



Key Club International Illinois-Eastern Iowa District January Board Meeting Minutes



Friday January 10, 2013

- **Governor William Kelley** calls the meeting to order at 8:02 on January 10, 2014 in Springfield, IL.
- **Secretary Graham Novak** takes a silent roll call.
 - The following executive Board Members were present:
 - **William Kelley, Governor**
 - **Graham Novak, Secretary**
 - **Alex Pauer, Treasurer**
 - **Natalie Walgren, Statistical Secretary**
 - **Jasmine Bains, Iolian Editor**
 - **Erin DeWitt, Club Development Chair**
 - **Joe Whang, Key Leader Chair**
 - **Akhil Sarikonda, Technology Chair**
 - The following Adult Committee Members were present:
 - **Nicole Swafford, Region 1 Advisor**
 - **Dan Conrod, Region 2 Advisor**
 - **Chirs Kohlman, Region 4 Advisor**
 - **Margie Toniny, Region 6 Advisor**
 - **Matt Giardano, Region 7 Advisor**
 - **Jennifer Stauffer, Region 8 Advisor**
 - **Paul Palazzolo, Financial Advisor**
 - **Bob Hall, Administrator & Region 9 Advisor**
 - The following Lieutenant Governors were present:
 - **Jennifer Zhuo, Division 1**
 - **Rami Hourani, Division 3**
 - **Tiant Holloway, Division 4**
 - **Margot Wagner, Division 5/6**
 - **Jeremy Goodsnyder, Division 7**
 - **Nicole Hassman, Division 8**
 - **Joel Vargeese, Division 9**
 - **Rachel Radtke, Division 10**
 - **Chloe Fischer, Division 11**
 - **Daniel Li, Division 12**
 - **Sonal Patel, Division 14**
 - **Jamila Johnson, Division 15**
 - **Olivia Carrasco, Division 16**
 - **Nathan Addis, Division 17**
 - **Catharine Leahy, Division 18/19**
 - **Jacob Godwin, Division 20E**
 - **Madison Roberts, Division 20W**
 - **Ritesh Bhambhani, Division 21**
 - **Emily Griffith, Division 22E**
 - **Mylinh Tran, Division 22W**
 - **Ashleigh Glecier, Division 23**
 - **Shannon Harback, Division 24**
 - **Claire Park, Division 25/27**
 - **Victoria Drake, Division 26**
 - **Abby Kauerauf, Division 28/29**
 - **Kara Brockamp, Division 30**
 - **Autumn Simons, Division 31/34**
 - **Dylan Miley, Division 36**

Meeting Notes

- **Introduction of Guests**
 - Kiwanis Governor, Pattie Heath
 - Circle K Governor, Ashley Wolfe
 - International Trustee, Maria Palazzolo
 - 2014-2015 Lt. Governor Elects



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◦ **Motions for Approval**

- Approval of August Board Meeting Minutes
 - There are no discrepancies
 - Sonal Patel moves to approve, Autumn Simons seconds the motion, all are in favor, and the motion passes
- Appointment of 2014-15 Lieutenant Governor Elects
 - Victoria Drake moves to approve, Joel Vargeese seconds the motion, all are in favor, and the motion passes

◦ **Executive Officer Reports and Progress Updates**

- Governor Report, Will Kelley
 - Will thanks the board for the hard work over the past few months. The Fall Leadership Rallies were a huge success and now we just need to use that momentum toward making an amazing District Convention
 - Thank you to those who came to Circle K Holiday embrace. It was a good opportunity to see and meet much of the Circle K leadership.
 - Congratulations, Elects, on being elected- best of luck this year
- Secretary Report, Graham Novak
 - District Guides will be available at DCON for clubs who could not attend FLRs
 - We have now published our 6th full district mailing with one more before the convention. The deadline is January 25, and the final mailing will be sent out on February 1, about one week before the early registration deadline for DCON.
 - Announces that the District is now at 65% for rosters (over 18% better than this time last year)
 - Joel Vargeese, Kari Wolfe, Catharine Leahy, Shannon Harback, Victoria Drake, and Abby Kauerauf's divisions are all at 100%.
 - End of Year Reports for Lieutenant Governors were very good. The only divisions yet to turn in End of Year reports are: 3, 5/6, 7, and 11.
 - Exec Board and Committee Chair End of Year Reports are due on January 25.
 - Last week, Graham sent out a hard copy of the latest addendum. An updating version of the Addendum is also available on the SkyDrive.
- Statistical Secretary Report, Natalie Walgren
 - Encourages Lt. Governors to check the latest CRU and talk to clubs who have not submitted the latest Reports.
 - Clubs must be in good standing at DCON, so it is vital that they turn in reports- especially home clubs of board members.
 - As of 1/9/14, we are at a total of 53%





