

Official Board Meeting
Capital District Key Club Board of Officers

Hyatt Regency Baltimore
300 Light St., Baltimore, MD 21202
Saturday-Sunday, November 15th-16th, 2014

Present:

Governor Anastasia Slepukhova

Secretary Hojin Yoon

Treasurer Ruthvik Gali

Editor Jack Morris

Webmaster Artrell Flonnory

Key Leader Chair Megan Anderson

DCON Chair Brooke Souders

Lt. Governors: Esther Alaran, Sahana Rao, Sam Ahmed, Laura Vasquez-Bolanos, Johnson Song, Adrienne Lumain, Rachel Scarcia, Kiyoon Ko, Genesis Martinez-Rivas, Claire Dickson-Burke, Natalie Emmart, Devyn King, Jordan Brown, Marissa Levis, Dylan Colby, Arshad Fakhar, Morgan Kotanko, Emily Green, Kierstan Tinsman, Katherine Pajewski, Brian Draper, Holly Love, Eric Luu, Julianna Stanley, Jessica Brown, Matthew Gendreau, Cameron McHenry, Billy Roberts, Casey Farmer, Sophia Vermeulen, Hunter Holden

District Administrator: Mr. Stankus

Zone Administrators: Kristina Dlugozima, Stacy Whitehouse, Kelly Boswell, Jennifer Hiscock, Angie Moore, Missy Zimmerman, Brian Egger, Freeman Wise, Jon Doblax, Karen Schreiber, Jerry Jones

Guest: Liz Moore, Garrett Fraino, Mr. Brian Bell, Colin Austin

Absent:

Zone Administrators: Josh Hiscock, Jane Slotter, Art B.

1:35pm: Call to Order

- Governor Anastasia calls the board meeting to order.
- Lt. Governor Cameron McHenry leads board members in the Key Club Pledge.
- Lt. Governor Sahana Rao reads the invocation.
- Secretary Hojin takes roll call.

1:38pm: Governor Anastasia presents guests:

- Kiwanis Governor Brian Bell
- International Trustee Liz Moore
- Immediate-past Governor Garrett Fraino

Kiwanis Governor Brian Bell addresses the board.

1:40pm: Editor Jack moves to accept September Board Meeting Minutes.

Lt. Governor Kiyoon Ko seconds the motion to accept the September Board Meeting Minutes. Motion passes unanimously.

1:41pm: Governor Anastasia calls for executive reports:

Webmaster Artrell Flonnory:

- Attended Fall Rally in King's Dominion
- Both Editor Jack and Webmaster Artrell are working on the Capital Key Club Wikipedia page.
- Updated the Capital Key onto the website
- Contributed an article to the Capital Key

Editor Jack Morris:

- Completed the Capital Key
- Attended Fall Rally in King's Dominion
- Attended the Division 3 Benefit Concert
- Both Editor Jack and Webmaster Artrell are working on the Capital Key Club Wikipedia page

Treasurer Ruthvik Gali:

- Created a dues page on the Capital Key Club website. The page contains details on the entire dues process and serves as a legacy page for future secretary-treasurers.
- The first treasurer newsletter is almost ready to be distributed among the treasurers in the district.
- Attended Kiwanis Family Conference

- Attended Fall Rally in King's Dominion
- Attended the Division 3 Benefit Concert

Secretary Hojin Yoon:

- Attended the Division 3 Benefit Concert
- The 2014-2015 Officer Directory is almost completed and will be distributed soon.
- Contributed to the Executive Newsletters every month
- Attended May Key Leader in West River, MD

Governor Anastasia Slepukhova

- Attended Kiwanis Family Conference
- Communicated with all Committees
- Attended the Division 3 Benefit Concert
- Attended DCMs of many Lt. Governors
- Worked with International Trustee Gary Cheng on issues within the district
- Attended Fall Rally in King's Dominion
- Submitted monthly reports promptly to International
- Remains an active member in her home club
- The first presidential newsletter has been completed and distributed.

