



Kiwaniis®

Louisiana-Mississippi-West Tennessee District

MINUTES

Meeting of the 2023-2024 District Board of Trustees

December 2, 2023 | 9:00am | via zoom

John Fry, Governor, Presiding

Call to Order

The Louisiana-Mississippi-West Tennessee District of Kiwanis International Board of Trustees met on Saturday, December 2, 2023, at 9:00am via zoom. Governor John Fry called the meeting to order at 9:04am and established a quorum with the following present:

Governor, John A. Fry
Immediate Past Governor, Bruce Hammatt
Region I Trustee, Oscar Brown
Region II Trustee, Ralph Carter
Region IV Trustee, Marcel Lashover
Region V Trustee, Laura Gilliland
Region VI Trustee, Andrew Dozier
Region VII Trustee, Darren Green
Executive Director, Jen Robertson

Invocation by Andrew Dozier. Defining Statement recited by all.

Governor John Fry provided a brief thanking everyone for attending the meeting and stated our efforts are a marathon. While the finish line for this year is September 30, 2024, the real finish line continues in the future. He encouraged attendees to learn by stopping presenters and asking questions.

Governor-Elect Claude Vinson said he has been working to absorb all the new info from Kiwanis International, District, and Foundation, and he is happy that his home club, Germantown, is now more interested due to his leadership connection and excited to get outside of Germantown.

Consent Agenda

Ralph Carter moved to approve the following consent agenda. Andrew Dozier seconded the motion. With no discussion, all voted in favor. Motion carried.

- A. October 7, 2023, Board Meeting Minutes (exhibit A)
- B. District Board Meeting Schedule
 - i. March 9, 2024, 9am via zoom
 - ii. May 3-4, 2024, Ridgeland, MS in conjunction with LG training
 - iii. July 26-28, 2024, Tupelo, MS after close of DCON
- C. District Key Position Reports (exhibit B)
- D. Circle K
 - i. Number of active Circle K Clubs: 6
- E. Key Club
 - i. Number of active Key Clubs: 123
- F. Other SLP organizations and programs
 - i. Number of active Aktion Clubs: 7

- ii. Number of active Builders Clubs: 32
- iii. Number of active K-Kids Clubs: 31
- G. Executive Committee Actions**
 - i. Approval of the Kiwanis Club of East St Mary Parish name change to the Kiwanis Club of East St Mary
 - ii. Updating signatories on bank accounts to remove Gary Graham and Frank O'Quinn leaving Bruce Hammatt and Jen Robertson which is in alignment with bonding requirements in District Bylaws
 - iii. Key Leader South: The Executive Committee approved moving forward with the Key Leader South program scheduled for November 3-5, 2023, understanding that the District may be required to make a financial investment. After Kiwanis International's facilitator canceled due to health reasons, the Executive Committee canceled the Key Leader South event.

Ongoing Business

The Board considered the District Convention (DCON) 2024 budget (exhibit C). Darren Green moved to approve. Marcel Lashover seconded the motion. With brief discussion, all voted in favor. Motion carried.

Board Committees

The Board discussed the **Bylaws & Policies Committee**. Committee Chair Andrew Dozier presented a District Bylaws Amendment to add a Vice Governor position (exhibit D). The ad hoc Leadership Development Pipeline Committee also recommended the Amendment.

Ralph Carter moved to amend the amendment by removing "current or past Lieutenant Governors" from Article 8. Vacancies in Office, Section 1. Darren Green seconded the motion. John Fry, Claude Vinson, Oscar Brown, Ralph Carter, Laura Gilliland, Andrew Dozier, and Darren Green voted in favor of the motion. Bruce Hammatt and Marcel Lashover voted against the motion. Motion carried.

Darren Green moved to approve the amended Bylaws Amendment and to hold a Special House of Delegates at the Mid-Year Education Conference on March 2, 2024, in Natchez, MS. Claude Vinson seconded the motion. All voted in favor. Motion carried.

Next, the Board discussed the **Budget & Finance Committee**. Committee Chair Ralph Carter presented the LaMissTenn Kiwanis District, LaMissTenn Key Club District, and LaMissTenn Circle K District 2022-2023 year end financials (exhibit E). Claude Vinson moved to accept the report. Darren Green seconded the motion. After brief discussion, all voted in favor. Motion carried.

Next, the Board discussed the **Education Committee**. Committee Chair Marcel Lashover presented the following items as the 2024 Mid-Year Education Conference programs:

- A. Membership:** panel of speakers from two or three clubs using the Two for Two Program
- B. Fundraising & Service Projects:** panel of speakers from two or three clubs talking about their projects; QR code linking audience to a handout on each project discussed
- C. Club Networking & Co-Learning:** randomized groups working through a short list of prompts

Laura Gilliland moved to approve the education topics for the 2024 Mid-Year Education Conference scheduled for March 2, 2024. Claude Vinson seconded the motion. After brief discussion, all voted in favor. Motion carried.

Chair Lashover reviewed this year's CLE (Club Leadership Education) topics and procedure. The Education Committee proposes to hold CLEs virtually over a series of weeks on the following topics: (1) President, (2) Secretary 101, (3) Secretary 102, (4) Treasurer 101, (5) Treasurer 102, (6) Membership Chair, (7) Board Member, and (8) Bylaws & Policy. The two 102 CLEs and Bylaws & Policy CLE are new this year. The 102 CLEs are a response to feedback received last year that the Secretary and Treasurer CLEs

are too advance for new clubs and new Secretaries and Treasurers. While Bylaws & Policy content was previously included in the Board Member CLE, the Education Committee wants to highlight and heighten the importance of policies. The Education Committee will meet next week to determine the dates. Laura Gilliland moved to approve the CLE topics. Andrew Dozier seconded the motion. After brief discussion, all voted in favor. Motion carried.

Next, the Board discussed the **Membership Committee**. Committee Chair Laura Gilliland reported the Membership Committee has secured four clubs to sponsor a new club this year: eLaMissTenn, Walker, Pinebelt, Hattiesburg, MS, and Dyersburg. ELaMissTenn, Walker, and Pinebelt have also identified two club coaches for a two-year commitment. The eLaMissTenn Club is working on a February 2024 club opening in Many, LA.

Committee Chair Laura reported that District Membership Coordinator (DMC) Eva Abate is working on club strengthening including a game plan for club boosts.

Committee Chair Laura has secured fifteen (15) Kiwanians as appointment setters to participate in new club opening efforts.

Next, the Board discussed the **Service Committee**. Committee Chair Oscar Brown is working to engage clubs in recognizing community honorees (firefighter, lawperson, teacher, layperson). He said he will send reminders to the clubs. Governor John suggested Chair Oscar add a District Foundation representative to the Service Committee. As District Foundation President, Andrew Dozier, will connect with Chair Oscar.

Next, the Board discussed the **SLP Committee**. Committee Chair Darren Green expressed he is experiencing challenges in engaging Committee members in scheduling a meeting. Executive Director Jen will help Darren with a doodle/google poll.

New Business

The Board discussed possible changes to the Finance Policy. The Bylaws & Policy Committee and Finance Committee will work to revise the Finance Policy and present at the next Board meeting.

Next, the Board discussed the procedure to collect charter dues for new clubs. Bruce Hammatt moved to approve the District collecting charter dues for new clubs and oversee the submission of charter dues to Kiwanis International. Laura Gilliland seconded the motion. After brief discussion, all voted in favor. Motion carried.

Next, the Board discussed the District office space lease renewal. The District's landlord, Celtic Studios, is proposing increasing the District's lease by \$0.08/sq ft for the 2023-2024 lease. This would result in increasing the District's monthly payment by \$26 from \$650 to \$678; a \$312 annual increase. Bruce Hammatt moved to approve the increase. Laura Gilliland seconds the motion. After brief discussion, all voted in favor. Motion carried.

The Board reviewed events remaining on the District calendar (below).

