Capital District, Kiwanis International
2025-2026 Board of Trustees Meeting
Saturday, May 16, 2026 - 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

Guest: Kiwanis Children's Fund District Advocate PG John Tyner II, 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 Vice Governor Nathaniel Kyle and seconded to approve the agenda of the May 16, 2026 Board of Trustees Meeting with the addition of:
    - Acceptance of Trustee Farmer's Resignation
    - Recommendation of International Trustee Nomination from PG Committee
    - Discussion on Proposed Remote Voting Amendment
    - Removal of 10a - Absences from Previous Meetings
    - Board Position on Weirton Proposed District Bylaws Amendment
    The motion passed unanimously.
- Motion made by Governor-Elect David Lurie and seconded to approve the minutes of the February 27, 2026 Board of Trustees Meeting. ***The motion passed unanimously.***

Items for Discussion and Board Action

Lt. Governor Task Force Final Report

- Deliverable #1 - Kiwanis Club Engagement Assessment to be completed during the May/June timeframe by the sitting Lt. Governor, Lt. Governor-Elect and Immediate Past Lt. Governor.
    - (Needs to be finalized ASAP by Task Force Chair Sam Bosserman, including new Club Administration section discussed at board meeting on Monthly Reports and sent to Executive Director to turn it into an online form)
- Deliverable #2 - Updating Lt. Governor Reports:
    - Contact Visit (Jul 1 - Oct 31) - Completes Membership Assessment (already an online form)
    - Board Visit (Nov 1 - Feb 28) - Existing online form will be updated
    - Club Activity Experience (Mar 1 - Jun 30) - Existing online form will be updated

- **Action to Governor-Elect Lurie to provide a timeline for training incoming LTGs on new reports and provide routing information for who should receive copies of filed reports.**
- Motion made by Trustee Missy Zimmerman to adopt the changes recommended by the Lt. Governor Task Force. ***The motion passed unanimously.***
- Motion made by Trustee Charles Marks to refer to the Bylaws & Policies any necessary changes to district policy statements related to the Lt. Governor Task Force reports as well as the Lt. Governor Pledge Form. ***The motion passed unanimously.***

Executive - Increase to District Officer Stipend for International Convention

- Motion made by Trustee Missy Zimmerman to accept the motion as proposed striking the Vice Governor, who is not attending.
    - Motion to amend made by Trustee Sam Bosserman to increase the allocation by $500 for each officer attending. ***The motion to amend passed unanimously.***
        - Governor $3000
        - Governor-Elect $3500
        - Executive Director $3500
        - Trustees (2) & Lt. Governors (1) - $2000 each
    - ***The amended motion passed unanimously.***

Achievement - New District Recognition

- Motion made by Trustee Marie Bowe-Quick to adopt the recommendations of the Achievement Committee and refer to the Bylaws & Policies Committee to draft the appropriate policy changes and provide it back to the Board of Trustees by July 1st. The Achievement Committee will also need to draft appropriate rubrics to be used for the awards going forward in Phase 1 for DCON 2026. ***The motion passed unanimously.***

Executive - Lt. Governors-at-Large

- Motion made by Governor-Elect David Lurie to refer to the Bylaws & Policies Committee the addition of new language that defines a Lt. Governor-at-Large (a Kiwanis member appointed from outside the division to serve as Lt. Governor for a division that has not elected one of their own), the exemption from in-person club visits and the requirement to perform at least 2 in-person DCMs in the division (with mileage reimbursement). ***The motion passed unanimously.***

District Officer Performance

- Governor Gillette went over submission of Lt. Governors reports to date. It was pointed out the Division 1 Lt. Governor Landus Burroughs has not provided either of his required visit reports. All other Lt. Governors have submitted at least one of the two required reports. No board action was taken. Trustee Marie has agreed to talk to LTG Landus.

District Officer Resignations

- Motion made by Vice Governor Nathaniel Kyle and seconded to accept the resignation of Southwest Trustee April Farmer. ***The motion passed unanimously.***

Proposed Bylaws Amendment on Remote Voting

- Motion made by Trustee Marie Bowe-Quick and seconded to notify Kiwanis International that the Capital District Kiwanis Board of Trustees is withdrawing our proposed amendment. ***The motion passed unanimously.***

Past Governors Committee - Nomination of PG Dr. Josh Hiscock for Kiwanis International Trustee

- Motion made by PG Committee to nominate PG Dr. Josh Hiscock for Kiwanis International and refer endorsement to the 2026 House of Delegates. ***The motion passed unanimously.***

Bylaws & Policies - Kiwanis Club of Weirton Proposed Bylaws Amendment

- Motion made by Trustee Sam Bosserman and seconded to support the proposed bylaws amendment. ***The motion passed unanimously.***
- Motion made by Governor-Elect David Lurie and seconded to direct Bylaws & Policies Committee to update our policies statement to require that a candidate for Lt. Governor has previously completed a term as a Kiwanis club officer. ***The motion passed unanimously.***
- Motion made by Trustee Missy Zimmerman and seconded to propose a district bylaws amendment to remove the requirement in Article 3 Section 2c that states "shall have been a member of a Kiwanis club in this district for at least six (6) years;" from the candidates of Governor, Governor-elect and Vice Governor and direct the Bylaws & Policies Committee to put appropriate language in the policies regarding an appropriate tenure of membership. ***The motion passed unanimously.***

- **The Executive Director's Report was presented as published in the Board Book.**
- **Verbal Trustee Reports were given.**
- **PG John Tyner provided an update on The Possibility Project and Capital District's participation with the Kiwanis Children's Fund.**

With no further business before the Board of Trustees, Governor Gillette adjourned the meeting of the Capital District Board of Trustees at 11:38am.

The next scheduled meeting of the 2025-2026 Capital District Kiwanis Board of Trustees will take place on Friday, August 21, 2026 at 10am ET at the DoubleTree Hotel by Hilton in Annapolis, MD site of the 2026 District Conference.

Respectfully submitted,

PG Jeffrey M. Wolff
Executive Director