

OHIO DISTRICT OF KIWANIS INTERNATIONAL
2020-21 Board of Trustees Meeting
Fourth Official Meeting

Friday, August 13, 2021
2:00 PM

Cleveland Marriott East
Warrensville, Ohio

CALL TO ORDER

Governor Jamie Kaufman called the meeting to order at 2:01 PM.

ROLL CALL

Executive Director Lanton Lee called the roll. Absent were the Lieutenant Governors from Divisions 1-N. 6/7, 8, 9, 10E, 11S, 14, 15, 18 and 26. Key Club Governor Molly Hopple was also absent.

INTRODUCTIONS

Governor Jamie welcomed those present and introduced International Trustee Dave Hurrelbrink from the Kansas District, Dave will serve as our Counselor during the coming year. He also introduced Dr. Kip Crain from Ohio, also serving as an International Trustee.

Guests introduced themselves and role within district.

MINUTES OF THE PREVIOUS MEETINGS

Executive Director Lanton Lee directed members of the board to page 1-6 of the board book for the minutes of the March 19, 2021, meeting, and minutes from several executive committee meetings, including April 1st on page 7. Page 8 contains June 8th and page 9 minutes from July 12. **Motion by Chris Walter (12) to approve the minutes of all four meetings was seconded and carried.**

OFFICERS REPORTS:

TREASURER'S REPORT

Treasurer Dave Whiteman reviewed the July financial reports, he noted the financial reports are prepared for review by Lanton Lee and his report is primarily a review of the report. Dave noted balances in each account noting there would be another dues transfer in September, but he was uncertain if that would be enough to reach the budgeted amount. He stated the Raymond James accounts were doing fantastic this year, which is an increase of over \$54,000 since September. He noted the detailed financial report starting on page 11. He will be giving a more detailed report in the house of delegates and thanked everyone for the opportunity to work with the board. Dave also said he would be available for any questions.

GOVERNOR'S REPORT

Governor Jamie noted there is not a written report, he will be giving a detailed report tomorrow and will touch on various thoughts and wish to express his appreciation and noted the board should be proud of what they and their predecessors have accomplished last year. What we have gone through the last 17 months is like nothing we have ever experienced in our lifetime. The need for Kiwanis today, is even more than it has ever been. We have to get out to strengthen our clubs. We have built one club this year, we have three under formation and another as a viable site. We have the potential of having five clubs completed.

Jamie said to make sure you get out and talk to your Kiwanis Clubs and encourage them to do the work of Kiwanis in their communities. We can do it differently than how we did it prior to the pandemic, and we must do it different. The last 17 months have propelled us into change, some of it we did not like, but please note: change did not kill us. We have been very resistant for several decades. Change is necessary, if we do not evolve to adapt to today's climate and the needs we need to meet in our communities, a lot of the items we debate in these board meetings will not be relevant. We have to go out to strengthen our clubs, build new clubs and make our organization stronger.

This board has seven more weeks, and we must transition our successors, it is your job to transition and support the new board. Please do not be territorial, it is not about our year, it is about the work getting done. He encouraged everyone to be a support network for the new leaders including our service leadership programs.

GOVERNOR ELECT'S REPORT

Governor Elect Craig Smith stated the message will be much the same for next year. Craig noted he still had 4 unfilled Lt. Governor positions, and several committee chair positions. He would like to get into the year with a filled slate. He asks that current board members and chairs to reach out to incoming officers to be their mentor. He will be

meeting with incoming officers and chairs and will be taking the opportunity to meet, greet and get to know each other. Craig will be working with Jamie, Committee Chairs, the Foundation Presidents to transition into the next year, his goal is to keep the transition as smooth as possible.

IMMEDIATE PAST GOVERNOR'S REPORT

Immediate Past Governor Tim Cornelius addressed the board. He stated with continued hard work and Kiwanis commitment, you have brought the Ohio Kiwanis District through another difficult year. Thank you all. Under the direction of Governor Jamie, Governor Elect Craig the district officers and committees and district office, this has been a great year. But remember, it is not over yet. It has been an honor to serve the district as Immediate Past Governor, thank you.

