TABLE OF CONTENTS
MINUTES OF THE MEETING OF
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
June 24, 2015

TAB

REPORT OF THE PRESIDENT ---------------------------------------------------------- 2 01
REPORT OF THE PRESIDENT-ELECT ----------------------------------------------------- 2 02
REPORT OF THE VICE PRESIDENT ------------------------------------------------------- 2 03
REPORT OF THE EXECUTIVE DIRECTOR --------------------------------------------------- 2 04
REPORT OF THE BOARD COUNSELOR TO CIRCLE K INTERNATIONAL -------------------------- 2 05
REPORT OF THE BOARD COUNSELOR TO KEY CLUB INTERNATIONAL -------------------------- 2 06
REPORT OF THE BOARD COUNSELOR TO KEY LEADER -------------------------------------- 2 07
APPROVAL OF APRIL 15-19, 2015 MINUTES --------------------------------------------- 2 08
MEMORIAL RESOLUTION TO NORIS A. LUSCHE ------------------------------------------- 2 09
MEMORIAL RESOLUTION TO DONALD E. WILLIAMS ---------------------------------------- 3 10
APPROVAL OF ADMINISTRATIVE ACTION REPORT ----------------------------------------- 3 11
APPROVAL OF 2015-16 BOARD COMMITTEES --------------------------------------------- 3 12
APPROVAL OF 2015-16 BOARD COUNSELOR ASSIGNMENTS ----------------------------------- 3 13
APPROVAL OF 2015-16 KIWANIS INTERNATIONAL COMMITTEES --------------------------------- 3 14
REPORT OF THE EXECUTIVE COMMITTEE ----------------------------------------------- 3 15
DISTRICT OPERATIONAL STRUCTURE ----------------------------------------------------- 3
PROPOSAL FROM COMMITTEE OF PAST PRESIDENTS ------------------------------------------ 11
NEW ANNUAL PROCESS FOR CIRCLE K AND AKTION CLUBS IN ASIA-PACIFIC, EUROPE, AFRICA,
AND LATIN AMERICA ----------------------------------------------------------------- 12
REPORT OF THE BOARD COMMITTEE ON AUDIT AND FINANCE --------------------------------- 12 16
APPROVAL OF 2015-16 BUDGET FOR KIWANIS INTERNATIONAL ------------------------------- 12
APPROVAL OF 2015-16 BUDGET FOR CIRCLE K INTERNATIONAL ------------------------------- 12
GRANT TO KIWANIS ASIA-PACIFIC -------------------------------------------------------- 13
GENDER-NEUTRAL LANGUAGE IN GOVERNING DOCUMENTS ------------------------------- 13
NEXT BOARD MEETING – OCTOBER 6-11, 2015 ------------------------------------------ 13
MINUTES OF THE
MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

June 24, 2015

The meeting of the Board of Trustees of Kiwanis International was held at the Indiana Convention Center in Indianapolis, Indiana, USA, June 24, 2015. Those present were: John R. Button, President; Gunter Gasser, Immediate Past President; Susan A. “Sue” Petrisin, President-Elect; Jane M. Erickson, Vice President; Stan D. Soderstrom, Executive Director; Trustees Kenneth A. Alovera, Patricia Barsotti, Bruce Berven, Kevin Dean, Patrick R. Ewing, Óskar Guðjónsson, Koshiro “Kit” Kitazato, Marcel Kreienbühl, Florencio “Poly” Lat, Dennis M. Oliver, Arthur N. Riley, James M. Rochford, Dewey Smith, Elizabeth M. Tezza, and Barbara Thompson. Guests: Robert A. Parton, President, Kiwanis International Foundation; Vincent Salembier, President, Kiwanis International-European Federation; and Barry Glazer, Parliamentarian.
The meeting was called to order by President John R. Button on Wednesday, June 24, 2015, at 9:07 a.m. in Indianapolis, Indiana, USA. An inspirational moment was given by President John R. Button.

