



Kiwanis®

Louisiana-Mississippi-West Tennessee District

AGENDA

Meeting of the 2024-2025 District Board of Trustees

October 4, 2025 | 9:00am | via zoom

Marcel Lashover, Governor, Presiding

Call to Order

The Louisiana-Mississippi-West Tennessee District of Kiwanis International Board of Trustees met on Saturday, October 4, 2025, at 9:00am on zoom. Governor Marcel Lashover called the meeting to order at 9:02am and established a quorum with the following present:

Governor, Marcel Lashover
Governor-Elect, Andrew Dozier
Immediate Past Governor, Claude Vinson
Region I Trustee, Oscar Brown
Region II Trustee, Ralph Carter
Region III Trustee, Lorri Alles
Region IV Trustee, Jennifer Kelly-White
Region V Trustee, Rick Danielson
Region VI Trustee, John Gherardi
Region VII Trustee, Darren Green
Executive Director, Jen Robertson

Invocation by Trustee Oscar Brown. Defining Statement recited by all.

Governor Marcel Lashover and Governor-Elect Andrew Dozier offered opening remarks.

Consent Agenda

Trustee John Gherardi moved to approve the following consent agenda. Trustee Jennifer Kelly-White seconded the motion. With no discussion, all voted in favor. Motion carried.

- A. August 8, 2025, Board Meeting Minutes
- B. District Key Position Reports
- C. Circle K: 6 active clubs
- D. Key Club: 126 active clubs
- E. Aktion Club: 8 active clubs
- F. Builders Club: 27 active clubs
- G. K-Kids Clubs: 37 active clubs

Board Committees

The Board discussed the **Bylaws Committee**. Committee Chair John Gherardi presented the LaMissTenn Kiwanis Policies Sections 900 (exhibit A). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Next, Committee Chair John Gherardi presented the Bylaws Amendment (exhibit B). Because these changes fit the criteria as outlined in the District Bylaws Article 13, Section 3, the District Board is authorized to consider the changes. With the recommendation of approval from the Committee, Governor

Marcel Lashover, Governor-Elect Andrew Dozier, and Trustees Oscar Brown, Ralph Carter, Lorri Alles, Jennifer Kelly-White, Rick Danielson, John Gherardi, and Darren Green voted in favor. Immediate Past Governor Claude Vinson voted against. Motion carried.

Next, Committee Chair John Gherardi presented proposals to revise the division boundaries for 2, 10A, 10B, and 10C (exhibit C). With the recommendation of approval of Proposal B from the Committee, all voted in favor. Motion carried.

Next, the Board discussed the **Finance Committee**. Committee Chair Ralph Carter presented the LaMissTenn Kiwanis District, LaMissTenn Key Club District, and LaMissTenn Circle K District financials (exhibit D). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented the 2025-2026 LaMissTenn Kiwanis District budget (exhibit E). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented the 2025-2026 LaMissTenn Key Club District budget (exhibit F). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented the 2025-2026 LaMissTenn Circle K District budget (exhibit G). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented the 2025-2026 LaMissTenn Convention budget (exhibit H). With the recommendation of approval from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented the 2026 Mid-Year Education Conference budget (exhibit I). With the recommendation of approval for the Breakfast with Buffet 2 option from the Committee, all voted in favor. Motion carried.

Committee Chair Ralph Carter presented an investment opportunity to invest \$100,000 from the Kiwanis Savings account and \$50,000 from the Conventions account in 8-month CD with 4% interest rate.

Next, the Board discussed the **Education Committee**. Education Committee Chair Jennifer Kelly-White presented the following items for the 2026 Mid-Year Education Conference education sessions: a membership session focused on the Governor's "If you don't A.S.K., you don't G.E.T." slogan, club panel on fundraising ideas, and a co-working and networking session.

Next, the Board discussed the **Membership Committee**. Membership Committee Chair Rick Danielson presented the current membership status of the District (below).

- 10/1/2024 Membership: 3,516 members
- 9/26/2025 Membership: 3,558 members
- Net Members: 42 members

Next, the Board discussed the **Service Committee**.

Next, the Board discussed the **SLP Committee**.

Next, Vice Governor Andrew Dozier and Trustee Lorri Alles discussed current Lt. Governor efforts.

New Business

Next, the Board discussed ordering customized LaMissTenn District Kiwanis merchandise. Trustee Darren Green moved to authorize Executive Director Jen Robertson to develop a plan. Trustee Lorri Alles seconds the motion. All voted in favor. Motion carried.

Next, the Board discussed the future of the LaMissTenn Key Club District administration leadership and the need for Key Club Zone Leaders. The Governor requested Trustees to submit Key Club Zone Leaders recommendations to Executive Director Jen Robertson or Key Club District Administrator Danny Williams over the next month.

Next, the Board discussed the location and date DCON 2028. Trustee Ralph Carter moved to approve the Holiday Inn in downtown Alexandria, LA as the location for DCON 2028 on August 4-6, 2028. Trustee Darren Green seconded the motion. All voted in favor. Motion carried.

Next, the Board discussed a letter to Kiwanis International requesting a revision to the 2025-2026 Distinguished District criteria (exhibit J). Trustee Jennifer Kelly-White move to approve the letter. Trustee Darren Green seconded the motion. All voted in favor. Motion carried.

Next, the Board discussed the Key Leader South program.

The Board reviewed the 2025-2026 District calendar:

November 2025

14-16 Key Leader South

December 2025

13 Board Meeting, 9am-11am via zoom

15 Newsletter Articles Dues (Governor, Governor-Elect, Vice Governor, Immediate Past Governor)

March 2026

15 Newsletter Articles Dues (Governor, Governor-Elect, Vice Governor, Immediate Past Governor)

20 Board Meeting, 5pm-7pm, Natchitoches, LA

21 Mid-Year Education Conference, Natchitoches, LA

April 2026

10-12 Key Club DCON, Natchez, MS

May 2026

15-16 Lt. Governor-Elect Education Conference, TBD

16 Board Meeting, TBD

June 2026

15 Newsletter Articles Dues (Governor, Governor-Elect, Vice Governor, Immediate Past Governor)

24-27 111th Annual Kiwanis International Convention, Manilla, Philippines

July 2026

1-5 Key Club ICON, Dallas, TX

30-2 108th Annual LaMissTenn Kiwanis DCON, Kenner, LA

August 2026

2 Board Meeting, 10am-12pm Kenner, LA

September 2026

15 Newsletter Articles Dues (Incoming Governor, Governor-Elect, Vice Governor, Immediate Past Governor)

Future District Conventions

2027 109th Annual LaMissTenn Kiwanis District Convention, Cruise, TBD

2028 110th Annual LaMissTenn Kiwanis District Convention, Alexandria, LA, TBD

Future Kiwanis International Conventions

2027 112th Annual KI Convention, Dallas, TX, June 17-19

2028 113th Annual KI Convention, Las Vegas, NV, June 28-July 1

After brief remarks from the Trustees, Immediate Past Governor Claude Vinson, Governor-Elect Andrew Dozier, and Governor Marcel Lashover, Trustee Rick Danielson moved to adjourn the meeting. Governor-Elect Andrew Dozier seconded the motion. With no discussion, all voted in favor. The meeting adjourned at 11:02am.

LAMISSTENN KIWANIS POLICIES

SECTION 900: MISCELLANEOUS

900 DISTRICT OFFICE

- 900.1 The normal office hours for the District Office shall be set by the Executive Director.
- 900.2 The District Office shall be closed for the following holidays:
- Labor Day (1st Monday in ~~October~~ September)
 - Veterans' Day (November 11th)
 - Thanksgiving (Thursday & Friday)
 - Christmas Eve & Day
 - New Year's Eve & Day
 - Martin Luther King's Birthday (3rd Monday in January)
 - Mardi Gras
 - Good Friday
 - Memorial Day (last Monday in May)
 - Juneteenth National Independence Day (June 19th)
 - Independence Day (July 4th)

901 DISTRICT AWARDS

- 901.1 All District Awards will be determined by the District Governor and approved the District Board. Such awards will reflect the emphasis of each administration.
- 901.2 No award need be presented in any year in which the person(s) responsible for the award determines that no nominee adequately meets the published criteria for the award.

902 DISTRICT EMBLEMS

- 902.1 To preserve distinction and dignity of the District emblem(s) (Kiwanis, Circle K and Key Club), they shall not be used for trade or commercial purposes without specific authorization from the respective District Board of Trustees. The emblem(s) may be used on approved District badges for present and past District officers and District committee chairmen. It may be used also for official District, Division, and Club programs, bulletins, stationery and publications connected with Kiwanis, Circle K and Key Club programs and activities of a non-commercial nature. For any other use prior written authorization must be obtained from the appropriate District Board by written request submitted through the District Executive Director at least ten days prior to any meeting of the District Board(s).

904 ALCOHOLIC BEVERAGES AT KIWANIS MEETINGS

- 904.1 For official meetings of the LaMissTenn District, alcoholic beverages shall not be served in the presence of SLP members.

905 FUNDRAISING

- 905.1 All District-wide service fund solicitations shall be handled through the District Foundation rather than through any outside organizations. "District-wide" shall be interpreted as "above division level."

906 KIWANIS-FAMILY ELECTIONS

- 906.1 The choice of leadership in the various branches of the K-Family is the exclusive privilege and responsibility of

each individual group. It is improper for a member of any one organization to attempt to influence the process of nomination, electioneering, or voting for officers of any other group.

907 SEXUAL HARASSMENT

- 907.1 A. This District prohibits any form of sexual harassment. Similarly, any behavior that has the effect of creating an intimidating, hostile, or otherwise offensive environment is strictly prohibited. Sexual harassment includes, but is not limited to, the following behavior: sexual advances, verbal or physical conduct of a sexual nature, visual forms of a sexual or otherwise offensive nature, such as signs or posters, requests for sexual favors, epithets, slurs, jokes, or other verbal or physical conduct.
- B. In addition to strict observance of Kiwanis International's Youth Protection Guidelines, the following behaviors are recommended:
1. ~~Strive~~ **Shall be mandatory** to have at least two adults present at all times when Kiwanians and sponsored youth are meeting together or are traveling together, even briefly.
 2. Avoid the unnecessary touching of others, whether adults or youth.
 3. Avoid sexually suggestive language, off-color jokes or stories.
 4. Avoid the distribution of pictures, audio, videotapes or printed materials including email or media of any kind, containing sexually suggestive language or scenes.
 5. Avoid all activities/projects that involve one-on-one contact between adults and youth ("Lone Ranger projects").

907.2 Reporting Discrimination and Sexual Harassment

- A. If one experiences or observes any of the aforementioned prohibited forms of conduct, that person, or a representative of any club or division, must report such conduct to the District Executive Director. An investigation will be conducted and, to the extent possible, the privacy of the person filing the complaint, as well as the person under investigation, will be respected at all times consistent with legal obligation to conduct a fair and thorough investigation. If the District Executive Director is involved in the conduct about which the person is complaining, the report should be made to the current District Governor. The complaint will be promptly investigated. Upon completion of the investigation, the matter will be reported to the District Board of Trustees for appropriate consideration. The investigation results will remain confidential to the public.
- B. Alleged violations reported to any club will be documented and promptly and discretely investigated, and proper authorities, including the District Risk Manager and Kiwanis liability insurance carriers, should be notified immediately if anyone files a complaint about the conduct of a Kiwanian.

908 GRIEVANCE PROCEDURES

- 908.1 Any dispute between clubs or individuals regarding any matter or issue as to Kiwanis, Kiwanis policies or procedures, or Kiwanis authorities, may be submitted to the current District Governor for resolution. In appropriate instances, the Governor may present any issue to the District Board of Trustees for resolution by majority vote of all trustees.

909 KIWANIS RELATED LITIGATION

- 909.1 The effectiveness of all that we do as Kiwanians depends in large measure on building, advancing, and protecting the good name of Kiwanis. To this end, the following apply to matters regarding litigation:
- A. Before any Kiwanis club or division engages in litigation as a plaintiff of any kind in the name of Kiwanis, such club or division must obtain written consent from the District Board of Trustees through the District Executive Director.
- B. Any Kiwanis club or division named as a defendant in a lawsuit or an administrative or tax proceeding shall notify the District Executive Director immediately upon being made aware of the existence of the suit or proceeding. Such club or division shall also comply with all terms of the Kiwanis liability insurance and must also notify the Kiwanis insurance authorized risk manager immediately.

910 SOCIAL MEDIA GUIDELINES

- 910.1 On official LaMissTenn District online accounts, all District Officers shall adhere to the following guidelines when posting to a blog, making comments online, or using Facebook, Twitter, YouTube, LinkedIn, Flickr or any other tools that fall within the social media realm. Clubs shall recognize that the individual actions of each Kiwanis member reflect upon the entire organization. The Board urges all clubs to adopt a similar policy and for all Kiwanis members to abide by.



