



Kiwanis[®]
CAPITAL DISTRICT

Capital District, Kiwanis International
2025-2026 Board of Trustees Meeting
Friday, August 21, 2026 - 9:30am
DoubleTree by Hilton Annapolis, MD

1. Welcome
2. Pledge of Allegiance
3. Recognition of Guests
4. Declaration of Quorum
5. Approval of Agenda
6. Approval of Minutes
 - a. May 16, 2026 - Board of Trustees Meeting
 - b. June 14, 2026 - Special Board of Trustees Meeting
7. Matters for Approval and/or Discussion
 - a. Agenda Point - Executive - Regional Realignment
 - b. Agenda Point - Long Range Planning - Approve Draft LRP 2026
8. Board Reports
 - a. Executive Directors Report
 - i. District Financial Standing / Overview of Monthly Reports
 - ii. Club Election Reporting
 - iii. Club Building Status / Membership Totals / Charters In Danger
 - iv. Club Monthly Reports
 - v. Lt. Governor Elections
 - b. Regional Trustee Reports
 - c. Committee Reports
9. Old Business
10. New Business
11. Adjournment



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CAPITAL DISTRICT

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



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CAPITAL DISTRICT

Capital District, Kiwanis International
2025-2026 Special Board of Trustees Meeting
Sunday, June 14, 2026 - 7pm
Zoom Online Meeting
Official Minutes

Governor Gillette called the meeting to order at 7:00 pm.

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: Bylaws & Policies Chairperson Dave Laraba, District Convention Chairperson Jennifer Mackowski, Trustee-Designate Seth Steele

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

Items for Discussion and Board Action

- **Agenda Point - Bylaws & Policies** - Update Policy Statements regarding Lt. Governors, Lt. Governors at Large and eligibility requirements for Governor, Governor-Elect and Vice Governors.
 - Motion made by Bylaws & Policies Committee to adopt all proposed changes to the District Policy Statements as distributed. ***The motion passed unanimously.***
- **Agenda Point - Bylaws & Policies** - Update the Achievement Committee description to include new recognitions
 - Motion made by Bylaws & Policies Committee to adopt all proposed changes to the District Policy Statements as distributed. ***The motion passed unanimously.***
- **Agenda Point - Bylaws & Policies** - Update the LTG and LTG-E pledge form
 - Motion made by Bylaws & Policies Committee to adopt all proposed changes to the District Policy Statements as distributed. ***The motion passed unanimously.***
- **Agenda Point - District Convention** - Approval for 1 free package registration (\$250) to the 2026 District Convention to be offered to each of the 7 newly chartered clubs since 2025 DCON to be allocated from Membership Committee
 - Motion made by District Convention Committee to adopt proposal. ***The motion passed unanimously.***
- **Agenda Point - Membership** - New Club Regional Opening Agreement for Olney and Sykesville, MD
 - Motion made by Trustee Marks to enter into agreement with Kiwanis International. ***The motion passed unanimously.***

There being no further business, the meeting was adjourned at 7:36pm.

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,

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



Kiwanis[®]
CAPITAL DISTRICT

Capital District, Kiwanis International
Board of Trustees Meeting
August 21, 2026 - Agenda Point
Executive Committee - Regional Realignment

Background:

Last year, the Board of Trustees approved reducing the Capital District from **18 divisions to 16 divisions** beginning October 1, 2026. As implementation planning has progressed, it has become clear that our current six-region governance structure no longer reflects the District's operational and leadership realities.

The most significant concern is the continued inability to provide effective representation for the current Southwest Region.

The Southwest Region has been without an active Trustee for the better part of the 2026 calendar year. Following the vacancy, every club and member within the region was contacted on two separate occasions requesting interested members to serve the remainder of the term. Despite these outreach efforts, no individual volunteered to serve.

Leadership challenges extend beyond the Trustee position. Two of the region's three divisions currently possess unresponsive Lieutenant Governors, and no candidates came forward to serve as Lieutenant Governor for Divisions 16 or 17 during the upcoming administrative year. To ensure continuity of service to those clubs, the District has been required to appoint Lieutenant Governors-at-Large from outside the region to perform those responsibilities for 2026-27.

While the clubs in Divisions 15, 16, and 17 continue to serve their communities exceptionally well, the District has experienced an ongoing shortage of leadership at the divisional and regional levels. Maintaining a separate governance region under these circumstances no longer provides meaningful representation or operational value.

Proposed Changes:

The Executive Committee unanimously recommends:

- Reducing the District from **six regions to five regions** effective October 1, 2026.
- Redistributing Divisions 15, 16, and 17 to other regions while maintaining logical geographic relationships where practical.
- Renaming the regions from geographic names to **Region A through Region E**, allowing future adjustments without requiring additional region name changes or creating confusion when boundaries evolve.
- Implementing the attached regional alignment, which also creates a significantly more balanced distribution of total membership across all five regions.

Benefits of the Proposal:

Restores Effective Representation - For the entire 2026 year, the clubs of Divisions 15, 16, and 17 have effectively had **no voice on the Board of Trustees** because the Southwest Trustee position has remained vacant. By incorporating these divisions into regions with active Trustees and functioning leadership teams, every club will once again receive consistent representation, communication, and support.

Creates Stronger Regional Leadership - Rather than continuing to operate a region with multiple vacant leadership positions, this proposal places every division within established regional boundaries that have demonstrated the ability to recruit, mentor, and support volunteers. This approach strengthens service to clubs rather than asking a small number of volunteers to sustain an independent region without sufficient leadership depth.

Provides Better Balance - The proposed alignment results in regions that are considerably more balanced in total membership than the current structure. More evenly sized regions create a fairer distribution of Board representation.

Positions the District for the Future - Moving from geographic region names to lettered regions (A-E) recognizes that governance structures will continue to evolve as membership changes over time. Lettered regions eliminate the need to rename regions whenever boundaries are adjusted and provide greater flexibility for future Boards.

No Impact on Current or Future Board Representation - This proposal does **not** remove any currently serving Trustee from office and does **not** affect any Trustee elected for the upcoming administrative year. Because the Southwest Trustee position has remained vacant throughout 2026 and no candidate sought election for the position, this restructuring can be implemented without displacing any elected District officer.

Financial Impact:

The proposed governance restructuring will reduce the Regional Trustee budget by **\$2,000 annually** while simultaneously providing active representation for all divisions, creating more balanced regions, and eliminating the need to maintain a vacant Trustee position. This represents a more efficient use of District resources without reducing support for any active Trustee.

Proposed Motion:

Move that the Capital District Board of Trustees approve the attached regional realignment effective October 1, 2026, reducing the District from six regions to five regions; adopting the attached regional assignments; re-designating the regions as Region A through Region E; and directing that all references in District policies, and publications be updated accordingly.

Region A - Seth Steele (858)		
Division 1 (209)	Division 2 (252)	Division 10 (397)
Bethesda (15)	Alexandria (24)	Ashland (56)
Far East Washington (6)	Arlington (36)	Central Chesterfield (7)
Greater Landover (8)	Fairfax (20)	Chester (22)
Greater Laurel (14)	Fredericksburg (34)	Colonial Heights (44)
Leisure World (26)	Haymarket-Gainesville (14)	Dinwiddle (16)
Mitchellville (20)	Leesburg (14)	Hopewell (16)
Montgomery Village (8)	Manassas (23)	Midlothian-Chesterfield (28)
Northwest Washington (9)	Mt. Vernon (16)	Petersburg (34)
Prince George's County (18)	North Stafford (10)	Richmond (152)
Rockville (13)	South Arlington (15)	Henrico (22)
Shepherd Park (14)	Tysons (23)	Mechanicsville (15)
Southwest Waterfront (10)	Woodbridge (23)	<i>Sponsored by Ashland</i>
Waldorf (10)	NoVA Voices (15)	
Washington (46)	<i>Sponsored by Tysons</i>	
Wheaton-Silver Spring (10)		
Olney (15)		
<i>Sponsored by Leisure World</i>		

