TO: Recipients of the Minutes of the April 17-21, 2012, Meeting of the Kiwanis International Board of Trustees

Attached are the proposed minutes of the April 17-21, 2012, Meeting of the Kiwanis International Board of Trustees. They are also located on the Kiwanis website.

These minutes will become "official" when approved by the Board of Trustees at its next scheduled meeting, June 27, 2012, in New Orleans, Louisiana.

Sincerely,

Stan Soderstrom
Executive Director

SDS/dap

Enclosures
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KIWANIS INTERNATIONAL BOARD OF TRUSTEES

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MINUTES OF THE
MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

April 17-21, 2012

The meeting of the Board of Trustees of Kiwanis International was held at the Kiwanis International Office in Indianapolis, Indiana, April 17-21, 2012. Those present were: Alan Penn, President; Sylvester Neal, Immediate Past President; Thomas E. DeJulio, President-Elect; Gunter Gasser, Vice President; Stan D. Soderstrom, Executive Director; and John R. Button, Jane E. Erickson, Pam Fleming, Clinton Green, Pietro Grasso, Stephen T. Hill, John M. Johnson, Lee Kuan Yong, Warren F. Mitchell, Susan A. Petrisin, Jerome E. Peuler, Jr., Stewart Ross, Wen-Pin Su, Sjoerd R.J. Timmermans. Guests: Peter Mancuso, President-Elect, Kiwanis International Foundation; Paul Inge Paulsen, President, Kiwanis International-European Federation; Adeline Chan Sui Lee, Chair, Kiwanis Asia-Pacific; Randolph DeLay, Chair, The Eliminate Project Campaign Committee; Melanie Walter, Representative, Circle K International; and Annie Lewandowski, President, Key Club International.
The Kiwanis International Board meeting was called to order by President Alan Penn on Saturday, April 21, 2012 at 4:30 p.m. in Indianapolis, Indiana. Invocation was given by Thomas E. DeJulio.

The following reports were received:

**REPORT OF THE PRESIDENT**
The Report of the President, Alan Penn is attached as Tab 01.

**REPORT OF THE PRESIDENT-ELECT**
The Report of the President-Elect Thomas E. DeJulio, is attached as Tab 02.

**REPORT OF THE VICE PRESIDENT**
The Report of the Vice President, Gunter Gasser, 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 KIWANIS INTERNATIONAL FOUNDATION REPRESENTATIVE**
The Report of the Kiwanis International Foundation Representative, Peter Mancuso, is attached as Tab 05.

**REPORT OF THE BOARD COUNSELOR TO CIRCLE K INTERNATIONAL**
The Report of the Board Counselor to Circle K International, John M. Johnson, is attached as Tab 06.

**REPORT OF THE BOARD COUNSELOR TO KEY CLUB INTERNATIONAL**
The Report of the Board Counselor to Key Club International, Sue Petrisin, is attached as Tab 07.

**REPORT OF THE BOARD COUNSELOR TO SERVICE LEADERSHIP PROGRAMS-EUROPE**
The Report of the Board Counselor to Service Leadership Programs–Europe, Sjoerd R.J. Timmermans, is attached as Tab 08.
REPORT OF THE BOARD COUNSELOR TO SERVICE LEADERSHIP PROGRAMS-ASIA-PACIFIC
The Report of the Board Counselor to Service Leadership Programs–Asia-Pacific, Wen-Pen Su, is attached as Tab 09.

REPORT OF THE KIWANIS INTERNATIONAL-EUROPEAN FEDERATION PRESIDENT
The Report of the Kiwanis International-European Federation President, Paul Inge Paulsen, is attached as Tab 10.

REPORT OF THE KIWANIS ASIA-PACIFIC CHAIR
The Report of the Kiwanis Asia-Pacific Chair, Adeline Chan Sui Lee, is attached as Tab 11.

APPROVAL OF JANUARY 12-16, 2012 MINUTES
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the minutes of the Board Meeting held January 12-16, 2012 in New Orleans, Louisiana, as shown in Tab 12.

APPROVAL OF MARCH 15, 2012 MINUTES
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the minutes of the Board Meeting held March 15, 2012, via conference call, as shown in Tab 13.

APPROVAL OF 2011-12 INTERNATIONAL COMMITTEE UPDATES
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the updates to the 2011-12 International Committees, as shown in Tab 14.

DEATH OF TRUSTEE OSCAR KNIGHT III AND RESULTING VACANCY
The Kiwanis International Board, in response to the death of Trustee Oscar E. Knight, III, on April 1, 2012, and the resulting vacancy in the remainder of his term and Trustee assignments, does hereby adopt the following:
Upon motion duly made, supported, and carried it was:

FURTHER RESOLVED, That the Kiwanis International Board approves the appointment of Trustee John M. Johnson as chair to the 2011-12 Board Committee on Programs, effective immediately.

REPORT OF THE ELIMINATE PROJECT CAMPAIGN COMMITTEE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the Report of the Eliminate Project Campaign Committee presented by Chairman Randolph DeLay, as shown in Tab 15.

REPORT OF THE EXECUTIVE COMMITTEE

The Report of the 2011-12 Executive Committee, Alan Penn, Chairman, was presented, as shown in Tab 16.

UPDATE ON BOARD COMMITTEES FOR 2012-13

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the 2012-13 Board Committees as:

1) Executive
2) Audit and Finance
3) Programs and Partnerships
4) Membership, Development and Education
5) Governance

SPONSORSHIPS AND PARTNERSHIPS (BOARD SUBCOMMITTEE ON PARTNERSHIPS)

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International deletes existing Procedure 410 - Criteria for a Partnership with a Not-For-Profit and Non-Profit Organization, and replaces it with new Procedure 410 – Corporate Partnerships, as shown in Action Report-Exhibit A.
STRATEGIC PLAN

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board empowers the 2011-12 Executive Committee to select the appropriate firm to help develop a comprehensive, global strategic plan for Kiwanis International and the Kiwanis family for a multi-year period, to be completed for Board approval in January 2013.

EVALUATION OF INTERNATIONAL OFFICE OPERATIONS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board will select an operational assessment proposal after the completion of the strategic plan in October 2012.

DISTRICT COUNSELING FOR 2012-13

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board amends Procedure 107 - District Counseling, as follows:

107 - DISTRICT COUNSELING

D. District Functions: As part of their counseling role, counselors are expected to attend one district function for each assigned district, which shall normally be the district convention, but may be the district midyear conference or a district board meeting, to be determined between the counselor and each assigned district. A counselor may attend additional district functions.  

DISTINGUISHED CLUB CRITERIA FOR 2012-13

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board adopts the Distinguished Club Award Criteria for 2012-13 as shown in Action Report-Exhibit B.

VACANT TRUSTEE SEAT

Upon motion duly made, supported, and carried it was:
RESOLVED, In accordance with the Kiwanis International Bylaws Article XIX, Section 6 (vacancies), the Kiwanis International Board announces a term beginning upon election through September 30, 2013, to be filled by the trustee candidate from the U.S. and Pacific Canada Region who receives the fourth highest number of votes at the 2012 Kiwanis International convention.

This completed the action of the Executive Committee and the report was accepted.

REPORT OF BOARD COMMITTEE ON EDUCATION

The Report of the 2011-12 Board Committee on Education, Stewart Ross, Chairman, was presented, as shown in Tab 17.

No action was taken from the report of the Board Committee on Education.

REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

The Report of the 2011-12 Board Committee on Membership, John R. Button, Chairman, was presented, as shown in Tab 18.

ADMINISTRATIVE ACTION REPORT

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the Administrative Action Report, as shown in Consent Report-Exhibit A.

DISTRICT MATCHING GRANT

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board declines the Philippine-Luzon District request for a matching grant and recommends the district resubmit a matching grant request with more detailed, specific steps to reach the 90% goal retention rate of current members.

OHIO DISTRICT PROPOSAL

Upon motion duly made, supported, and carried it was:
RESOLVED, That the Kiwanis International Board declines the Ohio District’s request for funding of a New Club Building Administrator position and creation of a family membership pilot program.

CREATION AND ADMINISTRATION OF AN “EXIT POLL”

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the creation of a brief survey, to be sent to members who resign their membership, to determine why they chose to leave Kiwanis. The survey’s first focus is the English language, with translations into core languages to follow, dependent upon initial response.

NORDEN DISTRICT PROPOSAL

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the request from the Norden District to charter a club-in-organization in Sweden with 10 members.

REQUEST FROM ICELAND-FAROES DISTRICT-IN-FORMATION – RETURN TO DISTRICT STATUS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves a one-time extension of district status for the Iceland-Faroes District-in-Formation until September 30, 2012.

CHARTER II RECOGNITION

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves Charter II recognition for:
• Clubs that began the 2011-12 administrative year with 15 - 24 members and reach 25 or more on September 30, 2012; and
• Clubs that began the 2011-12 administrative year with less than 15 members and reach 15 or more on September 30, 2012.

STATUS OF POLAND

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves district-in-preformation status for Poland.
NATION-DISTRICT CONNECTION – SRI LANKA/AUSTRALIA

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board defers the request from the Australia District-in-Formation to attach the Nation of Sri Lanka to it, until Australia achieves district status.

MONITORING DISTRICT STATUS AND GROWTH

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves revisions to Procedure 203 – District Status and Procedure 102 - International Board Committee Responsibilities, as shown below, to provide improved monitoring and assistance regarding district status and growth:

203 - DISTRICT STATUS

203.1 - Minimum Requirements for Each Status

E. Decline: A district-in-pre-formation, a district-in-formation, or a district that fails to maintain its status for two (2) consecutive years after achieving it, based on the annual membership reports by clubs to Kiwanis International, will automatically revert to the appropriate status, with corresponding obligations and privileges, without appeal. (4/00) (1/12). See also Procedure 203.7.

203.7 - Notification

The Executive Director, on behalf of the International Board, shall notify each nation/area, district-in-pre-formation, district-in-formation, or district when it attains each major goal toward a new status or when it is in danger of reverting to a lower status, as well as when it actually reaches a new status as defined in this procedure. (1/12)

Specifically, the Executive Director shall contact any district whose membership falls below 1,500 to offer support and/or resources to assist the district with growth. If a district’s membership is 1,100 or below, the district will be advised it may be in danger of losing district status. A copy of this procedure shall be included.
102.6 - Membership
The Board Committee on Membership will work to develop and implement membership growth and retention strategies to achieve the Kiwanis International vision of one million members. New thinking, new ideas, and new models of membership will be necessary to meet and achieve this vision. The committee will focus on global expansion, product development retention strategies, new club and new member support, and club growth. Further, this committee will assure that Kiwanis International and Kiwanis clubs reflect the communities that we serve by focusing on membership and leadership diversity. The committee shall review district membership figures at each Board meeting to monitor district status as provided elsewhere in procedures. (10/11)

CHARTER REVOCATION OF THE KIWANIS CLUB OF ROMA, ITALY

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board revokes the charter of the Kiwanis Club of Roma, Italy, (K08002), effective immediately, for failure to comply with the accepted standards for clubs as stated in Article VII, Section 2, of the Kiwanis International Bylaws, as shown below, – specifically, for failure to comply with the Kiwanis Objects.

ARTICLE VII – DISCIPLINE OF CLUBS
Section 2.
   a. Any club that fails to conform to these Bylaws or that fails otherwise to conform to the accepted standards for clubs may have its charter and membership suspended or revoked or may be otherwise disciplined by a two-thirds (2/3) vote of the entire Board of Trustees. (7/1998)

This completed the action of the Board Committee on Membership and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON GOVERNANCE

The Report of the 2011-12 Board Committee on Governance, Jerome E. Peuler Jr., Chairman, was presented, as shown in Tab 19.

BOUNDARY CHANGE BETWEEN SOUTHWEST AND ROCKY MOUNTAIN DISTRICTS

Upon motion duly made, supported, and carried it was:
RESOLVED, That the Kiwanis International Board moves the Kiwanis Clubs of Aztec (K 4781), Bloomfield (K 14177), Farmington (K 3838), and Raton (K 509), all in New Mexico, from the Southwest District to the Rocky Mountain District.

FURTHER RESOLVED, That the Kiwanis International Board requests the Rocky Mountain District to amend its bylaws as follows to change its boundaries accordingly:

Rocky Mountain District Bylaws
Article I. Name and Territorial Limits

Section 2. The territorial limits of this district shall be confined to the State of Colorado; the State of Wyoming; and in the state of Nebraska, the counties of Scottsbluff, Sioux, Dawes, Box Butte, Sheridan, Banner, Kimball, Cheyenne, Morrill, Garden, and Deuel in the State of Nebraska; and, in the state of New Mexico, the county of San Juan, as well as any other areas that may be agreed between this district and the Southwest District. Neither the district name nor territorial limits shall be changed unless permission shall first have been obtained from the International Board of Trustees.

FURTHER RESOLVED, That the Kiwanis International Board requests the Southwest District to amend its bylaws as follows to change its boundaries accordingly:

Southwest District Bylaws
Article I. Name and Territorial Limits

Section 2. The territorial limits of this District shall be confined to the State of Arizona; the State of New Mexico; the County of El Paso in the State of Texas, and such territories in eastern California and Southern Nevada as agreed by between the Southwest District and the California-Nevada-Hawaii District and approved by Kiwanis International, such territories in northern New Mexico as agreed between the Southwest District and the Rocky Mountain District. Neither the District name nor territorial limits shall be changed unless permission shall first have been obtained from the International Board of Trustees.

District Policy on Criminal History Background Checks

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board revises Policy B.14 as shown below:

B. INTERNATIONAL ADMINISTRATION

14. Criminal History Background Checks
a. **Background Checks by Kiwanis International**
(No change to existing text; just adding a title and number.)

b. **Background Checks by Districts and Clubs**

Kiwanis International strongly recommends that districts and clubs conduct criminal history background checks for all adults (Kiwanis members and non-members) registered for, participating in, or staying overnight at any event organized by a Kiwanis district or club that involves interaction between adults and youth under age 18.

A clear criminal history background check may be required by a district, at the discretion of its board, for specific offices or positions, or may be required by a club, at the discretion of its board, for specific offices or positions or for all club members and prospective members. To assure high standards and consistent results throughout the organization, district and clubs are encouraged to use the same criteria and same service provider used by Kiwanis International. If a background check is later required by Kiwanis International, Kiwanis International recognizes only its own background check process.

Districts or clubs requiring background checks shall first clearly define and publicize the criteria, process, and ramifications in policy and/or procedure. Consult Kiwanis International for recommended guidelines.

**FURTHER RESOLVED,** That the Kiwanis International Board directs Staff to make available to districts and clubs appropriate templates for policies and procedures on background checks that parallel Kiwanis International’s own policy and procedure as much as possible.

**FURTHER UPDATES TO PROCEDURE 220 – DISTRICT COMMITTEES**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board revises Procedure 220 – District Committees, as shown in Action Report-Exhibit A.

**NEW CODE OF ETHICS FOR KIWANIS INTERNATIONAL OFFICERS**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board adopts the revisions to Policy B.3.f – Code of Ethics and Conduct [for members of the International Board], as shown below,
effective immediately. Additionally, all Board members are requested to read and sign the new code at this meeting.

B. INTERNATIONAL ADMINISTRATION

3. International Board

f. Code of Ethics and Conduct

The Board commits itself and its individual members to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members. (1/08)

Board Members may not attempt to exercise individual authority over Kiwanis International operations except as explicitly set forth in their duties and/or Board policies. (1/08)

Board Members' interaction with the public, press, or other entities must recognize these limitations as well as the ineligibility of any Board member to speak for the Board as a whole except to repeat explicitly stated Board decisions. Board members must be aware at all times that their comments could be perceived to be statements of the Board as a whole or to otherwise carry official weight. (1/08)

Outside of Board discussion, individual Trustees and Officers will not publicly criticize Staff performance. (1/08)

Board Members will maintain the confidentiality of sensitive issues as defined and discussed by the Board. (1/08)

To ensure the confidence of clubs and members and the reputation of Kiwanis International among the public and to fulfill the Board’s role of stewardship and leadership to the organization, Kiwanis International expects all members of the International Board to conduct themselves according to the highest ethical, professional, and moral principles. Each Board member and candidate for any Board office shall annually acknowledge, by signature, that he/she has read, understands, and accepts personal responsibility to adhere to the standards of conduct stated in this policy.

Each Board member shall, to his/her utmost ability:

- Personally comply with all applicable laws and regulations, as well as Kiwanis International Bylaws, Policies, and Procedures;
- Never knowingly allow Kiwanis International to violate any applicable laws and regulations;
- Act with integrity, honesty, and trustworthiness and not engage in unethical practices, deceive others, or misrepresent Kiwanis in any business dealings;
• Treat others equitably, fairly, and with respect and not engage in any form of discrimination or harassment;
• Be loyal to Kiwanis International and its mission, above any loyalty to a particular individual or group of individuals;
• Demonstrate care for clubs and club members and the communities they serve, including the highest regard for the safety, health, and welfare of the public;
• Make responsible decisions for the future of the organization, ensuring Kiwanis resources are prudently managed and expended;
• Practice transparency and accountability to clubs, members, and the public;
• Not use the name of Kiwanis or their Board position for personal benefit or advantage;
• Help create a cooperative and productive working environment at Board meetings and other Kiwanis functions;
• Respect and protect any privileged or confidential information, including the private information of members and donors, and support the final decisions of the Board;
• Fulfill the duties of office to which they are elected and not attempt to exercise individual authority outside the purview of his/her office;
• Interact with Staff in a professional and respectful manner, following agreed channels of communication and authority;
• Not engage in any conduct that would tarnish the good reputation of Kiwanis or undermine the public’s trust.

Alleged violations of these standards of conduct shall be reported to the Executive Director, who shall inform the Executive Board Committee. If the Executive Director and Executive Board Committee determine that further investigation is warranted, the process shall be conducted in the same manner as violations of conduct unbecoming, including the right to defend him/herself, as defined in the International Bylaws. After the process is completed, any Board member found to have violated these standards of conduct shall be subject to disciplinary action as determined by the Board, up to and including suspension of duties or removal from office.

CLARIFICATION OF A DISTRICT’S ROLE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board presents the following amendment to the Kiwanis International Bylaws to the House of Delegates at the 2012 Kiwanis International Convention:

ARTICLE IX. DISTRICTS

Section 1. For the purpose of promoting the best interests of Kiwanis, the Board of
Trustees shall create, supervise, and control districts of clubs associated for administrative purposes and shall establish the boundaries thereof. A Kiwanis district shall exist to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and strategic goals of Kiwanis.

Section 2. The Board of Trustees shall have the power to change the boundaries of districts in such manner as it may deem best. Prior to any proposed change becoming effective, not less than ninety (90) days' notice shall be given to the affected federations, districts, and clubs. Within the next thirty (30) days after such notice, a federation, district, or club may submit a written statement of support or protest and/or may request that a hearing be held before the Board of Trustees during its meeting at the next annual International convention. If a hearing is requested, the Board shall schedule such hearing and give notice thereof to the affected federations, districts, and clubs. Before any change becomes effective, the Board shall consider all matters presented at the hearing, if held, and all written statements of support or protest. (7/1998)

FURTHER RESOLVED, That, if the above amendment is adopted, the Kiwanis International Board adopts the revisions to Kiwanis International Policies and Procedures and revisions to the Standard Form for District Bylaws, as shown below, to clarify revisions to the role and purpose of districts:

KIWANIS INTERNATIONAL POLICIES:

D. DISTRICTS AND CLUBS

1. District

With the consent, and subject to the supervision and control of the International Board, a district or structured grouping of chartered clubs may be formed. Such district or structured grouping of clubs shall be an administrative unit of Kiwanis International. (5/83) (10/95)

KIWANIS INTERNATIONAL PROCEDURES

201—ROLE OF A DISTRICT

A district is a geographical area in which Kiwanis clubs are associated for administrative purposes. The activities and organization of a Kiwanis district shall exist only to help individual Kiwanis clubs and Kiwanis International advance the Objects, objectives, Policies and goals of Kiwanis and shall not diminish services provided by Kiwanis clubs or individual Kiwanians at the club level. (6/91) (4/97)

STANDARD FORM FOR DISTRICT BYLAWS:

ARTICLE II. OBJECTS PURPOSE
Section 1. The objects purpose of this district shall be primarily to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and goals of Kiwanis, and specifically to cooperate with Kiwanis International in: building new clubs and strengthening existing clubs; delivering education to clubs; and delivering service leadership programs and global campaign for children programming to and through clubs.

a. To seek within the district and through the clubs of the district the attainment of the Objects of Kiwanis International as set forth in the International Bylaws.
b. To increase the fellowship and cooperative effort of the clubs within the district.
c. To cooperate with Kiwanis International in building new clubs and membership in existing clubs, educating club members, and strengthening club services within the district.
d. To promote participation of clubs in the general objectives, programs, and policies of the district and Kiwanis International.

KIWANIS ASIA-PACIFIC BYLAW AMENDMENTS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves amendments to Article IV, Sections 1 and 5h, of the Kiwanis Asia-Pacific Bylaws, as shown below, adopted by the Asia-Pacific House of Delegates at their convention in March 2012. (Additional amendments have been approved as part of the Administrative Action Report.)

KIWANIS ASIA-PACIFIC BYLAWS:

ARTICLE IV. OFFICERS.

Section 1. The officers, who shall comprise the Executive Board, shall be a Chairman, a Chairman elect, a Vice Chairman, the Immediate Past Chairman, a Secretary/Treasurer, the incumbent Governor of each district, the guaranteed Region IV International Trustees, the Convention Organizing Chairman, and three (3) representatives of the non-districted clubs not coming from the same club or nation. The International President, International President-elect, International Vice- President / Treasurer, any other International Officers and Kiwanis International Foundation Trustee(s) from the Kiwanis Asia-Pacific area, the Executive Director of Kiwanis International or his/her designate and International Committee Chairmen for Asia Pacific, shall be ex-officio members of the Executive Board, without vote. The Governor-elect of each district and a representative from any nation not already represented, shall be invited as observers to meetings of the Executive Board.
Section 5. The duties of the officers shall be as follows:

(h) Subject to the approval of the International Board each year, the guaranteed Asia-Pacific Region International Trustees may also perform such duties as may be assigned by the Executive Board.

BACKGROUND CHECK APPEALS COMMITTEE RECOMMENDATIONS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board revises Procedure 197.4 – [Criminal History Background Check] Appeal Process, as shown below:

197.4 - Appeal Process

The action resulting from a conviction shown on a background check may be appealed by the following process: (4/10) (1/11)

A. The appeal must be submitted in writing to the Executive Director within thirty (30) days from notification, stating the grounds of the appeal. The appeal may only come from the person who has been checked. (4/10) (1/11)

B. The Executive Director shall refer the matter to the standing Appeals Committee (defined elsewhere in Procedure) within fifteen (15) days of receipt. (4/10) (1/11)

C. The Appeals Committee shall consider the merits of the appeal within ten (10) days to determine if a hearing is warranted. (4/10) (1/11)

D. If a hearing is warranted, the Appeals Committee shall meet within thirty (30) days to consider the grounds of the appeal and the alleged facts. The person making the appeal shall be given twenty (20) days notice of the committee meeting and shall have the right to attend at his/her own expense. (4/10) (1/11)

E. The appellant shall have the option to have legal counsel present, at his/her own expense. If the appellant has legal counsel present, Kiwanis International shall have legal counsel present.

F. The Appeals Committee shall hear testimony and consider the evidence presented. All parties shall be allowed to ask questions of witnesses. The hearing shall be recorded.

G. The Appeals Committee shall report its findings and recommendations to the International President and Executive Director within fifteen (15) days after meeting, with such report to include all relevant information including a
summary of discussion and any votes taken in connection with the proceedings. The report shall then be forwarded to the International Board to consider at the next scheduled Board meeting. (4/10) (1/11)

F. H. After considering the Appeals Committee report, the International Board, shall consider a motion to uphold the appeal, which shall require a two-thirds (2/3) vote to adopt. (4/10) (1/11)

**Resolution from Florida District Board Regarding Background Checks**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board maintains the existing criteria for criminal history background checks as stated in the current policy and procedure.

**Task Force on Conduct Unbecoming**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board adopts, in concept, revisions related to conduct unbecoming as proposed by the 2011-12 Task Force on Conduct Unbecoming in Action Report-Exhibits B-E. Necessary amendments to the Kiwanis International Bylaws as shown in Action Report-Exhibit B will be presented to the House of Delegates at the 2012 Kiwanis International Convention, and the Board adopts the necessary change to Policy, also as shown in Action Report-Exhibit B. Revisions recommended by the Task Force to other governing documents, as shown in Action Report-Exhibits C-E, are directed to Staff and legal counsel for additional review regarding compliance with the law, liability, enforcement, and best practices, prior to finalization by the Board no later than the October 2012 Board meeting. All provisions related to conduct unbecoming shall take effect January 1, 2013.

FURTHER RESOLVED, That the Kiwanis International Board directs Staff to draft a new Kiwanis International Bylaws article on definitions, bringing together existing definitions throughout the bylaws, to be reviewed by the 2012-13 International Board for possible presentation at the 2013 Kiwanis International Convention in Vancouver.

FURTHER RESOLVED, That the Kiwanis International Board requests the Membership Committee to review Procedure 360.1 regarding the “essential actions” required for clubs to be in good standing and update the procedure as may be appropriate.

FURTHER RESOLVED, That the Kiwanis International Board directs Staff and the Key Club and Circle K International Boards to review and revise provisions in SLP governing documents, as applicable, to correspond to the changes being adopted by Kiwanis International.
FURTHER RESOLVED, That the Kiwanis International Board takes steps to assure that regular and ongoing education be conducted among clubs and districts on conduct unbecoming, including inclusion in Club Leadership Education (CLE) materials at the next curriculum revision.

FURTHER RESOLVED, That the Kiwanis International Board thanks the members of the Task Force on Conduct Unbecoming for its thorough work on the topic, and commends them for conducting all business electronically.

PROPOSED AMENDMENTS TO THE INTERNATIONAL BYLAWS / REPORT OF THE RESOLUTIONS AND BYLAWS COMMITTEE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board presents the amendments to the Kiwanis International Bylaws, as shown in Action Report-Exhibit F, to the House of Delegates at the 2012 Kiwanis International Convention.

FURTHER RESOLVED, That the Kiwanis International Board takes a position on the amendments submitted by clubs and districts, as shown in Action Report-Exhibit G, also to be presented to the House of Delegates at the 2012 Kiwanis International Convention.

FURTHER RESOLVED, That the Kiwanis International Board authorizes the Executive Director to make any editing adjustments necessary, prior to publication and distribution to clubs, to carry out the Board’s position and intention regarding each proposed amendment.

FURTHER RESOLVED, That the Kiwanis International Board will present memorial resolutions to Past International President Wes Bartlett and former International Trustee Oscar Knight, III, to the House of Delegates at the 2012 Kiwanis International Convention.

This completed the action of the Board Committee on Governance and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON AUDIT AND FINANCE

The Report of the 2011-12 Board Committee on Audit and Finance, Gunter Gasser, Chairman, was presented, as shown in Tab 20.

FEBRUARY 2012 FINANCIAL SUMMARY

Upon motion duly made, supported, and carried it was:
RESOLVED, That the Kiwanis International Board receives and accepts the February 2012 Financial Summary, as shown in Consent Report-Exhibit A.

401(k) PLAN REVIEW

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the 401(k) report provided by the 401(k) Trustees.

2012-13 PRELIMINARY BUDGETS/DUES INCREASE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International approves presentation of the following amendment to the House of Delegates at the 2012 Kiwanis International Convention, proposing a club dues increase of US$15.00 per member for Tier A clubs, US$10 per member for Tier B clubs, and US$7 per member for Tier C clubs.

ARTICLE XXII. REVENUE

Section 1. Subject to Sections 2, 3, and 4 of this Article, each club shall pay to Kiwanis International for each member, with the exception of those holding life member status and honorary members, the sum of forty-two dollars (US $42.00) fifty-seven (US $57.00) per annum. Such sum shall be based on each club’s annual membership report as of September 30 of each year and shall be due annually on October 1 and payable by November 30. (6/2009)

Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)
- Tier A: Countries with per capita income US $10,000 or more pay US $42.00-$57.00. (6/2003)
- Tier B: Countries with per capita income US $5,000 to US $9,999 pay US $27.00-$37.00. (6/2003)
- Tier C: Countries with per capita income US $4,999 or less shall pay US $18.00-$25.00. (6/2003)

FURTHER RESOLVED, That the Kiwanis International Board approves presentation of the following amendment to the House of Delegates at the 2012 Kiwanis International Convention, to extend the freeze on tiered dues for two more years. However, if the dues increase is not adopted at US$15, this amendment will be withdrawn.
ARTICLE XXII. REVENUE
Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)
- Countries with per capita income US $10,000 or more pay US $42.00. (6/2003)
- Countries with per capita income US $5,000 to US $9,999 pay US $27.00. (6/2003)
- Countries with per capita income US $4,999 or less shall pay US $18.00. (6/2003)

PROVISO: Beginning June 27, 2009, and extending through September 30, 2012, clubs shall be assessed for dues at the same tier as they were assessed during the 2008-09 administrative year. (6/2009)

KIWANIS INTERNATIONAL PRESIDENT’S BOARD ALLOWANCE (CONTINGENCY)

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves an increase to the President’s Board Allowance (Contingency) budget amount for 2011-12 not to exceed US$15,000. Efforts will be made to find cost savings in other Board and Executive Department accounts to help pay for such additional expenses.

KIF/ELIMINATE PROJECT INTEREST EXPENSE WAIVER

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board waives US$10,838 of the interest expense previously accrued and paid by the Kiwanis International Foundation on the outstanding line of credit for The Eliminate Project.

KIF/ELIMINATE PROJECT US FUND EXPENSES

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves that Kiwanis International absorbs US$210,851 of the expenses previously paid by the Kiwanis International Foundation to US Fund for UNICEF for The Eliminate Project. These expenses relate to the kick-off of the project at the 2010 Kiwanis International Convention.
KI-EF AGREEMENT – JULY – SEPTEMBER 2011 QUARTERLY PAYMENT

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves payment to the Kiwanis International-European Federation (KIEF) of the sum of US$63,938 as full payment of fourth quarter 2010-11 expenses, as calculated per the KI-KIEF agreement. This payment will be made upon receipt of the KIEF audit report for the year ended September 30, 2011.

2012-13 CONVENTION REGISTRATION FEE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves a registration fee structure for the 2013 convention in Vancouver as follows:

<table>
<thead>
<tr>
<th>Members and Guests</th>
<th>AMOUNT ($US)</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular</td>
<td>$185</td>
<td>April 1, 2013</td>
</tr>
<tr>
<td>Late</td>
<td>$235</td>
<td>May 15, 2013</td>
</tr>
<tr>
<td>On-site</td>
<td>$250</td>
<td>May 16, 2013 and after</td>
</tr>
<tr>
<td>Host District</td>
<td>$135</td>
<td>December 31, 2012</td>
</tr>
</tbody>
</table>

FINANCIAL ADVISOR – EXTENSION OF APPOINTED TERM

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International approves the appointment of Rick Arnold as Independent Financial Advisor to the Kiwanis International Board for the 2012-13 administrative year.

This completed the action of the Board Committee on Audit and Finance and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON COMMUNICATIONS AND MARKETING

The Report of the 2011-12 Board Committee on Communications and Marketing, Pam Fleming, Chairman, was presented, as shown in Tab 21.

KIWANIS STORE
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board requests Staff to provide an outline of the Kiwanis Store business plan, which includes pricing, branding, fulfillment strategies, and customer service. This business plan shall maximize the sale of merchandise within a profitable operation.

FURTHER RESOLVED, That the Kiwanis International Board requests Staff to review and report on licensees of Kiwanis marks and associated license fee income, and that review of license fees for similar organizations be researched and compared against current Kiwanis license fees.

**KIWANIS MAGAZINE: INCREASE THE NUMBER OF ISSUES OF THE KIWANIS MAGAZINE**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves expanding Kiwanis magazine from six to eight issues, beginning with the 2012-13 year, with no change in the subscription fee to members.

**KIWANIS MAGAZINE: ASIA-PACIFIC PRINTING AND DISTRIBUTION IN ENGLISH**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board requests Staff to conduct a feasibility study for the publication and distribution of Kiwanis magazine in English to various Asia-Pacific nations.

This completed the action of the Board Committee on Communications and Marketing and the report was accepted.

**REPORT OF THE BOARD COMMITTEE ON PROGRAMS**

The Report of the 2011-12 Board Committee on Programs, Oscar E. Knight III, Chairman, was presented, as shown in Tab 22.

**AMENDMENTS TO CKI BYLAWS**

Upon motion duly made, supported, and carried it was:
RESOLVED, That the Kiwanis International Board amends the Circle K International Bylaws as presented in Consent Report-Exhibit A, pending editorial review by the Kiwanis International Parliamentarian and Governance Specialist, and taking effect starting May 1, 2012.

**Kiwanis Guidelines for Adults Working with Youth**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves changes to Procedure 432 - Guidelines for Adults Working with Kiwanis Sponsored Programs, as presented in Consent Report-Exhibit B.

**KIF Grant Request for the Service Leadership and Kiwanis Programs Conference**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board endorses the submission of the Service Leadership and Kiwanis Programs (SLKP) Conference grant application to the Kiwanis International Foundation, as shown in Consent Report-Exhibit C.

This completed the action of the Board Committee on Programs and the report was accepted.

**Executive Director’s Contract**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves a two-year contract extension, for Stanton D. Soderstrom as Executive Director of Kiwanis International, effective October 1, 2012, when the current contract expires on September 30, 2012. The Board authorizes specific terms of the contract to be negotiated by the Executive Officers and the Executive Director.

**New Policy on Kiwanis International-European Federation and Kiwanis Asia-Pacific**

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board amends Policy D.2 – Federations, and adds a new Policy D.3 – Council of District and/or Nations, as shown below:

D. Districts and Clubs
1. District
With the consent, and subject to the supervision and control of the International Board, a district or structured grouping of chartered clubs may be formed. Such district or structured grouping of clubs shall be an administrative unit of Kiwanis International. (5/83) (10/95)

2. Federations
A federation is an administrative unit that may be utilized by the International Board to administer a group of districts and/or nations. (5/83)

a. Kiwanis International-European Federation (KIEF)
   i. The mission of the Kiwanis International-European Federation shall be to promote the best interests of districts and clubs within the Europe Region of Kiwanis International.
   ii. KIEF shall be governed by its own bylaws subject to approval by the Kiwanis International Board.
   iii. The KIEF Board annually shall enter into an agreement with Kiwanis International to cover growth, education and training, branding, communications, marketing, public relations, service programs, and logistic support needed to support the Europe Region.

3. Council of Districts and/or Nations
With the consent and subject to the supervision and control of the International Board, a Council of Districts and/or Nations within a region may be formed. Such Council is an administrative unit that may be utilized by the International Board to administer a group of districts and/or nations.

a. Kiwanis Asia-Pacific (ASPAC)
   i. The Council of Districts and Nations within the Asia-Pacific Region shall be known as Kiwanis Asia-Pacific (ASPAC).
   ii. The mission of ASPAC shall be to promote the best interests of districts and clubs within the Asia-Pacific Region of Kiwanis International.
   iii. ASPAC shall be governed by its own bylaws which shall be reviewed and approved by the Kiwanis International Board.
   iv. ASPAC shall comply with all governmental reporting requirements for finances, taxation, employment and any other areas of operation, and shall report regularly on its financial status to the Kiwanis International Board, at such times and including such information as requested by the Board.

NEXT BOARD MEETING – JUNE 27, 2012

The next meeting of the Board of Trustees will be June 27, 2012 in New Orleans, Louisiana.
The meeting adjourned sine die on Saturday, April 21, 2012, at 8:45 p.m.
REPORT OF THE PRESIDENT
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
APRIL 2012

RE: Activities since January 2012 Board meeting

Since our last board meeting, a number of activities have taken place, which have added to the value of the Kiwanis experience of our members.

Board decisions

Our board voted to change our policy on the number of members it takes to charter a club to the level defined in our bylaws of 15 members. As a part of this decision the board agreed that KI and districts should provide education, leadership development opportunities, and mentoring to these new clubs. This will assist in having in place more educated and dedicated members as well as help the club grow to greater membership numbers within the first year. This approach is also designed to curtail the current new club experience where one-third of the members and one-third of our clubs disappear within the first three years.

Our board voted to allow the current Kiwanis International-European Federation (KI-EF) agreement with Kiwanis International (KI) to expire at the end of this administrative year. This move was needed so that a new and improved agreement could be crafted that reflected current services in the areas of education, growth, fiscal management, and Service Leadership Programs support for our European districts and nations. The funding formula will stay intact while all other areas of the agreement will be updated.

Our board supported the holding of growth summits in Central and South America, Australia, New Zealand, and for the nations in Asia-Pacific. These summits were held with the assistance of KI officers, KI board members, and KI area directors. This was the first time in years that KI allocated the use of area directors to regions outside North America. This was well received. Regions are seeing a positive return on their dues dollars. Your efforts should translate into growth.

The board approved a partnership with Hershey Corporation. This partnership will generate revenue for our Key Club organization. In addition, the partnership will provide a branding opportunity for Kiwanis.
Since January, our board members have participated in the monthly district calls conducted by the president and our area directors. This was done to improve communications and promote growth enhancing activities with our governors – your participation on our monthly calls has been well received.

Many of our KI board in your role as counselors, participated in district conferences and regional meetings with the intent to provide greater communications and support for our district leadership – the workshops and forums you have led have been outstanding and the information you have shared has already made a difference in many of our districts.

**Presidential activities**

Jeri and I have been visiting many of our KI districts and clubs since January. We have found that there are great projects being done in our Kiwanis world. Whether it be in Kansas, Missouri-Arkansas, Kentucky-Tennessee, Utah-Idaho, the Czech Republic, Louisiana-Mississippi-Western Tennessee, Michigan, Ecuador, Indiana, Texas-Oklahoma, Belgium, Montana, Ohio, Sri Lanka, Rocky-Mountain, Illinois-Eastern Iowa Districts or clubs we have found dedicated Kiwanis members making a difference through their support of projects which enhance and improve the lives of children and families in their communities.

We have also been touched by the large number of Zeller and Mother’s Day Zellers being given to honor members who are committed to helping eliminate maternal and neonatal tetanus. They are helping protect the connection between mother and child.

Respectfully submitted,

Alan Penn
President
Since my last quarterly report, I met again with next year’s team of North American District Governors at the Service Leadership and Kiwanis Programs (SLKP) conference in Indianapolis in January to discuss: 1) the 2012-13 emphasis on our branded youth programs and advocacy for “Young Children, Priority One”; 2) the financial condition of Kiwanis International; 3) possible changes in the role and assignment of District Counselors, and the criteria for Distinguished Clubs; 4) the progress made in the ELIMINATE campaign; and 5) the development of high impact, focused, and measurable goals for 2012-13. Joint discussions in January were followed by individual phone conversations I initiated on goal-setting with each of these district leaders.

In January, at the invitation of KIEF, I met in Prague with next year’s European Governors to address various membership development issues, and to encourage support for the ELIMINATE campaign and KIEF efforts to connect and support Kiwanis nations. In late May, I will be having my second meeting with next year’s Asia Pacific District Governors in Taiwan to review their plans and goals for the coming year. This will be an education and growth summit attended by as many as 50 ASPAC district leaders.

A re-designed and refocused International committee structure will be presented to the Board this month along with a newly developed Distinguished Club Program, the criteria for which will be informed by the Six Objects of Kiwanis and designed to acknowledge clubs, large and small, that make a significant service impact as advocates for the health, education, and safety needs of young children in their local and global communities.

Working in collaboration with Dr. Gunter Gasser, Vice President and Audit and Finance Committee Chair, a preliminary budget for Fiscal 2013 will be presented to the Board for approval. Staff has been helpful in providing answers to our many questions, and has cooperated in the development of new budget formats that will facilitate important strategic decisions. The accelerating gap between operating revenue and operating expenses must be addressed, notwithstanding the maintenance of healthy reserves.

Over the past few months, I have been pleased to participate regularly in weekly meetings of the Executive Team for the ELIMINATE Campaign led by its Chairman Randy DeLay and to collaborate fully with him and the KIF team on the plans and goals of the campaign’s “participation phase” in 2012-13.

Respectfully submitted,
Thomas E. DeJulio
President-elect
VICE PRESIDENT REPORT
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
APRIL 2012

Winston Churchill said about finances, “A fanatic is one who can’t change his mind and won’t change the subject.” In this sense, I think Kiwanis International is not fanatic, because we are flexible. The world is changing, the economic up and down as well as new initiatives influence us very much. During the last few months of preparing the 2012-2013 budget, we demonstrated our flexibility. I would like to thank all persons involved. It was not an easy time.

- Finance staff prepared and sent the needed instructions and documents to the directors. This included a calculation of the “maximum” amount that each department will be allowed to submit. Department directors prepared their budgets and their new initiatives based on programmatic needs communicated by board committees. We will have a preliminary budget at the board meeting.
- I attended the KI-EF board meeting in Prague. The Europeans worked hard on growth.
- While visiting clubs and the Austria District board meeting and division meeting I had the opportunity to speak about The Eliminate Project. The Austria District has its first model club and others will follow.
- At the Kiwanis Asia-Pacific conference in Colombo, Sri Lanka, I had the opportunity to attend the ASPAC Nations Growth Summit and board meeting, and spoke at the KI Foundation Eliminate forum, creating a philanthropic culture in Kiwanis. I also addressed the delegates at the general business session and encouraged the delegates to use the upcoming anniversaries for branding Kiwanis.
- Participated in numerous teleconferences of KI officers.
- Attended teleconference meetings of the Kiwanis International Foundation.
- Communicated with governors of counseled districts.
- Contacted local Kiwanis clubs to further our appreciation of Kiwanis at its “grassroots.”

Respectfully submitted,

Gunter Gasser
Vice President
April 2012

Report of the Executive Director

To the

Boards of Trustees

Kiwanis International

Kiwanis International Foundation

At this meeting of the Kiwanis International Board of Trustees, there are several critical topics that deserve very serious discussion by the Board. Each of these emanated from the January 2012 meeting, and each of these will require a significant allocation of organizational resources.

Strategic Planning

Our review of all the strategic planning work of the Kiwanis family of the last decade has indicated we have been extremely inconsistent as an organization in adopting and adhering to a plan over a period of time. And most of the planning has not been strategic. A compilation of these various plans will be provided as a separate document.

Having reviewed all of this work, and examined what lies ahead of us, I recommend that our next step should be to select and hire a strategic planning facilitator qualified to assist us in getting the planning process back on track. If this is accomplished at this meeting, we can be well along in the process by October. There are two proposals that I believe would meet our needs.

Operational Assessment

Identifying seven firms qualified to assist Kiwanis in an operational evaluation, bids were invited, but only three chose to bid. Two of the three are also finalists in submitting bids for strategic plan facilitation. I believe this assessment should follow a strategic planning project, and likely should be by the same firm selected for the strategic plan development.

Membership Campaign Plan

A draft of a proposed plan for a Kiwanis membership campaign has been distributed to the Board and will be discussed by the Committee on Membership. This plan proposes a campaign structure modeled after the fund-raising campaign of the Eliminate Project. This undertaking would require enormous resourcing, and likely would cause us to shift staff and financial resources from other areas to support such an effort.
Going hand-in-hand with this plan is the work of the Board Committee on Communications which reviews an audit on organizational branding at this meeting. This brand clarity will, in turn, inform the *case for growth* which is critical to establishing a successful membership campaign.

**Other Information**

The **Eliminate Project** – The campaign will present a report to the Kiwanis Board at this meeting, and we have broken the first US$ 10 million mark on cash pledged or raised. Our Foundation Board has approved the first million in funding to UNICEF.

**Corporate Sponsorships** – We have completed initial sponsorship arrangements with the US Army and Hershey, and we are having conversations with several other corporations. The Executive Committee is slated to receive an update on this work.

**Chief Financial Officer** – We have completed initial interviews for a CFO position and have designated finalist candidates for a second round of interviews. The Chairman of the KI Board Committee on Audit and Finance and the KIF Treasurer have been asked to participate in the interview process.

**Key Club and CKI Alumni** – Over the last month, we have been conducting surveying of the several thousand former youth/young adult members who have signed up online as Key Club and/or CKI alumni. This research will help us make some decisions about the next direction to take these aspiring membership groups.

**India Growth** – With the interest in several clubs being reactivated in India, and work underway to build at least two new clubs, we are pleased with the progress being made there. It appears the India Kiwanis members, supported by Kiwanis leaders in Asia-Pacific and Kiwanis staff, can increasingly take responsibility for their own future growth.

**Closing**

We have a huge number of initiatives on our to-do list today. As much as we would like to successfully complete all of them, reality dictates that lack the human and financial resources to do so. Everything cannot be a priority. We must begin with reestablishing the strategic direction for the organization.

Respectfully submitted,

Stan D. Soderstrom
Executive Director

April 12, 2012
**KIWANIS INTERNATIONAL FOUNDATION PRESIDENT-ELECT REPORT**

**TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEE**

**April 2012**

**ANNUAL FUND**

As of March 23, 2012, Kiwanis International Foundation donated revenue for the 2011-2012 Kiwanis year totaled US$653,602.54. This total *excludes* gifts for The Eliminate Project. Donations (including individual, club and corporate gifts) were designated for the following programs:

<table>
<thead>
<tr>
<th>Program</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Club Gift</td>
<td>$339,999.80*</td>
</tr>
<tr>
<td>Kiwanis Children’s Fund</td>
<td>$231,841.69</td>
</tr>
<tr>
<td>Disaster Relief</td>
<td>$250.00</td>
</tr>
<tr>
<td>Endowment Funds</td>
<td>$3,397.90</td>
</tr>
<tr>
<td>Heritage Society</td>
<td>$65,669.87</td>
</tr>
<tr>
<td>IDD Sustainability</td>
<td>$1,959.03</td>
</tr>
<tr>
<td>Operating Fund</td>
<td>$10,484.25</td>
</tr>
</tbody>
</table>

*(US$351,143.81 including ACG funds held in foreign accounts)*

As stated above, donations for this year’s Annual Club Gift (ACG) campaign totaled $351,143.81 as of 3/23/12. In comparison, $477,356.89 had been received for last year’s ACG campaign as of 3/23/11. (Both figures include funds held in foreign Kiwanis foundations and accounts.) In January 2012, an Annual Club Gift appeal was sent to North American Kiwanis clubs that had not yet made an ACG; follow-up appeals are scheduled for April and July 2012.

As of 3/23/12, the year-end Kiwanis Children’s Fund individual appeal had secured $63,203 from 856 donors. In comparison, the 2010-2011 end-of-year appeal raised a total of $41,985 from 395 donors.

Of the 10,135 individuals solicited, 856 individuals had responded (8.45 percent) as of 3/23/12, with an average gift of $73.66. 695 of these donors (81.2 percent) increased their Children's Fund giving from their previous year, with 660 donors (77.1 percent) renewing their support after at least one year of non-giving. 121 donors (14.1 percent) made a renewal gift at the same level as last year. Donors who increased their support did so by an average of $65.67 over their previous year's total given for Children's Fund.

The summer Kiwanis Children’s Fund/Sustaining Donor individual appeal is scheduled for May and June 2012. Staff plans to conduct this appeal primarily...
by email to keep costs to a minimum and reach as many prospective donors as possible. Direct mail will be used in a highly targeted fashion to solicit only those individuals who are likely to give generously given their linkage to the foundation (e.g. loyal past donors, Life Members and Legion of Honor recipients).

MAJOR/PLANNED GIVING
From 10/1/2011-2/29/2012, Matt Morris, Major/Planned Gifts Officer, made 288 substantive contacts to build and sustain relationships with foundation donors and prospective donors. These contacts were made for introductory/discovery meetings, cultivation and solicitation of gifts, as well as stewardship of relationships with donors.

Ann Updegraff Spleth, Chief Operating Officer, is slightly less active in fundraising due to administrative responsibilities now that oversight of The Eliminate Project resides in the foundation. However, she continues to meet with donors, participate in The Eliminate Project Lead and Major Gifts initiative, and accept speaking engagements with Kiwanis clubs, districts and organizations on behalf of the foundation and The Eliminate Project. Ann takes the opportunity to meet with donors and prospects while fulfilling these speaking opportunities, in addition to making targeted visits strictly for gift cultivation and solicitation. Recent engagements have included speaking at the SLKP event and the YCPO meeting in Indianapolis, visits with several Central Indiana clubs, Oklahoma City, and Bowling Green and Lexington, Kentucky. Ann continues to be in touch with prospects who are considering gifts to the foundation and The Eliminate Project; staying in regular touch with them to address questions and provide information.

Matt has completed these development trips during the past two months:

- January: New Orleans (multiple meetings during Council); northern and southern Indiana
- February: Richmond and Fredericksburg, VA (including meeting with Capital District Foundation); Champaign/Urbana, IL; northern Indiana.

The Eliminate Project Site Visits
Ann led The Eliminate Project site visit to Sierra Leone in November 2011, resulting in several Lead and Major Gift commitments to the project. Matt will lead the delegation to the Philippines, April 2012.

Gifts Cultivated/Solicited
Staff is continuing the process of documenting the progress of major and planned gift cultivation and solicitation in Raiser’s Edge. Matt currently has written proposals for planned gifts totaling approximately $900,000 in Raiser’s Edge. Additionally, documented planned gift expectancies include: $30,000
annually in perpetuity from a trust, $70,000 from IRA, and $250,000 from annuity. Ann has several solicitations pending with the amount totaling $1,300,000.