January 2024

12-14 Kiwanis International Regional Governors Conference

26-28 Key Club District Winter Board Meeting

February 2024

16-17 Circle K District Convention

March 2024

2 Mid-Year Education Conference, Natchez, MS

9 District Board Meeting, via zoom

April 2024

5-7 Key Club District Convention

- 26-28** Key Leader North, Eva, TN
- May 2024**
 - 3-4** District Board Meeting & LG Training, Ridgeland, MS
- July 2024**
 - 3-6** Kiwanis International Convention, Denver, CO
 - 10-14** Key Club International Convention, Atlanta, GA
 - 26-28** LaMissTenn District Convention, Tupelo, MS
 - 28** District Board Meeting, Tupelo, MS
- September 2024**
 - 30** End of 2022-2023 Kiwanis Year

Future District Conventions

- 2025** 107th Annual LaMissTenn Kiwanis District Convention, Memphis, TN, Aug 8-10
- 2026** 108th Annual LaMissTenn Kiwanis District Convention, TBD

Future Kiwanis International Conventions

- 2025** 110th Annual KI Convention, Pittsburgh, PA, June 25-28
- 2026** 111th Annual KI Convention, Manila, Philippines, June 24-27

After brief remarks from the Trustees, Governor John, and Governor-Elect Claude, Claude moved to adjourn the meeting at 11:14am. Marcel Lashover seconded the motion. With no discussion, all voted in favor. The meeting adjourned.



Kiwanis®

Louisiana-Mississippi-West Tennessee District

MINUTES

Meeting of the 2023-2024 District Board of Trustees

October 7, 2023 | 9:00am | via zoom

John Fry, Governor, Presiding

Call to Order

The Louisiana-Mississippi-West Tennessee District of Kiwanis International Board of Trustees met for its October meeting on Saturday, October 7, 2023, at 9am via zoom. Governor John Fry called the meeting to order at 9:06am and established a quorum with the following present:

Governor, John A. Fry
Immediate Past Governor, Bruce Hammatt
Region I Trustee, Oscar Brown
Region II Trustee, Ralph Carter
Region IV Trustee, Marcel Lashover
Region V Trustee, Laura Gilliland
Region VI Trustee, Andrew Dozier
Region VII Trustee, Darren Green
Executive Director, Jen Robertson

Invocation by Oscar Brown. Defining Statement recited by all.

Governor John Fry provided a brief thanks to everyone for attending the meeting and expressed his excitement to work with this team to improve the District over the next year.

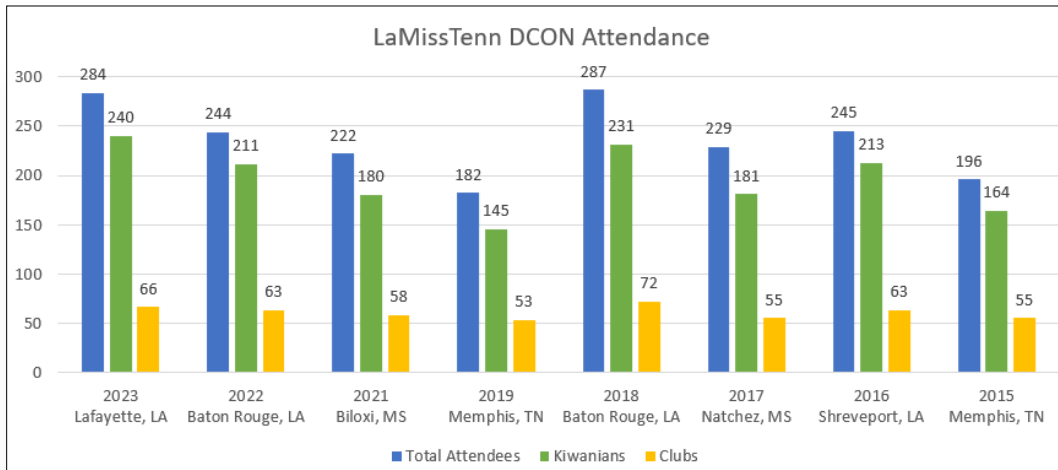
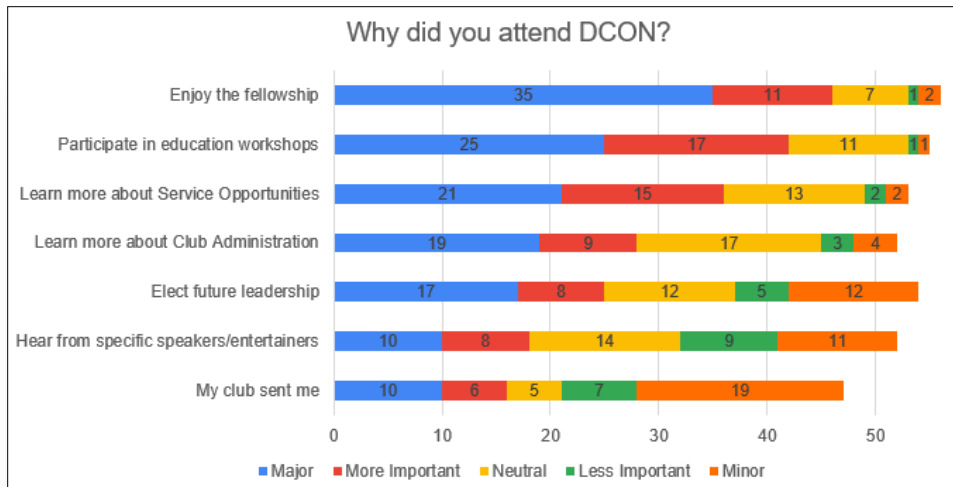
Consent Agenda

Ralph Carter moved to approve the following consent agenda. Andrew Dozier seconded the motion. All voted in favor. Motion carried.

- A. August 6, 2023, Board Meeting Minutes (exhibit A)
- B. District Board Meeting Schedule
 - i. December 2, 2023, 9am via zoom
 - ii. March 9, 2024, 9am via zoom
 - iii. May 3-4, 2024, Ridgeland, MS in conjunction with LG training
 - iv. July 26-28, 2024, Tupelo, MS after close of DCON
- C. District Key Position Reports (exhibit B)
- D. Circle K
 - i. Number of active Circle K Clubs: 6
- E. Key Club
 - i. Number of active Key Clubs: 145
- F. Other SLP organizations and programs
 - i. Number of active Aktion Clubs: 7
 - ii. Number of active Builders Clubs: 36
 - iii. Number of active K-Kids Clubs: 32

Ongoing Business

The Board discussed DCON 2023 in Lafayette, LA. DCON 2023 had 66 clubs represented with 240 Kiwanians.



Next, the Board discussed future DCONs. DCON 2024 will be held on July 26-28, 2024, in Tupelo, MS. The registration and attendance goal for DCON 2024 is 70% of club representation (~81 clubs) with 265 Kiwanians. DCON 2025 will be held August 8-10, 2025, in Memphis, TN.

The Board reviewed District Committee Chairs appointments (exhibit C).

Board Committees

The Board discussed the **Bylaws & Policies Committee**. Committee Chair Andrew Dozier reported that he is working with committee members to develop a plan.

The Board discussed the **Budget & Finance Committee**. Committee Chair Ralph Carter reported that he and the Executive Director, Jen Robertson, have been clearing issues within QuickBooks.

The Board reviewed the financials for LaMissTenn Kiwanis District (exhibit D), LaMissTenn Key Club District (exhibit E), and LaMissTenn Circle K District (exhibit F). Marcel Lashover moved to accept the reports. Oscar Brown seconded the motion. There was no discussion. All voted in favor. Motion carried.

The Board considered the 2023-2024 budgets (exhibit G) for the LaMissTenn Kiwanis District, LaMissTenn Key Club District, and LaMissTenn Circle K District. Bruce Hammatt moved to accept the budgets. Darren Green seconded the motion. All voted in favor. Motion carried.

The Board discussed the Key Club CREATE Funds. No action was taken.

