

**OHIO DISTRICT OF KIWANIS INTERNATIONAL
2019-20 Board of Trustees Meeting
Third Official Meeting**

Saturday, May 30, 2020
10:00 AM

Zoom On-Line and Conference Call

CALL TO ORDER

Governor Tim Cornelius called the meeting to order at 10:10 AM.

ROLL CALL

Executive Director called the roll. Absent was the Lieutenant Governor from Division 9, Division 10E (excused), Division 12, Division 15, Division 22, and Division 24.

INTRODUCTIONS

Governor Tim welcomed those present then asked other attendees to introduce themselves.

MINUTES OF EXECUTIVE COMMITTEE MEETING

The minutes of the April 7 meeting were presented for approval. **Motion by Edward Schlote (11S) to approve the minutes was seconded and carried.**

Executive Committee Report

Cancelled Mid Year Education Day and Contract
Approved to Have District Office Staff to Work from Home
Rescheduled the 2020-21 Lt. Governor Education Conference
Approved to Have District Office Staff Continue to Work from Home
2020 District Convention Budget Approved
Approved Chad Gardner as 2020-21 Circle K Administrator
Waived District New Member Fee
Moved 2020 District Convention from August to September

MINUTES OF THE PREVIOUS MEETING

The minutes of the December 7, 2019 were presented for approval. **Motion by Terry Mazzone (13) to approve the minutes was seconded and carried.**

ACTION ITEMS

Policy and bylaw Changes

Ohio District Kiwanis Policy Manual Changes- regarding International Elections Committee changes was presented by By-Laws and Policy Chair Ted Coons. Changes include use of funds for candidates and committee structure. **Motion to approve Policy Changes made by Ron Lyness (17), was seconded, and passed.**

Ohio District Policy Manual Changes regarding Ohio District Kiwanis Elections was amended with the changes to Article B2-Section B3 to remove the text "club presidents and secretaries, past district offices and chairs." And to strike Article B2-Section B4 completely. **A motion to the approve the amendment to the proposal was made by Jim Janosik (Treasurer), seconded, and passed.**

Ohio District Kiwanis Policy Manual Changes regarding Credit Card Rewards Policy, for the revenue to be considered non-member generated revenue to be included in the general budget. **Motion to adopt this policy was made by Jim Janosik (Treasurer) was seconded and approved.**

Ohio District Kiwanis bylaws changes to elections of district officers and qualifications for district treasurer was reviewed. **A motion for this amendment to the by-laws to be taken to the House of Delegates for a vote was made by Faith Levine (IP Governor) seconded and approved.**

Budget Line Item Transfers: Treasurer Jim Janosik recommended transferring \$5,500 from the Lt. Governor International Convention Allowance Line Item # 50200 to Marketing and Public Relations Line Item #60103 and \$4,000

from the Lt. Governor International Convention Allowance Line Item # 50200 to Membership Committee Line Item #60100 to invest the dues dollars to help clubs create membership development programs. **Jim Janosik (Treasurer) made a motion for approval, was seconded, and passed.**

Force Majeure Language for Contracts: Marcia Copeland Hudson (Division 4) made a motion to accept the clause for Force Majeure language recommended by Kiwanis International for all contracts. After considerable discussion **Jamie Kaufman (Governor-Elect) made a motion to table issue for the next board meeting which was seconded and passed.**

Policy for Presenting Information to Finance and Structure Committee: Mike Rudolph (Division 5) presented a recommendation for updating the policy for Finance and Structure involving the timeline for presenting materials to be reviewed by the Finance and Structure Committee meetings. **Mike Rudolph (Division 5) made a motion to accept this motion, was seconded and approved.**

Resolution During Emergency Conditions: Governor Tim presented the information regarding this resolution to give the Governor the right to bypass the board and executive committee under “emergency conditions”. Jim Trela (Div. 14) made a motion to grant permission to the Governor to take actions consistent to the health and liabilities of the Ohio District without regard to the stated provisions within the district by-laws. Provisions are in place for reporting the Governor’s actions of the Governor within 30 days. Governor Tim relinquished the gavel to Lt. Governor Mark Wion (Div. 3) to address this issue. Further discussion led to **a motion by Governor Tim to table this issue until a later date, was seconded and approved.**

Approval to Have District Office Staff to continue to work from home. Executive Director Lanton Lee shared how the district office has been functioning during the stay at home orders. He shared information regarding government requirements for responsible work protocols. He shared some of the concerns the staff has in regards to common areas being cleaned during the day, the ventilation system in the building and being able to obtain cleaning supplies to ensure our safety and maintaining protocols for safety. **A motion to allow staff to remain working from home until the next board meeting was made by Bob Leasure (Division 15) was seconded and passed.**

Charter Resignations: Executive Director Lanton Lee shared The Kiwanis Club of Springboro went charter revoked. They had resigned their charter and Kiwanis International has accepted the resignation. We understand the Kiwanis Club of Green intends to surrender their charter, but, we have not received any paperwork regarding their intent. The only other club we are aware of closing is the Kiwanis Club of The Heights.