Region D - Missy Zimmerman (789)		
Division 12 (269)	Division 13 (264)	Division 14 (256)
Colonial Capital (37)	Carrollton (12)	Chesapeake (65)
Gloucester (7)	City Center, NN (18)	Churchland (16)
Mathews (5)	Grafton (39)	Great Bridge (5)
Middlesex, Saluda (52)	Greater Hillton (49)	Lynnhaven (14)
Toano (27)	Kiln Creek (23)	Norfolk (51)
Tri-Rivers (12)	Mercury 64 (23)	North Suffolk (11)
Williamsburg (129)	Old Pointe Hampton (16)	Ocean View Beach (8)
	Poquoson (67)	Portsmouth (17)
	Smithfield (33)	Suffolk (10)
	Tidewater Voices (15)	Virginia Beach (34)
	<i>Sponsored by Norfolk</i>	Virginia Beach Town Ctr (25)

As of July 30, 2026
Total Charters 153
Total Membership 3855
Pending Revocation
New Clubs in Progress
New Club Planned 26-27
New Club Planned 27-28

Region B - Patty Justice (794)		
Division 4 (302)	Division 5 (247)	Division 8 (245)
Capital Next Gen (16)	Accomack, Onancock (12)	Blue Ridge, Winchester (19)
Commodore Mayo (38)	Bridgeville (40)	Charles Town (29)
Crofton (54)	Chincoteague (34)	Front Royal (20)
Elkton (25)	Coastal Delaware (33)	Hagerstown (34)
Ellicott City (26)	Delmar (9)	Old Town (13)
Frederick MD (20)	Georgetown (9)	Shepherdstown (19)
Hampden-MT (13)	Greater Millsboro (22)	Strasburg (11)
Harford County (12)	Greater Ocean Pines (43)	Winchester (100)
Loch Raven (11)	Pocomoke City (13)	Cumberland (15)
Mount Airy (31)	Seaford (32)	Martinsburg (15)
Reisterstown (10)		<i>Sponsored by Winchester</i>
Towson-Timonium (17)		
Westminster (29)		
<i>Sykesville/Eldersburg (15)</i>		
<i>Sponsored by Mount Airy</i>		

Region E - Mary Kay Olashuk (625)			
Division 16 (253)	Division 18 (101)	Division 19 (132)	Division 20 (139)
Abingdon (29)	Marshall County (6)	Bridgeport (15)	Delbarton (12)
Beckley (13)	North Parkersburg (16)	Clarksburg (25)	E Huntington (16)
Bluefield (9)	Weirton (17)	Elkins (35)	Gilbert (17)
Christiansburg (85)	Wellsburg (37)	Fairmont (14)	Greater Nitro Area (5)
Marion (22)	Wheeling (25)	Keyser (12)	Huntington (22)
Mercer County (7)		Morgantown (14)	Logan (37)
Montgomery County (42)		Parsons (5)	St Albans (12)
Radford (4)		Suncrest Area (12)	W Charleston (18)
War (10)			Point Pleasant (15)
Welch (15)			
Wythe County (17)			
<i>Radford-North (15)</i>			
<i>Sponsored by Christiansburg</i>			

Region C - Sam Bosserman (787)		
Division 9 (249)	Division 15 (380)	Division 17 (158)
Alleghany Highlands (26)	Bassett (25)	Clinch River, Richlands (13)
Charlottesville (29)	Botetourt County (19)	Clinchco (9)
Greater Culpeper (21)	Danville (71)	Clintwood (16)
Greenbriar Valley (10)	Forest (10)	Council (12)
Harrisonburg (21)	Halifax County (17)	Grundy (16)
Jackson River Area (22)	Lynchburg (30)	Haysi (26)
Rockbridge (8)	Martinsville (30)	Hurley (11)
Shenandoah Valley (20)	Roanoke (147)	McClure River (13)
Staunton (36)	Salem (31)	Norton (20)
Waynesboro (56)		Wise (31)

Priority 1: Leadership and Education

Goal #1 Develop competent, capable, caring leaders across the Kiwanis Capital District Family

Strategy 1 Assess District leadership positions, modernize roles and responsibilities to address future organizational needs

	Action	Target Date	Responsibility	Success Measure
Action 1	Develop a PowerPoint Presentation to educate club leaders on the role of the Lieutenant Governor			
Action 2	Develop a resource library for position training materials tailored to the Capital District			
Action 3	Review bylaws and policies to ensure accurate position descriptions			

Strategy 2 Create resources and pathways for future District leaders

	Action	Target Date	Responsibility	Success Measure
Action 1	Host an information session at District-wide events for future leaders			
Action 2	Develop a district-level mentor program			
Action 3	Identify past governors as resources who are available to provide support and assistance			

Strategy 3 Host quality Club Leadership Education (CLE) training

	Action	Target Date	Responsibility	Success Measure
Action 1	Identify, recruit, and train Club Leadership Education instructors			
Action 2	Identify CLE dates in Q1			
Action 3	Explore options for virtual trainings			
Action 4	Ensure Youth Protection Policy and DEIB training is presented annually to Club leadership and clubs			
Action 5	Advertise Club Leadership Education opportunities			
Action 6	Create platform for quarterly meetings of officer groups (for example - Membership Coordinators, Secretaries, Treasurers, etc.)			

Strategy 4 Provide quality training to LTGs

	Action	Target Date	Responsibility	Success Measure
Action 1	District leadership provide a format of best practices to make it a useful tool for each Lt. Governor's Division			
Action 2	Train Lt. Govs in the spring and have continuing monthly meetings/training throughout the year			
Action 3	Promote and Provide examples of successful Division Council Meetings			

Goal #2 Expanding Leadership & Education at the Regional Level

Strategy 1 **Host regional mid-year education events**

	Action	Target Date	Responsibility	Success Measure
Action 1	Determine agenda for Region events			
Action 2	Organize, plan, and advertise events			

Strategy 2 **Promote regional social and service projects**

	Action	Target Date	Responsibility	Success Measure
Action 1	Share current best practices and examples (for example - Karwanis, fishing, etc.)			
Action 2	Governor encourage Trustees and Lt. Governors in regions to host social and service projects			

Priority 2: Membership and Engagement

Goal #1 Build membership within the Capital District with new clubs

Strategy 1 Increase responsibility and accountability for membership growth on officers of the District, Divisions, and Clubs

	Action	Target Date	Responsibility	Success Measure
Action 1	All club opening events should utilize the critical elements: conduct a site survey, use the Club Opening Tool, identify a supporting sponsoring club, identify a strong new club coach, create a team to mentor and support the new club for ongoing success			
Action 2	Develop a strong club opening team in each region including the participation of the LTGs and the Trustee			
Action 3	Provide each team member with a copy of the "Club Opening Field Guide" and how to use it effectively			
Action 4	Designate a Kiwanis member who is experienced in the legal paperwork and forms necessary to open a club and ongoing			
Action 5	Identify and introduce the new club to the District Leader, Division Leader and Sponsoring Club Leader for help going forward			
Action 6	Offer assistance to the new club for their Charter Night Celebration			
Action 7	The District will conduct CLE training for the new club within the first 3 months after the Organization meeting.			