The Board discussed the **Education Committee** and reviewed the final 2022-2023 Club Leadership Education (CLE) training participation numbers below.

	Via Zoom	Watched Later
Club President	37	14
Club Treasurer	13	5
Club Secretary	25	9
Membership Chair	18	2
Board Member	38	10

Education Committee Chair Marcel Lashover reported he will be contacting Executive Director Jen Robertson next week to schedule a committee meeting.

The Board discussed the **Membership Committee**. Committee Chair Laura Gilliland reported that the Kiwanis Club of Elamisstenn, Baton Rouge will sponsor a new site in the Shreveport area in partnership with the Oklahoma-Texas Kiwanis District.

The Board discussed the Service and SLP Committees. Service Committee Chair Oscar Brown and SLP Committee Chair Darren Green had no report at the time.

New Business

The Board reviewed the 2023-2024 District Facebook Award Program (exhibit H) and 2023-2024 District Newsletter Award Program (exhibit I). Marcel Lashover made a motion to approve the programs as presented with the addition of a June 12, 2024, deadline. Andrew Dozier seconded the motion. With no discussion, all voted in favor. Motion carried.

The Board considered relocating the District office to The Bug Man building (exhibit J). The Bug Man property is a third-floor office space. It would be a cost savings compared to the current office location, Celtic Studios. Moving into The Bug Man space would involve travel and relocation costs including hiring a moving crew to move furniture. Marcel Lashover moved to keep the office at its current location of Celtic Studios, and to thank the owner and fellow Kiwanian, Mr. Paul Salvant, for his generous offer. Laura Gilliland seconded the motion. After brief discussion, all voted in favor. Motion carried.

The Board considered the Mid-Year Education Conference 2024 registration fee. Earlier in the year, the Board approved a \$25 per person registration fee for the Mid-Year Education Conference in Natchez, MS, on March 2, 2024. Upon review of the event's budget, the Finance Committee recommended the Board consider increasing the registration fee to \$35 per person to reduce the event budget deficit. Darren Green seconded the motion. After discussion, all voted in favor. Motion carried.

The Board reviewed the District calendar (below).

October 2023

- 14** Key Club Rally, Alexandria: 6, 7A, 7B, 9, 11, 12
- 21** Key Club Rally, Memphis: 1A, 1B

November 2023

- 3-5 Key Leader South, Greenwell Springs, LA
- 10-12 Key Club District Fall Board Meeting

December 2023

- 2 District Board Meeting, 9am via zoom

January 2024

- 12-14 Kiwanis International Regional Governors Conference
- 26-28 Key Club District Winter Board Meeting

February 2024

- 16-17 Circle K District Convention

March 2024

- 2 Mid-Year Education Conference, Natchez, MS
- 9 District Board Meeting, 9am via zoom

April 2024

- 5-7 Key Club District Convention
- 26-28 Key Leader North, Eva, TN

May 2024

- 3-4 District Board Meeting & LG Training, Ridgeland, MS

July 2024

- 3-6 Kiwanis International Convention, Denver, CO
- 10-14 Key Club International Convention, Atlanta, GA
- 26-28 LaMissTenn District Convention, Tupelo, MS
- 28 District Board Meeting, Tupelo, MS

September 2024

- 30 End of 2022-2023 Kiwanis Year

Future District Conventions

- 2025 107th Annual LaMissTenn Kiwanis District Convention, Memphis, TN, Aug 8-10
- 2026 108th Annual LaMissTenn Kiwanis District Convention, TBD

Future Kiwanis International Conventions

- 2025 110th Annual KI Convention, Pittsburgh, PA, June 25-28
- 2026 111th Annual KI Convention, Manila, Philippines, June 24-27

After brief remarks from the Trustees, Governor John again thanked everyone for their time. Ralph Carter moved to adjourn the meeting at 10:01am. Marcel Lashover seconded the motion. With no discussion, all voted in favor. The meeting adjourned.

District Committee Chair Reports

December 2, 2023

Aktion Club, Judy Couvillon

Builders Club

Circle K Administrator, Sid Guedry

CKI is not going along as well as I had expected. We have only one school that has paid their membership fees as of today. I've reached out to all the CKI advisors and Kiwanis advisors relating to them about dues, CKI district convention and Foundation scholarship deadline but haven't heard back from any to date.

Our governor, Shannon is reaching out to the CKI club presidents to push the membership deadline as well. I am aware of our active clubs---Nicholls State, Mississippi State, La Tech, McNeese, Tulane and ULM. Tom Long is still working on ULL. We have had inquires about Ole Miss and Northwestern Louisiana and am working with Southeastern to get them back. Unfortunately, nothing from Fletcher Technical College, LSU, Mississippi Community College, or University of Memphis. If any of the trustees knows anyone from those areas, please let me know.

Human & Spiritual Values

Key Club Administrator, Judi Zimmermann

Key Leader, North, Linda Ramsay

Per Linda Ramsay:

The only report I might have for this time of year is that I am trying to help Becky figure out ways to be able to have some of the money refunded or not charged to the Kiwanis Key Leader South which was cancelled. I also have been communicating with another Key Leader District Committee Chair from another district, and I have been sharing information with him as far as my time line is set up for what I do to prepare for Key Leader. I have shared the same plan with him that I've attached to this email.

Next month, December 2023, I will begin getting ready for Kiwanis Key Leader North, April 26-28, 2024, as we will begin updating the registration site so that I can ready to open in January. In January, I will begin recruiting Student Facilitators and Chaperones for Kiwanis Key Leader North. I will also be starting to recruit both new and returning sponsors in January and February. I did prepare a handout to share with anyone who is planning to coordinate a Key Leader Event which I shared at the District Convention.

Key Leader, South, Rebecca Huff & MiLisa York

Per Rebecca Huff:

I know we were all very disappointed that the Key Leader South weekend had to be cancelled at the last moment. And it is devastating that we still owed money to Camp Istrouma and possibly to Kiwanis International.

We did ask Cody at Camp Istrouma if we could move our deposit to the next scheduled camp, but he said "No" and not only that we have to pay 80% of the anticipated bill. I know he reworked the bill, but if I got a copy of it, I cannot find it in my e-mails.

I also know that the District has asked Kiwanis International to waive the \$6000 we were to pay them, but if they have responded to that request, I have no knowledge of it.

The only thing I do know is that last year's camp netted a profit of \$1480.81. That is not even enough to cover the total we owe Camp Istrouma not to mention that we had already paid our webmaster \$115 for his services from that amount.

If there is a plan of some kind to help the District recoup some of the money we will owe, please let me know and I will share it with the clubs in Division 9.

Kiwanis Children's Fund, Leonard D. Simmons

Kiwanis Kids, Don Eye

Leadership Development Coordinator, Greg Beard & Nettles Brown

Major Emphasis Projects, AED, Pam Morgan

Membership & Engagement, Eva Abate & Laura Gilliland

Per Laura Gilliland:

During the 2023-2024 year, I have been busy contacting clubs in our district that our Area Director Rhonda Vrell and Governor John Fry thought would be good club sponsors/coaches. The following clubs' presidents were contacted by email, which was followed up with a phone call:

- | | |
|----------------------------------|-------------------|
| 1) Pine Belt-Hattiesburg, MS | 8) ELAMISSTENN |
| 2) Walker, LA | 9) Alexandria, LA |
| 3) Saint Bernard-Arabi, LA | 10) Gulfport, MS |
| 4) Union City, TN | 11) Picayune, MS |
| 5) East St. Mary Parish, LA | 12) Lucedale, MS |
| 6) Pontchartrain-New Orleans, LA | 13) Dyersburg, TN |
| 7) Thibodaux, LA | |

Of these clubs, Pine Belt-Hattiesburg, MS; Walker, LA; and ELAMISSTENN are ready to get the job done. I visited Walker and those members are anxious to get started.

