

Friday - January Board Minutes

1/17/2020

- Pledges, Introduction of Guests, Role Call
- Pledge of Allegiance - Carsyn Stipp
- Key Club Pledge - Luke DeMask

- Welcome to January Board - Kortny Marsh
- Welcome Elects! You will have a fantastic year full of service.
- Very proud to work with you throughout the year.
- Thank you so much for your hard work this year!
- Let's get work ironed out before DCLC.
- It is a goal to keep DCLC organized.

- One Piece of Advice - Mr. Palazzolo
- Take your notes home after the board meeting.
- Our District Board exists to make service possible throughout Illinois-Eastern Iowa.
- Thank you to the current District Board for your hard work thus far, there is still plenty to do before DCLC.
- Introduction of current Kiwanis Governor and incoming Kiwanis Governor
- Thank you to Andrea Raycraft for her hard work.
- Thank you to Int. Trustee Caroline Bushnell.
- Get your rosters in before DCLC. Call the high school. Call the sponsoring Kiwanis club.
- Encourage clubs to pay their dues as much as possible.
- Key Club has a general depreciation of membership, encourage clubs to recruit new members.
- Club strength is better when there are more helping hands.
- Thank you to Mr. Tsang and the DCLC Co-Chairs. They have been working very hard to plan this convention. Let's aim for 600 attendees!
- DCLC will set the stage for success in the future.
- Thank you to the Adult Committee for guiding the LTGs and for providing transportation.

- Advice From The Board:
- Kortny M: It is very important to give yourself time to breathe while performing your responsibilities. Do your best not to get burnt out.

- Mandy R: Do not put your other activities on hold.
 - Chase C: Make sure you communicate with your clubs on how they want the year to go. Put clubs first.
 - Hayden S: Have Divisional Council Meetings early on in the year, it encourages a good pattern of communication.
 - Emily L: When you are planning things, send out reminders in advance.
 - Nancy M: Form a good relationship with your fellow board members and adult committee.
 - Carsyn S: Establish a good bond with your clubs so they turn things in on time.
 - Ali B: Start your newsletter outlines early.
 - Anthony F: Let your clubs know that you're there to help.
 - Lena O: Don't let struggling clubs sit on the back-burner. Take advantage of time at the beginning of your term.
 - Emily P: The sooner you get forms in, the easier your year will be.
 - Bo W: If you have spare time, utilize it in the moment.
 - Ari C: Ensure that you have stable communication between your clubs, put their needs first. Start by calling to introduce yourself.
 - Olivia E: Everyone is given opportunities, it's what you do with them that makes it an experience.
 - Brady K: Do everything that you can. Your clubs should be a priority. Don't get discouraged.
 - Caitlyn M: Your district board is with you, utilize them as a resource.
 - Bethany K: Work hard to get your forms in, look on the bright side.
 - Luke D: Use one part of your term to visit as many clubs as possible.
 - Max C: Use your resources throughout the Kiwanis Family. Reach out to the previous LTG for help. Remember that everyone in your clubs is on the same level as you, keep it fun!
 - Melanie C: Distinguish the difference between self-care and procrastination.
 - Chloe H: Use proper etiquette when emailing clubs. Thank your clubs for filling out forms.
 - Madie R-H: Remember why you ran/applied for the position of LTG. Remember that this organization is all about service.
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- Executive Reports:
 - Editor: Kaille H.
 - Waiting on a few final submissions
 - Included in the final Iolian:
 - Four Club Spotlights
 - How-to-build a Key Club

- Formal etiquette
- Announcements (esp DCLC promo)
- I-I is on:
- Instagram
- Facebook
- Snapchat
- Twitter
- Clubs are encouraged to submit to I-I through #waytogowednesday or #ikeyclub
- Website: ikeyclub.org
- Main tabs on the website are: Resources, events, About, Iolian, and Board login
- The website is constantly being improved.

- Statistical Secretary: Emmy Stufflebeam
- Passed out sheets to LTG's highlighting who and who isn't submitting MRF's on time.
- Increasing Numbers:
- Letters In August: (21 clubs)

- Treasurer: Alison D.
- Dues Update:
- \$34,935 District Dues
- 6,987 Members
- 66.5% Schools have paid
- Shoutout to divisions who have paid dues
- Delinquent Dues Overview
- How to pay for Dues:
- (1) Go to your club to pay 1/3 of the convention fees, (2) Go to your Kiwanis Club, (3) On your own

- Secretary: Alec Kridner
- Roster recap
 - Roughly 60.5% turned in now, goal of 68%
- Removed clubs moved to own sheet
- Renaming rosters to "Club Officer Rosters"
- Shout out to LTGs for getting in rosters
- Tips for getting in roster
 - Contact advisors
 - Contact past officers
 - Contact Kiwanis advisors

