

**MINUTES OF THE FIRST OFFICIAL MEETING OF THE
2008 – 2009 UTAH-IDAHO DISTRICT BOARD OF TRUSTEES OF
KIWANIS INTERNATIONAL MARRIOTT HOTEL, SALT LAKE CITY
AUGUST 22, 2008**

In attendance: International Trustee Robert Vande Rieviere, Governor Patti Hansen, Governor-elect Brent Ashworth, Immediate Past Governor Bill Mullin, Secretary Bob Dempsay, Treasurer Marvin Chamberlain

Lt. Governors in attendance: Michael Gordon division 1, John Brown division 2, Norman Taylor division 3, Cheryl Juntunen division 5, Frankie Marler division 6, Rayleen Barnes division 8, Peggy Sellman division 9, Chuck Rasmussen division 10.

Lt. Governors excused: Shane Berger division 4, Keith Parke division 7.

Guests: Karl Greenwood Circle K. Administrator, Lamar Anderson, Kiwanis International Foundation.

Welcome by Governor Patti Hansen at 2:30 p.m., Sunday August 24.

Invocation by Governor-elect Brent Ashworth.

Patti introduced our International Counselor, Robert Vande Rieviere. Following are some of his comments.

He has enjoyed his time at this convention and is impressed with the officers of the district. He talked about personal organization for each officer as they serve out their duties this coming year and will send a template on what he did and how he managed his life while the Governor of the Belgium district. His goal for the district during the next year is one new member per club, for a total of 62 new members by the end of the year. We need to have a strategic plan in place so that we can see where we want to be in the next few years. Clubs need to re-look their budgets for what are today priorities and examine them to see if these are the priorities that fit today's community. One thing that the clubs need to do is to brainstorm with a club assessment and a community assessment.

One thing he noticed about the convention was the lack of attendance. We need more clubs present and more members present in our conventions. This convention had 18 clubs and somewhere around 40 delegates and a total of about 85 attendees. We need to plan ahead for next year to make the convention more attractive and more appealing to the membership.

Following comments are from Immediate Past Governor Bill Mullin.

He feels that Patti is enthusiastic and energetic and willing to serve and will be a great Governor. We need to support her by offering suggestions, doing our own jobs well and be willing to accept new challenges and new changes. We should all remember that the Lt. Governors are the link between the district officers and the clubs. Lt. Governors need to meet with the clubs and pass information they have from the district to the clubs and also from the clubs to the districts.

Following comments are from Governor Patti Hansen

She is very appreciative to have Robert Vande Rievriere here as our International Counselor and will attempt to get him assigned to our district for the next two years.

The convention next year will be on August 21-23 in Burley Idaho. Division 5 will be helping in the convention set up and planning with Rupert club member Diane Newman as convention chair. The same format as used at this convention with trainings sessions and workshops will be used at that convention.

There will be two mid year conferences, called leadership conferences this coming year. On March 22 the conference will be a held in Salt Lake City at the Marriott Hotel. This will take place at the same time that the Key Club leadership training is scheduled here. We hope to train all the new officers and Lt. Governors in the Utah area at this midyear conference. The mid year conference for Idaho will be held April 11, 2008 in Twin Falls and the same training will be available. The district board meeting will be held at one of these meetings on the day before the conference starts.

The November board meeting will be held in Tremonton Utah on November 22. Brent Ashworth and Patti will be working together on these conventions so that we will have a seamless joining of the two administrative years.

Peter Van Hook has resigned as Key Club Administrator because of work constraints and a present a replacement has not been found. During the interim a Key Club steering committee involving Elsa Bennett and her son from Boise and other district Kiwanians will help coordinate the Key Club activities until a new Administrator is selected. Hopefully we will fund a new key club administrator by the November board meeting.

On club growth she felt that it was unwise to build new clubs at the expense of ignoring the existing clubs that need to be stronger. A better approach would be to build up the existing clubs. She has set a district goal of two net members per club. This will add one hundred and twenty four new members or a 6% growth in the district.

In addition to this each Lt. Governor should attempt to find a community in their division that can support a new club. Some of the criteria to consider would be school district place to set up sponsored youth clubs and a generalized population that can be involved in new service projects. She challenged each Lt. Governor to set a goal of recruiting one new member in the

next three months. She feels that the next three months are critical to set the tone for the rest of the year.

We also need to concentrate more effort in working on clubs under 15 members. These clubs need to be brought closer to charter strength so that they can provide more service to the community and also to avoid burnout of the leadership.

We also need a Builders Club Administrator and a K-Kids Administrator. Lt. Governors should help in the search for worthy candidates in their divisions for these Kiwanians. There are also other committee positions still available that need to be filled by October first.

A Key leader Administrator for Utah needs to be found. We have an excellent Administrator in Idaho and needs someone to work hand in glove with him to establish the same program in Utah. The Key Leader camp at Cascade last May brought more than sixty young adults together for team building and leadership training. A successful camp should have between 60 and 80 attendees.

Patti's new e-mail address for this coming year is utahidahogovernor@live.com.

Each Lt. Governor should look for two goals that they can report on in the November board meeting. These should involve activities at the division club level and work in coordination with the division Council meeting with all clubs in attendance. Brent has books available for distribution to Kiwanis clubs and others that can help people get involved in reading. We need to develop a reporting system for the Lt. Governors that tracks activities that they do during each month. This would include division Council visits, sponsoring new members, clubs visited, service projects worked on and the goals that they set and if they've been accomplished.

