

OHIO DISTRICT KIWANIS INTERNATIONAL, INC
2020-21 Board of Trustees Meeting
Second Official Board Meeting

Saturday, December 5, 2020
10:00 AM

Zoom Conference Call

CALL TO ORDER

Governor Jamie Kaufman called the meeting to order at 10:02 AM

ROLL CALL

Executive Director Lanton Lee called the roll. All were present and accounted for except Michael lafrato (3), Ken White (8), Phil Frye (10E), Jeanette Carpenter (11N), Robin Stone (15), Linda Brinkerhoff (16), and Paulette Edington (26).

INTRODUCTIONS

Governor Jamie introduced guests and committee chairs. He expressed his appreciation for everyone's attendance.

MINUTES

Executive Director Lanton Lee presented the minutes of the First Board Meeting minutes held on October 4, 2020 for approval. **A motion to accept the minutes of the October 4, 2020 Board Meeting made by Rita Corbin (10S) was seconded and carried.**

OFFICERS REPORTS

TREASURER'S REPORT

District Treasurer Dave Whiteman reported items in the financial report were for October and that Lanton already had November posted as well. Dave noted the bank statement and investment funds balance as well as Key Club balance. He reminded the board Key Club has the bulk of their funds with the Foundation. He pointed out Circle K has a combined balance of about \$40,000. Dave shared his new email address with the board. On the November statement, we did receive a nice increase in our Raymond James funds, we also received some dues income in November.

GOVERNOR'S REPORT

Governor Jamie pointed out his written report was extensive and encouraged board members to read it for updates and keeping our goals in site. He thanked board members for doing a phenomenal job for adapting with the challenges this year has. He encouraged board members to continue to stay active and in constant communication with all clubs and encouraging them to do service in our communities. For divisions who had not scheduled their Governor's visits he asked they be scheduled by the end of February.

We do have, Covid-19 permitting, a visit from Kiwanis International President Art Riley scheduled this spring. Most activities will be in Northern Ohio and will include the 100th anniversary with the Lakewood Club. He reminded board members who have not sent in their 990's and Conflict of Interest Forms to do so immediately.

GOVERNOR ELECT'S REPORT

Craig Smith expressed appreciation for being included in conversations as we move forward, he reported Governor's training has started via video conferencing with a scheduled in-person training in April. He also expressed appreciation to the divisions who have their Lt. Governor elects in place for next year and asked the other divisions to get their replacements lined up. He encouraged keeping incoming Lt. Governors informed with what is going on in the district and division. The priorities this year will be about the same for next year, membership and sponsored youth. He has stated the initial meeting for his Lt. Governors will be on-line in late March. COVID permitting, in person training for Lt. Governor's will be May 22-23. District Installation will tentatively be September 25, with the first board meeting September 26. He noted he will be retiring from the State of Ohio at the end of January.

IMMEDIATE PAST GOVERNOR'S REPORT

Past Governor Tim Cornelius provided an updated status report on his First Family Project for 2019-20. Funds raised was more than \$35,003 This represents involvement from 21 divisions and 150 plus clubs. 2,025 helmets were ordered by clubs and individuals, of which 1,093 were distributed, the balance is in storage for later distribution. A total of 140 helmets were donated to clubs through grants from the Ohio District Kiwanis Foundation. Packets with thank you notes and banner patches for participation in the First Family Project are in the process of being sent out within the next two weeks. In addition, awards, and certificates from the 2019-20 year will be presented by Anne and Tim based on safe distancing practices. Actual presentations of certificates of appreciation and support to the Governor will be sent out within the next two weeks.

EXECUTIVE DIRECTOR REPORT

Executive Director Lanton Lee noted we will be talking about office storage space under New Business, he did want to share information regarding our new Google Workspace, each district officer and committee chair may now have an email address with the "OhioKiwanis.org", which will provide a safer email address for each officer or chairperson instead of using their personal email address. The email address can be set to forward to your personal email address. He will be working on setting up individual emails within the next couple of weeks and sending notifications to recipients to accept the request and finish setting up their account.

The office phone system has been changed from Ring Central to Zoom phone systems. While the system works a little bit differently, it should still work the same for people calling in.

Dues income is starting to come in, however due to staffing issues at the International Office, dues transfers will only be once a month instead of twice.

Finance and Structure

Committee Chair John DeVilbiss shared the committee continues to review and recommend contracts and budgets which are then passed on to the board for approval. There are two sub committees which are looking at future conventions and the financial picture of the district. John is serving on both committees and there will be information from both committees' forthcoming in the future.