The following reports were received:

**REPORT OF THE PRESIDENT**
The Report of the President, John R. Button, is attached as Tab 01.

**REPORT OF THE PRESIDENT-ELECT**
The Report of the President-Elect, Susan A. “Sue” Petrisin, is attached as Tab 02.

**REPORT OF THE VICE PRESIDENT**
The Report of the Vice President, Jane M. Erickson, is attached as Tab 03.

**REPORT OF THE EXECUTIVE DIRECTOR**
The Report of the Executive Director, Stan D. Soderstrom, is attached as Tab 04.

**REPORT OF THE BOARD COUNSELOR TO CIRCLE K INTERNATIONAL**
The Report of the Board Counselor to Circle K International, Kevin Dean, is attached as Tab 05.

**REPORT OF THE BOARD COUNSELOR TO KEY CLUB INTERNATIONAL**
The Report of the Board Counselor to Key Club International, Patricia Barsotti, is attached as Tab 06.

**REPORT OF THE BOARD COUNSELOR TO KEY LEADER**
The Report of the Board Liaison to Key Leader, Patrick R. Ewing, is attached as Tab 07.

**GENERAL CONSENT ITEMS**
Without objection, the following recommendations were adopted:

**APPROVAL OF APRIL 15-19, 2015 MINUTES**
That the Kiwanis International Board approves the minutes of the Board meeting held April 15-19, 2015 in Indianapolis, Indiana, USA, as shown in Tab 08.

**MEMORIAL RESOLUTION TO NORIS A. LUSCHE**
That the Kiwanis International Board approves the memorial resolution honoring Past Kiwanis International President Noris A. Lusche as shown in Tab 09.
MEMORIAL RESOLUTION TO DONALD E. WILLIAMS

That the Kiwanis International Board approves the memorial resolution honoring Past Kiwanis International President Donald E. Williams as shown in Tab 10.

APPROVAL OF ADMINISTRATIVE ACTION REPORT

That the Kiwanis International Board approves the Administrative Action Report as shown in Tab 11.

APPROVAL OF 2015-16 BOARD COMMITTEES

That the Kiwanis International Board approves the 2015-16 Board Committees as shown in Tab 12.

APPROVAL OF 2015-16 BOARD COUNSELOR ASSIGNMENTS

That the Kiwanis International Board approves the 2015-16 Board Counselor assignments to districts as shown in Tab 13.

APPROVAL OF 2015-16 KIWANIS INTERNATIONAL COMMITTEES

That the Kiwanis International Board approves the 2015-16 Kiwanis International Committees as shown in Tab 14.

REPORT OF THE EXECUTIVE COMMITTEE

The Report of the 2014-15 Executive Committee, John R. Button, Chair, was presented. (Tab 15)

DISTRICT OPERATIONAL STRUCTURE

Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board amends Procedure 220 – District Committees, as follows, effective October 1, 2016:

220 - DISTRICT STANDING COMMITTEES AND KEY POSITIONS

220.1—Appointments

Subject to the approval of the district board of trustees—designate, the district governor-elect, shall appoint the district chairman or committees for the succeeding administrative year. The district governor may also appoint chairmen or committees as needed, subject to the approval of the district board of trustees. Such chairmen or committees should assist the clubs in the district to implement the Objects, objectives, Policies, programs, and goals of Kiwanis. (6/91) (4/12)
A. Standing Committees: Districts shall have standing chairmen or committees on Kiwanis International requires and shall provide advisory support for the following district standing committees, which shall be appointed by the district: (1/92) (4/13)

1. Aktion Club
2. Builders Club
3. Bylaws and Policies
4. Children and Youth Services
5. Circle K
6. District Convention
7. The Formula (membership/club opening)
8. Finance
9. Fund-Raising
10. Human and Spiritual Values
11. International Convention
12. Key Club
13. Key Leader
14. Kiwanis Education
15. Kiwanis International Foundation
16. Kiwanis Kids
17. Membership
18. New Club Building
19. Public Relations
20. Service

E. Duties:

1. Aktion Clubs (in districts where appropriate) shall assist Kiwanis clubs and divisions in establishing Aktion Clubs in conjunction with community agencies or organizations that serve the needs of people with disabilities and shall promote the concept of continuing and effective sponsorship upon the part of the sponsoring Kiwanis club(s). (4/00) (1/01)