Following comments are from district secretary Bob Dempsey.

Bob presented an agenda for the upcoming board meetings that detailed how the board agenda will be structured. Items will be divided into three classifications; consent items, action items and information items. We are requesting that all information that will be discussed at the board meeting, including reports and anything relevant, be submitted to the district secretary two weeks prior to the board meeting so that they can be transmitted to all other board members. This will allow all attendees to be aware of what will be discussed so when they arrive at a board meeting they are ready to solve problems instead of read reports.

Achievement criteria for distinguished clubs and distinguish Lt. Governors will be distributed at the November board meeting.

Bob will attempt to get to each Lt. Governor a list of the club presidents and secretaries in the next two weeks so that they will know who they're contact points are a club. This may be a problem because so many clubs have not sent in the club election reports.

Following comments were by district treasure Marvin Chamberlain.

Marvin presented the 2008-2009 budget and explained in detail the income items and the expenditure items. After discussion a motion was made by Brent Ashworth and seconded by John Brown to accept the budget as presented. Upon voice vote the budget was approved unanimously.

Marvin then explained the year-to-date financials and the impact that the economic losses have had on investments. He stated that he felt that the district should have one year of income in reserve to cover any bad times. A motion to accept the financial report was made by Cheryl Juntunen and seconded by Rayleen Barnes. On a voice vote the motion passed unanimously.

Marvin then asked for approval to continue to use US Bank and Putnam as financial depositories. Motion was made by Cheryl Juntunen and seconded by Rayleen Barnes for approval of this arrangement. This motion passed unanimously.

John Brown made a motion which was seconded by Bill Mullin to have Marvin pay the bills as they come due and report at the next board meeting the financial status of the district. This motion was also approved unanimously.

Marvin's e-mail address is marvin@magiclink.com.

Report forms were discussed that will be requested from all district officers detailing district activities done during that time frame, preferably on a monthly basis. These reports should be submitted to Governor Patti Hansen with a copy to Marvin Chamberlain. Patti will use the information for keeping track of the progress that occurs in the district and Marvin will use the information for making quarterly distributions to the district officers. In their report the Lt. Governors will report activities which would include visits to clubs and Council meetings, governor's visits and any knowledge they have about club activities in their division.

LaMar Anderson, Kiwanis International Foundation chair explained the district responsibility to Kiwanis International for the annual club gift campaign. Our district goal for this campaign is six dollars per member to be transmitted to Kiwanis International. Lamar will send a report to the members of the board on a monthly basis. The funds from the annual gift campaign are used to award scholarships to Circle K members and Key Club members. Contributions of six dollars per member from the district will result in six Circle K scholarships and six Key Club scholarships. Send your e-mail addresses to Lamar to receive this information.

John asked about Hixson's contributions and if those could count as a gift campaign contribution. The policy is that these are not part of the gift campaign. Basically all the Hixson money is used to fund the corpus of the Kiwanis International Foundation.

Bob Dempsay, president of the Utah-Idaho District Foundation gave the report on the district matching fund program for Key Clubs and Circle K scholarships. The goal of the district

foundation is to receive the same amount of funds that are sent to the Kiwanis International Foundation. The district foundation matches the scholarships that are transmitted and received from KIF and the funds that we receive are used to make this matching contribution. The district foundation is also requested clubs that do not sponsor a Circle K club to make a contribution to CKI outreach of \$150 per club. He also indicated that the Reed Culp medal, which is similar to the Hixson, is used to fund the corpus of the district foundation.

New club building was discussed and as stated above the attention this year will be on strengthening existing clubs but each Lt. Governor needs to determine if there is a site in their division that can support a new Kiwanis club.

In the other items of business the amount of income from quilt sales because all the tickets have not been turned in and that some of the funds that have been received are comingled with income received from the pins and other contributions.

The gift baskets sales at the convention go to the district foundation for use in their youth projects. The gift baskets raised over \$1400. The money from the gift baskets and the funds from the quilts and pins all go to the District foundation for support of the district youth projects...

Additional questions were made concerning the dues structure and how you can spend the dues. It was made clear that clubs need to have two distinct funds, one of these administrative and one of these service funds. Funds received from public service projects must be used for community activities. Funds from dues and internal activities of the club are used for administrative purposes.

Bob stated that he would send a copy of the district bylaws to each board member on his next transmittal.

Another discussion was held about members that don't pay their dues and when they should be removed from the roster. Consensus was that they should be removed before year end and that the clubs members that are paying their dues should not support the delinquent member. One of the clubs stated that they use the sponsor of these members to contact them to bring their dues up to date. Another club uses friends of that member to help them be aware of their dues requirement. Other clubs have used a discounted structure that relieves some of the requirements such as meals from those members that are struggling to make their dues payment.

Chuck Rasmussen in division 10 was selected to be the replacement Lt. Governor for Dick Foote and was wondering what his status was as a Lt. Governor. Patti stated that she would contact division 10 club presidents and take an electronic poll of their support and determine his status through that poll. This same situation applied to Michael Gordon of division 1.

There being no other business to come before the board a motion was made and unanimously accepted to adjourn at 3:05 P.M.