

INDIANA DISTRICT of KIWANIS INTERNATIONAL
2007-08 District Board Meeting
Fishers Public Library- Fishers, Indiana
Saturday, December 1, 2007-9:30 a.m. (EST)

The meeting was called to order at 9:37 a.m. (EST) by Governor Don Ramsey. Lt. Governor Darwin DeLaughter led the pledge of allegiance. Lt. Governor John Welcher then gave the morning reflection.

Governor Ramsey shared with the board that a couple of people were ill and he had two cards to pass around for everyone to sign. District Chair Elaine Cummings-Bullard and wife of Lt. Governor Rodney Jordan had recently had some medical problems. He asked that our thoughts and prayers be with them.

▪ **APPROVAL of BOARD MEETING MINUTES FROM-August 10, 2007**

Governor Ramsey asked the board if there were any corrections or if any clarifications needed to be made to the minutes from the previous meeting of the Board.

- **Motion**-Eric Kelley, Lt. Governor
- **Second**-Ron Jumps, Lt. Governor
- **Approved**

▪ **FINANCIAL REPORT-Ralph Michel, Internal Audit Committee Chair**

Reviewed Financials for year to date and asked if the Board had any questions. Ralph asked the Lt. Governors to work on helping the clubs to get their Outreach contributions submitted from each of their clubs. Ralph asked the board to approve the payment of an invoice from the Evansville convention for bus transportation for the Friday evening baseball game and for the partner's tour. The invoice was for \$450.00, payable to Metropolitan Evansville Transit.

Invoice for Bus Transportation

- **Motion**-Ralph Michel, Lt. Governor
- **Second**-Jeff Horwitz, Lt. Governor
- **Approved**

Ralph discussed that two proposals had been sent out for an auditing firm for 2006-07. The firm that was selected was Dunbar, Cook & Shepherd. The proposal that they submitted was \$7000.00 less than the other competing bid.

The Indiana District ended the 2006-07 year at a \$4,159.00 loss pending final audit paperwork to be received. The auditing firm is waiting to finalize the district audit pending related party transactions between the District and the Indiana Foundation.

• **SITE SELECTION**

Executive Director Susan Walker spoke on behalf of the site selection committee, asking the board to approve the Radisson Hotel in Merrillville, Indiana, for the 2010 District Convention.

- **Motion**-Tom McCarthy, Lt. Governor
- **Second**-Dave Sheets, Lt. Governor
- **Approved**

• **ELECTION COMMITTEE MEMBERS**

Governor Ramsey asked the Board to look at the updated standing committee listing that was in their board packets. He asked that they approve the Election Committee Members.

- **Motion**-Jeff Horwitz, Lt. Governor
- **Second**-Marc McCoy, Lt. Governor
- **Approved**

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2007-08 Audit Committee

Don Ramsey
Jim Wruck
Terry White
Susan Walker
Ralph Michel
Robin Clark
Marti Hoffman
Ron Van Deusen

Susan Walker

2007-08 Election Committee

Pat Hawkins
Jim Cole
Brent Randall
David Sheets
Jeff Veldhof

2007-08 Budget Committee

Don Ramsey
Jim Wruck
Pat Hawkins
Terry White
Ralph Michel

2007-08 Site Selection Committee

Lonnie Steele
Jim Wruck
Pat Hawkins
Cheryl Shank
Susan Walker

• **APPROVE RECOMMENDING the REVOCATION of CHARTERS for:**

- Kiwanis Club of Frontier (K16730)-Brookston, Sagamore Division
- Kiwanis Club of Flora (K16329)-Sycamore North Division
- **Motion**-Ron Jumps, Lt. Governor
- **Second**-Ted DeGarmo, Lt. Governor
- **Approved**

• **KEY CLUB-David Wohler, District Administrator & Pedro Lara, 2007-08 Key Club Governor**

Governor Pedro Lara spoke to the board about the importance of communication. He urged each board member to contact their Key Club counterpart and work on developing a working relationship. The two could do projects together or hold Division Council meetings together. He also asked the board to encourage their clubs to mentor or pair up with their key club counterparts and help them perform their jobs as club presidents, secretaries, treasurers etc. It is very important that the Kiwanis Clubs step up as role models for their Key Clubs and assist them in training the Key Club officers each year. He invited everyone to put the upcoming Key Club District Convention-March 28-30, 2008, on their calendars. It will be in Bloomington, Indiana at the Monroe County Convention Center. Pedro reminded the Kiwanis Board that the election of Club Officers for Key Clubs should be completed by February 2008, for the 2008-09 school year.