SECRETARY'S REPORT

Executive Director Lanton Lee presented a written report in the board packet on page 28. He wanted to focus first on Midyear 2022 and beyond. Due to the pandemic, we do not have a format or a location for next year and this will have to be something this district board as well as next year's board must focus on sooner than later. Finances: Kiwanis International will not send dues transfer for Key Club, Circle K or Kiwanis until September 20. Since he will be leaving on September 30, he encouraged everyone to send in their expense reports as soon as possible so the books will be very close to completion when he leaves the district office.

Lanton noted that thanks to past Governor Bill Flinta about the Employee Retention Tax Credit being offered by the Federal Government, we might be eligible for that program. He was able to work with our accountant and the payroll service and we discovered that we were eligible for a tax credit from the 1st and 2nd quarter for this year and the second, third and fourth quarter, so we will be receiving over \$12,693 in a refund for the second quarter. They will be filing for the first quarter of 2021 which should be about the same, and then for the other quarters in 2020. He thinks it should be about \$8,700 for each quarter. There were some fees involved with running payroll reports for each quarter and amended tax returns. He estimates we should be receiving a savings of \$33,522 for this year and approximately \$17,000 to put back into the 2019-20 fiscal year and he will be working with the accountants to reflect this good news.

Governor Jamie noted this windfall will help our budgets create a small gain for this year and last and he thanked Lanton and Bill for staying on top of this.

EXECUTIVE COMMITTEE REPORT

Governor Jamie noted everything to be covered under this item will be covered under old business, so he will wait to address these topics.

FINANCE AND STRUCTURE COMMITTEE

Finance and Structure Chair John DeVilbiss reported the committee had met sporadically throughout the year, the only thing we have today is the District Convention Contract which will be presented today. He noted the committee worked often with a short notice and he thanked everyone for their hard work and dedication.

ACTION ITEMS

OLD BUSINESS

Kiwanis International President's Visit

Past Governor Bill Flinta shared we did host the first official visit for the International President with Art Riley and Vickie, he stayed for three days and did several activities including attending the 100th Anniversary of the Lakewood Kiwanis, a service project building bunk beds in division 13 and a service project and a district dinner in central Ohio with nearly 100 attendees. It was the first in-person events we have had in nearly 18 months, and he expressed appreciation to everyone who assisted with the planning for their visit.

Graduated New Enrollment Fee Bylaw

Governor Jamie presented the graduated new enrollment fee bylaws, this is a housekeeping bylaw. Kiwanis International has changed the way new member fees will be paid. Kiwanis International mandates this and it will be presented as a housekeeping item. This was covered in an executive committee to ensure there would be enough time to get it on the ballot, and it is mandatory to be in compliance with Kiwanis International policies.

2021-22 District Secretary Search Committee & Process

Governor Jamie noted that Lanton will be leaving the role of Executive Director. Jamie has appointed a committee consisting of Finance and Structure Chair John DeVilbiss, Incoming Finance and Structure Chair Craig Wallace, Governor-Elect Craig Smith, and himself. He has received feedback regarding the size and makeup of the committee.

The role of the committee is to fill the office and not to redefine the role as close to September 30th. If there is a candidate to be hired before September 30, there will be a special meeting to ratify the candidate. If not, then Governor-Elect will be responsible to fill the office. The information is on the district website and the deadline is August 21st to apply. He also noted that membership is not required to apply but will be a requirement upon being hired.