2. Builders Club (in districts where appropriate) shall assist Kiwanis clubs in establishing Builders Clubs in junior high/middle schools and shall promote the concept of continuing and effective sponsorship upon the part of the sponsoring Kiwanis club. (1/92)

3. Bylaws and Policies shall examine the district’s bylaws, policies, and procedures and shall submit any necessary or recommended revisions to the district board; shall cooperate with the board in drafting proposed amendments; and shall report on all properly proposed amendments to the district bylaws. The committee shall also cooperate with the board in interpreting the spirit of the district bylaws when necessary and in securing the proper observance of obligations, standards, and practices stated or implied. (1/92) (4/12)

4. Children and Youth Services shall assist clubs in implementing service projects that address the current issues, challenges and opportunities that young people face in their homes, schools and communities, including but not limited to Young Children: Priority One. (1/92) (4/12)

5. Circle K (in districts where appropriate) shall be responsible for the proper carrying out of the Circle K District organization's administrative functions in accordance with the Kiwanis district board's approval. (1/92)
6. **District Convention** shall assist the district board in formulating, implementing the official program and order of business for the conventions of the district. (1/92) (4/12)

7. **Finance** shall prepare a budget of estimated income and expenditures for submission to the district board; receive and review the annual audit; periodically review any financial reports prepared by the treasurer; and shall submit—perform such other recommendations duties as may be requested by the district board. (1/92) (4/12)

8. The **Formula (Membership/Club Opening)** is a special initiative of Kiwanis to open clubs and strengthen membership in existing clubs. This committee is responsible for the Formula's success in the district and for providing direction and support for club opening and membership strengthening in the district. This position collaborates with the district leadership team to develop goals and objectives for inviting and retaining members. Currently, this committee consists of The Formula (Membership/Club Opening) team in each district, serving multi-year terms. The committee chair shall be the key position on The Formula (Membership/Club Opening). (1/92) (4/15)

9. **Fund Raising** shall recommend ideas to clubs for local fund-raising activities. (1/92) (4/12)

10. **Human and Spiritual Values** (in districts where appropriate) shall encourage the clubs to cooperate on broad nondenominational lines to create a greater public consciousness of the importance of human and spiritual values. (1/92) (4/12)

11. **Kiwanis International Convention** shall assist in promoting attendance and participation in the annual Kiwanis International Convention. (4/12)

12. **Key Club** (in districts where appropriate) shall be responsible for the proper carrying out of the Key Club District organization's administrative functions in accordance with the Kiwanis district board's approval. (1/92)

13. **Key Leader** (in districts where appropriate) shall recruit and train a volunteer team to market the Key Leader program throughout the district; work with Kiwanis International Staff to recommend dates and locations for successful events within the district; and appoint and support the site coordinator for each district event. Note: The Key Leader chair should have experience working with teens, as well as good communication and technology skills, and must be able to attend the annual Key Leader regional training conference organized by Kiwanis International. Key Leader chairs are asked to serve a calendar year, since most events take place in October and November. (4/12)

14. **Kiwanis Education Leadership Development and Education** shall assist the district leadership in developing meaningful educational and training experiences for all Kiwanians at district conventions and conferences, organize and/or promote operations and leadership programs for incoming district and club officers, and promote continuing Kiwanis education within each club. The committee chair shall be the Leadership Development Coordinator. (1/92) (4/12)

15. **Kiwanis International Foundation** shall, in cooperation with district leadership, promote and represent the International Foundation in the district. The committee shall encourage all Kiwanis clubs in the district to participate in the Annual Club Gift campaign and encourage all Kiwanis members in the district to support the Kiwanis Children’s Fund. (4/12)
16. Kiwanis Kids (in districts where appropriate) shall assist Kiwanis clubs in establishing Kiwanis-K-Kids clubs in primary/elementary schools and shall promote the concept of continuing and effective sponsorship upon the part of the sponsoring Kiwanis club(s). The committee also shall promote the Bring Up Grades (BUG) and Terrific Kids programs to Kiwanis clubs in the district. (4/12)

17. Membership assist clubs to recruit and retain members, orient and induct new members, and involve all members in service and club activities. (1/92) (4/12)