Governor Pedro then went on to speak about a very exciting new opportunity that has opened up in the Indiana District for Service Leadership Programs. The Indiana District Key Clubs were invited to participate in an Educational Fair/exhibit to expose Hispanic students to leadership and community involvement opportunities available in the community. Pedro and David Wohler took Kiwanis Kids, K-Kids, Builders Club, Key Club, Circle K, and Key Leader materials with them as the audience for this meeting was Hispanic high school students from IPS, especially those who are college bound. The result of this meeting and exhibit was possibly two new Key Clubs and one new Aktion club; along with some new members for the Ben Davis Key Club. It was a very rewarding event for all of the parties that participated.

The CEO of the Indiana Latino Institute was interested in meeting with Kiwanis leadership to explore opportunities to involve the Hispanics of all ages in community service.

Key Leader-Eric Kelley, Lt. Governor & Key Leader Facilitator

Eric spoke on behalf of Key Leader. He encouraged the Board to go back and talk with their clubs about sponsoring at least one person to attend Key Leader. The cost is \$160.00 per student. The student does not have to be a member of Key Club to attend. This is a great opportunity for clubs to support youth to attend a Leadership development weekend. These students do not have to be selected by their schools to attend. Any

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student that wishes to attend is welcome, grade point average or class ranking are not factors in being accepted to attend. The next Key Leader weekend in Indiana will be May 16-18, 2008. The weekend events will take place in Converse, Indiana at Rainbow Camp. For further information, please feel free to contact Past Governor Lonnie Steele who is now the District Coordinator for Key Leader. Lonnie's email is: steelelon@aol.com.

Our Kiwanis Clubs need to contact the schools, the faculty advisors of Key Club, and sell this wonderful program that will help any young person that attends a Key Leader weekend. It is very helpful if you use the 1/3, 1/3, 1/3 rule if the student is Key club member and can afford it. The Kiwanis club pays 1/3, the student pays 1/3 and the Key Club would pay 1/3 of the cost for the weekend.

- **Membership Growth-Misty Hollis, Membership Growth Coordinator**

- New Club Building-Steve Page
- Membership-Mike Imbler

- Eight (8) Directors in Regions

DIRECTOR of Membership	REGION (Divisions that are included)
Pat Hawkins	#1-Calumet, Duneland & Explorer Divisions
Earlene Nofizger	#2-Cardinal, Johnny Appleseed & Land of Lakes Divisions
Teddy Huffer	#3-Arrowhead, Sycamore North & Wabash Valley Divisions
Rick Myers	#4-Circle City, Collegiate & Sagamore Divisions
Anita Campbell	#5-Capitol, Indy Metro & Sycamore South Divisions
CHANGE * * * Claudine Rader	#6-Farmland, Rose & Wapahani Divisions
John Pecord	#7-Scenic Hills, Heartland & Hoosier Divisions
Michael Pyfferoen	#8-Buffalo Trace, Lincoln & Southwind Divisions

Misty encouraged the clubs to add new members. We lost around 238 Kiwanians for the 2006-07 administrative year. We can only do more service if we have more members and it takes every club working on growth to make district growth and service a success. Misty asked each Lt. Governor to contact their clubs and ask them about their growth plans for the year. If they need assistance, please contact the regional director that can assist in your area to help them over their obstacles. The Net growth goal for the Indiana District is to gain 400 Kiwanians for the 2007-08 administrative year. We can accomplish that goal if each club in the district ends the year with a net gain of two members.