2018 Financial Review: Executive Director Lanton Lee presented the financial review from Oles and Associates. **A motion to accept the Financial Review was made by Mark Wion (Division 3) was seconded and passed.**

Key Leader Budget: Kelly Shaffer, Key Leader co-chair presented the budget, which is the same as last year. They were pleased to share they had received a grant from the Kiwanis Children’s Fund in excess of \$5,000. They are making plans to move forward with the event in November. **Ron Lyness (Division 17) made a motion to approve the budget for the 2020 Key Leader Weekend, was seconded and approved.**

Key Leader Facility Contract: Kelly Shaffer presented the contract with Key Leader with the Force Majeure clause in place, the other contract was with Recreation Unlimited, their contract has not changed with cost or details from previous years. The contract was written with 50 students and 10 adults, used of the ropes course, meals, and the use of the cottage retreat. The camp has added the Force Majeure clause. **Mike Rudolph (Div. 5) offered a motion to approve both contracts, was seconded and motion approved.**

Approval of 2020 District Convention Date and Location: Governor Tim Cornelius shared that based on unknown factors regarding upcoming restrictions, the district is investigating different dates for the convention, primarily in September. A poll was submitted to the board regarding an August or September date for convention, the poll revealed a preference for September. Two dates are possibly available for convention. The concern regarding liability of hosting an event where the possibility of someone contracting COVID 19 was reviewed from Kiwanis International. The two dates available: September 4-6 at Crowne Plaza Worthington, or September 18-20 at Dublin Embassy Suites were voted upon. **Ed Schlote (Division 11S) made a motion to move the convention to September 18-20 at the Dublin Embassy Suites, was seconded and motion passed.**

Next Meeting -Ideas: Governor Tim asked if board members preferred this type of board meeting, on a Saturday morning or if they preferred a weeknight evening. The preference for Saturday Zoom meetings was noted.

COMMITTEE CHAIR/SPECIAL REPORTS

Finance and Structure Committee: Finance and Structure President, Vee Reifsnnyder, thanked the members of the board for approving the policy change regarding the timeframe to review proposed materials prior to a Finance and Structure meeting. The committee has met in person only once this year, the rest of the meetings have been done remotely

Membership: Membership Chair Bill Pees expressed his appreciation to the board for transferring funds to the membership and public relations committees for a membership growth initiative. New member adds have declined since March. Seventeen divisions have had net growth and we have had four new clubs opened. Three additional locations are being considered with some community survey work being undertaken in Englewood. The PR and membership committee has been meeting weekly; they have presented five webinars focusing on club growth and support. Clubs have been signing up for the Boost Q4 30/20 program for funding open houses and social media campaigns for membership growth. He encourages clubs to reach out to members they have not heard from recently and to stay engaged.

Public Relations: Chairman James Minter shared more than 25% of clubs in Ohio had either social media or websites which were inactive or with old information. This has slowly been turning around with clubs getting current information out to the public. He also shared the progress of working on a Team-UP calendar which clubs can share information regarding upcoming events which could use volunteers. The Public Relations Contests have taken a hit with regards to being able to meet and hold activities. Due to the cancellation of the Midyear, we have been pro-active with providing educational opportunities to members with webinars. They have a schedule for June and July being finalized. There has been a promotion regarding the Membership Boost Q4 30/20 Program for Membership growth to help clubs have a successful membership growth activity.

CLE Training Update: CLE Chair Sarah Roush reported that Kiwanis International would be having on-line CLE sessions the second week of June for all officers who has reported their elections prior to June 1st. Their session will only cover topics relevant to the Kiwanis International offices and topics. We have guidebooks the district needs to send out for additional CLE sessions. There was a committee meeting reviewing the content of the CLE sessions. The team will be coordinating classes, both on-line and virtual meetings through out Ohio with individual clubs/divisions being able to request one on one sessions with educators. We are working on a best practices handbook which will cover materials not covered by Kiwanis International. Currently only 25% of clubs have posted election reports. We hope to have dates and locations posted on the website for trainers as soon as possible.

International Election Committee: A written report was submitted.

OFFICERS REPORTS:

Treasurer's Report

Treasurer Jim Janosik reviewed the April financial reports. He reviewed the bank account balances, as well as our assets and liabilities. There will not be further revenue from new member fees due to the waiver for the remainder of the year. Refunds for registrations to Midyear have been made. They are beginning to work on the budget for next year, which is challenging due to the uncertainty of the remainder of the year. He noted he is excited about the funds being invested in clubs growing in their local communities through open houses and social media.

Executive Director/Secretary's Report

Executive Director Lanton Lee presented a written report on the District Office operations. He reviewed the process of the office working from home and providing the best service to the clubs and reaching out to them to see if they need resources made available to them especially, club elections, electronic meetings and fundraising. Sarah has been calling club presidents and asking if they need any assistance. Sarah in particular; is anxious to return to working in the office.

Immediate Past Governor's Report

Immediate Past Governor stated in the interest of time, she would merely share she would like members to be safe, be healthy and be kind.

Governor-elect's Report

Governor Elect Jamie Kaufman shared his report is on the Google Drive. He thanked everyone for staying engaged and for everything they are doing for our organization during this time of crisis.

Governor's Report

Governor Tim Cornelius noted his report reflects the various actions the board has taken today. If anyone has questions, his phone number and email address is reflected in the report.

ANNOUNCEMENTS

- Contract reports are due from Lt. Governors, and he asked that reports be submitted for the meetings you have been able to attend, even if it is less than 100%
- Board members are asked to reach out to their clubs to report their club elections which are due June 1st according to club, district and International by-laws.
- The next meeting will be Saturday, June 27 at 10:00 AM via Zoom.

The meeting adjourned at 12:57 PM.

Submitted by:

Lanton L. Lee
Executive Director