Kiwanis®

Louisiana-Mississippi-West Tennessee District

DISTRICT BYLAWS

**for the Louisiana-Mississippi-West Tennessee District of Kiwanis International
as approved by the House of Delegates on August 9, 2025**

ARTICLE 1. DEFINITIONS

Section 1. Wherever these terms appear throughout these bylaws, "**club**" means a club in good standing as defined from time to time by Kiwanis International and "**active member**" means a member in good standing with his/her club as defined by the club. However, provisions regarding sending notice to clubs about meetings, amendments, and resolutions and provisions regarding payment of club financial obligations shall apply to **all** chartered clubs, whether in good standing or not in good standing.

ARTICLE 2. PURPOSE AND STRUCTURE

Section 1. The name of this organization shall be the **Louisiana-Mississippi-West Tennessee** District of Kiwanis International.

Section 2. The boundaries of this district shall be the states of Louisiana and Mississippi and that section of the state of Tennessee west of the Tennessee River, plus the portion of Hardin County east of the Tennessee River as determined by the Kiwanis International Board.

Section 3. Neither the district nor boundaries shall be changed unless permission shall first have been obtained from the Kiwanis International Board.

Section 4. The purpose of this district shall be primarily to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and strategic goals of Kiwanis, and specifically to cooperate with Kiwanis International in:

- Opening new clubs and strengthening existing clubs;
- Delivering education to clubs, and;
- Delivering service leadership programs and global campaign for children programming to and through clubs

The purpose of the district also shall be to promote the interests of the clubs within the district to Kiwanis International.

Section 5. The district shall group clubs into divisions and divisions into regions. The boundaries of the divisions and regions shall be defined by the District Board in district policies.

Section 6. Each club* within the district boundaries is a member of the district and is entitled to all the rights, privileges, and responsibilities thereof.

ARTICLE 3. OFFICERS

Section 1.

- a. The officers of the district shall be the Governor, Governor-Elect, Vice-Governor, Immediate Past Governor, Secretary-Treasurer, a Lieutenant Governor for each division and a Trustee for each region of the district.
- b. No offices other than those of Secretary and Treasurer may be combined in one person. The Secretary-Treasurer has the title of Executive Director.
- c. After their election and before their assumption of office, all officers shall be known and designated by the titles of the offices to which they have respectively been elected followed by the term "designate."

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. The Governor, Governor-Elect, and Vice-Governor also shall have and maintain a ~~clear~~ **satisfactory** criminal history background check conducted and verified by Kiwanis International. (7/2014)
- b. The Governor, 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.
- c. Each Lieutenant Governor shall be a member of a club in the division from which elected
- d. Each Trustee shall be a member of a club in the region from which elected and shall be a past Lieutenant Governor in this district.
- e. District Board members and Lieutenant Governors shall have and maintain a clear criminal history background check conducted and verified by Kiwanis International.
- f. Any candidate for the office of District Governor, District Governor-Elect, Vice Governor, Trustees, and Lieutenant Governors must have the endorsement of the home club.
- g. In the event that a Trustee seeks to be elected Vice Governor, the term of said Trustee shall end on September 30 following the Kiwanis District Convention at which the Trustee seeks Vice Governor.
- h. No person shall hold an elected position on the District Board and the District Foundation Board simultaneously.

Section 3. Officer terms shall be as follows. The terms of all district officers shall begin on October 1.

- a. Each Trustee shall serve for a term of three (3) years. No person shall serve more than 4 consecutive years as a Trustee. However, the time served by any member appointed by the District board to fill an unexpired portion of a vacant term shall not count towards the office of Trustee for the purpose of this provision.
- b. All other officers shall serve a term of one (1) year.

Section 4. Each district officer has the duty and responsibility to:

- a. Promote the Objects and objectives of Kiwanis International.
- b. Promote the interests of the clubs within the district.
- c. Perform such duties and responsibilities as are currently prescribed or as may be amended in the bylaws, policies, or procedures of Kiwanis International or of the district or as may be assigned by the District Board.
- d. Actively promote implementation of growth efforts of the district in conjunction with Kiwanis International's strategic growth plan.

- e. Actively promote and support programs of emphasis by Kiwanis International, such as the service leadership programs (where applicable) and the global campaign for children.
- f. Attend all meetings required by the district.
- g. All district officers are encouraged to attend the Kiwanis International Convention whenever possible.

Section 5. The Governor has the further duties and responsibilities:

- a. Serve as the chief executive officer of the district, under the direction and supervision of the Kiwanis International Board of Trustees.
- b. Be responsible for planning and developing the general program for the district convention and conferences with the advice and consent of the District Board.
- c. Preside at all district conventions and meetings of the District Board.
- d. Attend all conventions and other meetings required by Kiwanis International.
- e. Be responsible for implementing growth efforts of the district in conjunction with Kiwanis International's strategic growth plan.
- f. Actively promote the Service Leadership Programs of Kiwanis International and assure proper supervision of those programs on a local, divisional, and district level.

Section 6. The Governor-Elect has the further duties and responsibilities:

- a. Attend all meetings required by Kiwanis International and the region for Governors-Elect, including the Governors-Elect Education Conference and the International Convention.
- b. Be responsible for the training of incoming Lieutenant Governors, Trustees, and district committee chairs; for implementing club education programs; and for education programs at the district convention.
- c. Support the Governor.

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

Section 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 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 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.

Section 2. The management and control of the affairs of the district not otherwise provided for in these bylaws shall be vested in the District Board, subject to the supervision and control of the Kiwanis International Board of Trustees. The District Board may adopt policies and/or procedures, provided they are not in violation of any applicable laws or any higher governing documents.

Section 3. The District Board shall hold at least two (2) regular meetings during each administrative year, one of which shall be held prior to October 31, at such times and places as designated by the Governor. If the first meeting is held prior to October 1, any action taken shall become effective on October 1, unless a later date is specified.

Section 4. A special meeting of the District Board may be called by the Governor or two-thirds (2/3) of the entire Board.

Section 5. Subject to the laws of local jurisdiction, the District Board may meet and conduct business by any method that allows all participants to simultaneously communicate with one another or as otherwise allowed by law. Participation by such methods constitutes attendance. Normal board meeting rules and processes apply unless otherwise determined by the Board.

Section 6. The Executive Director shall notify each member of the District Board and the Executive Director of Kiwanis International of the time, place, and date of any regular meeting at least three (3) weeks in advance and

of any special meeting at least three (3) days in advance.

Section 7. In the absence of the Governor from a meeting, the District Board shall elect one of its members to act as presiding officer.

Section 8. A majority of the total members of the District Board constitutes a quorum, and a majority vote of those present and voting is required for all business unless otherwise provided in these bylaws.

Section 9. Within thirty (30) days after any District Board meeting, the Executive Director shall provide a draft of the meeting minutes or a summary of the actions taken to Kiwanis International, and a copy shall be made available to clubs in the district. The district shall provide a copy of the official minutes of each board meeting to Kiwanis International within thirty (30) days after approval by the District Board.

ARTICLE 5. COMMITTEES

Section 1. The titles, structure, and duties of district standing committees, key positions, and Service Leadership Program Administrators shall be those defined by the Kiwanis International Board.

Section 2: The district shall also have the following standing committees:

- a. The **Executive Committee** shall consist of the Governor, Governor-Elect, Vice Governor, Immediate Past Governor, Executive Director, and the Chair of the Board Committee on Budget and Finance. Its duties shall be:
 - i. Between meetings of the District Board, the administrative authority of the Board is delegated to the Executive Committee on all matters. The action of the Executive Committee shall have full force and effect. Any action by the Executive Committee, unless disapproved by the Board, shall be formally ratified by the Board. This delegation of authority shall not include the right to waive or change policy, if the need arises.
 - ii. During District Board meetings, only personnel matters may be referred to the Executive Committee for consideration and recommendation.
- b. The **Past Governors Committee** shall include all Past Governors who are still active members of clubs in the district. The committee shall elect a chairperson annually from among its members. The committee shall consider and report to the district board its conclusion on all matters referred to it. It also may initiate subjects for consideration and report its conclusions to the board. The committee shall meet at the time of the district convention. The committee may hold other meetings at the call of the chairman at their own expense, unless otherwise authorized by the district board.
- c. The **Budget & Finance Committee** shall be appointed by the Governor from among the members of the District Board. The Governor-Elect should be a member. The committee is charged with reviewing all financial matters involving the Kiwanis District or any of its Service Leadership Programs, including budgets, requests for over-expenditures, alternative income, and the annual financial examination required by Kiwanis International.
- d. The **Bylaws and Policies Committee** shall review any district bylaws amendments submitted by clubs; shall cooperate with the board in drafting proposed amendments; and shall suggest appropriate updates to the bylaws, policies, or procedures of the district and its Service Leadership Programs. The Chair shall assist the Executive Director in preparing meaningful resolutions, as needed, for presentation to House of Delegates at the Annual Convention. The committee shall also cooperate with the board in interpreting the spirit of the district bylaws when necessary and in securing the proper observance of obligations, standards, and practices stated or implied.

Section 3. Each standing committee shall cooperate with the appropriate committee of Kiwanis International.

Section 4. The Governor may create special committees, subject to the approval of the District Board.

Section 5. Unless otherwise provided in Section 2, the Governor shall appoint all committee chairs and members, subject to approval of the District Board.

Section 6: The Governor shall be non-voting member of all standing and special committees of the district.

Section 7. All committee members appointed by the Governor shall be subject to removal by the Governor.

ARTICLE 6. CONVENTIONS

Section 1. The annual convention of the district shall be held at such place and date, between March 15 and September 25, as shall be mutually agreed upon by the District Board and the Kiwanis International Board, except that no district convention shall be held within the period of thirty (30) days prior to, during, or thirty (30) days following the Convention of Kiwanis International, unless approved by the Kiwanis International Board. In the event the annual convention of Kiwanis International is held within the geographic boundaries of a district, the district may hold its convention in conjunction with the Kiwanis International convention; in such cases, district functions may not be held during general sessions of the International Convention.

Section 2. Special conventions of the district shall be called by the Governor upon the request of a majority of the clubs* or upon the request of three-fourths (3/4) of the members of the District Board.

Section 3. The Executive Director shall notify each club and the Executive Director of Kiwanis International at least sixty (60) days prior to the date of the annual convention and at least thirty (30) days prior to the date of any special convention or rescheduled annual convention.

Section 4. The District Board shall have full supervision and management of all conventions.

Section 5. For each convention, the Governor shall appoint a Committee on Credentials and a Committee on Elections, each to consist of at least three (3) members. All members of the Committee on Elections shall be delegates.

Section 6. At any district convention, each club* shall be entitled to seat up to three (3) delegates, two (2) of whom should be the club president and president-designate, and may nominate up to three (3) alternates to serve if any delegate is absent. Club delegates and alternates shall be active members** of the clubs* they represent. However, the Lieutenant Governor or a past Lieutenant Governor may represent any club* in their division not otherwise represented by three delegates. Delegates shall be elected by each club prior to the convention and certified to the district by the club president and secretary. A current or past Lieutenant Governor representing a club may be certified by the Credentials Committee or its designee.

Section 7. Official delegates of a newly organized club shall be granted full privileges at district conventions after the charter has been approved by the Kiwanis International Board of Trustees, even if it has not been formally presented to such club.

Section 8. All officers and past Governors of the district who are active members** of a club* in the district shall be delegates-at-large to all district conventions.

Section 9: To be accredited, a delegate must have paid a convention registration fee, if such is required.

Section 10. There shall be no voting by proxy or absentee ballot.

Section 11. The District Board may establish registration fees to be paid by persons attending any district convention. The proceeds derived from such registration fees shall be expended solely upon approval of the District Board.

Section 12. The convention may propose, discuss, and adopt resolutions, and may recommend matters or concerns to Kiwanis International. The convention shall also consider and act upon matters submitted to it by

Kiwanis International.

Section 13. In the absence of the Governor from any convention of the district, the District Board shall designate any elected member of the District Board to act as presiding officer.

Section 14. Delegates from at least one-third (1/3) of the district clubs* shall constitute a quorum at any district convention, and no less than a majority vote of the delegates present and voting is required to approve all business unless otherwise provided in these bylaws.

Section 15. Within thirty (30) days after any convention, the Executive Director shall provide a written report of the actions taken, approved by the Governor, and shall transmit the report to the Executive Director of Kiwanis International. A copy of the report shall be made available to clubs in the district.

Section 16. In the event the District Board shall determine by resolution that there exists a condition of emergency that compels cancellation of the annual district convention, the Board shall notify Kiwanis International and district clubs immediately and shall determine one of the following methods to transact any and all business that was to be transacted at the annual convention, as soon as practical. The preference will be to reschedule the convention, if possible, or, alternatively, to call a meeting of all persons having the status of delegates-at-large at district conventions, a quorum of which shall be a majority.

