



# Kiwanis<sup>®</sup>

## CAPITAL DISTRICT

2024-2025 Board of Trustees Meeting  
December 7, 2024 at 10:00am ET  
Zoom Online Conference  
Official Minutes

Governor Hiscock called the meeting to order at 10:03am.

Attendees: Governor Josh Hiscock, Governor-Elect Tim Gillette, Vice Governor David Lurie, Executive Director Jeffrey Wolff  
Trustees: Marie Quick, Jamie Moore, Roger Diehl, Charles Marks, Missy Zimmerman and April Farmer

Absent Board Members:  
Immediate Past Governor Eric Lamb, Trustees Nathaniel Kyle

Guests: Editor John Montgomery, PG John Tyner

Governor Hiscock requested a moment of silence in honor of 2021-2024 Southeast Virginia Trustee Richard "Pip" Pippin who sadly passed away this week.

### **Approval of Agenda & Past Minutes**

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

- Motion made by Vice Governor Lurie to approve the agenda of the October 5, 2024 Board of Trustees Meeting as published with the addition of the CKI Agenda Point submitted late. ***Motion passed unanimously.***
- Motion made by Trustee Moore to approve the minutes of the October 5, 2024 Board of Trustees Meeting. ***Motion passed unanimously.***

### **Agenda Point: Bylaws & Policies - Revision of Vice Governor Election Procedures**

- Motion made by the Bylaws & Policies Committee to adopt changes to the District Policy Statements as presented in the Board Book to codify standing practices on the election of the Vice Governor ***7 votes in favor, 1 vote opposed - Motion passed.***

### **Agenda Point: Finance - 2025 Key Leader Event Budget**

- Motion made by the Finance Committee to adopt the 2025 Key Leader event budget as proposed in the Board Book. ***Motion passed unanimously.***

### **Agenda Point: Circle K (CKI) - Reduce CKI District from 5 Division (and LTG) to 3**

- Motion made by Vice Governor Lurie to ratify the CKI request to reduce their divisions count from 5 to 3, with the requirement that they create and name said 3 divisions and bring that back as a proposal to the Kiwanis District Board for approval before any lieutenant governors are elected at the 2025 CKI District Convention. ***Motion passed unanimously.***

- **Executive Director’s Report was presented as published in the Board Book**
  - Executive Director Wolff demonstrated the new GenAI chatbot on our district website that Capital District is now piloting for Kiwanis International.
- **Trustee Reports were presented verbally.**
- **Committee Reports were highlighted.**

**Additional Business**

- Governor Hiscock mentioned that we have one confirmed sponsor for the Midyear Conference.
- Governor-Elect Gillette mentioned that there is currently one candidate for 2025-2026 CKI District Administrator and the application period is still open.
- Governor Hiscock reminded the Board that Vice Governor Lurie has agreed to chair a task force to propose a new regional alignment for the Board to adopt. That group will meet and expect to provide a final report in January
- A special meeting of the Board of Trustees will be scheduled in late January 2025 in light of the Regional Alignment Task Force and the request to CKI to come back with a new divisional structure.
- Governor Hiscock spent some time discussing membership within the Capital District and what we can do to nurture some of our existing clubs (including those chartered recently). 50 of our clubs (1/3) have created a membership plan so far. Our focus will be on those clubs that submitted a plan. Governor-Elect Gillette indicated that of the roughly 105 members in clubs created in Governor Jen’s year (2021-22), those clubs only have 65 members today, highlighting the need to focus on newly built clubs.
- Governor Hiscock reported on behalf of PG John Tyner that Capital District finished #1 in terms of giving to the KCF last year and as a result will receive 5 \$2000 scholarships which will go to Key Club Scholarships as we have done in the past.

**With no further business before the Board of Trustees, Governor Hiscock adjourned the meeting of the 2024-2025 Capital District Board of Trustees at 12:15pm.**

The next meeting of the 2024-2025 Capital District Kiwanis Board of Trustees will take place on February 28, 2025 at the Capital District Midyear Conference to be held at the Hyatt Regency Chesapeake Bay in Cambridge, MD..

Respectfully submitted,



PG Jeffrey M. Wolff  
Executive Director