Goal #2 Grow the Capital District

Strategy 1 **THROUGH new members**

	Action	Target Date	Responsibility	Success Measure
Action 1	Utilize Social Media and Website development to attract new members who will primarily be younger than the current members			
Action 2	Utilize Corporate Memberships to build partnerships with local businesses and take the dues burden off the member			

Strategy 2 **THROUGH Retention of current members**

	Action	Target Date	Responsibility	Success Measure
Action 1	Run more efficient Meetings with focus on business versus social aspect			
Action 2	Keep membership engaged at all times with on-going projects so they do not lose interest.			
Action 3	Develop a succession plan that rotates Club Officers each year to develop new leaders			
Action 4	Interact with other divisional and regional Clubs for social and educational events			

Strategy 3 **Look a new methods to bringing new members into the club**

	Action	Target Date	Responsibility	Success Measure
Action 1	Explore the KI website under "Club Opening & Strengthening" for new ideas			
Action 2	Consider doing a Club Booster to energize current members to identify prospective members			
Action 3	The ACE Tools provide a good way to self-examine where the club is and where it wants to go			
Action 4	An example of proven methods to attract new members are: Two for Two, hosting and open house, and reMember previous members			
Action 5	Don't hesitate to ask for help from the district to assign a club coach for your club			

Action 6	Consider satellite group where warranted			
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Goal #3 Build the future of Kiwanis and Capital District

Strategy 1 Expand Service Leadership Programs (SLPs) (K-Kids, Builders Clubs, Key Clubs, CKI Clubs, Aktion Clubs)				
	Action	Target Date	Responsibility	Success Measure
Action 1	Help club leaders identify schools interested in an SLP			
Action 2	Assist with preparation of Charter Petitions for new SLPs			
Action 3	Utilize programs like Terrific Kids and BUG to get into the school system to jump start SLPs.			

Priority 3: Community Impact Action Chart

Goal #1 Perform meaningful service, with "service to children" as our priority

Strategy 1 **Promote and Encourage active club support of "Service Leadership Programs"**

	Action	Target Date	Responsibility	Success Measure
Action 1	Develop "PowerPoint" presentation to educate clubs on importance of all "Service Leadership Programs"			
Action 2	Create "Resource Links" to all SLP websites and "How To" document to "create" and "support" SLPs			
Action 3	Encourage regular communications from District SLP Chairpersons to ALL clubs			
Action 4	Encourage clubs to INVITE SLP school advisors and members to their community programs			

Strategy 2 **Promote and Encourage use of "ACE TOOLS"**

	Action	Target Date	Responsibility	Success Measure
Action 1	Determine Club Impact: Analyze Your Service - Objectively look at all current and potential service projects			
Action 2	Community Service Guide: Gather data about community needs from people in the know			
Action 3	Member Survey Guide: Evaluate how effectively club meets members' expectations			
Action 4	Develop Partnerships: Find ways to increase club's impact and create a more cohesive community			

Strategy 3 **Emphasize and Encourage "Signature Projects"**

	Action	Target Date	Responsibility	Success Measure
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Action 1	Create "Resource" of links and data on importance of Club having a Signature Project			
Action 2	Provide opportunity for clubs to "share" their "Signature Projects" ... create "Resource" document with club name, project, and contact info and include on District website			
Action 3	Provide easy access to Kiwanis International Signature Project criteria and resources			

Strategy 4 Promote "Kiwanis Partners"

	Action	Target Date	Responsibility	Success Measure
Action 1	Provide District Information "resource" page to KI Partners page and identify current partners		District Community Service Chairperson	
Action 2	Help club leaders find ways to increase impact: encourage use of "Ace Tool" on "Partnerships"			
Action 3	Create "Resource" list of "hands-on" service project ideas and community organizations			

Priority 4 Branding and Image**Goal #1 Ensure all clubs are using the proper logos of Kiwanis International throughout the District****Strategy 1 Continue to unite the Kiwanis brand for Kiwanis clubs and district**

	Action	Target Date	Responsibility	Success Measure
Action 1	Continue to educate the clubs on the use of proper logos and place old logos (NOTE: this does not mean they are required to replace old banners!)			
Action 2	Educate clubs on where to find the Branding resource on KI website			
Action 3	Advise clubs to utilize the KI website for custom logos and anniversary logos/images			
Action 4	Familiarize clubs on using the free club website development offered by KI			
Action 5	Offer guidance on the free custom brochure offered by KI			

Strategy 2 Continue to building branding & marketing strategies to grow membership

	Action	Target Date	Responsibility	Success Measure
Action 1	Provide clubs with the "Tips & Tools Resource Guide" that assists with messaging, social media and staging events to get clubs noticed			
Action 2	Introduce clubs to "The Branding Book" on the KI website. Make it available on the Capital District website			
Action 3	Introduce clubs and members to the KI Branding & Marketing website so they can explore many resources			
Action 4	Provide education sessions at DCON, Midyear and DCMs to help spread the work			



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CAPITAL DISTRICT

Report of the Executive Director
Capital District, Kiwanis International
August 21, 2026

Membership

2025-2026 Starting # **3657** Current Total **3894** Net Change **+237** (as 8/6)
Total Active Charters – **153**

Clubs Built To Date: Henrico (D10), Greater Laurel (3), Greater Culpeper (9),
Halifax County (15)

Club Builds in Progress: Point Pleasant

Club Builds Scheduled: Cumberland, NoVA Voices

Charters Pending Revocation: PG County (18), Old Point Comfort (10),
Clinchco (9) - **Total -37**

Charters Revoked: Hinton, Short Pump, Tuckahoe, St. Paul-Castlewood

Clubs who lost members so far this year: **28 of 153 (-71)**

Clubs who gained this year: **75 of 153 (+313)**

Clubs who are net 0 so far this year: **50 of 153**

Clubs at or above charter strength (15): **99 of 153**

Clubs below charter strength (15): **54 of 153**

Lt. Governor Election Reporting

2026-27 Lt. Governors-Designate Elected/Appointed: **15 of 16** (D19)

2026-27 Lt. Governors-Elect Elected: **6 of 16** (D1, D16, D5, D9, D10, D14)

2025-26 Lt. Governor Reports

Contact Visit: 16 out of 18 filed (Missing D1 & D20)

Board Visit: 15 out of 18 filed (Missing D1, D16, D17)

Progress Visit: 15 out of 18 filed (Missing D1, D4, D16, D17)

Clubs who are more than two monthly reports in arrears

(in accordance with Policy Section 2B(c))

40 out of 153 clubs are Not in Good Standing

Division 1:

Far East Washington
Northwest Washington

Division 2:

Manassas
Mount Vernon

Division 3:

PG County
Rockville

Division 4:

Crofton
Ellicott City

Division 5:

Chincoteague
Delmar
Pocomoke City
Seaford

Division 6:

Loch Raven

Division 8:

Strasburg

Division 9:

NONE

Division 10:

Central Chesterfield
Colonial Heights

Division 12:

Mathews

Division 13:

Old Point Comfort

Division 14:

Great Bridge
North Suffolk

Division 15:

Bassett
Salem

Division 16:

Bluefield
Radford
War
Welch

Division 17:

Clinchco
Clinchwood
Grundy

Division 18:

Wheeling

Division 19:

Bridgeport
Clarksburg
Fairmont

Keiser
Morgantown
Parsons

Division 20:

Dilbarton
Gilbert
Greater Nitro
St. Albans

Club name in red indicates no monthly reports submitted this year

Clubs who have not filed 2026-27 Election Reports (due June 1, 2026)

(in accordance with Policy Section 2B(c))

61 out of 153 clubs are Not in Good Standing

Division 1:

Far East Washington
Northwest Washington
Shepherd Park
Southwest Waterfront
Waldorf

Division 2:

Manassas
Tysons

Division 3:

Greater Laurel
Leisure World
Montgomery Village
PG County
Rockville

Division 4:

Commodore Mayo
Crofton

Division 5:

Chincoteague
Delmar
Pocomoke City

Division 6:

Loch Raven
Reisterstown

Division 8:

Hagerstown
Old Town
Strasburg

Division 9:

Greater Culpeper
Rockbridge

Division 10:

Central Chesterfield
Colonial Heights
Dinwiddie

Division 12:

Mathews

Division 13:

City Center NN
Grafton
Greater Hilton
Old Point Comfort
Smithfield

Division 14:

North Suffolk
Ocean View Beach

Division 15:

Bassett
Botetourt County
Forest
Halifax County
Martinsville
Salem

Division 16:

Abingdon
Beckley
Bluefield
Marion
Montgomery County
Radford
War
Welch
Wythe County

Division 17:

Clincho
Clintwood
Council
Grundy
Haysi
Hurley
McClure River

Division 18:

NONE

Division 19:

Keyser
Morgantown

Division 20:

Delbarton
Gilbert
Greater Nitro Area
Logan St. Albans



Capital District Kiwanis

Consolidated Statement of Financial Position

As of July 31, 2026

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
1000-010 Kiwanis Checking		59,351.48
1000-011 Kiwanis Reserve		55,962.20
1000-012 Kiwanis Investments		955,307.87
1001-010 Key Club Checking		27,753.91
1001-011 Key Club Investments		244,346.30
1002-010 Circle K Checking		36,625.98
Total Bank Accounts		\$1,379,347.74
Total Current Assets		\$1,379,347.74
TOTAL ASSETS		\$1,379,347.74
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000-001 Accounts Payable (A/P)		1,152.71
Total Accounts Payable		\$1,152.71
Total Current Liabilities		\$1,152.71
Total Liabilities		\$1,152.71
Equity		
3300-001 Unrestricted Net Assets		1,051,795.60
3300-002 Equity - Key Club		170,807.00
3300-003 Equity - Circle K		33,200.00
Net Revenue		122,392.43
Total Equity		\$1,378,195.03
TOTAL LIABILITIES AND EQUITY		\$1,379,347.74

Capital District Kiwanis

Budget vs. Actuals

October 2025 - September 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Revenue				
4300 Morgan Stanley Cash Interest	622.89	7.00	-615.89	-8,798.43 %
4301 Morgan Stanley Dividends	12,050.79	12,000.00	-50.79	-0.42 %
4302 Morgan Stanley Realized Gains/Losses	18,449.89	0.00	-18,449.89	
4303 Morgan Stanley Unrealized Gains/Losses	25,182.45	50,000.00	24,817.55	49.64 %
4304 Morgan Stanley Investment Interest	7,896.00	5,000.00	-2,896.00	-57.92 %
7000-001 Income - Membership Dues	122,900.08	121,600.00	-1,300.08	-1.07 %
7050-001 Income - New Club Dues	4,707.97	7,500.00	2,792.03	37.23 %
7100-001 Income - Registration & Event Fees	64,902.15	95,000.00	30,097.85	31.68 %
7150-001 Income - Fundraising	100.00	0.00	-100.00	
7200-002 Income - Advertising/Sponsorship	1,100.00	5,000.00	3,900.00	78.00 %
7400-001 Income - Grants	12,122.00	12,000.00	-122.00	-1.02 %
7550-001 Income - Past Governors Activity	1,280.59	0.00	-1,280.59	
7600-001 Income - Other	6,763.20	0.00	-6,763.20	
Total Revenue	\$278,078.01	\$308,107.00	\$30,028.99	9.75 %
GROSS PROFIT	\$278,078.01	\$308,107.00	\$30,028.99	9.75 %
Expenditures				
8025-001 Scholarships/Awards	3,500.00	11,000.00	7,500.00	68.18 %
8030-001 Background Checks	35.00	1,000.00	965.00	96.50 %
8040-001 Bank Fees	150.00	0.00	-150.00	
8050-001 Investment Fees	6,760.18	8,000.00	1,239.82	15.50 %
8100-001 Committee - Achievement		500.00	500.00	100.00 %
8100-002 Committee - Aktion Club		300.00	300.00	100.00 %
8100-003 Committee - Builders Club	256.92	300.00	43.08	14.36 %
8100-005 Committee - Circle K International	2,383.18	3,000.00	616.82	20.56 %
8100-009 Committee - Finance		250.00	250.00	100.00 %
8100-010 Committee - Key Club International	400.00	2,400.00	2,000.00	83.33 %
8100-011 Committee - Key Leader	6,900.00	500.00	-6,400.00	-1,280.00 %
8100-012 Committee - Kiwanis-Family		6,000.00	6,000.00	100.00 %
8100-014 Committee - Kiwanis Kids	256.91	300.00	43.09	14.36 %
8100-015 Committee - Leadership & Education	441.63	1,000.00	558.37	55.84 %
8100-018 Committee - Membership	5,697.22	20,000.00	14,302.78	71.51 %
8100-023 Committee - Public Relations		500.00	500.00	100.00 %
8100-025 Committee - Service / Signature Project	4,994.75	100.00	-4,894.75	-4,894.75 %
8160-001 Entertainment & A/V	4,431.25	6,000.00	1,568.75	26.15 %
8250-001 Insurance - D&O	800.00	800.00	0.00	0.00 %
8410-001 Meals	27,596.05	30,000.00	2,403.95	8.01 %
8430-001 Kiwanis Children's Fund Donations		10,000.00	10,000.00	100.00 %
8435-001 New Club Support	458.50	0.00	-458.50	
8437-001 New Club Dues Payment	5,675.76	7,500.00	1,824.24	24.32 %
8440-001 Office Equipment	166.88	0.00	-166.88	
8445-001 Office Supplies	556.19	500.00	-56.19	-11.24 %
8500-001 Officer Exp - Governor	3,380.04	6,000.00	2,619.96	43.67 %

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
8500-005 Officer Exp - Governor Elect	3,515.85	5,500.00	1,984.15	36.08 %
8500-007 Officer Exp - Vice Governor	627.32	4,000.00	3,372.68	84.32 %
8500-010 Officer Exp - Executive Director	3,040.37	4,500.00	1,459.63	32.44 %
8500-025 Officer Exp - Immediate Past Governor		3,500.00	3,500.00	100.00 %
8500-030 Officer Exp - Regional Trustees	8,453.20	12,000.00	3,546.80	29.56 %
8500-035 Officer Exp - Lt. Governors	6,951.20	12,000.00	5,048.80	42.07 %
8500-040 Officer Exp - Lt. Governors-Designate	3,386.92	12,000.00	8,613.08	71.78 %
8600-001 Pins / Badges / Shirts	3,793.80	3,000.00	-793.80	-26.46 %
8610-001 Postage / Shipping	572.52	100.00	-472.52	-472.52 %
8650-001 Consulting Fee - Executive Director	37,000.00	44,400.00	7,400.00	16.67 %
8650-002 Consulting Fee - Publication Editor	5,000.00	6,000.00	1,000.00	16.67 %
8650-003 Consulting Fee - Publication Designer	5,000.00	6,000.00	1,000.00	16.67 %
8720-001 Professional Services	6,402.97	6,300.00	-102.97	-1.63 %
8750-001 Programs & Souvenirs	2,724.83	1,500.00	-1,224.83	-81.66 %
8760-001 Conference Materials	1,054.25	3,500.00	2,445.75	69.88 %
8780-001 Speakers Fees	1,000.00	3,000.00	2,000.00	66.67 %
8810-001 Printing / Supplies		1,200.00	1,200.00	100.00 %
8830-001 Telephone / Internet	1,000.00	1,200.00	200.00	16.67 %
8850-001 District Publication Expenses		300.00	300.00	100.00 %
8900-050 Travel - Hotels/Lodging	49,880.93	50,000.00	119.07	0.24 %
8900-150 Travel - Automobile Expense		1,000.00	1,000.00	100.00 %
8960-001 Website / IT / Software	3,153.23	2,000.00	-1,153.23	-57.66 %
Total Expenditures	\$217,397.85	\$298,950.00	\$81,552.15	27.28 %
NET OPERATING REVENUE	\$60,680.16	\$9,157.00	\$ -51,523.16	-562.66 %
NET REVENUE	\$60,680.16	\$9,157.00	\$ -51,523.16	-562.66 %



Jeffrey Wolff <jmwolff@gmail.com>

New District Trustee Board Report from DelMarVA

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Fri, Jul 31, 2026 at 4:54 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

Region Name

DelMarVA

Membership

Third quarter analyses of membership trends for Division's 4, 5 and 6 follow. This is only a small snapshot of the DelMarVa Region.