Section 17. The official program of a convention as approved by the District Board shall be the order of the day for all sessions. Changes in the agenda of the House of Delegates may be made from time to time by a majority vote of the house.

Section 18. Resolutions

- a. A club*, by majority vote of its active members** or board, may propose resolutions to be considered at any convention of the district, provided they are submitted to the Executive Director not less than sixty (60) days prior to the date of the convention. Resolutions may also be proposed by the District Board.
- b. All proposed resolutions shall be referred to the Bylaws and Policies Committee for its consideration and recommendation to the District Board. The Committee may modify, combine, edit, or not accept any club proposals. The District Board shall have final authority on resolutions to be considered at the convention.
- c. No later than thirty (30) days prior to the district convention, the Executive Director shall make available to each club in the district a copy of all proposed resolutions other than those of memoriam and appreciation.
- d. No other resolutions shall be considered unless approved for consideration by two-thirds (2/3) vote of the District Board and presented no later than the beginning of the House of Delegates.
- e. Resolutions may be adopted by a majority of the valid votes cast by the delegates present and voting, except those recommended by the Board less than sixty (60) days in advance which shall require two-thirds (2/3) vote to adopt.

Section 19. The House of Delegates shall adopt standing rules to conduct business.

ARTICLE 7. NOMINATION AND ELECTION OF OFFICERS

Section 1. The election of officers, except as otherwise provided in these bylaws, shall be held at the annual convention. The official program of the convention shall indicate the time and place of the elections.

Section 2. The Executive Director shall be employed via contract and determined by a two-thirds (2/3) vote of the District Board.

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.
- b. All qualified candidates for offices to be elected at the annual convention must submit written notice of candidacy to the Executive Director no later than 30 days before the convention begins. This deadline may be extended by the district board if candidates other than the sole candidate(s) are necessary.
- c. Qualified candidates for Governor, Governor-Elect, and Vice-Governor shall:
 - i. Submit a signed agreement provided by Kiwanis International to fulfill the duties of office.
 - ii. Have a ~~clear~~ **satisfactory** criminal history background check conducted and verified by Kiwanis International.
 - iii. Be endorsed for the office by his or her primary club.
- d. Prior to elections, the Executive Director shall report the qualified candidates to the House of Delegates.
- e. A majority of all valid votes cast shall be necessary for each office elected at the convention. In the event that no nominee receives a majority of valid votes cast, a new election shall take place immediately, with the nominee receiving the fewest number of votes eliminated from the ballot. This procedure shall be followed until one nominee receives a majority vote.
- f. The voting shall be by ballot only where there are two (2) or more candidates for the same office.
- g. Cumulative voting shall not be permitted.

Section 4. Duties of Credentials Committee and Elections Committee

- a. The Credentials Committee shall verify all delegates and determine the seating of any delegates not previously certified by their club. Prior to the elections taking place, the Credentials Committee shall report the delegate count to the Executive Director and Elections Committee, and shall make available to them, upon request, a list of the delegates.
- b. The Elections Committee shall have general charge of the election and of distributing and counting all ballots. The Elections Committee shall report promptly to the convention the results of all balloting. The report shall be signed by a majority of the committee.

Section 5. Election of Lieutenant Governor and Lieutenant Governor-Elect

- a. The Lieutenant Governor of each division shall hold, not earlier than the first week of the administrative year and not later than the annual district convention preceding the expiration of the Lieutenant Governor's term, a meeting to elect a Lieutenant Governor and a Lieutenant Governor-Elect for the next term. The time and place of this meeting shall be designated by the Lieutenant Governor. The president of each club in the division shall be notified at least 10 days prior to the meeting.
- b. Each club* in the division is entitled to seat up to three (3) delegates, two (2) of whom should be the club president and president-designate, as well as nominate three alternates who may serve if any delegate is absent. All club delegates and alternates shall be active members**.
- c. Past Governors, current and past Trustees, and past Lieutenant Governors who are active members** of a club* in the division, as well as non-delegate club members**, shall also be invited to the meeting and shall be allowed to participate in discussion, but shall not have voting rights.
- d. Delegates from at least one-third (1/3) of the clubs* in the division shall constitute a quorum.

- e. The Immediate Past Lieutenant Governor shall conduct the elections, unless he/she is a candidate for election. If the presiding officer is absent or ineligible to serve, the meeting shall elect a delegate to conduct the elections.
- f. No person shall be considered a candidate for Lieutenant Governor or Lieutenant Governor-Elect without first providing consent and an agreement to carry out the duties and responsibilities of office.
- g. The Lieutenant Governor-Elect shall be the sole candidate for the office of Lieutenant Governor. However, in any year in which the Lieutenant Governor-Elect was not previously elected by the division or is no longer qualified to hold the office, other qualified candidates shall be permitted.
- h. Voting shall be by ballot only where there are two (2) or more candidates for the same position. A majority of all valid votes cast shall be necessary for elections. In the event that no nominee receives a majority of valid votes cast, a new election shall take place immediately, with the nominee receiving the fewest number of votes eliminated from the ballot. This procedure shall be followed until one nominee receives a majority vote. In the event of a tie vote, the Lieutenant Governor shall be entitled to vote.
- i. The presiding officer shall report the election results immediately to the Executive Director who shall report the results to Kiwanis International.
- j. A Lieutenant Governor-Elect is not a district officer.

Section 6. Election of Trustees.

- a. The Trustee of each region shall hold, not earlier than the first week of the administrative year and not later than April 30, a meeting to elect a new Trustee for the next term. The time and place of this meeting shall be designated by the Trustee. The president of each club in the region shall be notified at least thirty (30) days prior to the meeting.
- b. Each club* in the region is entitled to seat up to three (3) delegates, two (2) of whom should be the club president and president-designate, as well as nominate three alternates who may serve if any delegate is absent. All club delegates and alternates shall be active members**.
- c. Past Governors, current and past Trustees, and past Lieutenant Governors who are active members** of a club* in the region, as well as non-delegate club members**, shall also be invited to the meeting and shall have the privilege of the floor, but shall be without vote.
- d. Delegates from at least one-third (1/3) of the clubs* in the region shall constitute a quorum.
- e. The current Trustee shall conduct the elections. If the current Trustee is a candidate, absent or ineligible to serve, the most recent past Trustee present and willing shall serve, or in the absence of a past Trustee, the meeting shall elect a delegate to conduct the elections.
- f. No person shall be considered a candidate for Trustee without first providing written consent and an agreement to carry out the duties and responsibilities of office.
- g. Voting shall be by ballot only where there are two (2) or more candidates for the same position. A majority of all valid votes cast shall be necessary for elections. In the event that no nominee receives a majority of valid votes cast, a new election shall take place immediately, with the nominee receiving the fewest number of votes eliminated from the ballot. This procedure shall be followed until one nominee receives a majority vote. In the event of a tie vote, the presiding officer shall be entitled to vote.
- h. The presiding officer shall report the election results immediately to the Executive Director who shall report the results to Kiwanis International.

ARTICLE 8. VACANCIES IN OFFICE

Section 1. In the event of a vacancy in the office of Governor, 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, or current or past Trustees.

Section 2. In the event of a vacancy in the office of Immediate Past Governor, the qualified member** who served as Governor most recently prior to the Immediate Past Governor who is willing and able shall automatically become the Immediate Past Governor.

Section 3. In the event of a vacancy in the office of Executive Director, it shall be filled by a two-thirds (2/3) vote of the District Board.

Section 4. In the event of a vacancy in the office of Lieutenant Governor or Trustee, the vacancy shall be filled as follows:

- a. If the term has one year or less remaining, a qualified member** shall be elected by a majority vote of the District Board to serve the remaining term;
- b. If the term has more than one year remaining, the district shall notify the clubs in the affected division or region that a replacement Lieutenant Governor or Trustee may be elected at a division or regional meeting to be held within sixty (60) days from the date of such vacancy. In the absence of a replacement being elected by the division or region, a qualified member** shall be elected by a majority vote of the District Board.

Section 5. In the event that the election of any district office cannot be completed for any reason, the District Board may consider the office to be vacant and may fill it as a vacancy as provided in these bylaws for such office.

Section 6. In the event that, after election and before October 1, any district officer-designate is unable to serve for the year elected, the District Board-designate for said year shall fill the position as a vacancy as provided in these bylaws for such office. Disability or inability of a Governor-designate to serve for the year for which elected shall first be determined by a two-thirds (2/3) vote of the entire District Board-designate.

Section 7. In the event that the Governor is temporarily incapacitated and is unable to discharge the duties of office, as determined by two-thirds (2/3) vote of the entire the District Board then shall elect, by a majority vote of the District Board, a qualified past Governor, current or past Trustee, or current or past Lieutenant Governor to become Acting Governor until the Governor is able to resume the duties of office. While the Governor is incapacitated, the Acting Governor shall have all the duties, responsibilities, and authority given to the Governor by these bylaws and the Bylaws of Kiwanis International. If, after a period of sixty (60) days, the District Board determines by another two-thirds (2/3) vote of the entire board that the Governor continues to be incapacitated and is not able to resume the duties and responsibilities of office, the Board may declare the office of Governor vacant and the vacancy shall be filled in accordance with the provisions for filling vacancies in such office as provided in these bylaws.

ARTICLE 9. DISCIPLINE OF OFFICERS

Section 1. If a district officer is alleged by the Governor or two-thirds (2/3) of the District Board to be failing to perform his/her duties, the District Board shall investigate the allegation and determine the matter at a meeting held within forty-five (45) days after the investigation is complete or as soon as reasonably possible. Written notice of the allegation, investigation, and meeting shall be given to the accused officer at least thirty (30) days prior to the meeting. The accused officer shall be permitted to attend the meeting and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the office shall be declared vacant.

Section 2.

- a. "Conduct unbecoming a member of the Kiwanis family" is defined in Kiwanis International Policy as any conduct that:

~~i. is incompatible with the best interests of the public or of members of the Kiwanis family; or~~

~~ii. tends to harm the standing of Kiwanis in the local or global community.~~

i. Constitutes harassment of another individual based on race, color, creed, national origin, age, or sex, including sexual orientation and gender identity; or

ii. Constitutes a criminal act that is clearly incompatible with the best interests of the public or of members of the Kiwanis family; or

iii. Constitutes repeated offensive or obnoxious behavior at Kiwanis events and activities as determined by at least two-thirds (2/3) of the board of directors of a club or district as it relates to conduct unbecoming charges at the club or district level

- b. If an allegation of 'conduct unbecoming a member of the Kiwanis family' is made against a district officer, allegedly committed while he/she was engaged in his/her duties as a district officer, the Governor shall immediately request from Kiwanis International a copy of the detailed procedures to be followed by the district and shall appoint a special investigator to investigate the matter. If an allegation is made against the Governor, the Immediate Past Governor shall fulfill the Governor's role throughout process. If the investigation report concludes there is a reasonable basis for the allegation, the Governor shall notify the accused officer and refer the matter to the District Board to conduct a hearing to decide the matter. The Board shall then meet and report its decision whether the accused officer did or did not engage in 'conduct unbecoming,' and, based on that decision, the appropriate disciplinary action, as follows: counseling, a verbal or written reprimand, or suspension or removal from office.
- c. If either the accused officer or the Investigator believes some part of the investigation was faulty or the determination was incorrect, either party has the right to request in writing reconsideration by the Board. The Board's decision on the matter shall be final.
- d. If, at any point during the 'conduct unbecoming' process, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.
- e. All materials, facts, and information related to the investigation, determination, and reconsideration (if any) shall be kept confidential at all times by any parties or persons involved in any part of the process.
- f. The district shall retain all official records on the matter (Allegation Report, Investigation Report, Hearing Record, Board Report, and Reconsideration Record if any) in a confidential file as long as required by applicable law, and shall send a copy to Kiwanis International, to be retained in a confidential file.

Section 3. If the district employs the Executive Director or other district officers, the employment relationship supersedes the officer relationship.

Section 4. Whenever a district officer is removed from office for reasons involving conduct unbecoming a member of the Kiwanis family or failure to perform the duties of office or resigns from office, that person may be declared by the District Board to be ineligible to hold a district office or appointment in the future.

ARTICLE 10. REVENUE

Section 1. Each club shall pay to the district the annual dues amount of forty-six dollars (\$46.00) for each active club member. Dues shall be based on each club's annual membership report to Kiwanis International as of

September 30 of each year and shall be due annually on October 1 and payable by November 30.

Section 2. If a Kiwanis club member was a former member of a Kiwanis International Service Program, the member's club is not obligated to pay district dues for any club member for a period of two (2) administrative years from the date of joining their Kiwanis club.

Section 3. District dues shall be charged for each new member of a club on the same basis used by Kiwanis International. District dues are waived for any new member who was a former member of a Kiwanis International Service Leadership Program club, upon joining their first Kiwanis club.

Section 4. The District Board may establish registration fees for district conferences or other meetings.

Section 5. No financial obligation shall be placed upon clubs of the district other than those provided in these bylaws or adopted by a two-thirds (2/3) vote of the House of Delegates.