ACTION ITEMS

Charter Resignations

Executive Director Lanton Lee reported there was one letter of resignation from Kenmore (16), which

was also sent to Kiwanis International. The other club which may potentially be closing would be the club of Eastern Columbus (10S), but we have not received official notification. **A motion to accept the resignation of charter from the Kiwanis Club of Kenmore made by Rita Corbin (10S) was seconded and carried.**

Cancellation of Storage Space

Executive Director Lanton Lee shared the Foundation has chosen to consolidate their items into one space, they were sharing storage space with the office, but will be moving their materials to Medina for storage. The District was able to relocate our materials into the storage room within the office. This will provide a savings to the district of \$550 for this year. **A motion to ratify the cancellation of the storage space made by Christopher Block (1N) was seconded and carried.**

District Financial Review Engagement Letter

Executive Director Lanton Lee reviewed the Financial Engagement Letter. We were scheduled to have a full financial audit this year, but the Finance and Structure Committee recommended that since this past year was unusual with the lack of activity, we ask Oles+ Associates to do a financial review instead with potentially a full audit next year. This would be at the same cost as last year, approximately \$5,250. **A motion to approve the Financial Review Engagement Letter made by Kelly Faas (4) was seconded and approved.**

Ohio District Mid-Year Contract Addendum

Mid-Year Education Day Co-Chair Brandi Bowen reported the committee met with Crowne Plaza to reduce the space requirements for the Mid-Year Conference. Planning for attendance of only 125, they requested to decrease our room block from 53 room nights to 36, and food and beverage minimum from \$8,000 to \$6,000. In making those requests, we had to give up several spaces. Discussion ensued regarding making the event virtual due to the ongoing COVID restrictions. **A motion to make the Mid-Year Conference virtual and to cancel the contract made by Christopher Block (1N) was seconded and passed.**

Ohio District Mid-Year Education Day Budget

Mid-Year Education Budget will have multiple adjustments with the change of format. A budget is needed to pay for any expenditures which come up prior to the event. **A motion to approve the budget subject to amendment later made by Jim Skidmore (10W) was seconded and carried.**

Ohio District Circle K Convention Budget

Circle K Governor Colton Morton shared their convention will also be a virtual event. There will be a registration fee of \$40 per student to help offset the expenses associated with an annual event. There will be a larger than typical mailing expense, due to items needing to be shipped to attendees. They are hoping to get a lot of sponsorships and gift card donations. **A motion to approve the budget made by Christopher Block (1N) was seconded and carried.**

Key Leader

Key Leader Co-Chair Kelly Shaffer shared expenses will be staying almost the same as last year. Facility fees, supplies, and International fees are the same as last year. The budget is based on a smaller group of only 40 attendees. **A motion to accept the budget made by Jim Skidmore (10W) was seconded and passed.**

The contract for Recreation Unlimited was presented, it did not change from last year, it included meals, lodging and low ropes team building. **A motion to approve the contract by Bob Day (2) was seconded and approved.**

Kelly presented the contract with Kiwanis International for the use of the Key Leader Program which also provides the facilitator, curriculum, and workbooks. **A motion to approve the contract by Kelly Faas (4) was seconded and approved.**

Kiwanis Amplify Program

Kiwanis International is launching a new leadership development program which will be 8 -10-week program with a capstone event in Salt Lake City. Cost is \$200 per person; the district will receive a rebate of \$200 for every six people who sign up for the program. Jamie proposed the district set aside \$600 for six \$100 partial scholarships whose recipients will be nominated by Governor Jamie and Governor Elect Craig. **A motion to accept the proposal by Craig Smith was seconded and passed.**

KIWANIS FAMILY REPORTS:

CIRCLE K REPORT

Circle K Governor Colton Morton noted they are three-fourths completed in their terms. Dues collections have been extended until January for early bird. Any clubs and Kiwanians who have offered financial assistance to our clubs are appreciated since they have kept many clubs afloat. Once again, District Convention will be virtual as has been all events this year. Registration costs for any Kiwanis will be exceptionally low, we are hopeful they will consider sponsoring a student to attend the event. They are also looking for program ad sponsors. He recognized Jim Janosik for sponsoring a student to convention and to Kiwanis Division 10E for sponsoring the Senior Gift for the convention. If there are any questions, please direct them to Colton or financial questions to Sarah Roush at the district office.

KEY CLUB REPORT

Key Club Governor Arissa Samblanet was unable to attend. Jeff Eble reported the Governor had been in an accident and has been dealing with some struggles. Jeff related the struggles they are having with the board and with communicating with schools. Kiwanis International related that 60-80% of all Key Clubs in Ohio are not functioning this year due to COVID-19 issues. District Leadership Conference will be virtual this year the second week of April. There will be no costs to students to attend. The priority will be to get elections completed, recognition of award recipients and some education and fellowship. Attendance will be a challenge getting the information out to members and clubs not being active. He has asked for clarification on student ability to run for office or to vote from Kiwanis International and has not received any information yet.