Division 4:

There is currently 7 active clubs in Division 4 with only 1 at 20 (Frederick) members and metrics show holding this number for the next few month's, and one at 16 (Next Generation E-Club) has had no movement. The 5 year trend show a loss of membership post COVID of 23 and recovering 11. The Fredrick club has been on a downward trend for the last several years. The Next Generation E-Club is the only one over 5 years to not to reach 20 members. There where also 2 clubs that closed and that will account for a loss of 7. Division 4 has surpassed the 210 member point that was reported for second quarter. Unless there is a loss in the September purge, Division 4 should be up 10+ for the year. With Division 6 clubs moving into Division 4 at the start of the 2026-2027 year, the trends will change. Growth plans are in-place for 2 clubs completed for Division 4, others are in-work.

Division 5:

There are currently 10 active clubs in Division 5 with 4 under 20 members. Chincoteage has seen a sharp drop as the club did a membership purge with a loss of 8, but has added 2. These 4 clubs (Georgetown, Delmar, Pocomoke, and Accomack) are below charter. All 4 are active but have just not been able to find new members and keep them. All 4 have had this issue for many years. Offers for club growth programs have been met with mixed comments. Pocomoke has shown the most interest in club growth, just not the will to move forward. The 5 year trend show net gain of 30 post COVID. Membership trend for Division 5 is on the upswing with 12 new members sofar this year. The Lt. Governor has been active with all the clubs below charter. The current trend is for Division 5 to maintain a membership number in the 245-255 range for the rest of the year. Division 5 growth plans in-place for 3 clubs, with others in-work.

Division 6:

Division 6 has seen the most issues post COVID with 4 clubs closing. There are 6 active clubs with 5 under 20 (one is a new club less than a year old). 4 clubs are under 15 members, and have struggled to retain or gain new members. Even with the loss of 4 clubs, the division has a post COVID gain of 1. The Lt. Governor has spent time with each club in an effort to find the way to increase membership. As this division covers the City of Baltimore, keeping clubs going has been a hard wall to climb. Membership trend for Division 6 is to have a membership number in the 85-90 range for the rest of the year. Division 6 does not have any growth plans in the works at this time.

With Division's 4 and 6 to merge at the end of the Kiwanis year, the membership number should be in the 295-305 range. This will change the trend numbers as far as totals, but not the percentages.

The DelMarVa Region should have a membership in the 535-545 range at the end of the year.

Plans for New Kiwanis or SLP Clubs

None that I am aware of at this time.

District Committee Updates

No new updates for the District Finance Committee.

Other Challenges or Assistance Needed

None at this time.

Other Comments

Attended 2 CLE sessions for Division 5. All three divisions appear to be set for the new year. I can foresee some minor issues with the merge of Division 4 and 6, but that is all. The new Lt. Governors are ready.



Jeffrey Wolff <jmwolff@gmail.com>

New District Trustee Board Report from Heart of Virginia

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Mon, Aug 3, 2026 at 8:56 AM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

Region Name

Heart of Virginia

Membership

No update since last report.

Plans for New Kiwanis or SLP Clubs

The Culpeper build went great with the help of the Charlottesville club and many others.

Unsure of any other plans to build additional clubs.

District Committee Updates

DCON- Doing amazing work! DCON is almost here and this committee has rocked it. Very organized.

Long Range Planning- Reviewed final report that will be submitted soon. Dennis did a great job keeping us connected.

LTG Task Force- Our work is complete! :-) Now we just need to ensure the training takes place on the new procedures. I am happy to help with this if needed.

Other Challenges or Assistance Needed

None.

Other Comments

I had the opportunity to present at the Division 10 CLE. It was great to see Division 10 leaders. Thank you Roy and Barbara for hosting a great event.

I do not have much contact with Division 8. I hope to reconnect and attend an event in the area.

I spoke to both the Charlottesville and Waynesboro Clubs at their meetings in July about District-related items. I attended the Division 9 picnic in June.

It is good to get out and hear about the great things happening across the Region. I hope to receive invitations to additional events across the Region.



Jeffrey Wolff <jmwolff@gmail.com>

New District Trustee Board Report from Southeast Virginia

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Fri, Jul 31, 2026 at 3:16 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

Region Name

Southeast Virginia

Membership

Div 12 has 3 clubs under 15. Mathews has refused coaching and offers of a boost. LTG James continues to try and work with them as current members state they want to succeed. Gloucester is working on recruitment. There are 2 new members who seem to be bringing some energy. Tri-Rivers is active in their community and is putting energy towards recruitment. I think they'll be okay.

Div 13 has one club under 15, but just barely, at 12 members. They're hovering around 12 for the last 2 years but are focused on recruitment while staying active in their community.

Div 14 has 5 clubs at 15 or under. Some of these clubs have remained at the same number of members for 2-3 years and seem to be comfortable there, specifically Churchland, Great Bridge, North Suffolk and Suffolk. Div 14 LTG Paul has been encouraging all clubs to focus on growth. Many of the clubs in Div 14 are collaborating, hosting joint mix and mingle events, one of which has netted 3 new members for Lynnhaven. Ocean View has stagnated at 8 members. I expect they will fold. Discussions are underway to merge Suffolk and North Suffolk, with North Suffolk being a Satellite.

Plans for New Kiwanis or SLP Clubs

There are 0 new club or SLP clubs of which I am aware. There are thoughts of trying to restore a club tot Northern Neck, but no real plans.

District Committee Updates

The Bylaws committee has been active this past quarter. Meetings were held to discuss the impact of a proposed changes to be voted on at DCON in August. Proposed changes were drafted and Policies were adjusted by the Board to ease implementation of changes.

Other Challenges or Assistance Needed

Nothing to report at this time. LTG-Elects are all in place and working with the current LTGs. It appears there will be multiple candidates for SeVA Trustee at this time, but paperwork can't be submitted until January, so we shall see.

Other Comments

I attended a Div 14 DCM on July 29th. As always, I was struck by the comradery in this Division. The meeting was well attended and the agenda covered all the important stuff. Div 12 has a DCM August 4th, which I will attend. Div 13 is planning a DCM for late August/ early September, which I will attend.

It appears there will be multiple candidates for SeVA Trustee at this time, but paperwork can't be submitted until January, so we shall see.



Jeffrey Wolff <jmwolff@gmail.com>

New District Trustee Board Report from West Virginia

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Sun, Jul 26, 2026 at 1:45 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

Region Name

West Virginia

Membership

WV added 7 members since last BOT Meeting. LTG Steve Bentz visits all 5 Div 18 Clubs frequently for events. Otha is very attentive to Div 19. Bendie less so in Div 20.

I sent out an email to all under 20 Clubs reminding them that CD policies state they be monitored for growth, and asking them to reply (All) as to what they are doing to add new members. The 1 response I got echoed what all the older Clubs are facing...having a difficult time getting younger members to join. Will continue to monitor the Clubs with follow-up emails.

Plans for New Kiwanis or SLP Clubs

Pt. Pleasant fell short of the 15 members to organize on July 15th, but will try again at a Meeting July 30th.

Marshall County is doing much better, ready to add its 7th member, doing a lot of service projects and fund-raisers, and changing Officers OCT1st which will be beneficial. Steve and I still attend when we can.

District Committee Updates

Long-Range Planning: Dennis filed our final draft July 19th for Board approval.

Service/Signature Project: Committee met July 12th and will again Aug 9th to make plans for highlighting the District's Clubs that submitted Signature Projects at DCON, particularly the Delaware Club's Chicken BBQ which was a KI finalist, and doing the Back Pack Service Project as well.

Other Challenges or Assistance Needed

Need LTG-elects for 18, 19, and 20.

I sent emails to 8 of the 21 Clubs that had not entered their 2026-27 Officers, 6 of which were in Div 20 and 2 in Div 19.

Other Comments

WV was hit with major flooding July 21st, the worst about 25 miles west of Elkins, in Buckhannon and Weston.