ARTICLE 11. FINANCE

Section 1. Not later than October 31, the District Board shall approve a budget of estimated revenues and expenses for the year, including capital expenditures.

Section 2. The financial records of the district shall be examined at the end of each fiscal year by a qualified individual(s) or company selected by the District Board in accordance with Kiwanis International standards. The individual(s) should be qualified to perform such work in their respective jurisdiction. A copy of the annual financial examination shall be sent to the Executive Director of Kiwanis International by March 31 and to the District Board and shall be made available, upon request, to clubs and members in the district.

Section 3. The District Board shall determine the official depository or depositories and shall designate persons authorized to disburse funds.

Section 4. The district will comply with all governmental reporting requirements for finances, taxation, employment and any other areas of operation.

Section 5. The district shall report its financial status annually to clubs and to the Kiwanis International Board and at such other times and including such information as requested by the Kiwanis International Board.

ARTICLE 12. OTHER AUTHORITIES

Section 1. This district bylaws and policies will comply with all applicable laws in its local jurisdiction(s).

Section 2. For authority on all matters not covered by these bylaws, the following documents will apply, in this order of priority:

First: Kiwanis International Bylaws

Second: Kiwanis International Policies and Procedures

Third: The bylaws of the district's Federation or Council of Districts and/or Nations

Fourth: District Policies or Procedures

Fifth: Roberts Rules of Order Newly Revised (latest edition)

ARTICLE 13. AMENDMENTS

Section 1.

- a. A club*, by majority vote of its active members**, may propose bylaw amendments to be considered at any convention of the district, provided they are submitted to the Executive Director not less than sixty (60) days prior to the date of the convention. Bylaw amendments may also be proposed by the District Board.
- b. No later than thirty (30) days prior to the district convention, the Executive Director shall make available to each club in the district a copy of all proposed bylaw amendments.
- c. Amendments to these bylaws may be adopted by two-thirds (2/3) of the valid votes cast by the delegates present and voting.

Section 2. These bylaws and any amendments to them shall be in conformity with the Kiwanis International Bylaws, and the Standard Form for District Bylaws. Amendments previously verified by Kiwanis International to be in conformity may become effective immediately, unless a later effective date is specified upon adoption. Any amendments not in conformity shall not be effective until or unless approved by the Kiwanis International Board. Any questions regarding conformity shall be determined by the Kiwanis International Board.

Section 3. If the Kiwanis International Bylaws are amended in such a way that necessitates revisions to the Standard Form for District Bylaws, the District Board shall amend the district bylaws at the next regularly scheduled board meeting to reflect such revisions and shall inform clubs and members.

ARTICLE 14. SEVERABILITY

Section 1. In the event that any provision of these bylaws is held invalid, all other provisions shall remain in effect.

ARTICLE 15. INCORPORATION AND DISSOLUTION

Section 1. The district will incorporate or register with the proper authority(ies) as may be required by applicable law and shall maintain such incorporation or registration as required by law.

Section 2. If the district ceases operations for any reason, the last District Board will provide for proper distribution of district funds or other assets, in accordance with applicable law. If the District Board does not so provide, the Kiwanis International Board shall do so.

ARTICLE XVI. GENERAL PROVISIONS

Section 1. The district shall not be used for political purposes, including propaganda, trying to influence legislation, or participating in a campaign for or against any candidate for public office.

Section 2. The administrative and fiscal year of the district shall be October 1 – September 30.

*Every place the word “club” appears with an asterisk refers to a *club in good standing as defined by Kiwanis International*, per Article I.

**Every place the term “active member” (or member) appears with an asterisk refers to *club member in good standing with their club as defined by the club*, per Article I.

ADOPTION CERTIFICATION

If the district' bylaws are amended, send one copy of adopted amendments and one copy of the revised bylaws to the Governance Specialist at Kiwanis International (governance@kiwanis.org) for review, approval, and filing. The district then will be notified when its amended bylaws are approved by Kiwanis International.

These bylaws were adopted (or amended) by the Kiwanis District of Louisiana-Mississippi-West Tennessee House of Delegates on August 9, 2025.

Certified by Jen Robertson.

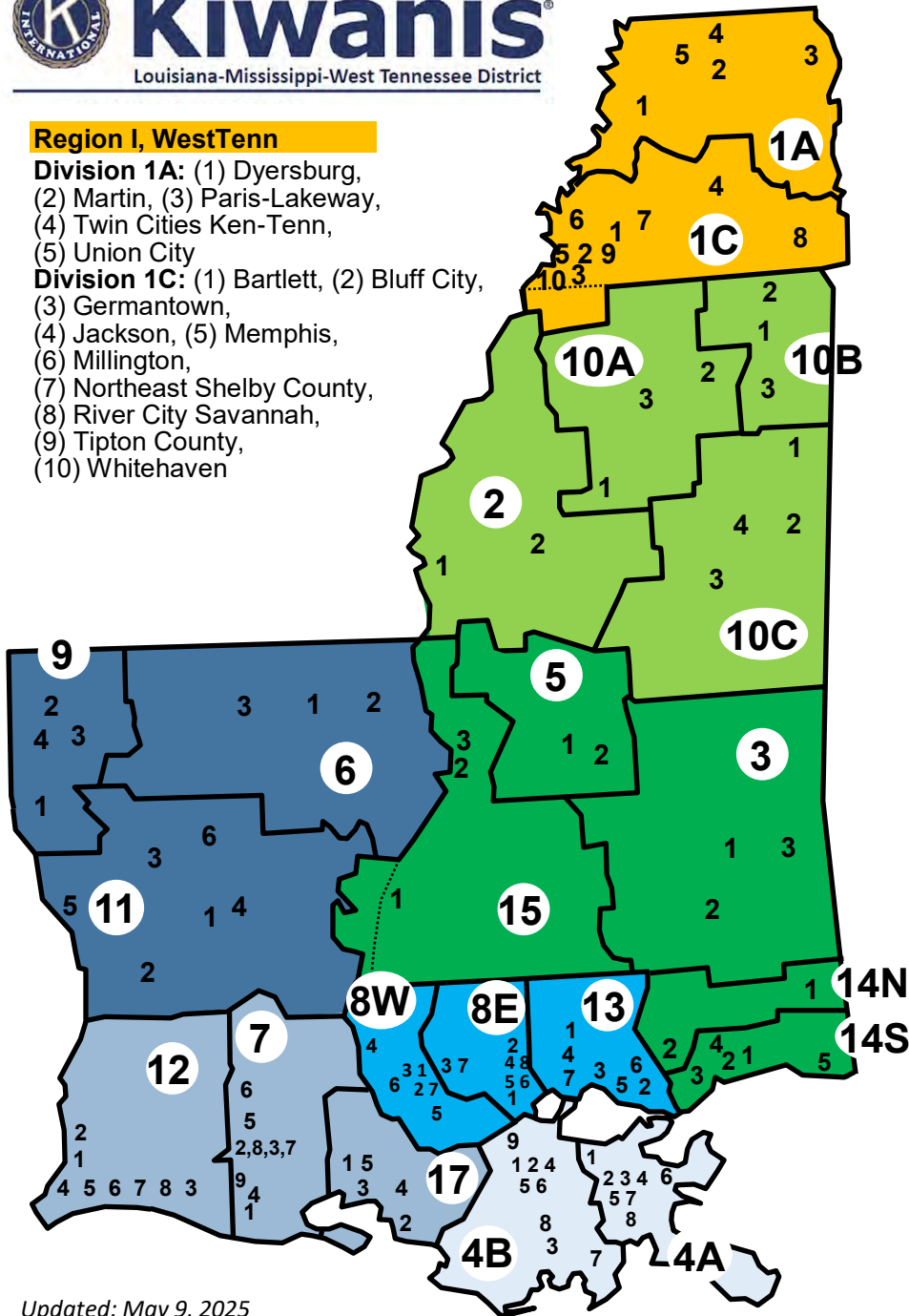


Kiwanis
Louisiana-Mississippi-West Tennessee District

Region I, WestTenn

Division 1A: (1) Dyersburg, (2) Martin, (3) Paris-Lakeway, (4) Twin Cities Ken-Tenn, (5) Union City

Division 1C: (1) Bartlett, (2) Bluff City, (3) Germantown, (4) Jackson, (5) Memphis, (6) Millington, (7) Northeast Shelby County, (8) River City Savannah, (9) Tipton County, (10) Whitehaven



Updated: May 9, 2025

EXHIBIT C

CURRENT MAP

Region II, Natchez Trace North

Division 2: (1) Greenville, (2) Greenwood

Division 10A: (1) Grenada, (2) New Albany, (3) Oxford

Division 10B: (1) Booneville, (2) Corinth, (3) Tupelo

Division 10C: (1) Amory, (2) Columbus, (3) Louisville, (4) Starkville

Region III, Magnolia South

Division 3: (1) Laurel, (2) The Pine Belt, Hattiesburg, (3) Waynesboro

Division 5: (1) Pearl, (2) Rankin County, Jackson

Division 14N: (1) Lucedale, (2) Picayune

Division 14S: (1) Biloxi, (2) Gulfport, (3) Long Beach, (4) Orange Grove Gulfport, (5) Pascagoula

Division 15: (1) The Natchez Trace, (2) Port City, Vicksburg, (3) Vicksburg

Region IV, The Bayou

Division 4A: (1) Algiers, (2) Big Easy, New Orleans, (3) New Orleans, (4) Plaquemines, (5) Pontchartrain, New Orleans, (6) Saint Bernard-Arabi, (7) Third District, New Orleans, (8) West Jefferson, Harvey

Division 4B: (1) Crescent City, Eye-Openers, New Orleans, (2) Dawn Busters, Metairie, (3) Houma, (4) Kenner North, (5) Lakeside, Metairie, (6) Moisant, (7) South Lafourche, (8) Thibodaux, (9) Tri Parishes

Region V, Florida Parishes

Division 8E: (1) Ascension, (2) Central, (3) Cortana, Baton Rouge, (4) Denham Springs, (5) Denham Springs, West Livingston, (6) East Livingston, (7) Red Stick, Baton Rouge, (8) Walker

Division 8W: (1) Baton Rouge, (2) Baton Rouge-Early Risers, (3) LSU, Baton Rouge, (4) Pointe Coupee, New Roads, (5) St Gabriel, (6) Zachary, (7) eLaMissaTenn, Baton Rouge

Division 13: (1) Amite, (2) Camellia City, Slidell, (3) Greater Covington, (4) Hammond, (5) Northshore Mandeville, (6) NW St. Tammany, (7) Ponchatoula

Region VI, Southwest

Division 7: (1) Abbeville, (2) Acadia, (3) Acadiana-Lafayette, (4) Broussard Youngsville, (5) Carencro, (6) Lafayette, (7) Opelousas, (8) Scott, (9) Southwest-Lafayette

Division 12: (1) Calcasieu, (2) De Ridder, (3) Jennings, (4) Lake Charles, (5) North Lake Charles, (6) South Lake Charles, (7) Southwest Louisiana, (8) Sulphur

Division 17: (1) Bayou Teche, (2) East St. Mary, (3) New Iberia, (4) New Iberia-Cajun, (5) St. Martinville

Region VII, Red River

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Division 11: (1) Alexandria, (2) Leesville, (3) Natchitoches, (4) Pineville, (5) Sabine, (6) Winnfield