Misty wanted to celebrate the following divisions for their success in being positive in membership growth for 2006-07:

- | | |
|------------------|-------------------|
| 1. Calumet | 5. Lincoln |
| 2. Farmland | 6. Rose |
| 3. Hoosier | 7. Scenic Hills |
| 4. Land of Lakes | 8. Sycamore South |

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- **NEW CLUB BUILDING-Steve Page, 2003-04 District Governor**

Kiwanis International is moving away from the TAG (Together Achieving Growth) concept toward Membership Growth. You will now hear Membership Growth instead. The Indiana District had chosen to use Membership Growth on our own earlier this year. Our goal for the 2007-08 year is to build eight (8) new Kiwanis Clubs.

In September 2007, we did site surveys at 6 or 7 sites. That is when we go out and look at different areas to make sure they would be adequate to support a Kiwanis Club and to see if there would be enough community interest to build a club. We have determined that 3 or 4 of those seven sites would be good places to build Kiwanis Clubs.

This past fall, we had an educational day for Kiwanians interested in New Club building in the District. We had 22 Kiwanians attend and had a very fruitful day in working on how to build Kiwanis clubs in our district.

Presently in Indiana, we have fifteen county seats that do not have Kiwanis Clubs. We are going to make sure that we have completed site surveys and begin to see if a Kiwanis Club would be a viable option for these county seats.

Charlestown-Lt. Governor Gary Jacobi updated, currently at twenty-four (24) paid members. They currently have set the date of January 8, 2008 for charter night.

Greenwood-Lt. Governor Marc McCoy updated, sponsored a luncheon club on the western side of town. Right now, they have twenty-one paid members. They are really trying to get this club chartered before the end of the year.

Fort Wayne-Lt. Governor Bob Leonard shared with the board the status of the building committee in Fort Wayne. The committee felt that Allen County needed another Kiwanis club in the northeast of Fort Wayne. The division wants to build upon the current 180 Kiwanis members in Allen County. We have knocked on doors and had great reception. Currently, the club building group is focusing on the Northwest area of Allen County. We have had two organizational meetings with 12-15 applications, with another meeting scheduled for December 13, 2008.

Southwind-Lt. Governor John Welcher will begin in January & February of 2008 to start working on another club in the northeast side of Evansville. We plan on looking at sites etc. in early January.

- **KIWANIS INDIANA DISTRICT FOUNDATION-Gus Hawkins, 2007-08 Foundation Exec. Committee President**

Gus invited each of the Lt. Governors to stay for the Indiana Foundation meeting that would begin at 12:30 p.m. in the same room.

The Foundation has been very busy and continues to create a firmer foundation from which to build. We can only succeed in our purpose if we know where we are trying to grow and know how we are going to get there.

We are working on the following:

- Developing a clear mission statement for the Foundation
- Want to consider becoming an avenue for directed donations
- Working on long range investments strategy
- Developing a formal Grant program
- Continue working on our Scholarship program and putting it together for 2007-08.
- McCulloch Award, McCulloch Gold, Eagle Award and publicizing each of these honors. We want to make sure that every Kiwanian in the Indiana District has knowledge of each of these three (3) awards or honors and how each of these contributions will work for them through the foundation. These are great ways to support the Indiana Foundation.
 - McCulloch (any one can purchase for themselves) \$1000.00

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- McCulloch Gold (must be purchased for someone else, you cannot purchase this for yourself.) \$1000.00
- Eagle Award \$250.00

- **RILEY BENEFIT AUCTION-Marti Hoffman, District Chair**

Marti asked the Lt. Governors to ask their clubs to donate items for the Auction. She gave each Lt. Governor a CD with copies of appeal letters and appropriate forms for seeking contributions. We still need to put a few "adventures" together for the live auction.

- An example of our "adventures" is a hot-air balloon ride held at the Valparaiso Kiwanis Club Balloonfest in September of 2008.
- Another adventure for Auction is to spend a day with Kiwanis International-President Elect Don Canaday and the Chief Executive Office of Kiwanis International, Rob Parker.

We also need some great items for the silent auction. Please ask your clubs to help! Encourage all of your clubs to come to the "SUITE SAFARI" and have fun the evening of Saturday, February 9, 2008 for Riley Hospital and help the children that truly need our help.

- **PLEDGE of SUPPORT for RILEY BENEFIT AUCTION-Don Ramsey**

Governor Don Ramsey stated that he realizes that \$50 a ticket is a little steep for some. He offered the thought that clubs might get a "corporate" sponsor to sponsor a table of members to attend. The CD information that you received will assist each of you in providing the appropriate information to companies that you know might be able to sponsor a table. This truly can be fun and be very profitable for Riley.