I asked Dave Lurie if the CD was going to solicit donations and he said up to Tim and Don. Maybe find out more at DCON.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from District Convention

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Thu, Jul 16, 2026 at 4:50 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

District Convention

Committee Chairperson's Name

Jennifer Mackowski

Committee Membership

Jennifer Mackowski, Division 2, Fredericksburg
Jeffrey Wolff, Division 2, Tyson's
Jen Wolff, Division 2, Tyson's
Katie Pajewski, Division 4, E club
Lucy Melson, Division 2, Fredericksburg
Mike Lewis, Division 12, Williamsburg
Bill Barga, Division 10, Ashland
Rachel Jacobs, Division 4, Ellicott city
Carrie Wagner, Division 9, Waynesboro
Stacy Whitehouse, Division 2, Tyson's
Tim Gillette, Division 2, Tyson's
Dave Lurie, Division 2, Tyson's
Sam Bosserman, Division 9, Waynesboro
Mary Worthy, Division 2, Fredericksburg
Cory Fore, Division 4, E club

Committee Goals & Current Status

- Meet Room Night Minimum (210 room nights)- we've met our requirement!
- Meeting Food/Beverage Minimum of \$15,000- we've met our minimum!
- Launch Ticket Sales by May 1st - Done!
- Schedule a service project at the convention- Done and looking great!
- Have the best DCON ever!! Almost there!
- Keep event within budget- Still working on this. Lack of sponsorships is the biggest concern.

Other Challenges or Assistance Needed

Sponsorships & Ad Sales!!! Although we have surpassed our goal for ad sales, we are way behind in sponsorships. Getting more ads will help ease the budget deficit in sponsorships.

Other Comments

I'll be sending out volunteer sign ups in August, so please look for that and sign up to volunteer!

Carrie Wagner is a rockstar! She has been super helpful in many aspects of the convention. I couldn't have done this without her!



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from Leadership & Education

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Fri, Jul 17, 2026 at 7:55 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

Leadership & Education

Committee Chairperson's Name

Jennifer Hiscock

Committee Membership

National Capital: Tim Gillette, David Lurie, Jeffrey Wolff

DelMarVA: Josh Hiscock, Jennifer Hiscock

Heart of Virginia: Dennis Baugh, Sam Bosserman, Eric Lamb, Cheryl Kirby

Southeast Virginia: Cynthia Benevidez, Josh Davis

Southwest Virginia: Andy Rose

West Virginia: Otha Britton, Nathaniel Kyle, Bendie Blair

Committee Goals & Current Status

Goal #1: Recruit and train certified club leadership education instructors, ensuring there are at least 2 per division
(Completion by 03/31/2026)

Status of Goal #1: This was a VERY lofty goal. Our CLE team as presented above does not include 2 trainers per division. This is definitely something I am still going to aim high for and hopefully accomplish in my last two years as our leadership and education chair. I am excited that we were able to have at least two trainers sign up for all of our CLE offerings with the exception of three events. It was a dynamic and robust team, and I am very appreciative of their efforts!

Goal #2: Host a virtual train-the-trainers session for all club leadership education instructors to review the Kiwanis International materials (Completion by 04/30/2026)

Status of Goal #2: Many of our CLE trainers were returning and felt comfortable with the material provided by KI. I did meet and answer questions with two trainers after they received the training presentation. Unfortunately, the materials from KI came so late, as they were still being worked on the same week of our first CLE training session.

Goal #3: Work with Mid Year and District Convention Planning Committees to solicit and confirm the education offerings at Mid Year and DCON (Completion by 08/31/2026)

Status of Goal #3: I was able to work with Governor-Elect Dave to solicit and confirm the education offerings for the Mid-Year Conference. I was not asked to help work with any members of the DCON committee to help solicit, plan, or confirm the educational offerings for District Convention.

Goal #4: Work with the Governor, District Board, and Committee Chairs to host a virtual online educational session monthly for the Capital District membership (Completion by 09/30/2026)

Status for Goal #4: I am proud to announce that we have implemented a monthly webinar series called "Share it Loud & Proud" to match Governor Tim's theme. The webinar will be held monthly on the third Wednesday, with a recurring weblink.

To date, we have had a comprehensive offering that included or will include:

October – Key Leader and the Capital District

November – Kiwanis Family Month

December – Mid-Year Conference and the Where, When, What, and Why

January – Signature Project Contest

February – The Capital District Kiwanis Foundation and their kick-off for the "March 4-Ward for Our Kids and Pediatric Trauma" campaign

March – Youth Protections

April – (Mid-Term Break – No webinar)

May – Mental Health Awareness Month with the Youth and Adult Mental Health and Wellbeing Committee

June – District Convention and the Where, When, What, and Why

July – (Summer Break – No webinar)

August (No webinar due to DCON weekend)

September – Recognizing Your Club Members and Club's Success: Apply to be Distinguished (Overview of the distinguished award applications and process)

Other Challenges or Assistance Needed

No challenges or assistance needed at this time

Other Comments

We had 158 elected club officers attend an in-person CLE training throughout the Capital District for sessions held between May 2nd and July 11th. An online training session was planned for July 25th in order to try to reach even more club officers, as this is a criteria point to be a distinguished club.

A very successful new club CLE training session was held on May 30th for the Culpepper and Halifax County Kiwanis Clubs. Our committee is ready to help support the Point Pleasant club once their build is finished and they have officially chartered/elected officers.

It has been a pleasure serving this year with the current Board of Trustees as well as the class of Lieutenant Governors.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from Long Range Planning

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Thu, Jul 16, 2026 at 3:13 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

Long Range Planning

Committee Chairperson's Name

Dennis Baugh

Committee Membership

Dennis Baugh, Chair
Mary Kay Olashuk, Trustee Assigned
Sam Bosserman, Trustee Assigned
Dave Rothberg
Steven Simmons

Committee Goals & Current Status

Committee Goal #1
Review Current Documents
Goal 1 Completion Date: 10/31/2025

Committee Goal #2
Develop Strategies To Address Governor Tim's Goals
Goal 2 Completion Date: 10/31/2025

Committee Goal #3
Update/Create Long Range Plan Document
Goal 3 Completion Date: 03/31/2026

Committee Goal #4
Finalize Document to Present Long Range Plan to Board for Review
Goal 4 Completion Date 7/12/2026

Committee Goal #5
Present Long Range Plan to Membership at DCON
Goal 5 Completion: 8/21/2026

Other Challenges or Assistance Needed

None

Other Comments

Final Document was emailed to Governor Tim, Governor-Elect David, Vice Governor Nathaniel, and Executive Director Jeffrey and July 12, 2026.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from Midyear Conference

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Mon, Jul 27, 2026 at 9:34 AM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

Midyear Conference

Committee Chairperson's Name

Liz Moore

Committee Membership

Angie Moore
Jennifer Hiscock
Seth Steele
Roger Diehl
Elana Gardener
Carrie Wagner
Scott Phillips
Darlene Phillips
Susan Lippman

Committee Goals & Current Status

Committee has completed all work except convention final report to be completed shortly.

Other Challenges or Assistance Needed

NA

Other Comments

NA

DISTRICT COMMITTEE CHAIRPERSONS REPORT FORM

District Committee Name

Committee Chairperson's Name

Builders & K-Kids

Elana Gardner

The Capital District's K-Kids, Builders Club, Terrific Kids, and Bring Up Grades programs are progressing strongly in several operational areas, but continued growth is constrained by compliance gaps, uneven club engagement, and limited administrative support. The District Administrator is currently managing program operations, compliance follow-up, outreach, growth strategy, and convention readiness without Zone Administrators or committee support.