- Contact principal or vice principal
- Try finding Kiwanis clubs on Facebook
- Reminders:
 - Stay updated with new emails
- 50%-100% turn in rosters
 - El
 - Brady
 - Carsyn
 - Lena
 - Emily
 - Melanie
 - Max
 - Paris
 - Chase
 - Mandy
 - Emily P.
 - Ali
- Make calendars for planning events
- Contact each advisor to make sure they are still advisors
- Show no fear when needing help
- Challenge: have 75% of rosters turned in by DCLC

- Governor: Kortny Marsh
- Weekend Expectations:
 - Be attentive
 - Participate
 - Get work done
 - Include your elect/try to get them prepared
 - Be ready to learn
 - Talk to new people
- End of Term Expectations:
 - Advertise for DCLC
 - Finish Strong
 - Continue on any projects that you have been working on.
 - Still go on club visits
 - Put effort into material going out
 - Try to include your elect to get them ready
- DCM
- CC on emails

- Help/Review newsletter
- Club visits
- My Plans:
- Grade RFL Submissions
- Work with sistrict (sister district) on new project
- Prepare to get the next Governor off on the right foot
- Extensive transition/EOY Report
- Get new elects signed into their Outlook account.
- Reach out to formed FLR receivers and share their examples of how to apply.

- International Trustee: Caroline Bushnell
- Strategic Plan: We began to discuss the new strategic plan.
- Video/Shoots: "The State of Key Club"
- Brand Guide
- ICON: San Francisco
- Follow @keyclubint on Instagram
- Candidacy: Making a Decision
- Choosing where you want to run can be a difficult decision. It's all about finding where you will be best suited to serve.
- Sistrict (sister district) Project: Australian Bushfire Relief Campaign

- Incoming I-I District Governor: Mr. Smith
- Kiwanis needs leaders, we look forward to you serving in Kiwanis.
- It is a pleasure to be with you.

- LTG/Elect One-on-one meetings
- Committee Work

- Night adjourned by Governor Kortny Marsh

Saturday - January Board

- Meeting called to order by Governor Kortny Marsh
- Committee Work
- Committee Reports (except for DCLC)
- Kiwanis Family Relations: Carsyn Stipp
- At the service fair, there will be a booth with members from the Kiwanis Family.
- "Board takeover" with trivia questions. Prizes included.
- Major Emphasis: Melanie Cohen:
- Major Emphasis Monday posts on social media
- Take part in the service fair and reach out to our preferred charities to take part
- Kiwanis Neuroscience Research Foundation
- Mandy Rowland and Luke DeMask
- Discussing a new idea to present a new souvenir at the scavenger hunt
- Board members will carry around facts about KNRF at DCLC
- Ordering more carnations and selling tickets for dances
- New Club Building and Reactivation: Olivia Egert
- LTGs should reach out to the NCB/R committee to assist with reactivation/chartering a club
- Resent the NCB/R inquiry form
- Technology Committee: Preston Brondyke
- Website traffic analysis
- 516 visitors within the last month
- 1,545 visitors within the last 3 months
- Increase of 59% of website visitors within the last month.
- DCLC:
- Created a new ad that will pop up when you click registration a
- Ideas for the future:
- A calendar would be a good way to show what is going on around the district
- A Google calendar would be set up and LTGs could send in dates.
- Incorporating Snapcodes

- DCLC-themed outfit for the digital I-I Captain

- Expectations: Kortny Marsh:
 - With your committees:
 - Continue to work on objectives and promoting
 - Work on a way for next year's committee to continue where you left off.
 - With your division:
 - Continue to send out resources and help
 - Finish your club visits
 - Hold a DCM and promote DCLC
 - Tie up any loose ends
 - Prepare your division for a change in leadership
 - With your elect:
 - CC them on emails
 - Clarify any questions that they have
 - Be a support system
 - Make sure that they don't feel overwhelmed.
 - For yourselves:
 - Take time and don't burn out before the end of your term
 - Make sure you feel proud of the work you have done this year
 - Apply for Robert F. Lucas

- Due Increase:
 - Dues are currently \$12, \$7 goes towards International and \$5 towards the District.
 - The projected increase will be \$1, \$7 towards International and \$6 towards the District.
 - Governor Kortny Marsh contributes that the increase is a good idea so that the District can continue to fund I-I District events such as board meetings.
 - Stat. Secretary Emmy Stufflebeam asks if this change will go into effect in the next service year. Treasurer Alison Deng states that it will go into effect.
 - Int. Trustee Caroline Bushnell stated that other districts that have raised dues have not seen a large decrease in membership.
 - Lena Oswald approves of the change as it is not a large increase.
 - Int. Trustee gives the idea that the district board could release information on how to pay your dues and raise money.
 - The board agrees to draft an amendment to later vote on.