**Donor Portfolios**
The development of donor “portfolios”—a researched list of donors and prospective donors on whom staff will focus—has been completed for Matt and Ann. These lists enable us to be more strategic in managing important major and planned gift relationships. Matt’s list currently has 195 individuals to evaluate, cultivate, solicit and steward. Ann’s portfolio has approximately 75 individuals. Staff member Julie Taylor and Matt are working together to manage Ann’s travel plans surrounding important relationships. Donor meetings and solicitation proposals are being documented in Raiser’s Edge.

**Planned Gift Mailing**
Follow-up discussions continue as the results of the November mailing of a postcard focusing on charitable bequests. Additional copies of the postcard have been helpful as a leave-behind piece on initial visits with prospective donors.

**Webinar**
On January 21, staff presented the webinar, “Kiwanis philanthropy: The impact of charitable giving.” Approximately two dozen individuals participated. Staff will inquire into presenting additional webinars for the next administrative year.

**Cunat International Scholarships and Linda Canaday Memorial Scholarship**
Information regarding these scholarships, benefiting Key Club and CKI members, has been posted on the Key Club and CKI websites and promoted via their newsletters and networks. Applications for the Cunat scholarships are due April 15 and for the Canaday scholarship June 15.

**DASHBOARD UPDATE**

<table>
<thead>
<tr>
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<tr>
<td>Kiwanis International Foundation</td>
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<td>Total dollars from individuals to the foundation</td>
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<td>Number of new Zeller Fellowships</td>
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<tr>
<td>Total dollars for bequests</td>
<td>$22,601</td>
<td>$65,670</td>
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<tr>
<td>Total dollars to The Eliminate Project to date</td>
<td>$3,915,171</td>
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**District Chair Training**
We are ready to begin the Kiwanis International Foundation district chair training conference April 21-23, 2012. There are eight new foundation district chairs attending the training.

**Technology Update**
Since going live with The Raiser’s Edge, our new database, in October 2011, staff has worked diligently to learn the capabilities of this new tool. On March 1st, we began using new Internet donation forms that are directly connected to the database. The next and final project with the database conversion is to have the Kiwanis International database, Personify, and the foundation’s database, Raiser’s Edge, sync each week to enable us to capture any changes in member information. A program is being written to facilitate this.
In January 2012, the foundation went live with a smart phone mobile application so that donors may contribute straight from their phone.

**Foundation’s future planning**
Chief Operating Officer Ann Updegraff Spleth will be meeting in late April with the Kiwanis International Foundation Executive Committee for preliminary conversations regarding the future direction of the foundation. A broader discussion of the same topic will occur at the Board of Trustees meeting in June.

**Convention Information**
For the first time, a Conference of Kiwanis foundations will be held on the opening day of the convention. Kiwanis club, district and international foundations have been invited to attend. We are excited about the opportunity to gather and support one another, and to experience the width and breadth of Kiwanis philanthropy.

Staff continues to plan the Kiwanis International Foundation presence at the international convention in New Orleans. As with last year, an annual meeting of the foundation will be conducted during one of the general sessions. This will include a presentation by board leadership, awarding of recognition, and communication of the foundation’s mission. Additionally, staff is working with the Kiwanis International Communications and Marketing staff for a visible presence in the exhibit hall. Invitations will be sent for the traditional major donor reception. Major donors will also be invited to view the Superstar concert with reserved seating after the reception. Staff is helping leadership prepare for
the foundation board meeting.

Grants
The Kiwanis International Foundation funded the following programs for the 2010-2011 year.

- Grants - $489,743 (including allocation grant to Kiwanis International)
- Disaster Grants - $136,397.29
- District Matching Scholarships - $39,000
- Connelly Savings Bonds - $2,000
- District Grant – $10,340 (5% of Annual Club Gift funds given back to districts for honors reception)

Respectfully submitted,

Peter Mancuso, President-elect
Kiwanis International Foundation
The Circle K International Board is continuing its year of excellent leadership, responsibility and accountability. Circle K and Kiwanis are both fortunate to have such dedicated leadership to lead Circle K. Kudos also to the staff for the great work they are doing for Circle K.

The board and staff continue to plan out the remainder of the year amid the changing leadership with the new class of Governors being recently elected from the districts. It is now the task of staff and the board to make sure that the new district leadership is trained and given the right information, tools, and help to become great district leaders.

At its last meeting, the Circle K Board was given the task of reporting the new Circle K by-law changes and election process changes made to make sure that we have finally will have elections proceed with credible candidates for each position and that we will no longer see “no confidence” on the ballot. This has happened and we look forward to a great ICON and election process in New Orleans.

The board is excited about the GATC Training coming up in April and is in constant contact with the new Governors to make sure they are there to receive the much needed training. Staff is arranging the event and making sure that as many district administrators are present as possible. The board is actively registering members to attend LSSP preceding ICON in New Orleans. The board is proactively following the new plan to attract viable candidates for International Office and is in contact with their regions now to make that happen.

The board has been very active in attending the DCONS in their regions. I have heard nothing but glowing reports from governors. There has been a great effort to show the districts who the board is, what they do, and how they can be of help to the districts.

The board continues to promote the Kiwanis Family Relations program, growth, international membership, and continue to work on their long range strategic plan.

I have been most impressed with the way the Board and staff has dealt with the many issues or problems that arise during the year. They never lose their focus on what is best for Circle K and why Circle K exist.

Remember, the better we stay in touch with our youth leadership—the more they are apt to remain in the Kiwanis Family and become Kiwanians.

Respectfully submitted,
Johnny Johnson
Circle K International Counselor
Mission Statement:
Key Club is an international student-led organization which provides its members with opportunities to provide service, build character and develop leadership.

Membership Update

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<th>2011-2012 Year to Date</th>
<th>2010-2011 Year End</th>
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<td>New Charters Issued</td>
<td>224</td>
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<td>Membership</td>
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The Key Club International Board continues to work diligently on its strategic goals under the leadership of President Annie Lewandowski. Board members successfully completed their first set of objectives and have been provided new objectives for the remainder of the year. These objectives, from the Key Club International Strategic Plan, include:

Leadership Committee
1. Create a Key Club Advisor training PowerPoint or video that corresponds with the handbook. (Critical Issue 1.3)
2. Create a Key Club 101 Workshop for each district to use at its district convention if that district’s board so chooses. (Critical Issue 6.2)
3. Create Key Solutions for all district officer positions including Lieutenant Governor, Secretary, Treasurer, and Secretary-Treasurer. (Critical Issue 6.2)
4. Create a guide for simple service projects to be performed by Key Clubbers in conjunction with other members of the Kiwanis Family to benefit the ELIMINATE Project titled “Kiwanis Family ELIMINATE Service Projects in a Can”. (Critical Issues 3.2 & 6.2)
Communications Committee
1. Revise all current Key Solutions on the Key Club International website. (Critical Issue 6.1)
2. Create a Kiwanis One Day Guide complete with service ideas to perform with Kiwanis Family members and explain its significance as well as promote the event. (Critical Issue 6.2)
3. Promote the Kiwanis Service Source through a promotional resource and encourage members to submit service project ideas to further its success as a resource to the entire Kiwanis Family. (Critical Issue 8.1)

Committee of Committee Chairs
1. Define the Leadership and Communications International Committees to be used as a resource for future International Boards, if they so choose, and as an informational guide for Key Club members. (Critical Issue 6.2)
2. Define the role of a committee chair to be used as an informational guide for future committee chairs. (Critical Issue 6.2)

International Convention

The Key Club International Board, in partnership with KCI staff members, is finalizing the details of the Key Club International Convention in Orlando, Florida, July 4-8, 2012.

Thank you for allowing me to serve these amazing young adults!

Serving with our Service Leaders,

Sue Petrisin
Sue Petrisin, Trustee
Kiwanis International
Counselor to Key Club International
I was invited to attend the Service Leadership and Kiwanis Programs (SLKP) Conference in Indianapolis in January. This was a great experience and also very instructive.

In a meeting with Jan Radon, Chairman of the Youth Committee KI-EF, and member Henk Oostdam, I informed them about several possibilities and options and the way SLP is organized in the USA and Canada.

It is important to consider that the social system in Europe is completely different from USA and Canada and that a simple introduction of existing Service Leadership Programs (SLP) will not be possible. However, in our opinion, there are several possibilities! The committee is currently looking into this matter and will report and propose a course of action to the Kiwanis International-European Federation (KI-EF) Board.

Jan Radon reported to the KI Board about the European Service Leadership Programs:

**Kiwanis Junior:**
The Italy-San Marino District leadership stated its opinion and thinks that Kiwanis Junior is needed and when they grew up they become Kiwanians. In The Netherlands District, Kiwanis Junior is transformed to Young Professionals because they want to be recognized as Kiwanians.
The Kiwanis International Board urges us to research how to transit Kiwanis Junior clubs to Kiwanis clubs. The Netherlands District has chosen a good alternative. Members of young professions clubs are Kiwanians and pay their dues.

Herman Pittomvils (bylaws advisor of the KI-EF Board) wrote a letter about this Kiwanis Junior/SLP matter in how we should act regarding the SLP program in Europe, sending it to all the board members.

In July, a youth camp is organized in Poznan, Poland with juniors from several Kiwanis nations and districts. A convention will be part of the program and proposals for the future may be expected.

In general, I can report that discussions about SLP in Europe are now more actual. It might be wise to implement a chapter in the upcoming agreement between KI and KI-EF about SLP in Europe.

Respectfully submitted,
Sjoerd R.J. Timmermans
Service Leadership Programs-Europe Representative
President Alan Penn said “children are 19 percent of our world’s population, but 100 percent of our future.” Kiwanis members have been making a difference in the lives of children, families and their communities since 1915.”

There are 227,000 adult Kiwanis members around the world; the average age is around 60. If we do not have new blood, what will be our Kiwanis’ future? There are 13,500 members in Circle K (see attached charts). There are 262,000 Key Club members. When they graduate from school, say after eight to ten years, we can invite them again to join Kiwanis. This is our new blood, our seed. So, I am here today to request our fellow ASPAC Kiwanians, all the distinguished leaders, and staff, we need to catch these Service Leadership Programs members with them, to work for our future.

Thank you for your attention.

Respectfully submitted,

Wen-Pen Su, Representative
Kiwanis Asia-Pacific
### SLPS in Asia Pacific Region

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<th>Builders Club</th>
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Alan Penn said:

"Children are 19% of our world's population but 100% of our future.
Kiwianis members have been Making A Difference in the lives of children, families, and their communities since 1915."

### SLP update

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SLP Charters as of date:

- Philippine Luzon 1 Kids 1 Circle K
- Philippine South 1 Key Club
- Korea 1 Key Club
Dear President Alan, honoured board members and guests,

Once again I will thank you for allowing me to attend your board meeting, and I must say that I am looking forward with great expectation to the outcome of these meetings.

The following will describe to you the activities of the European Federation since the last KI board meeting on our “main” subjects:

1. GROWTH
As you know we have some “guiding-lights” in KIEF when it comes to creation and the life within our clubs. We concentrate on QUALITY, not QUANTITY. We feel that new clubs shall have 20 members as their goal. This shall not exclude the possibility to let them charter at 15 members, but still the goal of creation shall be 20 or more. In order to obtain diversity in our clubs we have focused on both female membership as well as young professionals.
I am proud to say that our districts, nations and clubs are working well. In my January report I reported that we have built six new clubs.

Since January we have built three more clubs in Europe, one in Belgium/Luxembourg, one in Italy/San Marino and finally one in Switzerland/Liechtenstein. Together this brings us 66 new Kiwanis members. And as we all know this means MORE HANDS TO PROVIDE MORE SERVICE.

2. EDUCATION
In order to educate an officer group we have a policy to include not only the District Governor-elect but also the secretary, treasurer and chief trainer in our District Officers Training. At the DOT-conference held in Prague on Jan. 28 we had 60 participants and the evaluation form was very positive.

The representatives and assistants from the European Kiwanis Nations are also invited to training conferences. We also offer pilot programs to assist the incoming leaders in the local training efforts.

3. COMMUNICATION
In this term we include branding, marketing and public relations. We have continued to improve our website: www.kiwanis.eu and we find that the interest around our European “Flash” letter is very good. In both these medias the districts and clubs are invited to include all news about activities.

4. SERVICE
In Europe we are still struggling with the implementation of KI branded service leadership programs and projects. The reason for this is that the European school system is very different than the American system, and another reason is that in our “socialist” Europe the nature and the needs for service initiatives are different from those in the USA. In spite of this we are certain that our districts and clubs in Europe will support the Eliminate world service project.
All the above is well and I regret that we also have something else to report:

**WORKING RELATIONSHIP KI - KIEF**

I have to report that the second quarter of this Kiwanis year has proved to be a very challenging period for KIEF. This relates to the following matters:

- From the start of the year where we had a fresh KI/KIEF agreement in hand, many things have changed. Even though we had full consensus of the details of the signed agreement we experience now that KI is changing the rules of the game as we are moving forward.

- With the result that the organization experienced last year, we can of course understand that we need to save money and “turn every dollar before spending it”. Even though we are prepared to take our share of the necessary savings, there still has to be a two-part agreement before decisions like these is made.

- According to the agreement the financial basis of all the tasks that KIEF shall perform for KI in the Europe Region, is four equal quarterly payments when our reports have been submitted to KI. We experience now that KI is holding back the funds for the 4th quarter of 2010-11.

- Holding back the 4th installment of the 2010-11 Kiwanis year, leaves KIEF in a difficult situation with very bad liquidity, we are unable to fulfil our obligations, and to reimburse the officers expense sheets.

- With the decision that the agreement of Feb-2011 shall be terminated by Sep. 30 an even stronger feeling of uncertainty is spreading within KIEF. What will happen next year? President-elect Ernst is busy planning his year with activities and programs. It is difficult for him to make a budget when the revenues are unknown.

- President Alan has informed us that a new agreement will be signed in the coming months. We are puzzled to the need for a new agreement when only a small part of it has to be renegotiated.

**PROCEDURE 203 – ICELAND / FAROES**

Another matter that is causing much distress in KI-EF is the degrading of Iceland-Faroes from “full district to “district in formation” status. This little island, that in so many speeches has been held up as the success district of Kiwanis, after 40 years of full district status is very disappointed by the act that happened in January. Their major loss of members caused by the finance crisis was dealt with in an admirable way of our Icelandic Kiwanis friends. Having worked their way up again, coming this close to the 1000 members mark, only missing 21 names, they think it is an unjust and wrong decision. See also their report on the matter. The entire KIEF Board is standing behind our resolution asking for and supporting a revision of the decision from New Orleans in January 2012.

Respectfully submitted,
Paul Inge Paulsen
KI-EF President
Kiwanis Asia-Pacific has enjoyed a relatively good first half of our term!

I must say that leaders, committee chairs, Kiwanis Asia-Pacific trustees and Kiwanis International have all played a very active role for the past several months.

**GROWTH**, Kiwanis Asia-Pacific is leading in the Kiwanis family. We have sponsored 22 new clubs. Korea, too, is back to full district status.

**LEADERSHIP TRAINING**, Kiwanis Asia-Pacific held a Nations’ Growth Summit in March and our regional training is scheduled in May in Taiwan.

**SERVICE LEADERSHIP PROGRAMS (SLP)** - More than 10 new SLP clubs were formed.

**THE ELIMINATE PROJECT** – For the latest update recorded for the Asia-Pacific region, Australia is second in our Kiwanis world in Model Clubs and currently has the highest per member giving average of any district in the world. Taiwan has the most Zeller fellows of any district which is more than double the number of any single district. Asia-Pacific 3 region (Malaysia, New Zealand-South Pacific, and Australia) has the highest per member giving average of all 12 regions for the campaign.

**BYLAWS and REGULATIONS** – The bylaw committee has been communicating and compiled a few changes to our bylaws for the board to consider and then tabled at the convention.

**CONVENTION** – The Kiwanis Asia-Pacific Convention was held in Colombo, Sri Lanka from 15th March – 17th March.

Thank you!

Respectfully submitted,

Adeline Chan, Representative
Kiwanis Asia-Pacific
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MINUTES OF THE MEETING OF
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

January 12-16, 2012

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<td>APPOINTMENT OF 2012-13 BOARD COUNSELORS TO CIRCLE K INTERNATIONAL, KEY CLUB INTERNATIONAL, and KEY LEADER</td>
<td>14</td>
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<td>UPDATE “KIWANIS JUNIOR” REFERENCES REMAINING IN POLICIES AND PROCEDURES</td>
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<td>DISTRICT BYLAW AMENDMENT CONCERNS</td>
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MINUTES OF THE

MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

January 12-16, 2012

The meeting of the Board of Trustees of Kiwanis International was held in New Orleans, Louisiana, January 12-16, 2012. Those present were: Alan Penn, President; Sylvester Neal, Immediate Past President; Thomas E. DeJulio, President-Elect; Gunter Gasser, Vice President; Stan D. Soderstrom, Executive Director; and John R. Button, Jane E. Erickson, Pam Fleming, Clinton Green, Pietro Grasso, Stephen T. Hill, John M. Johnson, Oscar E. Knight, Lee Kuan Yong, Warren F. Mitchell, Susan A. Petrisin, Jerome E. Peuler, Jr., Stewart Ross, Sjoerd R.J. Timmermans, Trustees. Absent: Wen-Pin Su, Trustee. Guests: Peter Mancuso, President-Elect, Kiwanis International Foundation; Paul Inge Paulsen, President and Ernst von Weppen, President-elect, Kiwanis International-European Federation; Adeline Chan Sui Lee, Chair, Kiwanis Asia-Pacific; Annie Lewandowski, President, Circle K International; Steven Spriggs, President, Circle K International; Randy DeLay, Chair, The Eliminate Project Campaign Committee; and Gerald P. Christiano, Past International President.
The Kiwanis International Board meeting was called to order by President Alan Penn on Monday, January 16, 2012 at 9:00 a.m. in New Orleans, Louisiana.

The following reports were received:

**REPORT OF THE PRESIDENT**
The Report of the President, Alan Penn is attached as Tab 01.

**REPORT OF THE PRESIDENT-ELECT**
The Report of the President-Elect Thomas E. DeJulio, is attached as Tab 02.

**REPORT OF THE VICE PRESIDENT**
The Report of the Vice President, Gunter Gasser, 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 KIWANIS INTERNATIONAL FOUNDATION REPRESENTATIVE**
The Report of the Kiwanis International Foundation Representative, Peter Mancuso, is attached as Tab 06.

**REPORT OF THE BOARD COUNSELOR TO CIRCLE K INTERNATIONAL**
The Report of the Board Counselor to Circle K International, John M. Johnson, is attached as Tab 07.

**REPORT OF THE BOARD COUNSELOR TO KEY CLUB INTERNATIONAL**
The Report of the Board Counselor to Key Club International, Sue Petrisin, is attached as Tab 08.

**REPORT OF THE BOARD COUNSELOR TO KEY LEADER**
The Report of the Board Counselor to Key Leader, Oscar E. Knight, III, is attached as Tab 09.

**REPORT OF THE BOARD COUNSELOR TO SERVICE LEADERSHIP PROGRAMS-EUROPE**
The Report of the Board Counselor to Service Leadership Programs–Europe, Sjoerd R.J. Timmermans, is attached as Tab 10.
REPORT OF THE BOARD COUNSELOR TO SERVICE LEADERSHIP PROGRAMS-ASIA-PACIFIC
The Report of the Board Counselor to Service Leadership Programs–Asia-Pacific, Wen-Pen Su, is attached as Tab 11.

REPORT OF THE KIWANIS INTERNATIONAL-EUROPEAN FEDERATION PRESIDENT
The Report of the Kiwanis International-European Federation President, Paul Inge Paulsen, is attached as Tab 12.

REPORT OF THE KIWANIS ASIA-PACIFIC CHAIR
The Report of the Kiwanis Asia-Pacific Chair, Adeline Chan Sui Lee, is attached as Tab 13.

APPROVAL OF OCTOBER 12-16, 2011 MINUTES
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the minutes of the Board Meeting held October 12-16, 2011 in Indianapolis, Indiana, as shown in Tab 14.

APPOINTMENT OF 2012-13 BOARD COUNSELORS TO CIRCLE K INTERNATIONAL, KEY CLUB INTERNATIONAL, and KEY LEADER
Upon motion duly made, supported, and carried it was:

RESOLVED, That Jane M. Erickson be appointed as 2012-13 Board Counselor to Circle K International, that Warren F. Mitchell be appointed as 2012-13 Board Counselor to Key Club International, and that Stephen T. Hill be appointed as 2012-13 Board Counselor to Key Leader.

REPORT OF THE ELIMINATE PROJECT CAMPAIGN COMMITTEE
Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the Report of the Eliminate Project Campaign Committee presented by Chairman Randolph DeLay, as shown in Tab 15.
REPORT OF THE EXECUTIVE COMMITTEE

The Report of the 2011-12 Executive Committee, Alan Penn, Chairman, was presented. (Tab 16)

No action was taken.

This completed the action of the Executive Committee and the report was accepted.

REPORT OF BOARD COMMITTEE ON EDUCATION

The Report of the 2011-12 Board Committee on Education, Stewart Ross, Chairman, was presented. (Tab 17)

IMPLEMENTATION STRATEGY FOR REQUIRED CLUB LEADERSHIP EDUCATION

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the report titled “Club Leadership Education: Implementation Plan for New Attendance Requirements” (as shown in Consent Report-Exhibit A) and adopts the two recommendations proposed within the report, which are:

To develop a Request for Proposal to determine the costs of either updating existing online education materials or developing new online education materials for the club president and the club secretary. This will be handled by Staff, and does not include or authorize any expenditure.

To refocus Club Leadership Education on the position of club president, with club secretaries to receive their education through separate education experiences.

TASK FORCE: KIWANIS INSTITUTE ON VOLUNTEERISM

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board recommends to each President that the Chairman of the Board Committee on Education be appointed annually as the Board liaison to the Task Force for the Kiwanis Institute on Volunteerism, so long as the task force continues to exist.
FURTHER RESOLVED, That the Kiwanis International Board recommends the name of the group be changed to the Task Force on the Kiwanis Institute.

This completed the action of the Board Committee on Education and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

The Report of the 2011-12 Board Committee on Membership, John R. Button, Chairman, was presented. (Tab 18)

ADMINISTRATIVE ACTION REPORT

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the Administrative Action Report as presented Consent Report-Exhibit A.

KIWANIS INTERNATIONAL BOARD PROCEDURE 203 – DISTRICT STATUS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves changes to Procedure 203 – District Status, as shown in Action Report-Exhibit A, effective immediately, and requests that the Executive Director notify appropriate district leadership of any changes to a district’s status resulting from these changes.

RECOMMENDATIONS FOR REVISIONS TO DISTRICTS’ ROLES, STRUCTURE AND FUNCTION

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the following concepts clarifying the role of districts and refers them to the Board Committee on Governance for necessary revisions to the appropriate governing documents:

1. Support and strengthen existing clubs;
2. Open new clubs;
3. Deliver Kiwanis education to all clubs, in conjunction with Kiwanis International; and
4. Deliver Service Leadership Programs and Global Campaign for Children programming to and through clubs.
FURTHER RESOLVED, That the Kiwanis International Board approves revisions to Kiwanis International Procedure 220.2 - Structure [of District Committees], as outlined below. The Board also wishes to note that districts still have the option to appoint committees in addition to those now required below.

220.2 – Structure Standing Committees

A. Standing Committees: The basic committee structure may include the following standing committees: Districts shall have standing committees on: (1/92) (10/01)

Administrative Committees:
1. Achievement
2. Administration
3. Conventions
4. Finance and Fund-Raising
5. Fund Raising
6. Laws and Regulations Bylaws and Policies
7. Membership Growth and Orientation
8. New Club Building
9. Past District Governors
10. Public Relations
11. Resolutions
12. Education and Club Development Kiwanis Education

Service Committees:
13. Community Services Service
14. Human and Spiritual Values
15. Young Children: Priority One
16. Youth Services

Sponsored Programs Committees (in districts where appropriate):
17. Aktion Club
18. Builders Club
19. Circle K
20. Key Club
21. Kiwanis Junior
22. K-Kids Kiwanis Kids
23. Key Leader
24. Children and Youth Services
Ohio District Request for Approval of New Club Building Director Position and Funding Mechanism

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board declines the request from the Ohio District to financially support a new club building position.

District Matching Grant Program

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves the District Matching Grant request from the New Zealand-South Pacific District for training on new club building, in the amount not to exceed USD$5,522.

Report on India

Upon motion duly made, supported, and carried it was:

RESOLVED, That, in compliance with Kiwanis International Bylaws Article IV, Section 3 regarding pilot programs, the Kiwanis International Board approves an annual club fee for all Kiwanis clubs in India, to be calculated at the rate of 1,000 rupees per member.

Kiwanis Campaign for Growth

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board requests the Executive Director and Staff to develop a comprehensive proposal of a Kiwanis Campaign for Growth, emphasizing new club building, for review at its April 2012 Board meeting.

This completed the action of the Board Committee on Membership and the report was accepted.

Report of the Board Committee on Governance

The Report of the 2011-12 Board Committee on Governance, Jerome E. Peuler Jr., Chairman, was presented. (Tab 19)
**Update “Kiwanis Junior” References Remaining in Policies and Procedures**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board approves revisions to various policies and procedures referring to Kiwanis Junior, as shown in Consent Report-Exhibit A.

**District Bylaw Amendment Concerns**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board approves the amendment to Article V, Section 3, of the New England District bylaws, provided the wording is adjusted as shown below to meet the district’s intention that background checks are required *only* for the Governor and Governor-elect, not for all district officers:

Each district officer shall be an active or senior member in good standing in a club of the district. Each Lieutenant Governor shall be from a club in the division from which elected. The Governor and Governor-elect shall have and maintain a clear criminal history background check conducted and verified by Kiwanis International.

**Task Force on Governing Documents**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board accepts the Report of the Task Force on Governing Documents dated November 9, 2011, as shown in Consent Report-Exhibit B.

**International Committee on Resolutions and Bylaws**

Upon motion duly made, supported, and carried it was:

**RESOLVED,** That the Kiwanis International Board accepts the Report of the International Committee on Resolutions and Bylaws dated December 1, 2011, as shown in Consent Report-Exhibit C.
PROPOSED AMENDMENTS TO THE KIWANIS INTERNATIONAL BYLAWS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board presents the amendments to the International Bylaws, as shown in Action Report-Exhibit A, to the House of Delegates at the 2012 International convention for adoption.

REPORT OF THE BOARD COMMITTEE ON AUDIT AND FINANCE

The Report of the 2011-12 Board Committee on Audit and Finance, Gunter Gasser, Chairman, was presented. (Tab 20)

REVIEW OF SEPTEMBER 2011 FINANCIAL SUMMARY

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the September 2011 Financial Summary, as shown in Consent Report-Exhibit A. (NOTE: This exhibit is not attached to the report in New Orleans but will be attached to the final report. This exhibit was emailed to the entire Board prior to the Board Meeting).

NOVEMBER 2011 YTD BUDGET VS. ACTUAL

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board accepts the November 2011 Financial Summary.

This completed the action of the Board Committee on Audit and Finance and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON COMMUNICATIONS AND MARKETING

The Report of the 2011-12 Board Committee on Communications and Marketing, Pam Fleming, Chairman, was presented. (Tab 21)
MARKETING AND PUBLIC RELATIONS SUPPORT FOR KIWANIS CLUBS AND DISTRICTS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board, through the Board Committee on Communications and Marketing and Staff, develops a plan and budget for localized public relations, marketing tools, and educational support, in order to implement a clear, well-articulated brand identity in Kiwanis communities throughout the world.

ANNIVERSARY OF WOMEN IN KIWANIS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board supports plans and appropriate funds, not to exceed US$30,000, for the celebration of the 25th anniversary of women in Kiwanis.

This completed the action of the Board Committee on Communications and Marketing and the report was accepted.

REPORT OF THE BOARD COMMITTEE ON PROGRAMS

The Report of the 2011-12 Board Committee on Programs, Oscar E. Knight III, Chairman, was presented. (Tab 21)

INTERNATIONAL GROWTH STRATEGIES FOR SLP

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board requests Staff to research the type and amount of support that leaders outside North America want for Service Leadership Programs and report back to the Programs Committee at the April 2012 Board meeting.

This completed the action of the Board Committee on Programs and the report was accepted.

SPECIAL STUDY GROUP FOR CLUB CONVENTION FEE AND ANNUAL CLUB FEE

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board approves a special study group to consider the separate matters of: (a) implementing an annual club fee to help fund the Kiwanis International Convention; and (b) implementing an annual club fee in lieu of
per-member dues. The study group will be composed of Board members Steve Hill (Chairman), Sjoerd Timmermans, and Johnny Johnson, with the assistance of Staff). It is requested to report its findings and recommendations no later than the April 2012 Board meeting.

EVALUATION OF INTERNATIONAL OFFICE OPERATIONS

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board directs Staff to develop and send a “Request for Proposal” to hire a management consulting firm to evaluate the efficiency of Kiwanis International office operations, with proposals to be returned for review at the April 2012 Board meeting.

DELAY OF RATE INCREASE FOR KIWANIS INTERNATIONAL CONVENTION

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board extends the earliest registration fees for the 2012 Kiwanis International Convention to be valid up to and including March 20, 2012, to allow attendance promotion at district midyear conventions before the rates increase.

NEXT BOARD MEETING – APRIL 17-22, 2012

The next meeting of the Board of Trustees will be April 17-22, 2012 in Indianapolis, Indiana.

The meeting adjourned sine die on Monday, January 17, 2012, at 12:30 p.m.
MINUTES OF THE
MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

March 15, 2012

A telephone conference call was held by the 2011-12 Kiwanis International Board on Thursday, March 15, 2012. Those present were: Alan Penn, President; Sylvester Neal, Immediate Past President; Thomas E. DeJulio, President-Elect; Gunter Gasser, Vice President; Stan D. Soderstrom, Executive Director; and John R. Button, Jane E. Erickson, Pam Fleming, Clinton Green, Pietro Grasso, Stephen T. Hill, John M. Johnson, Oscar E. Knight, Lee Kuan Yong, Warren F. Mitchell, Jerome E. Peuler, Jr., Stewart Ross, Wen-Pin Su, Sjoerd R.J. Timmermans. Those not present were: Susan A. Petrisin, Trustee.

The meeting was called to order by President Alan Penn on Thursday, March 15, 2012, at 1:00 p.m. (U.S. Eastern Standard Time).

KIWANIS INTERNATIONAL-EUROPEAN FEDERATION AGREEMENT

Upon motion duly made, supported, and carried it was:

RESOLVED, That the Kiwanis International Board notifies the Kiwanis International-European Federation Officers and Board that it intends to allow the current agreement to expire as of September 30, 2012, and that the Kiwanis International Board intends to initiate negotiations with the Kiwanis International-European Federation Officers and Board to construct a new agreement that recognizes the aspects agreed upon and addresses the aspects disagreed upon.

(ADOPTED)

The meeting adjourned on Thursday, March 15, 2012 at 1:59 p.m. at the conclusion of the conference call.
2011-12 International Committee Updates
for April 2012 K.I. Board Meeting

Task Force on Kiwanis Institute

Chair--previously approved:
Steve Siemens, Nebraska-Iowa

Confirmed Members for approval at this Board Meeting:
Ralph Castellan, Norden
Maria Chee, Malaysia
Ron Smith, Southwest
Rose Ann Dodson, Southwest
Jay McLaren, Eastern Canada & Caribbean

Task Force DELTA

Disbanded
The fourteenth campaign progress report provides an overview of the campaign’s recent accomplishments, a snapshot on funds raised to date, updates on major components of the campaign plan, and an outlook of the next several weeks. Within the last month, The Eliminate Project’s fundraising campaign primary goals were to focus on club coordinator recruitment and orientation, increasing communication in Asia Pacific and advancing the Model Club Challenge to secure 300 Model Clubs by the end of International Convention.

RECENT ACCOMPLISHMENTS

- Eliminated MNT in Burkina Faso.
- Raised US$989,648 since the last report, bringing the current total raised to US$10,339,196 for The Eliminate Project, surpassing the US$10 million benchmark.
- Recruited 81% of division coordinators and 7% of club coordinators which is approximately 530 club coordinators, bringing the total number of volunteers to more than 1,500 Kiwanis members who have committed to four years of volunteerism to eliminate maternal and neonatal tetanus.
- Secured 16 new Model Clubs within the last month for a total of 106 Model Clubs, which is an increase of 18% during the month of March. This provided US$495,750 in new funds from Model Club pledges. The total committed by all Model Clubs is more than US$2.8 million.
- Launched the International Women’s Day/Mother’s Day initiative for The Eliminate Project and awarded an early total of 80 Mother’s Day Zellers in March.
- Secured and cultivated the delegation of prospective Lead Gift donors for the donor field visit in the Philippines.
- Completed midyear/mid-winter season which consisted of 38 events that enabled volunteer leader recruitment and Model Clubs and 100K Club procurement.
- Finalized UNICEF National Committee Agreements in Australia and New Zealand.
- Promoted The Eliminate Project at the ASPAC Convention 2012 in Sri Lanka and in Taiwan through key events and strategic meetings.
- Provided a “Growth through The Eliminate Project” webinar to Kiwanis members.
- Included The Eliminate Project in Lieutenant Governor training.
<table>
<thead>
<tr>
<th>Funds Raised</th>
<th>Total</th>
<th>Increase Since February 29</th>
<th># Commitments (Documented and Verbal)</th>
<th>Avg. Gift Amount</th>
<th>% of Goal Attained</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Raised (Pledged or Paid)</td>
<td>$10,339,196</td>
<td>$989,648</td>
<td>6,175</td>
<td>$1,788</td>
<td>9.4%</td>
</tr>
<tr>
<td>KI Documented</td>
<td>$9,294,766</td>
<td>$1,268,123</td>
<td>6,138</td>
<td>$1,625</td>
<td>8.5%</td>
</tr>
<tr>
<td>KI Verbal</td>
<td>$44,430</td>
<td>N/A</td>
<td>37</td>
<td>$705</td>
<td>0%</td>
</tr>
<tr>
<td>US Fund for UNICEF</td>
<td>$1,000,000</td>
<td>0</td>
<td>1</td>
<td>$1,000,000</td>
<td>0.9%</td>
</tr>
<tr>
<td>Cash Paid</td>
<td>$4,637,882</td>
<td>$467,928</td>
<td>5,805</td>
<td>$799</td>
<td>34.2%</td>
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<table>
<thead>
<tr>
<th>Club Progress</th>
<th>Total</th>
<th>Increase Since February 29</th>
<th># Commitments (Documented and Verbal)</th>
<th>Avg. Gift Amount</th>
<th>New Commitments since February 29</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model Clubs</td>
<td>$2,836,270</td>
<td>$494,250</td>
<td>106</td>
<td>$26,757</td>
<td>16</td>
</tr>
<tr>
<td>100K Clubs</td>
<td>$1,300,000</td>
<td>$600,000</td>
<td>13</td>
<td>$100,000</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Individual Progress</th>
<th>Total</th>
<th>Increase Since February 29</th>
<th># Commitments (Documented and Verbal)</th>
<th>Avg. Gift Amount</th>
<th>New Commitments since February 29</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Gift Donors</td>
<td>$750,000</td>
<td>$0</td>
<td>6</td>
<td>$125,000</td>
<td>0</td>
</tr>
<tr>
<td>Major Gift Donors</td>
<td>$936,000</td>
<td>$100,000</td>
<td>33</td>
<td>$28,363</td>
<td>3</td>
</tr>
<tr>
<td>Zeller Fellows ($1,250+)</td>
<td>$2,679,425</td>
<td>$236,019</td>
<td>1,518</td>
<td>$1,765</td>
<td>180</td>
</tr>
</tbody>
</table>

*Zeller Fellows listed here are not Lead or Major Gift Donors
VOLUNTEER LEADERSHIP UPDATE

Overview

Campaign volunteers and leaders continue to build the campaign leadership team and are turning the focus to club coordinators. Campaign staff has partnered with volunteers to identify, approach and recruit new volunteers, concentrating on outreach to division coordinators. The team is now more than 1,500 members strong.

International committee members

- Vice chairmen
  - Continued to hold key strategic conversations with leaders in Asia Pacific to identify a vice chairman.

District coordinators

- Provided an orientation to John Howe, the new co-district coordinator in the Pacific Northwest district.
- Identified a new district coordinator for Kentucky-Tennessee, Sue Fleschner, after the resignation of Mark Garman.
- Began a search for the new district coordinator of Illinois-Eastern Iowa following the resignation of Nichole Swafford.

Multi-division coordinators

- Ninety-seven percent (97%) of multi-division coordinators have been recruited.
- Recruited five new multi-division coordinators: four in the Italy-San Marino district (replacing others) and one in the Louisiana-Mississippi-West Tennessee district.

Division coordinators

- Recruitment
  - Eighty-one percent (81%) of the 900 division coordinators were recruited as of April 15, 2012 consisting of an increase of 39 division coordinators in March.
- Orientations
  - Provided two division coordinator refresher webinar orientations to a cumulative audience of 111 attendees.
  - A total of 372 division coordinator orientations have been conducted or scheduled, which provides orientation to 50% of division coordinators recruited.

Club coordinators

- Seven percent (7%) of club coordinators have been recruited, which is more than 530 club coordinators
  - 19 districts, or roughly 40% of all districts, have more than 7% of club coordinators recruited in the district.
  - 20 divisions have 100% club coordinator recruitment.
- In partnership with the volunteer leaders, campaign area directors provided support and guidance to the volunteer leaders, guiding recruitment, volunteer education and offering fundraising specific to each district, division and club.
MODEL CLUB CHALLENGE

The Model Club Challenge is a goal to secure 300 Model Clubs by the completion of Kiwanis International Convention 2012 in order to ensure that a minimum of the US$14,000,000 benchmark is secured through Model Clubs. Campaign team members are working to secure these commitments each month. The campaign office provides resources and support to trustees, governors, coordinators and anyone else willing to participate in the Model Club Challenge.

Additionally, the following consists of the known challenges issued for the Model Club Challenge:

- Kiwanis International President Alan Penn challenged his class of governors in the form of a letter (see Appendix A) to secure their home clubs as Model Clubs. As of March 24, the campaign had received Model Club commitments from 16% of the class.
- Kiwanis International President-elect Tom DeJulio challenged his class of governors in the form of a letter (see Appendix B) to secure their home clubs as Model Clubs. As of March 24, the campaign had received Model Club commitments from 10% of the class.
- Past International President Dave Curry challenged his class of governors in the form of a letter (see Appendix C) to secure their home clubs as Model Clubs.

CLUB COORDINATOR RECRUITMENT SNAPSHOT BY REGION

<table>
<thead>
<tr>
<th>Region</th>
<th>Region Coordinator</th>
<th>Total club coordinators needed</th>
<th>Total club coordinators recruited as of 4/15/12</th>
<th>Percentage of recruitment goal attained by 4/15/12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asia Pacific 1</td>
<td>Chin-Hsiang Lu</td>
<td>318</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Asia Pacific 2</td>
<td>Taizo Yokoyama</td>
<td>245</td>
<td>24</td>
<td>9.8%</td>
</tr>
<tr>
<td>Asia Pacific 3</td>
<td>Peter Kimberley</td>
<td>166</td>
<td>53</td>
<td>31.9%</td>
</tr>
<tr>
<td>Europe 1</td>
<td>Jean Pierre Berton</td>
<td>391</td>
<td>27</td>
<td>6.9%</td>
</tr>
<tr>
<td>Europe 2</td>
<td>Peter Lux</td>
<td>443</td>
<td>22</td>
<td>5.0%</td>
</tr>
<tr>
<td>Europe 3</td>
<td>Filip Delanote</td>
<td>431</td>
<td>5</td>
<td>1.1%</td>
</tr>
<tr>
<td>Latin America</td>
<td>Aron Benzadon</td>
<td>84</td>
<td>12</td>
<td>27.9%</td>
</tr>
<tr>
<td>USA 1</td>
<td>Ellen Arnold</td>
<td>1,373</td>
<td>41</td>
<td>3.0%</td>
</tr>
<tr>
<td>USA 2</td>
<td>Wil Blechman</td>
<td>1,241</td>
<td>125</td>
<td>10.1%</td>
</tr>
<tr>
<td>USA 3</td>
<td>Milford Hanna</td>
<td>1,258</td>
<td>118</td>
<td>9.4%</td>
</tr>
<tr>
<td>USA 4</td>
<td>Patti Barsotti</td>
<td>1,325</td>
<td>111</td>
<td>8.4%</td>
</tr>
<tr>
<td>Canada &amp; Caribbean</td>
<td>Chuck McIlravey</td>
<td>302</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Progress</strong></td>
<td></td>
<td><strong>7,577</strong></td>
<td><strong>538</strong></td>
<td><strong>7.1%</strong></td>
</tr>
</tbody>
</table>
LEAD AND MAJOR GIFTS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ Total L/M Gifts Committed (Documented)</td>
<td>$1,531,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Documented)</td>
<td>34</td>
</tr>
<tr>
<td>$ Total L/M Gifts Committed (Verbal)</td>
<td>$155,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Verbal)</td>
<td>5</td>
</tr>
<tr>
<td>$ Total L/M Gifts Committed (Documented and Verbal)</td>
<td>$1,686,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Documented and Verbal)</td>
<td>39</td>
</tr>
<tr>
<td>$ Pending in Gift Decisions</td>
<td>$2,185,000</td>
</tr>
<tr>
<td># Pending Gift Decisions</td>
<td>14</td>
</tr>
<tr>
<td>$ Represented in Requests Scheduled</td>
<td>$1,700,000</td>
</tr>
<tr>
<td># L/M Gift Requests Scheduled</td>
<td>10</td>
</tr>
</tbody>
</table>

Lead and Major Gifts Committee
- Although the Lead and Major Gifts Committee is progressing well with activity increasing every month, we aim to increase the total monthly activity both in gift request and in cultivation activities. This month, the committee completed the following:
  - 3 gift requests
  - 13 cultivation activities
  - 11 new potential donors identified
- There are already 10 cultivation and gift request meetings scheduled to occur in April.
- The Lead and Major Gift initiative is now expanding to increase the level of activity. The campaign is piloting Access Teams in Florida, New Jersey/New York and Michigan to create subcommittees that can help identify prospective donors and develop a strategy that is led at a grassroots and personal level.

Donor field visit- Philippines
- The campaign is preparing six Lead Gift prospects on a donor field visit in late April.
- With three delegates from the Asia-Pacific region and one corporate representative, this delegation represents the diversity of the Kiwanis family. Each delegate has agreed to pay his/her own trip expense in full.
- The Kiwanis campaign team has collaborated with US Fund for UNICEF to coordinate all logistics for this spring donor field visit.

BUDGET AND FUNDING FLOWS
As of March 31, 2012*

<table>
<thead>
<tr>
<th>Year</th>
<th>YTD budget</th>
<th>YTD actual</th>
<th>Budget vs. actual over (Under)</th>
<th>YTD annual budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY 2010-2011</td>
<td>$858,339.95</td>
<td>$721,624.87</td>
<td>$(136,715.08)</td>
<td>$858,339.95</td>
</tr>
<tr>
<td>January 31, 2011</td>
<td>$656,928.90</td>
<td>$613,777.79</td>
<td>$(43,151.11)</td>
<td>$1,313,857.80</td>
</tr>
</tbody>
</table>
As of March 31, the campaign is under budget in the amount of US$179,866.19

Worldwide Report Day (WWRD) is scheduled for May 22, 2012. WWRD is a day in which our campaign District Coordinators collect reports from within his/her district and call in at scheduled times to report the total progress per district to the Campaign Chairman.

SERVICE LEADERS IN PHILANTHROPY (SLP) UPDATE

- The SLP Recognition Task Force has developed an SLP-specific recognition plan that has been approved by the Kiwanis International Foundation. The plan is currently being produced and will be rolled out and presented during the SLP International Conventions.
- All five SLP programs have started planning activities for The Eliminate Project:
  - A Builders Club Mother’s Day card contest has been initiated with all proceeds going towards The Eliminate Project. The Kiwanis Family Store is selling 1,000 cards with Builders Club artwork.
  - K-Kids has started the shoebox float contest with the theme of The Eliminate Project. Floats will be judged and presented during Kiwanis International Convention in New Orleans. Furthermore an art contest has started for artwork that will be used for placemats during SLP conventions and Kiwanis International Convention.
  - Circle K is currently preparing an International Philanthropy Contest to be presented during the CKI Convention.
  - Key Club sent out a follow-up email for Trick-or-Treat for UNICEF 2011 with tips on how to plan a spring fundraiser for The Eliminate Project. The text links to the many articles on the blog with Key Club activities.
  - Aktion Club is currently planning their fundraiser for The Eliminate Project during International Convention. Aktion Club Members will be crafting items (tissue flowers, felt roses) together with CKI and KCI alumni, which will be offered for donations at Kiwanis International Convention.
- In addition, the SLP Education and Outreach Task Force is currently finalizing the planning activities for Key Club International Convention and Circle K International Convention. The following activities are being planned:
  - Dance to Eliminate
  - Workshops and dinner presentations
  - Displays and service fair presentation
  - Video mash-up contest

SLP STATISTICS AND UPDATES

- The current SLP total giving is US$620,929 (4/13/2012) consisting of a blend of funds from Trick-or-Treat for UNICEF, general SLP fundraising events and the aforementioned fundraising programs sponsored by SLP programs.
- The totals for each SLP program are listed below:

<table>
<thead>
<tr>
<th>Total campaign expenses to date</th>
<th>$1,515,268.85</th>
<th>$1,335,402.66</th>
<th>$(179,866.19)</th>
<th>$2,172,197.75</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>The Eliminate Project fundraising operational budget is the total budget, not including CCS fees and district coordinator budgets.</em></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
COMMUNICATIONS UPDATE

*All activity was accomplished in partnership with the Communications team and IT team*

- Held a collaborative communications meeting with key members from the U.S. Fund for UNICEF on March 6 to determine the next steps of campaign communications strategy, including messaging style guides, public relations and merchandising.
- Distributed club coordinator orientation kits to division coordinators worldwide.
- Communicated campaign messages and updates through existing channels:
  - Weekly update newsletter to region coordinators
  - Campaign Chairman Update in Dateline, sent monthly
  - The Eliminate Project monthly newsletter, sent monthly
  - KI Update, sent monthly
  - Blog posts, including guest blogs from campaign leaders
- Established weekly region-wide newsletters for all four USA regions.
- Prepared the first monthly newsletters for Europe and Asia Pacific in all needed languages.
- Created new resources to support volunteer presentations and advocacy in their local communities:
  - Created and posted a template for volunteers to create business cards and name badges.
  - In partnership with USF, shared a set of information about elimination progress.
- Continued promotion of the 2012 Mother’s Day/International Women’s Day Zeller.
  - Distributed a second electronic postcard to more than 20,350 Kiwanis-family members on March 20.
  - In response, received more than 770 visits in one day to the Mother’s Day webpage.
  - As of April 3, recorded pledges from 66 Mother's Day Zellers totaling $82,500. We anticipate an increase as Mother’s Day approaches on May 13.
- Updated The Eliminate Project website.
  - Posted electronic copies of the club coordinator orientation materials in English to the Campaign Resource Center.
  - Conducted a soft launch of the campaign Progress Page, and shared these pages with campaign leaders for feedback. The Progress Page will officially launch to a public audience in late April.

<table>
<thead>
<tr>
<th>SLP Program</th>
<th>Total funds raised</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aktion Club</td>
<td>$6,618.20</td>
</tr>
<tr>
<td>Kiwanis Kids</td>
<td>$28,607.12</td>
</tr>
<tr>
<td>Builder’s Club</td>
<td>$38,314.90</td>
</tr>
<tr>
<td>Key Club</td>
<td>$511,111.04</td>
</tr>
<tr>
<td>Circle K</td>
<td>$36,277.92</td>
</tr>
</tbody>
</table>
Created new center screens on The Eliminate Project home page to promote the Mother’s Day Zeller, donor profiles and club toolkits.

- Continued weekly conference calls with US Fund for UNICEF and monthly campaign strategy conference calls.
- Held weekly Executive Committee calls which includes Campaign Chairman, Vice Chairman, President and President-elect of KI and KIF, Executive staff and counsel.

