2023-2024 Board of Trustees Meeting
September 23, 2023 at 1:00pm ET
NoVA 4-H Educational Center - Front Royal, VA
Official Minutes

Governor Lamb called the meeting to order at 1:00pm.

Attendees: Governor Eric Lamb, Executive Director Jeffrey Wolff, Governor-Elect Josh Hiscock, Immediate Past Governor Jen Wolff (Zoom)
Trustees: Richard Pippin, Jamie Moore, Marie Quick, Nathanial Kyle, Charles Marks (Zoom and Roger Diehl (Zoom)

Guests: Bylaws & Policies Chairperson David Lurie, Div 1 LTG Selena Anderson, Div 2 LTG Kim Thompson, Div 3 LTG Wayne Quick, Div 4 LTG Bob Kaufmann, Div 8 LTG Lynnette Embree, Div 14 LTG Paul Miller, PLG Sue Vona

Approval of Agenda & Past Minutes

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

- Motion made by Trustee Morre to approve the agenda as amended to include appointment of Kristina Dlugozima as Asst Secretary/Treasurer. ***Motion passed unanimously.***
- Motion made by Trustee Pippin to approve the minutes of the August 18, 2023 Board of Trustees Meeting. ***Motion passed unanimously.***
- Motion made by Trustee Kyle to approve the minutes of the 2023 House of Delegates Meeting. ***Motion passed unanimously.***
- Motion made by Trustee Moore to approve the minutes of the August 27, 2023 Special Board of Trustees Meeting. ***Motion passed unanimously.***

Agenda Point: Finance - 2023-2024 Kiwanis District Budget

- Motion made by the Finance Committee to adopt the 2023-24 Kiwanis District Operating Budget as amended (including projected income and fees from investment account). ***Motion passed unanimously.***

Agenda Point: Finance - 2023-2024 Circle K District Budget

- Motion made by the Finance Committee to adopt the 2023-24 Circle K District Operating Budget as presented. ***Motion passed unanimously.***

Agenda Point: Finance - 2023-2024 Key Club District Budget

- Motion made by the Finance Committee to adopt the 2023-24 Key Club District Operating Budget as presented. ***Motion passed unanimously.***

Agenda Point: Finance - 2024 Kiwanis Midyear Conference Budget

- Motion made by the Finance Committee to adopt the 2024 Kiwanis Midyear Conference Budget as presented. ***Motion passed unanimously.***

Agenda Point: Finance - 2024 Kiwanis District Convention Budget

- Motion made by the Finance Committee to adopt the 2024 Kiwanis District Convention Budget as presented. ***Motion passed unanimously.***

Annual Appointments

- Motion made by Trustee Moore to block all annual appointments into one motion. ***Motion passed unanimously.***
- Motion made by Trustee Kyle to approve annual appointments as blocked. ***Motion passed unanimously.***
    - Jeffrey Wolff as the 2023-2024 Executive Director of Capital District Kiwanis.
    - John Montgomery as the 2023-2024 Editor of Capital District Kiwanis
    - Jen Wolff as the 2023-2024 Publication Designer of Capital District Kiwanis.
    - Morgan Stanley as the 2023-2024 Depository of all cash and investment assets of Capital District Kiwanis and its subsidiaries.
    - Kristina Dlugozima as the 2023-2024 Assistant Secretary-Treasurer.
- Motion made by Trustee Pippin to appoint Keith White of the Kiwanis Club of Logan as the 2023-2024 Lieutenant Governor of Division 19. ***Motion passed unanimously.***

Agenda Point: Meetings - Contract for 2024 Leadership Team Education Conference

- Motion made by Trustee Moore to approve the contract for the 2024 Leadership Team Education Center at the Hyatt Place Ocean City/Oceanfront hotel in Ocean City, MD the weekend of May 3-5, 2024 . ***Motion passed unanimously.***

- **Executive Director's Report was presented as published in the Board Book**
    - Discussion was had regarding charters in danger and how clubs who do choose to surrender their charter resolve their closing activities (including disbursement of funds and re-assignment of their sponsored SLP clubs).
- **Trustee Reports were presented verbally.**

With no further business before the Board of Trustees, Governor Lamb adjourned the meeting of the 2023-2024 Capital District Board of Trustees at 2:02 pm.

The next meeting of the 2023-2024 Capital District Kiwanis Board of Trustees will take place on December 2, 2023 online via Zoom.

Respectfully submitted,

PG Jeffrey M. Wolff
Executive Director