



Kiwanis®

CAPITAL DISTRICT

Capital District, Kiwanis International
2025-2026 Board of Trustees Meeting
Saturday, December 6, 2025 - 9am
Zoom Online Meeting
Official Minutes

Governor Gillette called the meeting to order at 9:00 am.

Attendees: Governor Tim Gillette, Governor-Elect David Lurie, Executive Director Jeffrey Wolff, Vice Governor Nathaniel Kyle, Immediate Past Governor Josh Hiscock
Trustees: Sam Bosserman, Charles Marks, Missy Zimmerman, Marie Bowe-Quick, Mary Kay Olashuk

Absent Board Members: Trustee April Farmer

Guest: Editor John Montgomery, Bylaws & Policies Chairperson Dave Laraba

Approval of Agenda & Past Minutes

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

- Motion made by Trustee Marie Bowe-Quick and seconded to approve the agenda of the December 6, 2025 Board of Trustees Meeting as published. ***The motion passed unanimously.***
- Motion made by Trustee Marie Bowe-Quick and seconded to approve the minutes of the September 20, 2025 Board of Trustees Meeting. ***The motion passed unanimously.***

Items for Discussion and Board Action

District Officer Resignations & Appointments

- Motion made by Trustee Mary Kay Olashuk and seconded to accept the resignation of Division 20 Lt. Governor Royce Tanner. ***The motion passed.***
- Motion made by Governor-Elect David Lurie and seconded to appoint Bendie Blair Riffe to the remainder of the term of the office of the 2025-26 Division 20 Lt. Governor. ***The motion passed unanimously.***

Finance - LTG Membership Summit

- Motion made by Governor-Elect David Lurie and seconded to approve an out-of-budget request for \$4500 to allow 6 members of the 2026-27 Lt. Governor class to attend this training event in Indianapolis. ***The motion passed unanimously.***

Meetings - District Convention 2027 in Roanoke, VA

- Motion made by Vice Governor Nathaniel Kyle and seconded to approve the 2027 District Convention contract from the Hotel Roanoke in Roanoke, VA. ***The motion passed unanimously.***

- Trustee Sam Bosserman presented the interim report of the ad-hoc Task Force on the position of Lt. Governor.
- Governor-Elect David Lurie updated the Board of Trustees on the status of election of the 2026-27 Lt. Governor class.

General - Approval of Representation Letter for FY2025 Financial Statement Analysis and Filing of IRS Form 990

- Motion made by Governor-Elect David Lurie and seconded to approve Didawick and Associates to prepare the FY2025 Financial Statements for Capital District Kiwanis and file our IRS Form 990 as well as to increase account 8720-001 Professional Services from \$5000 to \$6300. ***The motion passed unanimously.***
- Governor-Elect David Lurie shared the 2026-27 Club Building Plan with 5 new clubs being planned to be built next year.
- The Executive Director's Report was presented as published in the Board Book.
- Verbal Trustee Reports were given.

New Business

- Executive Director Jeffrey Wolff spoke on adding new district awards to our district convention. This matter is referred to the Achievement Committee to bring back recommendations at the Midyear Conference.

With no further business before the Board of Trustees, Governor Gillette adjourned the meeting of the Capital District Board of Trustees at 10:33am.

The next meeting of the 2025-2026 Capital District Kiwanis Board of Trustees will take place on Friday, February 27, 2026 at 10am ET at the Hyatt Regency Chesapeake Bay in Cambridge, MD site of the 2026 Midyear Conference.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jeffrey Wolff".

PG Jeffrey M. Wolff
Executive Director