IMMEDIATE NEXT STEPS

- Support division coordinators as they recruit club coordinators.
- Support club coordinator orientations with training tools, volunteer support and staff presence where appropriate.
- Launch the Progress Page on The Eliminate Project website.
- Focus efforts towards achieving the Model Club challenge leading up to International Convention 2012.
- Follow up on the donor field visit in the Philippines.
- Build the pilot program for the Access Team to increase Lead and Major Gift activity.
- Promote International Women’s Day/Mother’s Day season with the Mother’s Day Zeller, the promotional communication materials and the Mother’s Day recognition plan.
- Implement The Eliminate Project SLP recognition plan.
- Support Builder’s Club Mother’s Day card campaign.
- Prepare for Club Treasurer training in July 2012.
- Advance the efforts to recruit and secure the Vice Chairman in Asia Pacific.
- Finalize the remaining UNICEF National Committee agreements.
- Prepare the Brand Guide which includes the Merchandise Agreement and the Style Guide with US Fund for UNICEF and UNICEF.
- Continue to prepare for Kiwanis International Convention and district conventions, CKI Convention and Key Club International Convention.
- Lieutenant Governor training
KIWANIS INTERNATIONAL TRUSTEES
REPORT OF THE

EXECUTIVE COMMITTEE

April 17, 2012 – 1:00 – 5:00 p.m. EST
International Office, Indianapolis, Indiana, USA
Past Presidents Room

Committee Members

____ Alan Penn, Chairman
____ Thomas E. DeJulio
____ John R. Button
____ Pam Fleming
____ Sylvester Neal
____ Pietro Grasso
____ Gunter Gasser
____ Jerome E. Peuler, Jr.
____ Stewart Ross
____ Stan D. Soderstrom, Staff Liaison
____ Lisa Heindricks, Staff Liaison
____ Erin Bakemeyer, Staff Liaison
____ Guest Peter Mancuso, Kiwanis International Foundation Representative
____ Guest Paul Ingle Paulsen, Kiwanis International European Federation
____ Guest Barry Glazier Parliamentarian
____ Guest Rick Arnold

1. Call to Order

2. Consent Report
   a. Update on Board Committees for 2012-13

3. Action Report
   a. Sponsorships and Partnerships (Board Subcommittee on Partnerships)
   b. Strategic Plan
   c. Evaluation of International Office Operations
   d. District Counseling for 2012-13
   e. Distinguished Criteria for 2012-13
   f. Vacant Trustee Seat
4. Information Report
   a. Update on Chief Financial Officer position
   b. Review of the Kiwanis International and KI-European Federation (KI-EF) agreement
   c. Kiwanis International Foundation Requests
   d. Background checks update report
   e. Past Presidents
   f. Task force on the 25th Anniversary in Kiwanis
   g. New Orleans Convention

5. Future Business
Consent Report

a. Update on Board Committees for 2012-13

President-elect Tom DeJulio proposed organizing the Board of Trustees into five committees for 2012-13. They are: 1) Executive, 2) Audit and Finance, 3) Programs and Partnerships, 4) Membership, Development and Education and 5) Governance.

Recommendation #1: That the Kiwanis International Board approves the 2012-13 Board Committees as:
   1) Executive
   2) Audit and Finance
   3) Programs and Partnerships
   4) Membership, Development and Education
   5) Governance

(ADOPTED)

Strategic Intent: Board Governance.
Financial and Human Resource Impact: None.

Action Report

a. Sponsorships and Partnerships (Board Subcommittee on Partnerships)

The Subcommittee on Partnerships has completed its work on proposed revisions to Board Procedure 410-CORPORATE PARTNERS POLICY and provided to the Executive Committee and the Board the revised procedures as shown in Action Report-Exhibit A.

Recommendation #1: That the Kiwanis International Board deletes existing Procedure 410 - Criteria for a Partnership with a Not-For-Profit and Non-Profit Organization, and replaces it with new Procedure 410 – Corporate Partnerships, as shown in Action Report-Exhibit A.

(ADOPTED)

Strategic Intent: Create new non-dues revenue for the organization.
Financial and Human Resource Impact: None.
REPORT OF THE
EXECUTIVE COMMITTEE

b. Strategic Plan

Following the Board’s request the Executive Director provided proposals to develop a strategic plan for the entire Kiwanis International organization (including Kiwanis International Foundation, Circle K International, Key Club International, Kiwanis International European Federation and Kiwanis Asia Pacific), several were received and reviewed. The Committee recommends the selection of Tecker International to begin immediately to produce a completed plan for approval in October 2012.

Recommendation #2: That the Kiwanis International Board empowers the 2011-12 Executive Committee to select the appropriate firm to help develop a comprehensive, global strategic plan for Kiwanis International and the Kiwanis family for a multi-year period, to be completed for Board approval in January 2013.

(ADOPTED)

Strategic Intent: Develop a strategic plan.
Financial and Human Resource Impact: Allocate a maximum of US$50,000.

c. Evaluation of International Office Operations

The Executive Director reported that three proposals have been received in response to the RFP distributed earlier this year.

Recommendation #3: That the Kiwanis International Board will select an operational assessment proposal after the completion of the strategic plan in October 2012.

(ADOPTED)

Strategic Intent: Follow the guidance of the strategic plan in the operations assessment.
Financial and Human Resource Impact: To be determined.

d. District Counseling for 2012-13

President-elect Tom DeJulio shared his plans for district counseling for 2012-13. He proposes creating flexibility in the assignment of counselors to districts. A modification to Board Procedure 107 - DISTRICT COUNSELING is proposed.

Recommendation #4: That the Kiwanis International Board amends Procedure 107 - District Counseling, as follows:
107 - DISTRICT COUNSELING

D. District Functions: As part of their counseling role, counselors are expected to attend one district function for each assigned district, which shall normally be the district convention, but may be the district midyear conference or a district board meeting, to be determined between the counselor and each assigned district. A counselor may attend additional district functions. (6/10)

(ADOPTED)

Strategic Intent: More efficient Board counseling to districts.
Financial and Human Resource Impact: Approximate costs savings estimated in excess of US$100,000.

e. Distinguished Club Criteria for 2012-13

President-Elect Tom DeJulio, presented the proposed criteria for Distinguished Club Awards to be based on the Objects of Kiwanis International, as shown in Action Report-Exhibit B.

Recommendation #5: That the Kiwanis International Board adopts the Distinguished Club Award Criteria for 2012-13 as shown in Action Report-Exhibit B.

(ADOPTED)

Strategic Intent: Alignment of club recognition with Objects of Kiwanis.
Financial and Human Resource Impact: None

f. Vacant Trustee Seat

The Executive Committee and the Parliamentarian reviewed the procedures in the Bylaws regarding a vacancy in the position of Trustee. The open seat created by the death of Trustee Oscar Knight has one and one-half year remaining on the term. The final year of the term will be filled by the fourth place vote recipient in the trustee election in New Orleans per ARTICLE XIX. VACANCIES IN OFFICE Section 6 in the Bylaws:

ARTICLE XIX. VACANCIES IN OFFICE

Section 6. In case of any vacancy or vacancies, regardless of reason, occurring in the office of Trustee for one (1) year or more, thus necessitating the election of a Trustee for a term of
one (1), two (2), or three (3) years, the vacancy or vacancies shall be filled in accordance with the following procedures: (6/1997)

a. The Executive Director shall inform the district governors within the appropriate region, as well as the President of the European Federation and the Chairman of Kiwanis Asia-Pacific when appropriate, of the said one-, two-, or three-year term. The person shall be selected to fill such vacancy pursuant to the provisions for selecting a guaranteed Trustee. (7/1998)

b. The presiding officer shall announce the total number and the term or terms of Trustees to be elected. The presiding officer shall also announce any vacancy or vacancies to be filled.

c. If there is only the same number of Trustee candidates as the total number to be elected and the Trustees are to be elected for different terms, the delegates shall vote for one (1) less than the total number of Trustees to be elected, no more or no less. (6/1997)

d. Trustees shall be elected by the vote of the delegates present and voting and the nominees receiving the greater number of votes so cast shall be declared elected Trustees for the announced number of three-year terms; and those nominees receiving the next greater number of votes shall be declared elected Trustee(s) to fill the two-year term or terms; and the nominees receiving the next greater number of votes shall be declared elected Trustee(s) to fill the one-year term or terms, if any. (6/1997)

Recommendation #6: In accordance with the Kiwanis International Bylaws Article XIX, Section 6 (vacancies), the Kiwanis International Board announces a term beginning upon election through September 30, 2013, to be filled by the trustee candidate from the U.S. and Pacific Canada Region who receives the fourth highest number of votes at the 2012 Kiwanis International convention.

(ADOPTED)

Strategic Intent: Board Governance
Financial and Human Resource Impact: None

Information Report

a. Update on Chief Financial Officer positions

After reviewing several applicants, initial interviews were completed. There are two remaining candidates who will be interviewed by a Staff team, Chairman of the Board
Committee on Audit and Finance and the Kiwanis International Foundation Treasurer. It is anticipated that the process will be completed by June 1st.

b. **Review of the Kiwanis International and KI-European Federation (KI-EF) Agreement**

Vice President Gunter Gasser reported on his attendance at the KI-EF Board meeting in Amsterdam. Further discussion regarding the agreement will continue.

c. **Kiwanis International Foundation Requests**

The Committee discussed two requests from the Kiwanis International Foundation that the Kiwanis International Board forgive interest charged on the Eliminate Project campaign line of credit (approximately US$10,800 accrued between October 1, 2011 and January 1, 2012) and grant US$210,850.70 to cover The Eliminate Project start-up costs from 2009. The Committee requests that the Board Committee on Audit and Finance review the requests.

d. **Background checks update report**

The Committee reviewed information and there were no questions.

e. **Past Presidents Committee**

The Committee reviewed the report of the Past Presidents Committee.

f. **Task Force on the 25th Anniversary of Women in Kiwanis.**

The Committee reviewed the report of the Task Force on the 25th Anniversary of Women in Kiwanis as shown in **Information Report-Exhibit A**.

g. **New Orleans Convention**

President Alan Penn reviewed several aspects of the New Orleans Convention schedule and discussed several options regarding the elections process.

**Future Business**
Note: Existing Procedure 410 would be replaced with this policy.

CORPORATE PARTNERSHIP DEFINITIONS

Kiwanis International (Kiwanis) seeks to provide appropriate designations to companies that provide support to the overall mission. The following types of corporate partnership packages and designations for its sponsor partners are defined as follows:

**Vision Partner.** The Vision Partnership is a year-round, high-level relationship for companies who wish to showcase their involvement with and support of the Kiwanis mission. This category exclusive relationship offers a company the highest designation with Kiwanis, with rights to engage and market to Kiwanis club members and run promotional campaigns to the general public. As a Vision Partner, each company involved will have the opportunity to select one year-round marketing platform (i.e. One Day, Key Club, etc.) and will be considered the lead partner of their sponsored platform.

Vision Partners will have access to Kiwanis events and conventions along with networking opportunities with members/clubs. Partners will be recognized by Kiwanis prominently in all program elements including: public relations, membership mailings and inserts and on the Kiwanis website.

**Service Leadership Program Co-Sponsor.** The Service Leadership Program (SLP) Co-Sponsor level provides companies with a year-round opportunity to reach a specific target market through a SLP defined as Kiwanis K-Kids, Kiwanis Builders Club, Key Club International or Circle K International. Company will receive category exclusivity to the program and has the right to make a pre-approved offer to SLP members or audience. Access to related member lists through mailing insertions will be provided at this partnership level accompanied by partner identification on program publications, websites and conventions.

**Promotional Partner.** Company agrees to utilize Kiwanis-themed promotional campaign to drive awareness of Kiwanis and its mission. Campaigns can be created by the Promotional Partner, co-created with Kiwanis or tied to an existing Kiwanis program/area. In exchange, Company has the right to use the Promotional Partner designation, Kiwanis marks/logos or approved campaign marks/logos in advertising, packaging and/or promotion for the designated timeframe.

**Preferred Charity Partner.** Partner to provide Kiwanis with various in-kind promotional and access benefits that further promote Kiwanis and its support of the charity’s efforts. In exchange, these companies will be acknowledged as a “preferred charity partner” and local clubs will be encouraged to fundraise on their behalf.

**Corporate Grantor/Donor.** When a company makes a grant and/or donation to benefit Kiwanis in exchange for enhanced employee or community goodwill. There is no expectation of a commercial return on behalf of the company.

Note: Advertising in not directed within this section. (See Procedure 161 – Advertising)

CORPORATE PARTNERSHIP GUIDELINES

The ongoing process of identifying, developing and maintaining positive relationships with corporations is a key strategy to help Kiwanis further its mission. Relationships with corporations can offer enormous
opportunities to reach thousands of people important to Kiwanis’ ability to fulfill its mission and can provide resources toward this end in the form of cash, in-kind product/services or promotion.

Outlined below are guidelines for all corporate relationships with an emphasis on partnerships that may receive any degree of marketing benefit from Kiwanis International.

CORPORATE PARTNERSHIPS MUST ALIGN WITH KIWANIS INTERNATIONAL’S MISSION AND PRESERVE CONSTITUENT TRUST

Kiwanis International will refrain from associating with companies that have the potential to damage or detract from Kiwanis’ image because of the nature of the companies’ products, services or reputation. For example:

- The company’s products or services must be compatible with and complement Kiwanis’ mission and values.
- The company must have a high degree of integrity, a strong corporate reputation and a track record of maintaining a high level of product or service quality.
- The company must demonstrate ethical business practices and a positive image.
- Kiwanis International will not directly endorse a corporate partner’s products or services. Since Kiwanis is not in the business of product testing, no relationship may directly endorse a company’s product or service.
- The relationship must be consistent with IRS (U.S.) regulations as well as with the Council of Better Business Bureaus (CBBB) Standards for Charitable Solicitations and the Attorney General’s Guidelines for Cause Marketing, or other similar standards in other Kiwanis nations.

CORPORATE PARTNERSHIPS MUST SUBSTANTIALLY BENEFIT KIWANIS INTERNATIONAL, ITS PROGRAM(S) AND/OR INITIATIVE(S)

All relationships must directly support Kiwanis International. Kiwanis establishes a maximum 10% percent of fees applicable to administrative costs based on accepted philanthropic industry standard. If Kiwanis approves fundraising promotions, all monies raised should go to Kiwanis program(s) and/or initiative(s), and an additional administrative fee would be applied to cover any out-of-pocket costs to Kiwanis International.

CORPORATE PARTNERSHIPS MUST ANSWER TO KIWANIS INTERNATIONAL’S PRIORITIES

All corporate-supported program(s) and/or initiative(s), even those co-created with a company, must conform to Kiwanis’ priorities.

KIWANIS INTERNATIONAL MUST HAVE FINAL APPROVAL ON ALL CONTENT AND/OR PROGRAMMING

Kiwanis International executive director will decide on which event(s), program(s) and/or initiative(s) a corporation may tie into and/or create and will have final approval over all content.

KIWANIS INTERNATIONAL WILL NOT OFFER CORPORATE PARTNERS ORGANIZATION-WIDE CATEGORY EXCLUSIVITY

To protect Kiwanis International’s overall revenue sources, category exclusivity will be limited to a select commitment level, event, program, initiative or company’s promotional or fundraising campaign. Exclusivity should not extend to corporate donors or Kiwanis vendors.

KIWANIS INTERNATIONAL CORPORATE PARTNERSHIP APPROVAL PROCESS

Kiwanis International’s executive director, with the executive committee, will approve the Corporate Marketing Partnership packaging and targeting strategy and the implementation of both. Designated corporate relations staff has the authority to pursue partnership opportunities and negotiate terms within the parameters of Kiwanis International’s Corporate Partnership Guidelines and the pre-approved packaging and targeting strategies. All corporate partnership agreements require the approval of
Kiwanis International’s executive director and executive committee as authorized by the board of trustees.

**KIWANIS INTERNATIONAL WILL DOCUMENT ALL PARTNERSHIPS THAT INCLUDE MARKETING BENEFITS IN AN AGREEMENT**

Kiwanis International will generate partnership agreements and create a master document with detailed and consistent language that protects Kiwanis’ best interests and prevents discrepancies among Corporate Partners.

Partnership agreements shall specify all rights, benefits, terms and conditions of each corporate partnership, as outlined in Kiwanis International’s Corporate Marketing Packaging Strategy and Policies.

Partnership agreements shall include:

- **Property Definition.** Define the property with which the corporate partner is affiliating, whether it is a specific event, program, campaign or initiative.

- **Level of Acknowledgment.** Specify the level of recognition a corporate partner receives, ensuring that recognition of the corporate partner is proportionate to fees paid. Higher paying partners will receive more recognition as well as benefits not available to lower-paying corporate partners.

- **Kiwanis International’s Role.** Kiwanis International will commit its resources to maximize the success of the specific event, program or initiative for both Kiwanis and its corporate partners. However, under no circumstances will Kiwanis be obligated to exert any influence to advance a corporate partner’s other corporate interests as part of the partnership, either written or implied.

- **Mark/Logo Use.** Kiwanis International will retain total control of its marks/logos and corporate partner use of those marks/logos. Marks, logos and designations, such as “Vision Partner” or “Service Leadership Program Co-Sponsor,” that partners can use in their packaging, advertising and/or promotions around their sponsored program or initiative will be approved by Kiwanis International.

- **Promotional Parameters.** Kiwanis International will specify the geographic territory (nationwide or within a specific market); scope (internal to employees only or external to general public or both); and time frame (year-round or multi-year) for which the partner can promote its affiliation with Kiwanis.

- **Ownership/Control.** Kiwanis International retains ownership and total control of all Kiwanis-themed promotions and materials. The policies, properties and integrity of Kiwanis International must remain entirely unaffected by any partnership.

All materials produced by Kiwanis International for a corporate partnership program are under the sole ownership of Kiwanis. Any use of these materials by the corporate partner outside of the expressed terms of the partnership agreement requires written permission from Kiwanis International.

- **Resource Commitments.** Kiwanis International’s marketing partners’ financial commitments will be unrestricted and are to be used at Kiwanis’ discretion, with the exception of pre-approved, budget-relieving, in-kind products or services (e.g., airline tickets) or added-value products or services (e.g., media commitment). Payments will be detailed to ensure full value is delivered. All companies that receive approved marketing benefits must compensate Kiwanis International for the
marketing rights in the form of a rights fee (cash or budget-relieving in-kind) or promotional guarantee.

Kiwanis International will determine in advance the method for valuing in-kind products or services (e.g., in-kind airline tickets should be valued at the rate Kiwanis would customarily pay for these tickets). Kiwanis International must be allowed to use in-kind products or services for its own purposes or for corporate partner promotions.

- **Expenses.** Each corporate partner must pay all expenses for implementing its own promotions (e.g., product/literature distribution, direct mail, etc.). Kiwanis International will pay to deliver benefits outlined in its partnership proposal/agreement to the partner (e.g., signage and hospitality).

- **Category Exclusivity.** Kiwanis International will specify there is either no category exclusivity or define the extent of exclusivity to the specified package.

- **Logo Approval Process.** Kiwanis International and its partners have the right to use each other’s marks and logos with pre-approval. Each corporate partner will be provided a style guide that depicts the designated Kiwanis and/or specific event, program or initiative marks/logo/designations/tag lines and guidelines for usage in packaging, advertising and promotions.

- **Promotional Approvals.** Kiwanis International shall have complete editorial control over all partner-created marketing materials. In every case, all materials in print, broadcast or electronic media prepared by the corporate partner, including promotional pieces, ad copy and artwork, must be submitted to Kiwanis for pre-approval in writing prior to release.

Kiwanis and its partners shall disclose the nature of their marketing relationship at/in all events/activities, materials and promotions when applicable. Proprietary or confidential information of the corporation is not disclosed.

If any solicitation by the corporate partner in conjunction with the sale of the corporate partner’s goods or services states or implies that a portion of the sales price will benefit Kiwanis International or specific event(s), program(s) or initiative(s), such solicitation shall include:

- The Kiwanis International logo (which may be in conjunction with a specific program or initiative name, when applicable).
- Language that states that proceeds to Kiwanis International will be used to support Kiwanis International activities and/or activities related to a specified event, program or initiative.
- Details on the amount or percentage of funds to be donated by the corporate partner, minimum guarantee, and if there is a donation cap.

- **Assignment/Third-Party Promotions.** Corporate partners are not allowed to assign rights or conduct third-party promotions without Kiwanis International's approval. Terms permitted will be detailed in writing.

- **Renewal Option.** For partners who receive category exclusivity, an exclusive negotiating period of 30 days will be offered with a deadline ending six months prior to the end of a one-year contract and 16 months prior on multi-year deals. No right of first refusal will be offered.

- **Fulfillment Obligations.** The responsibilities and obligations of Kiwanis International, including personnel and materials, must be within the organization’s capacity to fulfill.

- **Designated Liaisons.** A primary contact for Kiwanis International and the corporate partner will be defined for the process of approval, reporting and notification. For the corporate partner liaison,
a primary contact will be identified for the purpose of serving as the central contact for all partnership matters.

- **Termination.** If a partner’s reputation or integrity is called into question by Kiwanis International and/or the public, or through changes in business practices it becomes ineligible, Kiwanis International has the right to terminate the partnership. If the business practices of the corporate partner in any way reflect negatively upon Kiwanis, then Kiwanis International has the option to terminate the relationship. Below is a sample Morality Clause to be included in partnership agreements:

  If (Company) is charged with or accused of the commission of any act which is an offense involving moral turpitude under any Federal, State, Provincial or local law, or any act which casts an unfavorable light upon the other party or such party’s association with Kiwanis International, or (Company) performs or commits, or is accused of performing or committing any act which would unreasonably and objectively bring Kiwanis or events, programs, or services of Kiwanis into disrepute, contempt, scandal or ridicule at any time before, during or after the term of this Agreement, Kiwanis shall be entitled to terminate this Agreement upon ten (10) days written notice to the other specifying the reason, within which period (Company) may cure such offense, if curable. The determination of whether and to what extent the offense is cured or curable shall be made by Kiwanis International at its sole and absolute discretion.

- **Database Building.** Partners will provide to Kiwanis International the names, addresses, telephone numbers and e-mail addresses gained as a result of its sponsorship promotions.

- **Reporting.** Partners must have sound and transparent income reporting and auditing processes in place to assure that Kiwanis International receives all benefits outlined in the agreement. Likewise, Kiwanis commits to providing fulfillment reports to partners outlining sponsorship benefits promised and delivered.

**KIWANIS INTERNATIONAL CORPORATE PARTNERSHIP GUIDELINES FOR SOCIAL MEDIA USAGE**

Kiwanis will not guarantee any social media inclusions (e.g., sponsored post on Twitter) for its partners. Kiwanis will, however, use its social networks to promote (e.g., link to) newsworthy and beneficial information from or about partners, including but not limited to:

- Organizational announcements, e.g., press releases
- Promotional announcements, e.g., launch of discount program for members
- Pre-event communications, e.g., highlights of planned events
- Post-event communications, e.g., recaps
- Relevant content, e.g., white paper
- Congratulatory or celebratory messages from partner to Kiwanis, Kiwanis member(s) or the like, e.g., award winners

All content, including partner content, should be customized and highly relevant to the Kiwanis social network audience to whom it is directed.

Kiwanis will also help its partners maximize their presence on social networks by assisting them in crafting relevant, channel-appropriate communications (e.g., how to engage with LinkedIn vs. Twitter) as each medium is unique and not all are suited for certain types of messaging.
2012-13 KIWANIS INTERNATIONAL
THE SIX OBJECTS OF KIWANIS
DISTINGUISHED CLUB AWARD CRITERIA
(Draft prepared for Board review in April 2012)

1. GIVING PRIMACY TO THE HUMAN AND SPIRITUAL

(a)______ Participate in the ELIMINATE Project

(b)______ Honor member or community volunteer with 25 years of service

(c)______ Enroll New Member committed to Six Objects of Kiwanis

Name_________________________ Member ID#________

2. ENCOURAGING THE GOLDEN RULE IN ALL RELATIONSHIPS

(a)______ Project involving Character Education (includes Scouting)

(b)-------- Recognize a local hero who saved child from harm

(c)______ Enroll New Member involved in youth services, mentoring

Name_________________________ Member ID#________

3. ADOPTING HIGHER SOCIAL, BUSINESS, PROFESSIONAL STANDARDS

(a)______ Project with SLP or other youth club to protect the environment

(b)______ Obtain min. US $50 donation payable to KIF from private business

(c)______ Obtain min. US $50 for District Foundation from private business

4. DEVELOPING BY EXAMPLE A MORE AGGRESSIVE AND SERVICEABLE CITIZENSHIP

(a)______ Project advocating for Young Children /Early Childhood Development

(b)______ Certify club participation in Kiwanis education & training program

(c)______ Enroll New Member who is former Key Club or CKI member

Name_________________________ Member ID #________
5. FORMING ENDURING FRIENDSHIPS TO BUILD BETTER COMMUNITIES

(a) ______ Interact with Kiwanis Club in another Kiwanis district
(b) ______ Initiate a brand new Service Project
(c) ______ Certify club participation in either:
   Int'l Convention ______ District Convention ______

6. CREATING PUBLIC OPINION TO SUPPORT PATRIOTISM AND GOODWILL

(a) ______ Launch media campaign to promote club service
(b) ______ Project to benefit the children or families of heroes
(c) ______ Enroll New Member involved in media or government service
           Name ___________________________ Member ID # ______

To qualify for the Distinguished Club Award, the Kiwanis Club must:

1) Enroll at least three (3) new members in any of the Object categories;
   (multiple new members in any one Object category is acceptable)

2) Certify completion of required club leadership education programs; AND

3) Satisfy at least eight (8) additional criteria within the Six Objects
   achieving a total of twelve (12) boxes checked as completed.

SPECIAL BONUS: Clubs achieving Distinguished Club Status AND which advance
their official club rosters to above 25 members will receive special designation as a
"Super Distinguished Kiwanis Club".

District Governors (or those they authorize) must certify compliance with the above
criteria before Distinguished Awards are granted. A special Kiwanis International
Website Page entitled “The Six Objects of Kiwanis” will be created to encourage a
variety of projects and methods to achieve the Distinguished Club Award.

An International Committee will be established to promote this Award.
Task Force on the 25th Anniversary of Women in Kiwanis
Update for April KI Board Meeting
Submitted 4-12-2012 by Jane Erickson, Chairman

• Budget
  • The KI Board allotted a $30,000 budget to include research, video production, giveaways, ribbons, etc. To date our expenses are within that budgeted amount.

• Graphic Artwork
  • KI staff presented several graphic marks for our committee’s consideration. The graphic mark to the left was chosen. Variations of this mark will be used on merchandise, banners, video, and printed materials.

• Convention Bag
  o The traditional bag given at ICON registration will be printed with the convention graphic mark on one side and the women’s 25th on the other. The bags are brown paper type bags and are designed to be signed. Registrants will be asked to have as many people as possible sign and decorate their bags. There will be a drawing of some kind during the convention for a free women’s 25th t-shirt.

• Merchandise
  • After careful consideration merchandise was chosen to include a pink, black, white, and silver collection. Seven different items were chosen to complement the theme (see attached file). Each of these items will be available for sale at ICON.
  • Conservative quantities will be ordered up front and all merchandise will be housed by KI and available for sale over the year of the celebration.
  • As requested by our committee the graphic mark will be available for download from the website following ICON. There will be no charge to use the graphic mark provided the items printed locally are given away. If the items printed locally are to use the graphic mark and then subsequently be sold there is a $100 licensing fee plus 5% of the proceeds due to KI. Licensing agreements will be made available online as well.

• Reception
  o The 25th Anniversary Task Force will host the opening reception on Wednesday of ICON (from 4-6 pm) and use the existing convention reception budget to do so. This allows introduction of the 25th anniversary early on, gives the topic greater exposure and allows better use of the budget.
EXECUTIVE COMMITTEE
INFORMATION REPORT – EXHIBIT A

- Sarah Hayden (Convention Department) has arranged for popcorn and pretzels to be placed in serving bowls on tables throughout the hall and for our reception will serve cake, lemonade and tea.
- Female Legion of Honor members will be presented their Legion of Honor pins from the entertainment stage during the reception and will also be honored during the closing session. Email invitations were sent out 3-25-12 to all eligible female Legion of Honor recipients and our IT Department is receiving messages and RSVPs. Some are saying they cannot be at ICON due to a variety of reasons and would like their pins presented in their districts. Our committee will follow up with a note to the districts for possible inclusion in their DCON events. One of our staff will write a sample presentation to include for club, division, and district presentation.
- The convention department hired the Magnolia Sisters (an all-female Cajun band) to entertain from the Kiwanis Center Stage during the reception time. Staff will write script for the Magnolia Sisters to use during their entertainment to draw folks to our booth and for Legion of Honor presentations.
- Any board members that would like to help during the reception are certainly welcome to do so. Just contact Jane.

- Booth
  - The 25th Women’s Celebration booth will be a 20 X 20 foot booth (equivalent to 4 booth sizes placed in a square) and will be positioned right next to the lounge area for greater availability during the reception. It will include pop up banners, stands with historical data, quotes, high tables, a table with ribbons and handouts with a short history of women in Kiwanis, a toolkit for club and district events, and a display case for merchandise samples. A sample layout can be sent if you are interested.
  - The booth will also feature a “Say it in Three” project that would allow members to list their own name and three words that come to mind when they think of women and Kiwanis. These notes will be attached to a cork board of some type.
  - Booth will have coverage during the following times:
    - Wednesday 2PM – 6PM
    - Thursday 7AM – 6PM
    - Friday 7AM – 6PM
    - Saturday 7AM – 2PM
    - Email Jane with times if you wish to provide coverage for the booth

- Video
  - Staff is working on a 2-minute video that will be shown at closing session and then be made available for download use in clubs, divisions, and districts after the convention.
  - On-site: staff will have roving cameras at ICON with a number of men and women pre-selected to be taped for short segments to be shown during convention.

- Breakout Sessions
  - Task Force will host the following breakout sessions to be held on Saturday morning:
    - What Glass Ceiling?: Leadership Skills for Women (led by Jane Erickson)
    - Women: 25 Years of Making a Difference with More to Come (led by Trustee Pam Fleming)
• **Celebration Toolkit**  
  o A template is being created for guidelines for celebrations at club, division and district levels.

• **Closing Session**  
  o Staff is currently working on the closing session. Discussions are still taking place regarding how to roll out the 25th anniversary video, introduce current and past female leaders, etc. Our understanding is that 2012-13 President Tom will include the 25th in his remarks as will First Lady Rosemary.

**Attachments: merchandise samples**
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON EDUCATION

April 18, 2012 – 1:00 – 5:00 p.m. EST International Office, Indianapolis, Indiana, USA
April 19, 2012 – 8:30 a.m. – 12:00 p.m. EST Seminar Room West

Committee Members

____ Stewart Ross, Chairman
____ Pietro Grasso
____ Stephen T. Hill
____ Sylvester Neal
____ Susan A. “Sue” Petrisin
____ Lee Kuan Yong
____ Guest: Tom DeJulio
____ Guest: Adeline Chan
____ Michelle Morrison, Staff Liaison
____ Marcela Llinás, Staff Liaison

1. Call to Order

2. Consent Report

None

3. Action Report

None

4. Information Report

a. Online Club Leadership Education
b. Club President and Club Secretary Curriculum Review
c. 2012 Asia-Pacific Education Conference
d. Latin America Education Conference
e. ASPAC Nations Growth Summit
f. ASPAC Nations Attendance at Malaysia Club Leadership Education Conference
g. District Education Plan
h. 2012 International Convention Education
i.  2012 Governors-elect Education Conference  
   j.  International Committee on Leadership Education: Americas  
   k.  International Committee on Leadership Education: Asia-Pacific  
   l.  International Committee on Leadership Education: Europe  
   m.  International Committee on Technology Integration  
   n.  Task Force on the Kiwanis Institute  

5. Future Business

   None
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

REPORT OF THE BOARD COMMITTEE ON EDUCATION

Consent Report

None

Action Report

None

Information Report

a. Online Club Leadership Education

At the 2012 January board meeting, the Committee made the request for staff to gather information from potential vendors to enhance or redevelop the existing online education modules for club president and club secretary.

Four companies were initially chosen to submit a bid. They include the current provider, one large local provider, one small local provider, and one nationally recognized provider. After considering their bids and seeing the quality of work they shared, staff presented the findings including the estimated costs to either enhance or redevelop the existing online education.

Up to this point, Kiwanis has not engaged a Learning Management System (LMS) to support the online offerings. Because of the interaction, reporting expectations, and the overall changes in the online education industry, staff has also requested bids from four LMS companies that are well known for working with our existing customer management system, Personify. Since these four companies are already familiar with Personify, this should ease the process of integrating the reporting functions into our existing systems to better understand cause and affect relationships of different education programs.

In addition, other entities of Kiwanis including Circle K International and Key Club International could benefit from having access to the learning management system and the course authoring tools.
While the decision of a content developer and an LMS can be made independently, it is appropriate to consider them at the same time. Working with the vendor(s) will not start until the funds have been approved.

b. Club President and Club Secretary Curriculum Review

Club president curriculum

The Committee reviewed the preliminary draft of 2013 Club Leadership Education – president curriculum.

The following agenda is the basis for the 4 hour classroom curriculum for the club president. This agenda was established by a task force that included members of the International Committee of Education – Americas and the chair of the board committee that met in Indianapolis in December 2011:

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>25 min</td>
<td>Welcome, introductions, housekeeping</td>
</tr>
<tr>
<td>60 min</td>
<td>Job description (org structure, club and board meetings, communication, committee appointments, planning and goal setting)</td>
</tr>
<tr>
<td>50 min</td>
<td>Administrative basics (bylaws, tax forms, budget, insurance, etc)</td>
</tr>
<tr>
<td>15 min</td>
<td>Break</td>
</tr>
<tr>
<td>45 min</td>
<td>Additional information - fundraising, eliminate, SLP, growth and membership resources</td>
</tr>
<tr>
<td>30 min</td>
<td>District info</td>
</tr>
<tr>
<td>15 min</td>
<td>Wrap up</td>
</tr>
</tbody>
</table>

The curriculum is being written into a Word document. This will provide a central document to create and finalize the actual curriculum. Once the curriculum is considered final, work will begin on the design elements for displaying material online, on paper, or in a PowerPoint/visual document. By starting with this document, the supporting pieces should come together more quickly.

Things that are different and in the works:
1. We expect to create a formal facilitator’s guide. The facilitators guide will replace the "PowerPoint with notes" handout that has been provided previously to certified instructors.
2. PowerPoint will be a visual aid, not the backbone of the session. The PowerPoint will now be optional.
3. The participant guide will be the same whether the member is completing the session online or in a classroom. This should help our members feel like both
REPORT OF THE BOARD COMMITTEE ON
EDUCATION

formats are viable. For the online completion, it will be downloadable either for
print or to fill in electronically and save to your computer.

The deadline for completion of the curriculum is May 31. This will allow for final editing to
take place in June, design to begin in July, and final English documents to be ready in
October. As soon as the English curriculum is ready, it will be sent to KIEF and to Master
Instructors in Asia-Pacific to consider translations for the upcoming education season.

Club secretary curriculum

Club secretary education is also going through revisions for the 2013 education season. The
revised one hour program will be very focused on the administrative basics of how to be a
good secretary including online reporting, required paperwork and important dates to
remember.

The new format will include two methods of completing the education requirement:
1. Online education – as part of revising the online club president education, the online
   club secretary education will also adjust to match the classroom curriculum for their
   position. Because this information is more likely to have annual updates, the online
   curriculum will be designed with cost and efficiency in mind by using more
   uploaded video and screen casts that are easy to change. For 2012, webinars for new
   club secretaries and returning club secretaries will be offered on May 30 (new
   secretaries) and on June 6 (returning secretaries). These webinars will be archived
   for later viewing. It makes sense to have the club secretary learn in an online format
   since most North American districts now require secretaries to report through the
   online system.
2. Classroom education at district events – the new curriculum approach is to
   encourage the club secretaries to attend a separate education event that occurs at the
district convention or a similar event. This one hour session for either new
   secretaries or returning secretaries will be based on the webinars that will take place
   in the next 60 days. The biggest difference will be time dedicated to discussion and
   questions.

c. 2012 Asia-Pacific Education Conference

Plans for the Asia-Pacific Education Conference are progressing very well. The budget has
been determined, the venue contract in Taipei has been signed, the agenda has been
completed, the invitation has been sent and most attendees have made their travel
arrangements along with submitting their conference registration form.
The invitees from each district include:

- 2011-12 Governor
- 2011-12 Governor-elect
- 2012-13 District administrator
- 2012-13 District Service Leadership Program chairman
- 2012-13 District growth-related and new club building chairman
- 2012-13 Master Instructor (as approved by KI)

In addition, the budget supports the following additional attendees:

- 2011-12 International President
- 2012-13 International President
- 2011-12 Asia-Pacific Chairman
- 2012-13 Asia-Pacific Chairman
- Three staff members

In addition to inviting the attendees listed above, the 2011-12 area coordinator, 2012-13 area coordinator and master instructor are also invited from Sri Lanka and Indonesia. Not all of these invitations have been sent as there is a need to confirm appointments.

This year’s conference will be strongly focused on sustainability and growth within the Asia-Pacific region with attendees developing strategies and goals for their respective districts for the 2012-13 administrative year. As part of the planning for this conference, the governors-elect will be asked to prepare annual goals and submit them in advance to President-elect Tom DeJulio.

The facilitators for this event will include President Alan Penn, President-elect Tom DeJulio, ASPAC Chair Adeline Chan, and ASPAC Chairman-elect Boy Valencia.

A report will be provided by the ASPAC Chairman-elect Boy Valencia after the event which shall include a summary of the 2012-13 growth goals for each participating district and nation.

d. **Latin America Education Conference**

As informed to the committee in January, this conference had been modified to be held in two different meetings, one for Ecuador DIF and another one for the Andean and Central American District.

The meeting in Ecuador was held in Manta on January 28 as their main agenda topic of the district’s board meeting. The Ecuador DIF board is comprised of the governor, governor-
elect, immediate past governor, district secretary, lieutenant governors and two delegates of each club. There were 70 attendees, including the 2011-12 International President and first lady, and one staff member.

Because of the large number of attendees (most of them club leaders), the intent of this education and planning meeting was to get their buy in into the district’s growth goal of 1,000 members and 25 clubs by September 30, 2015, to empower them and bring the plan to the grassroots in the district.

The agenda included the following topics:

1. Why grow?
2. Leadership development
3. Membership recruitment
4. New club building
5. Planning session

The agenda was designed to provide the foundational knowledge of why and how to grow in leading to a planning process where the district board made the decisions about the steps they needed to take in order to accomplish their district’s goal.

The board determined the following were the immediate goals:

1. To develop more Kiwanis leaders who understand the organization and are committed to the goal, in response to the lack of people to carry out growth and the need for succession planning at the district level.
2. To create more visibility of Kiwanis in the communities
3. To increase membership

After the immediate goals, new club building was selected as the next priority. In the meantime, the governor and governor-elect are working on five new club building potential sites for this year, and a goal of 200 additional new members has been established by September 2013.

The governor conducted two follow up meetings at the division level in early March to further action steps of the initial plan established in January. In addition, the expected outcomes of the January education summit were integrated into the lieutenant governor education agenda. A summary document was submitted to the Committee, as shown in Information Report - Exhibit A.
For the Andean and Central American District, their leadership has scheduled their education conference for April 28 in Bogotá, Colombia with the following expected attendees:

- 2012-13 Governor
- 2011-12 Governor
- 2011-13 District secretary
- 2012-13 New Club Building chair
- 2012-13 Membership chair
- 2012-13 Education chair
- KI board counselor
- KI staff member

e. **ASPAC Nations Growth Summit**

The ASPAC Nations Growth Summit took place on Wednesday, March 14, 2012 at the ASPAC convention in Sri Lanka. The ASPAC leadership and staff worked closely to develop an agenda that was focused on helping the nations within the ASPAC region create a growth strategy to guide them on their way to becoming a district in formation. Facilitators included President Alan Penn, Executive Director Stan Soderstrom, ASPAC liaison Christina Hale, Trustee Lee Kuan Yong, ASPAC Chair Adeline Chan, and ASPAC Vice Chair Tadao Oda among others. Also in attendance were Trustee Stewart Ross, Trustee John Button, and Foundation President Hugh Siggins.

ASPAC vice chair Tadao Oda was very involved in the planning and execution of this growth summit. Since its completion, he has provided audio recordings of the event to the attendees along with a summary report, for the committee, as shown in Information Report - Exhibit B.

At the October 2011 board meeting, funds were approved up to $5,500 to support on site expenses of this meeting. On site meeting expenses have totaled $4,485 as of April 19, 2012.

f. **ASPAC Nations Attendance at Malaysia Club Leadership Education Conference**

The Malaysia Club Leadership Education conference is scheduled to take place on July 28-29, 2012.

The 2012-13 club presidents and certified instructors from each club in Guam, Hong Kong, Nepal, Pakistan and Singapore will be invited to participate at this event.
The board approved USD$10,700 at the 2011 October board meeting to support the costs for the flight, meals, and accommodations for these members to attend. At this time, no funds have been distributed.

Clubs in India are being considered to be invited using funds retained in India.

A report will be provided by ASPAC Chair Adeline Chan after the event.

g. **District Education Plan**

Now that the district education committees are in place, it is time to consider a well-rounded education plan that the committees may use as they develop their annual education calendar.

Districts are looking to Kiwanis International to provide guidance as to what topics should occur when and what resources are currently available to support these topics. A catalog of education offerings was presented to the Committee and will continue to evolve as more education resources become available, as shown in *Information Report - Exhibit C*. This information will be shared with the education chairs at their meeting in New Orleans in June.

h. **2012 International Convention Education**

Education offerings for the 2012 International Convention in New Orleans are final. More than 85 sessions will take place over the course of four days.

Ticketed education events have been attracting significant attention. On Wednesday, more than 800 members plan to attend pre-convention workshops and the Achieving Club Excellence program has more than 1600 registered between the two sessions on Thursday and Saturday.

The online convention scheduler is current with information and is ready for member use. As this tool gains more popularity, the goal for future conventions will be to use the information from the tool to schedule rooms based on capacity and interest to avoid standing room only when possible.

i. **2012 Governors-elect Education Conference**

Vice President Gunter Gasser is making plans for the 2012 Governors-elect Education Conference.
The conference will occur in Indianapolis, Indiana from November 7-10, 2012. A preliminary agenda was shared with the Committee.

j. International Committee on Leadership Education: Americas

The committee submitted a report, as shown in Information Report - Exhibit D.

k. International Committee on Leadership Education: Asia-Pacific

The committee submitted a report, as shown in Information Report - Exhibit E.

l. International Committee on Leadership Education: Europe

The committee submitted a report, as shown in Information Report - Exhibit F.

m. International Committee on Technology Integration

A report was not received from this committee.

n. Task Force on the Kiwanis Institute

The Task Force on the Kiwanis Institute has their first meeting scheduled for Monday, April 30, 2012. More information will be provided at the June board meeting.

Future Business

None
Update Report to Education Board Committee
Presented by Ecuador DIF on the results from the Education and Planning Conference in January 2012

April 18, 2012

The following are the activities the Governor’s office has conducted since the Education and Planning meeting with President Alan Penn in Manta, Ecuador, held within the Second District Board Meeting:

Exposure was obtained in the media about the activities related to the Education and Planning Meeting and the name of Kiwanis was very visible during that time.

A report with the decisions made by the 70 attendees was sent to the leaders of all clubs for their information and study with their members.

The resolutions are:

1. Establishment of a Leaders School
2. Membership Increase
3. Promotion of the Kiwanis Name

1. Establishment of a Leaders School

With the support of Systems Engineer César Morales, the program “School of Leaders” has been created. It can be located at http://kiwanisec.blogspot.com. All members in the district can access the “School of Leaders”, where extensive information about Kiwanis is provided, as well as an extensive offering of programs in leadership, personal development, entrepreneurship, self esteem, languages, etc., which can be useful for the members in different areas (besides Kiwanis). Members can register for a course, and work their way based on their time and skills. It was officially available on April 1, 2012, but before that we visited, informed and motivated the members in each division introducing this program.

We will conduct periodic meetings to track progress. We are also planning to conduct motivation and leadership sessions, for which we are looking for the right facilitators, to reinforce the learning.

With the initiative of Lawyer Yandry Mantuano, on March 31 the session “Developing Leadership” was held in Montecristi, with the attendance of 25 people (20 to 30 years old) which was very motivating and positive for the attendees. We are talking with all the clubs about the importance of bringing in more young people to inject more enthusiasm and inspiration for the
near future.

2. Membership Increase and Promotion of the Kiwanis Name

We have had special and strong focus on membership retention and increase in existing clubs. Past Governor and member of the International Committee on Growth for the Americas, María de Lourdes Valarezo has sent guidelines to the clubs on recruiting initiatives inviting others to join Kiwanis.

During April and May, we are focusing all the energies so that during the Third District Board Meeting that will take place on June 2, we will be recognizing the positive achievements for membership increase.

On the other hand, we continue working on the formation of new clubs in (a) Bahia, (b) El Carmen, (c) Bucay, and in reorganizing a club in (d) Tosagua, which as I mentioned during the last phone conference, we are hopeful that by the Convention in September will be part of the District.

The celebration of KIWANIS ONE DAY – PAINTING VALUES is currently under way with some clubs that have already participated, but most of them will celebrate on Saturday, April 28. This has been very motivating and every club has made an effort to prepare with great ideas and initiatives because a prize has been offered for the best work.

It was suggested to them that every club find a community to paint its school. At the end, they paint a mural highlighting one value or virtue in the wall, with the purpose that children will continue seeing it for the whole year and be reminded of practicing that virtue every day.

Some clubs will work on planting trees and beautifying parks, others will build libraries by donating shelves and books. In the coast, plans are to provide help to families that lost their homes and belongings due to the weather disasters, which left them homeless.

Plans are under way to publish the work of all the clubs in the blog (http://kiwanisec.blogspot.com). Suggestions have also been made to promote their Kiwanis One Day activities in the media, as well as with their friends and relatives to participate, get motivated and join the great Kiwanis family.

We are working with faith and optimism and we hope the results will be positive. Our goal is to go step-by-step to consolidate this growth, so it lays on a solid and long lasting foundation.

Respectfully,
Betty Valarezo
Governor 2011-12
Ecuador DIF
Kiwanis ASPAC Nations Growth Summit 2012

The ASPAC Nations Growth Summit was held on March 14, 2012 (2:00pm-10:00pm) in Colombo City, Sri Lanka immediately before the 37th ASPAC Convention (March 15—17, 2012) at the same venue along the line outlined in the “October 2011 Board Committee on Education Action Report-Exhibit A” (reproduced in “January 2012 Board Committee on Education Information Report—Exhibit A”).

Among the Kiwanis International Leaders in attendance were President Alan Penn, Vice-President Gunter Gasser, Executive Director Stan Soderstrom, and International Trustees John Button, Stewart Ross, Lee Kuan Yong, Clinton Green. Among the ASPAC Leaders in attendance were Adeline Chan (Chairman), Wilfredo Valencia (Chairman-Elect), Tadao Oda (Vice-Chairman), Hwan Chia Sing, Stewart LaBrooy, Ken Archer, and Jose Altavas.

Members from five out of eight non-districted ASPAC Nations were present: India (1), Indonesia (1), Hong Kong (2), Singapore (2), Sri Lanka (12). Contrary to our expectations, none from Guam, Nepal and Pakistan could make it.

The program proceeded as follows:

- Welcome address and MC throughout by ASPAC Vice-Chairman Tadao Oda.
- Opening remarks by ASPAC Chairman Adeline Chan and KI President Alan Penn.
- PowerPoint presentation by Executive Director Stan Soderstrom on: Overview and (1) Grow existing clubs, (2) Open new clubs, (3) Build your team, (4) Connect to a district.
- PowerPoint presentation on: Elucidation of (1) by Tadao Oda.
- PowerPoint presentation on: Elucidation of (2) and (3) by KI Trustee Lee Kuan Yong.
- PowerPoint presentation on: Elucidation of (4) by Tadao Oda and Stan Soderstrom.
- Preparation and presentation of the Road Map of each non-districted ASPAC Nation in presence.
- Closing remarks by Chairman Adeline Chan and KI President Alan Penn.

The growth of non-districted ASPAC Nations were continued to be discussed during the ensuing ASPAC Convention at the following meetings:

- ASPAC Executive Board Meeting (March 15, 2012, 8:00am-3:00pm)
- ASPAC Nations Meeting (March 15, 2012, 3:30pm-5:30pm)
- ASPAC Joint Executive Board Meeting (March 17, 2012, 3:30pm-5:00pm), where each of the ASPAC Districts and the ASPAC non-districted Nations were requested to discuss the Nation-District connection and start sounding out the possible counterparts.
Outcome

As the result of these meetings, we came to realize the following:

(1) For a Nation to grow, it will have to take care of more administrative matters as the number of clubs increases.
   - New club building and membership growth involve administration.
   - Office space would be needed for the administration.
   - The area coordinator, new club building chair and membership growth chair need training and mentoring.
   - One club cannot do all alone to build new clubs.
   - Clubs need fund for training and new club building. Money for club activities should not be used for them.
   - As a Nation grows and becomes DIPF, DIF and District, however, the clubs will have to be prepared to pay “District” dues in addition to the international dues.
   - Vicious cycle: members are either too old or young but too busy.
   - Experienced Kiwanians from a District could serve as “traveling trainers” and help the clubs when they happen to be in a Nation on business.

(2) Resource to draw upon in ASPAC: A District could help a Nation in this respect under a suitable mutual agreement on “Nation-District connection” such as “assignment”, “attachment” and “sponsorship”. By helping a Nation, District would be providing service.

(3) KI could help in this respect as well (“dues dollars coming back to ASPAC”): As in the early 2000’s, KI could assign to a non-districted Nation a “field service representative” (FSR), who leads the growth effort of the Nation if there is a high potential for new clubs. The Nation could provide an office space for the FSR, while the KI takes care of the funding (salary and running costs).

Thanks to the Growth Summit, the non-districted ASPAC Nations came to realize the challenges they are to face before each of them becomes a DIPF, a DIF and eventually a District. We are grateful to the Kiwanis International Board for giving us the valuable opportunity and request continuing strong support of the Kiwanis Asia-Pacific Region.

Listed in the Attachment below are the current state and Road Map (as of April 3, 2012) of non-districted ASPAC Nations, which we hope to be able to update every three months.

Respectfully submitted,
Tadao ODA
Vice-Chairman, Kiwanis Asia-Pacific Region
Current State and the “Road Map” of non-districted Nations in the Asia-Pacific Region

(As of April 3, 2012 and to be updated every three months)

India (128)
- KC of Aligarh (49)
- KC of New Delhi (48)
- KC of New Delhi L (23)
- KC of Shillong (20)
- KC of Agra---to be reinstated
- KC of Mansa---to be reinstated

(1) Grow existing club:
- Number of new members to be added in 2011-12:
- Number of new members to be added in 2012-13:
- Membership Growth Chair:

(2) Open new clubs or revived old clubs:
- How many clubs to be built or revived in 2011-12:
- How many clubs to be built or revived in 2012-13:
- The potential sites are:
- New Club Building Chair is:

(3) Build the team:
- 2011-12 Area Coordinator: Raj Jajodia
- Candidate for 2012-13 Area Coordinator:
- Candidate for “Master Instructor”:
- 2012-2013 Club Presidents:
- Candidates for “Certified Instructors”:

(4) Nation-District connection: No.