NEW BUSINESS

APPROVAL OF FOUNDATION BREAKFAST

Governor Jamie noted the District Foundation will be hosting the Sunday breakfast with the bill being directed to them. The foundation will need to be added to the contract as a payee and sponsor for this event. **Motion to approve the foundation as sponsor and payee for the Sunday breakfast was made by Past Governor Tim Cornelius, seconded, and approved.**

APPROVAL OF CONVENTION PROGRAM

Governor Jamie asked for approval of the convention program as printed as the order of business for the weekend. **A motion by Rita Corbin (10S) to accept the program was seconded and approved.**

CHARTER RESIGNATION

Executive Director Lanton Lee noted he has not received any formal resignations but noted there are two clubs listed as pending revocation for non-payment of dues, they are the Kiwanis Club of Pickerington Area (10S) and the Kiwanis Club of South Columbus (10S), if they continue to stay on that status, their charter will be revoked the 1st of October by Kiwanis International.

CLUB NAME CHANGE

Executive Director Lanton Lee shared that the Kiwanis Club of Mount Gilead has submitted a change of name request to Kiwanis International. They are changing their name to the Kiwanis Club of Morrow County, Ohio. Their reasoning was there are lots of small communities around Mt. Gilead and they are hoping to attract more members to the club.

INSTALLATION BUDGET AND CONTRACT

Governor Elect Craig presented the budget and the change in procedure from previous years. There will be an installation luncheon followed by a board meeting on October 2, 2021. He noted that there should be rooms available with OSU having an away game. He noted there are some sponsorship opportunities, and he is optimistic that we will not utilize the \$2,000 budget, but still wants to make it a special event. He is working with the Doubletree in Columbus to ensure reduced rates for members who wish to come in early or stay late. **A motion to approve the budget and hotel contract made by Bob Day Jr. (2) was seconded and approved.**

2022 DISTRICT CONVENTION CONTRACT

Past Governor Dennis Lehman shared the contract is with the OSU Conference Center in Wooster. The facility is not connected to a hotel but is within easy walking distance to the two hotels we will be contracting with, there is a sidewalk for easy access. Rooms will be at the Hilton Garden Inn and Comfort Suites at a rate of \$95 per night. The committee is already organized, and rooms designated. He also noted they are working with the Dayton area for a facility for the 22-23 year which is affordable. **A motion to approve all four contracts for the convention was made by Kelly Faas seconded and approved.**

BUDGET REVIEW SUBCOMMITTEE REPORT

Governor Jamie shared that one of his initiatives which was important to him, in light of the deficit budgets for 2019-20 and 2020-21 was to really review our financial position. Past Governor Bill chaired a committee to really look at the budget line by line to determine what could be done to ensure a more stable financial position for the future. Bill Flinta noted the district has had a couple years of deficit budgets and small operating losses, but not true year end losses due to the performance of our money markets. He thanked the team of Dave Whiteman, Craig Smith, John DeVilbiss, Jamie, and Lanton Lee. The committee reviewed the financial trends for the last 10 years. He noted the last dues increase was 2009 and the district office has been very good financial stewards of the members funds, with us going much further than we ever expected without dues increase. He noted there is a clause in our policies which state a dues increase is not to be considered until the net assets fall below 50% of three-year average annual operating expenses, we are currently at 104%, so we are a ways from a dues increase. They also noted during that 10-year period, the number of clubs in the district has declined by 14%, membership has decreased by 23% and operating revenue has decreased by 28%, but our operating expenses have only decreased by 10%. The committee noted the only way to move the income increase was by dues increase. The committee wanted to suggest a second

trigger for considering a due increase such as three consecutive years of operating losses which exceeded our assets by 25%.

He noted the district office is by far the largest chunk of our operating expenses. They looked at some other ways to leverage savings such as could CLE be done virtually. Could non-event board meetings be done virtually? Could Lt. Governor training be done in combination with Midyear and by virtual meetings? Could we review the actual hours needed for the administrative portion of the executive director's duties, could we review contracts and software fees with the district office, or do we need a physical space for the district office. The committee did not arrive with some solid recommendations to the board, but it provides information for future boards to consider.

Jamie noted that 8,500 members balances this budget and avoids dues increase. We do not want to reduce the levels of services to our members, but we cannot continue to operate with a budget deficit.