In addition, the follow Kiwanians have said that they will serve on the appointment setting team for the new sites:

- | | |
|-------------------------|---------------------|
| 1) Jennifer Kelly-White | 3) Clarissa Preston |
| 2) Heather Folks-Givens | 4) Clay Drewes, Jr. |

- 5) Ed Gautier
- 6) Erik Kjeldsen
- 7) Dayna James
- 8) Press Robinson
- 9) Scott Samford
- 10) Renee Picheloup
- 11) Tom Long

- 12) Bruce Langley
- 13) Don Eye
- 14) Jay Hubbard, KI Club Opening Specialist
- 15) Laura Gilliland

Appointment Setting Training will be done by KI Club Opening Specialist Jay Hubbard and Laura Gilliland.

Club Sponsoring Training and Coaches Training will be done by Kiwanis International. A schedule has been provided.

“Facing Objection and Closing” Training will also be offered to those going into the field to open the new clubs.

Past Governor Rick Latiolais has agreed to do the Google Doc for the selected sites. KI Club Opening Specialist Jay Hubbard has agreed to train him.

Past Governors, Rick Latiolais

Risk Manager, Patrice Cusimano

Youth Protection Manager, Michele Crosby

**2024 DCON BUDGET
Cadence Bank Arena, Tupelo, MS**

	W Spnsrshps	WO Spnsrshps
Income:	\$58,935.00	\$53,935.00
Expense:	\$48,877.96	\$48,877.96
Diff:	\$10,057.04	\$5,057.04

Line Item Budget

INCOME	TUPELO			Total
	Quantity	Cost		
		Before 6/20	Before 7/11	
DCON Basic Registrations	210	\$150.00		\$31,500.00
	30		\$175.00	\$5,250.00
Extra ticket for Fellowship Luncheon	10	\$30.00		\$300.00
	4		\$40.00	\$160.00
PDO Breakfast Tickets	40	\$25.00		\$1,000.00
	10		\$35.00	\$350.00
Saturday Party Tickets	130	\$55.00		\$7,150.00
	25		\$65.00	\$1,625.00
Prayer Breakfast Tickets	125	\$25.00		\$3,125.00
	15		\$35.00	\$525.00
Foundation Breakfast	25	\$18.00		\$450.00
Program Advertisements (\$2,150-\$2,850)				\$2,500.00

INCOME WITHOUT SPONSORSHIPS: \$53,935.00

Sponsorships: Gold	1	\$1,000.00		\$1,000.00
Sponsorships: Silver	2	\$500.00		\$1,000.00
Sponsorships: Bronze	5	\$250.00		\$1,250.00
Individual Item Sponsorships	7	\$250.00		\$1,750.00
Total sponsorships:				\$5,000.00

INCOME WITH SPONSORSHIPS: \$58,935.00

EXPENSES		Quantity	Cost	Offset Charge Revenue	Total
Catering					\$23,737.28
9.25% tax					\$1,378.18
20% service charge					\$2,979.85
Total Venue Catering			\$14,899.25		
Foundation Breakfast	Breakfast Buffet: scrambled eggs, hashbrown casserole, bacon, sausage, seasonal fruit, biscuits w/gravy, assorted jelly and butter, coffee, juice, and water service	25	\$15.95	\$25.00	\$398.75
PDO Breakfast	Breakfast Buffet: scrambled eggs, hashbrown casserole, bacon, sausage, seasonal fruit, biscuits w/gravy, assorted jelly and butter, coffee, juice, and water service	50	\$15.95	\$25.00	\$797.50
Fellowship Luncheon	Sliced Pork Tenderloin: seasoned sliced pork tenderloin over cheese grits with wilted spinach; house salad, bread, dessert, iced tea, water	254	\$25.00	\$30.00	\$6,350.00
	Grilled Salmon: fresh grilled salmon with lemon dill sauce, wild rice, & whole green beans	254	\$25.00		\$6,350.00
	Chicken Piccata: sauteed boneless chicken breast with a lemon caper sauce, grilled vegetables, and roasted potatoes	254	\$22.00		\$5,588.00
	Chicken and Grits: cheese grits with a New Orleans inspired topper sauce, grilled chicken, and asparagus tips	254	\$24.00		\$6,096.00
Saturday Dinner	Put a Little South in Your Mouth Buffet: fried chicken, pot roast, black-eyed peas, mashed potatoes w/gravy, house salad, cornbread, cobbler; Served with iced tea and water	155	\$28.00	\$55.00	\$4,340.00
Saturday Dinner Bar	bartender fee is \$200 for night	2	\$200.00		\$400.00
Prayer Breakfast	Big Southern Breakfast: scrambled eggs, fried pork tenderloin, country ham, grits, sausage gravy, biscuits w/assorted jelly and butter, seasonal fruit, coffee, juice, and water services	140	\$17.95	\$25.00	\$2,513.00
Coffee	In hallway during Friday afternoon & Saturday	4	\$25.00		\$100.00

Adding grits for small fee

Adding grits for small fee

registration re: "if you have dietary restrictions, contact..."

Other lunch options

Water	In hallway during Friday afternoon & Saturday				\$0.00
District Board Dinner		64	\$70.00		\$4,480.00
	Board & spouses	20			
	LGs & spouses	36			
	District Office & spouses	4			
	KI Trustee Counselor	2			
	KI Staff	2			
Entertainment/Speakers/Décor/Printing					\$11,180.00
Premier Sound Service including photo booth		1	\$4,000.00		\$4,000.00
Sat. Party Band		1	\$1,500.00		\$1,500.00
Sat. Party Dance Floor SMALL 24X24		1	\$250.00		\$250.00
					Rent from Busylad; floor at Lafayette was 27x27
Education session	TBD	Speaker Fee	1	\$0.00	
speakers	PDO Breakfast Speaker	Speaker Fee	1	\$0.00	\$0.00
	Prayer Breakfast Speaker	Speaker Fee	1	\$0.00	
Stage			1	\$250.00	\$250.00
					Stage at Lafayette was 24x16; budgeted with a placeholder until room layout is finalized
Screen (8'x14')			1	\$190.00	\$190.00
LCD Projector (flat fee for weekend)			1	\$190.00	\$190.00
Pipe and draping (no cost)			0	\$0.00	\$0.00
Floor podium for PDO Breakfast and House of Delegates			1	\$50.00	\$50.00
Décor, extras			1	\$2,000.00	\$2,000.00
Printing			1	\$2,000.00	\$2,000.00
Flowers			1	\$750.00	\$750.00
Venue Rental					\$6,000.00
Hotel Rooms					\$4,350.00
Governor	Suite		3	\$150.00	\$450.00

Governor-Elect	Suite	3	\$150.00	\$450.00
Imm Past Governor	King Bed	3	\$150.00	\$450.00
Executive Director	Double Bed Exec Level	3	\$150.00	\$450.00
Admin Assistant	Double Bed Exec Level	3	\$150.00	\$450.00
KI Trustee Counselor	King Bed	3	\$150.00	\$450.00
KI Staff	Double Bed	3	\$150.00	\$450.00
Key Club Gov	Double Bed	2	\$150.00	\$300.00
Admin	Double Bed	2	\$150.00	\$300.00
Circle K Gov	Double Bed	2	\$150.00	\$300.00
K-Kids	Double Bed	2	\$150.00	\$300.00

Comp Registrations				\$3,610.68
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Governor		1	\$135.71	\$135.71
Governor-Elect		1	\$135.71	\$135.71
Immediate Past Governor		1	\$135.71	\$135.71
Executive Director		1	\$135.71	\$135.71
Admin Assistant		1	\$135.71	\$135.71
KI Trustee Counselor		1	\$135.71	\$135.71
KI Staff		2	\$135.71	\$271.43
Key Club Governor		1	\$135.71	\$135.71
Key Club District Admin		1	\$135.71	\$135.71
Circle K Governor		1	\$135.71	\$135.71
Host DCON Committee Chair		1	\$135.71	\$135.71
First Timers Incentive	\$25 for first 25 first timers to register	25	\$25.00	\$625.00
New Club Incentive	2 Free Base Registrations for each club est.			
Central		2	\$135.71	\$271.43
Tipton County		2	\$135.71	\$271.43
Club 3		2	\$135.71	\$271.43
Club 4		2	\$135.71	\$271.43
Club 5		2	\$135.71	\$271.43

TOTAL EXPENSE	\$48,877.96
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Kiwaniis[®]

Louisiana-Mississippi-West Tennessee District

The 2023-2024 District Board of Trustees is proposing an amendment to the District Bylaws. The proposed amendments to the Bylaws are shown as highlighted in BLUE and underlined; items to be deleted are shown in ~~RED with a strikethrough~~.