- **DISTRICT RAFFLE for RILEY-Don Ramsey & Susan Walker**

Governor Ramsey and Exec. Director Susan Walker went over the details for the Raffle and made sure that each Lt. Governor received his/her Division's raffle tickets. Lt. Governors were asked to remind their clubs to send in "ONE" check to cover their raffle tickets and not to send in individual checks for the purchase of raffle tickets. It is very critical that each club receive their raffle tickets as soon as possible. The drawing for winners will be at the noon luncheon, during District Convention on August 9, 2008. We **do not** want clubs to use the money for Riley that they have set aside to give this year. We need for each club to sell these raffle tickets to friends, family and acquaintances. Each club received two tickets for each member they had on record for the 09-30-07 membership date. We had 8281 members as of 09-30-07. That means there are 16562 raffle tickets out in the district. If we sell 15,000, that would be \$75,000.00 gross income, and spending around \$10,000.00 on prizes and expenses would leave approximately \$65,000.00 for Riley. We want this raffle to be a success and only you and each of your clubs can help make this happen.

- **ADMINISTRATIVE UPDATES-Susan Walker, Executive Director**

Director Susan shared with the Board the fact that for 2007, Riley Children's Foundation nominated the Indiana District of Kiwanis to receive the Outstanding Civic Organization Award from the Association of Fundraising Professionals Indiana Chapter at their 2007 Philanthropy Awards Dinner. The award was presented on Thursday, November 15, 2007. 2006-07 Governor Jim Wruck accepted the award on behalf of the 8000+ members in the Indiana District and for each of the 213 clubs in Indiana that continue to help those in their communities on a daily basis. Past Governor Tom Dunham and wife Patty joined Jim Wruck, myself, and Jennifer Book, to celebrate the recognition of the Indiana District.

Susan also shared with the board the information from the Annual Riley Luncheon that was held on Wednesday, November 14, 2007. This luncheon was very special. The Simon family had publicly announced that morning of their \$40 million gift to the new Tower. The luncheon is always a very motivational luncheon and this time was even more so, knowing of the very generous gift and hearing from the Riley Children and their families about the impact Riley makes on Hoosier Children's lives each day. The Indiana District was represented by about 25 people at that luncheon this year.

Director Susan updated the board on several administrative items that needed to be called to the members' attention:

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- o List of standing committee members
- o UNPAID Dues report as of 11-29-07 for Club dues. Executive Director Susan reviewed this report with the board.
- o Mid Year Conference Board meeting & Board dinner. Director Susan then discussed Mid Year sign up and registration for board members.
- o Expenses for Orlando to International Convention can only be paid after International Convention. Each Lt. Governor must attend all business sessions and the district caucus in order to qualify for reimbursement.
- o Division Elections were discussed in regards to needing to be held on or before April 15, 2008. The current 2007-08 Lt. Governors will REMAIN on the district board if they do not find a replacement to serve in their capacity as 2008-09 Lt. Governor. The election process was then discussed at length.

Executive Director Susan Walker discussed the "Unpaid Dues" report that was received as of 11-29-07. She pointed out the group one (1) clubs that need to be contacted about the amounts shown on the report. The "Tally" spreadsheet shows the current dues paid and contributions that have been made by the clubs.

All banner patches should have been sent out as of Thursday for the Outreach and Scholarship Campaign contributions. The Outreach Contribution is \$75.00 per club, the Scholarship Campaign the Foundation is asking for \$3.00 per member and the Kiwanis International Foundation –Annual Club Gift Campaign asks for \$5.00 per member. The "per member" is using the 09-30-07 membership figures for all clubs.

It was brought to the attention of Susan that the Riley Cheer Guild has changed the guidelines for TRAUMA DOLLS. Each board member received a packet of updated patterns showing the changes that have been made for the Trauma Dolls. There will be a session at Mid Year Conference updating members on the changes that are being implemented. Please have any clubs that participate in this program, send a representative to this upcoming session.