18. New Club Building shall study the opportunities for introducing Kiwanis into new communities located within the district and shall stimulate and cooperate with chartered clubs of the district in their efforts to enlarge the field of Kiwanis service by the building of new clubs. (1/92)

19. Public Relations shall assist clubs in creating awareness about the service, fundraising, and fellowship opportunities Kiwanis offers and the positive impact of clubs on their communities. (1/92) (4/12)

20. Service shall assist clubs in the district in rendering effective service in their communities. (1/92) (4/12)

21. Resolutions shall review all proposed resolutions for consideration and recommendation to the district board and shall draft any resolutions directed by the district board. The Resolutions Committee may modify, combine, edit, or not accept any club proposals. The District Board shall have final authority on resolutions to be considered at the convention.

B. Committee composition: A standing committee may be composed solely of a chairperson.

C. Terms: Each standing committee shall serve for a term of one (1) year, but may serve multiple consecutive terms. All Committees, with the exception of the service leadership programs committees on Key Club and the Committee on Circle K shall begin their terms of office on the first day of October. (1/92) (4/12)

The terms of office of the Committee on Key Club and the Committee on Circle K shall begin at the conclusion of the respective sponsored programs district conventions and continue to the conclusion of the succeeding conventions or until their successors shall be duly selected and qualified. (1/92) (4/12)

D. Sponsored Service Leadership Programs Committees: The Circle K, Aktion Club, Builders Club, Kiwanis Kids, and Key Club Committees shall be appointed by December 1 and shall assume responsibilities for these programs on April 1. The Key Leader Committee shall be appointed by December 1 also and shall assume responsibilities on October 1 January 1. Any action taken by these committees shall be subject to review and the authority of the current Kiwanis district board of trustees under the bylaws and policies of the district. (1/92) (4/12)

For greater continuity and efficiency, the chairmen of the Committees on Aktion Club, Builders Club, Circle K, Kiwanis Kids, Key Club, and Key Leader are encouraged to serve consecutive terms, for such length of time as determined by the district.

The chairmen of the Committees on Aktion Club, Builders Club, Circle K, Kiwanis Kids, and Key Club will be known as the district administrator for Aktion Club, Builders Club, Circle K, Kiwanis Kids, and Key Club, respectively. The chairman of the Committee on Key Leader shall be known as the district chairman. (1/92) (4/12)
D. Additional Committees: Nothing shall preclude the right of the governor to name additional committees, under the provisions of the Standard Form for District Bylaws. (1/92) (4/12) Comment: This information is now covered by the Standard Form for District Bylaws.

E. Duties

Comment: All of the wording that was under section E has now been moved into section A instead.

Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board amends Procedure 220 – District Committees and Procedure 221 – Risk Management and Youth Protection, as follows, effective October 1, 2016:

221 – RISK MANAGEMENT AND YOUTH PROTECTION (4/13)

220.2 – District Key Positions

Kiwanis International also requires and shall significantly support the following key positions in districts, which shall apply to all districts unless otherwise noted. Key positions shall be selected by the districts, upon approval by Kiwanis International.

Appointees should have previous experience in their subject area; are requested and strongly encouraged not to simultaneously hold other Kiwanis leadership positions above the club level; and are encouraged to serve multi-year commitments of three years unless otherwise noted.

Key positions may have a committee to assist them, if the district deems appropriate, appointed at the discretion of the district board.

Other details regarding key positions shall be determined by Kiwanis International and stated in the respective position descriptions.

221.1-A. District Risk Manager (4/13)

Risk Managers should be appointed in all North American districts. (4/13)

The Risk Manager appointment must be an active Kiwanis member in good standing who does not hold any other District or International volunteer leadership positions. Additionally, he/she should have a background in property or casualty insurance, or experience as an insurance agent, insurance company employee, or attorney familiar with negligence and liability law, or have a good business background (possibly a business owner or manager). The Risk Manager may have a committee to assist him/her, but the Risk Manager appointee is responsible to Kiwanis International in their duties. (4/13) Comment: Part of this is covered elsewhere in the overall procedure.