Proposed Bylaw Amendment No. 1:
Adding the position of Vice Governor

ARTICLE 3. DISTRICT OFFICERS

Section 1.

- a. The officers of the district shall be the Governor, Governor-elect, Vice-Governor, Immediate Past Governor, Secretary, Treasurer, and a Lieutenant Governor for each division and a Trustee for each region of the district.

Section 2.

- a. Each district officer shall be an active member** in a club* of the district. Each trustee shall be a member* of a club* in the region from which elected. Each lieutenant governor shall be a member** of a club* in the division from which elected. However, if there is no member** from a club* in a particular division qualified and willing to serve as lieutenant governor, a member** of a club* in another division may serve. ~~Each candidate for the office of The~~ Governor, ~~and~~ Governor-Elect, and Vice Governor also shall have and maintain a clear criminal history background check conducted and verified by Kiwanis International. (7/2014)
- b. The Governor, ~~and~~ Governor-Elect, and Vice Governor, before assuming office, shall have completed at least one (1) term as a Lieutenant Governor in this district and at least two (2) years as a District Trustee.

Section 7. The Vice-Governor has the further duties and responsibilities:

- a. To give priority to such training, orientation, and other activities that focus on education, leadership, and growth to prepare to later hold the offices of Governor-elect and Governor.
- b. Attend training of incoming district officers.
- c. Any other duties as assigned by the Governor.

~~Section 7~~ 8. The Immediate Past Governor shall be a resource to the District Governor and District Board.

~~Section 8~~ 9. The Executive Director has the further duties and responsibilities:

- a. Assist the Governor and District Board in conducting the business of the district
- b. Keep all records of the district.
- c. Be the executive in charge of the District Office and, subject to the approval of the District Board, select the employees.
- d. Submit to the proper officers, committees, or persons all communications received from Kiwanis International and cooperate with the Governor in forwarding all reports required by Kiwanis International.
- e. Attend and keep the minutes of the meetings of the District Board and the district conventions.
- f. Make a report to the district at its annual convention and such other reports as directed by the

Governor or the District Board.

- g. Keep the financial accounts and records and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of district and sponsored organization funds in the manner authorized and prescribed by the District Board.
- h. Make available for inspection by the Governor, the District Board, or any authorized parties, the financial accounts, records, and books of the district and its service leadership programs.
- i. Be a member of the Finance Committee.
- j. Regularly review and advise the District Board on the financial condition of the district and its service leadership programs.

Section 9 10. The Lieutenant Governors have the further duties and responsibilities:

- a. Provide support and assistance to the clubs in their division.
- b. Plan and preside at divisional meetings, under the direction of the District Board.
- c. Assist the Governor and the District Board in communicating and implementing the plans and goals of the district in their divisions.
- d. Report to the Governor about the condition and activities of clubs within their divisions.
- e. Visit each club in the division as many times as required by the district.
- f. While serving as Lieutenant Governor-elect shall assure training of the incoming club officers.

Section 10 11. The Trustees have the further duties and responsibilities:

- a. Perform the duties as a member of the District Board.
- b. Provide support to the Lieutenant Governors in their region.
- c. Plan and preside at regional meetings, under the direction of the District Board.

ARTICLE 4. DISTRICT BOARD

Section 1. The District Board shall consist of the Governor, Governor-elect, **Vice-Governor**, Immediate Past Governor, Executive Director, and a Trustee for each region. The Executive Director shall be without vote.

ARTICLE 7. NOMINATION AND ELECTION OF OFFICERS

Section 3. The nominating and election procedure for officers to be elected at the annual convention shall be as follows:

- a. The Governor-elect shall be the sole candidate for the office of Governor. **The Vice-Governor shall be the sole candidate for Governor-elect.** However, in any year in which the Governor-elect **or Vice-Governor** was not previously elected by the district house of delegates or is no longer qualified to hold the office, other qualified candidates shall be permitted.
- c. Qualified candidates for Governor, ~~and~~ Governor-elect, **and Vice-Governor** shall:
 - Submit a signed agreement provided by Kiwanis International to fulfill the duties of office.
 - Have a clear criminal history background check conducted and verified by Kiwanis International.
 - Be endorsed for the office by his or her primary club.

ARTICLE 8. VACANCIES IN OFFICE

Section 1. In the event of a vacancy in the office of Governor, ~~or~~ Governor-elect, or Vice-Governor, the vacancy for the unexpired term shall be filled by majority vote of the District Board from among the qualified past Governors, current or past Lieutenant Governors, or current or past Trustees.

District Board of Trustees

Financial Reports

EXHIBIT E



Kiwanis[®]

Louisiana-Mississippi-West Tennessee District

Prepared by

Jen Robertson, Executive Director

Prepared on

November 16, 2023

Statement of Financial Position

As of September 30, 2023

	Total
ASSETS	
Current Assets	
Bank Accounts	
Circle K	
Circle K Operating (1692)	8,092.94
Total Circle K	8,092.94
Key Club	
CREATE Investment - Key Club (deleted)	113,563.81
Key Club Operating (1706)	12,270.19
Key Club Savings (2346)	48,673.83
Total Key Club	174,507.83
Kiwanis District	
Kiwanis Conventions (1757)	36,068.01
Kiwanis Operating (1730)	9,271.10
Kiwanis Savings (2354)	73,814.37
PDO Checking (1749)	5,711.87
Total Kiwanis District	124,865.35
Total Bank Accounts	307,466.12
Total Current Assets	307,466.12
TOTAL ASSETS	\$307,466.12
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
CapitalOne District	-8,937.39
Total Credit Cards	-8,937.39
Other Current Liabilities	
Direct Deposit Payable	0.00
Payroll Liabilities	-10,397.37
Federal Taxes (941/943/944)	1,757.35
Federal Unemployment (940)	84.00
LA Income Tax	189.06
LA Unemployment Tax	0.00
MS Income Tax	186.00
Total Payroll Liabilities	-8,180.96
Total Other Current Liabilities	-8,180.96
Total Current Liabilities	-17,118.35
Total Liabilities	-17,118.35
Equity	

	Total
Opening Balance Equity	82,563.81
Owner's Equity	5,634.76
Retained Earnings	154,540.49
Net Revenue	81,845.41
Total Equity	324,584.47
TOTAL LIABILITIES AND EQUITY	\$307,466.12

Statement of Activity by Class

October 2022 - September 2023

	Circle K	Key Club	Kiwanis Convention	Kiwanis District	PDO	TOTAL
REVENUE						
Circle K DCON Revenue	737.82					737.82
DCON Registrations		23,215.00	51,585.79			74,800.79
DCON Merchandise				1,095.30		1,095.30
DCON Program Ads			2,028.37			2,028.37
DCON Sponsorships		1,200.00	970.10			2,170.10
Total DCON Registrations		24,415.00	54,584.26	1,095.30		80,094.56
Donation	200.00					200.00
Dues	744.00	45,577.50	7,098.00	162,388.05	464.95	216,272.50
Dues_Prorated Membership				8,847.45		8,847.45
Total Dues	744.00	45,577.50	7,098.00	171,235.50	464.95	225,119.95
Foundation Donation	1,000.00					1,000.00
ICON, KC Revenues		12,900.00				12,900.00
Key Club Fundraiser Revenues		4,425.86				4,425.86
Key Club Fundraiser Expenses		-4,147.42				-4,147.42
Total Key Club Fundraiser Revenues		278.44				278.44
Meetings Income						0.00
Key Club District Coordinator		-5,000.00		5,000.00		0.00
Key Leader South				3,480.61		3,480.61
Kiwanis Conv. Mgr.			-2,500.00	2,500.00		0.00
Mid-Year Income				4,785.20		4,785.20
Total Meetings Income		-5,000.00	-2,500.00	15,765.81		8,265.81
Misc Income		31,000.00				31,000.00
District Foundation Allowance				10,000.00		10,000.00
Interest Income		42.26		85.17		127.43