Also, the Indiana Gaming Commission will provide an education session at the upcoming Mid Year Conference; encourage all of your clubs to have a representative attend this education session. Your club MUST follow the Gaming Commission guidelines for raffles, bingo, poker etc.

Executive Director Susan brought to the attention of the board that all club presidents had received a 2007-08 Liability Packet for the club's use. Each club should now have a SAFETY COORDINATOR. Please cover this material at an upcoming Division Council meeting. You can also invite our Risk Management District Chair Tom Anthony to talk at an upcoming council meeting.

Discussion ITEMS at your NEXT Division Council Meeting (DCM)

- o Mid Year Conference-February 9, 2008, in Danville, Indiana
- o Riley Benefit Auction-February 9, 2008, in Plainfield, Indiana
- o Raffle Tickets for Riley-Drawing to be held Saturday, August 9, 2008, at Noon Luncheon during District Convention.
- o Club Safety Coordinator (Each club SHOULD NOW have a club safety coordinator appointed)
- o Monthly Club Reports
- o Updated "Sewing" projects for Riley (New standards for items being donated to the Cheer Guild)
- o Foundation Scholarship Mailing
 - Will send out to Clubs by December 15, 2007;
 - Scholarship applications due back from Clubs on February 29, 2008.
- o February 15, 2008-All Clubs need to file tax form NP-20 for Indiana Dept. of Revenue.
 - If Gross Receipts are \$25,000 or more they need to file their Federal 990.
 - Also, they need to verify that their business entity fee for the state of Indiana is paid and up to date. They can verify this by checking the Secretary of State website.
- o Indiana District Circle K Convention-February 22-24, 2008, in Lebanon, Indiana.

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- o Indiana District Key Club Convention-March 28-30, 2008, in Bloomington, Indiana
- o Kiwanis One Day-April 5, 2008
- o Division Elections for 2008-09 **AND** 2009-2010 Lt. Governors to be held BEFORE April 15, 2008.
- o Club Elections **MUST** be held no later than the 2nd full week of May 2008.
- o Indiana Key Leader Conference -in Converse, Indiana at Rainbow Camp on May 16-18, 2008. (See Lonnie Steele (steelelon@aol.com) for more information)

▪ **OLD BUSINESS**

▪ **NEW BUSINESS**

1. Re-Divisioning of the District

Looking at this the first part of 2008, we will begin discussion on re-divisioning of the District.

- i. Ralph Michel, Lt. Governor
- ii. Darwin DeLaughter, Lt. Governor
- iii. Jeff Horwitz, Lt. Governor

The three Lt. Governors listed above volunteered to serve on the committee. Governor Ramsey will ask a couple of past governors to serve on the committee as well. We will be discussing this further as we go through the year.

Circle K has a new International fundraising initiative working with UNICEF. The new initiative is a Water initiative to buy salt to clean water. Eric Kelley, Lt. Governor asked that the clubs work with Circle K.

- **ADJOURNED**- The Board adjourned at 12:00 p.m. by 2007-08 Governor Don Ramsey.

Respectfully submitted,



Susan Walker
Executive Director

Jeff Veldhof, Sycamore South Division
Tom McCarthy, Wapahani Division

2007-08 Board members not present:

Jim Wruck, Immediate Past Governor
Mike Johansen, Buffalo Trace Division
Rodney Jordan, Cardinal Division
Sue Fortman, Farmland Division
Happi Stoffel, Wabash Valley Division

2007-08 Board members present:

Don Ramsey, Governor
Terry White, Governor-elect
Susan Walker-D-S/T
Darwin DeLaughter, Arrowhead Division
Carl Wolak, Calumet Division
Jeff Horwitz, Capitol Division
Marc McCoy, Circle City Division
Ron Jumps, Collegiate Division
Doug McMillan, Duneland Division
Robin Clark, Explorer Division
Eric Kelley, Heartland Division
Vanessa McClary, Hoosier Division
Jeanne Blake, Indy Metro Division
Bob Leonard, Johnny Appleseed Division
Brent Randall, Land of Lakes Division
Ralph Michel, Lincoln Division
David Sheets, Rose Division
Wes Love, Sagamore Division
Gary Jacobi, Scenic Hills Division
John Welcher, Southwind Division
Ted DeGarmo, Sycamore North Division