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- Contact individuals from the club- don't just keep sending mass emails. Most often, personalized messages that just ask one person is the most effective means for getting something done.
- Treasurer Report, Alex Pauer
 - Asks that Lieutenant Governors see the latest dues sheet
 - As of 1/8/14 we have a total of 125 clubs paid out of 210 clubs
 - Especially important for members of the District Board to have home clubs to submit dues as soon as possible
- Iolian Editor Report, Jasmine Bains
 - There will be one more edition of the Iolian this year
 - In the meeting packet, there are specific articles and deadlines
 - Anyone interested in submitting an article should contact Jasmine
- District Project Report, Catharine Leahy
 - Raffle tickets at DCON- please sell tickets prior to the event- each Lieutenant Governor must sell at least 20.
 - We are at about 40% of our 60,000 goal
 - Please get people to sign up for the Spastics Run/Walk.
 - The following people will be raffled off for dances at DCON: Will, Graham, Natalie, Kari, Joe, and Shannon.
- Technology Chair Report, Akhil Sarikonda
 - File Archiving- this allows us to share files with this year's board with next year's board
 - He will be creating the reflector for the 2014-2015 board in the next few days
 - Interview Key Club members at DCON to make a promotional video
 - He is open for suggestions and ideas for improving technology
- Key Leader Chair, Joe Whang
 - Those who are interested in attending should sign up immediately- the camp is limited to a certain number of people. The website is key-leader.org and our camp is at East Bay Camp in Hudson, Illinois.
 - Thoth Lt. Governors and Elects to promote as much as possible
- **Video remarks from International Trustee**
 - Casey O'Neil sent a video for the board to see. In it, she congratulates the Board on a successful year, and looks forward to working with the 14-15 Board.
- **Homework Time**
 - Will introduces the homework- to be done at the end of the weekend
- **Lt. Governor & Elect Divisional Overview**





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- Lt. Governors pair up with their elects and share their end of year report with them and explain the ins and outs of the Division. At the same time, Execs go around the room and update individual Divisions on their progress.
- **Announcements**
 - Register for DCON- 13-14 Board members should register as Board members too
 - Elects should fill in the information on the google doc for our use
- **Recess**
 - Governor Will Kelley moves the meeting to recess at 10:32

Saturday January 11, 2014

- **Call to Order**
 - Meeting is called back to order at 8:58
- **Lieutenant Governor Training**
 - While the 2013-2014 Board conduct's its meeting, the Elects and Lt. Governor Training Committee work together.
- **Comments from the Kiwanis Governor**
 - She appreciates our group's teamwork and encourages us to use that energy to work with other portions of the K-family
 - Invite friends to go to Key Leader- an important aspect of the program is that it is not limited to only Key Club members
 - Have events like bowl-a-thons and invite non-key club members and get them involved
 - Learn about Circle K and if a school doesn't already have a club- charter one
- **Committee Meetings**
 - Each committee discuss their business in accordance to the directives
- **Committee Reports**
 - Awards, Mylinh Tran
 - 244 total awards
 - Submissions have doubled from last year
 - International Awards are to be received by Mr. Hall by January 10, 2014.
 - Oratorical Topic- "What does a Key Club need to be Strong"
 - Suggest that the future committee incorporates electronic submissions, add a promotional video, and make some of the criteria more specific
 - The committee also asks that we remember- "Teamwork makes dreams work"