	Circle K	Key Club	Kiwanis Convention	Kiwanis District	PDO	TOTAL
Total Misc Income		31,042.26		10,085.17		41,127.43
New Club Dues, Ridgeland, Revenue				1,557.53		1,557.53
New Club Dues, Ridgeland, Expense				-1,557.53		-1,557.53
Total New Club Dues, Ridgeland, Revenue				0.00		0.00
PDO Reception Payment			500.00			500.00
Rally Registrations		2,483.00				2,483.00
Reimbursement from Foundation			456.27	1,486.64		1,942.91
Total Revenue	2,681.82	111,696.20	60,138.53	199,668.42	464.95	374,649.92
GROSS PROFIT	2,681.82	111,696.20	60,138.53	199,668.42	464.95	374,649.92
EXPENDITURES						
Administrators Retreat (Nov & Jan)		257.99				257.99
Bank Charges & Fees			16.28			16.28
DCON			0.00			0.00
Advertising/Promotional			1,711.35			1,711.35
DCON 2024			3,785.85			3,785.85
DCON Awards, Giveaways, & Decor		3,433.12	2,608.21			6,041.33
DCON Background Checks		520.00				520.00
DCON Catering		13,314.60	23,978.95			37,293.55
DCON Entertainment		2,550.00	6,957.50			9,507.50
DCON Hotel		4,138.65	4,713.92			8,852.57
DCON Speaker		2,150.00	1,500.00			3,650.00
DCON Travel		400.76	397.51			798.27
DCON Venue		6,940.40	3,406.96			10,347.36
First Timers (\$25 ea for 25)			625.00			625.00
Key Club Conv. Mgr. Expense		1,905.00		-1,905.00		0.00
Total DCON		35,352.53	49,685.25	-1,905.00		83,132.78
District Office						0.00

	Circle K	Key Club	Kiwanis Convention	Kiwanis District	PDO	TOTAL
Audit & Accounting				2,615.00		2,615.00
Copier Lease				5,456.13		5,456.13
Insurance, Bonding				359.00		359.00
Insurance, Business				885.96		885.96
Insurance, D&O				800.00		800.00
Insurance, Workers Comp				500.00		500.00
Materials & Supplies				7,486.38		7,486.38
Postage				210.95		210.95
Rent & Utilities				12,378.59		12,378.59
Telephone & Internet				1,135.20		1,135.20
Web Page		337.90				337.90
Total District Office		337.90		31,827.21		32,165.11
Fall Exec. Comm. Mtg. (Nov)		1,283.71				1,283.71
Key Club District Convention (Apr)				415.63		415.63
Meeting Expenses						0.00
Board Mtg, K May/LG Training, KC Jan, CK Dec/Jan				2,288.00		2,288.00
Board Mtg, New Board Training (May)		3,276.71				3,276.71
Board Mtg, Pre-School (Aug)		1,121.31				1,121.31
GATC, Gov's Training Conference	500.00	529.98				1,029.98
ICON, KC Expenses		13,259.80				13,259.80
Key Leader South Expense				3,279.00		3,279.00
Meeting, Nov/Dec Board Meeting				1,117.11		1,117.11
Mid-Year Expense				4,658.30		4,658.30
Rally Expenses (Sept/Oct)		3,394.23				3,394.23
Total Meeting Expenses	500.00	21,582.03		11,342.41		33,424.44
Misc Expenses						0.00
Computer Replacement Expense				909.49		909.49

	Circle K	Key Club	Kiwanis Convention	Kiwanis District	PDO	TOTAL
District Board Name Badges & Shirts		471.76				471.76
New Club Expenses				3,772.21		3,772.21
Total Misc Expenses		471.76		4,681.70		5,153.46
Spring Exec. Comm. Mtg. (Jan)		1,008.35				1,008.35
Staff Salary & Benefits						0.00
Dst Personel, Admin Assist				1,145.83		1,145.83
Dst Personel, Admin Assistant (deleted)				25,464.32		25,464.32
Dst Personel, Executive Dir				2,375.00		2,375.00
Dst Personel, Executive Director (deleted)				53,964.14		53,964.14
Payroll Expenses						0.00
Payroll Taxes				269.35		269.35
Total Payroll Expenses				269.35		269.35
Payroll Taxes & Fees (deleted)				12,813.46		12,813.46
Total Staff Salary & Benefits				96,032.10		96,032.10
Surplus Key Club Funds to CREATE				31,000.00		31,000.00
Travel						0.00
Admin Asst,Travel				370.02		370.02
District Admin Travel, Key Club ICON		727.96				727.96
District Admin Travel, Regional Rallies		442.20				442.20
ED, Auto & Travel Allowance				1,805.40		1,805.40
ED, ICON				2,188.69		2,188.69
Gov ICON	1,000.00					1,000.00
Gov-Elect, ICON				425.00		425.00
KC, District Admin Asst Travel		590.39				590.39
LG Expenses				165.00		165.00
LG-Elect, Training (max \$125 ea)				1,200.00		1,200.00
Spring Intl (GATC) Travel		0.00				0.00

	Circle K	Key Club	Kiwanis Convention	Kiwanis District	PDO	TOTAL
Total Travel	1,000.00	1,760.55		6,154.11		8,914.66
Total Expenditures	1,500.00	62,054.82	49,701.53	179,548.16	0.00	292,804.51
NET OPERATING REVENUE	1,181.82	49,641.38	10,437.00	20,120.26	464.95	81,845.41
NET REVENUE	\$1,181.82	\$49,641.38	\$10,437.00	\$20,120.26	\$464.95	\$81,845.41

Kiwanis Budget vs. Actuals

October 2022 - September 2023

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
REVENUE												
Conv. & Conf. Funds (\$2.00 x members)					7,400.00					0.00	7,400.00	0.00%
DCON Registrations	51,585.79									51,585.79	0.00	0.00%
DCON Merchandise				1,095.30						1,095.30	0.00	0.00%
DCON Program Ads	2,028.37									2,028.37	0.00	0.00%
DCON Sponsorships	970.10									970.10	0.00	0.00%
Total DCON Registrations	54,584.26			1,095.30						55,679.56	0.00	0.00%
Dues	7,098.00			162,388.05	162,800.00	99.75 %	464.95			169,951.00	162,800.00	104.39 %
Dues_Prorated Membership				8,847.45	6,900.00	128.22 %				8,847.45	6,900.00	128.22 %
Total Dues	7,098.00			171,235.50	169,700.00	100.90 %	464.95			178,798.45	169,700.00	105.36 %
Meetings Income										0.00	0.00	0.00%
Circle K Conv. Mgr.					500.00					0.00	500.00	0.00%
Key Club District Coordinator				5,000.00	5,000.00	100.00 %				5,000.00	5,000.00	100.00 %
Key Leader South				3,480.61						3,480.61	0.00	0.00%
Kiwanis Conv. Mgr.	-2,500.00			2,500.00	2,500.00	100.00 %				0.00	2,500.00	0.00 %
Mid-Year Income				4,785.20	1,250.00	382.82 %				4,785.20	1,250.00	382.82 %
Total Meetings Income	-2,500.00			15,765.81	9,250.00	170.44 %				13,265.81	9,250.00	143.41 %
Misc Income										0.00	0.00	0.00%
District Foundation Allowance				10,000.00	8,000.00	125.00 %				10,000.00	8,000.00	125.00 %
Interest Income				85.17	75.00	113.56 %				85.17	75.00	113.56 %
Total Misc Income				10,085.17	8,075.00	124.89 %				10,085.17	8,075.00	124.89 %
New Club Dues, Ridgeland, Revenue				1,557.53						1,557.53	0.00	0.00%
New Club Dues, Ridgeland, Expense				-1,557.53						-1,557.53	0.00	0.00%
Total New Club Dues, Ridgeland, Revenue				0.00						0.00	0.00	0.00%
New Club Reimbursement, KI					2,500.00					0.00	2,500.00	0.00%
PDO Reception Payment	500.00									500.00	0.00	0.00%
Reimbursement from Foundation	456.27			1,486.64						1,942.91	0.00	0.00%
Total Revenue	60,138.53	0.00	0.00%	199,668.42	196,925.00	101.39 %	464.95	0.00	0.00%	260,271.90	196,925.00	132.17 %
GROSS PROFIT	60,138.53	0.00	0.00%	199,668.42	196,925.00	101.39 %	464.95	0.00	0.00%	260,271.90	196,925.00	132.17 %
EXPENDITURES												
Bank Charges & Fees	16.28									16.28	0.00	0.00%
Circle K Administrator					500.00					0.00	500.00	0.00%
Conv. & Conf. Funds (\$2/member)					7,400.00					0.00	7,400.00	0.00%
DCON	0.00									0.00	0.00	0.00%
Advertising/Promotional	1,711.35									1,711.35	0.00	0.00%
DCON 2024	3,785.85									3,785.85	0.00	0.00%
DCON Awards, Giveaways, & Decor	2,608.21									2,608.21	0.00	0.00%