1:48pm: District Administrator Joe Stankus addresses board

- The recent decrease in membership is not something to stress too much about.
- 44 clubs have paid dues so far. Because Capital is the 4th largest district, we need more dues turned in. Many of the smaller districts have more dues paid than we do.
- Lt. Governors have to pay dues as well.
- While chartering clubs is important for growth, keeping strong clubs strong is equally important.

1:51pm: All board members except the executives present their reports.

2:51pm: Governor breaks the Board into committees to prepare their reports.

4:00pm: District Administrator Joe Stankus recesses the Board Meeting to the next morning.

The Board reconvenes at 8:26 am on Sunday, November 16th.

8:26am: Committees present reports:

Conventions

- Decoration ideas can be collected through Pinterest.

- Throughout the weekend, there will be a scavenger hunt. The item list will be in the bags and the members with the most points accumulated will get to be in a drawing for a prize.
- During the meet-and-greet, each room will have different activities to do. The main ballroom will house karaoke for the members. There will be a board game room and a service project room as well.
- T-shirts for the convention are open to designing. The design must be finalized by next board meeting.

Member Services

- The committee has created or will create:
 - YOF posters throughout the year.
 - A packet of Key Club tips.
 - A compilation of how-to steps on having Fundraisers and service projects
 - A leadership packet.
 - *A Make Your Meetings Move* toolkit.
 - A frequently asked questions Facebook page.
 - Resources on how to get members involved and what positions they can have.
 - Videos promoting YOF, Capital District, and a variety of scholarships available.
 - Resources with information on event enthusiasm and funding.

Service Programs

- The Eliminate video has been completed.
- The packet on the Major Emphasis awards will be completed by the end of the week.
- The committee is working on info flyer on leadership information.
- The committee is in contact with the SLP subcommittee representatives.
- An article about Elimidallions is in the works.

Kiwanis Family Relations

- The next Key Leader is from **October 30th – November 1st, 2015**.
- A Prezi on the Kiwanis Family will be completed in two weeks.
- The committee is creating a list of tips for bridging gaps with Kiwanis.
- The committee will discuss with the Circle K and Kiwanis district boards about bridging the gap.

Communications

- The committee has been assisting Editor Jack with the Capital Key.

- The committee is planning to create guides on how to plan effective events for general meetings.

District Operations

- The committee has decided to focus on awards because there were many by-law changes last year.
- The guidelines and applications for Outstanding officers need to be approved.
- Lt. Governor Dylan Colby helped to create two booklets: one for pre-DCON awards such as Outstanding clubs due January 25th and one for DCON awards like contests.
- Contests should start to be promoted within clubs. In order to apply for contests, several forms and signatures are required.
- Lt. Governors should recommend both members and advisors for awards.

Conventions again

- Workshops include:
 - President and Vice President workshops combined
 - Other positions (Secretary, Treasurer, Editor)
 - Technology
 - How to “play nice”
 - Communications
 - Public speaking
 - K-Family
 - Recruitment
 - Preferred charities
 - Icebreakers
 - Service Project
 - How to manage large clubs
 - Question and Answers
 - Key Leader
 - International Convention
- There will be likely be **no wi-fi** in the workshop rooms.
- Water bottles will be our souvenirs.

8:50am: Treasurer Ruthvik continues to Eliminate discussion.

- The goal for Kiwanis is to raise \$110 million for Eliminate. It has raised \$70 million so far. Key Club has raised \$1.4 million so far towards the project. Worldwide, the MNT has decreased by 15%.
- The required amount of money needed to be raised in order to be eligible for an Elimidallion is \$625 while \$1250 is needed to receive a Zeller.