The District Risk Manager should serve a term of three years, so the governor-elect or governor shall only appoint this position when a term will be open (or has become vacant). (4/13) Comment: This is now covered elsewhere in the overall procedure.

Risk Managers shall learn and understand the contents of the Liability Risk Management Packet and serve as a resource for the clubs; provide answers to basic questions and instruct the clubs on how to utilize the risk management materials provided; conduct workshops and training for the district (developed by Kiwanis International); regularly communicate with the Kiwanis International Risk Manager regarding club activities and issues that arise; and attend the District Risk Manager Training provided by Kiwanis International. (4/13)
The Risk Manager will instruct clubs on how to avoid or minimize risk and communicate regularly with Kiwanis International. This person should have a background in property or casualty insurance.

221.2-B. District Youth Protection Manager (4/13)
Youth Managers should be appointed in all districts which have Service Leadership Programs for youth.

The Youth Protection Manager appointment must be a Kiwanis member in good standing who does not hold any other District or International volunteer leadership positions. Additionally, he/she should have a background in youth training, education, or law enforcement; ability to speak in public and conduct workshops and training sessions. (4/13) Comment: This info has been moved or is now covered elsewhere in the overall procedure.

The Youth Protection Manager should serve a term of three years, so the governor-elect or governor, in conjunction with the Key Club District Administrator (where appropriate), shall only appoint this position when a term will be open (or has become vacant). (4/13)

Youth Protection Managers shall learn and understand the contents of the Youth Protection Guidelines; serve as a resource for the clubs; provide answers to basic questions and instruct the clubs as to how to utilize the materials provided; conduct workshops and training at district events using materials provided by Kiwanis International; ensure Kiwanis district Staff and Leadership receive annual training on the Youth Protection Guidelines; submit youth protection articles for the district bulletin.; regularly communicate with Kiwanis International regarding club activities and issues that arise; attend the Youth Protection Guidelines annual training and seek to keep up to date on trends impacting youth protection. (4/13)

The Youth Protection Manager will instruct clubs on how to help protect the youth served by Kiwanis clubs and their service leadership programs and communicate regularly with Kiwanis International. This person should have a background in youth training, education, or law enforcement.

C. The Formula (Membership/Club Opening) Coordinator (4/13)

The Formula is a special initiative of Kiwanis to open new clubs and strengthen membership in existing clubs. The Formula (Membership/Club Opening) Coordinator is responsible for providing direction and support for club opening and membership strengthening in the district. This position collaborates with the district leadership team to develop goals and objectives for inviting and retaining members.

D. Leadership Development Coordinator

The Leadership Development Coordinator is responsible for implementation of the education, training, and leadership development of club presidents and secretaries in the district using programs established by Kiwanis International. This person may have a role, at the district’s discretion, in educating or training other leaders such as Lieutenant Governors and Trustees.

E. Partnership Coordinator

The Partnership Coordinator is responsible for connecting clubs with Kiwanis International’s official partners and supporting clubs in developing and maintaining
signature projects in their communities. The Partnership Coordinator may also help form new partnerships in selected regions, applicable to those areas

F. Public Relations Coordinator

The Public Relations Coordinator is responsible for guiding and assisting clubs with public relations via various media and ensuring adherence by clubs and the district to the branding guidelines established by Kiwanis International.

220.3 – Additional Standing Committees and/or Key Positions

Districts may have additional standing committees and/or key positions beyond those mandated by Kiwanis International, provided each is approved by the district’s House of Delegates and stated in the district’s bylaws.

Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board proposes the following amendment to Article IX, Sections 6 and 7, of the Kiwanis International Bylaws to be presented to the 2016 Kiwanis International Convention, effective October 1, 2017, if adopted:

ARTICLE IX. DISTRICTS

Section 6. District officers shall be elected in the following manner, as specifically provided in the district bylaws: (6/2010)

a. The district governor, governor-elect, and vice-governor (if any) shall be elected at the annual district convention. (6/2010)

b. The lieutenant governors and trustees (if any) shall be elected by club delegates from their divisions or regions, respectively, at a meeting called expressly for this purpose, to be held not later than the annual district convention. (7/2014)

c. The district treasurer shall be appointed.