- Award Discussion: Kortny Marsh

- Vote of Sandy Nininger Award Recipient
- Vote of Outstanding Faculty Advisor Recipient

- District Convention Discussion: DCLC Committee
- Purchasing decorations (70's theme)
- Table decorations
- Photo wall props
- Giveaways:
- Glowsticks
- T-shirt:
- Light yellow base with an orange print.
- Discussion of the schedule:
- The Keynote speaker is Jim Wand
- Convention Service Project: Making dog toys
- LTG Goals:
- Based upon your divisions attendance last year, bring 3-5 more people to convention
- Discussion over how to boost DCLC attendance
- Presentation by Mr. Tsang on District Convention Registration and workshops
- Workshop presentations must be sent in by March 1st

- Video presentation on how to pay dues

- Private Regional Update: Adult Board

- Night Adjourned by Governor Kortny Marsh

Sunday - January Board

1/19/2020

- Dues Increase: Kortny Marsh
- Alison Deng motions to raise the dues from \$12 dollars to \$13 dollars
- Max Crandell seconds the motion
- The proposal will be voted on at House of Delegates

- Robert F. Lucas Award: Kortny Marsh
- Governor Kortny Marsh encourages all LTGs to apply for the award.

- ICON: Caroline Bushnell
- Int. Trustee talks about all of the advantages of attending International Convention

- Goals for finishing strong: OPEN DISCUSSION
- Madie R-H: Get out DCLC information, and calling my schools and finding someone to replace me.
- Chloe H: Reach out to Kiwanis Club, encourage Division 8 to attend DCLC.
- Melanie C: Gently persist my clubs and have them attend DCLC.
- Max C: Reach my attendance goal for DCLC, get my home club to attend DCLC.
- Luke D: Trying to get as many clubs from my division to attend DCLC.
- Bethany K: Reaching out to clubs and getting late MRFs in.
- Caitlin M: Get missing MRFs in.
- Brady K: Start working on 2 new clubs in the area, work on DCLC planning.
- Ari C: Send a letter to Kiwanis clubs in my division, bring more people to DCLC.
- Bo W: Get all of my clubs to submit Rosters and MRFs.
- Emily P: Get as many people to attend DCLC as possible.
- Lena O: Get missing MRFs in, and getting members to attend DCLC.
- Anthony F: Work on communication issues with 2 clubs, and holding a DCM.
- Ali B: Reach out to Kiwanis, and meet DCLC goals.
- Nancy M: Work on chartering a new club.
- Emily L: Start visiting clubs and advising them about DCLC, charter St. Theresa
- Hayden S: Hold 2 DCMs and push DCLC.
- Chase C: Visit Columbia high school, and having them attend DCLC. Push DCLC attendance.
- Mandy R: Charter a new club, have a successful KNRF fundraiser at DCLC.
- Shannon P: Promote DCLC, and reading over LTG goals for convention.

- David S: Working on the script for DCLC
- Preston B: Working with Kailee to get new people to attend DCLC through social media promotion.
- Kailee H. get the final Iolian published
- Emmy S: Reach out to LTGs and get missing MRFs in.
- Alison D: Get 80% of dues in by
- Alec K: rosters up by DCLC, get more rosters in. Put new Kiwanis Advisors and Faculty Advisors on the Master Roster so that LTG-Elects can start off with proper communication.
- Kortny M: Help out Elects as much as possible to prepare them for their year. Help out with ICON promotion after I retire.

- Elect goals:
 - Visit clubs as much as possible.
 - Charter a new club and foster strong communication.
 - Raise membership by 50% in my division.
 - Work on communication with my clubs and set up meetings.
 - Build up a strong relationship with Kiwanis.
 - Open up a line of communication so that clubs can thrive.
 - Chartering 2 new clubs, and getting in dues and rosters in on time.
 - Have as many face-to-face interactions with my division as possible.
 - Make sure more communication is frequent.
 - Try to get clubs as many resources as possible to boost membership.
 - Thank you to the current board for setting us up for our future, I hope to build up clubs and charter new ones.
 - Plan DCMs ahead of time and charter a new club.
 - Increase membership by 5 members in each club.
 - Increase communication among all of my club, and turn in all of my MRFs.
 - Get to personally know my clubs.
 - Reactivate at least one club in my division.
 - Increase membership in clubs as much as I can.

- Governor thanks her current board for all that they have done. She hopes the Elects have a fantastic year.

- Adult Board Advice:
 - Be role models for the dress code.
 - I'd like you to see us as a resource for you to utilize.
 - You are the future of Kiwanis, we want you to stay in the K-Family.

- Be proud of your position.
 - Help out with DCLC as much as possible.
 - Elects should start their hard work now.
 - Be confident in your abilities.
 - Have your main priority be service.
 - Remember why you're here.
 - Go to your Kiwanis clubs for help.
 - Remember to send in your slides before DCLC.
 - Be a giver, not a taker.
 - We should all push DCLC to be a great convention.
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- District Admin Comments: Mr. Palazzolo
 - We exist because we must encourage others to provide service.
 - Reach out to your Regional Advisor to help you find the proper resources.
 - A phone call will get more done than an email or a text.
 - Make sure your presentations are in by March 1st.
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- Olivia Egert motions to adjourn the board meeting.
 - Madie Redfern-Hofbauer seconds the motion.
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- January Board is adjourned by Governor Kortny Marsh