- When fundraising with a club, make sure to talk to Mr. Stankus and your club if you want the money to be towards one of these rewards. When fundraising with your division, the money raised will automatically be considered.
- **Advisors and Zone Administrators can also receive Elimidallions.**

Ideas for Fundraisers:

- A dance/formal is able to raise up to \$1,500 with each ticket being between \$10 and \$15. DJs are often able to be hired for a low price when the dance is for a cause.
- Spirit links – when students submit a small amount of change to add a link onto a chain – can be used to instigate class competitions.
- Hosting face painting on Fridays.
- Members can wear Trick-or-Treat for UNICEF costume boxes during the school day and football games to collect change.
- Local hairstylists can be contacted to help with a school-wide fashion show.
- Organizing a talent show within the school or the community can raise lots of money when charging for auditions and admission tickets.
- Candy grams during the holiday season can raise a several hundred dollars.
- Selling smoothies in the school for an extended period of time raises lots of money.
- During the upcoming basketball season, giving a speech during half-time about the organizations that Key Club is fundraising will help to spread the word.

If Capital reaches our goal of \$80,000 to the Eliminate Project, then Governor Anastasia and Administrator Joe Stankus will cut off much of their hair.

9:04am: Governor Anastasia continues discussion about Distinguished and Robert F. Lucas Awards.

- The Robert F. Lucas Distinguished Lt. Governor award is the highest award given to Lt. Governors. At District Convention, Lt. Governors should be recognized for what they have done. RFL award criteria online on the Key Club website.
- Distinguished Lt. Governors will be determined by compiling the points from Quarterly Evaluations.
 - A letter of recommendation is needed from the respective Zone Administrator. An essay from the Lt. Governor reflecting on his/her term is also required. This essay **has to be completed by the February Board Meeting.**
- Remaining an active member in one's home club – paying dues and attending meetings - is also important.

9:11am: Discussion continues to Lt. Governor elections.

Zone Administrator Brian Egger presents a workshop to the board.

- A packet will be distributed to all board members with details on the election process. The last page of the packet will contain the contact information of some adult board members.
- If a candidate gives a speech through video, then that candidate cannot answer questions.
- A Lt. Governor elect cannot run for district office.
- The adult committee needs to know if underclassmen want to run for executive office.

9:55am: Governor Anastasia continues discussion to District events.

Fall Rally

- The beginning of the Rally seemed boring to many. The question and answer session was not engaging. It needs to be more pumped up for the members to get excited. 450 signed up for the event.
- We may be able to have a Spring Rally in the future.
- In the future, some kind of identification – perhaps in the form of a bracelet – for Key Club members may help members socialize. A “Great Race” style of scavenger hunt may also be used to encourage member interaction.

Key Leader

- The goal for the West River event was 60 students. 77 students attended the event. At that event, several underclassmen signed up to be student ambassadors as well.
- There will be another Key Leader in the spring.

Kiwanis Family Conference

- The conference was almost like a family get-together; there was lots of fun and laughter.
- Are you idiot?

10:13am: Governor Anastasia continues to Distinguished Officer discussion.

The board will split into groups to distribute points when judging distinguished officer binders. Outstanding officers will also be picked this way.

10:22am: Administrator Stankus addresses the board.

- The Governor’s Project, KOTIO, remains a top priority for clubs.
- Examples:

- Clubs can work with their high school Best Buddies clubs in a service project.
- A special needs prom can be organized.
- A club can also cheer for its school's allied sports teams.

10:30am: Lt. Governor Sam Ahmed delivers the benediction.

10:31am: Secretary Hojin moves to adjourn the November board meeting.

Lt. Governor Esther Alaran seconds. Motion passes unanimously. The November Board Meeting is adjourned.

THINGS TO REMEMBER:

1. To contribute to the DCON slideshow, Lt. Governors should submit pictures of service events with their monthly reports.
2. The next board meeting will be on February 7-8, located at Virginia Beach. Board members will have the opportunity to join in the Special Olympics Polar Bear Plunge.
3. The next Key Leader is from **October 30th – November 1st, 2015.**
4. Advisors and Zone Administrators can also receive Elimidallions.
5. An essay from the Lt. Governor reflecting on his/her term is also required. This essay has to be completed by the February Board Meeting.

Minutes submitted by Secretary Hojin Yoon