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
DCON Catering	23,978.95									23,978.95	0.00	0.00%
DCON Entertainment	6,957.50									6,957.50	0.00	0.00%
DCON Hotel	4,713.92									4,713.92	0.00	0.00%
DCON Speaker	1,500.00									1,500.00	0.00	0.00%
DCON Travel	397.51									397.51	0.00	0.00%
DCON Venue	3,406.96									3,406.96	0.00	0.00%
First Timers (\$25 ea for 25)	625.00									625.00	0.00	0.00%
Key Club Conv. Mgr. Expense				-1,905.00	-4,500.00	42.33 %				-1,905.00	-4,500.00	42.33 %
Total DCON	49,685.25			-1,905.00	-4,500.00	42.33 %				47,780.25	-4,500.00	-1,061.78 %
District Office										0.00	0.00	0.00%
Audit & Accounting				2,615.00	5,500.00	47.55 %				2,615.00	5,500.00	47.55 %
Copier Lease				5,456.13						5,456.13	0.00	0.00%
Insurance, Bonding				359.00						359.00	0.00	0.00%
Insurance, Business				885.96	1,000.00	88.60 %				885.96	1,000.00	88.60 %
Insurance, Crime					250.00					0.00	250.00	0.00%
Insurance, D&O				800.00	800.00	100.00 %				800.00	800.00	100.00 %
Insurance, Workers Comp				500.00						500.00	0.00	0.00%
Materials & Supplies				7,486.38	17,000.00	44.04 %				7,486.38	17,000.00	44.04 %
Postage				210.95	500.00	42.19 %				210.95	500.00	42.19 %
Rent & Utilities				12,378.59	16,000.00	77.37 %				12,378.59	16,000.00	77.37 %
Telephone & Internet				1,135.20	4,800.00	23.65 %				1,135.20	4,800.00	23.65 %
Total District Office				31,827.21	45,850.00	69.42 %				31,827.21	45,850.00	69.42 %
District Trustees', In Districts + Conventions (\$200/trustee)					1,400.00					0.00	1,400.00	0.00%
Key Club Administrator					1,200.00					0.00	1,200.00	0.00%
Key Club District Convention (Apr)				415.63						415.63	0.00	0.00%
Meeting Expenses										0.00	0.00	0.00%
Board Mtg, K May/LG Training, KC Jan, CK Dec/Jan				2,288.00	2,900.00	78.90 %				2,288.00	2,900.00	78.90 %
Key Leader South Expense				3,279.00						3,279.00	0.00	0.00%
Meeting, Nov/Dec Board Meeting				1,117.11	1,200.00	93.09 %				1,117.11	1,200.00	93.09 %
Mid-Year Expense				4,658.30						4,658.30	0.00	0.00%
Total Meeting Expenses				11,342.41	4,100.00	276.64 %				11,342.41	4,100.00	276.64 %
Misc Expenses										0.00	0.00	0.00%
Computer Replacement Expense				909.49	1,000.00	90.95 %				909.49	1,000.00	90.95 %
Contingency Fund					500.00					0.00	500.00	0.00%
New Club Expenses				3,772.21	4,800.00	78.59 %				3,772.21	4,800.00	78.59 %
Total Misc Expenses				4,681.70	6,300.00	74.31 %				4,681.70	6,300.00	74.31 %
Staff Salary & Benefits										0.00	0.00	0.00%
Dst Personel, Admin Assist				1,145.83						1,145.83	0.00	0.00%
Dst Personel, Admin Assistant (deleted)				25,464.32	27,500.00	92.60 %				25,464.32	27,500.00	92.60 %

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Dst Personel, Executive Dir				2,375.00						2,375.00	0.00	0.00%
Dst Personel, Executive Director (deleted)				53,964.14	59,000.00	91.46 %				53,964.14	59,000.00	91.46 %
Payroll Expenses										0.00	0.00	0.00%
Company Contributions										0.00	0.00	0.00%
Benefit Package, Admin Assistant					2,000.00					0.00	2,000.00	0.00%
Benefit Package, Exec Dir					8,200.00					0.00	8,200.00	0.00%
Total Company Contributions					10,200.00					0.00	10,200.00	0.00%
Payroll Taxes				269.35						269.35	0.00	0.00%
Total Payroll Expenses				269.35	10,200.00	2.64 %				269.35	10,200.00	2.64 %
Payroll Taxes & Fees (deleted)				12,813.46	10,000.00	128.13 %				12,813.46	10,000.00	128.13 %
Total Staff Salary & Benefits				96,032.10	106,700.00	90.00 %				96,032.10	106,700.00	90.00 %
Surplus Key Club Funds to CREATE				31,000.00						31,000.00	0.00	0.00%
Travel										0.00	0.00	0.00%
Admin Asst,Travel				370.02	100.00	370.02 %				370.02	100.00	370.02 %
ED, Auto & Travel Allowance				1,805.40	2,000.00	90.27 %				1,805.40	2,000.00	90.27 %
ED, ICON				2,188.69	2,000.00	109.43 %				2,188.69	2,000.00	109.43 %
Gov ICON					750.00					0.00	750.00	0.00%
Gov In-District + DCON					2,500.00					0.00	2,500.00	0.00%
Gov-Elect, ICON				425.00	750.00	56.67 %				425.00	750.00	56.67 %
Imm Past Gov, In District + DCON					250.00					0.00	250.00	0.00%
LG Expenses				165.00	1,000.00	16.50 %				165.00	1,000.00	16.50 %
LG-Elect, Training (max \$125 ea)				1,200.00	1,300.00	92.31 %				1,200.00	1,300.00	92.31 %
Total Travel				6,154.11	10,650.00	57.79 %				6,154.11	10,650.00	57.79 %
Total Expenditures	49,701.53	0.00	0.00%	179,548.16	179,600.00	99.97 %	0.00	0.00	0.00%	229,249.69	179,600.00	127.64 %
NET OPERATING REVENUE	10,437.00	0.00	0.00%	20,120.26	17,325.00	116.13 %	464.95	0.00	0.00%	31,022.21	17,325.00	179.06 %
NET REVENUE	\$10,437.00	\$0.00	0.00%	\$20,120.26	\$17,325.00	116.13 %	\$464.95	\$0.00	0.00%	\$31,022.21	\$17,325.00	179.06 %