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- District Convention
 - Call club advisors and talk to them about District Convention. Ask them if they have received the letter and if you can help them sign up for the event
 - Invite Clubs to the Facebook page I-I DCON 2014 "Service inc.- Care like a Monster"
 - Candidates will have a booth at the Service Fair- no handouts permitted
 - Encourage people to submit adds for convention booklet- \$25 per quarter page
- District Project, Catharine Leahy
 - Remind schools that they should send in the money that they collect to the I-I District Office
 - Sell Spastic raffle tickets in your school and community
- Kiwanis Family Relations, Autumn Simons
 - Think about ways to get 8th graders involved and interested in Key Club- then they know about Key Club when they enter High School
 - Olivia will be submitting an article about Holiday Embrace for the Iolian
 - Thank your Kiwanis Clubs and visit them!
- Eliminate/MEP, Sonal Patel
 - Promote eliminate in newsletters- Victoria will be sending out an article-in-a-can for Lt. Governors to include in monthly newsletters
 - There will be raffle tickets, cake, bracelets, and other fundraisers at convention
 - The committee is working on getting money totals from adults involved and will send them out on the reflector as soon as possible
- New Club Building and Reactivation, Erin DeWitt
 - Officially chartered 7 clubs, 2 more are in the process
 - If you are from a division that has not yet chartered a club this year, please start working on the process- it is not too late
- Technology and Public Relations
 - Updates to website
 - ◆ Key Leader Tab and registration link
 - ◆ Graphics Library
 - ◆ Pop up for DCON registration
 - All Executive and Lieutenant Governors should upload files to the Google Drive. Akhil has shared a file folder with every individual, and we want everyone to have templates and examples to work off of. This is to benefit next year's board. There are explicit directions in the board meeting packets, but if you still have questions, contact Akhil.
- **District Convention Forum Planning**





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- Board members split into groups to plan out forums for convention
- Please look for emails and further notification from Convention Chair, Jamila Johnson
- **Award Selections- District Board**
 - Sandy Nininger Award
 - Payton/Blunt/Kay Outstanding Kiwanis Advisor Award
 - Payton/Blunt/Kay Outstanding Faculty Advisor Award
- **Award Selections- Adults**
 - Himmel/Smith/McConnell Outstanding
 - Lieutenant Governor Award
 - Kiwanis International Foundation /Illinois-Eastern Iowa District Matching Grant Scholarship
- **2013 District Convention: "Serve like a Monster"**
 - How do I run a caucus?
 - 5 minutes for speech and questions; Lt. Governors will keep track of time
 - Groups will be roughly divided by region into equal sized caucuses
 - How do I promote convention?
 - Give advisors personal phone calls- make sure to be polite, detailed, and have all of the information available. Without advisors, students will not attend.
 - What is the board going to wear?
 - Boys: Green and Blue neckties with white shirt and black jacket
 - Girls: Nicest dress that is appropriate for the occasion
 - Important details
 - Register by February 7
 - Cost is covered for District Board members
 - Promote "1/3, 1/3 and 1/3", where Kiwanis Club, Key Club, and individual split the cost
- **Lt. Governor Elect Training Review**
 - Each of the Lieutenant Governors shared what they learned during training

Sunday January 12, 2014

• Awards

- Awards include:
 - 100% Reporting, On Time Reporting, Spastic Paralysis Awards
- Awards submitted at DCON
 - Scrapbook, T-Shirt, Video
- International Awards



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- Deadline is February 5, due to Mr. Hall February 10
- Akhil has made an awards tab with links to the awards book and directions
- **Meals for DCON**
 - Saturday lunch vegetarian option (wrap) was undesirable
 - Other than that, everything was delicious or good enough
- **Comments from Circle K Governor Ashley Wolfe**
 - Next year, Holiday Embrace will be on January 10- same weekend as board meeting so all board members will attend
 - If you are a graduating senior, please look into doing Circle K in college. Even if there isn't a club- build it!
- **ICON 2014**
 - June 30- July 6
 - Price estimate will be around \$1000
 - Talk to home club and Kiwanis Clubs for funding
 - Walking distance to Disney Land
 - We are working on making it as affordable as possible
 - 2014 is Anaheim, 2015 is Atlanta, and 2016 is San Antonio
- **Robert F. Lucas**
 - Each individual is submits an application if they are interested in receiving the award
 - You should have a binder of information- you need specifics for each of the categories
 - There should also be proof for each of the pages (i.e. copies of emails, agendas, etc.)
 - Due date for this information is February 7th. Please have copies for Will and Mr. Hall
 - Recipients will also be recognized at International Convention
- **For the Good of the Order**
 - Every Board member and elect shared their thoughts of the weekend
- **Closing**
 - Ashleigh Glacier moves to adjourn the meeting, Nathan Addis seconds the motion, all are in favor, and the motion passes.

---January Board Minutes created by 2013-14 District Secretary, Graham Novak, on January 13, 2014.