



Kiwanis®

CAPITAL DISTRICT

Capital District, Kiwanis International
2024-2025 Board of Trustees Meeting
Friday, August 22,, 2025 - 9:30am
Hyatt Regency Crystal City - Arlington, VA
Official Minutes

Governor Hiscock called the meeting to order at 9:30 am.

Attendees: Governor Josh Hiscock, Governor-Elect Tim Gillette, Vice Governor David Lurie, Executive Director Jeffrey Wolff, Immediate Past Governor Eric Lamb
Trustees: Roger Diehl, April Farmer, Nathaniel Kyle, Charles Marks, Jamie Moore, Missy Zimmerman

Absent Board Members: Trustee Marie Bowe-Quick

Guests: KI Trustee Jo Schwartz, Trustee-Designate Samantha Bosserman, PG Brian Bell, Division 1 Lt. Governor Linwood Watson, KCF Advocate PG John Tyner, CDKF President Dave Laraba, CDKF President-Elect Don Witt, Editor John Montgomery, Past International President Art Riley, PG Scott Zimmerman, PG Elana Gardner

Approval of Agenda & Past Minutes

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

- Motion made by Past Governor Lamb to approve the agenda of the August 22, 2025 Board of Trustees Meeting as published. ***Motion passed unanimously.***
- Motion made by Vice Governor Lurie to approve the minutes of the May 17, 2025 Board of Trustees Meeting with the correction that Nathaniel Kyle is listed instead of Missy Zimmerman under board members present.

Items for Discussion and Board Action

- Bylaws & Policies Agenda Point - District Bylaws Revision 2025
 - Motion made by the Bylaws & Policies Committee to adopt changes to the District Bylaws as presented in the Board Book to codify changes to the Standard Form for District Bylaws handed down by the Kiwanis International Board. Changes clarified background check language and updated the definition of conduct unbecoming a Kiwanian. These changes will be announced in the House of Delegates on Saturday and will be emailed to all clubs. ***Motion passed unanimously.***
- Bylaws & Policies Agenda Point - District Policies Update for Convention
 - Motion made by the Bylaws & Policies Committee to adopt changes to the District Policy Statements as presented in the Board Book to codify changes to the handling of district meetings. ***Motion passed unanimously.***

- Bylaws & Policies Agenda Point - Past Lt. Governors Committee
 - Motion made by the Bylaws & Policies Committee to revise the language in the District Policy Statements regarding the Past Lt. Governor Committee, bringing it in line with all other committees and eliminating the term “PLG Association”.
Motion passed unanimously.
- Bylaws & Policies Agenda Point - Reimbursement Policy for Executive Director
 - Motion made by the Bylaws & Policies Committee to add language in the District Policy Statements regarding the reimbursement process for the Executive Director, improving our accounting practices. ***Motion passed unanimously.***
- Finance Agenda Point - Approval of FY2024 Financial Review and 990
 - Motion made by the Finance Committee to approve the FY2024 reviewed financial statements and the Tax Year 2023 Form 990. ***Motion passed unanimously.***
- Executive Agenda Point - Kiwanis Voices District Dues
 - Motion made by Vice Governor Lurie adopt option #1 as presented in the agenda point which will waive Capital District dues for members of Kiwanis Voices club. This option also forwards a resolution to the 2025 House of Delegates to authorize the district to waive dues. ***Motion passed unanimously.***
- **Executive Director’s Report was presented as published in the Board Book**
 - Motion made by Governor-Elect Gillette to waive Capital District Policy 2(B)c which means that no club will be ineligible to seat delegates in the 2025 HOD due to being in arrears for missing report. This was done in light of the switchover this Summer to Kiwanis Engage. ***Motion passed unanimously.***
- **Trustee Reports were discussed.**

New Business

- **Past International President Art Riley** presented the report of the **Redivisioning Task Force**. The report includes the suggestion to combine Divisions 1 & 3 as well as Divisions 4 & 6 as well as a number of suggestions for changes in the role of the Lt. Governor. No action was taken by the Board of Trustees but will be addressed at the next meeting.

With no further business before the Board of Trustees, Governor Hiscock adjourned the final meeting of the 2024-2025 Capital District Board of Trustees at 11:22am.

The first meeting of the 2025-2026 Capital District Kiwanis Board of Trustees will take place on September 20, 2025 at 1pm ET at the Hyatt Regency Dulles in Herndon, Virginia.

Respectfully submitted,

A handwritten signature in black ink, reading "Jeffrey Wolff". The signature is written in a cursive, flowing style with a large initial "J" and a long, sweeping underline.

PG Jeffrey M. Wolff
Executive Director