FAMILY AMENDMENT PROPOSAL 2022

Past Governor Bill reminded everyone that Ohio was a pilot district for this program. We were a co-sponsor of this bylaw amendment, the first year it was presented at the International Convention, the resulting vote was 51%, the second year was 62% in favor, again not 2/3 which is required for passage. We have contacted the other co-sponsors of this amendment and they have agreed to try to push this through again, and they are optimistic with Kip Crain on the board advocating for this with some minor tweaks. Kiwanis International has changed the way amendments are co-sponsored, each sponsoring district must present identical amendments to be co-sponsors. The changes to the amendment are primarily this is available only to Tier 1 Districts which is primarily North America, the new version allows for only 1 additional member from the same household, its phased in over two years. The first year would be 75% dues then the second 50% dues. We had stats which showed when members joined as a couple, they stayed in the organization longer. Kip Crain did talk to staff and fellow board members to discover what their objectives were and how we could move this forward. June 11, 2022 is the next Kiwanis International House of Delegates where we hope to present this amendment.

Governor Jamie noted that this is not about finances and discounts but trying new things. Had this run the course beyond the three years, we would have seen additional growth. We need to note the finances will be the topic for naysayers, so the focus must be on membership growth.

A motion to present the family amendment with proposed changes was made by Jim Skidmore (10W) was seconded and passed.

KIWANIS FAMILY REPORTS

CIRCLE K GOVERNOR'S REPORT

Circle K Governor Ryan Bolin presented his report to the board. He thanked everyone for allowing him to attend this weekend. They have been working on structural changes and policy code within the district since the start of their administrative year on April 1st. They have been focusing on budgets and communication and how the board does things in general. They have also been focusing on virtual meetings and events and will be transitioning to fully virtual board meetings which are separate from district events. The district currently has 183 members across the district and little under where they need to be to break even with their budget, they would like to have more than 200 members to support the district. They like their events to be revenue neutral; dues are \$12 per member, and they would like to see some growth. The University of Cincinnati and Shawnee State University just chartered, and they hope this will boost our membership numbers.

His Governor's project is the American Red Cross and he invited everyone to stop by the Circle K display table. He is encouraging every club to host a blood drive on their campuses and individual blood donations by members with a goal of 25% of our membership to donate blood as well as \$2,000 in fundraising.

The Ohio District tends to not be involved with International, but in the last couple of years they have had more of a presence. They have been increasing the number of committee appointments and awards received from International. They just had their district bulletin editor appointed to an international committee and Ohio hosted the first inter-district event with a virtual scavenger hunt. The information on structure has been interesting as well since they have been talking with international chairs on how they do things with bylaw and policy changes and our district structure.

District events have not been confirmed, they usually have a fall rally in the end of October, they are optimistic with being in-person, but are uncertain with the challenges of state regulations regarding gatherings and finding sites to accommodate them. Their district convention is a work in process with a tentative date of the third weekend in February, the convention committee will be touring Capital University as a possible site for the convention. and to

review a possible contract. He will be sharing information regarding upcoming events as soon as they have been solidified.

INTERNATIONAL TRUSTEE COMMENTS

International Trustee Dave Hurrelbrink extended greetings from Kiwanis International and thanked the district for hosting him and his wife.

KEY LEADER

Key Leader Committee Chair Kelly Shaffer reminded everyone that Key Leader is on the schedule for November 12-14 at Recreation Unlimited, they are planning on an in-person event. They are working hard to follow guidelines and keeping up with all the changes regarding safe gatherings. The cost for the event will be \$175 per student due to sponsorships from a variety of venues. She also reminded members there are sponsorship opportunities. There is a different price break for student leaders, graduates of the Key Leader Program and she invited everyone to stop by the Key Leader table to learn more.

Jamie noted that sponsoring a student to Key Leader will provide credit toward the Governor's project. He encourages support of all Service Leadership Programs.

