Key Clubs as a condition of the merger. No additional funds are being solicited or accepted specifically for West Virginia Key Club, but the Foundation is working to liquidate those funds over the next three to five years. Finally, the Capital District Kiwanis Foundation has received CKI Outreach funds in the last couple of years and is currently holding monies for both CKI and Key Club.

As a result there is now multiple pathways for clubs to contribute to various service leadership programs and potentially can be confusing to how those funds are managed and accepted. It is in the best interest of the district to have a consistent pathway through which Kiwanis clubs can support service leadership programs at the District level. The District Foundation is best equipped to solicit funds and can transfer the funds collected on an annual basis for Key and CKI to the Executive Director.

RECOMMENDATION

The committee recommends the following changes to Section 30 of the policy code to bring consistency between Capital District Kiwanis Foundation and Capital District Kiwanis:

- Modify Section A(c) as follows:

  Handling of Funds – Funds received from Kiwanis clubs should be sent to the Capital ~~KI~~ District Kiwanis Foundation ~~Administrator~~ so that they are tracked properly, and clubs are acknowledged for their donations. Those funds are then ~~either directly deposited o~~r sent to the Kiwanis Executive Director for depositing to the CKI district's operational account and updated in the CKI district's financial records.

- Modify Section B(c) as follows:

  Handling of Funds – Funds received from Kiwanis clubs should be sent to the Capital District Kiwanis Foundation ~~Key Leader District Chair~~ so that they are tracked properly, and clubs are acknowledged for their donations. Those funds are then ~~either directly deposited or~~ sent to the Kiwanis Executive Director to be deposited in the Kiwanis operational account and credited to the Key Leader Outreach Fund line item.

- Create new Section C as follows:

C. Key Club Youth Outreach Fund.

a. Background - The Key Club Youth Outreach Fund allows Capital District Kiwanis clubs who do not presently sponsor a Key Club to donate to the Key Club district operations account.

b. Solicitation of Funds – The Key Club District Governor and Administrator can and should make one request annually of Kiwanis clubs in the Capital District through whatever means they feel are most applicable to get donations for the Youth Outreach Funds.

c. Handling of Funds – Funds received from Kiwanis clubs should be sent to the Capital District Kiwanis Foundation so that they are tracked properly, and clubs are acknowledged for their donations. Those funds are then sent to the Kiwanis Executive Director for depositing to the Key Club district's operational account and updated in the Key Club district's financial records.

d. Oversight – While the Key Club District Board of Officers may assign expenses to be used against the Youth Outreach Funds collected in their budget, ultimately the Kiwanis District Finance Committee and Board of Trustees have final approval over any major changes to the Key Club budget.

Operational Impact

If approved by the Board, the Executive Director will modify and publish a revised policy code. The Capital District Kiwanis Foundation will need to modify their policies to how those funds are to be managed and create a Key Leader Outreach Fund to be consistent.

Financial Impact

N/A

Respectfully submitted,

David Lurie
Chair, Bylaws and Policy Committee
Capital District Kiwanis