Southwest District Board Meeting MinutesV1

DATE: Thursday, October 1st, 2026
TIME: 6:00 PM
LOCATION: Zoom
FACILITATOR: Governor Barbara Mizelle
ATTENDEES: Executive Board/Lieutenant Governors/Guests

SWD Governor Barbara Mizelle
~~SWD Immediate Past Governor Erica Stephens~~
SWD Governor Elect Karin Church
SWD Vice Governor Douglas Chadwick
~~SWD Treasurer Kim Maust~~
SWD Executive Director Sandra Carrier

Division 2 Lt. Governor Deb Dapson
Division 3 Lt. Governor Morris Pongratz
~~Division 4 Lt. Governor OPEN~~
Division 5 Lt. Governor Lisa Ann Schoenbrun
Division 6 Lt. Governor Lisa Ann Schoenbrun
Division 7 Lt. Governor Lisa Ann Schoenbrun
Division 8 Lt. Governor Marge Carrithers
~~Division 9 Lt. Governor Carla Bailes~~
Division 10 Lt. Governor Mike Maloney
Division 12 Lt. Governor Katie Triggs
Division 13 Lt. Governor Jaye Carballo
Division 15 Lt. Governor Mike Bell
~~Division 16 Lt. Governor Liz Wilson~~
Division 17 Lt. Governor C.K. Liu, At Large
Division 18 Lt. Governor Lynne Gudin

Additional Guests: Kiwanis International Trustee Scott Sims, Olivia Neill, Evan Barnes, Don Townsend, Candie Drouin, Bob Breidenbach,

Board Approved 11.02.2026

Call to Order: Governor Mizelle

Roll Call: SWD Executive Director – Sandra Carrier - *Quorum verified 6:04p*

Invocation: SWD Human &Spiritual Values Chair – Mike Bell

AGENDA ITEMS

1. Adoption of Agenda: Governor Mizelle

Governor Mizelle welcomed all to the first Board meeting of the Kiwanis new year and thanked them for their attendance.

2. Consent Agenda:

- Confirmation of:
  - Financial Institutions & Credit Card
  - Signatures – Bonding
- District Calendar
- District Chair Appointments

Governor Mizelle reviewed the supporting documents to include the Consolidated K-Family Statement of Financial Position, Signatories of Financial Accounts, 2026/27 District Calendar and the 2026/27 Administrator and Committee Appointments. Governor Mizelle asked for a motion to approve the Consent agenda as reviewed. Lt. Governor Triggs made a motion to accept and approve the Consent agenda as presented by Governor Mizelle, seconded by Lt. Governor At-Large C.K. Liu. No further discussion. No abstain. No opposition. Motion approved.

3. Reports to the Board

- Executive Director Report - **Sandra Carrier**
- Treasurer– **Kim Maust**
  - 2026/27 Budget review and approval- delayed until NOV 2, 2026
  - 2025-2026 Year to Date Financials Review
- SLP Report – **DAs**
  - Aktion
  - Circle K International
  - Key Club International
  - Builders Club & K-Kids

Governor Mizelle requested the submitted Committee reports be reviewed by each of the attendees that submitted a report, starting with the Executive Director, Sandra Carrier. Sandra Carrier reviewed her submitted report. The CKI report was submitted by District Administrator Bre Anne Springer with no further comments to add by Lt. Governor At-Large C.K. Liu. District Administrator Jennifer Moore introduced Key Club Treasurer, Olivia Neill to share her financial update in coordination with Key Club Secretary Evan Barnes. Liz Duncan provided the update for Aktion Club. Lt. Governor Carballo provided her

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update for K-Kids and Builders Club noting the written reports will be resubmitted to the Executive Director after the conclusion of the Board meeting. Karin Church, Chair of the Financial Advisory Committee, provided the Kiwanis Treasurer report in the absence of Treasurer Kim Maust noting that all Statements of Financial Positions, Activities and Actuals reports contain confidential information and will not be screen shared during this meeting but can be located in the shared drive for the Board members with access. Karin also reviewed the submitted Financial Advisory Committee report noting the 2026/27 Kiwanis budget will be approved at the November 2nd Board meeting. Executive Director Sandra Carrier asked that all Committee Chairs on the Committee Reports cover page provide Committee reports for each Board meeting moving forward. In addition, the Membership Committee and Foundation will also be expected to provide a status report.