AKTION CLUB

Aktion Club Chair Dick Brulotte had a written report in addition to comments, he noted it was an extended version of his report in the Buckeye Bulletin with information on the number of clubs and members in attendance. He said their District Conference was virtual and he thanked Lanton Lee, Margaret Lee and Sarah Roush for their assistance with the conference and the technology issues. They have some officer education forums recorded and they will be posted on their YouTube channel. It has been a very busy year and he invited everyone to stop by the Aktion Club booth. The next focus will be the Kiwanis International Homecoming Campaign which focuses on bringing back the Aktion Clubs which were COVID inactive.

DISTRICT FOUNDATION REPORT

Foundation President Steve Vrooman thanked the board and district for all their support, and he feels that through a variety of means that members are more aware of the Ohio Kiwanis Foundation and the support they provide to our local clubs. They have been working on updating their governing documents and ODKF Human Resources Committee was able to make some recommendations to their board. They are also revisiting the strategic plan for the foundation which will be a focus for next year. The 64th annual golf outing was extremely successful, and he thanked everyone who participated, sponsored, and worked at the event, he noted there was even a hole-in-one with a \$5,000 payout which was very exciting. He invited members to attend one of the three workshops scheduled for this weekend.

COMMITTEE REPORTS:

The board heard reports from the following committees.

DISTRICT CONVENTION

Convention chair Jennifer Weinberg asked for the banquet how many people were going to attend and sit with you to let her know so she can reserve seating for everyone. She noted that back in January, she, Jamie and Lanton were not certain if we were going to be here. The Cleveland Food Bank volunteer event was great, and our group put together 1,251 boxes of non-perishable food which will be distributed. It was a very good experience, and another group went this morning. She noted Jamie wanted a photo opportunity for elected board members prior to the banquet in the atrium.

Pop tabs will be collected tomorrow outside and noted if anyone has questions to please come find her.

It was noted everyone should be delegates, either at large or for your club. If you do not have a delegate ribbon, please see credentials to get certified.

Jennifer also asked that everyone be welcoming and to consider participating in the Night at the Races, proceeds will go to the Governor's Project supporting our Service Leadership Programs. Tickets will be available at the door. Tomorrow will have a new year's theme for the banquet, and she encouraged everyone to have a good time.

MEMBERSHIP STRENGTHENING

District Membership Chair Bill Pees noted he had a written report, and in the last six weeks he hopes everyone focus on membership recruitment and retention. Bill expressed his appreciation to the district office and to club builders for all their efforts and support.

EDUCATION SESSIONS

Susan Denning, Education Chair, reviewed tasks of workshop mediators and explained purpose of envelopes with evaluations that Lt. Governor's received. She asked people to switch packets if they are unable to serve as a host for the term indicated. Each packet has a bio for the speakers and feedback forms in each packet. There is also a small thank you gift for each speaker.

GOVERNOR'S BANQUET

Governor Jamie noted there will be board photo taken prior to the banquet at 6:30. Eric Bush will be the official photographer. For introductions, there will not be a procession. There will be a PowerPoint , and reserved seating for board members and their guests. He asked board members to give the card with your name and guest names to Alan Penn prior to the event. We will present annual district awards and there will be live music to entertainment. He asked that everyone to be on time. He noted that we will be working to be on time for everything this weekend.

For the Night at the Races, he encouraged everyone to dress up in fancy Kentucky Derby attire and have fun, many of you will want to dress up for dinner due to the time frame for dinner and the event.

Past Governor Faith reviewed the Celebration of Life service on Sunday morning. Lt. Governors will be asked to read the names and a power point will be running on the screen.

ANNOUNCEMENTS

- There is one written report from Celeste Brlas on the Kiwanis Children's Fund.
- Lanton reminded board members that if they are at the board meeting and staying for the convention, they may submit an expense report for their mileage and they will receive a per diem of \$150 for the convention. He does not need receipts, but expense reports need to be submitted quickly. If you need a copy of the form, it is in the board resource folder which was set up at the beginning of the year.
- He reminded board members to take their name tags as a souvenir for their only in-person board meeting of the year.

The meeting adjourned at 4:06 PM.

Submitted by:

Lanton Lee

Executive Director