(5) Target date for DIPF:

---------------------------------------------

Sri Lanka (86)
- KC of Battaramulla (20)
- KC of Batticaloa (20)
- KC of Colombo City (29)
- KC of Kandy City (17)
- Key Club of Overseas School, Colombo

(1) Grow existing club:
- Number of new members to be added in 2011-12: twenty
- Number of new members to be added in 2012-13: thirty
BOARD COMMITTEE ON EDUCATION

INFORMATION REPORT – EXHIBIT B

- Membership Growth Chair: Chanaka Goonetileke

(2) Open new clubs:

- How many new clubs to be built in 2011-12: two (KC of Kalmunai and two others in the Ampara District are expected in the near future)
- How many new clubs to be built in 2012-13: two
- The potential sites: Colombo (2), Jaffua (1), Killinochi (1), Kalmunai (1), Negambo (1), Kurunegala (1)
- New Club Building Chair: Mr. T. Someswaran

(3) Build the team:

- 2011-12 Area Coordinator: Arjuna Yatawara
- Candidate for 2012-13 Area Coordinator: Chanaka Goonethileke
- Candidate for 2013-14 Area Coordinator: Trevor Rajaratnam
- Candidate for 2012-13 Area Coordinator: Khurshid Nilgiria
- Candidate for “Master Instructor”:
  - 2012-2013 Club Presidents:
    - KC of Colombo City: T. Someswaran
    - KC of Kandy: Sanjeeva Tennakoon
    - KC of Battaramulla: Ravi Naggarajah
    - KC of Batticaloa: C. Punniyamoorthy
- Candidates for “Certified Instructors”:

(4) Nation-District connection: Yes, in favor

(5) Target date for DIPF: 2015. subject to the installation by KI of a Field Service Representative!

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Indonesia (71)
- KC of Jakarta (14)
- KC of Jakarta Muda (20)
- KC of Socialista (27)
- KC of Sunda Kelapa, Jakarta (10)

(1) New club building target: one in 2011-12 and one in 2012-13 both potentially in Jakarta. Incoming Area Coordinator is in charge.

(2) Membership growth target: fifteen in 2011-12 and fifteen in 2012-13. Past Area Coordinator is in charge.

(3) Build the team:

- 2011-12 Area Coordinator: Prita Baso
- Candidate for 2012-13 Area Coordinator: Teguh Budiono
- Candidate for 2013-14 Area Coordinator: Arleen Djohan, SH
- Candidate for “Master Instructor”: Pedro Valentino Erwin Senjaya
- 2012-2013 Club Presidents:
  - KC of Jakarta: Prita Baso
  - KC of Jakarta Muda: Andriati Alidin
  - KC of Socialista: Wanda Sundari
  - KC of Sunda Kelapa: Retno Harjanti
- Candidates for “Certified Instructors”: (to be determined)

(4) Nation-District connection: Attachment
Target date for DIPF: 2015

- We contact those friends who take part in community services focused on children and health.
- We join the meetings and projects of the community services, sponsor the project at first, tell them more about Kiwanis and possible connection between their projects and Kiwanis, asking them to be a part of Kiwanis supported internationally by KI.
- In this way, Kiwanis Indonesia could increase its membership, while local community services become parts of the global organization.
- The challenges: The members of community services don’t have to pay the dues before they join Kiwanis, but will have to after they join Kiwanis.
- New club building would be a big financial challenge, since the funds raised through fund-raising programs cannot be used for the purpose, while the club dues would not be sufficient to take care of administrative matters involved in new club building.
- A field service representative would be most desirable in Indonesia In view of its high potential for growth.
- To increase membership, we need to carry out attractive and long-term projects (at least three years). Fund-raising programs may not be able to raise fund enough to support long-term projects. It would be most desirable for us to be able to apply for grants to KI/KIF that support these long-term projects either annually or for the entire term.
- We promote the KI/KIF programs: The Eliminate Project (Indonesia has MNT), “Read Around the World”, “Kiwanis One Day” and “Kiwanis Go Green”.
- We would like to get attached to a District and get as much information as we can.

Guam (14)

- KC of Hafa Adai, Agana (14)

According to a message from Past President Angel R. Sablan on March 6, 2012, the members of the Kiwanis Club of Hafa Adai in Guam are regrouping and bringing it back to life again. The members had their first reorganizing meeting on March 1, 2012 and will continue to meet every Thursday until they have done all they can to be a functioning and vibrant Kiwanis Club again. In fact, their first test of this is their sponsorship of the Annual Hafa Adai Kiwanis Club Easter Egg Hunt for Foster Children on April 1. This year there are 287 foster children. He will keep us all informed of their progress and looks forward to joining all of us at future ASPAC meetings.

According to his follow-up message on April 4, their Easter Egg Hunt for the Foster Children was a great success. They had nine loyal Kiwanians come and join the over 200 foster children and their foster parents. Our cohosts planned for all age categories and yes even a category for the adults at the end searching and hunting for eggs. So much laughter, joy, and smiles from everyone. The Governor of Guam and the First Lady along with the Village Mayor and a few other government leaders showed up to show their support. In fact some expressed an interest in joining as members. No doubt their club will rise again, just like the phoenix, to be a more active and pro-active organization in serving the children of Guam. Our first regular meeting will be next week after the Easter
celebrations. I will keep you apprised of our progress and thank you for keeping me in the loop on all ASPAC matters.

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Hong Kong (19)
- KC of Hong Kong (19)

1. Grow existing club:
   - Try to revive old members still living in Hong Kong.
   - Recruit project-specific volunteers who may become members later

2. Open new clubs:
   - With the new project “Corner Library” for kindergartens in low income families community, recruit guest volunteers to form club satellites first, then let the club satellites to form a club.
   - Encourage receivers of the “Kiwanis Community Awards”, who are high school students to form “Key Clubs”.
   - Involve the parents of Key Clubs in projects and enroll them to be members.

3. Build the team:
   - The existing spine of the administration team consists of President, Treasurer, Secretary and Project Leaders.
   - Need more Project Leaders including Membership Growth Leader.

4. Nation-District connection:
   - As our club with club satellites grow bigger, we will need to look towards the Malaysia District to be our mentor.

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Nepal (29)
- KC of Nepal (29)

KI is to subsidize the attendance of 2012-2013 Club Presidents and candidates for “Certified Instructors” at the Malaysia District Leadership Education Conference (late July 2012).

1. Grow existing club: Dhananjaya Yadav
2. Open new clubs: Ram Khati
3. Build the team: Sailesh Acharaya
   - 2012-2013 Club President: Suresh Malla
   - Candidates for “Certified Instructor”: Dipendra Joshi
4. Nation-District connection: Bijaya Malla

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Pakistan (43)
- KC of Karachi (21)
- KC of Kolachi (22)
(1) Grow existing club:
   - Enhancement of Kiwanis awareness
   - Recruitment of younger members who could undertake projects and help growth. The current dues may be too high for younger people, and may have to be subsidized.
(2) Open new clubs:
(3) Build the team:
   - 2012-2013 Club Presidents:
     - KC of Karachi:
     - KC of Kolachi: Mr. Amir Jaffi (2011-12 VP) is likely but not definite yet.
   - Candidates for “Certified Instructors”: None of the members, who are business executives, are ready to commit three years.
(4) Nation-District connection: No.

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**Singapore (15)**

- KC of Singapore-Delta Chapter (15)
- 2 Key Clubs (CHIJ and Central)

(1) Grow existing club:
   - 2011-12 focus
     - Key Leader Program
     - Doubling of membership to 30
     - Create networking activities that will pull in existing members and potential new members.
   - 2011-12 work plan:
     - Facilitator training
     - Engagement of schools and the Ministry of Education
     - Fund-raising for Key Leader Program
     - Key Leader Camp 2012
   - Key Club development:
     - Grow the two existing key clubs (CHIJ and Central)
     - Set up two more key clubs after the Key Leader Camp in May 2012
   - Member recruitment: 30 members in 2011-12
   - Fund-raising for the club to fund the Key Leader Camps
   - Raising club profile in Singapore by doing higher-profile projects
(2) Open new clubs: 1 new club in 2012-13
(3) Build the team: Increase networking activities to improve bonding
   - 2012-2013 Club President: Koh Mui Cheng (2011-12 VP)
   - Candidates for “Certified Instructor”: None in 2012-13
(4) Nation-District connection: Continue the existing close working relationship with Malaysian clubs. At this point, not ready for a wider-range, general purpose relationship in the forms proposed during the Nations Growth Summit.
Kiwanis education course offerings

Every year, Kiwanis education occurs in many places: mid-year conferences, district conventions, international convention and other special events. While there are some topics that may be appropriate at certain times of the year, many are general topics that can help provide a variety of workshop offerings at any education event.

The following courses each have a PowerPoint document available that may be used by members to deliver the sessions in your district:

*All courses are 1 hour unless otherwise noted

**Celebrating 25 years of women in Kiwanis**

Women in Kiwanis: is 26% good enough?
Women are an essential part of the work of Kiwanis, and help define Kiwanis. This session will talk about strategies to attract and recruit women, as well as some best retention practices to make your club more vibrant with women, as Kiwanis International celebrates 25 years of women in our organization.

Women: 25 years of making a difference with more to come
In this session we will celebrate the women in Kiwanis, the challenges that had to be overcome to make a positive difference our organization, from caring for children to having a voice, and how women can prepare to continue leaving their mark in the next 25 years.

**Membership**

Achieving Club Excellence (3 hour course)
Learn a dynamic process your club should follow to remain viable in today's culture and to attract and keep members. In this 3-hour workshop, club members learn how to explore new approaches to increase service and apply new strategies for membership growth.

Bridging the generation gap
For the first time in history, there are four different generations working and volunteering side by side. Learn what makes the generations different and how they are alike. Discover how we can come together to utilize our strengths to build stronger communities for the future.
FLIP your club
F is for Fun, L is for Learning, I is for Interesting and P is for Planning. Add them up and you get FLIP – FLIP your club, that is. Learn ways to renew your club—or go for an extreme makeover. Invite other members of your club to attend so you can all bring back exciting ideas to implement in your club right away.

Succession planning
Kiwanis needs effective leaders at all levels of the organization. Getting the right people in the right jobs and putting their skills and passion to work is the first step. Learn how your club can create a “leadership pipeline” that will shape the future of your club, division, and district.

Extend your reach
Strengthen your club by offering flexible membership options. These options, such as club satellites, 3-2-1 clubs and corporate membership, will make your club grow and sustain its membership while becoming a stronger club that can reach out to more people in the community. The take-a-way is only available if you attend!

Quarterly membership campaigns

Walk the talk (October)
Be the one to show your club, division and district how to lead and grow. Explore creative membership campaigns and proven reward and recognition ideas that will help you lead the way. We will also discuss goal setting and ways to make growth FUN and inspiring.

Stay flexible (January)
Your club’s growth potential will expand when you reach out to more people in different ways. The more flexible your club, the more attractive it will be to new members. This session may inspire you to try something new – or improve your current model. You’ll learn about club satellites, corporate membership and company-based clubs.

Reach out (May)
Reveal your club’s growth potential by reaching out to your community. Every member can make an impact by inviting just one person to join. We will cover how to make service projects, socials and meetings fun, how to capture a member’s passion to make their experience meaningful, and how to engage all members in membership recruitment.
Keep it in the family (September)
From youngsters on up, everyone is invited to be involved with some aspect of Kiwanis. Learn ways to increase the number of our young Kiwanis-family members who continue in our clubs and become a part of our future.

Enhancing club meetings
Have you ever wondered why some Kiwanis gatherings are satisfying and others aren’t? Come explore the 6 Human Needs and how incorporating elements targeted to meet all 6 needs enables your meetings to reach new levels of fulfillment. You will also discover your top needs and how that plays out in every aspect of your life.

How to create a prospect list
Only six percent of the population belongs to a service club. How do we engage the other 94 percent? Learn how to effectively identify the people in your community that can – and will – make a difference. You will hear proven ways to generate prospect lists and connect with potential members.

High impact service
Successful clubs attract more members by leading with service. Learn how to survey community needs and analyze your club’s projects to maximize the impact in your community. You will then be able to leverage your club’s service into membership growth.

Working with a virtual club
The internet and different online platforms have allowed for Kiwanis clubs to meet and exist online. By learning how these clubs function, you may realize there are advantages to this up-and-coming club format your club may consider. Learn from members of an internet club how they meet, interact, serve their community and "do Kiwanis" in an online environment.

Clean the filter
We clean our car filters, furnace filters, etc, but how often we clean the filters that we use to view our clubs? Hear from fellow Kiwanians on how to use the Club Assessment and Community Analysis tools and how they used these tools to change their club’s perspectives and improve their club’s experience.

They joined… now keep them!
Many members drop out of their clubs for understandable reasons, but most leave for reasons that could have been prevented. An effective membership retention effort doesn’t just happen. Learn the best practices of successful Kiwanis clubs to retain active members.
Strategies for success
Want to create a lasting legacy? Learn some strategic planning tactics and techniques to be successful. Take these tools home to apply to your club, service projects, work and home life. Start designing your future today.

Young professional clubs – the similarities and differences, and secrets to their success
People of all ages and interests are drawn to each other based on similar expectations of a club experience, and the young professionals club format is no different. Some young professionals clubs operate just as the club down the street, while others embrace a new approach. Learn from members of young professionals clubs what makes them the same, what makes them different, how this club format meets the needs of its members and a few secrets to their success.

Marketing
Creating a positive image for Kiwanis
Creating a positive image for Kiwanis is achieved one Kiwanian at a time. Come discover how to make your life happier and create positive interactions with others. This is a fun presentation with new ideas and concepts that can be put into practice immediately!

Marketing 101
How to market your club
Attend this session and learn marketing basics to help your club stand out in your community, attract members and potential sponsors, learn how to use Kiwanis resources on kiwanisone.org and secure your place as a community stakeholder.

Club leaders
Developing a Kiwanis calendar
Being a Kiwanis club leader is a big job – sometimes even overwhelmingly big. Breaking those large projects into smaller steps and scheduling the multitude of tasks takes a lot of planning. That’s where a Kiwanis calendar can help. Create a strategic plan and capture it in a calendar to follow throughout the year, keeping you day-by-day on track to meet your goals.

Online monthly report (club secretaries)
Gain a better understanding of the monthly report as the essential tracking and forecasting tool for clubs and districts. How does it save you time and effort? You’ll be guided through each area of the report. Learn how easy online reporting should be and what is expected.
Not for profit guidelines and how they affect your club and club foundation (applies to US clubs only)
Now more than ever, donors and the government are demanding greater accountability from non-profit organizations. Charity Navigator and the Better Business Bureau, among others, have become the barometers by which donors make their philanthropic choices. Many charities struggle to complete the all-important IRS Form 990.

Liability insurance
Are your club leaders familiar with the Kiwanis liability insurance program? It’s important you know what’s covered and what to do in case of an accident. Be prepared by attending this workshop, where you’ll learn about loss prevention techniques and what is and is not covered.

Directors and officers insurance
Kiwanis International offers additional insurance programs through the Hylant Group. Would these voluntary coverages benefit your club? Hear the details about the new club accident insurance program and the current directors and officers and crime coverage programs.

General membership
Kiwanis 101
Kiwanis is 97 years young. Learn about the beginnings of Kiwanis International and rich history of our great organization.

Fundraising ideas
The Top 25 FUNraising ideas from across Kiwanisland. From mini to mighty, your club will be on its way to raising money, sharing your story, and putting the FUN back in FUNraising!

How to plan a service project
Let’s get back to the basics. Learn to select and plan service projects that will engage your members and benefit your community.

Service leadership programs
Service Leadership Programs: not just for schools anymore
Community-based SLPs are a growing phenomenon, and a big part of the future for these clubs and programs. Key Clubs in community centers, K-Kids in public libraries, Terrific Kids in Boys and Girls Clubs - the list goes on. Sponsoring an SLP outside the school setting may be the right answer for your club, and this session will provide a step-by-step process on how to do it.
Powerful partnerships: how to communicate with school administrators

Whether you want to sponsor a school-based Service Leadership Program, or already do, communication with school personnel is essential for success. Our programs exist at the invitation of these schools, and thus building a productive relationship matters greatly. This session will address how to build a winning partnership with schools, including practical tips on how to talk with superintendents, principals, and teachers about Kiwanis programs.

Elevating your SLP sponsorship

Thousands of Kiwanis clubs sponsor one or more Service Leadership Programs, including K-Kids, Builders Club, Key Club, Circle K, and Aktion Club. By taking on these endeavors, Kiwanis sponsors have made a commitment to enrich the lives of young people and adults through the vehicle of a service club experience. “Commitment” is the key word. This session will explore what a fully committed and effective sponsoring Kiwanis club does, and what going above and beyond really means. Whether you are currently doing the minimum or are fully involved (or do no sponsor at all), this session will provide benchmarks for truly effective SLP sponsorship.
To: Alan Penn; Stewart Ross; Denise Parker  
Copy: Committee members  
From: Preston Forbes, Chair  

2011-12 International Committee on Leadership Education: Americas & Caribbean  

Interim Report:  

A brief summary of the activities of this committee since last report are listed below. 

I am pleased that we will be able to bring together the Master Instructors and separately the District Education Committee Chairs at the New Orleans Convention. The Kiwanis International Education Committee met via conference call on March 7, 2012 to plan for the sessions. Plans will be finalized after there is a better picture of who will be attending.  

At the New Orleans Convention, a meeting of District Education Committee chairs will be held at 2:00 p.m. on Wednesday, June 27th, the pre-convention day. In the feedback from these chairs, they indicated they would be supported by having the opportunity to learn from each other. The format envisioned includes brief presentations by three or four committee chairs that seem to have effective committees with good practices in place. Also, those selected would show some variation in activities or scope. All participants will be asked to bring copies of specific information to share with others. 

The main purpose of the session for District Education Chairs is to support and encourage these persons in the role that they have in providing district education. 

A meeting of Master Instructors has been scheduled at 3:30 p.m. to 5:00 p.m. on Wednesday, June 27th, the pre-convention day. Here we will have three or four brief presentations that will include issues such as regional versus divisional Club Leadership Education events, increasing participation in Club Leadership Education, the impact of the online version on face-to-face Club Leadership Education, and the impact of offering CLE at no cost to the participants. The agenda has not been finalized and is somewhat dependent who is able to participate. Following these presentations, half of our meeting time will be for discussion of issues raised by the group. 

The main purpose of the session for Master Instructors is to share information and to learn from others who are in the same role. 

In some districts, the Master Instructor and the District Education Chair are the same person. They have been invited to attend both sessions.
Main Activity for the Year:
1. Master Instructors and Certified Trainers in place.
2. Encourage Leadership Educ. and Share ideas/provide Feedback.

Report

- Leadership Educ. was conducted in ASPAC districts using KI material, local material as well as additional training apart from prescribed.
- M’sia district has invited the non districted Nations to join their LG and Presidents & Secr’s sessions in June and Jul.
- Master Instructors applications rec’d, selected, and accepted by KI except for 1 in the process. Next step is to recruit the Cert. Trainers in each district.
Main Issued Raised

- Delivery Methods: e-learning, blended learning.
- Master Instructors and Certified Trainers training (TTT)
- Financial Support for Training
- Leadership Succession, some holding on to same position for years
Kooigem, 2012 February 8th

Quarterly report on KIEF Training Committee

Activities

1. As Chair I met in the summer time the KIEF President Elect Ernst and the KIEF Vice President Marie Jeanne in a meeting in Luxembourg Airport together with the KIEF Chair on Communication Francesco Valenti and the Trustee on charge Piero Grasso. We established the programs of the upcoming winter trainings

2. Two trainings were held in the wintertime: a Train the Trainers Conference end of November and a District Officers Training end of January. The trainings had 35 and 60 registrations and were well accepted by participants. We invited two major speakers Jane Erickson and Lenora Hanna, with each a different success. Both trainings were held in the Parkhotel in Prague which offers good meeting facilities and is quite cheap for such events.

3. Seven powerpoints (pilots) were placed on a Training page at the website www.kiwanis.eu. Some 20 requests for use were sent for these tools.

4. Following the Train the Trainer Conference we established a platform for discussion and contact between Training Committee and District Trainers. As it is in a building period success is not yet reached.
Plans

5. At this moment already seven requests were sent from Districts for help in their training sessions. KIEF will delegate at least one trainer to each conference.

6. As mentioned in point 3 the pilots get updated twice/year. More new presentations of this kind are planned.

This ends my report on KIEF Training Committee for the period of Oct 2011 until end of January 2012.

Cordial and dynamic Kiwanis greetings

Vincent SALEMBIER
KI-EF Chair Training Committee
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
MEMBERSHIP

April 18, 2012 – 1:00 – 5:00 p.m. EST International Office, Indianapolis, Indiana, USA
April 19, 2012 – 8:30 a.m. – 12:00 p.m. EST Kiwanis Family Room

Committee Members
  ___ John R. Button, Chairman
  ___ Pam Fleming
  ___ Warren F. Mitchell
  ___ Wen-Pin Su
  ___ Clinton Green
  ___ Roy Hedeen, Staff Liaison
  ___ Diane Suker, Staff Liaison

1. Call to Order

2. Consent Report
   a. Administrative Action Report

3. Action Report
   a. District Matching Grant
   b. Ohio District Proposal
   c. Creation and Administration of an “Exit Poll”
   d. Norden District Proposal
   e. Request from Iceland-Faroes District-in-Formation - Return to District Status
   f. Charter II Recognition
   g. Status of Poland
   h. Nation-District Connection – Sri Lanka/Australia
   i. Monitoring District Status and Growth
   j. Charter Revocation of the Kiwanis Club of Roma, Italy
4. Information Report

   a. Kiwanis Campaign for Growth
   b. District Matching Grant Program – Return On Investment Review
   c. New Zealand-South Pacific District Growth Summit/Matching Grant/New Club Building
   d. Mentoring Program for Districts Mentoring Kiwanis Nations, Districts in Pre-formation or Districts in Formation
   e. Latin America Expansion
   f. Company-based Club in Malaysia
   g. Review Status of United Kingdom Project
   h. Review Status of India Project
   i. Potential 1st Kiwanis Club in Xiamen, China
   j. International Committee on Inclusiveness
   k. Women’s Advisory Committee
   l. International Growth Committee – Americas and Caribbean

5. New Business

   a. Ramifications and implications of 15 member charter strength.
   b. Evaluation of the long-term impact and productivity of dues discounts.
   c. Review the issue of the same person filling Governor and Governor-elect position – consider why this is happening more frequently in districts; how it can be prevented from becoming a trend; and whether the role of Governor perhaps needs to change. Forward from Board committee on Governance October 2011 Board meeting.
   d. Evaluate, focus and completely resource the one of two flexible membership initiatives that can be most successful for the organization.
   e. Prepare a KI growth prioritization list for building the next 5-10 districts in the organization.
Consent Report

a. Administrative Action Report

The Committee reviewed the Administrative Action Report dated March 20, 2012 shown as Consent Report-Exhibit A.

Recommendation #1: That the Kiwanis International Board approves the Administrative Action Report, as shown in Consent Report-Exhibit A.

(ADOPTED)

Strategic Intent: To allow these clubs to be properly processed.
Financial and Human Resource Impact: N/A.

Action Report

a. District Matching Grant

The Committee reviewed a District Matching Grant request from the Philippines-Luzon District in the amount of USD$10,000 for training and new club building, as shown in Action Report-Exhibit A.

Recommendation #1: That the Kiwanis International Board declines the Philippine-Luzon District request for a matching grant and recommends the district resubmit a matching grant request with more detailed, specific steps to reach the 90% goal retention rate of current members.

(ADOPTED)

Strategic Intent: N/A.
Financial and Human Resource Impact: N/A.

b. Ohio District Proposal

William Snellgrove, District Governor; Craig Wallace, Governor-Elect; and Tom Crawford, Member- International Committee on Growth, the Americas presented a proposal, as shown in Action Report-Exhibit B, to the Committee on behalf of the Ohio District of Kiwanis International. The Ohio District has requested funding from Kiwanis International to support a multi-year, shared funding pilot program to create a New Club Building Administrator
position. Additionally, the Ohio District has requested approval to begin a family membership pilot program.

Recommendation #2: That the Kiwanis International Board declines the Ohio District’s request for funding of a New Club Building Administrator position and the creation of a family membership pilot program.

(ADOPTED)

Strategic Intent: N/A.
Financial and Human Resource Impact: N/A.

c. Creation and Administration of an “Exit Poll”

When clubs and members voluntarily leave Kiwanis, there is currently no ability to ascertain the member’s perspective on their Kiwanis experience. An “exit poll,” routinely sent to members who have voluntarily left Kiwanis, may provide insight that is currently not available. The Committee discussed the creation and administration of such a survey and agreed it is a valuable component of the Kiwanis Campaign for Growth, with the additional recommendation that the survey be coded to identify the former member’s district or region of origin and exclude deceased members.

Recommendation #3: That the Kiwanis International Board approves the creation of a brief survey, to be sent to members who resign their membership, to determine why they chose to leave Kiwanis. The survey’s first focus is the English language, with translations into core languages to follow, dependent upon initial response.

(ADOPTED)

Strategic Intent: Member retention.
Financial and Human Resource Impact: TBA.

d. Norden District Proposal

The Committee reviewed a request from Norden District Governor Ralph Castellan, as shown in Action Report-Exhibit C, requesting to charter a new club in Sweden with 10 members. The Committee encourages district leadership to establish a mentoring and oversight relationship similar to the Netherlands District’s structure for “Clubs-in-Organization,” a structure for start-up clubs that have not yet attained charter strength. The Clubs-in-Organization have signed and registered their club bylaws with a minimum of 8 members (including 3 club officers), ready to start growing to a full Kiwanis Club with 15 members. The Clubs-in-Organization have a sponsoring club to support them and they can keep Club-
in-Organization status for a maximum of three years. They only pay District dues until they reach 15 members, then they are ready to charter and pay the new club charter fee and KIEF dues thereafter. Club-in-Organization members may attend the District convention but have no voting rights.

**Recommendation #4:** That the Kiwanis International Board approves the request from the Norden District to charter a club-in-organization in Sweden with 10 members.

(ADOPTED)

**Strategic Intent:** Growth.

**Financial and Human Resource Impact:** Minimal.

e. **Request from Iceland-Faroes District-in-Formation - Return to District Status**

As a result of Board-approved changes to Procedure 203- District Status, as shown in **Action Report-Exhibit D**, Iceland-Faroes District was recently advised of status change to District-in-Formation. The Committee reviewed a request from District Governor Ragnar Örn Pétursson for return to District status, based on geo- and demographic limitations of the area. Iceland-Faroes currently has 973 members and 36 clubs. In recognition of the limitations cited, the Committee recommends extension of District status until September 30, 2012 and encourages Iceland-Faroes to create a growth plan to achieve 1,000 members by then.

**Recommendation #5:** That the Kiwanis International Board approves a one-time extension of district status for the Iceland-Faroes District-in-Formation until September 30, 2012.

(ADOPTED)

**Strategic Intent:** Membership Growth.

**Financial and Human Resource Impact:** N/A.

f. **Charter II Recognition**

Charter II recognition program was designed to recognize any club below charter strength (25 members) at the beginning of the Kiwanis year that added enough members to be above charter strength (25 members) by the end of the Kiwanis year. With the Board vote to set the minimum charter strength number at 15, the Committee discussed appropriate recognition numbers to apply to Charter II recognition program in the future.

**Recommendation #6:** That the Kiwanis International Board approves Charter II recognition for:

- Clubs that began the 2011-12 administrative year with 15 - 24 members and reach 25 or more on September 30, 2012; and
REPORT OF THE BOARD COMMITTEE ON
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• Clubs that began the 2011-12 administrative year with less than 15 members and
reach 15 or more on September 30, 2012.

(ADOPTED)

Strategic Intent: Growth and recognition.
Financial and Human Resource Impact: N/A.

g. Status of Poland

In accordance to recent changes to Procedure 203, Poland’s status became that of Nation. The Committee discussed several preconditions that should be considered before district-in-preformation is designated:
  1. Is there a qualified district leader, duly elected by the clubs?
  2. Is there a certified education trainer?
  3. Is there a plan to grow new clubs?
The Poland Board Counselor has verified the answer to these questions is yes and requested the Committee clarify Poland’s status. The Kiwanis International Board of Trustees must designate district-in-preformation status. After discussion and a review of Poland’s membership numbers, the Committee agrees Poland’s membership numbers meet the criteria for district-in-preformation.

Recommendation #7: That the Kiwanis International Board approves district-in-preformation status for Poland.

(ADOPTED)

Strategic Intent: Growth and new club building.
Financial and Human Resource Impact: N/A.

h. Nation-District Connection – Sri Lanka/Australia

The Committee reviewed a request from Australia to attach the Nation of Sri Lanka to the Australia District, as shown in Action Report-Exhibit E. The Committee understands the benefit to Australia and Sri Lanka. The Committee supports the concept. However, the Committee would first like to see Australia gain District status following the parameters outlined and agreed to during the growth summit in Australia in November 2011.

Recommendation #8: That the Kiwanis International Board defers the request from the Australia District-in-Formation to attach the Nation of Sri Lanka to it, until Australia achieves district status.

(ADOPTED)
Strategic Intent: N/A.
Financial and Human Resource Impact: N/A.

i. Monitoring District Status and Growth

The Committee discussed the value of the Board Committee on Membership conducting a quarterly review of declining districts whose membership is below 1,500. The purpose of this review is to determine if/what resources or support may be available to assist the district in growth.

Recommendation #9: That the Kiwanis International Board approves revisions to Procedure 203 – District Status and Procedure 102 - International Board Committee Responsibilities, as shown below, to provide improved monitoring and assistance regarding district status and growth:

203 - DISTRICT STATUS

203.1 - Minimum Requirements for Each Status

E. Decline: A district-in-pre-formation, a district-in-formation, or a district that fails to maintain its status for two (2) consecutive years after achieving it, based on the annual membership reports by clubs to Kiwanis International, will automatically revert to the appropriate status, with corresponding obligations and privileges, without appeal. (4/00) (1/12). See also Procedure 203.7.

203.7 - Notification
The Executive Director, on behalf of the International Board, shall notify each nation/area, district-in-pre-formation, district-in-formation, or district when it attains each major goal toward a new status or when it is in danger of reverting to a lower status, as well as when it actually reaches a new status as defined in this procedure. (1/12)

Specifically, the Executive Director shall contact any district whose membership falls below 1,500 to offer support and/or resources to assist the district with growth. If a district’s membership is 1,100 or below, the district will be advised it may be in danger of losing district status. A copy of this procedure shall be included.

102.6 - Membership
The Board Committee on Membership will work to develop and implement membership growth and retention strategies to achieve the Kiwanis International vision of one million members. New thinking, new ideas, and new models of
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membership will be necessary to meet and achieve this vision. The committee will focus on global expansion, product development retention strategies, new club and new member support, and club growth. Further, this committee will assure that Kiwanis International and Kiwanis clubs reflect the communities that we serve by focusing on membership and leadership diversity. The committee shall review district membership figures at each Board meeting to monitor district status as provided elsewhere in procedures. (10/11)

(ADOPTED)

Strategic Intent: Communication with districts.
Financial and Human Resource Impact: N/A.

j. Charter Revocation of the Kiwanis Club of Roma, Italy

The Committee reviewed a request from Italy-San Marino District Governor Florio Marzocchini to revoke the charter of the Kiwanis Club of Roma (K08002, chartered 5/21/2001), as shown in Action Report-Exhibit F. After discussion and assurance that due diligence had been performed at the district level, the Committee agrees that expeditious resolution of this matter is necessary.

Recommendation #10: That the Kiwanis International Board revokes the charter of the Kiwanis Club of Roma, Italy, (K08002), effective immediately, for failure to comply with the accepted standards for clubs as stated in Article VII, Section 2, of the Kiwanis International Bylaws, as shown below, – specifically, for failure to comply with the Kiwanis Objects.

ARTICLE VII – DISCIPLINE OF CLUBS
Section 2.
a. Any club that fails to conform to these Bylaws or that fails otherwise to conform to the accepted standards for clubs may have its charter and membership suspended or revoked or may be otherwise disciplined by a two-thirds (2/3) vote of the entire Board of Trustees. (7/1998)

(ADOPTED)

Strategic Intent: N/A.
Financial and Human Resource Impact: N/A.
Information Report

a. Kiwanis Campaign for Growth

At its January 2012 meeting, the Kiwanis International Board requested staff to develop and present a proposal for a membership campaign effort that would reverse the declining membership trend and build a strong volunteer structure to support membership growth. Ultimately, the goal is to create more primary customers (clubs) and attracting more of their members (Kiwanians). Staff presented an overview (previously shared with Board) of the campaign with the following strategies to reach its stated goals:

1. Build new clubs
2. Increase membership
3. Share the best practices

The Committee stressed the importance of aligning and incorporating the Campaign for Growth with the organization’s strategic plan, in addition to consideration of Service Leadership Programs, Asia Pacific and Kiwanis International European Federation. The Committee reviewed and debated the Campaign for Growth and recommends it be used as a resource for development of a strategic plan.

b. District Matching Grant Program - Return on Investment Review

The District Matching Grant Program has been in effect since October 2009. Staff provided an overview of projects, expenditures and results of grants awarded since the program’s inception, as shown in Information Report-Exhibit A.

c. New Zealand-South Pacific District Growth Summit/Grant/New Club Building

Staff presented an update on the February Growth Summit in the New Zealand-South Pacific district to support growth and new club building efforts, as shown in Information Report-Exhibit B.

d. Mentoring Program for Districts Mentoring Kiwanis Nations, Districts in Pre-Formation or Districts-in-Formation

The Committee reviewed a report, as shown in Information Report-Exhibit C, from Vice Chairman, Kiwanis Asia-Pacific Region, Tadao Oda regarding the ASPAC Growth Summit in Sri Lanka, March 14, 2012 and document titled, “Overview Africa Affiliate Nation”, as shown in Information Report-Exhibit D.
REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

e. Latin America Expansion

Staff presented an update on research conducted on emerging opportunities for growth in Latin America, as shown in Information Report-Exhibit E.

f. Company-Based Club in Malaysia

The Committee reviewed the fee structure for company-based clubs in Tier C countries, as shown in Information Report-Exhibit F.

g. Review Status of United Kingdom Project

Staff presented an update on the continuing efforts to bring Kiwanis to the United Kingdom.

h. Review Status of India Project

Staff presented an update on the continuing efforts to bring Kiwanis to India.

i. Potential 1st Kiwanis Club in Xiamen, China

The Committee discussed a request from the Malaysia District to support the creation of a Kiwanis Club in Xiamen, China as the first introduction of Kiwanis in China. The Committee is in favor of growth; however, the Committee feels additional information is necessary in terms of financial, logistical and human resource requirements prior to making a recommendation to support this expansion.

j. International Committee on Inclusiveness

No committee report was submitted.

k. Women’s Advisory Committee

A verbal committee report was submitted.

l. International Growth Committee – Americas and Caribbean

The Committee reviewed the report titled, “Draft Recommendations to the International Board” by the International Growth Committee, as shown in Information Report-Exhibit G. The Committee feels many of the recommendations have merit, were used in discussion of other agenda items and will further review the document in a future Committee meeting.
New Business

a. Ramifications and implications of 15 member charter strength.
b. Evaluation of the long-term impact and productivity of dues discounts
c. Review the issue of the same person filling Governor and Governor-elect position – consider why this is happening more frequently in districts; how it can be prevented from becoming a trend; and whether the role of Governor perhaps needs to change. Forward from Board committee on Governance October 2011 Board meeting.
d. Evaluate, focus and completely resource the one of two flexible membership initiatives that can be most successful for the organization.
e. Prepare a KI growth prioritization list for building the next 5-10 districts in the organization.
MEETING OF THE BOARD OF TRUSTEES

April 20, 2012

The following actions have occurred since the last meeting of the Board of Trustees through April 12, 2012. Formal Board approval is required on these actions.

A. NEW KIWANIS CLUBS PROCESSED and COMPLETED
   (These clubs have been assigned a key number; have been processed, and routed.)

<table>
<thead>
<tr>
<th>CLUB NAME</th>
<th>ORGANIZATION DATE</th>
<th>#MBRS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brasschaat Voorkempen, Belgium (K18231)</td>
<td>03/01/12</td>
<td>18</td>
</tr>
<tr>
<td>Young Professionals of Antelope Valley, California (K18230)</td>
<td>01/18/12</td>
<td>25</td>
</tr>
<tr>
<td>North Coast, California (K18232)</td>
<td>03/01/12</td>
<td>16</td>
</tr>
<tr>
<td>Trafalgar, Jamaica (K18224)</td>
<td>12/22/11</td>
<td>25</td>
</tr>
<tr>
<td>Angeles Hama, Ecuador (K18215)</td>
<td>11/19/11</td>
<td>22</td>
</tr>
<tr>
<td>Washington, Illinois (K18225)</td>
<td>01/09/12</td>
<td>27</td>
</tr>
<tr>
<td>Campton Hills, IL (K18238)</td>
<td>03/12/12</td>
<td>20</td>
</tr>
<tr>
<td>Cheon An, Korea (K18237)</td>
<td>02/15/12</td>
<td>25</td>
</tr>
<tr>
<td>Jesi, Italy (K18194)</td>
<td>01/12/12</td>
<td>26</td>
</tr>
<tr>
<td>Sri Petaling, Malaysia (K18213)</td>
<td>10/15/11</td>
<td>25</td>
</tr>
<tr>
<td>Maumelle, Arkansas (K18223)</td>
<td>01/25/12</td>
<td>27</td>
</tr>
<tr>
<td>Westford, Massachusetts (K18221)</td>
<td>01/18/12</td>
<td>29</td>
</tr>
<tr>
<td>Farmingdale, New York (K18216)</td>
<td>01/18/12</td>
<td>29</td>
</tr>
<tr>
<td>Grangeville, Idaho (K18233)</td>
<td>10/19/11</td>
<td>25</td>
</tr>
<tr>
<td>Bald Eagle and Nittany Valleys, Pennsylvaniania (K18236)</td>
<td>02/29/12</td>
<td>32</td>
</tr>
<tr>
<td>Intercity-Next Generation, Philippine Luzon (K18214)</td>
<td>01/02/12</td>
<td>28</td>
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<tr>
<td>Lutucan, Philippine Luzon (K18219)</td>
<td>12/05/11</td>
<td>28</td>
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<tr>
<td>Sampaguita ng San Pedro, Philippine Luzon (K18220)</td>
<td>01/15/12</td>
<td>22</td>
</tr>
<tr>
<td>Sariaya East, Philippine Luzon (K18222)</td>
<td>01/06/12</td>
<td>24</td>
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<td>Alabang, Philippine Luzon (K18226)</td>
<td>02/15/12</td>
<td>20</td>
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<td>Balincaguing-Mabini, Philippine Luzon (K18227)</td>
<td>02/20/12</td>
<td>21</td>
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<td>San Juan, Batangas, Philippine Luzon (K18228)</td>
<td>01/27/12</td>
<td>20</td>
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<td>Pasig North, Philippine Luzon (K18229)</td>
<td>01/27/12</td>
<td>23</td>
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<td>Dasma Lagers, Philippine Luzon (K18234)</td>
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<td>20</td>
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<td>Tayabas City, Philippine Luzon (K18235)</td>
<td>03/06/12</td>
<td>20</td>
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<tr>
<td>Kapisnon, Philippine South (K18217)</td>
<td>12/31/11</td>
<td>34</td>
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<td>Golden Kapiz, Philippine South (K18218)</td>
<td>11/07/11</td>
<td>28</td>
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<tr>
<td>Naciones Unidas, Paraguay (K18239)</td>
<td>12/10/11</td>
<td>21</td>
</tr>
<tr>
<td>Lake Nona, Florida (K18243)</td>
<td>03/01/12</td>
<td>15</td>
</tr>
</tbody>
</table>
Apopka, Florida (K18241) 03/09/12 25
Clark County, Arkansas (K18246) 03/01/12 20
Normandy 24-1, Missouri (K18244) 03/06/12 26
Greencastle-Antrim, Pennsylvania (K18245) 03/22/12 19
Lebac, Philippine South (K18242) 03/01/12 17
Sterzing-Wipptal, Italy (K18240) 01/14/12 25

TOTAL: 35 (Compared to 04/15/11 total of 18)

B. CLUB MERGERS
(The following Kiwanis clubs have officially merged.)

Club Name: West Richmond, VA (K04710)
Name of Charter Retired: North Central Richmond, VA (K14766)
Effective Date: January 23, 2012
Number of Members: 25
Changed Name to: Greater Richmond, VA (K04710)

Club Name: Chehalis, WA (K00723)
Name of Charter Retired: Centralia, WA (K00686)
Effective Date: March 5, 2012
Number of Members: 47
Changed Name to: Centralia-Chehalis, WA (K00723)

TOTAL: 2 Compared to 04/15/11 total of 3)

C. CLUB NAME CHANGES
(The following clubs have changed their official names.)

From: Johor Bahru, Central, Malaysia (K18178)
To: Tebrau City, Malaysia

From: Dundee, Omaha, NE (K02220)
To: Greater Omaha, NE

From: Marine Park, Brooklyn, NY (K13732)
To: Dyker Heights/Marine Park of Brooklyn, NY

From: West Richmond, VA (K04710)
To: Greater Richmond, VA (club merger)

From: Saint Cyr Sur Mer-La Ciotat, France (K16803)
To: Saint Cyr Sur Mer, France

From: Chehalis, WA (K00723)
To: Centralia-Chehalis, WA (club merger)

From: East Orlando, FL (K05577)
To: Greater Orlando-Winter Park, FL

From: Lewis Orchards, ID (K03065)
To: Lewis Clark Valley, ID

TOTAL: 8 (Compared 04/15/11 total of 9)
D. **CLUB INCORPORATIONS**
(As required by the Kiwanis International Bylaws, the following clubs have submitted Articles of Incorporation for approval by the Board of Trustees.)

**TOTAL:** 0 (Compared to 04/15/11 total of 3)

E. **CLUB FOUNDATIONS**
(The following clubs have established non-profit 501(c) (3) foundations.)

   Green Valley, Henderson   Cal-Nev-Ha   10/31/2011

**TOTAL:** 1 (Compared to 04/15/11 total of 5)

F. **DISTRICT FOUNDATION AMENDMENTS**

None

G. **DISTRICT BYLAWS AMENDMENTS**

**New Jersey**
Amended Article V, Section 2, to provide that a clear background check conducted by Kiwanis International is required for Governor and Governor-elect, as per the K.I. Bylaws.

Amended X, Section 2a, to: (1) to provide that a clear background check conducted by Kiwanis International is required for candidates for Governor and Governor-elect, as per the K.I. Bylaws; and (2) to revised wording to comply with current process performed by the District Secretary, not the District Structure Committee.

Amended Article XII, by adding a new Section 2, providing that an officer removed for conduct unbecoming, or who resigns, may be declared by the district board as ineligible for future offices or appointments.

**West Virginia**
Deleted Article XIV, Section 2, which had been tentatively added by the district board, but denied via October 2011 K.I. Board action.

The deleted section would have read: “The District Board of Trustees may authorize, by stated policy or procedure, that clubs organized on or between January 1 – September 30 may be exempt from payment of district dues and fees for charter members for the next administrative year after said club is organized.” However, the district did not charge an initial charter fee, so the K.I. Board denied adding this to their bylaws. Instead, the district adopted a *policy* whereby the district pays the district dues for the club, essentially ‘rebating’ district dues to the club without ever charging them. This is permissible.

H. **DISTRICT INCORPORATIONS**

None
I. **KIWANIS CLUBS RECOMMENDED FOR CHARTER REVOCATION**

Refer to **EXHIBIT 1** (salmon section) for a list of clubs to be recommended for charter revocation under Procedure 360. The clubs on this report have not paid dues as required. This list does not include Kiwanis clubs that have resigned. That list is found in Exhibit 2. The membership for these clubs is the last reported to Kiwanis International, and has been eliminated from active status.

**TOTAL:** 25 (Compared to 04/15/11 total of 0)

J. **KIWANIS CLUBS THAT HAVE RESIGNED**

Refer to **EXHIBIT 2** (gray section) for a list of clubs, which have resigned from Kiwanis International since the last Administrative Action Report. They have complied with the requirements of Article IV, Section 7 of the International Bylaws. The membership for these clubs is the last reported to Kiwanis International, and has been eliminated from active status.

These clubs have all resigned for routine reasons of declining interest. There is no controversy associated with any of them.

**TOTAL:** 32 (Compared to 04/15/11 total of 27)

K. **KIWANIS CLUBS RETURNED TO GOOD STANDING FROM PENDING REVOCATION STATUS**

Refer to **EXHIBIT 3** (blue section) for a list of clubs, which have paid their outstanding dues and have been returned to active status.

**TOTAL:** 12 (Compared to 04/15/11 total of 1)

L. **KIWANIS CLUBS REINSTATED FROM CHARTER REVOKED STATUS**

(The following clubs were previously revoked by Kiwanis International.)

Refer to **EXHIBIT 4** (yellow section) for a list of clubs, which have been returned to active status and have met the requirements to have their charter reinstated.

**TOTAL:** 7 (Compared to 04/15/11 total of 34)

M. **KIWANIS ASIA-PACIFIC (ASPAC) BYLAWS AMENDMENTS**

Amended Article VI, Section 1, to allow the ASPAC Convention to be held during the months of March to July, in order to be held in conjunction with the Kiwanis International Convention when relevant (such as 2014).

Amended Article V, Section 1, to provide that, during years when the ASPAC convention is held in conjunction with the Kiwanis International Convention, the ASPAC Executive Board may hold one less meeting during the year than normal.

Amended Article IV, Section 5, to state the duties of various Board members which were not
previously stated: the Vice-Chairman, Immediate Past Chairman, Convention Organizing Chairman, and representatives of non-districted clubs. *Note: New Sec. 5h regarding K.I. Trustees from the Asia-Pacific Region is accepted from this approval and is being considered separately by the Kiwanis International Board.*

Amended several Articles to adopt the following housekeeping revisions:

- Replaced “Region IV” with “Asia-Pacific Region”
- Changed Kiwanis International “Constitution” to “Bylaws”
- Deleted the reference to “regional service centre” which no longer exists.
- Changed “Worldwide Service Projects” to “the Global Campaign for Children”.
- Changed “Sponsored Youth Programs” to “Service Leadership Programs (SLP)”.
- Changed “International Vice-President/Treasurer” to “International Vice-President”
- Made references to the office of “International President-Elect” and “Governor-Elect” consistent throughout the Bylaws
- Allowed notices and reports to be sent by electronic mail as an alternative to regular or registered mail.
- Deleted the term “provisional district” which no longer exists.