Kiwanis®

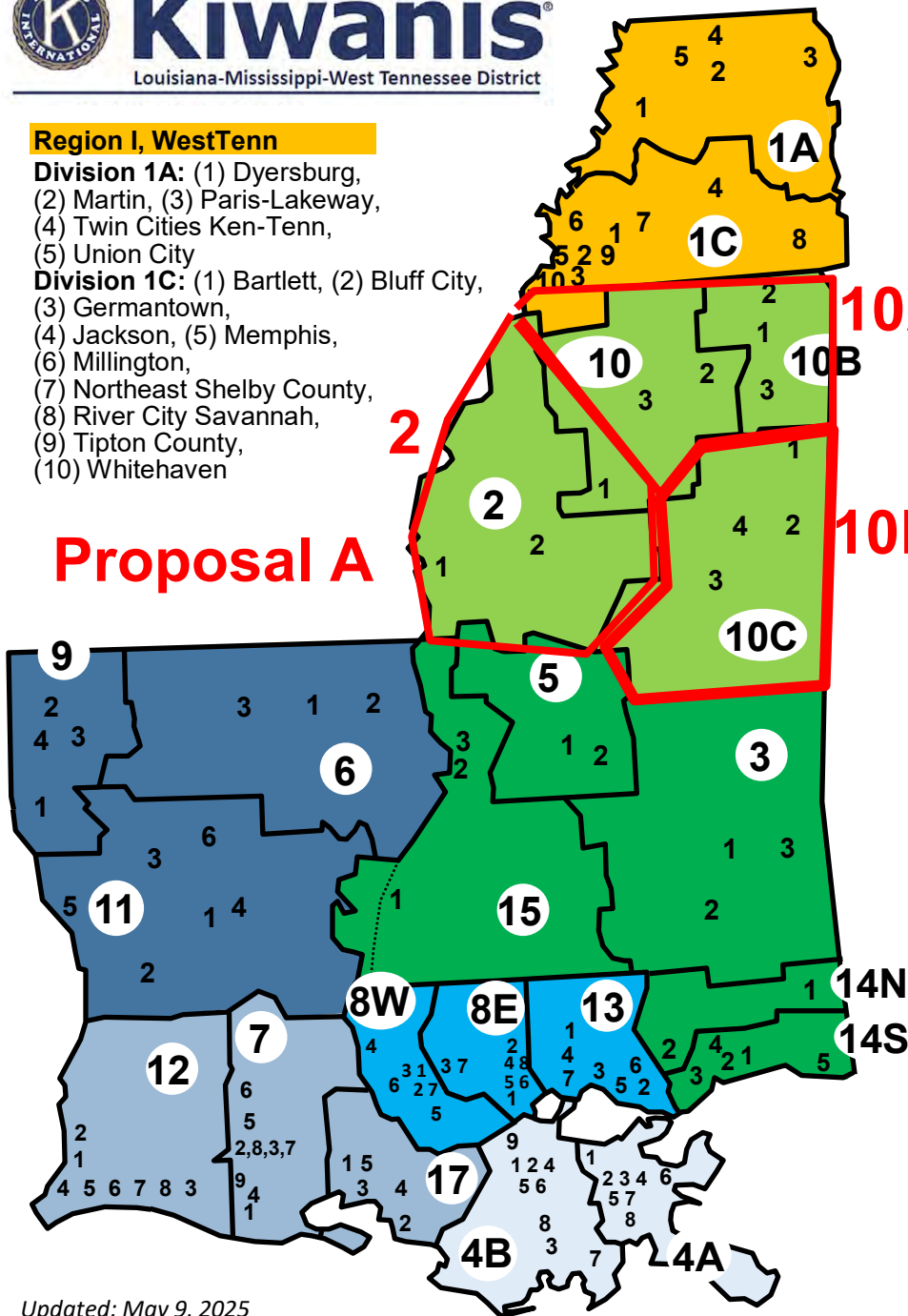
Louisiana-Mississippi-West Tennessee District

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Proposal A



Region II, Natchez Trace North

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Region V, Florida Parishes

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Kiwanis®

Louisiana-Mississippi-West Tennessee District

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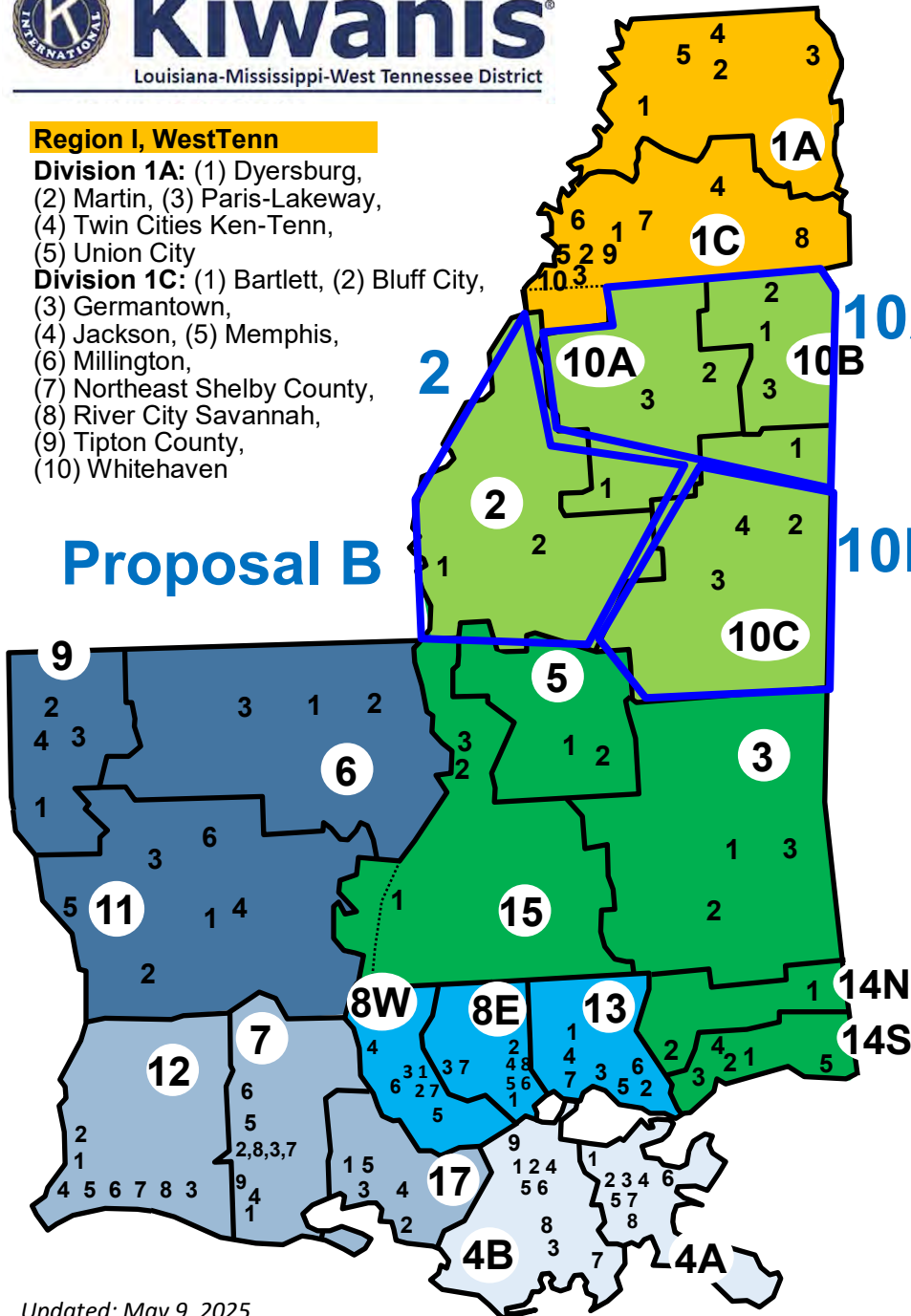
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Region VII, Red River

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Management Report

LaMissTenn Monthly Financials
For the period ended August 31, 2025

EXHIBIT D



Prepared by
Jen Robertson

Prepared on
September 12, 2025

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Statement of Financial Position

As of August 31, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
Circle K	
Circle K Operating (1692)	11,131.66
Total Circle K	11,131.66
Key Club	
Key Club Operating (1706)	19,368.82
Key Club Savings (2346)	72,250.63
Total Key Club	91,619.45
Kiwanis District	
Kiwanis Conventions (1757)	62,099.22
Kiwanis Operating (1730)	19,400.12
Kiwanis Savings (2354)	164,874.17
PDO Checking (1749)	5,300.38
Total Kiwanis District	251,673.89
Kiwanis Short Term Investment	0.00
Total Bank Accounts	354,425.00
Other Current Assets	
Prepaid Key Leader South Expense	708.00
Total Other Current Assets	708.00
Total Current Assets	355,133.00
TOTAL ASSETS	\$355,133.00

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Credit Cards

CapitalOne District	-2,611.52
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Total Credit Cards	-2,611.52
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Other Current Liabilities

Direct Deposit Payable	0.00
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Due to Kiwanis International	0.00
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Payroll Liabilities	0.00
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Federal Taxes (941/943/944)	1,119.69
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Federal Unemployment (940)	0.00
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LA Income Tax	0.00
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LA Unemployment Tax	0.00
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MS Income Tax	0.00
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Simple IRA	637.78
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	Total
Total Payroll Liabilities	1,757.47
Prepaid Key Leader South Income	242.45
Prepaid Mid-Year Income	500.00
Total Other Current Liabilities	2,499.92
Total Current Liabilities	-111.60
Total Liabilities	-111.60
Equity	
Opening Balance Equity	0.00
Retained Earnings	284,132.52
Net Revenue	71,112.08
Total Equity	355,244.60
TOTAL LIABILITIES AND EQUITY	\$355,133.00

Statement of Activity

October 2024 - August 2025

	Total
REVENUE	
DCON Registrations	65,586.37
DCON Misc Income	13,906.00
DCON Program Ads	462.80
DCON Sponsorships	13,825.15
DCON Spouse's Tour	37.76
Total DCON Registrations	93,818.08
Dues	207,065.01
Foundation Donation	1,000.00
ICON District Dinner	0.00
ICON, KC Revenues	25,505.74
Key Club Fundraiser Revenues	3,150.26
Key Club Fundraiser Expenses	-3,150.26
Total Key Club Fundraiser Revenues	0.00
Meetings Income	
Key Club Conv Mgr Income	3,615.00
Key Club District Coordinator	5,000.00
Key Leader South	14,770.85
Mid-Year Income	6,580.66
Total Meetings Income	29,966.51
Misc Income	0.00
District Foundation Allowance	10,000.00
Interest Income	6,786.26
License Plate_MS	33.20
Total Misc Income	16,819.46
New Club Income	
Bayou Teche Club Dues Revenue	200.00
East Memphis Club Dues Revenue	2,537.80
Plaquemines New Club Dues Revenue	2,796.18
Total New Club Income	5,533.98
Rally Registrations	2,945.23
Total Revenue	382,654.01
GROSS PROFIT	382,654.01

EXPENDITURES

DCON

DCON Awards, Giveaways, & Decor	6,626.10
DCON Background Checks	30.00
DCON Catering	45,118.91
DCON DJ	9,385.67
DCON Entertainment	1,500.00

	Total
DCON Hotel	9,753.82
DCON Program Printing	511.91
DCON Speaker	4,068.69
DCON Travel	1,990.10
DCON Venue	10,615.00
First Timers (\$25 ea for 25)	600.00
Key Club Conv. Mgr. Expense	3,615.00
Total DCON	93,815.20
District Office	
Audit & Accounting	200.00
Copier Lease	4,795.94
District Office Allowance for non-DCON Support	5,000.00
Insurance, Auto Liability	445.48
Insurance, Bonding	359.00
Insurance, Business	813.88
Insurance, D&O	800.00
Insurance, Workers Comp	500.00
Materials & Supplies	3,748.82
Postage	177.22
Remote Office Reimbursement (12 mo @ \$50)	450.00
Rent & Utilities	7,436.00
Software	3,185.95
Telephone & Internet	1,219.35
Cell Phone Reimbursement (\$50/mo)	450.00
Total Telephone & Internet	1,669.35
Total District Office	29,581.64
Meeting Expenses	
Board Mtg, K May/LG Training, KC Jan, CK Dec/Jan	5,627.80
Board Mtg, New Board Training (May)	3,490.00
Board Mtg, Pre-School (Aug)	3,216.95
GATC, Gov's Training Conference	249.03
ICON, KC Expenses	27,936.37
Key Leader North Expenses	500.00
Key Leader South	12,341.86
Mid-Year Expense	6,843.15
Rally Expenses (Sept/Oct)	2,945.23
Total Meeting Expenses	63,150.39
Misc Expenses	502.82
District Board Name Badges & Shirts	1,055.83
New Club Expenses	735.49
Bayou Teche Club Dues Expenses	400.00
East Memphis Dues Expenses	2,864.75
Plaquemines New Club Expenses	2,742.00

	Total
Total New Club Expenses	6,742.24
Total Misc Expenses	8,300.89
Staff Salary & Benefits	
Benefit Package, Admin Assistant	962.50
Benefit Package, Exec Dir	1,815.00
Dst Personel, Admin Assist	32,083.26
Dst Personel, Executive Dir	60,500.00
Payroll Expenses	
Payroll Taxes	8,485.47
Total Payroll Expenses	8,485.47
Total Staff Salary & Benefits	103,846.23
Travel	
Admin Asst, Travel	1,240.90
District Admin Travel	1,306.24
ED District Secretaries Meeting	104.39
ED, Auto & Travel Allowance	739.01
ED, ICON	2,332.24
Gov ICON	1,000.00
Gov In-District + DCON	1,350.00
Gov-Elect, ICON	700.00
Gov-Elect, In District + DCON	442.34
Imm Past Gov, ICON	425.00
Imm Past Gov, In District + DCON	171.12
LG-Elect, Training (max \$125 ea)	1,500.00
Trustees In-District + DCON (7 @ \$175)	686.34
Vice Gov, ICON	475.00
Vice Gov, In-District + DCON	375.00
Total Travel	12,847.58
Total Expenditures	311,541.93
NET OPERATING REVENUE	71,112.08
NET REVENUE	\$71,112.08