KEY LEADER REPORT

Kelly Shaffer wanted to remind everyone that while the budget is built upon student registrations, they also appreciate donations to the foundation to support the Key Leader Program.

BUILDERS CLUB

Wanda Young said many schools are looking forward to next year to be involved with Builder's Club. She expressed a need to receive the virtual meeting kits which are available through Kiwanis International.

KIWANIS KIDS

A written report was submitted by Jennifer Lewis, information regarding virtual activities is slow coming in and the schools are being vastly different on how they are supporting the students and their anxiety. One of the ways we can help is providing “normal” activities. Students and parents are thrilled with having ideas which students can participate. The students seem to be extremely interested in hunger, food insecurity and anti-bullying, by providing materials and programs which students can do at home helps the students stay engaged. There have been some challenges with dealing with bullying through social media and trying to deal with these issues. Advisors are stressed and overtaxed. She is looking for information on what clubs are doing and would appreciate anyone sharing projects.

DISTRICT FOUNDATION REPORT

Foundation President Steve Vrooman provided a written report, he shared the Foundation has appointed a social media coordinator and creation of a short-term Human Resources Committee, approving grants and naming ODKF liaisons to support Ohio divisions and clubs. Committees have been meeting virtually to address tasks. Two clubs were given Safe and Healthy Kids, and Community Service grants. They were the Kiwanis Clubs of Lima and North Ridgeville. The next grant deadline is March 31, 2021. He asked that clubs be encouraged to apply for these grants.

Steve asked that clubs and members support the foundation through Amazon Smiles and the Kroger rewards programs.

COMMITTEE REPORTS

Financial Advisor Report

Peter Gaughan, our financial advisor shared that we are still “up” at this point but, the market is being driven by algorithms within the system. He commented on variables which are impacting the market. They expect several changes in the new administration which may cause massive taxes, spending and redistribution of wealth depending on election results. Peter offered to answer questions regarding possible market changes.

Membership Committee

Membership Chair Bill Pees shared we have had a total of 147 new members, with the current membership of 6,151. The net growth for the district was -37. There were 12 divisions with net growth, 8 with negative growth. He noted clubs which had a +3 in membership including Mason, Cleves Three Rivers, Greater Euclid, Marietta, Lima, Reading, Kirtland, Chillicothe, and Tiffin. The goal for the year is 6,800 members. There have been several clubs who have shown growth through social media. We have 10 club sites identified with community surveys taking place. We also have the new member fee waiver until December 31st. We need to find a better way to learn about clubs who are ready to turn in charters before they decide to close. Chairs might be able to assist with club mergers, satellite development and rebuilding. He also encouraged member retention efforts and additional zoom training.

Public Relations

Public Relationship Chair James Minter reviewed several items which were in the Buckeye Bulletin, he also reminded members that it is more important than ever to have club Facebook, Twitter and Website pages updated and current information for meetings. He asked clubs to streamline with only one club

website, Facebook pages, etc. The free Kiwanis websites are still available along with tutorials on how to build a website. He offered assistance to anyone struggling to build the website. He also suggested some suggestions on how clubs can be more engaged in their communities, which he will be retweeting. His webinar will be repeated on-line, and he will be available to answer questions afterwards.

Leadership Education

Leadership Education Chair Susan Denning offered a reminder of the availability of webinars to be replayed on the district website. The replay sessions will wrap up with Jim Bennett's Partnership in Action program this coming week. She asks that we not get bogged down on the rules of the Amplify rebates, and the promotion of the program be forwarded to clubs. In advance of Mid Year, she is planning on Zoom webinars which will help some members feel more confident with the program. Additional information will be shared in upcoming Buckeye Bulletins and on the district website.

ANNOUNCEMENTS

Executive Director Lanton made the following announcements:

- A written report for Aktion Club was submitted for the board book
- All reports have been posted to Google Drive in the Board Resources Folder
- The third board meeting may be March 19, 2021 at 7:30 PM
- Lt. Governors are reminded to submit their Education and Contact Reports.
- District Directories are available, \$5.00 for a printed copy, PDF copy for free
- The District Office will be closed beginning Christmas Eve through New Year's Day.
- Please leave a message for Lanton Lee if you have an issue that needs to be resolved.
- Lanton and Jamie wished everyone a happy holiday.

The meeting adjourned at 12:48 PM.

Submitted by:

Lanton L. Lee
Executive Director