Committee Goals and Current Status

#1: District Convention & Midyear Workshops	On Track. Midyear Workshop completed in March. District Convention logistics, promotional materials, giveaways, presentation, and August 22 tabling are finalized. DIY Banner Kit Giveaway launched.	On Track to 100% Completion (Convention: Aug 22, 2026)
#2: Global Service Initiatives	Completed. Trick-or-Treat for UNICEF operations and the Global Service Project concluded in March.	100% Completed
#3: New Club Chartering & Growth	Target Exceeded. Ten new clubs chartered: 5 K-Kids and 5 Builders Clubs, exceeding the goal of 6.	166% of Goal Achieved
#4: Award Recognition Expansion	Goal Not Met. Despite promotion, only 1 award was earned across both programs.	0% No Increase (1 Award Earned)
#5: Program Celebration Weeks	Completed. National recognition weeks and local promotional drives for K-Kids and Builders Club Weeks were completed during the winter.	100% Completed

#6: Terrific Kids & Bring Up Grades (BUG)	District assessment underway. Kiwanis Store shipping reports and social media posts are being used to identify Terrific Kids and BUG activity. Active programs: Six clubs are operating up to 15 Terrific Kids and BUG programs districtwide: 1. Kiwanis Club of Richmond 2. Kiwanis Club of Bridgeville 3. Kiwanis Club of Charleston 4. Kiwanis Club of Lynchburg 5. Kiwanis Club of Millsboro 6. Kiwanis Club of Petersburg	International program: Kiwanis Club of Rockville co-sponsored a Terrific Kids program in Nepal at Holy Temple Secondary School.
#6: Kiwanis Kids and Builders Club Program promotion	Articles were submitted for each bi-monthly edition of the Capital Kiwanian	100% Completed

Key accomplishments: The district exceeded its new-club chartering goal with 10 new clubs, including 5 K-Kids and 5 Builders Clubs, and one additional charter pending. Midyear Workshop activities were completed, District Convention plans are on track for August 22, and the annual global service project should have concluded with the end of the school year. Program celebration weeks were promoted in February, and a DIY Banner Kit Giveaway has been launched to strengthen club visibility and engagement ahead of return to school in the fall.

Primary concerns: Youth Protection compliance requires immediate attention. Two advisor background checks have expired, one additional clearance will expire before September 30, 2026, and 13/29 sponsoring Kiwanis clubs have not reported mandatory annual Youth Protection Training completion. A review of 72 active district clubs also found that only 9 of 49 known unique advisors appear in the Praesidium report, leaving 40 advisors potentially disconnected from supplemental training resources. In addition, three active clubs lack a sponsoring Kiwanis club in district records, and 17 clubs have sponsors but no assigned advisor in Engage.

Growth opportunities: The district has 20 inactive clubs that might be reactivated without the standard \$400 new charter fee. School closures and student reassignments in West Virginia and Norfolk, Virginia, also create opportunities for K-Kids and Builders Club expansion, particularly where nearby Kiwanis clubs, Key Clubs, or CKI chapters can provide support. UNICEF campaign momentum presents another opportunity: the district is currently positioned to move from #4 internationally into the Top Three during the final year of the Start Strong Zambia and Brick x Brick campaigns.

Recommended next steps: Prioritized Youth Protection compliance outreach, confirm missing advisors and sponsoring clubs in Engage, reactivate high-potential inactive clubs, and align district recognition efforts with measurable student acknowledgments. Continued support is needed to standardize

communication among International, the District, sponsoring Kiwanis clubs, advisors, and student leaders so programs operate as a coordinated system rather than isolated local efforts.

OTHER COMMENTS

District Program Alignment

The K-Kids Advisor of the Year and Builders Club Advisor of the Year awards will need to take into account many of the observations made in this report so as not to create the appearance of advancing adult-focused awards while student-focused recognition remains minimal. Recognizing Kiwanians for their sweat equity is valuable, but district energy and resources can also establish a functional, standardized system that tasks those individuals with fostering connections between International, the District, and student members so that those rewards are parallel.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from CKI (Circle K International)

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Sat, Aug 1, 2026 at 2:34 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

CKI (Circle K International)

Committee Chairperson's Name

Stacy Whitehouse

Committee Membership

Catie Dugan Vargas

Elana Gardner

Jose Leoncio

Committee Goals & Current Status

Membership Goal: 225 by December 1, 2026 and 245 by March 31, 2027

- Our DST has been holding monthly meetings for Secretaries and Treasurers since May which has really helped with knowledge building. We have also held individual trainings for Secretaries and Treasurers for all but two clubs and are continuing individual trainings for Club Presidents.

- We are planning to send a dedicated email to clubs outlining the dues increase (\$36 to \$44 as of October 1), dues process, and recommendations for how to talk about dues.

- Sending giveaways and templates to clubs to use in recruitment events

Service Hour Goal - 2000 Service Hours by March 31, 2027.

- 104 Service Hours reported since April 2026, which is on track considering finals begins soon after our CKI year begins

- have had about half of clubs consistently submitting Monthly Report Forms over the summer and hope to get as close to 100% as possible by September.

Kiwanis Family Engagement Events - 60 events by March 31, 2027, with at least 5 events per club.

- Only 2 reported so far but expect significant increase once fall semester starts.

Club Growth - Charter 2 clubs and reactivate 2 clubs by March 30, 2027

- Roanoke (Charter): The club had a sudden leadership change in the middle of the Spring Semester, so the chartering process is in a rebuild. While I would like to have a September 30 charter, I think it's more likely to be after that given the leadership is less experienced and the Kiwanis sponsor wants to slow down to make sure the club is stable.

- UVA (Reactivation): Actively working with students, possible reactivation before September 30 but depends on pace of initial recruitment and ability to collect full dues amount as club will not be supporting dues cost.

- Shenandoah (Reactivation): Held an initial call July 31 with Key Club alumni, in initial steps of setting up recruitment process.

- Other Potential Targets: Regent (VA), Shepherd (WV)

Other Goals- Events

Fall Rally - 25 members

DCON - 36 members

Designated a Fall Rally liaison and awaiting start of planning meetings.

Other Challenges or Assistance Needed

Challenge: As of now, we only received one email from Key Club ICON of a student attending a college in Capital, which was a student we were already connected to. I'm disappointed there wasn't a more intentional information collection process.

We have a lot of new club leaders this year compared to several presidents who repeated last year. Our focus is on making

sure boards are organized and have a plan for recruitment, their first meeting, and first serving projects before they come back to campus.

Other Comments

The Board is continuing plans to expand Professional Development offerings across the Kiwanis Family

- Launching webinar series with Capital District CKI on college application process and succeeding in college
- Continuing exploration of Kiwanis mentorship program with plans to receive feedback at Kiwanis DCON workshop

We are also in the process of updating our website.

Thank you for all of your support - we truly appreciate it!

Committee Chairperson Report Form : Entry # 17728**District Committee / Key Staff Name**

Key Club

Committee Chairperson's Name

Kristina Dlugozima

Committee Membership

The committee is fully staffed though would be open to committee members interested in Key Club and with skills in fundraising, club building, or strategic planning.

Administrator Ms. Kristina Dlugozima

Asst Administrator Ms. Nicole McDermott

Zone Admin Mrs. Angie Moore

Zone Admin Mr. Jeffrey Wolff

Zone Admin Mr. Cory Fore

Zone Admin Ms. Liz Moore

Zone Admin Mrs. Ginny Grant

Zone Admin Mrs. Millie Passwaters-Bradson

Zone Admin Mr. John Richards

Zone Admin Mr. Mic Platt

Zone Admin Ms. Karen Roberts

Zone Admin Ms. Jeannette Ogilvie

Zone Admin Mr. John Kyle

Adult Committee Ms. Rachel Jacobs

Committee Goals & Current Status

Increase membership by 5% - Dues collection has passed the due date and we currently stand (as of 8/1) at 12,233 across 224 clubs. This is a 1.33% increase over last year and where we expect to end the dues year. While disappointing that we did not make our goal, we did have an overall increase while chartering 12 new clubs. Two clubs have been chartered since the last report and several others reactivated.

Create a 3 year strategic plan for the Capital District of Key Club - This is in progress but will be complete in 26-27

Fully launch fundraising campaign for Foundation fund for students on free and reduced lunches (dues and events subsidizing) and non-sponsored Key Clubs (events subsidizing as needed) with a goal to raise \$5,000 - This is also in progress - we are starting a new fundraising committee for the Capital District Board.