24-25_ Kiwanis Budget vs. Actuals

October 2024 - August 2025

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining
REVENUE												
DCON Registrations	34,831.49		-34,831.49							34,831.49	0.00	-34,831.49
DCON Program Ads	387.80		-387.80							387.80	0.00	-387.80
DCON Sponsorships	12,825.15		-12,825.15							12,825.15	0.00	-12,825.15
DCON Spouse's Tour	37.76		-37.76							37.76	0.00	-37.76
Total DCON Registrations	48,082.20		-48,082.20							48,082.20	0.00	-48,082.20
Dues	7,339.52		-7,339.52	161,469.63	162,204.00	734.37	1,560.86		-1,560.86	170,370.01	162,204.00	-8,166.01
ICON District Dinner				0.00		0.00				0.00	0.00	0.00
Meetings Income										0.00	0.00	0.00
Key Club Conv Mgr Income				3,615.00	2,250.00	-1,365.00				3,615.00	2,250.00	-1,365.00
Key Club District Coordinator				5,000.00	5,000.00	0.00				5,000.00	5,000.00	0.00
Key Leader South				14,770.85	11,000.00	-3,770.85				14,770.85	11,000.00	-3,770.85
Kiwanis Conv. Mgr.					2,500.00	2,500.00				0.00	2,500.00	2,500.00
Mid-Year Income				6,580.66	7,400.00	819.34				6,580.66	7,400.00	819.34
Total Meetings Income				29,966.51	28,150.00	-1,816.51				29,966.51	28,150.00	-1,816.51
Misc Income										0.00	0.00	0.00
District Foundation Allowance				10,000.00	10,000.00	0.00				10,000.00	10,000.00	0.00
Interest Income				4,150.06	4,200.00	49.94				4,150.06	4,200.00	49.94
License Plate_MS				33.20		-33.20				33.20	0.00	-33.20
Total Misc Income				14,183.26	14,200.00	16.74				14,183.26	14,200.00	16.74
New Club Income										0.00	0.00	0.00
Bayou Teche Club Dues Revenue				200.00		-200.00				200.00	0.00	-200.00
East Memphis Club Dues Revenue				2,537.80		-2,537.80				2,537.80	0.00	-2,537.80
Plaquemines New Club Dues Revenue				2,796.18		-2,796.18				2,796.18	0.00	-2,796.18
Total New Club Income				5,533.98		-5,533.98				5,533.98	0.00	-5,533.98
Total Revenue	55,421.72	0.00	-55,421.72	211,153.38	204,554.00	-6,599.38	1,560.86	0.00	-1,560.86	268,135.96	204,554.00	-63,581.96
GROSS PROFIT												
	55,421.72	0.00	-55,421.72	211,153.38	204,554.00	-6,599.38	1,560.86	0.00	-1,560.86	268,135.96	204,554.00	-63,581.96
EXPENDITURES												
DCON										0.00	0.00	0.00
DCON Awards, Giveaways, & Decor	1,143.15		-1,143.15							1,143.15	0.00	-1,143.15
DCON Catering	26,499.85		-26,499.85							26,499.85	0.00	-26,499.85
DCON DJ	3,985.67		-3,985.67							3,985.67	0.00	-3,985.67
DCON Hotel	4,586.58		-4,586.58							4,586.58	0.00	-4,586.58
DCON Speaker	4,068.69		-4,068.69							4,068.69	0.00	-4,068.69
DCON Travel	1,095.50		-1,095.50							1,095.50	0.00	-1,095.50
DCON Venue	2,500.00		-2,500.00							2,500.00	0.00	-2,500.00
First Timers (\$25 ea for 25)	600.00		-600.00							600.00	0.00	-600.00

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining
Total DCON	44,479.44		-44,479.44							44,479.44	0.00	-44,479.44
District Office										0.00	0.00	0.00
Audit & Accounting				200.00	150.00	-50.00				200.00	150.00	-50.00
Copier Lease				4,795.94	4,905.00	109.06				4,795.94	4,905.00	109.06
Insurance, Auto Liability				445.48	450.00	4.52				445.48	450.00	4.52
Insurance, Bonding				359.00	375.00	16.00				359.00	375.00	16.00
Insurance, Business				813.88	900.00	86.12				813.88	900.00	86.12
Insurance, D&O				800.00	800.00	0.00				800.00	800.00	0.00
Insurance, Workers Comp				500.00	600.00	100.00				500.00	600.00	100.00
Materials & Supplies				3,748.82	3,250.00	-498.82				3,748.82	3,250.00	-498.82
Postage				177.22	150.00	-27.22				177.22	150.00	-27.22
Remote Office Reimbursement (12 mo @ \$50)				450.00	600.00	150.00				450.00	600.00	150.00
Rent & Utilities				7,436.00	8,436.00	1,000.00				7,436.00	8,436.00	1,000.00
Software				3,185.95	3,515.00	329.05				3,185.95	3,515.00	329.05
Telephone & Internet				1,219.35	1,380.00	160.65				1,219.35	1,380.00	160.65
Cell Phone Reimbursement (\$50/mo)				450.00	600.00	150.00				450.00	600.00	150.00
Total Telephone & Internet				1,669.35	1,980.00	310.65				1,669.35	1,980.00	310.65
Total District Office				24,581.64	26,111.00	1,529.36				24,581.64	26,111.00	1,529.36
Meeting Expenses										0.00	0.00	0.00
Board Mtg, K May/LG Training, KC Jan, CK Dec/Jan				3,433.90	3,750.00	316.10				3,433.90	3,750.00	316.10
Key Leader North Expenses							500.00		-500.00	500.00	0.00	-500.00
Key Leader South				11,841.86	11,000.00	-841.86	500.00		-500.00	12,341.86	11,000.00	-1,341.86
Mid-Year Expense				6,843.15	7,400.00	556.85				6,843.15	7,400.00	556.85
Total Meeting Expenses				22,118.91	22,150.00	31.09	1,000.00		-1,000.00	23,118.91	22,150.00	-968.91
Misc Expenses				344.78		-344.78	158.04		-158.04	502.82	0.00	-502.82
Club Strengthening Expenses					2,500.00	2,500.00				0.00	2,500.00	2,500.00
New Club Expenses				735.49	4,000.00	3,264.51				735.49	4,000.00	3,264.51
Bayou Teche Club Dues Expenses				400.00		-400.00				400.00	0.00	-400.00
East Memphis Dues Expenses				2,864.75		-2,864.75				2,864.75	0.00	-2,864.75
Plaquemines New Club Expenses				2,742.00		-2,742.00				2,742.00	0.00	-2,742.00
Total New Club Expenses				6,742.24	4,000.00	-2,742.24				6,742.24	4,000.00	-2,742.24
Retained Earnings (budgeted)					20,188.00	20,188.00				0.00	20,188.00	20,188.00
Total Misc Expenses				7,087.02	26,688.00	19,600.98	158.04		-158.04	7,245.06	26,688.00	19,442.94
Staff Salary & Benefits										0.00	0.00	0.00
Benefit Package, Admin Assistant				962.50	1,050.00	87.50				962.50	1,050.00	87.50
Benefit Package, Exec Dir				1,815.00	1,980.00	165.00				1,815.00	1,980.00	165.00
Dst Personel, Admin Assist				32,083.26	35,000.00	2,916.74				32,083.26	35,000.00	2,916.74
Dst Personel, Executive Dir				60,500.00	66,000.00	5,500.00				60,500.00	66,000.00	5,500.00
Payroll Expenses										0.00	0.00	0.00

	Kiwanis Convention			Kiwanis District			PDO			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining	Actual	Budget	Remaining
Payroll Taxes				25,999.25	8,700.00	-17,299.25				25,999.25	8,700.00	-17,299.25
Total Payroll Expenses				25,999.25	8,700.00	-17,299.25				25,999.25	8,700.00	-17,299.25
Total Staff Salary & Benefits				121,360.01	112,730.00	-8,630.01				121,360.01	112,730.00	-8,630.01
Travel										0.00	0.00	0.00
Admin Asst,Travel				241.50	200.00	-41.50				241.50	200.00	-41.50
ED District Secretaries Meeting				104.39	1,400.00	1,295.61				104.39	1,400.00	1,295.61
ED, Auto & Travel Allowance				739.01	1,250.00	510.99				739.01	1,250.00	510.99
ED, ICON	532.24		-532.24	1,800.00	1,800.00	0.00				2,332.24	1,800.00	-532.24
Gov ICON				1,000.00	1,000.00	0.00				1,000.00	1,000.00	0.00
Gov In-District + DCON				1,350.00	1,350.00	0.00				1,350.00	1,350.00	0.00
Gov-Elect, ICON				700.00	700.00	0.00				700.00	700.00	0.00
Gov-Elect, In District + DCON				442.34	500.00	57.66				442.34	500.00	57.66
Imm Past Gov, ICON				425.00	425.00	0.00				425.00	425.00	0.00
Imm Past Gov, In District + DCON				171.12	225.00	53.88				171.12	225.00	53.88
KI Board Trustee Counselor Room & Meals					450.00	450.00				0.00	450.00	450.00
LG Expenses					2,750.00	2,750.00				0.00	2,750.00	2,750.00
LG-Elect, Training (max \$125 ea)				1,500.00	2,750.00	1,250.00				1,500.00	2,750.00	1,250.00
Trustees In-District + DCON (7 @ \$175)				686.34	1,225.00	538.66				686.34	1,225.00	538.66
Vice Gov, ICON				475.00	475.00	0.00				475.00	475.00	0.00
Vice Gov, In-District + DCON				375.00	375.00	0.00				375.00	375.00	0.00
Total Travel	532.24		-532.24	10,009.70	16,875.00	6,865.30				10,541.94	16,875.00	6,333.06
Total Expenditures	45,011.68	0.00	-45,011.68	185,157.28	204,554.00	19,396.72	1,158.04	0.00	-1,158.04	231,327.00	204,554.00	-26,773.00
NET OPERATING REVENUE	10,410.04	0.00	-10,410.04	25,996.10	0.00	-25,996.10	402.82	0.00	-402.82	36,808.96	0.00	-36,808.96
NET REVENUE	\$10,410.04	\$0.00	\$ -10,410.04	\$25,996.10	\$0.00	\$ -25,996.10	\$402.82	\$0.00	\$ -402.82	\$36,808.96	\$0.00	\$ -36,808.96

24-25_ Key Club Budget vs. Actuals

October 2024 - August 2025

	Key Club			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining
REVENUE						
DCON Registrations	30,659.60	23,833.37	-6,826.23	30,659.60	23,833.37	-6,826.23
DCON Misc Income	13,906.00	11,916.63	-1,989.37	13,906.00	11,916.63	-1,989.37
DCON Program Ads	75.00	297.88	222.88	75.00	297.88	222.88
DCON Sponsorships	1,000.00		-1,000.00	1,000.00	0.00	-1,000.00
Total DCON Registrations	45,640.60	36,047.88	-9,592.72	45,640.60	36,047.88	-9,592.72
Dues	35,891.00	29,791.63	-6,099.37	35,891.00	29,791.63	-6,099.37
ICON, KC Revenues	25,505.74	9,166.63	-16,339.11	25,505.74	9,166.63	-16,339.11
Key Club Fundraiser Revenues	3,150.26		-3,150.26	3,150.26	0.00	-3,150.26
Key Club Fundraiser Expenses	-3,150.26		3,150.26	-3,150.26	0.00	3,150.26
Total Key Club Fundraiser Revenues	0.00		0.00	0.00	0.00	0.00
Misc Income	0.00		0.00	0.00	0.00	0.00
Interest Income	2,636.20	1,375.00	-1,261.20	2,636.20	1,375.00	-1,261.20
Total Misc Income	2,636.20	1,375.00	-1,261.20	2,636.20	1,375.00	-1,261.20
Rally Registrations	2,945.23	2,475.00	-470.23	2,945.23	2,475.00	-470.23
Total Revenue	112,618.77	78,856.14	-33,762.63	112,618.77	78,856.14	-33,762.63
GROSS PROFIT						
	112,618.77	78,856.14	-33,762.63	112,618.77	78,856.14	-33,762.63
EXPENDITURES						
DCON		36,047.88	36,047.88	0.00	36,047.88	36,047.88
DCON Awards, Giveaways, & Decor	5,482.95		-5,482.95	5,482.95	0.00	-5,482.95
DCON Background Checks	30.00		-30.00	30.00	0.00	-30.00
DCON Catering	18,619.06		-18,619.06	18,619.06	0.00	-18,619.06
DCON DJ	5,400.00		-5,400.00	5,400.00	0.00	-5,400.00
DCON Entertainment	1,500.00		-1,500.00	1,500.00	0.00	-1,500.00
DCON Hotel	5,167.24		-5,167.24	5,167.24	0.00	-5,167.24
DCON Program Printing	511.91		-511.91	511.91	0.00	-511.91