*Note: Additional amendments are being considered separately by the K.I. Board.*

N. **KIWANIS INTERNATIONAL EUROPEAN FEDERATION BYLAWS AMENDMENTS**

None
**Exhibit 1: Kiwanis Clubs Recommended for Charter Revocation for not paying financial obligations (Proc 360)**

<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Change Date</th>
<th>A/R Balance</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td>K36</td>
<td>Philippine Luzon</td>
<td></td>
<td></td>
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<tr>
<td>K12589</td>
<td>Polangui Movers</td>
<td>PHL</td>
<td>35</td>
<td>01/16/1989</td>
<td>06/22/2011</td>
<td>1,144.00 USD</td>
<td>As Verified by District</td>
</tr>
<tr>
<td>K12938</td>
<td>Rosario Complex, San Pedro</td>
<td>PHL</td>
<td>25</td>
<td>10/22/1989</td>
<td>06/22/2011</td>
<td>885.00 USD</td>
<td>As Verified by District</td>
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<tr>
<td>K12961</td>
<td>Caloocan-I, Novaliches, Metro Manila</td>
<td>PHL</td>
<td>26</td>
<td>11/25/1989</td>
<td>06/22/2011</td>
<td>936.00 USD</td>
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<tr>
<td>K15765</td>
<td>Bayambang, Pangasinan</td>
<td>PHL</td>
<td>1</td>
<td>09/18/1999</td>
<td>09/26/2011</td>
<td>36.00 USD</td>
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<tr>
<td>K16744</td>
<td>Sunshine City, Ilocos Norte</td>
<td>PHL</td>
<td>20</td>
<td>04/01/2003</td>
<td>06/22/2011</td>
<td>695.00 USD</td>
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<td>K16943</td>
<td>Cabanatuan Angels</td>
<td>PHL</td>
<td>20</td>
<td>01/17/2004</td>
<td>06/22/2011</td>
<td>541.00 USD</td>
<td>As Verified by District</td>
</tr>
<tr>
<td>K17483</td>
<td>White Gold Calasiao</td>
<td>PHL</td>
<td>20</td>
<td>11/05/2006</td>
<td>06/22/2011</td>
<td>913.00 USD</td>
<td>As Verified by District</td>
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<td>K17589</td>
<td>Nasugbu Batangus</td>
<td>PHL</td>
<td>25</td>
<td>07/28/2007</td>
<td>06/22/2011</td>
<td>900.00 USD</td>
<td>As Verified by District</td>
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<tr>
<td>K17838</td>
<td>Quezon City</td>
<td>PHL</td>
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<td>06/01/2009</td>
<td>06/22/2011</td>
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## Exhibit 1: Kiwanis Clubs Recommended for Charter Revocation for not paying financial obligations (Proc 360)

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Total Number - Members: 453
Total Number - Clubs: 25
Total A/R Balance: 17,109.00
## Exhibit 2: Kiwanis Clubs That Have Resigned

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## Exhibit 2: Kiwanis Clubs That Have Resigned

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### Kiwanis Clubs That Have Resigned

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<td>K16794</td>
<td>Douai Marceline</td>
<td>FRA</td>
<td>3</td>
<td>04/30/2003</td>
<td>05/05/2012</td>
<td>73.45 USD</td>
<td>LOWNMEM - Low membership-Lost interest</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>3</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K60</td>
<td>Ecuador (DIF)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K17498</td>
<td>Amanca</td>
<td>ECU</td>
<td>5</td>
<td>02/13/2007</td>
<td>04/03/2012</td>
<td>180.00 USD</td>
<td>DISREC - District Recommended</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>5</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Number - Members: 318
Total Number - Clubs: 32
### Exhibit 3: Kiwanis Clubs Returned to Good Standing from Pending Revocation

<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Status Change Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>K33</strong></td>
<td><strong>Andean and Central America</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K16388</td>
<td>Santiago</td>
<td>PAN</td>
<td>6</td>
<td>10/01/2001</td>
<td>04/06/2012</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>K36</strong></td>
<td><strong>Philippine Luzon</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K12395</td>
<td>St. John, San Juan, Metro Manila</td>
<td>PHL</td>
<td>18</td>
<td>07/09/1988</td>
<td>04/04/2012</td>
</tr>
<tr>
<td>K17482</td>
<td>Reina Daeteña</td>
<td>PHL</td>
<td>19</td>
<td>12/15/2006</td>
<td>04/04/2012</td>
</tr>
<tr>
<td>K17683</td>
<td>Cainta Karangalan</td>
<td>PHL</td>
<td>22</td>
<td>05/01/2008</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K17945</td>
<td>Pacita Diamonds</td>
<td>PHI</td>
<td>16</td>
<td>02/06/2010</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K17946</td>
<td>Sta. Teresita</td>
<td>PHI</td>
<td>20</td>
<td>02/08/2010</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K17951</td>
<td>Gen Tri East</td>
<td>PHI</td>
<td>23</td>
<td>02/17/2010</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K17953</td>
<td>Naic-Kalikasan</td>
<td>PHI</td>
<td>20</td>
<td>03/01/2010</td>
<td>06/22/2011</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>138</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>K42</strong></td>
<td><strong>Philippine South</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K08670</td>
<td>Panabo</td>
<td>PHL</td>
<td>32</td>
<td>02/06/1977</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K10306</td>
<td>Power City, Iligan City</td>
<td>PHL</td>
<td>14</td>
<td>04/13/1981</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K16140</td>
<td>Dumaguete Sandurot</td>
<td>PHL</td>
<td>17</td>
<td>04/07/2001</td>
<td>06/22/2011</td>
</tr>
<tr>
<td>K17669</td>
<td>Crown Valley</td>
<td>PHL</td>
<td>16</td>
<td>03/19/2008</td>
<td>06/22/2011</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>79</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Total Number - Members | 223 |
| Total Number - Clubs   | 12  |
### Exhibit 4: Kiwanis Clubs Returned to Good Standing from Charter Revocation

<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Status Change Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>K02</td>
<td>California-Nevada-Hawaii</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Redwoods, Redway</td>
<td>CA</td>
<td>25</td>
<td>03/30/1950</td>
<td>02/28/2012</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K38</td>
<td>Belgium-Luxembourg</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Diest Mosterdpot</td>
<td>BEL</td>
<td>22</td>
<td>08/16/1984</td>
<td>01/25/2012</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>22</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K45</td>
<td>Italy-San Marino</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Avola</td>
<td>ITA</td>
<td>14</td>
<td>01/30/1991</td>
<td>01/24/2012</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K65</td>
<td>India (Non-Districted Asia Pacific)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mansa</td>
<td>IND</td>
<td>0</td>
<td>09/16/1997</td>
<td>03/05/2012</td>
</tr>
<tr>
<td></td>
<td>Agra</td>
<td>IND</td>
<td>0</td>
<td>12/29/2001</td>
<td>03/05/2012</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>K66</td>
<td>Albania (Non-Districted Europe)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Berat</td>
<td>ALB</td>
<td>18</td>
<td>03/12/2008</td>
<td>01/13/2011</td>
</tr>
<tr>
<td></td>
<td>Durres-Kavaja</td>
<td>ALB</td>
<td>21</td>
<td>03/12/2008</td>
<td>01/13/2011</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>39</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Total Number - Members**: 100
- **Total Number - Clubs**: 7
Please be sure to complete all fields.

☐ Fast Track Grant (check box ONLY if this is a Fast Track Grant)

1. District: Kiwanis International Philippine Luzon District

☐ District applying on behalf of District-in-Formation:

2. Project Title: “Growing from Good to Great”

3. Category:
   ☑ Growth
   ☐ Marketing/Public Relations
   ☐ Education/training initiatives

Project Goal: (100 words or fewer) The specific goals of the project are as follows:

a) To establish a Kiwanis Club in all major cities in Luzon
b) To utilize the Education initiatives undertaken by the District Leadership in getting quality members on top of quantity
c) To improve the knowledge of all Kiwanians in Club Building, Recruitment, Membership Retention and effective Club Management

4. Moving forward, the end goal of the project is to establish at least fifteen (15) New Clubs and reach at least 90% retention of current active membership.
Description: (250 words or fewer) The Philippine Luzon District has a lot of potential for growth. Considering the geographical situation of the Philippines, particularly in Luzon, it is imperative that we have an organized group of Kiwanians with time, talent and financial support to undertake growth initiatives. Focus shall be on quality membership on top of quantity to ensure that high percentage of retention is achieved.

The project is divided into different activities, viz:

a) All Trainors and Education Committee Members shall be given specific assignments and Divisions
b) They will coordinate with the Division Lt. Governors and designated Club Builders in doing the Community Analysis, Target and Selection.
c) Coordination with the local government and nearest active Kiwanis Club will be undertaken to ensure continuity and follow through.
d) An Orientation Seminar shall be held to formalize the organization of the New Club with emphasis on Kiwanis Education, completion of documentary requirements submission to K.I. and payment of fees and dues.
e) Preparation for Chartering Presentation.

5.
6. Timetable:
   Project Start Date: \( \text{(mm/dd/yyyy)} \) 10/01/2011
   Project Completion Date*: \( \text{(mm/dd/yyyy)} \) 06/15/2012
   (*must be completed by September 30, 2012)

7. Target Audience: Lt. Governors, Club Presidents, Club Officers

Outcome/Success Definition: (How will success be defined and/or measured?)
(150 words or fewer)

   The success of the project will be measured in the number of New Clubs organized, percentage of Retention in current active membership and the morale of membership as shown in major activities.

8. As earlier reported, the degeneration in membership quality and quantity has been the major concern of current leadership. This was the result of too much politics within the organization. Kiwanis Education with emphasis on how to organize and open new clubs will play a major role in growing the District from Good to Great!
9. Estimated Project Cost: (Provide total cost of project, and how much will be covered by the district or other sources.)

<table>
<thead>
<tr>
<th>GRANT PROJECT COSTS</th>
<th>TOTAL (US DOLLARS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Amount Requested (½ of total project cost):</td>
<td>US$ 10000</td>
</tr>
<tr>
<td>District Contribution (Minimum: Second ½ of total project cost):</td>
<td>US$ 10000</td>
</tr>
<tr>
<td>TOTAL Grant Project Costs (Grant Amount Requested + District Contribution)</td>
<td>US$ 20000</td>
</tr>
</tbody>
</table>

Please attach detailed project budget (may be submitted in local currency).

10. Describe in-kind or donated contributions obtained:

☐ Check here if there is no in-kind or donated contributions.

<table>
<thead>
<tr>
<th>IN-KIND/DONATED CONTRIBUTION* VENDOR'S NAME</th>
<th>DESCRIPTION OF CONTRIBUTION DONATED TO THE DISTRICT</th>
<th>VALUE (US Dollars)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MANILA BULLETIN</td>
<td>Newspaper Space</td>
<td>US$4000</td>
</tr>
<tr>
<td>Kiwanians/Sponsors</td>
<td>Advertising</td>
<td>US$4000</td>
</tr>
<tr>
<td>TOTAL CONTRIBUTIONS</td>
<td></td>
<td>US$8000</td>
</tr>
</tbody>
</table>

*In-kind refers to contributions of services or goods having a monetary value. Examples include donated printing, billboard space, television, or radio time. The value of such contributions should be included toward the minimum district commitment of 50% of the total project cost.

11. Contact Information:
   Name: FLORENCIO C. LAT
   Position: DISTRICT GOVERNOR
   E-mail: latfc@pnb.com.ph
   Phone (+ country code): +639178737525
   Country of residence: Philippines
We have read and understood the terms and conditions of the Kiwanis International District Matching Grant Programs 2011-12. We hereby endorse this application, which was approved by my district's board of trustees.

12. Certified by*:

FLORENCIO C. LAT
District Governor Printed Name

TRINIDAD P. GONZALES
District Governor-elect Printed Name

(If applicable:)

DIF Governor Printed Name

DIF Governor-elect Printed Name

* The application must be approved by the district Board and signed by the district Governor and Governor-elect.

Please submit completed application to:

tchen@kiwanis.org
Kiwanis
Ohio District

William A. Snellgrove
District Governor

To: Dr. John Button
Kiwanis International
3636 Woodview Trace
Indianapolis, IN 46268

RE: Ohio District Proposals

14 March 2012

Dear John,

Please find attached two proposals from the Ohio District intended to grow and strengthen the district. We firmly believe that these proposals can be game changers – moving our district from slowly losing membership and clubs to increasing membership and clubs.

It is imperative that we be in a position to grow our service but, as we know, membership and increased service are intertwined. We cannot have one without the other.

We have a strong program to educate our clubs and membership on growth. We have held growth summits around the state in both 2010 and 2012 promoting KI’s programs for improving and growing our clubs. These KI programs have slowed the loss, but not reversed it.

Obviously more is needed. Therefore, we have developed a strategy that relies on a three pronged approach that we believe will be a game-changer for our district. That strategy is:

- Continue an education program for existing clubs and members through Lanton Lee, who will also coordinate efforts with the new club builder.
- Begin the Family Membership Pilot to strengthen clubs in both numbers and members’ commitment to those clubs.
- Hire a New Club Building Administrator to coordinate efforts to build clubs in locations where clubs are strong enough to support them.

The letters and supporting documents for the Family Membership Pilot and for the New Club Building Administrator are included. We truly believe that the only way to quickly change the current trajectory in membership is a coordinated game plan. Each will build on the other.

We appreciate in advance your support for these efforts to strengthen our district. Thank you for allowing us to attend the committee meeting to present our proposals and answer questions.

W. A. Snellgrove
District Governor

Craig Wallace
District Governor Elect

cc: Alan Penn
Susan Petrisin
Stan Soderstrom
John DeVilbiss
Roy Hedeen

Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time.
To: Dr. John Button  
Kiwanis International  
3636 Woodview Trace  
Indianapolis, IN 46268

RE: Ohio District Family Membership Pilot

Dear John,

The Ohio District is requesting the approval by the Kiwanis International Board to begin a family membership pilot program in Ohio. We believe that this program will not only strengthen our membership numbers, but strengthen membership commitment by encouraging family members to work together on service within a local club.

Our proposal is modeled upon the one which the New England District has been successfully piloting. Attached please find a copy of Ohio’s proposal. The only significant difference between our proposal and New England’s is in the new member fees (New England based their proposal on the $50 KI fee then in effect, while ours takes 50% of the current KI and Ohio District fees now in effect).

This proposal has been discussed with club presidents at official visits, with attendees at growth summits and other district leaders. There has been strong support for this idea. In fact, at least five clubs in Ohio feel this is important enough to have reduced dues charged spouses – even though this sometimes means they have to subsidize those member’s dues to KI/ODKI. Unfortunately, most of our clubs cannot afford this.

This proposal was reviewed by a subcommittee of our Finance & Structure Committee (which reviews financial issues for the district). Through surveys conducted by our Lt. Governors, it was determined that there are 280 existing members who would qualify for this status. It was felt that some of these will not convert (also New England’s experience), and the district will be strengthened by proceeding. The full F&S Committee’s recommendation is to proceed as the committee expects more new members will join during the pilot time-frame than those converting membership.

Based on these findings and their own support for this proposal, the Board of the Ohio District unanimously approved this proposal at the March 9th board meeting. We now ask for the approval of the Kiwanis International Board. If approved, it is our intention to roll this program out as quickly as possible.
As additional information, we have been approached by one Lt. Governor and one club membership chair stating that there are currently five couples who would join together if the family membership option was approved. This would be five new full dues members, and five new family members. This also parallels what we have heard from New England.

We would like to add our thanks for the support and advice of Vesta Browne, New England District Governor, New England District Secretary Bill Jenkins and some of the New England Kiwanians. It is appreciated.

We appreciate in advance your support for this effort to strengthen our membership.

W. A. Snellgrove
Ohio District Governor

Craig Wallace
Ohio District Governor Elect

cc: Alan Penn
    Susan Petrisin
    Stan Soderstrom
    John DeVilbiss
    Roy Hedeen
The Ohio District of Kiwanis International Family Membership Plan

The Ohio District of Kiwanis International proposes that the Kiwanis Clubs within the Ohio District offer family memberships as an alternate membership form under the following guidelines. Kiwanis Clubs in the Ohio District which adopt the Family Membership Plan will pass the financial savings on to the family members.

Throughout this document “regular member” refers to a Kiwanis member in the “active or senior” status as defined in the standard form for club bylaws and who pays the full amount of Kiwanis International and Ohio District dues. The “family member” is defined below.

Qualifications required to be a family member

- To be considered a family member a person must be or become a member of the same Kiwanis club as a regular Kiwanis member and meet the usual qualifications for membership in Kiwanis.
- Be a relative (spouse, partner, adult offspring or adoptee, sibling, or equivalent) of a regular member.
- Have the same primary residential address as the regular member.
- If a college student, be enrolled where no Circle K club exists.

Costs for Regular Member

The first member (regular member) within a family will pay the full annual dues for both Kiwanis International and the Ohio District as well as the full amount for the Kiwanis International liability insurance and magazine subscription.

Costs for the Family Member

The family member will pay half of the regular Kiwanis International dues and half the Ohio District dues plus the $12 Kiwanis International liability insurance fee. The family member will not pay the $8 magazine subscription and will not receive his/her own copy of the magazine. Currently those discounted annual amounts are half of $42 = $21 for Kiwanis International dues and half of $26 = $13 for the Ohio District dues. The total of Kiwanis International dues, the liability insurance and district dues results in total of $46 to be paid by the club as invoiced by Kiwanis International. Local club and division dues are not affected by this proposal although clubs and divisions are encouraged to provide similar discounts to family members.

Costs for the Family Member joining an existing club after the beginning of an administrative year.

A person joining an existing club as a new family member after the beginning of an administrative year will pay half of the graduated enrollment fee for both Kiwanis International and the Ohio District. That fee is governed by the following chart.
Table showing regular and family member enrollment fees for new members after the start of an administrative year.

<table>
<thead>
<tr>
<th></th>
<th>KI Regular</th>
<th>District Regular</th>
<th>Total KI +</th>
<th>Family Member 50% of Regular</th>
<th></th>
<th>KI Regular</th>
<th>District Regular</th>
<th>Total KI +</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct</td>
<td>$62</td>
<td>$26</td>
<td>$88</td>
<td>$44</td>
<td>Apr</td>
<td>$36</td>
<td>$14</td>
<td>$50</td>
</tr>
<tr>
<td>Nov</td>
<td>$62</td>
<td>$24</td>
<td>$46</td>
<td>$43</td>
<td>May</td>
<td>$30</td>
<td>$12</td>
<td>$42</td>
</tr>
<tr>
<td>Dec</td>
<td>$60</td>
<td>$22</td>
<td>$82</td>
<td>$41</td>
<td>Jun</td>
<td>$24</td>
<td>$10</td>
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<td>Jan</td>
<td>$54</td>
<td>$20</td>
<td>$74</td>
<td>$37</td>
<td>Jul</td>
<td>$18</td>
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<td>$18</td>
<td>$66</td>
<td>$33</td>
<td>Aug</td>
<td>$12</td>
<td>$6</td>
<td>$18</td>
</tr>
<tr>
<td>Mar</td>
<td>$42</td>
<td>$16</td>
<td>$58</td>
<td>$29</td>
<td>Sep</td>
<td>$4</td>
<td>$10</td>
<td>$5</td>
</tr>
</tbody>
</table>

**Purpose of the Family Membership Plan**

The purpose of the family membership plan is to provide an incentive to grow Kiwanis membership, thereby increasing the amount of service Kiwanis can provide. Under the family membership plan, club membership can grow without doubling or tripling the cost for members of the same household joining the same club.

**Frequently Asked Questions**

*What is the status of a family member within a club?* The family member has all the rights, privileges and status of a regular active or senior member of the club with respect to holding office, voting privileges, serving as a club delegate and the like.

*What happens if a qualifying Kiwanis member is already a member of a local Kiwanis club?* That qualifying member may convert his/her membership status to family member at the beginning of the Kiwanis administrative year which is October 1.

*Are there any financial benefits to family members as charter members of a newly formed club?* Newly formed Kiwanis clubs pay a onetime fee of $50 per each charter member at the time the club is formed. There is no distinction made for family members. Once the new club is fully chartered, members joining after that may qualify as family members if the criteria for family membership are met.

*Who determines if a person is eligible to be considered for family membership?* The club will be responsible for determining that criteria described previously are met.

*Can a club collect more from a family member than is required to pay the discounted cost to Kiwanis International and the Ohio District?* The club determines dues and fees to be paid by club members. However, the purpose of the family membership plan is to reduce the cost of additional members within the same household being a member of the same Kiwanis club. It is the expectation of the Ohio District Board that the savings of the reduced costs be passed on to the family club member.

*When will family memberships go into effect in the Ohio District?* For new family members joining an existing club the effective timeframe be as soon as practical after the approval of Kiwanis International. For current members converting to family member status the effective date will be October 1, 2012, pending approval of KI prior to that date.
March 14, 2012
Dr. John Bunting
Kiwanis International
3636 Woodview Trace
Indianapolis, IN 46268

RE: Ohio District New Club Building Administrator

Dear John,

Please find attached the following items:

- Detailed explanation of New Club Building Administrator's job description, etc.
- Spread sheet identifying the financial specifics to accomplish the mission

The above items should be considered as the proposal from the Ohio District. This proposal was approved by the Ohio District Board of Directors on March 9, 2012.

The position of New Club Building Administrator will be compensated with a combination of a salary, expenses and an incentive bonus. The bonus will be based on the number of new members added to the district through new clubs with additional funds for the 2nd and 3rd years of the club. With the financial assistance of Kiwanis International, the Ohio District will cover an increasing amount of the compensation package. Over a seven year period, Ki is expected to have a net positive impact of over $70,000 for this position based on the goals for this position.

We believe this proposal is a game changer for the Ohio District and an important component of growing the District. The New Club Building Administrator will coordinate efforts with Lanton Lee, Ki Area Director for the Ohio District. Lanton will continue to support membership growth and retention efforts in the district. With a person dedicated to building new clubs, this will strengthen the team working to grow the membership and the number of clubs in the district.

We request approval from the Kiwanis International Board.

Thank you for your time and consideration of this proposal.

With high personal regards,

[Signature]
William Snellgrove
Governor

[Signature]
Craig Wallace
Governor-Elect

cc: Alan Penn
Susan Petrisin
Stan Soderstrom
John DeVilbiss
Roy Hedeen

Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time.
Kiwanis Ohio District  
New Club Building Administrator

In an effort to establish a multi-year new club building program and to attack declining membership trends, the Ohio District of Kiwanis International proposes the following part time paid position in the district.

Job Description

A. Organize, train and direct volunteers in opening a minimum of 6-8 new clubs a year in the district. This will include managing a schedule, as established by the District Governor and District Board, for the organization of 6-8 new clubs and managing the key volunteers to insure that the schedule is maintained.

B. Insure that proper site surveys are conducted for all proposed new club building sites and that enough site surveys are completed in a timely manner so that no delays or vacancies are created in the new club opening schedule.

C. Be on site for active recruiting to assist and offer training and guidance to the new club opener. This will include participating in the recruitment process.

D. Coach designated new club opener to make necessary follow-up plans after initial recruiting week and establish a target date for organization. Additionally, a regular communication, including phone conversation, shall be developed and maintained.

E. Take appropriate and reasonable action (based on approval of the District Governor and District Board, if necessary) to insure all new clubs opening efforts are completed.

F. Assist existing clubs that meet certain predetermined conditions in planning and implementing active membership growth campaigns. All such efforts must be approved by the District Governor and the District Board and shall not take priority over new club building efforts.

Skills necessary for the position

A. An understanding of Kiwanis International and the Ohio District and the respective administrative structures.

B. Ability to think independently and creatively without being tied to past practices.

C. Ability to listen, incorporate volunteer suggestions and tactfully explain why some may not work.

D. Ability to coach, mentor, inspire, motivate, and manage volunteers.

E. Ability to work with volunteers of diverse backgrounds, personalities, and abilities.

F. Ability to travel and to spend time away from home.

G. Proven ability to make presentations and conduct effective training sessions.

Compensation: See Exhibit A

Reporting: On an operational basis, this position will report to the District Governor. For goals and performance, this position will report to the District Governor and the District Board of Directors. Regular performance reviews will be conducted by the District Governor, and/or his designee, with input from the District Board of Directors.

Note: The development and implementation of a new club building plan shall remain the direct responsibility of the District Governor and District Board of Directors. While the District New Club Building Administrator may offer suggestions to that plan, his/her primary role will be to help this group manage and implement that plan. It is also incumbent on the District Governor and District Board to have a clearly defined and scheduled growth and new club building plan in place before the start of each administrative year.
## Board Committee on Membership
### Action Report Exhibit B

### Attachment I

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Half the new club fee first year, $5/member years 2 & 3

| Bonuses for Yr 1 Clubs | 3,750 | 525 | 550 |
| Bonuses for Yr 2 Clubs | 5,250 | 735 | 770 |
| Bonuses for Yr 3 Clubs | 6,000 | 840 | 880 |
| Bonuses for Yr 4 Clubs | 6,000 | 840 | 880 |
| Bonuses for Yr 5 Clubs | 6,000 | 840 | 880 |

| KI Income from Dues | 3,750 | 5,775 | 7,285 | 7,610 | 7,720 | 1,720 | 880 |
| KI New Club Fees | 7,900 | 10,500 | 12,000 | 12,000 | 12,000 | 550/member |
| KI Dues | 4,620 | 11,298 | 19,194 | 34,482 | 35,784 | 542/member |
| KI Costs | 7,900 | 10,500 | 16,620 | 23,298 | 31,194 | 34,482 | 35,784 |
| Bonuses | 3,750 | 5,775 | 7,285 | 7,610 | 7,720 | 1,720 | 880 |
| Salary | 15,000 | 14,000 | 11,000 | 8,000 | 6,000 | 3,750 |
| KI NET | (11,250) | (9,275) | (1,665) | 7,688 | 17,474 | 32,762 | 34,904 | 70,638 |

| ODKI Income From Dues | 3,900 | 8,190 | 12,922 | 17,802 | 22,490 | 21,346 | 526/member |
| ODKI Costs | 5,000 | 7,000 | 11,500 | 14,500 | 17,000 | - |
| ODKI NET | (5,000) | (3,100) | (3,310) | (1,578) | 802 | 22,490 | 21,346 | 31,450 |
Re.: New Club in Sweden

We now have the chance of building a new club in Sweden which will be of great importance for a positive signal for the Division Sweden. We have tried to deal with it through the option of a satellite to the existing club in Karlskoga, but have met some problems with this connection.

1. The existing club does not want women in their club.
2. The new club being today of 10 women don’t want to belong to the existing club of men.

I do mean that it would be better with ten new members, than fourteen on the paper. I am sure that the women, who eager to start good Kiwanis service to the community, will be able in very short time to get five more women to get their charter. Further I think this could be the start of a positive growth effort to get this club started. We have for a long time tried to make Division Sweden bigger as we do feel that the potential is quite big for Sweden to grow.

Under these circumstances we will appeal to Kiwanis International to make an exception from the needed 15 members to build this club which will take the name Kiwanis Club Selma. Give them one year to get the last five or more members to become a club of good standing.

As the Governor of the District Norden I do appeal on the strongest that we will be given this exception of the rule. We are putting a lot of effort in growing in our District and I do feel very strongly that meeting us on this issue will mean a lot to very many people. It will give us a real kick off on all growth work we are doing and show the rest that this actually is possible. I can’t really understand otherwise that we actually have nothing to lose and a lot to gain in this matter.

It is my hope and strong wish that Kiwanis International can grant this request and make the exception we are asking for.

Best regards

Ralph Castellan
Governor 2011-12
From: Board of Directors, Kiwanis International Iceland Faroes District  
To: KI Board 2011-2012  
Date: Mars 10.2012  
Subject: KI changes to Procedures 203-District status

The Board of the Kiwanis International Iceland Faroes (IceFar) District regrets and appeals the recent changes approved by the KI Board on PROCEDURE 203 – DISTRICT STATUS. The Board strongly expresses its disappointment in this drastic decision being taken without any prior warning or consultation with the District, nor does it understand the urgency of the execution. Not being given a chance to defend and explain its case is difficult to comprehend.

1) To retract the changes;  
2) Change the procedure;  
3) Exempt the IceFar District from Procedure 203.

This matter was on the agenda at KIEF board meeting in Prag 17. February 2012 and the board make following decisions.

“The European Board, at its meeting in Prague on February 17th, 2012, STRONGLY SUPPORTS THE REQUEST of the Iceland Faroes district asking the International Board to revisit their decision to immediately change their district status from full district to district in formation, and allowing them a period of two years to regain full district status”.

I. General Kiwanis Background

District history: For almost 50 years the IceFar District has been a proud member of the Kiwanis International service community. The first club, the 9th in Europe, was chartered in 1964. Initially Iceland was a part of the Scandinavian/Norden District, but became a full independent KI District in 1971. In 1981 when a Kiwanis club was chartered in the Faroe Islands it became the Iceland Faroes District. To this day it has been a full Kiwanis district and as such with all the rights and responsibilities granted and required.

Growth outline: For the first 30 years the District experienced steady growth, culminating in 1994, with 1320 members in 48 clubs, a small miracle, considering the population sustaining this phenomenal growth. Since then membership has declined and fell below the 1000 member mark in 2003, where it has remained since. Annually 50–60 new members are recruited, but 60-70 members leave the organization. Starting the 2011-2012 year, Districts membership was 979 members in 38 clubs. Additionally two SLP clubs with about 60 members are sponsored. Lastly, so-called Sinawik clubs (partners of Kiwanians), with approx. 3-400 members are affiliated with most of our classic clubs. This brings the total Kiwanis community in the IceFar District to about 1400 individuals!

Leadership: In our pioneering days several Icelanders held leadership roles in the Scandinavian/Norden District. At the European level six Icelanders have been KIEF presidents. The District also takes great pride in having Eyjólfur Sigurðsson serve as Kiwanis IP from 1995-1996. Eyjólfur also served as the founder and first manager of the European Service Center in Gent and later as KI Executive Director. Furthermore, several District leaders have served on or chaired various KI and KIEF committees.

Service: Service has always been at the core of the Kiwanis presence in the District. Annually our clubs
fundraise and dispense over ISK30 million for different service projects. Triennially since 1974 the national K-day project has been a District focal project. Through this mental disorder fundraiser last year ISK 43 million were raised. Also, annually IceFar Kiwanians have secured sufficient sponsorship to be able to present every child entering 1st grade in all our schools with a special Kiwanis safety helmet. Thus, close to 15% of the nation has directly been touched by Kiwanis! Estimated price tag: ISK35 million. In total last year the District raised about ISK 108 million or more than ISK 100k per member, or $3 per capita.

II. Justification and arguments for appeal
The following is a case in our full district defense and additionally overdue enlightenment for those ignorant of the special membership obstacles facing the IceFar district. The IceFar Board hopes this will weigh more than the ROI in full districts, which seems to be an underlying factor in the KI decision. Notwithstanding an unquestioned district goal of reaching a full level district status, the IceFar Board reasons that, under the circumstances, it would be prudent and becoming KI to take appropriate measures, enabling the IceFar district to get on with the REAL business of Kiwanis, rather constantly worrying about playing a membership balancing act. Consequently, the KI Board is challenged to consider new or other long term tactics regarding the membership issue of the IceFar District.

Geo- and demographical limitations: District membership relies on the population of 2 remote and isolated islands in the middle of the North Atlantic. It takes 3 hours by plane to reach mainland Europe from Iceland, and 5-6 hours to fly to the east coast of the USA. A direct plane ride between the islands takes about 2 hours and is only available twice a week. With only a combined population of 360,000 people, options for Kiwanis growth is extremely limited compared to other KI districts. Yet a fully operational and thriving District has existed here since 1971. Teamwork, collaboration, selflessness and positivity in serving the less fortunate, has been the glue that has kept the District together. Also, the smallness and isolation of the islands has undoubtedly helped to bring members closer together and maintain the bonds of friendship and fellowship that define this small but incredibly strong KI district.

KI/KIEF aid: At the bequest of the District, during times of severe economic difficulties in Iceland, for 3 years, it was agreed to freeze KI/KIEF dues at the 2008 level. This aid and various District economizing measures, were a contributing factor to enabling the District to revert significant membership losses and eventually start to grow. No other “special” aid, financial or other, was given or offered by KIEF/KI to help the District back on its feet. Nor was it asked for. The question is, if and how will these KI bodies react and walk the talk and assist bringing the District back to full size?

The Sinawik Issue: A petition for inclusion of Sinawik as affiliated members paying token international dues, has been refused by KI. These organized women clubs have been working besides and with our classic clubs for decades, way before female membership even became a KI issue. As we celebrate the 25th anniversary of women in Kiwanis it would be befitting to further explore ways for their affiliation and inclusion in IceFar membership tallies. This would bury the full district issue once and for all.

Current Growth Indicators: Growing 15% over the past 2 years has made the District one of the fastest growing KI Districts. The average member age is lower and a long term downwards slide has been reverted to sustained positive growth. There are several indicators to this trend continuing:
Board Committee on Membership  
Action Report Exhibit D

**Recruitment:** A District membership survey indicates that before the end of March at least 15 new members will have joined our ranks. Most clubs in the District follow a 3-6 month adaptation period for prospective members before induction. Currently 10 new members are reported in pipeline status.

**Female growth:** Over the past 2 years female membership has doubled and is now about 10%. Long ways from the KI average, but several indicators for sustained female growth are evident. A successful Women’s committee is very active. In 2012 a female satellite club with 20+ members will be chartered. In 2012-2013 the first female will serve as District governor. Kiwanis exposure to women, by women, will hopefully fuse female membership growth as women issues will be given more weight, especially step-in-step with the Eliminate project.

**Sponsorship:** The District has entered into contract with the Norden District to rebuild Kiwanis in Denmark. For various reason this contract has not yet been validated by the Districts but is still valid.

**The Faroes:** The Faroes are now a separate District division, rendering it more imperative for them to coherently manage their own growth affairs. A fourth club on the islands has been a long-term growth goal for many years.

**Kiwanis IS-golf 2012:** This national Eliminate 2 week fundraiser promises to be an unprecedented district PR campaign that will sparkle interest in our organization and if correctly managed will present a great recruitment opportunity.

### III. Conclusion

The combined population of Iceland/Faroes is comparable to the German town of Bochum. Are there 1000 Kiwanians in Bochum? In a group of 1000 Iceland/Faroes inhabitants you can expect to find 2.72 Kiwanians. In Germany the figure is 0.04! When the IceFar District adds 1 new member can the Germany District be expected to build 20 clubs! Sitting at the same table all odds should be equal before the cards are dealt, but for obvious reasons the IceFar odds will always be inferior and it’s a small miracle that the District is even playing at this table.

One of the meanings of the Indian word “Kiwanis” is to “make noise”. With this in mind the IceFar District Board reserves its right to make this noise about the injustice it believes it has suffered with its demotion to the status of District in Formation! Against all odds a glorious 50 year Kiwanis legacy has been built in this part of the world. Equal to any in the KI world this and the hard work of a thriving and dedicated Kiwanis community must not be disregarded. Undoubtedly the connotation of this hard-nosed KI message will have unforeseeable and adverse effects on the IceFar Kiwanis community. The above is a case for the opposite and a plea to even the odds of the Iceland Faroes District.

Ragnar Örn Pétursson Governor Iceland - Faröe
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<th>Kiwanis District</th>
<th>Kiwanis Members*</th>
<th>Total Pop**</th>
<th>Kiwanis % of Total Population</th>
<th>Kiwanians per 1000 Inhabitants</th>
<th>Members if Equal to IceFar</th>
<th>If Ice-Far Adds One Member</th>
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*As of October 1, 2011
**CIA Factbook Jul. 11 estimates
Nation-District Connection

At the recent ASPAC joint Executive meeting Tadao Oda raised the need for developed Districts to connect with growing Nations and support, assist and mentor them in their initial periods of growth. For a Nation to grow it will need support with:

- Administrative assistance in membership growth and new Club building
- Development of a structure where the Nation would put in place a Club Building Chair, a Membership Growth Chair and a Youth Services Chair
- Development of a 5 year growth plan

An established District has this structure in place and through a co-operative approach a 3 way partnership can be established. The partnership members must be:

- Kiwanis International
- The established District
- The developing Nation

A time frame for this partnership must be of a minimum of 5 years where each partner contributes to the success of the partnership.

Kiwanis International

As the parent body KI must provide seed funding to assist with travel, advertising, promotion and development within the Nation. Seeding funds of $8,000.00 per year for the term of the agreement would enable members of the other party’s to work together.

The established District

The District has a set structure already in place. It has a Board of Trustees and should have a committee chair structure in place. These resources would be offered to the Nation by inviting the Nation to be represented on the District’s Board of Trustees. The Nation would (for the period of the agreement) become a Division of the District.

The elected Nation’s Lt Governor would be entitled to participate in Board of Trustee meetings. The District would offer full facility support for training, Club development, Youth Services and the overall promotion of Kiwanis within the Nation

The District shall make available suitable persons who are willing to go to the Nation and assist with Growth.

The District Secretary would do all the reporting for the clubs in the Nation freeing up leadership to concentrate on growth and membership development.

The Nation

The Nation would elect a Lt Governor who would sit on the Board of the District for a period of at least 2 years. By doing this continuity is maintained at the top of the leadership structure of the Nation.
After 2 years another person may replace the Nation’s Lt Governor. (The more people experiencing this leadership role will develop leadership depth within the Nation.

During the ASPAC executive meeting a verbal expression of interest for Nation-District Connection was put forward between Sri Lanka and Australia. A fee structure would need to be agreed to through a Memorandum of Understanding where each partner would know what dues were to be paid over the period of the agreement.

It would be recommended to the Australian Board of Trustees that the Sri Lankan District pay no Australian District dues for at least 3 years of the agreement and that this be reviewed for the last 2 years of the agreement period. The fees currently paid by Sri Lankan members would be maintained.

**Benefits to the partners**

**Australia**

Within Australia there exists many large Sri Lankan communities. With the assistance of Kiwanians living in Sri Lanka an opportunity exists to liaise with these communities and form Kiwanis Clubs.

Aid projects targeting youth in Sri Lanka could be a draw card for new members to join existing clubs or to form new clubs. This may also assist with publicity of Kiwanis in Australia.

Networking opportunities are enhanced and maybe more attractive to potential new members particularly younger generations. This could be used to promote opportunities to do community service work abroad.

Such a connection would certainly add an international look to Kiwanis in Australia which could aid promotion of Kiwanis.

**Sri Lanka**

The Nation obtains the opportunity to gain administrative skills and knowledge relating to the organizational structure of an established District. It is able to tap into any resource materials that the District may have and use them to develop its own resources.

Develops the Nation’s leadership through participation in the Board on running of a District.

May benefit from funds for projects being raised in Australia allowing a higher profile for Kiwanis in Sri Lanka.

If administration is done by Australia executive then frees up resources for key leadership positions such as growth, membership development and service leadership programs.

Pairing of key positions with Australian leadership allows mentoring and development.

Allows clubs to pair with Australian clubs and exchange ideas about projects and fundraising.
Growth targets through this program for the duration of the connection

### Australia

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</tr>
<tr>
<td>2013-14</td>
<td></td>
<td>Adelaide</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Perth</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>25</td>
</tr>
<tr>
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<td></td>
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</table>

### Sri Lanka

<table>
<thead>
<tr>
<th>Club</th>
<th>Present</th>
<th>Sep-12</th>
</tr>
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<tbody>
<tr>
<td>Colombo City</td>
<td>35</td>
<td>50</td>
</tr>
<tr>
<td>Kandy</td>
<td>14</td>
<td>25</td>
</tr>
<tr>
<td>Battaramulla</td>
<td>14</td>
<td>35</td>
</tr>
<tr>
<td>Batticaloa</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td>Kalmunai</td>
<td>20</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>103</td>
</tr>
<tr>
<td></td>
<td></td>
<td>170</td>
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</table>

- Club will be reported to KI in April 2012

<table>
<thead>
<tr>
<th>Year</th>
<th>New Clubs</th>
<th>Club</th>
<th>Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2012-13</td>
<td></td>
<td>Jaffna</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Galle</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Colombo Key Club</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>230</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>New Clubs</th>
<th>Club</th>
<th>Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-14</td>
<td></td>
<td>Colombo (2)</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Killinochi</td>
<td>30</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Negambo</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kurunegala</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Colombo/Kandy/Battarmulla (6)</td>
<td>120</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>480</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year</th>
<th>New Clubs</th>
<th>Club</th>
<th>Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-14</td>
<td></td>
<td>Hambantola</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kalutara</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Anuradhapura</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Colombo/Jaffna/Battarmulla (8)</td>
<td>170</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>725</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Achieve District in formation status Sept 2015</td>
<td></td>
</tr>
</tbody>
</table>
Dear friends,
on Feb. 4, 2012 I sent a letter to inform the International Board about the serious problem discussed during the last meeting of our District Board on Jan. 21, 2012.
I remind that we unanimously decided to ask the International Board for withdrawing the KC Roma Charter and for sending Mr. Raffaele Salerno away. Our decisions were motivated by clear proofs reported by several papers, which enlightened iterated violations of the basic kiwanian rules by the member Raffaele Salerno.
I remind that papers containing proofs justifying our decisions and requests were promptly sent to the International Board.
As a result of that, Mr. Salerno has taken up attacking our District Officers again, in a ugly way. Therefore, at the moment we and you have to act together in order to avoid such a useless controversy, which is going to puzzle our members in Italy.
We would like our Kiwanis to enjoy dignity and ethical behaviors. Otherwise I think it could risk collapsing. Indeed, we and you together have to break this vicious circle, definitively.
Unfortunately, at the moment it seems that our only choice is to withdraw the KC Roma Charter and to send Mr. R. Salerno away. I think we cannot delay any longer.
I have experimental evidence that we can increase the number of members and Clubs in the area of Rome, as soon as you will withdraw the KC Roma Charter. Obviously, all the members of KC Roma are supposed to be sent away at the same time, so that they cannot damage Kiwanis elsewhere.
Please, let your decisions be operative as soon as possible.

Florio Marzocchini  Governatore
Salvatore Costanza  Imm. Past Governatore
Roberto Garzulli  Governatore Eletto
Antonio Maniscalco  Segretario del Distretto
### Board Committee on Membership
#### Information Report-Exhibit A

#### District Matching Grant analysis 2010/11

<table>
<thead>
<tr>
<th>District</th>
<th>Date check cut</th>
<th>Matching Grant $</th>
<th>Description</th>
<th>Goal</th>
<th>Membership 10-11</th>
<th>Membership 11-12</th>
<th>New Club Build 10-11</th>
<th>New Club Build 11-12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malaysia</td>
<td>2/14/11</td>
<td>$2,445 Out of $6,500</td>
<td>Malaysia Growth Plan</td>
<td>8 New clubs opened, Increase Membership numbers by 300</td>
<td>-306</td>
<td>+135</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Indonesia (Nation-through Malaysia)</td>
<td>8/26/11</td>
<td>$1,236 out of $4,069</td>
<td>Training of Club Presidents and secretaries Area Committee formed</td>
<td>Training of all Build new clubs in Indonesia</td>
<td>-10</td>
<td>-10</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Philippines Luzon</td>
<td>4/30/11</td>
<td>$15,366* out of $21,898</td>
<td>New Club Building- Membership growth</td>
<td>Build 20 new clubs-Increase membership by 30%</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taiwan</td>
<td>8/26/11</td>
<td>$30,000 Out of $104,477</td>
<td>Training 300 emcees, 16 LTG, 312 club presidents, 96 division leaders, 80 district leaders, 1,500 new members</td>
<td></td>
<td>-456</td>
<td>+49</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>Philippines Luzon</td>
<td>8/31/11</td>
<td>$17,088* out of $35,280</td>
<td>LTG education, CLE, Pres, Sec Summit New Club Build</td>
<td>Train 100% LTG (12) 95% (140) Pres., Sec. 70% Treas. Build 15 new clubs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Philippines Luzon</td>
<td>9/30/11</td>
<td>$12,500* out of $24,500</td>
<td>Enhance Kiwanis Education May – Sept 2011</td>
<td>Certified instructors trained Build 20 new clubs and have 90% member retention 11-12</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Philippines Luzon total</td>
<td></td>
<td>$44,954* out of $81,678</td>
<td>Total of 3 Matching Grants</td>
<td></td>
<td>-49</td>
<td>-133</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>Korea</td>
<td></td>
<td>0</td>
<td>2011/12 active ($9,326)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Australia</td>
<td></td>
<td>0</td>
<td>2011/12 active ($7,485)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>New Zealand-SP</td>
<td></td>
<td>0</td>
<td>2011/12 active ($5,522)</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Japan</td>
<td></td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
The Asia Pacific Region District Matching Grant Program began in the 2009-10 Kiwanis Year. In that year, $4,357 was used exclusively for Conference Interpreter Services. In 2010-11, four districts took advantage of the program and were reimbursed $80,523 (with districts contributing $116,201 for a total of $196,724). Specifics are listed below.

### All ASPAC District Growth Numbers

<table>
<thead>
<tr>
<th>District</th>
<th>Total Membership 9/2008</th>
<th>Total Membership 3/2012</th>
<th>Membership 08-09</th>
<th>Membership 09-10</th>
<th>Membership 10-11</th>
<th>Membership 11-12</th>
<th>Total Membership</th>
<th>New Club Build 08-09</th>
<th>New Club Build 09-10</th>
<th>New Club Build 10-11</th>
<th>New Club Build 11-12</th>
<th>Total New Clubs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malaysia</td>
<td>1,210</td>
<td>1,563</td>
<td>+192</td>
<td>+332</td>
<td>-306</td>
<td>+135</td>
<td>+353</td>
<td>5</td>
<td>5</td>
<td>2</td>
<td>4</td>
<td>16</td>
</tr>
<tr>
<td>Indonesia</td>
<td>83</td>
<td>61</td>
<td>-2</td>
<td>-1</td>
<td>-10</td>
<td>-10</td>
<td>-23</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Philippines</td>
<td>3,133</td>
<td>3,626</td>
<td>+448</td>
<td>+228</td>
<td>-49</td>
<td>-133</td>
<td>+494</td>
<td>23</td>
<td>28</td>
<td>12</td>
<td>12</td>
<td>75</td>
</tr>
<tr>
<td>Luzon</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taiwan</td>
<td>11,632</td>
<td>11,363</td>
<td>+32</td>
<td>+106</td>
<td>-456</td>
<td>+49</td>
<td>-269</td>
<td>22</td>
<td>15</td>
<td>12</td>
<td>2</td>
<td>51</td>
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<tr>
<td>Philippines</td>
<td>1,292</td>
<td>1,340</td>
<td>+36</td>
<td>-102</td>
<td>+35</td>
<td>+79</td>
<td>+48</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>13</td>
</tr>
<tr>
<td>South</td>
<td></td>
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<tr>
<td>Korea</td>
<td>541</td>
<td>1,169</td>
<td>+17</td>
<td>+133</td>
<td>+391</td>
<td>+23</td>
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<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>New Zealand-SP</td>
<td>917</td>
<td>794</td>
<td>+52</td>
<td>+11</td>
<td>-145</td>
<td>-41</td>
<td>-123</td>
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<td>5</td>
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<tr>
<td>Japan</td>
<td>1,606</td>
<td>1,635</td>
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<td>+22</td>
<td>-12</td>
<td>-3</td>
<td>+29</td>
<td>0</td>
<td>1</td>
<td>0</td>
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Kiwanis New Zealand/South Pacific District
Report to the Kiwanis International Board of Trustees
March 25, 2012

The Kiwanis New Zealand South Pacific District is an exceptional place for growth for a number of reasons. Currently, their status of being below charter strength is also due to a number of reasons. Hopefully, both the potential and the past will offer insight into the future of Kiwanis for this District. The reasons are being conveyed within the Why, How and What perspective, along with listing facts of their unique region of the world. An itinerary and details of the first growth initiative is also detailed below.

Outstanding Growth Potential

- **Why?**
  - Attitude- the people of this vastly multi-cultural district have an extremely positive attitude which transcends into an incredible opportunity and infinite pool of prospects.
  - When the culture is positive, the “ask” is easy…and very well received.
  - As "island" people they respect what they have so much more because of the increased cost to receive what they need by being so remote.
  - They have a sense of taking care of one another and especially those in need…and want to help as their culture.
  - It is societal.
  - They believe that they can make a difference…and it is understood because they start with why . . . and when **Why** is understood it has great potential. (Simon Sinek: Start with Why)

District in Formation Status: (below the 1,000 requirement)

- **Why?**
  - Lack of readily available and financially feasible resources for Growth, Education (CLE, Secretary, Lt. Governor)
  - Marketing/PR, Retention, website, communications issues due to time zones and lack of numerous resources in French.
  - They have also not had an active Area Director on the ground until now.
Natural attrition through death and relocation as well as retention problems due in large part to the three first bullet points.

- **How?**
  - Education - train the trainer, new certified instructors.
  - Webinars, communication within district on a monthly vs. once a year.
  - New website, and webinars, materials available in print vs. downloading from the Internet, in English and French.
  - This District has a Strategic Plan, that when fully supported will restore the size to full District. They just need a little help achieving that.
  - An Area Director that can provide hands-on training for District Trainers for Lt. governors, new club builders, club counselors, marketing and PR, membership campaigns, ELIMINATE, and Achieving Club Excellence workshops.

- **What?**
  - New growth of current clubs.
  - Stronger retention.
  - New clubs.
  - Support for ELIMINATE.
  - All of these are covered in the District Strategic Plan.

**Just the Facts:**
- District - New Zealand, New Caledonia, Vanuatu

4.5 million

Tahiti,
Population
Board Committee on Membership
Information Report-Exhibit B

- Current membership total is 781 with 5 Divisions and 46 Clubs.
- Comparison to city of Houston, TX with 5 million population have approximately 200 Kiwanis members.
- New Caledonia has 200,000 population and 200 members (1% of the population, highest in the world in Kiwanis).
- Travel via airline for the District is approximately 8 hours as islands are not available for driving.