Other Challenges or Assistance Needed

The primary challenge for Key Club that requires Kiwanis help is sponsorship with the building of Kiwanis Clubs in areas where Key Clubs are numerous and Kiwanis Clubs are sparse.

Another challenge that Kiwanis will need to solve is the appointing of a new Capital District Key Club Administrator when my 6 year term (as mandated by board policy) comes to an end in 2028. The position of District Administrator is extremely rewarding while being extremely time consuming (2 weekends in Indianapolis, International Convention, District Convention, 3 weekend board meetings, mandatory attendance at Kiwanis MidYear, Kiwanis Convention and CKI Convention, Fall Rally, in addition to all of the administrative work, student and adult committee supervision and support). The right person needs to be appointed to this position as it responsible for student development and safety as well as managing a budget of around \$225,000.

Committee Chairperson Report Form : Entry # 17728

Other challenges for Key Club are finding student leaders, encouraging attendance at divisional, district, and international events, finding and retaining faculty advisors, understanding and training adults on mental health issues facing students today.

Other Comments

The new Key Club board is awesome and ready to make things happen. Led by Governor Kaitlin Krambach from Waynesboro High School, the board has several initiatives it is working on and I expect big things this year.

International Convention in Dallas was also great though we did have low attendance as expected. Ten students and 5 adults toured together and 2 advisors joined separately. Big thank you to Nicole McDermott, Millie Passwaters-Bradeson, Angie Moore, and Ginny Grant for volunteering their time to chaperone the group - we had an awesome, mostly smooth time! Next years convention will be in Washington DC (technically Crystal City as our DCON hotel) so we would like to get a big crowd there - please start planning with your Kiwanis Clubs now!

Notes



Akismet

added August 1, 2026 at 7:33 am

This entry has been flagged as spam.



Akismet

added 23 minutes ago

Akismet notified that the entry was marked as not spam.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from Past Lt. Governors

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Fri, Jul 31, 2026 at 12:43 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

Past Lt. Governors

Committee Chairperson's Name

Seth L. Steele

Committee Membership

Core Committee: Marcia Geiger, Brian Bell, Robert Dodd, and Kristina Dlugozima

General committee membership is open to all 280 eligible past Lieutenant Governors in the Capital District. The fourth PLTG meeting was held virtually on 5/27/26 and had 14 participants.

Committee Goals & Current Status

Goal 1. Create a more thorough process District-wide for past Lieutenant Governors to be engaged in LTG succession planning. Goal Date: 04/01/2026

Status 69% complete: In-progress. PLTGs have been tasked with identifying potential prospects to fill current LTG-Elect openings. Thanks to the new LTG-At Large role, all LTG-Elect positions have been filled for 2026-2027. However, no movement has been made in recent months for the 2027-2028 administrative year, with six LTGs pledged and elected. The committee will continue to work to fill the 2027-2028 roster, which will be one of the agenda items at the committee DCON meeting.

Goal 2. Establish a schedule of quarterly virtual roundtable meetings of past Lieutenant Governors, in addition to an in-person annual meeting at DCON. Goal Date: 10/01/2025

Status 100% complete: The full committee meeting schedule has been established, with meetings occurring every two months. The next PLTG Committee meeting will be held at DCON on August 22.

Goal 3. Build the capacity of past LTGs to operate as mentors for current LTGs and LTG-Elects, club coaches for current club Presidents, and assist with club openers. 09/30/2026

Status 83% complete: Active PLTGs have connected with their successors this year and worked to support them and the needs of the respective division. Past Lieutenant Governors assisted with new clubs builds such as the Kiwanis Club of Greater Laurel.

Other Challenges or Assistance Needed

Declining attendance at PLTG Committee meetings continues to be a challenge. The committee will try to address this issue in the coming year by focusing on regions instead of PLTGs as a large block across the Capital District.

Other Comments

Additionally, at the last PLTG Committee meeting, there was significant discussion on the now-approved changes to the LTG role and the reporting standards. Particularly, the committee wanted to ensure that there was plenty of time during the year for LTGs to meet the club experience reporting deadline as a shortened timeline may conflict with club activity schedules, especially around fall and holiday projects. The committee also expressed concern about the removal of the Capital District member directory, as it has been utilized by LTGs to connect with other members for support, inter-clubs, and regional projects.



Jeffrey Wolff <jmwolff@gmail.com>

New Committee Chairperson Board Report from Service / Signature Projects

1 message

noreply@kiwanis.org <noreply@kiwanis.org>

Sat, Aug 1, 2026 at 3:58 PM

Reply-To: jeffrey.wolff@capitalkiwanis.org

To: jeffrey.wolff@capitalkiwanis.org

District Committee / Key Staff Name

Service / Signature Projects

Committee Chairperson's Name

Carrie Wagner

Committee Membership

Carrie Wagner - Committee Chair

Mary Kay Olashuk - Trustee

Amanda Proch

Susan Lippman

Cory Fore

Committee Goals & Current Status

Goal 1 – Promote the Expansion of Hands-on Service Within Kiwanis

Status: 90% Complete

Milestones:

- Held monthly committee meetings throughout the year (except March) to plan initiatives, share ideas, and monitor progress.
- Maintained regular communication with committee members between meetings.
- Personally reached out to each committee member by phone during May to discuss the District Convention service project and gather input.
- Next committee meeting scheduled for August 9.
- Published articles in the Capital Kiwanian promoting service opportunities, Signature Projects, and community partnerships.
- Continued promoting service through Capital District social media. - about 50%
- Assisted with planning and coordination of both the Mid-Year Conference and District Convention service projects.

Goal 2 – Educate Clubs on Signature Projects

Status: 90% Complete

Milestones:

- Published educational articles.
- Promoted the Signature Project Contest through multiple communication channels.
- Worked with Lt. Governors to increase club awareness and participation.
- Judged contest entries and recognized the District winners.

Goal 3 – Coordinate Online Educational Offerings

Status: 100% Complete

Milestones:

- Partnered with Education Chair Jenn Hiscock to present educational webinars.
- Provided educational resources focused on service, Signature Projects, and community partnerships.

Goal 4 – Coordinate In-Person Educational Offerings

Status: 100% Complete

Milestones:

- Presented educational sessions at Mid-Year Conference.
- District Convention educational session completed and ready for presentation.

Goal 5 – Administer the Signature Project Contest

Status: 100% Complete

Milestones:

- Managed contest timeline.
- Coordinated committee judging.
- Submitted winners by deadline.
- Prepared recognition of District winners.

Goal 6 – Promote the Signature Project Contest

Status: 100% Complete

Milestones:

- Promoted the contest through the Capital Kiwanian, District social media, and communication with Lt. Governors and club leadership.
- Increased awareness of the contest throughout the District.

Goal 7 – Convene the Signature Project Committee

Status: 90% Complete

Milestones:

- Maintained an active committee.
- Continued recruiting committee members.
- Held regular meetings and maintained communication throughout the year.

Other Challenges or Assistance Needed

I continue to look for committee members from additional clubs who have a passion for service and Signature Projects. Having more committee members allows us to share ideas, better support our clubs, and bring different perspectives to our discussions.

I would like to request the ability to generate a monthly service report detailing total service hours by club, as well as a district-wide cumulative total. Access to this data would enable us to better recognize clubs for their accomplishments, track our progress toward District-wide service goals, and proactively reach out to provide additional support to clubs currently reporting low service activity.

Other Comments

The committee has remained active throughout the year by meeting monthly (except March) and maintaining regular communication between meetings. This has allowed us to continue moving projects forward and preparing for District Convention.

In addition to planning the District Convention service project, the committee has been brainstorming new resources to better support our clubs. We are developing service resource materials for District Convention and preparing a Service Newsletter to launch in September. The newsletter will provide clubs with service ideas, community partnership opportunities, club spotlights, and reminders of upcoming deadlines and District events related to service.

I'm looking forward to sharing these new resources with our clubs and continuing to provide practical ideas that encourage meaningful service throughout the Capital District.