4. Action Agenda – Governor Mizelle

- Approval of September 8th, 2026 Board Meeting Minutes
- Ratification of Adding Treasurer Kim Maust to Pioneer Bank Accounts
- Elect President of Lt. Governors
- Attorney for the Southwest District
    - Scott Holcomb, Valley of the Sun Kiwanis
- Raffle Approval
- Approve Grand Canyon University Contract for 2027 Midyear and Authorize Sandra to Sign

Governor Mizelle asked if everyone was able to review the September 8th, 2026 Board meeting minutes. Lt. Governor Mike Bell made a motion to approve the September 8th, 2026 Board meeting minutes, seconded by Jaye Carballo. No further discussion. No abstain. No opposition. Motion approved.

Governor Mizelle asked Financial Advisory Committee Chair Karin Church to make a motion to ratify adding Treasurer Kim Maust to the Pioneer Bank accounts. Karin Church then made the following motion. I, Karin Church, Governor-Elect move to add Treasurer Kimberly (Kim) Maust as an authorized signer to the following Kiwanis International Southwest District accounts:

- *Pioneer Bank Checking Account Ending 4805 for benefit of Southwest District of Kiwanis International,*
- *Pioneer Bank Checking Account Ending 4839 for benefit of Southwest District of Key Club International Inc.,*
- *Pioneer Bank Checking Account Ending 4862 for benefit of Southwest District of Circle K International,*
- *Pioneer Bank Savings Account Ending 4324 for benefit of Southwest District of Kiwanis International, and*
- *Pioneer Bank Savings Account Ending 4325 for benefit of Southwest District of Key Club International Inc.*

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The motion was then seconded by Lt. Governor Schoenbrun. No further discussion was had. No abstain. No opposition. Motion approved.

Governor Mizelle notified all that Lt. Governor Lisa Ann Schoenbrun was elected as President of the 2026/27 Class of Lt. Governors.

Governor Mizelle notified all that Scott Holcomb has accepted the position of representing the Southwest District as our legal representative.

Governor Mizelle notified all that the Club Raffle guidelines are located in the Policies and Procedures, item #12 reviewed details.

Governor Mizelle referred all to the Grand Canyon Facility Use Agreement and asked if there was a motion to approve using the facility located on US I17 and Camelback road and to allow the Executive Director, Sandra Carrier to sign the Agreement. Lt. Governor Schoenbrun made a motion to approve the facility for the Kiwanis 2026/27 Mid year Convention and to have the Executive Director Sandra Carrier sign the Facility Use Agreement, seconded by Lt. Governor Katie Triggs. No further discussion. No abstain. No opposition. Motion approved.

5. Information Agenda

- Realignment of District **- Governor Mizelle**
- 501c4 Status **- Governor Elect Karin Church**

Governor Mizelle notified all that past Lt. Governor Harry Shapiro will be leading the realignment of the District initiative as Chair and will be holding the first meeting soon to begin planning.

Governor Mizelle asked Governor Elect Church to provide an update on the District 501c4 status. Governor Elect Church stated the District's 501c4 status was revoked in late 2024 due to the District 990's not being filed due to many changes with District leadership. Work is still being done to ensure the accounting records are in order in QuickBooks. Upon completion of this project, the 990's will then be filed. Governor Elect Church is confident the 2025/26 financial records are in good shape for moving the district forward.

Closing Remarks - Governor Mizelle
Closing Remarks - International Trustee Sims

Governor Mizelle asked International Trustee Sims if he had closing remarks to share. International Trustee Sims thanked Governor Mizelle and said Happy Kiwanis New Year to all and said that he is excited to be our International

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Counselor noting the exceptional transparency and organization the Southwest District is demonstrating sharing we are set up for success. Trustee Sims encouraged all to grow membership this year and shoot for a positive net gain. He also reminded the Lt. Governors to build a personal relationship with the Club Presidents and to have the 2026/27 Club Build Game Plan documented and in place.

Governor Mizelle thanked everyone for stepping up to serve the Southwest District, noting she is truly grateful for everyone's support. She noted her theme for the year is "Together we Serve and to Imagine the Possibilities". She reminded everyone that our next Board meeting will be Monday, November 2nd at which time we will be approving the 2026/27 budget. She asked for everyone's input. It was also clarified that all District meetings are scheduled in Arizona time.

Adjournment - *Meeting adjourned at 7:38p*

Next Meeting - *Monday, November 2nd, 2026 @ 6p (AZ time).*

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