**New Club Sites**
- Auckland/Stonefields (in process, charter estimated for 20 by October 2012)
- Wellington/Capital City (in process, charter estimated for 20 by October 2012)
- Hamilton (recruiting scheduled for June/July 2012)
- Rotorua (being considered)
- Christchurch (being considered)
- Hauraki Sunrise (potential to be checked)

**Education Plan:**
- Lt. Governor Training
- CLE Train the trainers
  - New CLE training in English and French
- Monthly Webinars: (Stephanie to facilitate six (6) different Growth/Education/Marketing/Retention Topics specifically for this District April-September)
  - New Zealand and Vanuatu in English
  - New Calendonia and Tahiti in French (Lt. Governor French speaking to present)

**Marketing and PR Plan:**
- New website to be designed by KI (anticipated for July 2012)
  - New websites for clubs thru Club Resource at KI
- May is Membership Campaign distributed to all clubs via Lt. Governor and email (May/June/July/Aug)
- 25th Anniversary of Women in Kiwanis Events and Celebrations
• ELIMINATE
• Charter II – bringing 21 clubs back to 20 members (see five year plan)

Charter II targets
1. Mt Roskill +7
2. St Heliers +5
3. Takapuna +7
4. Matamata +7
5. Morrinsville +2
6. Oceanside +4
7. Te Awamutu +9
8. Dumbea +10
9. Hibbertia +5
10. Kenu +3
11. Moorea +4
12. Raiatea +5
13. Vahine +3
14. Gisborne +1
15. Napier +10
16. Tokoroa +6
17. Whakatane +6
18. Drury +3
19. Pakuranga +3
20. Papakura +11
21. Papatoetoe +5
Total +116
### February 23-March 8/2012 Itinerary:

<table>
<thead>
<tr>
<th>G1K New Zealand</th>
<th>Date</th>
<th>Day</th>
<th>Event</th>
<th># involved</th>
<th>Travel</th>
<th>Evening Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auckland</td>
<td>23-Feb</td>
<td>Thursday</td>
<td>Welcome Dinner</td>
<td></td>
<td>0500 arrive</td>
<td></td>
</tr>
<tr>
<td>Morrinsville</td>
<td>24-Feb</td>
<td>Friday</td>
<td>Visit Stonefields</td>
<td>20-30</td>
<td>Travel to trustees</td>
<td>Dinner meeting</td>
</tr>
<tr>
<td>Morrinsville</td>
<td>25-Feb</td>
<td>Saturday</td>
<td>Trustees/Training</td>
<td>20-30</td>
<td></td>
<td>Meeting</td>
</tr>
<tr>
<td>Auckland</td>
<td>26-Feb</td>
<td>Sunday</td>
<td>Trustees/Training</td>
<td>20-30</td>
<td>Return to AKL</td>
<td>Training</td>
</tr>
<tr>
<td>Wellington</td>
<td>27-Feb</td>
<td>Monday</td>
<td>Recruiting</td>
<td>25-100</td>
<td>Fly to WLG</td>
<td>Briefing</td>
</tr>
<tr>
<td>Wellington</td>
<td>28-Feb</td>
<td>Tuesday</td>
<td>Recruiting/Club Visit</td>
<td>25-100</td>
<td></td>
<td>Lower Hutt</td>
</tr>
<tr>
<td>Wellington</td>
<td>29-Feb</td>
<td>Wednesday</td>
<td>Recruiting</td>
<td>25-100</td>
<td></td>
<td>Briefing</td>
</tr>
<tr>
<td>Wellington</td>
<td>1-Mar</td>
<td>Thursday</td>
<td>Open House</td>
<td>25-100</td>
<td></td>
<td>Briefing</td>
</tr>
<tr>
<td>Wellington</td>
<td>2-Mar</td>
<td>Friday</td>
<td>Recruiting</td>
<td>25-100</td>
<td></td>
<td>Briefing</td>
</tr>
<tr>
<td>Wellington</td>
<td>3-Mar</td>
<td>Saturday</td>
<td>Meeting with team</td>
<td>15</td>
<td>Return to AKL</td>
<td>Team NCB Meeting</td>
</tr>
<tr>
<td>Auckland</td>
<td>4-Mar</td>
<td>Sunday</td>
<td>Childrens day Stonefields</td>
<td>100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auckland</td>
<td>5-Mar</td>
<td>Monday</td>
<td>NCB Stonefields Club</td>
<td>NA</td>
<td></td>
<td>Briefing</td>
</tr>
<tr>
<td>Auckland</td>
<td>6-Mar</td>
<td>Tuesday</td>
<td>NCB Stonefields Club</td>
<td>NA</td>
<td></td>
<td>Mt Roskill</td>
</tr>
<tr>
<td>Auckland</td>
<td>7-Mar</td>
<td>Wednesday</td>
<td>NCB Stonefields Club</td>
<td>NA</td>
<td></td>
<td>Takapuna</td>
</tr>
<tr>
<td>Depart to Denver</td>
<td>8-Mar</td>
<td>Thursday</td>
<td>Follow up with team</td>
<td></td>
<td></td>
<td></td>
</tr>
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</tr>
</tbody>
</table>
Details of Trip: (Key Contacts: Bob Reay in Auckland and Clinton Green in Wellington)

- Trustees Meeting (22 in attendance and 6 guests)
  - 4 hour presentation by Stephanie Ursini (Area Director)
    - Distribution of essential materials in print (and some in French) and on computer flash drives for use in their Divisions.

- 500 Open House Invitations printed and distributed to public for the two new club building sites for Auckland/Stonefields and Wellington/Capital City.

- New Club Building Workshop- 9 Recruiters in Stonefields and 3 in Wellington
  - Clubs are taking shape to be complete by October 2012.

- Club visits: Lower Hutt, Mt. Roskill and Takapuna – all under 20 and will pledge to become 20 within the 5 year plan of Charter II.

- Recruiting efforts were mostly cold calls in Stonefields but with a great crew of 9 people received 36 prospects and Kiwanians were excited about their recruiting efforts and are energized to recruit in their own clubs as well. Three Clubs represented. Mount Roskill, Saint Heliers and Drury.

- Recruiting efforts in Wellington with Clinton Green were high-level personal appointments with lawyers, members of Parliament, Media, strategic alliances in the area. Ian Johnson and Kevin Hollamby also spent 4 days walking the streets of Wellington recruiting and passing out information to hundreds of interested businesses, college students, young professionals and shop owners.

- Daily review meetings and briefings with Past Governor Bob Reay and Trustee Clinton Green were invaluable. They not only possess an enormous amount of energy, positive attitude, passion and leadership for this District but are key to the success of this effort. Unfortunately, they may possess all the energy in the world, but they still need more “boots on the ground”. We must find additional recruits to help with New Club Building, Club Counseling, Retention, Membership Campaigns, Marketing and Awareness and support from Kiwanis International to continue to send support for not only the next 5 years during this process, but to further this incredible opportunity/potential for growth.
• This District has been isolated and has grown tired, but the locals saw the life achieved by having an Area Director on the ground, and the tide is starting to turn.

• The Area Director’s return this year will prove invaluable, preferably at the time of Lt Governor and CLE training, to assist the local trainer, work on the other new sites already identified, membership campaigns and Charter II growth plans.

**ELIMINATE:** (For Growth)
- Division 6 has 11 clubs – 6 model/$750/member: 3 Bronze $350/member
- Kiwanis Club of Mt. Roskill: Mothers Day Movie Night with 200 people for fundraising and awareness campaign.
- Mother’s Day Lunches/Brunches and Open House Events planned throughout the District.
- Zellar Award promotion and individual giving.

**Service and Fundraising in NZSP:** This is a sampling of the service being provided and as you can see for the size of their District, serving their communities and supporting ELIMINATE is NOT an issue. They truly have a sense of “Doing for others... and it is quite amazing to visit and hear the stories that echo in this land of islands in the South Pacific. They are to be much-admired for such altruistic efforts.

- Ronald McDonald House
- Bedspreads for Waikato hospital
- Drury prayer breakfast for Girl Guides
- Relay for Life
- Pakuranga Children’s Health Camp
- Water walker for Papakura pool
- Cycle safety day and selling pickles in Papakura
- Guy Fawke’s night at Clarks Beach
- Special airbed for burns victims at Kids First Hospital
- Repairing headstones in Gisborne
- Gisborne Radiothon Build a playhouse in 24 hours
- Medikin dolls for Christchurch hospital
- Papatoetoe High School Key Club
- Papatoetoe High School Key Club neighbourhood cleanup
- Carseat inspection
- Pakuranga Children’s Health Camp
- Support for Vanuatu schools including books and desks
- Takapuna at Moturoa Island restoration project
- Directing traffic at Christchurch cycle day
- Clothes for newborn babies
- Dictionaries for schools in New Caledonia
- Golf tournament at Morrinsville
- Selling firewood
- Sandcastle challenge
- Terrific Kids presentations
- Community service in Waiau Pa Clarks Beach
- Horse races in Vanuatu
- Children’s day outing in Christchurch
- Community service in Hamilton
- Maintenance at children’s camp near Christchurch
New Zealand-South Pacific 5 Year Anticipated Growth Plan (March 25, 2012)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Membership</td>
<td>781</td>
<td>818</td>
<td>887</td>
<td>978</td>
<td>1066</td>
</tr>
</tbody>
</table>
### Board Committee on Membership
Information Report-Exhibit B

<table>
<thead>
<tr>
<th></th>
<th>1st year</th>
<th>2nd year</th>
<th>3-5 years</th>
<th>5-10 years</th>
<th>11+ years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average loss 15%</td>
<td>-117</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average loss 10%</td>
<td>-82</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Average loss 5%</td>
<td>-44</td>
<td>-49</td>
<td>-53</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Member lost clubs</td>
<td>-30</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>New Clubs (20 each)</td>
<td>80</td>
<td>60</td>
<td>60</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>Current Membership 80/20</td>
<td>156</td>
<td>164</td>
<td>177</td>
<td>196</td>
<td>213</td>
</tr>
<tr>
<td>Charter II (21 clubs to net 116)</td>
<td>23</td>
<td>23</td>
<td>23</td>
<td>23</td>
<td>23</td>
</tr>
<tr>
<td>Total</td>
<td>893</td>
<td>983</td>
<td>1104</td>
<td>1188</td>
<td>1289</td>
</tr>
<tr>
<td>Growth in Members</td>
<td>112</td>
<td>165</td>
<td>216</td>
<td>210</td>
<td>223</td>
</tr>
<tr>
<td>Confidence Factor** 42%</td>
<td>47</td>
<td>69</td>
<td>91</td>
<td>88</td>
<td>94</td>
</tr>
</tbody>
</table>

**Anticipated end of the year**

| Total                  | 828 | 887 | 978 | 1066 | 1160 |

*80/20 Rule is used to compute that on average 20% of the membership recruits new members.*

**Within the NZ-SP Board of Trustees a confidence factor ranging from 1-99% was averaged at 42%.

The calculation is based on the Growth in Members line item and then multiplied by the confidence factor.

Each year of success should increase the confidence factor percentage. Each year of non-success will lower the confidence factor.

For purposes this year we will use first year confidence factor of 42%.
Kiwanis ASPAC Nations Growth Summit 2012

The ASPAC Nations Growth Summit was held on March 14, 2012 (2:00pm-10:00pm) in Colombo City, Sri Lanka immediately before the 37th ASPAC Convention (March 15—17, 2012) at the same venue along the line outlined in the “October 2011 Board Committee on Education Action Report—Exhibit A” (reproduced in “January 2012 Board Committee on Education Information Report—Exhibit A”).

Among the Kiwanis International Leaders in attendance were President Alan Penn, Vice-President Gunter Gasser, Executive Director Stan Soderstrom, and International Trustees John Button, Stewart Ross, Lee Kuan Yong, Clinton Green. Among the ASPAC Leaders in attendance were Adeline Chan (Chairman), Wilfredo Valencia (Chairman-Elect), Tadao Oda (Vice-Chairman), Hwan Chia Sing, Stewart LaBrooy, Ken Archer, and Jose Altavas.

Members from five out of eight non-districted ASPAC Nations were present: India (1), Indonesia (1), Hong Kong (2), Singapore (2), Sri Lanka (12). Contrary to our expectations, none from Guam, Nepal and Pakistan could make it.

The program proceeded as follows:

- Welcome address and MC throughout by ASPAC Vice-Chairman Tadao Oda.
- Opening remarks by ASPAC Chairman Adeline Chan and KI President Alan Penn.
- PowerPoint presentation by Executive Director Stan Soderstrom on: Overview and (1) Grow existing clubs, (2) Open new clubs, (3) Build your team, (4) Connect to a district.
- PowerPoint presentation on: Elucidation of (1) by Tadao Oda.
- PowerPoint presentation on: Elucidation of (2) and (3) by KI Trustee Lee Kuan Yong.
- PowerPoint presentation on: Elucidation of (4) by Tadao Oda and Stan Soderstrom.
- Preparation and presentation of the Road Map of each non-districted ASPAC Nation in presence.
- Closing remarks by Chairman Adeline Chan and KI President Alan Penn.

The growth of non-districted ASPAC Nations were continued to be discussed during the ensuing ASPAC Convention at the following meetings:

- ASPAC Executive Board Meeting (March 15, 2012, 8:00am-3:00pm)
- ASPAC Nations Meeting (March 15, 2012, 3:30pm-5:30pm)
- ASPAC Joint Executive Board Meeting (March 17, 2012, 3:30pm-5:00pm), where each of the ASPAC Districts and the ASPAC non-districted Nations were requested to
discuss the Nation-District connection and start sounding out the possible counterparts.

Outcome

As the result of these meetings, we came to realize the following:

(1) For a Nation to grow, it will have to take care of more administrative matters as the number of clubs increases.
   - New club building and membership growth involve administration.
   - Office space would be needed for the administration.
   - The area coordinator, new club building chair and membership growth chair need training and mentoring.
   - One club cannot do all alone to build new clubs.
   - Clubs need fund for training and new club building. Money for club activities should not be used for them.
   - As a Nation grows and becomes DIPF, DIF and District, however, the clubs will have to be prepared to pay “District” dues in addition to the international dues.
   - Vicious cycle: members are either too old or young but too busy.
   - Experienced Kiwanians from a District could serve as “traveling trainers” and help the clubs when they happen to be in a Nation on business.

(2) Resource to draw upon in ASPAC: A District could help a Nation in this respect under a suitable mutual agreement on “Nation-District connection” such as “assignment”, “attachment” and “sponsorship”. By helping a Nation, District would be providing service.

(3) KI could help in this respect as well ("dues dollars coming back to ASPAC"): As in the early 2000’s, KI could assign to a non-districted Nation a “field service representative” (FSR), who leads the growth effort of the Nation if there is a high potential for new clubs. The Nation could provide an office space for the FSR, while the KI takes care of the funding (salary and running costs).

Thanks to the Growth Summit, the non-districted ASPAC Nations came to realize the challenges they are to face before each of them becomes a DIPF, a DIF and eventually a District. We are grateful to the Kiwanis International Board for giving us the valuable opportunity and request continuing strong support of the Kiwanis Asia-Pacific Region.

Listed in the Attachment below are the current state and Road Map (as of April 3, 2012) of non-districted ASPAC Nations, which we hope to be able to update every three months.

Respectfully submitted,
Tadao ODA
Vice-Chairman, Kiwanis Asia-Pacific Region
Current State and the “Road Map” of non-districted Nations in the Asia-Pacific Region

(As of April 3, 2012 and to be updated every three months)

India (128)
- KC of Aligarh (49)
- KC of New Delhi (48)
- KC of New Delhi L (23)
- KC of Shillong (20)
- KC of Agra---to be reinstated
- KC of Mansa---to be reinstated

(1) Grow existing club:
- Number of new members to be added in 2011-12:
- Number of new members to be added in 2012-13:
- Membership Growth Chair:

(2) Open new clubs or revived old clubs:
- How many clubs to be built or revived in 2011-12:
- How many clubs to be built or revived in 2012-13:
- The potential sites are:
- New Club Building Chair is:

(3) Build the team:
- 2011-12 Area Coordinator: Raj Jajodia
- Candidate for 2012-13 Area Coordinator:
- Candidate for “Master Instructor”:
- 2012-2013 Club Presidents:
- Candidates for “Certified Instructors”:

(4) Nation-District connection: No.

(5) Target date for DIPF:

---------------------------------------------------------------

Sri Lanka (86)
- KC of Battaramulla (20)
- KC of Batticaloa (20)
- KC of Colombo City (29)
- KC of Kandy City (17)
- Key Club of Overseas School, Colombo

(1) Grow existing club:
- Number of new members to be added in 2011-12: twenty
Board Committee on Membership  
Information Report-Exhibit C

- Number of new members to be added in 2012-13: thirty
- Membership Growth Chair: Chanaka Goonetileke

(2) Open new clubs:
- How many new clubs to be built in 2011-12: two (KC of Kalmunai and two others in the Ampara District are expected in the near future)
- How many new clubs to be built in 2012-13: two
- The potential sites: Colombo (2), Jaffua (1), Killinochi (1), Kalmunai (1), Negambo (1), Kurunegala (1)
- New Club Building Chair: Mr. T. Someswaran

(3) Build the team:
- 2011-12 Area Coordinator: Arjuna Yatawara
- Candidate for 2012-13 Area Coordinator: Chanaka Goonethileke
- Candidate for 2013-14 Area Coordinator: Trevor Rajaratnam
- Candidate for 2012-13 Area Coordinator: Khurshid Nilgiria
- Candidate for “Master Instructor”:
  - 2012-2013 Club Presidents:
    - KC of Colombo City: T. Someswaran
    - KC of Kandy: Sanjeeva Tennakoon
    - KC of Battaramulla: Ravi Naggarajah
    - KC of Batticaloa: C. Punniyamoorthy
  - Candidates for “Certified Instructors”:

(4) Nation-District connection: Yes, in favor

(5) Target date for DIPF: 2015. subject to the installation by KI of a Field Service Representative!

---------------------------------------------------------------

Indonesia (71)
- KC of Jakarta (14)
- KC of Jakarta Muda (20)
- KC of Socialista (27)
- KC of Sunda Kelapa, Jakarta (10)

(1) New club building target: one in 2011-12 and one in 2012-13 both potentially in Jakarta. Incoming Area Coordinator is in charge.

(2) Membership growth target: fifteen in 2011-12 and fifteen in 2012-13. Past Area Coordinator is in charge.

(3) Build the team:
- 2011-12 Area Coordinator: Prita Baso
- Candidate for 2012-13 Area Coordinator: Teguh Budiono
- Candidate for 2013-14 Area Coordinator: Arleen Djoohan, SH
- Candidate for “Master Instructor”: Pedro Valentino Erwin Senjaya
- 2012-2013 Club Presidents:
  - KC of Jakarta: Prita Baso
  - KC of Jakarta Muda: Andriati Alidin
  - KC of Socialista: Wanda Sundari
  - KC of Sunda Kelapa: Retno Harjanti
Candidates for “Certified Instructors”: (to be determined)
(4) Nation-District connection: Attachment
(5) Target date for DIPF: 2015

- We contact those friends who take part in community services focused on children and health.
- We join the meetings and projects of the community services, sponsor the project at first, tell them more about Kiwanis and possible connection between their projects and Kiwanis, asking them to be a part of Kiwanis supported internationally by KI.
- In this way, Kiwanis Indonesia could increase its membership, while local community services become parts of the global organization.
- The challenges: The members of community services don’t have to pay the dues before they join Kiwanis, but will have to after they join Kiwanis.
- New club building would be a big financial challenge, since the funds raised through fund-raising programs cannot be used for the purpose, while the club dues would not be sufficient to take care of administrative matters involved in new club building.
- A field service representative would be most desirable in Indonesia In view of its high potential for growth.
- To increase membership, we need to carry out attractive and long-term projects (at least three years). Fund-raising programs may not be able to raise fund enough to support long-term projects. It would be most desirable for us to be able to apply for grants to KI/KIF that support these long-term projects either annually or for the entire term.
- We promote the KI/KIF programs: The Eliminate Project (Indonesia has MNT), “Read Around the World”, “Kiwanis One Day” and “Kiwanis Go Green”.
- We would like to get attached to a District and get as much information as we can.

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Guam (14)

- KC of Hafa Adai, Agana (14)

According to a message from Past President Angel R. Sablan on March 6, 2012, the members of the Kiwanis Club of Hafa Adai in Guam are regrouping and bringing it back to life again. The members had their first reorganizing meeting on March 1, 2012 and will continue to meet every Thursday until they have done all they can to be a functioning and vibrant Kiwanis Club again. In fact, their first test of this is their sponsorship of the Annual Hafa Adai Kiwanis Club Easter Egg Hunt for Foster Children on April 1. This year there are 287 foster children. He will keep us all informed of their progress and looks forward to joining all of us at future ASPAC meetings.

According to his follow-up message on April 4, their Easter Egg Hunt for the Foster Children was a great success. They had nine loyal Kiwanians come and join the over 200 foster children and their foster parents. Our cohosts planned for all age categories and yes even a category for the adults at the end searching and hunting for eggs. So much laughter, joy, and smiles from everyone. The Governor of Guam and the First Lady along
with the Village Mayor and a few other government leaders showed up to show their support. In fact some expressed an interest in joining as members. No doubt their club will rise again, just like the phoenix, to be a more active and pro-active organization in serving the children of Guam. Our first regular meeting will be next week after the Easter celebrations. I will keep you apprised of our progress and thank you for keeping me in the loop on all ASPAC matters.

Hong Kong (19)
- KC of Hong Kong (19)

(1) Grow existing club:
  - Try to revive old members still living in Hong Kong.
  - Recruit project-specific volunteers who may become members later

(2) Open new clubs:
  - With the new project “Corner Library” for kindergartens in low income families community, recruit guest volunteers to form club satellites first, then let the club satellites to form a club.
  - Encourage receivers of the “Kiwanis Community Awards”, who are high school students to form “Key Clubs”.
  - Involve the parents of Key Clubs in projects and enroll them to be members.

(3) Build the team:
  - The existing spine of the administration team consists of President, Treasurer, Secretary and Project Leaders.
  - Need more Project Leaders including Membership Growth Leader.

(4) Nation-District connection:
  - As our club with club satellites grow bigger, we will need to look towards the Malaysia District to be our mentor.

Nepal (29)
- KC of Nepal (29)

KI is to subsidize the attendance of 2012-2013 Club Presidents and candidates for “Certified Instructors” at the Malaysia District Leadership Education Conference (late July 2012).

(1) Grow existing club: Dhananjaya Yadav
(2) Open new clubs: Ram Khati
(3) Build the team: Sailesh Acharaya
  - 2012-2013 Club President: Suresh Malla
  - Candidates for “Certified Instructor”: Dipendra Joshi
(4) Nation-District connection: Bijaya Malla
Pakistan (43)
- KC of Karachi (21)
- KC of Kolachi (22)

(1) Grow existing club:
- Enhancement of Kiwanis awareness
- Recruitment of younger members who could undertake projects and help growth. The current dues may be too high for younger people, and may have to be subsidized.

(2) Open new clubs:

(3) Build the team:
- 2012-2013 Club Presidents:
  - KC of Karachi:
  - KC of Kolachi: Mr. Amir Jaffi (2011-12 VP) is likely but not definite yet.
- Candidates for “Certified Instructors”: None of the members, who are business executives, are ready to commit three years.

(4) Nation-District connection: No.

Singapore (15)
- KC of Singapore-Delta Chapter (15)
- 2 Key Clubs (CHIJ and Central)

(1) Grow existing club:
- 2011-12 focus
  - Key Leader Program
  - Doubling of membership to 30
  - Create networking activities that will pull in existing members and potential new members.
- 2011-12 work plan:
  - Facilitator training
  - Engagement of schools and the Ministry of Education
  - Fund-raising for Key Leader Program
  - Key Leader Camp 2012
- Key Club development:
  - Grow the two existing key clubs (CHIJ and Central)
  - Set up two more key clubs after the Key Leader Camp in May 2012
- Member recruitment: 30 members in 2011-12
- Fund-raising for the club to fund the Key Leader Camps
- Raising club profile in Singapore by doing higher-profile projects

(2) Open new clubs: 1 new club in 2012-13

(3) Build the team: Increase networking activities to improve bonding
- 2012-2013 Club President: Koh Mui Cheng (2011-12 VP)
- Candidates for “Certified Instructor”: None in 2012-13
(4) Nation-District connection: Continue the existing close working relationship with Malaysian clubs. At this point, not ready for a wider-range, general purpose relationship in the forms proposed during the Nations Growth Summit.
Overview Africa Affiliate Nation

During my very first board meeting as a trustee in October 2005, our board was given a briefing by the Executive Director, Eddie Sigurosson, of the 'State of Kiwanis International'. This report included his summary of the issues and status of clubs in Africa. (see attachment) At the time, a special assistant to the Executive Director took on additional duties of coordinating the Sub-Saharan African continent. I volunteered to work with this employee and help set up partnerships with clubs in North America in a partnership/mentoring role.

Under a change in International leadership, came a change in policy and the position was eliminated in 2006. I continued my un-official relationship with the clubs and made a visit at my own expense in 2007 to visit some of the clubs.

Since Kiwanis was introduced in Africa during the mid 1970s, many clubs were built by Kiwanians traveling to the area, by the World Link Program, and by staff who also traveled and offered training in 2004 and 2005. At one time there were over 20 clubs throughout Africa. In 2007 when I got involved, there were 15 active clubs remaining. I set up an un-official partnership program with clubs from my district. (Copy attached)

Under the flexible initiatives, the board approved Africa as an affiliate nation. Recognizing that they got very little for their dues, a flat fee structure was approved. (currently $200.00) Clubs basically have the right to use the Kiwanis name, the logo, eligible to receive grants from KIF, and the use of the catalog, but no rights of representation at conventions. There is no organized structure.

As President in November 2010, I appointed a Kiwanian in the Kiwanis Club of Kisumu, Kenya as the volunteer coordinator for Africa to help facilitate communications and self support among clubs and their sponsor/partners. (copy attached)

Recently, interest has been shown in some of the existing European districts to help organize more clubs in Africa. Relationships have been along the lines of the countries that once occupied African Nations and still have some connections there. The strongest has been the French/Congo. The clubs in England also have some strong ties to certain countries in Africa. Daniel Vigneron and former KIF Trustee Wahib Aladin have been two of the strongest supporters for growth in Africa. Mark Smith, former Trustee also travels extensively in Africa and I have used him as an advisor over the years as well.

Future Issues/questions

1. Do we continue to let Africa build on it's on and maintain their loose affiliation status?

2. Does our recent philosophy of each club being attached to a district apply to Africa?

3. There must be some contact point or connection to these club from our organization. I do not know if Rachelle Strawther Okumu will continue beyond this year, and should we continue to have a Board Counselor?
4. Should our future goal be to ask districts to take on the role of attachment (partnerships, coordination, helpers)? If so at what point? Any resources?

5. Both Rotary and Lions are well established in Africa. Africa is not centrally located for easy support. Corruption and cultural differences are key issues in many parts of the continent. An all out approach to growth in this region and the competition from the other service groups (who have made strong investments into this region) make the ROI and our ability to compete questionable.

6. If we continue a club-by-club approach to partnerships, there needs to be an incentive for these clubs to mentor and train (primarily through the internet). Mailing and cost of shipping to this region is very costly and not always guaranteed without good local involvement.

7. Finally my approach has been not to overtly promote establishment of new clubs, but when it does occur, to try to hook these new clubs into the affiliate self-help system of administration.

8. If we go beyond the current policy, we need to check the involvement of Lions and Rotary and carefully select a country-by-country approach to further expansion.

Respectfully submitted by Sylvester Neal

Counselor to Africa 2011-2012
Initial Research for Kiwanis Expansion in Latin America

Latin America is a region of the world that has great potential for Kiwanis International, because of the closeness to the U.S. in terms of geography, culture, trade and political relations.

Currently Kiwanis has presence in the Andean and Central American District (Colombia and Panama), Ecuador DIF (Ecuador), and in the Kiwanis nations of Belize, Brazil, Costa Rica and Mexico.

In the search for the next best nation(s) in Latin America to strategically expand Kiwanis, staff has done initial research about the region to narrow down the scope. All countries not included in the defined United States and Pacific and Canada and Caribbean Regions of Kiwanis were the focus of this research.

Four criteria were established to help narrow down the most suitable nations for Kiwanis:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Why</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income potential (Kiwanis Tiers A, B, C)</td>
<td>Countries in Tiers A or B will allow for a faster return on the investment</td>
</tr>
<tr>
<td>Population</td>
<td>Determines the potential for growth in that nation</td>
</tr>
<tr>
<td>Political relations with the U.S.</td>
<td>Ease of doing business with the U.S. will facilitate communication, financial transactions and openness to an American organization</td>
</tr>
<tr>
<td>Expected economic future</td>
<td>To invest in economies as stable and promising as possible for the long term.</td>
</tr>
</tbody>
</table>

The following table shows the findings by country in the region:
<table>
<thead>
<tr>
<th>Tier A $10K or More per capita</th>
<th>2010 GNI Per Capita ($)</th>
<th>Population</th>
<th>Income distribution Index</th>
<th>Political relations with the U.S.</th>
<th>Economic Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Venezuela</td>
<td>$11,590</td>
<td>27,635,743</td>
<td>41</td>
<td>Very tense</td>
<td>Looming</td>
</tr>
<tr>
<td>Uruguay</td>
<td>$10,590</td>
<td>3,308,535</td>
<td>42.4</td>
<td>Very good</td>
<td>Good</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tier B $9,999- $5,000 per capita</th>
<th>2010 GNI Per Capita ($)</th>
<th>Population</th>
<th>Income distribution Index</th>
<th>Political relations with the U.S.</th>
<th>Economic Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mexico*</td>
<td>$8,930</td>
<td>113,724,226</td>
<td>51.7</td>
<td>Strong, complex</td>
<td>Low</td>
</tr>
<tr>
<td>Costa Rica*</td>
<td>$6,550</td>
<td>4,576,562</td>
<td>50.3</td>
<td>Close, friendly</td>
<td>Medium</td>
</tr>
<tr>
<td>Panama*</td>
<td>$6,980</td>
<td>3,460,462</td>
<td>51</td>
<td>Good, strong</td>
<td>Good</td>
</tr>
<tr>
<td>Cuba (2008 data)</td>
<td>$5,520</td>
<td>11,087,330</td>
<td>n.a.</td>
<td>Limited</td>
<td>N.A.</td>
</tr>
<tr>
<td>Colombia*</td>
<td>$5,510</td>
<td>44,725,543</td>
<td>58.5</td>
<td>Good, strong</td>
<td>Good</td>
</tr>
<tr>
<td>Brazil*</td>
<td>$9,390</td>
<td>203,429,773</td>
<td>53.9</td>
<td>Good, strong</td>
<td>Good</td>
</tr>
<tr>
<td>Chile</td>
<td>$9,950</td>
<td>16,888,760</td>
<td>52.1</td>
<td>Great</td>
<td>Excellent</td>
</tr>
<tr>
<td>Argentina</td>
<td>$8,500</td>
<td>41,769,726</td>
<td>45.8</td>
<td>Strong</td>
<td>Good but risky</td>
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<th>Tier C $4,999-$0 per capita</th>
<th>2010 GNI Per Capita ($)</th>
<th>Population</th>
<th>Income distribution Index</th>
<th>Political relations with the U.S.</th>
<th>Economic Forecast</th>
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<td>Belize*</td>
<td>$3,740</td>
<td>321,115</td>
<td>n.a.</td>
<td>Close, cordial</td>
<td>Low</td>
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<td>$2,730</td>
<td>13,824,463</td>
<td>55.1</td>
<td>Close, good</td>
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<td>Honduras</td>
<td>$1,880</td>
<td>8,143,564</td>
<td>57.7</td>
<td>Good, strong</td>
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<td>Nicaragua</td>
<td>$1,090</td>
<td>5,666,301</td>
<td>43.1</td>
<td>Good</td>
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<td>Ecuador*</td>
<td>$4,290</td>
<td>15,007,343</td>
<td>46.9</td>
<td>Strong, deteriorated</td>
<td>Good</td>
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<td>Guyana</td>
<td>$3,300</td>
<td>744,768</td>
<td>43.2</td>
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<td>Peru</td>
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<td>Bolivia</td>
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<td>10,118,683</td>
<td>58.2</td>
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<td>Paraguay</td>
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<td>53.2</td>
<td>Good, cooperative</td>
<td>Medium</td>
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* Countries with Kiwanis Presence

2. Source: Index Mundi
3. Gini Index. Perfect equality is zero, perfect inequality is 100. For reference, Gini Index for the U.S. is 45 (data from 2007). Source: CIA - The World Factbook
4. Data from 2001
5. Data from 1999
6. Source: U.S. Department of State
7. Staff appreciation based on economic research
Economic forecasts for Latin American economies

Latin American economies enjoyed a decade of growth in much part due to the increase in commodity prices and further integration with supply demanders like China. This, along with sound fiscal policies and larger middle classes, have allowed the Latin American countries to weather fairly well the economic crisis in the United States and Europe in the last few years and months.

Optimistic reports from economists and the World Bank indicate that there will be a continued and more moderated era of economic stability and growth in the region. The region grew 6 percent in 2010, 4.2 percent (estimated) in 2011, and it is expected to grow by 4 percent in 2012. Not bad compared with U.S. and European rates. Others predict that economies like Uruguay and Chile will be among the world’s most advanced economies in 10 or 15 years, with Brazil, Argentina, Mexico and eventually Colombia joining them in the next 15 to 20 years.

Skeptics on the other hand see risks in the high inflation rates in Venezuela and Argentina, escalating crime rates in Mexico, Central America and Venezuela, and much of the region dependence in commodities. Should anything happen to China and its demand for commodities, most of these economies would feel the impact.

The research on predictions and forecasts on the different Latin American economies according to different sources indicates the following:

- There are two main differences in the region.  
  - The group of Mexico and the Caribbean Basin countries are tied to the U.S. economy and will continue to have low growth, unless they work on diversifying their trading partners.  
  - South America will grow at faster rates than the U.S. because of the success these countries have had in diversifying trading partners (Europe and Asia).

These differences seem to be confirmed by other data and analysis from the International Monetary Fund. The following is some qualitative information on the region’s seven largest economies:

• **Argentina** has had dynamic growth rates in the last couple of years, but fears of instability arise from high inflation and loose fiscal policies.

• **Brazil** will be the fifth largest economy in the world in the next ten years. This economy is expected to continue to be prosperous, but will continue facing its biggest challenge: huge income inequalities and inflationary pressures.

• **Chile** is considered one of the least corrupt and vibrant democracies in Latin American and the most modern and solid economy in the region with relatively low poverty levels. Nevertheless, it has the second highest income inequality in the region (after Brazil).

• **Colombia** has had a strong economy growth spur driven by external demand on commodities and the growth of its domestic market. This country has seen remarkable improvements in the areas of safety and increased foreign direct investment, which is expected to continue. Prudent fiscal policy provides for a stable future and ability to maneuver potential external economic crisis.

• **Mexico** is the second largest economy in the region, but faces high crime and violence challenges. Added to its close ties with the U.S. economy, the Mexican economy is expected to follow the same economic pattern of the United States.

• **Peru** has had a strong growth over the last decade averaging 7 percent year due to market-oriented economic reforms and high international commodities prices. It has also been driven by construction, private investment and domestic consumption. Peru’s economy is well managed, and better tax collection has been increasing revenues, with expenditures keeping pace. Private investment is rising and becoming more broad-based. Peru obtained investment grade status in 2008.

• **Venezuela** is an economy with inflation rates in the 30% level since 2008, with high dependency on oil and with very high government intervention. Crime rates have risen to above averages in the region.

**Staff recommendation**

Based on the research conducted thus far, staff recommends focusing additional research on Chile, Costa Rica, Brazil, Peru and Uruguay.

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<tr>
<th></th>
<th>Tier A</th>
<th>Tier B</th>
<th>Tier C</th>
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<tbody>
<tr>
<td>Traditional Club Dues per member</td>
<td>42</td>
<td>27</td>
<td>18</td>
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**Company-based Club**

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<th></th>
<th>Tier A</th>
<th>Tier B</th>
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<tr>
<td>Up to 25 members</td>
<td>2,500</td>
<td>1,600</td>
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<td>Up to 35 members</td>
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<td>2,100</td>
<td>1,400</td>
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<td>Up to 50 members</td>
<td>4,000</td>
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<td>Up to 75 members</td>
<td>5,800</td>
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<td>Up to 100 members</td>
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<td>4,800</td>
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<td>Above 100 members</td>
<td>tba</td>
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*All dollar values are represented in US$ (including District Dues and Fees)*
2011/12 KIWANIS GROWTH COMMITTEE
FOR THE AMERICAS AND THE CARIBBEAN

RECOMMENDATIONS TO THE
KIWANIS INTERNATIONAL BOARD
# RECRUITING AND RETAINING YOUNGER MEMBERS

## Medium-Term Priority
**LINCS - LEADERSHIP INNOVATION AND NETWORKING THROUGH COMMUNITY SERVICE**

**Recommendation 1.**
Kiwanis International should develop a new branch of the Kiwanis family that focuses on the needs of younger adults (18-48) who are career-oriented and upwardly mobile: the need to get experience, business/community contacts, résumé credentials, and letters of reference.

**Recommendation 2.**
The new branch should build on the Kiwanis "real world" community service/leadership model and the Toastmasters public speaking and leadership learning tracks to identify a progression of specific steps members need to take for learning, practicing, and improving leadership/career skills such as team-building, sales, public speaking, project management, stakeholder consultation, etc.

**Recommendation 3.**
Education would be provided through manuals and webinars. Evaluation would be completed by peers, and completion of steps in leadership and other education tracks would be certified by the Education Chair for the club.

**Recommendation 4.**
The new branch should not be marketed as "Young Kiwanis" but as a leadership institute. Terminology should reflect a learning experience (e.g. tuition or program fee instead of membership dues). The possibility of working in coordination with a reputable online diploma-granting college could be explored.

**Recommendation 5.**
Participants in the new branch should be encouraged to work with Kiwanis clubs as well as other local stakeholders as part of their learning experience.

## Short-Term Priority
**AUTOMATIC KIWANIS MEMBERSHIP FOR SLP GRADUATES**

**Recommendation 6.**
Every Key Club and CKI club should be provided with certificates granting members free, automatic membership in Kiwanis for a two-year period upon their graduation; all they would need to do is to log on to a Kiwanis International website and enter their membership information including contact information, club, and years attended.

**Recommendation 7.**
The registration process should include confirmation of agreement to the terms of the other, one of which would be permission to have their contact information provided to Kiwanis leaders and clubs in their region.

**Recommendation 8.**
Graduates who register through the website should be considered “Members at Large” and eligible to transfer into an existing Kiwanis club.
ALUMNI MEMBERSHIPS

Recommendation 9.
Similar to some software subscriptions, alumni memberships for former CKI or Key Club members should continue to be “free” in order to encourage as many former SLP members as possible to remain on the distribution list.

Recommendation 10.
Similar to university alumni, SLP alumni should be offered the opportunity to become Active, Supporting or Sustaining members by contributing (e.g. $10, $25 or $100) to support Key Club or CKI; these funds could be contributed through the KIF. 

Recommendation 11.
Alumni should receive literature about the need to support SLPs through membership in Kiwanis. To further tie membership with support for SLPs, any alumni who are members of Kiwanis should automatically be sustaining members at no extra cost.

Recommendation 12.
Those who give at higher levels should receive a subscription to the hard copy of the KCl or CKI magazine, and updates on SLP news, free tickets to alumni events at Kiwanis International Convention, and updates on alumni activities, etc.

Recommendation 13.
The alumni membership form could include a waiver for the sharing of contact information with Kiwanis family clubs and others. A list of alumni could be posted online by location (country, state/province, and city), with Active, Supporting Alumni and Sustaining Donors highlighted.

FLEXIBLE MEMBERSHIP OPTIONS

Recommendation 14.
The adoption of 3-2-1 clubs, young professionals clubs, and club satellites should continue to be promoted as opportunities to appeal to younger prospective Kiwanians.

Recommendation 15.
Now that there have been several years of experience in the use of flexible membership initiatives, best practices should be developed and communicated to clubs so that they have more guidance in taking advance of these options.

DUES AND SLP DUES WAIVER

Recommendation 16.
The dues waiver for former SLP members should be retained, because it encourages former SLP members to join Kiwanis and ending the waiver would send a negative message.

Recommendation 17.
More promotion and education is needed in respect to the dues waiver for former SLP members, including how to claim the waiver. Ideally the billing system should be requiring the secretary to identify which of the members with less than three years' membership in the club are former SLP members and adjusting the invoice accordingly.

Recommendation 18.
The Charter fee and pro rata dues should be eliminated for former SLP members who join Kiwanis; it makes no sense to charge joining fees and make the next two years free.

Recommendation 19.
Clubs should be encouraged to adopt a dues structure that reflects the international
due waiver and district equivalent (if any). Clubs should be encouraged to adopt dues structures that provide incentive for younger members to join.

SERVICE LEADERSHIP PROGRAMS

Recommendation 20.
Service Leadership Programs – with the exception of Aktion Club – should be rebranded as “Kiwanis Youth”. “Service Leadership Programs” is vague, is reduced to an acronym because of its length, and – most importantly – fails to recognize the relationship with Kiwanis.

Recommendation 21.
The Kiwanis family logos should reflect a consistent look so as to strengthen the association between the branches of the organization – for members and for the public.
MEMBER RECRUITMENT

Medium-Term Priority
ALLIANCES WITH OTHER ORGANIZATIONS

Recommendation 1.
More directly, Kiwanis International should support mutually-beneficial partnerships with other organizations that have age limits such as Jaycees (Junior Chamber International) or Junior League, with Kiwanis International encouraging clubs to provide support in exchange for referrals for members who have aged out.

Recommendation 2.
Kiwanis International should also promote alliances with other closely-aligned organizations, especially those in which Kiwanis is the stronger partner. Examples include Sertoma in the US/Canada or Kin (Kinsmen/Kinettes) in Canada. The focus should not be to try to recruit members or clubs to join Kiwanis (even if some members choose to make the transition from one organization to the other) but to support each other’s projects for the good of the community and to enhance the reputation of Kiwanis.

Medium-Term Priority
BUSINESS PARTNERSHIP PROGRAM

Recommendation 3.
To promote community awareness and member recruitment while assisting local fundraising and raising funds for the organization, Kiwanis International should adopt a Kiwanis Partnership Program similar to www.kiwanisdecals.org.

Recommendation 4.
Local business owners who do not want to be full members but want to be seen as supporting the good works of their local Kiwanis Club should be given the opportunity to become Kiwanis Business Partners (similar to the PNW Program found at www.kiwanisdecals.org). They would pay an annual fee (suggestion: $100) and would receive a year-dated partnership decal to proudly display to customers as well as a subscription to the local and district Kiwanis magazine.

Recommendation 5.
To promote the program, Kiwanis International should make partnerships available to districts at $5 each and the districts would in turn make the partnerships available to clubs at $20 each, giving districts an incentive to promote the partnerships to clubs. Clubs would secure the partnerships and get the profit (potentially $80) to use for community service, which is significant incentive to speak with business owners.
Short-Term Priority
KIWANIS ONE DAY and MAY IS MEMBERSHIP MONTH

Recommendation 6.
Kiwanis One Day should include a strong membership component, with Kiwanis club members being encouraged to invite (and bring) non-members to participate in their club's Kiwanis One Day project.

Recommendation 7.
Because it is important to give clubs a specific target and an easy-to-follow guide, clubs should be encouraged to hold a May Membership Campaign using the four-page tool that the Committee has refined. The special guest dinner can be used as a way to thank the guests who participate in Kiwanis One Day.

Short-Term Priority
FLEXIBILITY REGARDING DUES STRUCTURE

Recommendation 8.
Kiwanis International should support pilot projects in which dues are discounted for spouses or family members and prepare an analysis of the impact on recruitment.

Recommendation 9.
There needs to be more education/promotion so that clubs understand the difference between the dues that clubs charge members and the per-member fees assessed to clubs by Kiwanis International and their District.

Recommendation 10.
Clubs should be encouraged to have dues structures that reflect district and international incentives or dues structures, including life memberships and SLP waivers) so that these benefits are passed on to the members.

Recommendation 11.
Clubs should be better educated on their ability to implement their own dues incentives.

HARNESSING THE MEMBERSHIP POTENTIAL OF THE WORLDWIDE SERVICE PROJECT

Recommendation 12.
A working group should be put together to develop tools to assist clubs in incorporating public relations and recruitment elements into their efforts in support of the Eliminate Project, building on some of the initial work done by Eliminate Area Director Neil Hudelson.

Recommendation 13. Create a series of materials to promote growth through The Eliminate Project, including toolkits, webinars, inserts or components for Lieutenant Governor trainings and CLE

Recommendation 14. Develop a set of best practices to conduct Eliminate Project outreach to community organizations such as churches, Chambers of Commerce, youth service clubs such as the Boy and Girl Scouts, and even adult civic organizations such as local Rotary and Lions clubs.

Recommendation 15. Include club PR and Growth chairs on club Eliminate Project committees, and promote the inclusion of Eliminate Project representatives on District and International growth committees.
Recommendation 16. Create a nation- or world-wide Eliminate Project service day to be conducted on the same day (much like the March of Dimes in years past).

Recommendation 17. Create a business recognition tool for The Eliminate Project – potentially along the lines of the Business Partnership Program already mentioned. This recognition item, such as a decal or window sign, can be awarded to local businesses who donate to a club’s Eliminate Project activities. The recognition item would be displayed in high traffic, visible areas, passively building recognition for both Eliminate and Kiwanis.

Recommendation 18. The Eliminate Project and Kiwanis International. Eliminate coordinators at the club and division level should be oriented on how to canvas businesses and other organizations.

Recommendation 19. The Eliminate Project should go beyond the Model Club and develop a community Eliminate Project recognition program: the Model Community. This program would have the twofold effect encouraging Eliminate Project donations from community members, and to spark new interest in the activities of Kiwanis International.

Recommendation 20. Create an online repository of successful Eliminate Project recruitment efforts.

Recommendation 21. Develop more visual materials for clubs to use in the community, such as progress thermometers. Due to the cost of these materials, the design can be part of Campaign Resource Center while the printing would be left to each club.

Recommendation 22. The Eliminate Project can be used as a way to attract young, engaged adults who can not be a part of Circle K, yet may not feel comfortable with joining a Kiwanis club without a young adult presence.

FLEXIBLE MEMBERSHIP OPTIONS (Club Satellites, Corporate Clubs, etc.)

Recommendation 23. Flexible membership initiatives such as club satellites and corporate memberships should be adopted permanently in 2013. Even with the change in the Charter strength number, having the club satellite option is still valuable.

Recommendation 24. Now that there have been several years of experience in the use of flexible membership initiatives, best practices should be developed and communicated to clubs so that they have more guidance in taking advance of these options.

KIWANIS (AND K-FAMILY) BRANDING

Recommendation 25. Consistent branding is important to awareness. Kiwanis merchandise and branding should consistently incorporate the highly-recognizable, bold Kiwanis logo (the K in the circle). The globe background weakens the image and is often not very visible (especially against white backgrounds) and should be eliminated.
MAKING TARGETED RECRUITMENT FUN: MEMBERSHIP BINGO

Recommendation 26.
Providing clubs with a bingo-style game that uses professions or backgrounds for bingo squares would help make recruitment fun and would recognize prospective members for who they are. Club members would be encouraged to use bingo dabbers to fill their bingo cards by marking off squares represented by new members (or both new and existing members).
MEMBER AND CLUB RETENTION

Short-Term Priority
CLUB COUNSELLORS and KIARs

Recommendation 1.
Every district should be encouraged to appoint at least one Club Counsellor in each
division to assist with weaker clubs. These Club Counsellors should be trained on
Achieving Club Excellence and similar programs and should work with the Lieutenant
Governor to support 1-2 clubs that require extra support.

Recommendation 2.
Club Counsellors should not be called Kiwanis International Accredited Representatives,
because the title tended to provide a false impression that they have authority over clubs
or that they do not need to work with Lt. Governors.

Short-Term Priority
MENTOR CLUBS

Recommendation 3.
We recommend sticking with the Club Counsellor model instead of adopting a mentor
club approach. While the idea of having stronger clubs mentor weaker clubs is generally
positive, there is a danger that if the whole club is responsible that no one person will
take responsibility.

Recommendation 4.
Instead of mentor clubs, we recommend compiling information about “best practices” of
strong clubs – especially those that have been weak and have found ways to grow –
would likely be a better option for helping weaker clubs.

LETTERS TO CLUBS UNDER CHARTER STRENGTH (15)

Recommendation 5.
Lt. Governors should be encouraged to personally contact clubs under Charter strength
and offer assistance.

Recommendation 6.
If Districts choose to send letters to clubs under Charter strength, the letters should not
be punitive in tone. Letters should express concern for the welfare of the club,
recommend one or two key actions (e.g. work with their Lt. Governor on an Achieving
Club Excellence exercise), provide information on resources and volunteers available to
assist the club, and challenge them to achieve “Charter 2” status by working towards a
membership of 25.

Recommendation 7.
A template for such letters should be drafted in consultation with districts that currently
use this approach; this template should be made available to all districts.
International Growth Committee for the Americas
Draft Recommendations to the International Board

RETENTION AND THE NEW CHARTER STRENGTH

Recommendation 8.
Clubs should be encouraged to not settle for the new Charter strength but to aim for Charter x 2: 30 members. The message needs to be that 15 is enough to form a club, but long term success requires a stronger base.
NEW CLUB BUILDING

Short-Term Priority
PROMOTING THE NEW CHARTER STRENGTH

Recommendation 1.
New club-building literature should focus on the fact that “Building a Club is Easier Than Ever!”, touting the change in membership. While the change can be used to highlight the importance of quality over quantity, the literature should also encourage new club builders to continue to recruiting past the 15 member mark.

Recommendation 2.
An information sheet should be developed on “How to Turn Your Club Satellite into a Full Club” and a link should be widely distributed to the membership. The sheet should explain not just the administrative process but also the greater responsibility that must be borne (having a board, filing reports, etc.).

Recommendation 3.
The International Board should consider whether to eliminate some or all of the Charter gifts currently provided automatically to new clubs, given that 15 members do not generate sufficient revenue to cover the cost of the current Charter gifts, not all clubs use banners or bells, and given that other clubs may want to purchase these items as a gift for the new club.

Short-Term Priority
CERTIFIED NEW CLUB BUILDERS

Recommendation 4.
Every district should be encouraged to appoint at least one person per division to become a Certified New Club Builder through training provided by the District and/or by Area Directors.

Recommendation 5.
Certified New Club Builders should get special recognition such as a certificate and pin, and should receive additional recognition upon building their next club.

Recommendation 6.
To retain their credentials, Certified New Club Builders should be required to participate in at least one club-building activity within a three-year period – even if the activity is in another division.
Medium-Term Priority
PROFESSIONAL NEW CLUB BUILDERS

Recommendation 7.
Kiwanis International should support pilot projects in which districts hire jointly-funded professional new club builders to supplement new club building that occurs through volunteer efforts.

Recommendation 8.
Compensation should be based on a mix of salary and commission. The commission should not be based solely on the building of a new club, but on the number of members the club has in the Charter year and the next subsequent four years so as to provide an incentive to build clubs that last and to provide a more stable income for the new club builder that grows as their portfolio grows.

TARGETING SUPPORT FOR SERVICE LEADERSHIP PROGRAMS

Recommendation 9.
Priority for new club building should be given to communities with Service Leadership Program Clubs but no Kiwanis Club. Kiwanis can assist districts in identifying for districts where this is occurring, as can SLP District Administrators.

