



SWD Board Meeting

Monday, May 19, 2025
6:00pm/7:00pm

Present

Don Townsend/Governor
Erica Stephen/Governor-Elect
Barbara Mizelle/Vice Governor
Chung-Kai (CK) Liu/Division 1e
Robert Treulich/Division 7
Nilda Townsend/Division 8
Sharon Doyle/Division 10
Alfie Kraus/Division 13
Dr Terry Coyle/Division 15
Darin Edwards/Division 17
Lynne Gudin/Division 18
Stephanie Whittecar/Key Club DA
Liz Duncan/Aktion Club DA
Jackie Sue/KI International Trustee
Harry Shapiro/Past Governor

Unavailable

Mary Skalkoyannis/Immediate Past Gov
Maple Levine/Division 2
Barbara Gomez/Division 4
Sharon Westrum/Division 5
Warren Sargent/Division 9
Bernie Hoenle/Division 12
Liz Wilson/Division 16

6:07 PM Monday, May 19, 2025

Before the meeting, LTG Sharon Doyle/Division 10 raised concern about LTGs being asked to disseminate information she believed should originate from the district. Governor-Elect Stephens explained that this approach addresses a district-wide communication breakdown. Many emails go unopened or into spam, hindering information flow to clubs. With fewer than 20 attendees, many of whom were LTGs, it's clear the message isn't reaching everyone. Governor Townsend and Governor-Elect Stephens both welcomed board input on finding a balanced solution to improve communication.

LTG Alfie Kraus/Division 13 mentioned that some of her constituents were questioning the name "Tequila Tuesday" as their club is made up of recovering alcoholics. Governor Don and Past Governor Harry responded. As of right now, the name remains.

Governor Townsend made a statement that we need to stay off of social media with drama. Especially past Governor. If you do not know all sides of the story, then contact the person involved and ask them. Stop inundating yourself and taking sides on social media.

Motion was made to approve the Board Meeting minutes from the April 28th meeting by Vice Governor Barbara Mizelle

2nd by LTG Alfie Kraus/Division 13

No opposed or abstain votes

Discussion: Only change was to edit the title for newly appointed Division 1e Lieutenant Governor Chung-Kai Liu from Guest and Resolutions/By-laws & Policies Committee Chair to 1e Division Lieutenant Governor. Governor-Elect Stephens advise she will make that change.

Motion was made to approve the CKI budget for the current CKI year by LTG Sharon Doyle/Division 10

2nd by LTG Lynne Gudin/Division 18

No opposed or abstain votes

Discussion: During the discussion, LTG Sharon Doyle/Division 10 inquired about the procedure if the proposed budget were not approved. Governor-Elect Stephens explained that, in that case, specific modifications would be communicated to CKI, and the budget would be revised and resubmitted for approval. The CKI budget was then unanimously approved. It was noted that the budget currently states "2024-2025" instead of "2025-2026." Governor-Elect Stephens stated that she would inform the CKI DA of this necessary change to prevent confusion in future years.

Motion to approve bill from Key Club for shirts and badges was made by Vice Governor Barbara Mizelle

2nd by Governor-Elect Erica Stephens

No opposed or abstain votes

Discussion: Governor-Elect Stephens communicated that approval for all Key Club expenditures will be necessary until a budget is provided during the upcoming Summer Board meeting this weekend. Then send to us to approve during our next Board Meeting in July. SWD Key Club will submit their 2025-2026 to the SWD Board for approval at the July 21st Board Meeting.

Motion to approve location for SWD Midyear/CKI DCON and Key Club Winter Board all on the same weekend in January was made by Dr Terry Coyle/Division 15.

2nd by Sharon Doyle/Division 10

No opposed or abstain votes

Discussion: LTG Dr. Terry Coyle/Division 15 provided a clear rationale for selecting the **Sheraton Mesa Hotel at Wrigleyville West** from the presented options. He highlighted its centralized location as ideal for concurrently hosting all three events. Next week, LTG

Lynne Gudin will visit the facilities alongside Cindy Hughes, who assists with our hotel reservations. When Aktion Club DA Liz Duncan asked about the hotel's ADA compliance, Lynne stated she would confirm this detail during her tour.

Motion was made to approve the Executive Director's Job Description by Vice Governor Barbara Mizelle.