	Key Club			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining
DCON Travel	894.60		-894.60	894.60	0.00	-894.60
DCON Venue	8,115.00		-8,115.00	8,115.00	0.00	-8,115.00
Key Club Conv. Mgr. Expense	3,615.00		-3,615.00	3,615.00	0.00	-3,615.00
Total DCON	49,335.76	36,047.88	-13,287.88	49,335.76	36,047.88	-13,287.88
District Office				0.00	0.00	0.00
District Office Allowance for non-DCON Support	5,000.00	4,583.37	-416.63	5,000.00	4,583.37	-416.63
Postage		22.88	22.88	0.00	22.88	22.88
Supplies & Printing		45.87	45.87	0.00	45.87	45.87
Total District Office	5,000.00	4,652.12	-347.88	5,000.00	4,652.12	-347.88
Meeting Expenses				0.00	0.00	0.00
Board Mtg, K May/LG Training, KC Jan, CK Dec/Jan	2,193.90	2,291.63	97.73	2,193.90	2,291.63	97.73
Board Mtg, New Board Training (May)	3,490.00	3,208.37	-281.63	3,490.00	3,208.37	-281.63
Board Mtg, Pre-School (Aug)	3,216.95	2,933.37	-283.58	3,216.95	2,933.37	-283.58
GATC, Gov's Training Conference	249.03	458.37	209.34	249.03	458.37	209.34
ICON, KC Expenses	27,936.37	12,833.37	-15,103.00	27,936.37	12,833.37	-15,103.00
Rally Expenses (Sept/Oct)	2,945.23	2,475.00	-470.23	2,945.23	2,475.00	-470.23
Total Meeting Expenses	40,031.48	24,200.11	-15,831.37	40,031.48	24,200.11	-15,831.37
Misc Expenses				0.00	0.00	0.00
District Board Name Badges & Shirts	956.87	916.63	-40.24	956.87	916.63	-40.24
Total Misc Expenses	956.87	916.63	-40.24	956.87	916.63	-40.24
Travel				0.00	0.00	0.00
Admin Asst, Travel	999.40	2,475.00	1,475.60	999.40	2,475.00	1,475.60
District Admin Travel	1,306.24	3,987.50	2,681.26	1,306.24	3,987.50	2,681.26
KC District Bulletin Editor, ICON		275.00	275.00	0.00	275.00	275.00
KC Gov, CK DCON		45.87	45.87	0.00	45.87	45.87
KC Gov, ICON		366.63	366.63	0.00	366.63	366.63
KC Gov, K DCON Meals		45.87	45.87	0.00	45.87	45.87
KC LG, ICON (15 @ \$340)		4,675.00	4,675.00	0.00	4,675.00	4,675.00

	Key Club			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining
KC Non-Board Intl Candidate, ICON		229.13	229.13	0.00	229.13	229.13
KC Sec-Treas or LG, CK DCON		45.87	45.87	0.00	45.87	45.87
KC Sec-Treas, ICON		366.63	366.63	0.00	366.63	366.63
KC Sec-Treas, K DCON Meals		45.87	45.87	0.00	45.87	45.87
KC Web Master, ICON		275.00	275.00	0.00	275.00	275.00
UNICEF Champion, ICON		206.25	206.25	0.00	206.25	206.25
Total Travel	2,305.64	13,039.62	10,733.98	2,305.64	13,039.62	10,733.98
Total Expenditures	97,629.75	78,856.36	-18,773.39	97,629.75	78,856.36	-18,773.39
NET OPERATING REVENUE	14,989.02	-0.22	-14,989.24	14,989.02	-0.22	-14,989.24
NET REVENUE	\$14,989.02	\$ -0.22	\$ -14,989.24	\$14,989.02	\$ -0.22	\$ -14,989.24

24-25_ Circle K Budget vs. Actuals

October 2024 - August 2025

	Circle K			TOTAL		
	Actual	Budget	Remaining	Actual	Budget	Remaining
REVENUE						
DCON Registrations	95.28	1,100.00	1,004.72	95.28	1,100.00	1,004.72
Dues	804.00	572.00	-232.00	804.00	572.00	-232.00
Foundation Donation	1,000.00	916.63	-83.37	1,000.00	916.63	-83.37
Total Revenue	1,899.28	2,588.63	689.35	1,899.28	2,588.63	689.35
GROSS PROFIT	1,899.28	2,588.63	689.35	1,899.28	2,588.63	689.35
EXPENDITURES						
CKI, Fall Service Project		320.87	320.87	0.00	320.87	320.87
DCON		412.50	412.50	0.00	412.50	412.50
Meeting Expenses				0.00	0.00	0.00
CKI ICON Travel		627.00	627.00	0.00	627.00	627.00
GATC, Gov's Training Conference		412.50	412.50	0.00	412.50	412.50
Total Meeting Expenses		1,039.50	1,039.50	0.00	1,039.50	1,039.50
Misc Expenses				0.00	0.00	0.00
District Board Name Badges & Shirts	98.96	91.63	-7.33	98.96	91.63	-7.33
Total Misc Expenses	98.96	91.63	-7.33	98.96	91.63	-7.33
Travel				0.00	0.00	0.00
Admin Asst, Travel		128.37	128.37	0.00	128.37	128.37
CKI Sec-Treas & LG (up to \$75 ea) Travel		275.00	275.00	0.00	275.00	275.00
District Admin Travel		137.50	137.50	0.00	137.50	137.50
Gov In-District + DCON		183.37	183.37	0.00	183.37	183.37
Total Travel		724.24	724.24	0.00	724.24	724.24
Total Expenditures	98.96	2,588.74	2,489.78	98.96	2,588.74	2,489.78
NET OPERATING REVENUE	1,800.32	-0.11	-1,800.43	1,800.32	-0.11	-1,800.43
NET REVENUE	\$1,800.32	\$ -0.11	\$ -1,800.43	\$1,800.32	\$ -0.11	\$ -1,800.43

LAMISSTENN DISTRICT
Of Kiwanis International
2025-2026 BUDGET

	2025-2026	24-25 Actual	2024-2025 Budgeted
REVENUES:	\$206,957.33	\$210,653.38	\$204,554.00
EXPENSES:	\$206,957.33	\$166,908.03	\$204,554.00
BALANCE:	\$0.00	\$43,745.35	\$0.00

3,563 Estimated number of members
As of 9/26/2025: 3,560
As of 10/1/2024: 3,612
As of 10/1/2023: 3,516

2025-2026	2024-2025	2024-2025
	ACTUAL as of 9/1/2025	BUDGETED

EXHIBIT E

1	REVENUES	\$206,957.33	\$210,653.38	\$204,554.00	
2	DUES	\$164,257.33	\$161,469.63	\$162,204.00	
3	Dues (\$44 of \$46/mem + \$7,500 prorated)	\$164,257.33	\$161,469.63	\$162,204.00	
4					
5	MEETINGS & CONFERENCES	\$28,500.00	\$29,466.51	\$28,150.00	
6	Mid-Year Income (175 @ \$40)	\$7,000.00	\$6,580.66	\$7,400.00	
7	Kiwanis Conv Mgr (250 registration @ \$10)	\$2,500.00	\$3,615.00	\$2,500.00	
8	Key Club Conv Mgr (200 registrants @ \$15)	\$3,000.00		\$2,250.00	
9	Key Club District Administrative Allowance	\$5,000.00	\$5,000.00	\$5,000.00	
10	Key Leader South Income	\$11,000.00	\$14,270.85	\$11,000.00	Budgeted to match expense
11					
12	MISC REVENUES	\$14,200.00	\$19,717.24	\$14,200.00	
13	District Foundation Allowance	\$10,000.00	\$10,000.00	\$10,000.00	
14	New Club Income				
15	Bayou Teche		\$200.00		offset by expenses
16	Bluff City		\$2,537.80		offset by expenses
17	Plaquemines		\$2,796.18		offset by expenses
18	License Plate_MS		\$33.20		
19	Interest Income (12 * \$350)	\$4,200.00	\$4,150.06	\$4,200.00	
20					
21					
22	EXPENSES	\$206,957.33	\$166,908.03	\$204,554.00	
23	MEETINGS & CONFERENCES	\$24,000.00	\$21,868.91	\$21,400.00	
24	LG Training/May Board Mtg	\$4,000.00	\$3,433.90	\$3,000.00	Increased to adjust for full LGs & increased catering costs
25	March Board Meeting (in person w/Mid-Year)	\$500.00			
26	Mid-Year Expense (\$7,000 + \$1,500 (150 @ \$15))	\$8,500.00	\$6,593.15	\$7,400.00	Budgeted to match income
27	Key Leader South Expense	\$11,000.00	\$11,841.86	\$11,000.00	
28					

29	TRAVEL	\$20,850.00	\$10,009.70	\$16,875.00	
30	Governor: In-District + DCON	\$1,350.00	\$1,350.00	\$1,350.00	
31	Governor: ICON	\$2,000.00	\$1,000.00	\$1,000.00	increased due to Manilla
32	Gov-Elect: In-District + DCON	\$500.00	\$442.34	\$500.00	
33	Gov-Elect: ICON	\$1,000.00	\$700.00	\$700.00	increased due to Manilla
34	Vice Gov: In-District + DCON	\$375.00	\$375.00	\$375.00	
35	Vice Gov: ICON	\$600.00	\$475.00	\$475.00	increased due to Manilla
36	Imm Past Gov: In-District + DCON	\$225.00	\$171.12	\$225.00	
37	Imm Past Gov: ICON	\$600.00	\$425.00	\$425.00	increased due to Manilla
38	Trustees: In-District + DCON (7 @ \$200)	\$1,400.00	\$686.34	\$1,225.00	increased from \$175 to \$200
39	LG Expenses (21 up to \$150 ea)	\$3,150.00		\$2,750.00	increased from \$125 to \$150
40	LG-Elect Expenses (21 up to \$150 ea)	\$3,150.00	\$1,500.00	\$2,750.00	increased from \$125 to \$150
41	ED: Travel Allowance*	\$1,250.00	\$739.01	\$1,250.00	
42	ED: District Secretaries Meeting*	\$1,400.00	\$104.39	\$1,400.00	
43	ED: ICON*	\$3,000.00	\$1,800.00	\$1,800.00	increased due to Manilla
44	<i>*Other expenses paid from Conventions Fund</i>				
45	Admin Ast: Auto & Travel Allowance	\$400.00	\$241.50	\$200.00	increased due to use
46	KI Board Trustee Counselor Room & Meals	\$450.00		\$450.00	
47					
48	STAFF SALARY & BENEFITS	\$116,750.90	\$103,360.76	\$112,730.00	
49	Salary: Executive Director	\$67,980.00	\$60,500.00	\$66,000.00	
50	Salary: Administrative Assistant	\$36,050.00	\$32,083.26	\$35,000.00	
51	Benefits Package: Exec Dir (3% of salary)	\$2,039.40	\$1,815.00	\$1,980.00	
52	Benefits Package: Admin Assist (3% of salary)	\$1,081.50	\$962.50	\$1,050.00	
53	Payroll Taxes & Fees (12 mo @ \$800)	\$9,600.00	\$8,000.00	\$8,700.00	
54					
55	DISTRICT OFFICE	\$27,031.00	\$24,581.64	\$26,111.00	
56	Rent & Utilites (12 mo @ \$728)	\$8,736.00	\$7,436.00	\$8,436.00	increased due to annual increase
57	Telephone & Internet (12 mo @ \$115)	\$1,380.00	\$1,219.35	\$1,380.00	
58	Cell Phone Reimbursement to ED (12 mo @ \$50)	\$600.00	\$450.00	\$600.00	
59	Remote Office Reimbursement (12 mo @ \$50)	\$600.00	\$450.00	\$600.00	
60	Copier Lease (12 mo @ \$370 + \$165 in taxes/yr + \$300 in extra copies)	\$4,905.00	\$4,795.94	\$4,905.00	
61	Software	\$4,060.00	\$3,185.95	\$3,515.00	increase due to increased costs

62	Adobe (12 mo @ \$15)				
63	Anti-virus Software (\$100/yr)				
64	Constant Contact (\$625/yr)				
65	Microsoft Office (\$115/yr)				
66	Quickbooks (12 mo @ \$210)				increase announced June 2025
67	Sprout Video Hosting (12 mo @ \$10)				
68	Misc (\$400)				reduced from \$500 over budget due to temporary expenditure on Kiwanis gear for DCON
69	Materials & Supplies	\$3,250.00	\$3,748.82	\$3,250.00	
70	Postage	\$175.00	\$177.22	\$150.00	
71	Audit & Accounting	\$200.00	\$200.00	\$150.00	
72	Business & Property Insurance	\$900.00	\$813.88	\$900.00	
73	Auto Liability (hired and not owned)	\$450.00	\$445.48	\$450.00	
74	Bonding Insurance	\$375.00	\$359.00	\$375.00	
75	D&O Insurance	\$800.00	\$800.00	\$800.00	
76	Workers Comp Policy	\$600.00	\$500.00	\$600.00	
77					
78	MISC EXPENSES	\$18,325.43	\$7,087.02	\$27,438.00	
79	Misc Expenses		\$344.78		
80	New Club Expenses	\$3,000.00	\$735.49	\$4,000.00	
81	Bayou Teche Club Dues Expenses		\$400.00		offset by income
82	Bluff City Club Dues Expenses		\$2,864.75		offset by income
83	Plaquemines Club Dues Expenses		\$2,742.00		offset by income
84	Club Strengthening Expenses	\$2,000.00		\$2,500.00	
85	Retained Earnings	\$13,325.43		\$20,938.00	