SITE SELF-IDENTIFICATION

Recommendation 10.
While personal contacts are usually the most effective approach, the International Board should consider a pilot project in which one or two districts send a mass mail-out to the mayors and presidents of Chambers of Commerce of towns that do not yet have Kiwanis clubs. The letters could cite community benefits that Kiwanis clubs generate and providing an opportunity for them to have their community placed on a priority list to have a new club built. Priority could be given to those communities in which the Mayor or Chamber head indicate they would be willing to join the new club and/or who provide names of people they recommend for membership.
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON GOVERNANCE

April 17, 2012 – 8:30 a.m. – 12:00 p.m. EST International Office, Indianapolis, Indiana USA
April 17, 2012 – 7:30 – 9:00 p.m. EST Past Presidents Room
April 18, 2012 – 1:00 – 5:30 p.m. EST
April 19, 2012 – 8:30 a.m. – 12:00 p.m. EST
April 19, 2012 – 5:30 – 9:30 p.m. EST

Committee Members
Jerome E. Peuler, Chairman
Jane M. Erickson
Gunter Gasser
John M. Johnson
Sjoerd R.J. Timmermans
Diana O’Brien, Staff Liaison

Guests
Paul-Inge Paulsen, KI-EF President
Peter Mancuso, KIF President
Fred Bishop, Intl. Committee Chair (by phone)
Alan Penn, International President
Lee Kuan Yong, International Trustee
Thomas E. DeJulio, International President-elect
Lisa Heindricks, Staff
Barry Glazer, Parliamentarian

1. Consent Report
   a. Boundary Change Between Southwest and Rocky Mountain Districts

2. Action Report
   a. District Policy on Criminal History Background Checks
   b. Further Updates to Procedure 220 – District Committees
   c. New Code of Ethics for Kiwanis International Officers
   d. Clarification of a District’s Role
   e. Kiwanis Asia-Pacific Bylaw Amendments
   f. Background Check Appeals Committee Recommendations
   g. Resolution from Florida District Board Regarding Background Checks
   h. Task Force on Conduct Unbecoming
   i. Proposed Amendments to the International Bylaws / Report of the Resolutions And Bylaws Committee

3. Information Report
   a. International Convention Fee for Clubs
   b. Annual Club Fee in Lieu of Per-Member Dues
   c. Switzerland-Liechtenstein District Bylaw Revisions
   d. Changing Board Members Terms to Run from Election to Election
   e. Federation Bylaws Compliance with Kiwanis International Bylaws
   f. District Foundation Compliance with Kiwanis International Requirements
g. Task Force on Governing Documents  
h. Proposed New Standard Form for Club Bylaws  
i. Expiration of Freeze on Tiered Dues Levels  
j. Role and Designation of a Federation vs. a Region

4. Future Business  
a. Proposed New Standard Form for Club Bylaws  
b. Federation Bylaws Compliance with Kiwanis International Bylaws  
c. District Foundation Compliance with Kiwanis International Requirements—Hold for October 2012  
d. Switzerland-Liechtenstein District Bylaw Revisions  
e. Finalize and Adopt Details Related to Conduct Unbecoming
Consent Report

a. **Boundary Change Between Southwest and Rocky Mountain Districts**

The International Board has received requests from both the Southwest District and Rocky Mountain District indicating that four clubs located within the boundaries of the Southwest District want to move to the Rocky Mountain District for more efficient administrative purposes. See Consent Report-Exhibit A. This is essentially a small boundary change. Because all affected clubs and divisions have been consulted and have no objection to this move, it appears the provisions in the International Bylaws on boundary changes (see Article IX, Section 1) have been met and the International Board may proceed to take action.

**Recommendation #1:** That the Kiwanis International Board moves the Kiwanis Clubs of Aztec (K 4781), Bloomfield (K 14177), Farmington (K 3838), and Raton (K 509), all in New Mexico, from the Southwest District to the Rocky Mountain District.

*(ADOPTED)*

**Strategic Intent:** Compliance with governing documents and improved administration of clubs.
**Financial and Human Resource Impact:** None.

**Recommendation #2:** That the Kiwanis International Board requests the Rocky Mountain District to amend its bylaws as follows to change its boundaries accordingly:

**Rocky Mountain District Bylaws**

**Article I. Name and Territorial Limits**

**Section 2.** The territorial limits of this district shall be confined to the State of Colorado; the State of Wyoming; and in the state of Nebraska, the counties of Scottsbluff, Sioux, Dawes, Box Butte, Sheridan, Banner, Kimball, Cheyenne, Morrill, Garden, and Deuel in the State of Nebraska; and, in the state of New Mexico, the county of San Juan, as well as any other areas that may be agreed between this district and the Southwest District. Neither the district name nor territorial limits shall be changed unless permission shall first have been obtained from the International Board of Trustees.

*(ADOPTED)*

**Strategic Intent:** Compliance with governing documents and improved administration of clubs.
**Financial and Human Resource Impact:** None.
Recommendation #3: That the Kiwanis International Board requests the Southwest District to amend its bylaws as follows to change its boundaries accordingly:

Southwest District Bylaws
Article I. Name and Territorial Limits

Section 2. The territorial limits of this District shall be confined to the State of Arizona; the State of New Mexico; the County of El Paso in the State of Texas, and such territories in eastern California and Southern Nevada as agreed by between the Southwest District and the California-Nevada-Hawaii District and approved by Kiwanis International such territories in northern New Mexico as agreed between the Southwest District and the Rocky Mountain District. Neither the District name nor territorial limits shall be changed unless permission shall first have been obtained from the International Board of Trustees.

(ADOPTED)

Strategic Intent: Compliance with governing documents and improved administration of clubs.
Financial and Human Resource Impact: None.

Action Report

a. District Policy on Criminal History Background Checks

The Committee discussed many, many factors associated with Kiwanis International requiring districts or clubs to conduct background checks. Committee members noted that the issue of background checks is not such a concern outside of North America. The Committee determined that, at this time, background checks should be strongly recommended, but not required, for those participating in district and club youth events.

Recommendation #1: That the Kiwanis International Board revises Policy B.14 as shown below:

B. INTERNATIONAL ADMINISTRATION

14. Criminal History Background Checks

a. Background Checks by Kiwanis International
   (No change to existing text; just adding a title and number.)
b. **Background Checks by Districts and Clubs**

Kiwanis International strongly recommends that districts and clubs conduct criminal history background checks for all adults (Kiwanis members and non-members) registered for, participating in, or staying overnight at any event organized by a Kiwanis district or club that involves interaction between adults and youth under age 18.

A clear criminal history background check may be required by a district, at the discretion of its board, for specific offices or positions, or may be required by a club, at the discretion of its board, for specific offices or positions or for all club members and prospective members. To assure high standards and consistent results throughout the organization, district and clubs are encouraged to use the same criteria and same service provider used by Kiwanis International. If a background check is later required by Kiwanis International, Kiwanis International recognizes only its own background check process.

Districts or clubs requiring background checks shall first clearly define and publicize the criteria, process, and ramifications in policy and/or procedure. Consult Kiwanis International for recommended guidelines.

(ADOPTED)

**Strategic Intent:** Good governance in providing guidance to clubs and districts.

**Financial and Human Resource Impact:** None.

**Recommendation #2:** That the Kiwanis International Board directs Staff to make available to districts and clubs appropriate templates for policies and procedures on background checks that parallel Kiwanis International’s own policy and procedure as much as possible.

(ADOPTED)

**Strategic Intent:** Good governance in providing guidance to clubs and districts.

**Financial and Human Resource Impact:** None.

b. **Further Updates to Procedure 220 – District Committees**

At its January 2012 meeting, the Board revised Procedure 220.2 - Structure [of District Committees] to update the list of standing committees required for districts. However, those
revisions changed only committee names and designations. Corresponding changes to committee duties and other provisions are also necessary.

The Committee also recommends reinstatement of a district committee (or chair) on Public Relations, as well as new committees on the International Convention and the Kiwanis International Foundation, plus stating the District Risk Manager on this list. Those last three committees have been included in recent years on the District Committee Appointment Form that Governors-elect are asked to complete and submit. These suggestions are reflected in the Action Report-Exhibit A.

Recommendation #3: That the Kiwanis International Board revises Procedure 220 – District Committees, as shown in Action Report-Exhibit A.

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

c. New Code of Ethics for Kiwanis International Officers

In October 2009, the International Board appointed an Ad Hoc Committee on Accountability, which recommended (among other things) that the Board consider adopting a code of ethics for International Officers. Staff researched samples from various sources, including BoardSource, Rotary, and Lions, and presented a draft to the Committee, which was reviewed and adjusted.

Recommendation #4: That the Kiwanis International Board adopts the revisions to Policy B.3.f – Code of Ethics and Conduct [for members of the International Board], as shown below, effective immediately. Additionally, all Board members are requested to read and sign the new code at this meeting.

B. INTERNATIONAL ADMINISTRATION

3. International Board

f. Code of Ethics and Conduct

The Board commits itself and its individual members to ethical, businesslike and lawful conduct, including proper use of authority and appropriate decorum when acting as Board members. (1/08)
Board Members may not attempt to exercise individual authority over Kiwanis International operations except as explicitly set forth in their duties and/or Board policies. (1/08)

Board Members’ interaction with the public, press, or other entities must recognize these limitations as well as the ineligibility of any Board member to speak for the Board as a whole except to repeat explicitly stated Board decisions. Board members must be aware at all times that their comments could be perceived to be statements of the Board as a whole or to otherwise carry official weight. (1/08)

Outside of Board discussion, individual Trustees and Officers will not publicly criticize Staff performance. (1/08)

Board Members will maintain the confidentiality of sensitive issues as defined and discussed by the Board. (1/08)

To ensure the confidence of clubs and members and the reputation of Kiwanis International among the public and to fulfill the Board’s role of stewardship and leadership to the organization, Kiwanis International expects all members of the International Board to conduct themselves according to the highest ethical, professional, and moral principles. Each Board member and candidate for any Board office shall annually acknowledge, by signature, that he/she has read, understands, and accepts personal responsibility to adhere to the standards of conduct stated in this policy.

Each Board member shall, to his/her utmost ability:

- Personally comply with all applicable laws and regulations, as well as Kiwanis International Bylaws, Policies, and Procedures;
- Never knowingly allow Kiwanis International to violate any applicable laws and regulations;
- Act with integrity, honesty, and trustworthiness and not engage in unethical practices, deceive others, or misrepresent Kiwanis in any business dealings;
- Treat others equitably, fairly, and with respect and not engage in any form of discrimination or harassment;
- Be loyal to Kiwanis International and its mission, above any loyalty to a particular individual or group of individuals;
- Demonstrate care for clubs and club members and the communities they serve, including the highest regard for the safety, health, and welfare of the public;
- Make responsible decisions for the future of the organization, ensuring Kiwanis resources are prudently managed and expended;
- Practice transparency and accountability to clubs, members, and the public;
- Not use the name of Kiwanis or their Board position for personal benefit or advantage;
REPORT OF THE
BOARD COMMITTEE ON GOVERNANCE

- Help create a cooperative and productive working environment at Board meetings and other Kiwanis functions;
- Respect and protect any privileged or confidential information, including the private information of members and donors, and support the final decisions of the Board;
- Fulfill the duties of office to which they are elected and not attempt to exercise individual authority outside the purview of his/her office;
- Interact with Staff in a professional and respectful manner, following agreed channels of communication and authority;
- Not engage in any conduct that would tarnish the good reputation of Kiwanis or undermine the public’s trust.

Alleged violations of these standards of conduct shall be reported to the Executive Director, who shall inform the Executive Board Committee. If the Executive Director and Executive Board Committee determine that further investigation is warranted, the process shall be conducted in the same manner as violations of conduct unbecoming, including the right to defend him/herself, as defined in the International Bylaws. After the process is completed, any Board member found to have violated these standards of conduct shall be subject to disciplinary action as determined by the Board, up to and including suspension of duties or removal from office.

(ADOPTED)

Strategic Intent: Good governance practices.
Financial and Human Resource Impact: None.

d. Clarification of a District’s Role

At its January 2012 meeting, the International Board resolved that:

“The Kiwanis International Board approves the following concepts clarifying the role of districts and refers them to the Board Committee on Governance for necessary revisions to the appropriate governing documents:
1. Support and strengthen existing clubs;
2. Open new clubs;
3. Deliver Kiwanis education to all clubs, in conjunction with Kiwanis International; and
4. Deliver Service Leadership Programs and Global Campaign for Children programming to and through clubs.”
The Governance Committee reviewed provisions in the International Bylaws, Policies, Procedures, and the Standard Form for District Bylaws, and recommends the revisions shown below.

**Recommendation #5:** That the Kiwanis International Board presents the following amendment to the Kiwanis International Bylaws to the House of Delegates at the 2012 Kiwanis International Convention:

**ARTICLE IX. DISTRICTS**

**Section 1.** For the purpose of promoting the best interests of Kiwanis, the Board of Trustees shall create, supervise, and control districts of clubs associated for administrative purposes and shall establish the boundaries thereof. A Kiwanis district shall exist to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and strategic goals of Kiwanis.

**Section 2.** The Board of Trustees shall have the power to change the boundaries of districts in such manner as it may deem best. Prior to any proposed change becoming effective, not less than ninety (90) days’ notice shall be given to the affected federations, districts, and clubs. Within the next thirty (30) days after such notice, a federation, district, or club may submit a written statement of support or protest and/or may request that a hearing be held before the Board of Trustees during its meeting at the next annual International convention. If a hearing is requested, the Board shall schedule such hearing and give notice thereof to the affected federations, districts, and clubs. Before any change becomes effective, the Board shall consider all matters presented at the hearing, if held, and all written statements of support or protest. (7/1998)

(ADOPTED)

**Strategic Intent:** Maintain governing documents.

**Financial and Human Resource Impact:** None.

**Recommendation #6:** That, if the above amendment is adopted, the Kiwanis International Board adopts the revisions to Kiwanis International Policies and Procedures and revisions to the Standard Form for District Bylaws, as shown below, to clarify revisions to the role and purpose of districts:

**KIWANIS INTERNATIONAL POLICIES:**

**D. DISTRICTS AND CLUBS**

1. District
With the consent, and subject to the supervision and control of the International Board, a district or structured grouping of chartered clubs may be formed. Such district or structured grouping of clubs shall be an administrative unit of Kiwanis International. (5/83) (10/95)

KIWANIS INTERNATIONAL PROCEDURES

201 – ROLE OF A DISTRICT

A district is a geographical area in which Kiwanis clubs are associated for administrative purposes. The activities and organization of a Kiwanis district shall exist only to help individual Kiwanis clubs and Kiwanis International advance the Objects, objectives, Policies and goals of Kiwanis and shall not diminish services provided by Kiwanis clubs or individual Kiwanians at the club level. (6/91) (4/97)

STANDARD FORM FOR DISTRICT BYLAWS:

ARTICLE II. OBJECTS PURPOSE

Section 1. The objects purpose of this district shall be primarily to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and strategic goals of Kiwanis, and specifically to cooperate with Kiwanis International in: building new clubs and strengthening existing clubs; delivering education to clubs; and delivering service leadership programs and global campaign for children programming to and through clubs.

a. To seek within the district and through the clubs of the district the attainment of the Objects of Kiwanis International as set forth in the International Bylaws.
b. To increase the fellowship and cooperative effort of the clubs within the district.
c. To cooperate with Kiwanis International in building new clubs and membership in existing clubs, educating club members, and strengthening club services within the district.
d. To promote participation of clubs in the general objectives, programs, and policies of the district and Kiwanis International.

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.
e. **Kiwanis Asia-Pacific Bylaw Amendments**

At its annual convention held March 15-17, 2012, Kiwanis Asia-Pacific adopted several amendments to its bylaws, most of which are fine and are being approved as part of the Administrative Action Report. However, Staff brought two amendments to the attention of the Kiwanis International Board for its consideration.

These provide that: (1) any Kiwanis International Trustees elected from Kiwanis Asia-Pacific may be assigned duties by the ASPAC Executive Board as well, subject to the approval of the International Board; and (2) any Kiwanis International *Foundation* Trustees from the Asia-Pacific Region will be ex-officio members of the ASPAC Executive Board, without vote.

The Governance Committee recommends that both amendments be approved.

**Recommendation #7:** That the Kiwanis International Board approves amendments to Article IV, Sections 1 and 5h, of the Kiwanis Asia-Pacific Bylaws, as shown below, adopted by the Asia-Pacific House of Delegates at their convention in March 2012. (Additional amendments have been approved as part of the Administrative Action Report.)

**KIWANIS ASIA-PACIFIC BYLAWS:**

**ARTICLE IV. OFFICERS.**

**Section 1.** The officers, who shall comprise the Executive Board, shall be a Chairman, a Chairman elect, a Vice Chairman, the Immediate Past Chairman, a Secretary/Treasurer, the incumbent Governor of each district, the guaranteed Region IV International Trustees, the Convention Organizing Chairman, and three (3) representatives of the non-districted clubs not coming from the same club or nation. The International President, International President-elect, International Vice-President / Treasurer, any other International Officers and Kiwanis International Foundation Trustee(s) from the Kiwanis Asia-Pacific area, the Executive Director of Kiwanis International or his/her designate and International Committee Chairmen for Asia Pacific, shall be ex-officio members of the Executive Board, without vote. The Governor-elect of each district and a representative from any nation not already represented, shall be invited as observers to meetings of the Executive Board.

**Section 5.** The duties of the officers shall be as follows:

(h) Subject to the approval of the International Board each year, the guaranteed Asia-Pacific Region International Trustees may also perform such duties as may be assigned by the Executive Board.
(ADOPTED)

**Strategic Intent:** Oversight of subordinate entities.

**Financial and Human Resource Impact:** None.

f. **Background Check Appeals Committee Recommendations**

In April 2011, the Executive Committee referred this to the Governance Committee:

“Recommendation: That the Kiwanis International Board accepts the report of the Background Check Appeals Committee and refers the Committee’s recommendations for improvements of the process to the Board Committee on Governance. “

The recommendations from the Appeals Committee are as follows. *Only numbers 2 and 3 relate to ‘improvement of the process.’*

1. There needs to be a provision for forgiveness of certain minor non-physical offenses that may have occurred several years ago. We believe that the Ad Hoc Committee on Accountability’s recommendation of a 10-year limit for certain offences has merit.
2. There needs to be a provision in the appeals processes and procedures for qualifying and swearing witness, hearing testimony, recording the proceedings, and validating the credibility of the testimony and evidence presented.
3. There needs to be a provision for the appellant to be represented by counsel or a representative of their choosing.

After discussion, the committee determined these suggestions have merit and recommends revisions to the existing procedures.

**Recommendation #8:** That the Kiwanis International Board revises Procedure 197.4 – [Criminal History Background Check] Appeal Process, as shown below:

**197.4 - Appeal Process**

The action resulting from a conviction shown on a background check may be appealed by the following process: (4/10) (1/11)

A. The appeal must be submitted in writing to the Executive Director within thirty (30) days from notification, stating the grounds of the appeal. The appeal may only come from the person who has been checked. (4/10) (1/11)

B. The Executive Director shall refer the matter to the standing Appeals Committee (defined elsewhere in Procedure) within fifteen (15) days of receipt. (4/10) (1/11)

C. The Appeals Committee shall consider the merits of the appeal within ten (10) days
to determine if a hearing is warranted. (4/10) (1/11)

D. If a hearing is warranted, the Appeals Committee shall meet within thirty (30) days to consider the grounds of the appeal and the alleged facts. The person making the appeal shall be given twenty (20) days notice of the committee meeting and shall have the right to attend at his/her own expense. (4/10) (1/11)

E. The appellant shall have the option to have legal counsel present, at his/her own expense. If the appellant has legal counsel present, Kiwanis International shall have legal counsel present.

F. The Appeals Committee shall hear testimony and consider the evidence presented. All parties shall be allowed to ask questions of witnesses. The hearing shall be recorded.

G. The Appeals Committee shall report its findings and recommendations to the International President and Executive Director within fifteen (15) days after meeting, with such report to include all relevant information including a summary of discussion and any votes taken in connection with the proceedings. The report shall then be forwarded to the International Board to consider at the next scheduled Board meeting. (4/10) (1/11)

H. After considering the Appeals Committee report, the International Board, shall consider a motion to uphold the appeal, which shall require a two-thirds (2/3) vote to adopt. (4/10) (1/11)

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: Potentially some financial impact if legal counsel represents Kiwanis International.

g. Resolution from Florida District Board Regarding Background Checks

In September 2011, the Florida District Board of Trustees submitted a resolution to the International Board regarding criminal history background checks that “petitions the International Board to return to the policy adopted in April 2010.” The April 2010 policy disregarded certain offenses if committed more than 10 years ago. After much discussion, the Committee recommends that the current policy not be adjusted.

Recommendation #9: That the Kiwanis International Board maintains the existing criteria for criminal history background checks as stated in the current policy and procedure.
Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

h. **Task Force on Conduct Unbecoming**

The Committee reviewed the second report from the Task Force on Conduct Unbecoming, which recommended revisions to governing document to resolve several concerns previously identified regarding conduct unbecoming. Chairman Fred Bishop was present via conference call to present the report and answers questions. After discussion, the Governance Committee recommends adopting several recommendations from the report, with some adjusted as shown below.

**Recommendation #10:** That the Kiwanis International Board adopts, in concept, revisions related to conduct unbecoming as proposed by the 2011-12 Task Force on Conduct Unbecoming in Action Report-Exhibits B-E. Necessary amendments to the Kiwanis International Bylaws as shown in Action Report-Exhibit B will be presented to the House of Delegates at the 2012 Kiwanis International Convention, and the Board adopts the necessary change to Policy, also as shown in Action Report-Exhibit B. Revisions recommended by the Task Force to other governing documents, as shown in Action Report-Exhibits C-E, are directed to Staff and legal counsel for additional review regarding compliance with the law, liability, enforcement, and best practices, prior to finalization by the Board no later than the October 2012 Board meeting. All provisions related to conduct unbecoming shall take effect January 1, 2013.

(ADOPTED)

Strategic Intent: Maintain governing documents; best practices.
Financial and Human Resource Impact: None.

**Recommendation #11:** That the Kiwanis International Board directs Staff to draft a new Kiwanis International Bylaws article on definitions, bringing together existing definitions throughout the bylaws, to be reviewed by the 2012-13 International Board for possible presentation at the 2013 Kiwanis International Convention in Vancouver.

(ADOPTED)

Strategic Intent: Maintain governing documents; best practices.
Financial and Human Resource Impact: None.

**Recommendation #12:** That the Kiwanis International Board requests the Membership
Committee to review Procedure 360.1 regarding the “essential actions” required for clubs to be in good standing and update the procedure as may be appropriate.

(ADOPTED)

Strategic Intent: Maintain governing documents; best practices.
Financial and Human Resource Impact: None.

Recommendation #13: That the Kiwanis International Board directs Staff and the Key Club and Circle K International Boards to review and revise provisions in SLP governing documents, as applicable, to correspond to the changes being adopted by Kiwanis International.

(ADOPTED)

Strategic Intent: Maintain governing documents; best practices.
Financial and Human Resource Impact: None.

Recommendation #14: That the Kiwanis International Board takes steps to assure that regular and ongoing education be conducted among clubs and districts on conduct unbecoming, including inclusion in Club Leadership Education (CLE) materials at the next curriculum revision.

(ADOPTED)

Strategic Intent: Maintain governing documents; best practices.
Financial and Human Resource Impact: None.

Recommendation #15: That the Kiwanis International Board thanks the members of the Task Force on Conduct Unbecoming for its thorough work on the topic, and commends them for conducting all business electronically.

(ADOPTED)

Strategic Intent: Job well done!
Financial and Human Resource Impact: None.

i. Proposed Amendments to the International Bylaws / Report of the Resolutions and Bylaws Committee

The Governance Committee reviewed the Report of the International Committee on Resolutions and Bylaws and considered the amendment proposals to be presented to the House of
Delegates at the 2012 Kiwanis International Convention. The Governance Committee recommends that amendments be proposed as shown in Action Report-Exhibits F and G.

Recommendation #17: That the Kiwanis International Board presents the amendments to the Kiwanis International Bylaws, as shown in Action Report-Exhibit F, to the House of Delegates at the 2012 Kiwanis International Convention.

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

Recommendation #18: That the Kiwanis International Board takes a position on the amendments submitted by clubs and districts, as shown in Action Report-Exhibit G, also to be presented to the House of Delegates at the 2012 Kiwanis International Convention.

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

Recommendation #19: That the Kiwanis International Board authorizes the Executive Director to make any editing adjustments necessary, prior to publication and distribution to clubs, to carry out the Board’s position and intention regarding each proposed amendment.

(ADOPTED)

Strategic Intent: Amend International Bylaws.
Financial and Human Resource Impact: None.

Recommendation #20: That the Kiwanis International Board will present memorial resolutions to Past International President Wes Bartlett and former International Trustee Oscar Knight, III, to the House of Delegates at the 2012 Kiwanis International Convention.

(ADOPTED)

Strategic Intent: Honor deceased International President and International Trustee.
Financial and Human Resource Impact: None.
Information Report

a. **International Convention Fee for Clubs**

The Committee discussed the topic of presenting a proposed amendment at 2012 Kiwanis International Convention to implement an annual convention fee to be paid by each club, which would help fund the International Convention. There was some confusion because the topic was on the agenda of two different Board committees, and Governance is not certain which committee has the duty to report or recommend a motion. Noting that Steve Hill, as chair of the special study group on this fee, is planning to report to the Audit and Finance Committee, the Governance Committee defers to that committee for a formal recommendation.

b. **Annual Club Fee in Lieu of Per-Member Dues**

As with the other fee issue, the Committee noted there was some confusion because the topics were on the agenda of two different Board committees. Governance defers to the Audit and Finance Committee on the issue of an annual club fee in lieu of per-member dues.

c. **Switzerland-Liechtenstein District Bylaw Revisions**

In 2009, the Switzerland-Liechtenstein District sent an English translation of its revised bylaws to Kiwanis International for approval. It was then discovered their new bylaws differ significantly from the Standard Form. See Information Report-Exhibit A for a summary of key differences. Of particular concern, many concepts traditionally included in the bylaws (which may only be changed by club delegates) were moved to district procedures instead (which may be changed at-will by the district board).

Staff requested the district return several concepts back to the bylaws and asked many questions for greater understanding. The district asserted that: (1) all provisions comply with Swiss law; (2) moving the material is what their delegates wished; and (3) the district considers the things moved to procedures to be details the delegates do not want to be encumbered with.

In February 2011, Staff met with the district twice to try to clarify matters. However, it has since become evident that clarity was not achieved. In December 2011, the district submitted revisions adopted at its 2011 convention which still left many concerns unresolved. Obviously, serious concerns remain on both sides, and Staff requested Board review.

After Committee discussion, Trustees Sjoerd Timmermans and Piero Grasso, Vice-President Gunter Gasser, and KIEF President Paul Inge Paulsen offered to meet together with Switzerland-Liechtenstein District leadership at the KIEF Board Meeting and Convention in Bergen, Norway, in June 2012, to try to resolve matters in a mutually satisfactory way. This meeting will also include Kiwanis International Officers attending the KIEF meetings.
d. **Changing Board Members Terms to Run from Election to Election**

At the beginning of the year, President Alan Penn requested the Governance Committee to consider setting Board members’ terms to run from election to election, without changing the administrative year for Kiwanis, clubs, or districts. However, noting that a ‘straw poll’ was taken during the January 2012 International Council Meeting rejecting this suggestion, no action is recommended.

e. **Federation Bylaws Compliance with Kiwanis International Bylaws**

In October 2011, the Board requested that the European Federation Board review and respond to the several suggested Federation bylaw amendments, to bring them into compliance with the Kiwanis International Bylaws. Staff sent these amendments. A response was received from the Federation in December 2011, agreeing with several suggestions, but expressing concerns about other aspects.

President Alan Penn attended a European Federation Board meeting in February 2012 and afterward reported this: “We have discussed changes with KIEF. KIEF governors have called for a special Board meeting in Europe to discuss changes so we should have something to consider by June [after the KIEF Board Meeting and Convention].” Therefore, the Committee postpones further discussion until the June 2012 meeting of the Kiwanis International Board at the New Orleans Convention.

f. **District Foundation Compliance with Kiwanis International Requirements**

At its April 2011 meeting, in preparation for The Eliminate Project campaign, review of the various Kiwanis district and nation foundations revealed: 1) incomplete information in the Kiwanis International records; 2) several are not in compliance with existing Board procedures; and 3) very restrictive agreements between the Kiwanis International Foundation and several non-US Kiwanis foundations.

The Board therefore requested Staff to notify each district foundation to ensure all their bylaws contain their responsibilities to Kiwanis International as listed in Board Procedure 260.3, as permitted by local law.

The Committee had planned to review a status update on compliance with this request, but time did not permit.
g. **Task Force on Governing Documents**

The Committee was advised by Staff that the Task Force on Governing Documents have continued to provide input on the proposed new Standard Form for Club Bylaws and have begun to review and recommended revisions to Kiwanis International policies. However, it has no formal report or new recommendations at this time.

h. **Proposed New Standard Form for Club Bylaws**

The Committee noted that the proposed new Standard Form for Club Bylaws, including an accompanying list of frequently asked questions, were posted in mid-March to the KiwanisOne website. Information also was distributed to several International and district officers via Dateline, and an article was shared with districts to place in their bulletins and on their websites. An email will be sent soon to club presidents and secretaries. And two forums are scheduled for the 2012 Kiwanis International Convention. To-date, less than a dozen questions have been received from clubs and members and no significant adjustments have been identified.

i. **Expiration of Freeze on Tiered Dues Levels**

As with the other money issues, the Committee noted there was some confusion because the topics were on the agenda of two different Board committees. Governance defers to the Audit and Finance Committee on the expiration or extension of tiered dues levels.

j. **Role and Designation of a Federation vs. a Region**

The role of a federation in Kiwanis has been a question for many years. Additionally, Kiwanis Asia-Pacific has asked what formal status or recognition it does or does not have, since it is not a federation. After discussing many factors related to this Kiwanis structures and groups, the Committee defers the matter until discussion by the full Board later at this meeting, for possible action at that time.

**Future Business**

a. Proposed New Standard Form for Club Bylaws
b. Federation Bylaws Compliance with Kiwanis International Bylaws
c. District Foundation Compliance with Kiwanis International Requirements—Hold for October 2012
d. Switzerland-Liechtenstein District Bylaw Revisions
e. Finalize and Adopt Details Related to Conduct Unbecoming
Diana, 

The Southwest District of Kiwanis International held their Mid-Year Conference board meeting on March 9, 2012. During this meeting the board approved the movement of four New Mexico clubs from the Southwest District into the Rocky Mountain District.

A motion was made by Joe De Blasi, Lieutenant Governor Division 13 and seconded by Brad Mortz, Lieutenant Governor Division 12 to move the Kiwanis Clubs of Aztec (K 4781), Bloomfield (K 14177), Farmington (K 3838), and Raton (K 509) from the Southwest District into the Rocky Mountain District of Kiwanis International. The motion passed unanimously.

Prior to this board action taking place, clubs in both Division 1 and Division 3 were contacted to see if there was any objection to moving from the Southwest District and joining the Rocky Mountain District. Letters were sent to all district club presidents and secretaries on February 10. An email blast was sent to all clubs with updated information on February 29. Personal calls to the clubs were made in February prior to the board meeting. There were no objections.

Please let me know if you need anything else from the Southwest District in order to put this item on the agenda at the Kiwanis International Board meeting in April.

Thanks for all your help on this,

Rose Ann Dodson  
Executive Director  
Southwest District  
Kiwanis International
Diana O'Brien, Governance Specialist
Kiwanis International
3636 Woodview Trace
Indianapolis, IN 46268

Diana,

The Rocky Mountain District Kiwanis convened a special meeting of our board electronically on March 13, 2011 for the purpose of approving the movement of four New Mexico clubs from the Southwest District into our Rocky Mountain District.

A motion was made by Lynndee Beller, Lt. Governor Division 18 and seconded by Theresa Rapstine, Lt. Governor Division 3.

The motion was as follows:

A motion is made to move the following Kiwanis Clubs of Aztec (K 4781), Bloomfield (K 14177), Farmington (K 3838), and Raton (K 509) from the Southwest District into the Rocky Mountain District of Kiwanis International.

The motion passed unanimously.

Prior to this board action taking place, clubs in both Division 12 and Division 18 were contacted by the respective Lt. Governors to see if there was any objection to the new clubs joining their division in the Rocky Mountain District. There were no objections.

Please let me know if you need anything else from the Rocky Mountain District in order to put this item on the agenda at the Kiwanis International Board meeting in April.

Thanks for all your help on this,

Pam Bilby
Executive Director
Rocky Mountain District Kiwanis
220 - DISTRICT COMMITTEES

220.1 - Appointments
Subject to the approval of the district board of trustees designate, the district governor, while governor-elect, shall appoint the chairmen or members of district chairmen 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) (4/97)
Comment: This takes into account that some ‘committee’ appointments often are only chairmen.

220.2 - Standing Committees

A. Districts shall have standing chairmen or committees on: (1/92) (1/12)

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

B. Standing Committee Terms: Each standing committee except the Committee of past district governors shall be composed of at least five (5) members and shall serve for a term of one (1) year. All Committees, with the exception of the Committee on Key Club and the Committee on Circle K shall begin their terms of
office on the first day of October.

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) (10/96)

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).

C. Cooperation with International Committees: Each standing committee shall at all times cooperate with the appropriate committee of Kiwanis International in promoting in to clubs of the district any program(s) suggested by such International Committee. (1/92) (10/96)

Comment: This provision is unnecessary, since Procedure 220.1 already says “…should assist the clubs in the district to implement the Objects, objectives, Policies, programs.

D. C. Sponsored Programs Committees: The Aktion Club, Builders Club, K-Kids Kiwanis Kids, and Key Leader 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. 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) (1/12)

The chairmen of the Committees on Aktion Club, Builders Club, Circle K, K-Kids Kiwanis Kids, and Key Club will be known as the district administrator for Aktion Club, Builders Club, Circle K, K-Kids Kiwanis Kids, and Key Club, respectively. The chairmen of the Committee on Key Leader shall be known as the district chairman. (1/92) (1/12)

D. Past District Governors Committee: The Committee of Past District Governors shall be composed of past district governors who are active, senior, or privileged members of clubs within the district and a quorum of the committee shall be a majority thereof. This committee shall determine the method of selecting its chairman, who shall serve at the pleasure of the committee. The committee shall submit the name of the chairman so selected to the governor-elect prior to October 1. (1/92)

E. Resolutions Committee: The Committee on Resolutions shall be appointed by the governor-elect prior to October 1. The membership of this committee shall include at least two past district officers, one of whom shall be a past district governor.
This committee shall serve at the pleasure of the district governor. (1/92)

F. **Young Children: Priority One Committee**: The governor shall be given the option of naming the committee or committees on Young Children: Priority One in terms of the programs themselves. (1/92) (10/96)

G. **Additional Committees**: Nothing shall preclude the right of the governor to name additional committees, under the provisions of the Standard Form for District Bylaws, which would make it possible for the governor to give direct and effective leadership to the goals and objectives the governor has determined for the administrative year with the approval of the district board. All other committees shall be appointed by the governor elect prior to October 1 and shall serve at the pleasure of the district governor. (1/92) (10/96)

220.3 E. **Duties**

*Comment: The following groupings have been removed. All committees have been ordered alphabetically instead.*

**A. Administrative Committees**

**B. Service Committees**

**C. Sponsored Programs Committees (in districts where appropriate):**

1. **17. The Committee on 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. **18. The Committee on 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. **6. The Committee on Laws and Regulations Bylaws and Policies** shall examine the district’s bylaws, policies, and procedures and shall submit any recommendations concerning revisions thereof necessary or recommended revisions to the district board; shall cooperate with the board in drafting proposed amendments authorized by the board; and shall make a report on all properly proposed amendments to the district bylaws to be acted upon by any convention. 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 arising thereunder, including the adjustment of any grievances stated or implied.
4. **The Committee on Children and Youth Services** shall study, devise, and suggest methods and means to clubs to assist boys and girls to adjust themselves to their environment and become adapted to the social, economic, and moral demands which they may encounter, and shall develop ways and means of assisting in the guidance of youth in the selection of proper and suitable vocations, as well as other areas which the committee may deem pertinent. It shall endeavor to inspire the clubs to an increasing participation in these activities and shall make proposals to the clubs of means whereby such purposes may be accomplished 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) (1/00)

5. **The Committee on 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. **The Committee on District Convention** shall assist the district board in formulating the official program and order of business for the conventions of the district. (1/92)

7. **The Committee on Finance and Fund Raising** shall prepare a budget of estimated income and expenditures for submission to the district board and shall submit such other recommendations as may be requested by the district board.

8. **Fund Raising** shall The committee shall also recommend to clubs ideas to clubs for local fund-raising activities. (1/92)

9. **The Committee on Human and Spiritual Values** shall encourage the clubs to cooperate on broad nondenominational lines with local religious leaders and groups in creating to create a greater public consciousness of the importance of religious human and spiritual values, and shall urge each of the members of clubs in the district to support by precept and example the work of the member's own church and community. (1/92)

10. **International Convention** shall assist in promoting attendance and participation in the annual Kiwanis International Convention.

11. **The Committee on 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)

12. **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.

13. **The Committee on Leadership Development and Kiwanis 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. (1/92) (4/02)

14. **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.

15. **The Committee on Kiwanis Kids** (in districts where appropriate) shall assist Kiwanis clubs in establishing Kiwanis Kids clubs elementary schools and shall promote the concept of continuing and effective sponsorship upon the part of the sponsoring Kiwanis club.

16. **The Committee on Membership Growth and Orientation** shall cooperate with all clubs in this district to help them maintain an adequate membership, assist clubs to recruit and retain members, properly orient and induct new members, and involve all members in service and club activities, and promote regular attendance at club meetings. (1/92) (10/96)

17. **The Committee on 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.
18. **The Committee on Public Relations** shall concern itself with the material and the media by which the public shall receive a true knowledge of the Objects, ideals, programs, and achievements of Kiwanis International and of the districts and the clubs thereof. They 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)

19. **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.

Note: 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.

20. **The Committee on Community Services** shall assist clubs in the district in rendering effective service in their communities. They shall study, devise, and suggest methods and means whereby the clubs of the district can render effective community services. Areas of concern shall include agriculture, conservation, environment, pollution, public and business affairs, and safety, as well as other areas which the committee may deem pertinent. It shall inspire the clubs to increasing participation in these activities and shall make proposals to clubs of means whereby such purposes may be accomplished. (1/92)

1. **The Committee on Achievement** shall encourage all Kiwanis clubs in the district to prepare and submit Annual Club Reports in accordance with the rules formulated by Kiwanis International and shall select outstanding reports for appropriate recognition. (1/92)

2. **The Committee on Administration** shall recommend programs and procedures providing for the effective administrative functioning of clubs.
Areas of concern include club meeting programs, music, inter-club relations, fellowship, house and reception, as well as other areas which the committee may deem pertinent, and shall make proposals to the clubs of the means whereby such concerns may be implemented. (1/92)

9. **The Committee of Past District Governors** shall consider and report to the district board its conclusion on all matters referred to it. It shall initiate subjects for consideration and report to said board its conclusions. A summary of its proceedings shall be provided to each member of the committee and to the district governor and district secretary. The committee shall meet at the time of the district convention and may hold other meetings at the call of the chairman. (1/92)

11. **The Committee on Resolutions** shall consider resolutions submitted by the International Board, the district board, or by a chartered club, when submitted to the chairman in writing thirty (30) days prior to the date of the annual district convention. The committee shall also have the authority to originate resolutions and to modify, combine, and edit all resolutions submitted to it. (1/92)

15. **The Committee on Young Children: Priority One** shall study, devise, and suggest methods and means to clubs to assist them in implementing Young Children: Priority One. (1/92) (1/93)

22. **The Committee on Kiwanis Junior Clubs** (in districts where appropriate) shall be responsible for the proper carrying out of the Kiwanis Junior District organization's administrative functions in accordance with the Kiwanis district board's approval. (1/00)

23. **The Committee on Young Children: Priority One** shall study, devise, and suggest methods and means to clubs to assist them in implementing Young Children: Priority One. (1/92) (1/93)
K.I. BYLAW AMENDMENTS

Effective Date: January 1, 2013

ARTICLE VIII. CLUB MEMBERS

Section 11. Discipline of Members of the Kiwanis Family

a. The general discipline of members in any club shall be as provided in the Standard Form for Club Bylaws. (10/1987)

b. The definition of conduct unbecoming a member of the Kiwanis family’ and the process to be followed for an allegation of ‘conduct unbecoming’ shall be as defined by the Kiwanis International Board.

c. A member of the Kiwanis family, in cases of conduct unbecoming, is defined as members of Kiwanis clubs, Aktion Clubs, Circle K clubs, and Key Clubs.

d. A club shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family,’ or else the club shall be considered out of compliance with accepted standards for Kiwanis clubs and may have its charter suspended or revoked as provided in these bylaws.

ARTICLE XIX. VACANCIES IN OFFICE

Section 8.

a. Whenever it shall appear to the President or two-thirds (2/3) of the Board of Trustees that a Kiwanis International officer may be failing to perform the duties of that office or is engaging in conduct unbecoming an International officer, written notice of the alleged facts shall be given to that officer within thirty (30) days. (6/2010)

b. A special meeting of the Board to consider the alleged facts shall be held within thirty-five (35) days thereafter, unless a regularly scheduled meeting shall take place within such thirty-five (35) day period, with at least twenty-one (21) days written notice being given to all members of the Board of such facts and meeting. Delivery of such notice shall be deemed effective five (5) days after such notice is mailed. The officer so accused shall have the right to attend such meeting, be presented with the alleged facts, and be given the opportunity to provide a defense to such charges as provided in Kiwanis procedure.
c. In the event that the Board, by a two-thirds (2/3) vote of the entire Board, finds such officer is not performing the duties of such office or has engaged in conduct unbecoming an International officer and takes action as provided in Kiwanis procedure or declares such office vacant, such vacancy shall be filled as provided herein. (6/2010)

d. “Conduct unbecoming an International Officer” is defined as any conduct that:
   (1) is incompatible with the best interests of the public or of members of Kiwanis, and/or
   (2) tends to harm the standing of Kiwanis in the local or global community, as further defined in the Kiwanis International Board Policy on “Conduct Unbecoming an International Officer.” (7/2006)

a. If a Kiwanis International officer is alleged by the president or two-thirds (2/3) of the Board of Trustees to be failing to perform his/her duties, the Board shall investigate the allegation and determine the matter at a meeting held within forty-five (45) days or as soon as reasonably possible. Written notice of the allegation, investigation, and meeting shall be given to the accused member at least thirty (30) days prior to the meeting. The accused member shall be permitted to attend the meeting and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the office shall be declared vacant.

b. If an allegation is made against a Kiwanis International Officer of ‘conduct unbecoming a member of the Kiwanis family,’ the President (or Immediate Past President, if the President is accused) shall consult the procedures to be followed for investigating such allegation and shall appoint a special investigator to investigate the matter within sixty (60) days from the date the President is notified of such allegation. If the investigation determines that there is a reasonable basis for the allegation, the President shall notify the accused officer and shall refer the matter to the Board to conduct a hearing, which shall be held within thirty (30) days after referral to the Board. The Board shall produce a report within seven (7) days of the hearing, setting forth its decision whether the officer did or did not engage in ‘conduct unbecoming’ and, if so, the office shall be declared vacant. The officer may appeal the Board’s decision and request a reconsideration by the Board. The Board’s final decision shall stand.

c. If the Kiwanis International officer is a district governor and the office is declared vacant, the district shall be notified that the office is now considered vacant and should act to fill the vacancy, according to the district bylaws.

e. Whenever a district or International officer is removed from office for reasons involving conduct unbecoming a Kiwanian a member of the Kiwanis family or failure to perform the duties of office or resigns from office, that person may be declared by the International Board to be ineligible to hold an International office or appointment. (6/2010)
B. INTERNATIONAL ADMINISTRATION

12. 11. Conduct Unbecoming a Member of the Kiwanis Family

“Conduct unbecoming a member of the Kiwanis family” (Kiwanis, Kiwanis Junior, Circle K, Key Club, Builders Club, K-Kids, and Aktion Club), is defined as any conduct that:

- Is incompatible with the best interests of the public or of members of the Kiwanis family; or
- Tends or threatens to harm the standing or reputation of the Kiwanis family in the local or global community.

Note: For conduct unbecoming purposes, the International Bylaws defines the Kiwanis family as members of Kiwanis clubs, Aktion Clubs, Circle K clubs, and Key Clubs.

Violation of the policy defining “conduct unbecoming a member of the Kiwanis family” may result in disciplinary action against the offending member. Disciplinary action can result in a private reprimand, a public reprimand, or dismissal from the organization. A private reprimand is communicated to the individual violating the “conduct policy” as a warning. A public reprimand requires notification of the district board or district governor of the individual violating the “conduct policy.” Dismissal means removal from the member’s office or club.

Any individual receiving written notice as provided in the applicable bylaws shall be permitted to hear all evidence against him or her and be afforded the opportunity to provide evidence in his or her defense. The appropriate ruling body shall hear the evidence and determine what sanction, if any, shall be imposed, and such decision shall be final.
B. INTERNATIONAL ADMINISTRATION

12. 11. Conduct Unbecoming a Member of the Kiwanis Family

“Conduct unbecoming a member of the Kiwanis family” (Kiwanis, Kiwanis Junior, Circle K, Key Club, Builders Club, K-Kids, and Aktion Club), is defined as any conduct that:

- is incompatible with the best interests of the public or of members of the Kiwanis family; or
- tends or threatens to harm the standing or reputation of the Kiwanis family in the local or global community.

Violation of the policy defining “conduct unbecoming a member of the Kiwanis family” may result in disciplinary action against the offending member. Disciplinary action can result in a private reprimand, a public reprimand, or dismissal from the organization. A private reprimand is communicated to the individual violating the “conduct policy” as a warning. A public reprimand requires notification of the district board or district governor of the individual violating the “conduct policy.” Dismissal means removal from the member’s office or club.

Any individual receiving written notice as provided in the applicable bylaws shall be permitted to hear all evidence against him or her and be afforded the opportunity to provide evidence in his or her defense. The appropriate ruling body shall hear the evidence and determine what sanction, if any, shall be imposed, and such decision shall be final.

12. Club Member Accused of ‘Conduct Unbecoming’

If an allegation of ‘conduct unbecoming a member of the Kiwanis family’ is made against a member of a Kiwanis club, the process shall be generally as follows, as further defined in Kiwanis International procedures.

The President of the club (or secretary, if the President is accused) shall immediately request a copy of the detailed procedures to be followed for investigating such allegation from Kiwanis International and shall appoint a special investigator. If the investigation reveals there is a reasonable basis for the allegation, the President shall notify the accused member and refer the matter to the club Board. The Board shall
decide the matter at a hearing and may discipline a member as follows:

A club member determined to have engaged in ‘conduct unbecoming a member of the Kiwanis family’ may be subject to one or more of the following disciplinary actions by the member’s club: informal counseling, a verbal reprimand, written reprimand, suspension from office or club membership, or removal from office or Club membership. The nature of the discipline should be determined based on the seriousness of the violation. If a member is removed from the Club for ‘conduct unbecoming’, the Club shall notify the district governor and district secretary as a matter of record.

If either the accused member or the investigator believes some part of the process used to determine the Board’s decision was faulty, either party may appeal the Board’s decision to the club membership. The club’s decision on the matter shall be final.

If, at any point during the ‘conduct unbecoming’ process, possible criminal wrongdoing is discovered, the matter shall be reported by the club to the proper authorities.

The Club shall retain all official records on the matter as long as required by local law, and shall send a copy to Kiwanis International, which shall be kept confidential.

A Club shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family,’ or else the Club shall be considered out of compliance with acceptable standards of Kiwanis International and may have its charter suspended or revoked as provided in the Kiwanis International Bylaws.

KIWANIS INTERNATIONAL PROCEDURE REVISIONS

344 – CLUB MEMBER ACCUSED OF ‘CONDUCT UNBECOMING’

A. Allegation: Any member who observes or has knowledge of an activity by another member that he or she believes constitutes ‘conduct unbecoming a member of the Kiwanis family’, as defined in Kiwanis International policy (see below), shall report such allegation immediately to the president of the Kiwanis club to which the accused member belongs. However, if the president is the subject of the allegation, it should be reported to the secretary of the club. Such allegation should include as much detail as possible regarding time, place, persons, actions, etc.

Per Kiwanis International policy, ‘conduct unbecoming a member of the Kiwanis family’ is defined as any conduct that:

- Is incompatible with the best interests of the public or of members of Kiwanis, and/or
- Tends to harm the standing of Kiwanis in the local or global community, and/or
Upon receipt of such allegation, the president shall, within 7 days, request a copy of the detailed procedures to be followed for investigating such allegation from Kiwanis International and appoint a special investigator, which may be one individual or a committee (hereinafter referred to as “the investigator”). However, if the allegation is against the president, the immediate past president shall appoint the investigator. The investigator shall be composed of disinterested club members (that is, those without bias on the allegations or for/against the member personally) and shall not include any members of the board of directors of the club. In the event the president believes no club member(s) have the necessary skills to adequately investigate the subject matter, the president may select a non-club member or non-Kiwanian as the investigator. If the investigator charges a fee for his/her services or if the investigation itself involves some costs such as fees for requesting records, etc., then such fees/costs must be approved by the board. The investigator will represent the club throughout the entire investigation, review, and appeal process.