d. The district secretary and district treasurer may be either elected or appointed. (6/2010)

e. The secretary and the treasurer may be the same person, but no other. No district offices shall be combined in one (1) person. (6/2010)

Section 7. Officer terms shall be generally as follows, as specifically provided in the district bylaws, or until said officer’s successor shall be duly elected and qualified. The terms of all district officers shall begin on October 1. (6/2010)

a. Each lieutenant governor shall serve for a term of up to two (2) years. (7/2014)

b. Each district trustee shall serve for a term of up to three (3) years. (7/2014)

c. The district treasurer shall serve for a multi-year term of two (2) years or more.

d. All other officers shall serve a term of one (1) year, unless otherwise specified in the district bylaws. (7/2014)
Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board approves the following amendment to the Standard Form for District Bylaws, effective October 1, 2017, contingent upon approval of the proposed amendment to Article IX, Sections 6 and 7, of the Kiwanis International Bylaws at the 2016 Kiwanis International Convention:

ARTICLE III. OFFICERS

Section 1.

a. The officers of the district shall be the Governor, Governor-elect, Immediate Past Governor, Secretary, Treasurer, and a Lieutenant Governor for each division and/or a Trustee for each region of the district.

b. No district offices other than those of Secretary and Treasurer may be combined in one person.

Instruction note: Include this text if appropriate for the district: The Secretary (or Secretary-Treasurer, if combined) has the title of Executive Director. All subsequent references throughout these bylaws should appear as “Executive Director.”

Section 2. Each district officer shall be an active member in a club of the district. Each Lieutenant Governor shall be a member of a club in the division from which elected and each Trustee shall be a member of a club in the region from which elected. The Governor, Governor-elect, and Vice-Governor, and Treasurer shall have and maintain a clear criminal history background check conducted and verified by Kiwanis International. The Treasurer shall have a professional background in financial management or accounting and an understanding of not-for-profit financial operations and governance.

Section 3. Officer terms shall be as follows or until said officer’s successor shall be duly elected and qualified. The terms of all district officers shall begin on October 1.

a. Each Lieutenant Governor shall serve for a term of [choose one: one (1) year or two (2) years].

b. Each Trustee shall serve for a term of [choose one: one (1) year or two (2) years or three (3) years].

c. The Treasurer shall serve a multi-year term of [choose one: three (3) years or [insert other] ___ years].

d. All other officers shall serve a term of one (1) year, unless otherwise specified.

Section 10. The District Treasurer has the further duties and responsibilities:

a. Serve as the chief financial officer for the district.

b. Be a member of the Finance Committee, but shall not serve as chairman.

c. Regularly review and advise the District Board on the financial condition of the district and its service leadership programs (if any).
d. Provide quarterly reports on the district’s finances to the board and Kiwanis International.

e. Make a report at the annual convention.

f. Attest to the accuracy of all financial reports and required tax and governmental filings.

ARTICLE IV. DISTRICT BOARD

Section 1. The District Board shall consist of the Governor, Governor-elect, Immediate Past Governor, Secretary, Treasurer, and [choose one: a Lieutenant Governor for each division or a Trustee for each region].

*Instruction note: The district may include this text, if appropriate:
The Secretary (or Secretary-Treasurer, if combined) shall be without vote. This is usually only done if the Secretary or Secretary-Treasurer is appointed or employed*.

ARTICLE VII. NOMINATION AND ELECTION OF OFFICERS

*Instruction note: If the Secretary and/or Treasurer is appointed, not elected, include the following text as Section 2 and renumber subsequent sections accordingly:*

Section 2. The Secretary and/or Treasurer who will assume office on October 1 shall be appointed by the Governor-designate, subject to the approval of the District Board-designate.

Section 3. When the Treasurer’s term will expire at the end of the administrative year, a new Treasurer for the next term shall be appointed by the Governor, subject to the approval of the District Board.

ARTICLE VIII. VACANCIES IN OFFICE

Section 3. In the event of a vacancy in the office of Secretary or Treasurer, the Governor shall appoint a qualified member of a club of the district to fill the office for the unexpired term, subject to the approval of the District Board.