LAMISSTENN DISTRICT
Of Key Club International
2025-2026 BUDGET

	2025-2026	2024-2025	Diff
REVENUES:	\$94,600.00	\$87,425.00	\$7,175.00
EXPENSES:	\$94,600.00	\$87,425.00	\$7,175.00
BALANCE:	\$0.00	\$0.00	\$0.00

7,200 Estimated number of members
As of 9/1/2025: 7,249

2025-2026	2024-2025	2024-2025
	ACTUAL as of 9/1/2025	BUDGETED

EXHIBIT F

REVENUES:	\$94,600.00	\$115,769.03	\$87,425.00
DUES	\$36,000.00	\$35,891.00	\$32,500.00
Dues (\$5/mbr)	\$36,000.00	\$35,891.00	\$32,500.00
MEETINGS & CONFERENCES	\$56,100.00	\$74,091.57	\$53,425.00
DCON Misc Income (KC_\$2/mbr, K_sponsorships)	\$14,400.00	\$13,906.00	\$14,400.00
DCON Registrations (200 @ \$145)	\$29,000.00	\$30,659.60	\$26,000.00
DCON Program Ads	\$0.00	\$75.00	\$325.00
DCON Sponsorships/Grants	\$0.00	\$1,000.00	\$0.00
Rally Revenue	\$2,700.00	\$2,945.23	\$2,700.00
ICON Revenue	\$10,000.00	\$25,505.74	\$10,000.00
MISC REVENUE	\$2,500.00	\$5,786.46	\$1,500.00
Interest Income (\$125/mo)	\$2,500.00	\$2,636.20	\$1,500.00
Fundraiser Revenue	\$0.00	\$3,150.26	\$0.00
EXPENSES:	94,600.00	100,895.37	87,425.00
MEETINGS & CONFERENCES	\$71,025.00	\$89,367.24	\$67,125.00
Board Mtg, Nov virtual			virtual
Board Mtg, Jan	\$2,675.00	\$2,193.90	\$2,500.00
Board Mtg, May (\$500 for team building)	\$3,750.00	\$3,490.00	\$3,500.00
Board Mtg, Aug	\$3,500.00	\$3,216.95	\$3,200.00
Rally Expenses, Sept/Oct	\$2,700.00	\$2,945.23	\$2,700.00
DCON	\$43,400.00	\$49,335.76	\$40,725.00
GATC: Gov's Training Conference (Apr/May)	\$750.00	\$249.03	\$500.00

Budgeted to match expense

Budgeted to match expense

Budgeted to match expense

offset by expense

Increased

Budgeted to match income

Budgeted to match income

Increased; anticipating a \$500 rebate from KCI

ICON Expenses	\$14,250.00	\$27,936.37	\$14,000.00	\$10,000 in revenue + \$4,250 for suite & other
TRAVEL	\$15,100.00	\$2,305.64	\$14,225.00	
District Admin Travel	\$4,350.00	\$1,306.24	\$4,350.00	
District Admin Asst & Chaperone Travel	\$3,000.00	\$999.40	\$2,700.00	Increased
KC Gov: CK DCON	\$100.00		\$50.00	Increased
KC Sec-Treas or LG: CK DCON	\$75.00		\$50.00	Increased
KC Gov: K DCON meals	\$100.00		\$50.00	Increased
KC Sec-Treas: K DCON meals	\$75.00		\$50.00	Increased
KC Governor: ICON	\$450.00		\$400.00	Increased
KC Sec-Treas: ICON	\$400.00		\$400.00	
KC LG: ICON (15 @ \$350)	\$5,250.00		\$5,100.00	
KC Bulletin Editor: ICON	\$350.00		\$300.00	Increased
Web Master: ICON	\$350.00		\$300.00	Increased
UNICEF Champion: ICON	\$300.00		\$225.00	Increased
KC Non-Board Intl Candidate: ICON	\$300.00		\$250.00	Increased
DISTRICT OFFICE	\$5,075.00	\$5,000.00	\$5,075.00	
Postage	\$25.00		\$25.00	
Supplies & Printing	\$50.00		\$50.00	Deposit Slips, Checks, etc.
District Office Allowance for non-DCON support throughout year	\$5,000.00	\$5,000.00	\$5,000.00	
MISC EXPENSES	\$3,400.00	\$4,222.49	\$1,000.00	
Board Name Badges & Shirts	\$1,200.00	\$956.87	\$1,000.00	Increased
Fundraiser Expenses	\$0.00	\$3,150.26		Budgeted to match income

LAMISSTENN DISTRICT
Of Circle K International
2025-2026 BUDGET

	2025-2026	2024-2025	Diff
REVENUES:	\$3,400.00	\$2,824.00	\$576.00
EXPENSES:	\$3,400.00	\$2,824.00	\$576.00
BALANCE:	\$0.00	\$0.00	\$0.00

100 Estimated number of members
As of 9/26/2025: 104

2025-2026	2024-2025	2024-2025
	ACTUAL as of 9/1/2025	

EXHIBITG

REVENUES:	\$3,400.00	\$1,899.28	\$2,824.00
DUES			
Dues (\$12/mbr)	\$1,200.00	\$804.00	\$624.00
MEETINGS & CONFERENCES			
DCON Registrations (\$40 @ 30)	\$1,200.00	\$95.28	\$1,200.00
MISC REVENUES			
District Foundation Donation	\$1,000.00	\$1,000.00	\$1,000.00
EXPENDITURES:	\$3,400.00	\$98.96	\$2,824.00
MEETINGS & CONFERENCES	\$2,030.00	\$0.00	\$1,934.00
Board Meeting: Sept/Oct	\$180.00		virtual
Board Meeting: Dec/Jan	virtual		virtual
Board Officer Training (Apr/May)	virtual		virtual
DCON	\$500.00		\$450.00
Fall Service Project			\$350.00
GATC: Gov's Training Conference (Apr/May)	\$600.00		\$450.00
ICON (CK Officers & LGs)	\$750.00		\$684.00
TRAVEL	\$1,070.00	\$0.00	\$790.00
District Admin Travel	\$345.00		\$150.00
District Admin Asst Travel	\$0.00		\$140.00
Governor	\$350.00		\$200.00
Sec-Treas & LG (up to \$75 ea)	\$375.00		\$300.00
MISC EXPENSES	\$300.00	\$98.96	\$100.00
Board Name Badges & Shirts	\$300.00	\$98.96	\$100.00

LAMISSTENN DISTRICT OF Kiwanis International
 2025-2026 BUDGET
 Convention Budget

	2025-2026
REVENUES:	\$53,375.33
EXPENSES:	\$53,375.33
BALANCE:	\$0.00

EXHIBIT H

3,563 Estimated number of members

2025-2026

REVENUES: \$53,375.33

DUES

Dues (\$2/K)	\$7,125.33
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MEETINGS & CONFERENCES

DCON Registrations (K_250 @ \$165)	\$41,250.00
DCON Sponsorships	\$5,000.00

EXPENDITURES: \$53,375.33

MEETINGS & CONFERENCES \$53,375.33

DCON	\$53,375.33
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Mid-Year Educational Conference
 March 21, 2026
 Natchitoches Event Center, Natchitoches, LA

EXHIBIT I

WITH GRANT	Breakfast + Buffet 1	Breakfast + Buffet 2	Breakfast + Short Buffet 1	Breakfast + Short Buffet 2	Breakfast + Box Lunch Grab & Go
Income	\$12,250	\$12,250	\$12,250	\$12,250	\$12,250
Expenses	\$11,835	\$12,830	\$10,783	\$11,053	\$10,783
	\$415	-\$580	\$1,467	\$1,197	\$1,467

INCOME:	QTY	Price Ea	Total	Actual (as of 9/12/25)
Member Registration	150	\$40	\$6,000	
District Supplement (\$15/person)	150	\$15	\$2,250	
Sponsorships			\$1,500	\$500
Program Ads			\$500	
Natchitoches Historic District Development Commission Grant			\$2,000	\$2,000
TOTAL INCOME:			\$12,250	\$2,500

\$1,000 from J&J Exterminators for back cover

EXPENSES:	QTY	Price Ea	Breakfast + Buffet 1	Breakfast + Buffet 2	Breakfast + Short Buffet 1	Breakfast + Short Buffet 2	Breakfast + Box Lunch Grab & Go
VENUE:			\$1,658				
Venue Rental	1	\$1,100	\$1,100				
Staging	1	\$180	\$180				
Projector	1	\$180	\$180				
Podium	1	\$40	\$40				
Tax (10.5%) for Venue	1	\$158	\$158				
Security	0	\$35	\$0				
AV SUPPORT:			\$1,350				
Bob/PSS	1	\$1,350	\$1,350				

DECOR & EXTRAS:			\$160			
Tablecloths, 3 for \$20	8	\$20	\$160			
TRAVEL:			\$588			
Hotel, Jen	1	\$180	\$180			
Hotel, Tiffany	1	\$180	\$180			
Travel, Jen*	1	\$274.38	\$274.38			
Travel, Tiffany*	1	\$133.13	\$133.13			
CATERING:			\$8,080	\$9,075	\$7,028	\$7,298
Morning Snacks & Drinks:						
Fresh Fruit, Muffins, & Danishes; Water all day; Coffee until 10:30am; Sweet Tea 10:30am and after (drink costs/usage estimated)			\$1,402	\$1,402	\$1,402	\$1,402
Service / Set Up Fee (15%)			\$210	\$210	\$210	\$210
Buffet 1:						
MEAT PIES; CREOLE RED BEANS, RICE & SAUSAGE; CAJUN MAQUE CHOUX CORN; SPRING MIX SALAD W/ CREOLE HONEY VINAIGRETTE; BANANA PUDDING			\$4,250			
Buffet 2:						
SOUTHERN FRIED CATFISH; LASYONE'S FAMOUS MEAT PIE (MEDIUM SIZE); RED NECK POTATOES; CAJUN MAQUE CHOUX CORN; TOSSED GARDEN SALAD; BANANA PUDDING				\$5,000		
Short Buffet 1:						
LASYONE'S FAMOUS MEAT PIE (MED SIZE); RED NECK POTATOES; PEACH COBBLER W/ ICE CREAM				\$3,400		
Short Buffet 2:						
SPRING MIX SALAD (PLATED); CREOLE PASTA SALAD; CHICKEN TENDERLOINS (MARINATED, GRILLED & CHOPPED); PEACH COBBLER W/ ICE CREAM					\$3,600	
Box Lunch:						
SMOKED HAM / ROASTED TURKEY & WHITE AMERICAN ON LARGE BRIOCHE BUN; SOUTHERN POTATO SALAD; BANANA PUDDING						\$3,400
Service / Set Up Fee (20%)			\$850	\$1,000		

Service / Set Up Fee (22%)			\$748	\$792	\$748
Event Center Kitchen Usage Fee	\$600	\$600	\$600	\$600	\$600
Tax (10.5%)	\$768	\$862	\$668	\$693	\$668
TOTAL EXPENSES:	\$11,835	\$12,830	\$10,783	\$11,053	\$10,783



Kiwanis®

Louisiana-Mississippi-West Tennessee District

Marcel Lashover, Governor

10000 Celtic Drive ♦ Suite 706 ♦ Baton Rouge, LA 70809
(225) 769-9233 (o) ♦ (228) 990-1936 (c) ♦ jen@lamisstenn.org

October 4, 2025

Dear President Mulhaul,

The Louisiana-Mississippi-West Tennessee District of Kiwanis International (“LaMissTenn”) is committed to increasing service throughout our District by fostering sustainable growth and retention. We have been honored to be recognized as a Distinguished District for the last three years and remain dedicated to continuing this momentum.

In this spirit, the LaMissTenn Kiwanis District respectfully proposes the following revision to Kiwanis International’s 2025-2026 Distinguished District Recognition Program:

- **Remove:** “Establish one (1) Kiwanis Voices club within districts of 4,000 or fewer members; or two (2) Kiwanis Voices clubs within districts of more than 4,000 members.
- **Replace with:** “Establish one (1) Circle K Club”

We appreciate your thoughtful consideration and look forward to continued collaboration as we work together to improve the world, one child and one community at a time. Please do not hesitate to reach out to me at (504) 272-1600 or lamisstenngov2526@gmail.com with any questions.

Sincerely,

Marcel Lashover

Marcel Lashover
Governor 2025-2026