2nd by LTG Nilda Townsend/Division 8

No opposed or abstain votes

Discussion: During the discussion, Governor-Elect Stephens noted that the separation of the Treasurer role from this new position will necessitate a vote by the House of Delegates. To promptly initiate the hiring process, approval of the job description is crucial. Governor Townsend clarified that if initial candidates are not suitable, the position will be re-advertised, extending the search beyond Kiwanians to ensure the best fit. LTG Sharon Doyle/Division 10 requested the addition of **website maintenance oversight** to the job responsibilities. Furthermore, LTG Alfie Kraus/Division 13 advocated for the job description and future bylaws to stipulate that this will be a **non-voting Board of Directors position** to avoid potential self-interest conflicts, a sentiment supported by Governor Townsend and several board members. These revisions will be made to the job description. LTG Nilda Townsend/Division 8 requested an updated version of the job description, and Governor-Elect Stephens confirmed it would be distributed with the minutes.

Motion was made to approve the District Treasurer's Job Description by LTG Nilda Townsend/Division 8

2nd by Vice Governor Barbara Mizelle

No opposed or abstain votes

Discussion: The discussion was brief, mainly involving LTG Darin Edwards (Division 17), who has been serving as District Treasurer since Laurie Schotz's passing. Aktion Club DA Liz Duncan asked about past DCON payments, and Darin confirmed all payments were made to his knowledge. Governor-Elect Stephens explained that payments from prior years are untraceable due to a closed bank account and a lack of records in QuickBooks or other systems. Darin plans to clear out the storage unit this weekend and will report any checks found. Vice Governor Barbara Mizelle also stressed the need for a separate website payment method for ads, distinct from registration, to prevent financial losses. Darin, noted Key Club, is currently missing ad revenue because the collectors are unknown. Governor-Elect Stephens will have web designer Ryan add a link to the DCON page for this payment option. This change, along with the August 1 registration deadline, **will** ensure all ads are paid before the program is printed.

The Vice Governor position saw no formal motion, but significant discussion ensued. LTG Alfie Kraus/Division 13 initiated the conversation, proposing the inclusion of "District Convention" and commas in the CKI and Key Club descriptions in the qualification section. Both she and LTG Sharon Doyle/Division 10 expressed concern that the current job description might deter potential candidates. LTG CK/Division 1e found the "within 4 years" clause overly restrictive, and Sharon Doyle's suggestion to add "managerial management" to the verbiage was supported by Governor Townsend. Governor-Elect Stephens provided crucial context for the job

description's creation, highlighting its necessity because the position previously lacked formal definition. She recalled that past Vice Governors including Governor Townsend, Alma (who served twice), Tony Gutowski, Mary Skalkoyannis, and Sheila Barnett all operated without clear guidelines. Governor Elect Stephens, as a Director of SLPs, asserted that the role must explicitly involve working with these programs, stating that many tasks have been incorrectly handled. She would not know this had she not been so involved with the SLP's. Her deep involvement with the SLPs has revealed significant shortcomings, and she believes this position is vital to ensure the district remains well-informed and acts as a "parent" to its programs. While LTG Sharon Doyle/Division 10 noted the importance of having effective District Administrators, Governor-Elect Stephens acknowledged this but pointed out that even with good DAs, oversight issues have led to us having to make difficult decisions. She underscored the need for the board to directly understand the role's functions and emphasized that "checks and balances are necessary." Governor Townsend reinforced this, advocating for an "adult in the room" who is actively engaged and ensures proper oversight. Governor-Elect Stephens then clarified that the "4 years" requirement aims to ensure the Vice Governor possesses recent, relevant experience, not outdated knowledge. Right now, we have no requirements at all and have to beg someone to run each year. So, these requirements are not an issue, and we have none right now and still no candidate for the position. LTG Sharon Doyle requested further review and discussion at the next board meeting, a proposal Governor-Elect Stephens welcomed, affirming her long-standing desire for such input. Consequently, no vote was held. International Trustee Jackie Sue did mention that Kiwanis International just passed a Job Description for the Vice Governor position and that she would send it to Governor Townsend and Governor Elect Stephens to review.

International Trustee Jackie Sue stated that we had a great meeting tonight and she applauded LTG Alfie Krause/Division 13 for being a stickler and making sure we adhere with our bylaws and policies. She also advised that Governor Elect Stephens did send out the documents and we really need to review them prior to the meeting. She also shared that we have over 2,000 registered for ICON. So, it is going to be an exciting time.

LTG Alfie Kraus/Division 13 asked LTG Lynne Gudin about Roadrunner Auction and Governor Elect Stephens advised this was covered on page 2 of the April 28th meeting minutes. She advised she was wondering if there was any change. Lynne advised no.

Adjourned @ 7:22 pm Next SWD Board Meeting July 21, 2025 @ 6PM/7PM Zoom