Section 4. In the event of a vacancy in the office of Treasurer, the Governor shall appoint a qualified member to fill the office for the unexpired term, subject to the approval of the District Board.

PROPOSAL FROM COMMITTEE OF PAST PRESIDENTS

Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board amends Procedure 179.3 – [Travel Reimbursement for] Past International Presidents, as follows, effective October 1, 2015:
Travel expenses, housing, and meals (per diem and/or programmed meals) shall be paid for Past International Presidents and spouses to attend the Kiwanis International Convention and the first meeting of Council (if any). Additionally, the cost of programmed meal functions for Past International Presidents shall be paid by Kiwanis International at assigned meetings. (5/85) (1/13)

**NEW ANNUAL PROCESS FOR CIRCLE K AND AKTION CLUBS IN ASIA-PACIFIC, EUROPE, AFRICA, AND LATIN AMERICA**

Upon recommendation of the Executive Committee, it was moved and adopted:

That the Kiwanis International Board approves the following new process for assessing Circle K club and Aktion club fees and membership information from clubs outside of North America and the Caribbean, effective October 1, 2015:

1. In order to maintain “in-good-standing” status, each club, or its sponsoring Kiwanis club, will be required to complete the following annually:
   a. Update of membership rosters and other pertinent club information using the online Membership Update Center;
   b. Payment of a renewal fee each year (US$50 for Tier A, US$25 for Tiers B or C); and
2. A special program kit, including member pins, cards, certificates, handbooks, and advisor guides will also be made available annually for an extra fee of US$100. *(Note: Initially, these materials would be provided only in English until funds are available to provide translation.)*

This completed the Report of the Executive Committee.

**REPORT OF THE BOARD COMMITTEE ON AUDIT AND FINANCE**

The Report of the 2014-15 Board Committee on Audit and Finance, Jane M. Erickson, Chair, was presented. *(Tab 15)*

**APPROVAL OF 2015-16 BUDGET FOR KIWANIS INTERNATIONAL**

Upon recommendation of the Board Committee on Audit and Finance, it was moved and adopted:

That the Kiwanis International Board approves the 2015-16 budgets for Kiwanis International: for the Operating Fund at a deficit of US$3,351,835; for the Publications Fund at a deficit of US$231,940; and for the Liability Fund at a surplus of US$187,195; for a total deficit for all funds of US$3,396,580.

**APPROVAL OF 2015-16 BUDGET FOR CIRCLE K INTERNATIONAL**

Upon recommendation of the Board Committee on Audit and Finance, it was moved and adopted:

That the Kiwanis International Board approves the 2015-16 budgets for Circle K International Membership at a deficit of US$25,277; for the Circle K Convention at a surplus of US$208; and
for the Circle K Subsidized, a balanced budget, with a subsidy of US$392,246; for a total deficit of US$25,069.

GRANT TO KIWANIS ASIA-PACIFIC

A request was made by Kiwanis Asia-Pacific Chair Jose Ramon “Ike” Altavas for a subsidy in the amount of US$3,500 to assist non-districted clubs in the Asia-Pacific region to participate in the annual Club President and Club Secretary Training to be held in Malaysia, July 11-12, 2015. Those attending are from seven clubs: Lumbini, Nepal; Karachi, Pakistan; Singapore; Hong Kong; Jakarta, Indonesia; Bangkok, Thailand; and, Phnom Penh, Cambodia.

Without objection, the following recommendation was adopted:

That the Kiwanis International Board allocates US$3,500 from the Kiwanis Asia-Pacific matching grant fund to the Malaysia District for its club president and secretary training to be held July 11-12, 2015.

GENDER-NEUTRAL LANGUAGE IN GOVERNING DOCUMENTS

Without objection, the following recommendation was adopted:

That the Kiwanis International Board refers to the Task Force on Governing Documents the task of ensuring that all governing documents use gender-neutral language.

NEXT BOARD MEETING – OCTOBER 6-11, 2015

The next meeting of the Board of Trustees will be October 6-11, 2015, in Indianapolis, Indiana USA.

The meeting adjourned sine die on Wednesday, June 24, 2015, at 10:40 a.m.