Key Club Budget vs. Actuals

October 2022 - September 2023

	Key Club			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
REVENUE						
DCON Registrations	23,215.00	49,500.00	46.90 %	23,215.00	49,500.00	46.90 %
DCON Sponsorships	1,200.00	1,200.00	100.00 %	1,200.00	1,200.00	100.00 %
Total DCON Registrations	24,415.00	50,700.00	48.16 %	24,415.00	50,700.00	48.16 %
Dues	45,577.50	35,997.00	126.61 %	45,577.50	35,997.00	126.61 %
ICON, KC Revenues	12,900.00			12,900.00	0.00	0.00%
Key Club Fundraiser Revenues	4,425.86			4,425.86	0.00	0.00%
Key Club Fundraiser Expenses	-4,147.42			-4,147.42	0.00	0.00%
Total Key Club Fundraiser Revenues	278.44			278.44	0.00	0.00%
Meetings Income				0.00	0.00	0.00%
Key Club District Coordinator	-5,000.00			-5,000.00	0.00	0.00%
Total Meetings Income	-5,000.00			-5,000.00	0.00	0.00%
Misc Income	31,000.00			31,000.00	0.00	0.00%
Interest Income	42.26			42.26	0.00	0.00%
Total Misc Income	31,042.26			31,042.26	0.00	0.00%
Rally Registrations	2,483.00	3,000.00	82.77 %	2,483.00	3,000.00	82.77 %
Total Revenue	111,696.20	89,697.00	124.53 %	111,696.20	89,697.00	124.53 %
GROSS PROFIT						
	111,696.20	89,697.00	124.53 %	111,696.20	89,697.00	124.53 %
EXPENDITURES						
Administrators Retreat (Nov & Jan)	257.99	2,000.00	12.90 %	257.99	2,000.00	12.90 %
DCON				0.00	0.00	0.00%
DCON Awards, Giveaways, & Decor	3,433.12	5,700.00	60.23 %	3,433.12	5,700.00	60.23 %
DCON Background Checks	520.00	500.00	104.00 %	520.00	500.00	104.00 %
DCON Catering	13,314.60	16,700.00	79.73 %	13,314.60	16,700.00	79.73 %
DCON Entertainment	2,550.00	6,000.00	42.50 %	2,550.00	6,000.00	42.50 %
DCON Hotel	4,138.65	2,919.00	141.78 %	4,138.65	2,919.00	141.78 %

	Key Club			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
DCON Speaker	2,150.00	2,000.00	107.50 %	2,150.00	2,000.00	107.50 %
DCON Travel	400.76			400.76	0.00	0.00%
DCON Venue	6,940.40	5,200.00	133.47 %	6,940.40	5,200.00	133.47 %
Key Club Conv. Mgr. Expense	1,905.00			1,905.00	0.00	0.00%
Total DCON	35,352.53	39,019.00	90.60 %	35,352.53	39,019.00	90.60 %
District Office				0.00	0.00	0.00%
Audit & Accounting		900.00		0.00	900.00	0.00%
District Office Allowance for non-DCON Support		3,322.00		0.00	3,322.00	0.00%
Postage		25.00		0.00	25.00	0.00%
Supplies & Printing		250.00		0.00	250.00	0.00%
Web Page	337.90	100.00	337.90 %	337.90	100.00	337.90 %
Total District Office	337.90	4,597.00	7.35 %	337.90	4,597.00	7.35 %
Fall Exec. Comm. Mtg. (Nov)	1,283.71	2,500.00	51.35 %	1,283.71	2,500.00	51.35 %
KC, K Gov & ED for KCDCON		1,600.00		0.00	1,600.00	0.00%
Key Club ICON Suite and Expenses (Summer)		4,000.00		0.00	4,000.00	0.00%
Meeting Expenses				0.00	0.00	0.00%
Board Mtg, New Board Training (May)	3,276.71	3,500.00	93.62 %	3,276.71	3,500.00	93.62 %
Board Mtg, Pre-School (Aug)	1,121.31	3,500.00	32.04 %	1,121.31	3,500.00	32.04 %
GATC, Gov's Training Conference	529.98	1,000.00	53.00 %	529.98	1,000.00	53.00 %
ICON, KC Expenses	13,259.80			13,259.80	0.00	0.00%
Rally Expenses (Sept/Oct)	3,394.23	2,700.00	125.71 %	3,394.23	2,700.00	125.71 %
Total Meeting Expenses	21,582.03	10,700.00	201.70 %	21,582.03	10,700.00	201.70 %
Misc Expenses				0.00	0.00	0.00%
Contingency		500.00		0.00	500.00	0.00%
District Board Name Badges & Shirts	471.76	400.00	117.94 %	471.76	400.00	117.94 %
Total Misc Expenses	471.76	900.00	52.42 %	471.76	900.00	52.42 %
Spring Exec. Comm. Mtg. (Jan)	1,008.35	2,500.00	40.33 %	1,008.35	2,500.00	40.33 %
Travel				0.00	0.00	0.00%

	Key Club			TOTAL		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
District Admin Travel, KDCON		800.00		0.00	800.00	0.00%
District Admin Travel, Key Club ICON	727.96	2,500.00	29.12 %	727.96	2,500.00	29.12 %
District Admin Travel, Regional Rallies	442.20	750.00	58.96 %	442.20	750.00	58.96 %
KC District Bulletin Editor, ICON		150.00		0.00	150.00	0.00%
KC Gov, CK DCON		100.00		0.00	100.00	0.00%
KC Gov, ICON		300.00		0.00	300.00	0.00%
KC Gov, K DCON Meals		100.00		0.00	100.00	0.00%
KC LG, ICON		3,750.00		0.00	3,750.00	0.00%
KC Non-Board Intl Candidate, ICON		200.00		0.00	200.00	0.00%
KC Sec-Treas or LG, CK DCON		100.00		0.00	100.00	0.00%
KC Sec-Treas or LG, ICON		300.00		0.00	300.00	0.00%
KC Sec-Treas, K DCON Meals		100.00		0.00	100.00	0.00%
KC Web Master, ICON		150.00		0.00	150.00	0.00%
KC, District Admin Asst Travel	590.39	900.00	65.60 %	590.39	900.00	65.60 %
Spring Intl (GATC) Travel	0.00			0.00	0.00	0.00%
Total Travel	1,760.55	10,200.00	17.26 %	1,760.55	10,200.00	17.26 %
Total Expenditures	62,054.82	78,016.00	79.54 %	62,054.82	78,016.00	79.54 %
NET OPERATING REVENUE	49,641.38	11,681.00	424.98 %	49,641.38	11,681.00	424.98 %
NET REVENUE	\$49,641.38	\$11,681.00	424.98 %	\$49,641.38	\$11,681.00	424.98 %

Circle K Budget vs. Actuals

October 2022 - September 2023

			Total
	Actual	Budget	% of Budget
REVENUE			
Circle K, DCON Registrations		1,200.00	
Dues	216,272.50	2,400.00	9,011.35 %
Total Revenue	216,272.50	3,600.00	6,007.57 %
GROSS PROFIT	216,272.50	3,600.00	6,007.57 %
EXPENDITURES			
Circle K DCON		2,500.00	
CKI Board Shirts		100.00	
CKI, Fall Service Project		250.00	
Meeting Expenses			
Board Mtg, K Nov/Dec, KC Nov, CK Sept/Oct		300.00	
CKI ICON Travel		1,000.00	
Total Meeting Expenses		1,300.00	
Travel			
CKI Gov Travel		300.00	
CKI Key Club DCON Travel		150.00	
CKI Sec-Treas & LG (up to \$75 ea) Travel		450.00	
Total Travel		900.00	
Winter Board Mtg (Dec/Jan)		300.00	
Total Expenditures	0.00	5,350.00	0.00%
NET OPERATING REVENUE	216,272.50	-1,750.00	-12,358.43 %
NET REVENUE	\$216,272.50	\$ -1,750.00	-12,358.43 %