B. Disclosure: The president shall not disclose any information regarding the investigation to the public or to any other member of the club until the investigation process is complete, except that, prior to the investigation, the president may report to the board that an investigation is being conducted, without disclosing the name of the accused member or details of the investigation. Once the investigation is complete, the president may disclose information regarding the investigation only to the board for a hearing on the matter, but not to the public or to any other member of the club. In the event the final determination by the board is appealed to the full membership, then information can be disclosed to the entire membership for the purpose of the appeal.

C. Investigation: The investigator shall provide a progress report to the president within 30 days of appointment. A final report of the findings shall be made by the investigator and provided to the president within 30 days after the initial progress report (no later than 60 days after the investigation begins), unless there are extenuating circumstances. If at any time during the investigation the investigator discovers criminal wrongdoing or what appears to be criminal wrongdoing, it must be reported immediately to the president, who is then obligated to report the matter to the proper authorities. If the president does not act, then the investigator is obligated to report the matter to the proper authorities. In any case, the process regarding conduct unbecoming shall proceed to conclusion.

D. Referral to Board: If, after receiving the final investigation report, the president determines that there is a reasonable basis for the allegation, the president shall refer the matter to the board at a regular or special board meeting to be held within 7 days of the final investigation report, to be conducted in executive session (i.e., closed to non-board members).
E. **Notice and Suspension:** Within 7 days of the board receiving the matter, the president or designee shall send notice to the accused member of the allegation, the process to be followed, and the possible outcomes. The accused shall have the option to admit or deny the allegation(s). If denied, a hearing shall be held to determine if the allegation(s) are true. If admitted, a hearing shall be held to determine the resulting discipline. A date for a hearing shall be set in consultation with the accused member, to be held as soon as reasonably possible but no later than 30 days after the member receives notice of the allegation. The accused shall be temporarily suspended from club membership, pending the outcome of the proceedings.

F. **Hearing:** The hearing shall be held before the board when at least a quorum (which is a majority) is present. The president shall preside. However, if the president is the subject of the allegation, the board shall determine who presides. If a board member is the subject of the allegation, he/she shall continue to be counted as a board member in determining the number needed for quorum, but will not be allowed to vote in the board’s decision or at any point in the process.

G. **Hearing Process:** At the hearing, the investigator shall present evidence on behalf of the club regarding the allegations of ‘conduct unbecoming’, and the accused member shall have the opportunity to present evidence in his/her defense. If the investigator is a committee, any member of the committee may represent the club at the hearing. The board or the member may have evidence presented through testimony of witnesses. Either side may question the other or any witnesses. The member may testify in his/her behalf, either in person or in written form without being present. The member also shall have the right of representation at the hearing by the person of his/her choice and/or by legal counsel, at the member’s own expense. Legal counsel for the club may also be present, if the club has chosen to have it; however, legal counsel is entirely separate from the investigator representing the club and presenting the findings of the investigation. If it is determined that additional time is needed to present existing evidence not available at the initial hearing, the board may adjourn the hearing and reconvene it later.

H. **Hearing Record:** A record of the hearing shall be made either electronically or by a note-taker and retained by the club secretary. The record shall include:
- Date, time, and location of the hearing;
- Names of all persons present or participating;
- Nature of allegation(s);
- Evidence, including testimony of witnesses;
- Summary of the essential content of all discussions;
- Any findings determined during the proceedings;
- Any motions made or votes taken.
J. **Determination and Discipline:** Within 7 days of the hearing – or within no later than 30 days, if extenuating circumstances exist – the board shall decide by majority vote of those present and eligible to vote whether the member did engage in ‘conduct unbecoming a member of the Kiwanis family’ and, if so, by separate majority vote of those present and eligible to vote, the appropriate disciplinary action. If the accused is a member of the board, he/she shall not have a vote on the matter. By the same date, the board shall produce a written report of its findings, conclusions, and decision(s), which shall become part of the club record on the matter. A copy of the report shall be provided immediately to the member and the investigator. The club membership shall be informed of the board’s decision(s) on the matter, but other details from the full record shall remain confidential unless needed during a subsequent appeal of the board’s decision(s) to the membership.

As stated in the Standard Form for Club Bylaws: “A member determined to have engaged in ‘conduct unbecoming a member of the Kiwanis family’ may be subject to one or more of the following disciplinary actions: informal counseling, a verbal reprimand, written reprimand, suspension from office or club membership, or removal from office or club membership. The nature of the discipline should be determined based on the seriousness of the violation.” Note: (If the discipline is determined to be suspension, then the time the member has already been temporarily suspended during the process may be credited toward the discipline.)

K. **Request for appeal:** Within 30 days of the report being provided to the accused member and the investigator, either party may appeal the board’s decision(s) to the club membership. Such appeal must be made in writing to the president (or secretary, if the president is accused) and must state the specific reason(s) for the appeal. Either party may appeal either the board’s finding that ‘conduct unbecoming’ occurred or the resulting disciplinary action. An appeal may not be used to “re-try” the allegations against the member, and new evidence is not allowed since that opportunity was provided earlier. An appeal will be granted only if some part of the process used to determine the board’s decision(s) is alleged to be faulty, incorrect, insufficient, or otherwise erroneous.

L. **Appeal Process:** When an appeal is received, the board shall call a special appeal meeting of the club membership to consider the appeal within 30 days, provided at least 14 days advance notice is given to the club membership. At least a quorum of the membership (which is one-third) must be present at the appeal meeting. The agenda for the appeal shall be the record of the hearing, the board’s report, and the appellant’s basis for appeal. Members may ask only questions that are relevant to the appeal, and relevancy shall be determined by the chair presiding over the appeal. (See step 7 regarding who presides.)
Two separate and specific types of motions may be made by either the investigator or the member, as follows:

1. Regarding the board’s original determination of ‘conduct unbecoming’; someone may move either to uphold the original decision; or they may move to overturn the original decision.

2. Regarding the resulting disciplinary action if any was given; someone may move either to uphold the board’s original discipline; or they may move to overturn the board’s original discipline and change it to some other disciplinary measure(s) which must be specified as part of the motion.

The membership shall consider a motion(s) to uphold or reverse (in whole or in part) the decision(s) of the board, which shall require a majority vote to adopt. The decision of the club membership on the matter shall be final. If a member is determined to have engaged in ‘conduct unbecoming,’ some form of discipline must be given, even if light, for the club to have properly completed due diligence on the matter.

**M. Appeal Record:** A written record of the appeal meeting of the club membership shall be made, similar to that for the board hearing, and retained as part of the club record on the matter.

**N. Official Records:** The club shall retain all official records on the matter as long as required by local law. A copy of all official club records on the matter (i.e., final investigator’s report, record of hearing, board report, and record of appeals if any) shall be sent to the Executive Director of Kiwanis International within 30 days of conclusion of all proceedings to retain in a confidential file. This provides documentation that the club completed due diligence regarding the allegation, as well as a safeguard against club records being lost or destroyed at a later date. Also, as provided in the club bylaws, if a member is removed from the club for ‘conduct unbecoming’, the club shall so notify the district governor and district secretary as a matter of record.

**O. Club Discipline:** As stated in the Kiwanis International bylaws: “A club shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family,’ or else the club shall be considered out of compliance with acceptable standards of Kiwanis International and may have its charter suspended or revoked as provided in the Kiwanis International Bylaws.”

360 - CLUB STATUS

360.1 - Requirements for "In Good Standing" Status

To be "in good standing," a Kiwanis club must comply with the Essential Actions of a Kiwanis club as defined by the International Board, which are as follows:

(1980) (1/00)
A. Comply with all the provisions of the Bylaws, Policies, and Procedures of Kiwanis International, its district, and its federation (if any). (1/00)

B. Comply with the current Standard Form for Club Bylaws, modified as approved by the International Board of Trustees. (1/00)

C. Implement community service projects, including those that support Young Children: Priority One and district goals for the Worldwide Service Project (if any). (1/00)

D. Sponsor or support a K-Kids club, Builders Club, Key Club, Circle K club, or Kiwanis Junior club (where possible). (1/00)

E. Maintain an active and senior membership of not less than fifteen (15); set a goal of a net increase of at least one (1) member per year; and stage pre-induction orientation and formal induction of new members. (1/00)

F. Pay dues, subscriptions, and other obligations to Kiwanis International, its district, and its federation (if any), within ninety (90) days after such amounts are due. (1/00)

G. Meet at least twice monthly with a well-managed, informative, and fun club meeting which contains an informative program and follows a timed agenda. (1/00)

H. Schedule board meetings at least once a month. (1/00)

I. Monies received from fund-raising projects in which the public participates, or from members or others for the service activities sponsored by the club, shall be segregated from the administrative funds and shall be used only for charitable, educational, religious, and eleemosynary activities. (1/00)

J. Complete the annual club organization, including the election and reporting of officers and the appointment of committees. (1/00)

K. Have all club officers participate in Club Officers Education. (1/00)

L. Participate in district and division activities, including the fulfillment of its club delegate obligation to district conventions. (1/00)

M. File all reports as required by Kiwanis International and by the district and federation (if any). (1/00)
N. Shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family.’

360.2 - Clubs on Probation

(No change to existing text.)

360.3- Clubs Not Current With Financial Obligations

(No change to existing text.)

360.4 - Clubs at Risk for Low Membership

(No change to existing text.)

360.5 – Clubs who Fail to Discipline for ‘Conduct Unbecoming’

As stated in the International Bylaws, a club shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family,’ or else the club shall be considered out of compliance with accepted standards for Kiwanis clubs and may have its charter suspended or revoked.

360.5 360.6 - Notice to Clubs

A copy of Procedure 360 - Club Status shall be included in the annual club and district officer’s guidebooks and/or manuals. (1980) (10/98)

ARTICLE 7. DISCIPLINE

7.1 If a member is accused of conduct unbecoming a member of the Kiwanis family, the allegation will be referred to a special committee appointed by the board which will not include board members. The committee will investigate and make a recommendation at a hearing before the board to be held within forty-five (45) days or as soon as reasonably possible. Written notice of the allegation(s) and pending investigation and hearing must be given to the accused member at least thirty (30) days prior to the hearing; the accused member will be permitted to attend the hearing and present a defense. Each allegation will be sustained by two thirds (2/3) vote of the entire board. Disciplinary action, if warranted by separate two thirds (2/3) vote of the board, may include a private warning, a public reprimand shared with club members and the district board, removal from office (if any), and/or suspension or removal from club membership. Board action on the matter will be
Conduct unbecoming a member of the Kiwanis family” is defined as any conduct that:

a. is incompatible with the best interests of the public or of members of the Kiwanis family; or

b. tends or threatens to harm the standing or reputation of the Kiwanis family in the local or global community.

7.1 ‘Conduct unbecoming a member of the Kiwanis family’ is defined as any conduct that:

- Is incompatible with the best interests of the public or of members of Kiwanis, and/or

- Tends to harm the standing of Kiwanis in the local or global community, and/or

7.3 a. If an allegation is made against a member of a Kiwanis club of ‘conduct unbecoming a member of the Kiwanis family,’ the President of the club shall immediately request a copy of the detailed procedures to be followed for investigating such allegation from Kiwanis International and shall appoint a special investigator (“investigator”) to investigate the matter within 60 days from the date the President is notified of such allegation. If the investigation determines that there is a reasonable basis for the allegation, the President shall notify the accused member and shall refer the matter to the club Board (“Board”) to conduct a hearing, which shall be held within 30 days after the referral to the Board. The Board shall produce a report within 7 days of the hearing, setting forth its decision whether the member did or did not engage in ‘conduct unbecoming’ and, based upon that decision, the appropriate disciplinary action, if any.

b. Within 30 days after the Board’s report, if either the accused member or the investigator believes some part of the process used to determine the Board’s decision(s) is faulty, either party may appeal the Board’s decision(s) to the full Club membership. The Board shall then call a special meeting of the membership of the Club within 30 days to consider the appeal, provided at least 14 days advance notice is given to members. The decision of the membership to uphold, reverse or change the board’s decisions(s) on the matter shall be final.

c. If, at any point during the process, possible criminal wrongdoing is discovered, the matter shall be reported by the club to the proper authorities.

d. The Club shall retain all official records on the matter as long as required by local law, and a copy shall be sent to the Executive Director of Kiwanis International.

e. A member determined to have engaged in ‘conduct unbecoming a member of the Kiwanis family’ may be subject to one or more of the following disciplinary actions: informal counseling, a verbal reprimand, written reprimand, suspension from office or club membership, or removal from office or club membership. The nature of the discipline should be determined based on the seriousness of the violation. All disciplinary actions shall be documented in Club records. If a member is removed from
the Club for ‘conduct unbecoming’, the Club shall notify the district governor and district secretary as a matter of record.

7.2 A Club shall discipline any member whose conduct is determined to be ‘conduct unbecoming a member of the Kiwanis family,’ or else the Club shall be considered out of compliance with acceptable standards of Kiwanis International and may have its charter suspended or revoked as provided in the Kiwanis International Bylaws.

7.2 7.3 If an officer or director is alleged by the president or a majority of the board to be failing to perform his/her duties, the board will investigate the allegation and determine the matter at a meeting held within forty-five (45) days or as soon as reasonably possible. Written notice of the allegation, investigation, and hearing must be given to the accused member at least thirty (30) days prior to the hearing. The accused member will be permitted to attend the hearing and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the position will be declared vacant.
KIWANIS INTERNATIONAL BYLAW AMENDMENTS

(None necessary)

KIWANIS INTERNATIONAL POLICY REVISIONS

B. INTERNATIONAL ADMINISTRATION

13. District Officer Accused of ‘Conduct Unbecoming’

If an allegation of ‘conduct unbecoming a member of the Kiwanis family is made against a district officer (other than the Governor, who is also an International Officer), the process shall be generally as follows, as further defined in Kiwanis International procedures.

The Governor (or Secretary, if the Governor is accused) shall appoint a special investigator. If the investigation reveals there is a reasonable basis for the allegation, the Governor shall notify the accused officer and refer the matter to the district board. The Board shall decide the matter at a hearing.

If the accused officer is determined to have engaged in ‘conduct unbecoming a member of the Kiwanis family,’ he/she shall be removed from office and the Governor shall so notify the president of the member’s club(s) and the Kiwanis International Executive Director as a matter of record.

If either the accused officer or the investigator believes some part of the process used to determine the Board’s decision was faulty, either party may request a reconsideration before the Board. The Board’s decision on the matter shall be final.

If, at any point during the ‘conduct unbecoming’ process, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.

The district shall retain all official records on the matter as long as required by local law, and shall send a copy to Kiwanis International, which shall be kept confidential.
KIWANIS INTERNATIONAL PROCEDURE REVISIONS

226 – DISTRICT OFFICER ACCUSED OF ‘CONDUCT UNBECOMING’

A. **Allegation:** Upon receipt of an allegation that a district officer has engaged in ‘conduct unbecoming a member of the Kiwanis family,’ as defined in the International Bylaws, the governor shall, within 7 days, request a copy of the detailed procedures to be followed for investigating such allegation from Kiwanis International and appoint a special investigator, which may be one individual or a committee (hereinafter referred to as “the investigator”). However, if the allegation is against the governor, the immediate past governor shall appoint the investigator. The investigator shall be composed of disinterested Kiwanis club members (that is, those without bias on the allegations or for/against the officer personally) and shall not include any members of the district board. In the event the governor believes no club member(s) have the necessary skills to adequately investigate the subject matter, the governor may select a non-Kiwanian as the investigator. If the investigator charges a fee for his/her services or if the investigation itself involves some costs such as fees for requesting records, etc., then such fees/costs must be approved by the board. The investigator will represent the district throughout the entire investigation, review, and reconsideration process.

B. **Disclosure:** The governor shall not disclose any information regarding the investigation to the public or to any other Kiwanians, including the district board, until the investigation process is complete, except that, prior to the investigation, the governor may report to the board that an investigation is being conducted, without disclosing the name of the accused officer or details of the investigation. Once the investigation is complete, the governor may disclose information regarding the investigation only to the board for a hearing on the matter, but not to the public or to any other Kiwanians.

C. **Investigation:** The investigator shall provide a progress report to the governor within 30 days of appointment. A final report of the findings shall be made by the investigator and provided to the governor within 30 days after the initial progress report (60 days after the investigation begins), unless there are extenuating circumstances. If at any time during the investigation the investigator discovers criminal wrongdoing or what appears to be criminal wrongdoing, it must be reported immediately to the governor, who is then obligated to report the matter to the proper authorities. If the governor does not act, then the investigator is obligated to report the matter to the proper authorities. In any case, the process regarding conduct unbecoming shall proceed to conclusion.

D. **Referral to Board:** If, after receiving the final investigation report, the governor determines that there is a reasonable basis for the allegation, the governor shall refer the matter to the district board at a regular or special board meeting to be held within 7 days of the final investigation report, to be conducted in executive session (i.e., closed to non-board members).
E. **Notice and Suspension:** Within 7 days of the board receiving the matter, the governor or designee shall send notice to the accused officer of the allegation, the process to be followed, and the possible outcomes. The accused shall have the option to admit or deny the allegation(s). If denied, a hearing shall be held to determine if the allegation(s) are true. If admitted, the officer shall tender his/her resignation. If denied, a date for a hearing shall be set in consultation with the accused officer, to be held as soon as reasonably possible but no later than 30 days after the officer receives notice of the allegation. The accused shall be temporarily suspended from district office, pending the outcome of the proceedings.

F. **Hearing:** The hearing shall be held before the board when at least a quorum (which is a majority) is present. The governor shall preside. However, if the governor is the subject of the allegation, the board shall determine who presides. If a board member is the subject of the allegation, he/she shall continue to be counted as a board member in determining the number needed for quorum, but will not be allowed to vote in the board’s decision or at any point in the process.

G. **Hearing Process:** At the hearing, the investigator shall present evidence on behalf of the district board regarding the allegations of ‘conduct unbecoming’, and the accused officer shall have the opportunity to present evidence in his/her defense. If the investigator is a committee, any member of the committee may represent the district board at the hearing. The board or the officer may have evidence presented through testimony of witnesses. Either side may question the other or any witnesses. The officer may testify in his/her behalf, either in person or in written form without being present. The officer also shall have the right of representation at the hearing by the person of his/her choice and/or by legal counsel, at the officer’s own expense. Legal counsel for the district board may also be present, if the district has chosen to have it; however, legal counsel is entirely separate from the investigator representing the district board and presenting the findings of the investigation. If it is determined that additional time is needed to present existing evidence not available at the initial hearing, the board may adjourn the hearing and reconvene it later.

H. **Hearing Record:** A record of the hearing shall be made either electronically or by a note-taker and retained by the district secretary. The record shall include:
   - Date, time, and location of the hearing;
   - Names of all persons present or participating;
   - Nature of allegation(s);
   - Evidence, including testimony of witnesses;
   - Summary of the essential content of all discussions;
   - Any findings determined during the proceedings;
   - Any motions made or votes taken.

I. **Determination and Discipline:** Within 7 days of the hearing – or within no later than 30 days, if extenuating circumstances exist – the board shall decide by majority vote of those present and eligible to vote whether the officer did engage in ‘conduct unbecoming a member of the Kiwanis family.’ If so, the officer shall be removed from
district office, effective immediately. If the accused is a member of the board, he/she shall not have a vote on the matter.

By the same date (within 7 days of the hearing), the board shall produce a written report of its findings, conclusions, and decision(s), which shall become part of the district record on the matter. A copy of the report shall be provided immediately to the officer and the investigator. District clubs shall be informed of the board’s decision(s) on the matter, but other details from the full record shall remain confidential.

**J. Request for reconsideration**: Within 15 days of the report being provided to the accused officer and the investigator, either party may request a reconsideration before the board. Such request must be made in writing to the governor (or immediate past governor, if the governor is accused) and must state the specific reason(s) for the reconsideration. A reconsideration may be granted if some part of the process used to determine the board’s decision(s) is alleged to be faulty, incorrect, insufficient, or otherwise erroneous. A reconsideration may **not** be used to “re-try” the allegations against the officer, and new evidence is not allowed since that opportunity was provided earlier.

**K. Reconsideration Process**: If a reconsideration is granted, the board shall schedule it within 30 days of the request, provided at least 14 days advance notice is given to the accused officer. The agenda for the reconsideration shall be the record of the hearing, the board’s report, and the appellant’s basis for request. After reconsideration, the board shall determine, by appropriate motion: **either** (1) to uphold the original decision; or to (2) reverse the original decision. The Board’s final decision shall stand.

**L. Appeal Record**: A written record of the reconsideration shall be made, similar to that for the original hearing, and retained as part of the district record on the matter.

**M. Official Records**: The district shall retain all official records on the matter as long as required by local law. A copy of all official district records on the matter (i.e., final investigator’s report, record of hearing, board report, and record of reconsideration if any) shall be sent to the Executive Director of Kiwanis International within 30 days of conclusion of all proceedings to retain in a confidential file. Additionally, the officer’s club(s) shall be notified by the district that the member was removed from district office for ‘conduct unbecoming.’

**STANDARD FORM FOR DISTRICT BYLAWS REVISIONS**

**ARTICLE XII. REMOVAL OF OFFICERS**

**Section 1.** Whenever it shall appear to the Governor or majority of the District Board of Trustees that an officer may be engaging in conduct unbecoming a Kiwanian or is failing to perform the duties of that office, the District Board shall give written notice of the alleged facts to the officer within thirty (30) days.
A special meeting of the Board to consider the alleged facts shall be held within thirty-five (35) days thereafter, with at least twenty-one (21) clear days written notice being given to all members of the Board of such meeting. Service of such notice shall be deemed effective five (5) days after such notice is mailed. In the event that the Board, by two-thirds (2/3) vote of the entire Board, finds the officer has engaged in conduct unbecoming a Kiwanian, or is not performing the duties of such office and declares such office vacant, a new officer to fill such vacancy shall be elected or appointed forthwith as provided in these Bylaws.

Section 1. If a district officer is alleged by the president or two-thirds (2/3) of the District Board of Trustees to be failing to perform his/her duties, the District Board shall investigate the allegation and determine the matter at a meeting held within forty-five (45) days or as soon as reasonably possible. Written notice of the allegation, investigation, and meeting shall be given to the accused member at least thirty (30) days prior to the meeting. The accused member shall be permitted to attend the meeting and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the office shall be declared vacant.

Section 2. If an allegation is made against a district officer of ‘conduct unbecoming a member of the Kiwanis family,’ the Governor (or Immediate Past Governor, if the Governor is accused) shall request a copy of the detailed procedures to be followed for investigating such allegation from Kiwanis International and shall appoint a special investigator to investigate the matter within 60 days from the date the Governor is notified of such allegation. If the investigation determines that there is a reasonable basis for the allegation, the Governor shall notify the accused officer and shall refer the matter to the District Board to conduct a hearing, which shall be held within thirty (30) days after referral to the Board. The Board shall produce a report within seven (7) days of the hearing, setting forth its decision whether the officer did or did not engage in ‘conduct unbecoming’ and, if so, the office shall be declared vacant. The officer may appeal the Board’s decision and request a reconsideration by the Board. The Board’s final decision shall stand.

Section 3. If the district officer is removed from office and the office declared vacant, the district shall notify Kiwanis International. The district shall retain all official records on the matter as long as required by local law and shall send a copy to Kiwanis International.

Section 4. If, at any time, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.

Section 2-5. Whenever a district officer is removed from office for reasons involving conduct unbecoming a Kiwanian member of the Kiwanis family or failure to perform the duties of office or resigns from office, that person may be declared by the district board to be ineligible to hold a district office or appointment. (Rev. 2010)
KIWANIS INTERNATIONAL POLICY REVISIONS

B. INTERNATIONAL ADMINISTRATION

14. Conduct Unbecoming an International Officer

‘Conduct unbecoming an International Officer’ as it relates to a Kiwanis International Officer (Kiwanis International Board Members and District Governors), in addition to the definition provided in the International Bylaws, is further defined as any of the following offenses committed while serving in office:

10. Engaging in offensive action, language, profanity, or derogatory statements of a racial, ethnic, age-related, disability-related, or sexual nature (such as unwanted touching, creating a hostile environment). Engaging in profanity or making derogatory statements or engaging in offensive behavior based on race, color, gender, age, disability, economic status, religion, or national origin. (4/02)

b. Engaging in unwanted touching at any time. (6/99)

c. Creating a hostile atmosphere. (6/99)

d. Relating off-color jokes, ethnic jokes, and any derogatory statements or engaging in any other actions that are offensive on account of race, color, gender, age, disability, economic status, religion, or national origin. (4/02)

e. Being convicted of any felony or misdemeanor or being convicted of a misdemeanor involving moral turpitude. (4/02)

f. Acting contrary to personal and professional ethical standards such as integrity, objectivity, accountability, openness, and honesty. (4/10)

15. Kiwanis International Officer Accused of ‘Conduct Unbecoming’

If an allegation of ‘conduct unbecoming a member of the Kiwanis family is made against a Kiwanis International officer (which includes a district governor), the process shall be generally as follows, as further defined in Kiwanis International procedures.

The President (or Immediate Past President, if the President is accused) shall appoint a special investigator. If the investigation reveals there is a reasonable basis for the allegation, the President shall notify the accused officer and refer the matter to the International Board. The Board shall decide the matter at a hearing.

If the accused officer is determined to have engaged in ‘conduct unbecoming a member of the Kiwanis family,’ he/she shall be removed from office and the President shall so notify the president of the member’s club(s) and the Governor of the member’s district as a matter of record.
If either the accused officer or the investigator believes some part of the process used to determine the Board’s decision was faulty, either party may request a reconsideration before the Board. The Board’s decision on the matter shall be final.

If, at any point during the ‘conduct unbecoming’ process, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.

The Executive Director shall retain all official records on the matter as long as required by local law, which shall be kept confidential.

KIWANIS INTERNATIONAL PROCEDURE REVISIONS

103 - CONDUCT UNBECOMING AN INTERNATIONAL OFFICER

KIWANIS INTERNATIONAL OFFICER ACCUSED OF CONDUCT UNBECOMING

Violation of the policy defining “conduct unbecoming an International Officer” may result in disciplinary action against the offending Kiwanian. Disciplinary action can result in a private reprimand, a public reprimand, or dismissal from the organization. A private reprimand is communicated to the individual violating the “conduct policy” as a warning. A public reprimand requires notification of the district board or district governor of the individual violating the “conduct policy.” Dismissal means removal from International Office. (4/10)

Any individual receiving written notice as provided in Article XIII, Section 8 of the International Bylaws, shall be permitted to hear all evidence against him or her and be afforded the opportunity to provide evidence in his or her defense. The Kiwanis International Board shall hear the evidence and determine what sanction, if any, shall be imposed. The decision of the International Board shall be final. (6/99)

A. Allegation: Upon receipt of an allegation that a Kiwanis International officer (including a district governor) has engaged in ‘conduct unbecoming a member of the Kiwanis family,’ as defined in the International Bylaws, the International President shall, within 7 days, consult the detailed procedures to be followed for investigating such allegation and shall appoint a special investigator, which may be one individual or a committee (hereinafter referred to as “the investigator”). However, if the allegation is against the President, the Immediate Past President shall appoint the investigator. The investigator shall be composed of disinterested Kiwanis club members (that is, those without bias on the allegations or for/against the member personally) and shall not include any members of the International Board. In the event the President believes no club member(s) have the necessary skills to adequately investigate the subject matter, the President may select a non-Kiwanian as the investigator. If the investigator charges a fee for his/her services or if the investigation itself involves some costs such as fees for requesting records, etc., then
such fees/costs must be approved by the Board. The investigator will represent the International Board throughout the entire investigation, review, and reconsideration process.

B. Disclosure: The President shall not disclose any information regarding the investigation to the public or to any other Kiwanians, including the International Board, until the investigation process is complete, except that, prior to the investigation, the President may report to the board that an investigation is being conducted, without disclosing the name of the accused officer or details of the investigation. Once the investigation is complete, the President may disclose information regarding the investigation only to the board for a hearing on the matter, but not to the public or to any other Kiwanians.

C. Investigation: The investigator shall provide a progress report to the President within 30 days of appointment. A final report of the findings shall be made by the investigator and provided to the President within 30 days after the initial progress report (60 days after the investigation begins), unless there are extenuating circumstances. If at any time during the investigation the investigator discovers criminal wrongdoing or what appears to be criminal wrongdoing, it must be reported immediately to the President, who is then obligated to report the matter to the proper authorities. If the President does not act, then the investigator is obligated to report the matter to the proper authorities. In any case, the process regarding conduct unbecoming shall proceed to conclusion.

D. Referral to Board: If, after receiving the final investigation report, the President determines that there is a reasonable basis for the allegation, the President shall refer the matter to the International board at a regular or special board meeting to be held within 7 days of the final investigation report, to be conducted in executive session (i.e., closed to non-board members).

E. Notice and Suspension: Within 7 days of the board receiving the matter, the President or designee shall send notice to the accused officer of the allegation, the process to be followed, and the possible outcomes. The accused shall have the option to admit or deny the allegation(s). If denied, a hearing shall be held to determine if the allegation(s) are true. If admitted, the officer shall tender his/her resignation. If denied, a date for a hearing shall be set in consultation with the accused officer, to be held as soon as reasonably possible but no later than 30 days after the officer receives notice of the allegation. The accused shall be temporarily suspended from International office – and, if a district governor, from district office as well – pending the outcome of the proceedings.

F. Hearing: The hearing shall be held before the International Board when at least a quorum (which is a majority) is present. The President shall preside. However, if the President is the subject of the allegation, the board shall determine who presides. If a board member is the subject of the allegation, he/she shall continue to be counted as a board member in determining the number needed for quorum, but will not be allowed to vote in the board’s decision or at any point in the process.
G. **Hearing Process:** At the hearing, the investigator shall present evidence on behalf of the International Board regarding the allegations of ‘conduct unbecoming’, and the accused officer shall have the opportunity to present evidence in his/her defense. If the investigator is a committee, any member of the committee may represent the International Board at the hearing. The board or the officer may have evidence presented through testimony of witnesses. Either side may question the other or any witnesses. The officer may testify in his/her behalf, either in person or in written form without being present. The officer also shall have the right of representation at the hearing by the person of his/her choice and/or by legal counsel, at the officer’s own expense. Legal counsel for the International Board may also be present, if the Board has chosen to have it; however, legal counsel is entirely separate from the investigator representing the International Board and presenting the findings of the investigation. If it is determined that additional time is needed to present existing evidence not available at the initial hearing, the board may adjourn the hearing and reconvene it later.

H. **Hearing Record:** A record of the hearing shall be made either electronically or by a note-taker and retained by the Executive Director. The record shall include:

- Date, time, and location of the hearing;
- Names of all persons present or participating;
- Nature of allegation(s);
- Evidence, including testimony of witnesses;
- Summary of the essential content of all discussions;
- Any findings determined during the proceedings;
- Any motions made or votes taken.

I. **Determination and Discipline:** Within 7 days of the hearing – or within no later than 30 days, if extenuating circumstances exist – the board shall decide by majority vote of those present and eligible to vote whether the officer did engage in ‘conduct unbecoming a member of the Kiwanis family.’ If so, the officer shall be removed from International office, effective immediately. If the accused is a member of the International Board, he/she shall not have a vote on the matter. If the officer is a district governor, the district shall be notified that the office is now considered vacant and should act to fill the vacancy, according to the district bylaws.

By the same date (within 7 days of the hearing), the board shall produce a written report of its findings, conclusions, and decision(s), which shall become part of the record on the matter. A copy of the report shall be provided immediately to the officer and the investigator. Clubs shall be informed of the board’s decision(s) on the matter, but other details from the full record shall remain confidential.

J. **Request for reconsideration:** Within 15 days of the report being provided to the accused officer and the investigator, either party may request a reconsideration before the International Board. Such request must be made in writing to the President (or Immediate Past President, if the President is accused) and must state the specific reason(s) for the reconsideration. A reconsideration may be granted if some part of the
process used to determine the board’s decision(s) is alleged to be faulty, incorrect, insufficient, or otherwise erroneous. A reconsideration may not be used to “re-try” the allegations against the officer, and new evidence is not allowed since that opportunity was provided earlier.

K. **Reconsideration Process:** If a reconsideration is granted, the board shall schedule it within 30 days of the request, provided at least 14 days advance notice is given to the accused officer. The agenda for the reconsideration shall be the record of the hearing, the board’s report, and the appellant’s basis for request. After reconsideration, the board shall determine, by appropriate motion: **either** (1) to uphold the original decision; **or** to (2) overturn the original decision. The Board’s final decision shall stand.

L. **Appeal Record:** A written record of the reconsideration shall be made, similar to that for the original hearing, and retained as part of the record on the matter.

M. **Official Records:** All official records on the matter shall be retained by the Executive Director as long as required by local law. The Executive Director shall so notify the president of the member’s club(s) and the governor of the member’s district that the member was removed from International office for ‘conduct unbecoming.’
Proposed Amendment 1
Age requirement for club membership

Endorsed by the Kiwanis International Council

Required for the proposed new club bylaws

Submitted by: The Kiwanis International Board of Trustees

Purpose: To allow greater flexibility to clubs in various areas by providing that members must be “adults,” (legal age of majority) where the club is located.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
  - [Staff to finalize wording].

Amend Article VIII, Section 2, as follows:

ARTICLE VIII. CLUB MEMBERS

Section 2. Membership

a. Membership in a club shall be primarily of the active class as defined herein. There may be only two (2) other classes of membership: senior and honorary, as defined herein.

b. Membership in a club is open to persons eighteen (18) years of age and over adults who satisfy the qualifications for active, senior, or honorary membership. (6/2002)
Endorsed by the Kiwanis International Council

Required for the proposed new club bylaws

Submitted by: The Kiwanis International Board of Trustees

Purpose: To allow a club greater autonomy and flexibility by providing that a club member's rights and privileges are based on maintaining good standing with the club.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
  • [Staff to finalize wording].

Amend Article VIII, Section 3, as follows:

ARTICLE VIII. CLUB MEMBERS

Section 3. Active Membership

a. An active member must be a person of good character and community standing who resides or has other community interests within the area of the club. (7/1988)

b. An active member must pay a membership induction fee and annual membership dues, and applicable dues and fees and comply with any other criteria as may be established by the club. Members in good standing shall be entitled to all rights and privileges of membership in that club. (6/1996)

c. Active members shall maintain regular attendance at club meetings and shall actively participate in the activities of the club, and the board of directors of said club shall review semiannually the attendance and activity participation record of each club member. (6/1989)
Proposed Amendment 3
Frequency of club meetings

Required for the proposed new club bylaws

Submitted by: The Kiwanis International Board of Trustees

Purpose: To allow a club the flexibility to hold regularly-scheduled meetings once per month, if desired.

Effective date: October 1, 2012

Vote required to adopt: Majority

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
  - [Staff to finalize wording].

Amend Article VI, Section 4, as follows:

ARTICLE VI. CLUB OPERATIONS

Section 4. A club shall hold at least two (2) one (1) regularly scheduled meetings meeting each month, but not more than one (1) in any week, on such day and at such place as shall be determined by the board of directors. A club may hold such other meetings as the board of directors or membership may desire. (1/2006)
Proposed Amendment 4
Expansion of membership classes

Endorsed by the Kiwanis International Council

Required for the proposed new club bylaws

Submitted by: The Kiwanis International Board of Trustees

Purpose: To allow greater flexibility in club operations by expanding the membership classes clubs may use.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article VIII, Sections 1-11; Article XXII, Sections 1, 5, 6, and 7; Article XXI, Sections 4-6 and add a new Section 7, as follows:

NOTE: The following provisions reflect the basic changes necessary. Other references in the Kiwanis International Bylaws to “senior” or “honorary” will be changed as appropriate. These occur in Art. IV, Sec. 1; Art. VI, Sec. 1; Art. IX, Sec. 3; Art. XI, Sec. 3; Art. XVI, Sec. 2b and Sec. 4; Art. XIX, Secs. 3, 11, and 13; and Art. XXI, Sec. 4.

ARTICLE VIII. CLUB MEMBERS

Section 1. The active members of a club shall represent the diversity in the community in which the club is located. (7/2005)

Section 2. Membership

a. Membership in a club shall be primarily of the active class as defined herein. There may be only two (2) other classes of membership: senior and honorary, as defined herein.

b. Membership in a club is open to persons eighteen (18) years of age and over who satisfy the qualifications for active, senior, or honorary membership. (6/2002)

Section 3. Active Membership
a. An active member must be a person of good character and community standing who resides or has other community interests within the area of the club. (7/1988)

b. An active member must pay a membership induction fee and annual membership dues, and shall be entitled to all privileges of membership in that club. (6/1996)

c. Active members shall maintain regular attendance at club meetings and shall actively participate in the activities of the club, and the board of directors of said club shall review semiannually the attendance and activity participation record of each club member. (6/1989)

Section 1. The members of a club should represent the diversity in the community in which the club is located. Membership in a club is open to adults of good character and good community standing who are willing to maintain good standing with the club by payment of all relevant dues and fees and adherence to other standards (if any) stated in club policy. Members in good standing with a club shall be entitled to all privileges of membership in that club.

Section 2. Kiwanis International shall consider all members in a club to be active (regular) members. A club may designate additional membership types in its policies with privileges and obligations defined therein; however, Kiwanis International recognizes only active (regular) members.

Section 4. Qualifications for Senior Membership

a. Any active member of a club who shall have been an active member in good standing of one (1) or more clubs for not less than ten (10) years, and who is unable to meet attendance requirements because of health, business, or other extenuating circumstances, and who shall have met such other conditions as may be prescribed by a club in its bylaws, may be elected a senior member upon making written application. (6/1989)

b. The board of directors of each club shall review the list of senior members not less than once each year and shall have authority for such reasons as seem adequate to terminate any such senior membership, or to reinstate any member to active membership. (6/1989)

c. A senior member must pay annual membership dues and shall be entitled to all privileges of the club. (6/1989)

d. A senior member must meet the standards of attendance and participation as set forth by the board of directors of the club. (6/1989)

Section 5. Qualifications for Honorary Membership

a. Any person who has performed distinguished public service may be elected an honorary.
member of a club of which the person is not an active or senior member for a period of one
(1) year and thereafter may be re-elected annually. (1/2006)

b. An honorary member shall pay neither a membership induction fee nor annual
membership dues, and shall be entitled to all privileges of the club except those of voting
and holding office. (6/1996)

c. Honorary members shall not be obligated to attend club meetings. (6/1989)

Section 6-3. Any active, senior, or honorary club member in good standing in a club shall be
entitled to wear the emblem and/or other insignia of Kiwanis.

Section 7-4. Members Who Belong to More Than One Club

a. A person may hold membership in more than one (1) club. (6/2000)

b. Members who belong to more than one (1) club: (6/2000)

(1) Shall pay all mandatory dues and fees to each club (and to each district and
federation, if applicable) and to Kiwanis International and shall be eligible for life
member status in only one (1) club. (6/2000)

(2) Shall designate which club is their primary club. Life member status eligibility
and subscription to official publications shall be based on the member’s primary club.
(6/2000)

(3) Shall normally be of the active class, unless the member qualifies for senior or
honorary class as defined herein. Such member shall have all the privileges and
obligations of the class of membership and must meet the standards of attendance and
participation as set forth by each club board of directors. May hold any type of
membership offered by the respective clubs. (6/2000)

(4) May represent only one club for voting purposes at district or International functions.
(6/2000)

Section 8-5. Interim Status

a. Interim status may be granted to members in transition who have left membership in one
(1) club without any outstanding obligations and anticipate joining a new club. (6/2000)

b. Any active or senior member in good standing who resigns from a club may apply to
Kiwanis International for interim status, for a period not to exceed one (1) year. (6/2000)
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c. The fee for interim status shall be the amount of annual International dues (and fees, if applicable), payable upon application. (6/2000)

d. During interim status, the individual shall not have the privilege of representing a club at any club, district, or International functions. (6/2000)

e. At the time such individual joins another club or if such individual does not join a club within the one-year period, interim status shall be terminated. (6/2000)

Section 9.6. Life Member Status

a. Any Kiwanian holding active or senior membership may be granted life member status on a one-time payment of a fee of fifteen (15) times the annual International dues as prescribed herein. (6/1989)

b. Upon a Kiwanian’s attaining the status of life member, the member’s club is thereby relieved of any further dues obligation to Kiwanis International for that member. The financial obligations to said member’s local club and district, subscription to official publications, and the premium payable to defray the cost of insurance prescribed herein shall remain payable. (7/2007)

c. Life member status shall be in force only during the time the member also is a member of an affiliated club. (6/1989)

d. The quota of life memberships available in any administrative year shall be determined by the Board of Trustees of Kiwanis International. (6/1989)

Section 10.7. Election of Members

a. Prospective active members shall be considered for election to membership only by invitation or by transfer from an active club, under the following procedure: (6/1995)

(1) (a) Each proposal for membership shall be submitted by a member of that club to the club secretary or its committee on membership, which proposal shall bear the signature of the proposer and the endorsement of at least one (1) additional club member, both of whom shall be members in good standing. The proposal for membership shall then be submitted to the club board of directors for consideration. (6/1995)

(b) Each proposal for transfer may be submitted by a member of an active club directly to the board of directors of another club for the purpose of changing club membership. Transfers must be requested within six (6) months of discontinuing active attendance in the original club. (6/1995)
(2) At a meeting of the club board of directors at which a quorum is present, members shall be elected and transfers accepted by a two-thirds (2/3) vote of those present. (6/1995)

(3) Upon favorable action by the club board of directors, the new and transferred members shall be personally notified concerning the action of the board and the appropriate membership induction fee shall then be secured. (6/1995)

b. The election of senior, and honorary members in any club shall be as provided in the Standard Form for Club Bylaws. (10/1987)

Section 11. Discipline of Members

The discipline of members in any club shall be as provided in the Standard Form for Club Bylaws. (10/1987)

ARTICLE XXII. REVENUE

Section 1. Subject to Sections 2, 3, and 4 of this Article, each club shall pay to Kiwanis International for each member, with the exception of those holding life member status and honorary members, the sum of forty-two dollars (US $42.00) per annum. Such sum shall be based on each club’s annual membership report as of September 30 of each year and shall be due annually on October 1 and payable by November 30. (6/2009)

Note: Honorary members are not counted among a club’s membership numbers, even currently.

Section 5. Each member club may be assessed by the district with which it is affiliated, for each member, with the exception of honorary members, a sum established by the district. These dues shall be based upon each club’s annual membership report. (6/2004)

Section 6. Each member of a club, with the exception of honorary members, shall pay to that club such membership induction fee and annual membership dues as are fixed by the bylaws of said club. (7/2005)

Section 7. Each member club shall pay dues and/or other costs as set forth in the federation bylaws to the federation with which it is affiliated for each member, except honorary members. (7/1988)

ARTICLE XXI. OFFICIAL PUBLICATIONS

Section 4. Each club in the United States and Canada, excluding the French-speaking clubs in Canada, shall make it a condition of membership that each of its active, honorary, and senior
members member shall be a subscriber to the official publications of Kiwanis International and shall continue as such while a member. However, if spouses are both members of a club, one spouse may choose not to subscribe to official publications. (6/2010)

Section 5. The subscription price of the official publications of Kiwanis International shall be eight dollars (US$8.00) per annum. All subscription funds shall be earmarked for official publications of Kiwanis International and shall not revert to the Kiwanis general fund. Billing shall be based upon the membership of the respective clubs as shown in their membership report to Kiwanis International. Official publications of Kiwanis International may be made available to clubs in bulk orders of ten (10) or more copies at a cost to be determined by the Board of Trustees. (6/2010)

Section 6. Each club in the United States and Canada, excluding the French-speaking clubs in Canada, shall collect from each of its members subscription price of the official publications together with the regular club membership dues. Such subscription shall be duly entered upon the books of the club in a special subscription account, and the subscriptions for official publications shall be forwarded to the Executive Director of Kiwanis International. However, clubs shall not collect the subscription price from both spouses who are members of a club if one spouse has chosen not to subscribe to official publications. (6/2010)

Section 7. Clubs may purchase subscriptions to the official publications of Kiwanis International for nonmembers at the same rate as members. Nonmember subscriptions will be reflected on a club’s annual membership roster.
Proposed Amendment 5
Role and purpose of Kiwanis districts

Submitted by: The Kiwanis International Board of Trustees

Purpose: To streamline existing provisions in various governing documents about the role and purpose of districts.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article IX, Section 1, and separate part into a new Section 2, as follows:

ARTICLE IX. DISTRICTS

Section 1. For the purpose of promoting the best interests of Kiwanis, the Board of Trustees shall create, supervise, and control districts of clubs associated for administrative purposes and shall establish the boundaries thereof. A Kiwanis district shall exist to help Kiwanis clubs and Kiwanis International advance the Objects, objectives, policies and strategic goals of Kiwanis.

Section 2. The Board of Trustees shall have the power to change the boundaries of districts in such manner as it may deem best. Prior to any proposed change becoming effective, not less than ninety (90) days’ notice shall be given to the affected federations, districts, and clubs. Within the next thirty (30) days after such notice, a federation, district, or club may submit a written statement of support or protest and/or may request that a hearing be held before the Board of Trustees during its meeting at the next annual International convention. If a hearing is requested, the Board shall schedule such hearing and give notice thereof to the affected federations, districts, and clubs. Before any change becomes effective, the Board shall consider all matters presented at the hearing, if held, and all written statements of support or protest.

(7/1998)

Note: Subsequent sections will be renumbered accordingly.
Endorsed by the Kiwanis International Council

Submitted by: The Kiwanis International Board of Trustees

Purpose: To provide that each district must comply with governmental reporting requirements and report regularly to Kiwanis International regarding its financial status.

Effective date: October, 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:

- [Staff to finalize wording].

Amend Article IX by adding a new Section 20, as follows:

ARTICLE IX. DISTRICTS

Section 20. All districts must comply with all governmental reporting requirements for finances, taxation, employment and any other areas of operation. Each district shall report regularly on its financial status to the Kiwanis International Board, at such times and including such information as requested by the Board.
Proposed Amendment 7
Federation reporting requirements

Submitted by: The Kiwanis International Board of Trustees

Purpose: To provide a federation must comply with governmental reporting requirements and report regularly to Kiwanis International regarding its financial status.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
   • [Staff to finalize wording].

Amend Article X, by adding a new Section 18, as follows:

ARTICLE X. FEDERATIONS

Section 18. All federations must comply with all governmental reporting requirements for finances, taxation, employment and any other areas of operation. Each federation shall report regularly on its financial status to the Kiwanis International Board, at such times and including such information as requested by the Board.
Proposed Amendment 8
Kiwanis International Board meetings

Endorsed by the Kiwanis International Council

Submitted by: The Kiwanis International Board of Trustees

Purpose: To separate provisions about regular vs. special meetings of the Kiwanis International Board.

Effective date: Immediately

Vote required to adopt: Majority

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:

- [Staff to finalize wording].

Amend Article XIII, Sections 2 and 3 and add a new Section 3, as follows:

ARTICLE XIII. BOARD OF TRUSTEES

Section 2. The Board of Trustees of Kiwanis International shall hold not less than three (3) regular meetings each year at such times and places as may be determined by action of the Board, or by call of the President, or by the written request of at least seven (7) members of the Board. Notification of the time and place of all regular meetings of the Board of Trustees shall be sent to each member of the Board by the Executive Director not less than thirty (30) days prior to said meeting. (1/2006)

Section 3. The Board of Trustees of Kiwanis International may hold special meetings at the call of the President or by the written request of at least seven (7) members of the Board. Notification of the time and place of all special meetings shall be sent to each member of the Board by the Executive Director not less than seventy-two (72) hours prior to said meeting. Each Board member should confirm receipt of notification prior to the meeting to ensure at least a quorum will be present.

Section 3-4. With the approval of the President, the Board of Trustees, without meeting together, may transact business by mail as allowed by law, by voting upon proposed resolutions sent to them by the Executive Director by the most efficient and timely means possible as desired by the member, may meet and conduct business by any method that allows all participants to simultaneously communicate with one another or as otherwise allowed by law where Kiwanis International is incorporated. Participation by such methods constitutes attendance. Normal Board meeting rules and processes apply unless otherwise previously
determined and announced by the Board. Any voice votes not clearly reflecting the necessary number for a motion to pass must be taken individually; however, only adoption or failure must be included in the minutes. If written votes are desired, they may be made by email, fax, or postal mail within a designated period of time following the meeting, as determined by the Board. If within twenty (20) days thereafter, a majority of the members of the Board of Trustees shall send in writing to the Executive Director their vote in favor of any such resolution, said resolution shall be deemed carried, provided, however, that no such affirmative action shall go into effect for ten (10) days after the Executive Director shall have sent to each member of the Board of Trustees a report of the tabulated result of such vote. The vote and report shall be recorded in the minutes of the meeting. The ballots, before being destroyed, are to be produced at the following meeting of the Board of Trustees before being destroyed.

Note: Subsequent sections will be renumbered accordingly.
Proposed Amendment 9
Financial reporting duties of Kiwanis International officers

Submitted by: The Kiwanis International Board of Trustees

Purpose: To align duties related to review and reporting of Kiwanis International finances.

Effective date: Immediately

Vote required to adopt: Majority

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:

- [Staff to finalize wording].

Amend Article XII, Sections 4 and 5, and Article XXIII, Section 8, as follows:

ARTICLE XII. DUTIES OF OFFICERS

Section 4. Vice-President

The Vice-President shall regularly review and advise the Board of Trustees on the financial condition of Kiwanis International and make a report thereof at the annual International convention, and shall perform such duties as usually pertain to the office or as may be assigned from time to time by the President or the Board of Trustees. (7/2006)

Section 5. Executive Director

d. The Executive Director shall sign all documents issued by Kiwanis International when required; affix the corporate seal of the organization when required; keep the financial accounts and records; and be responsible for proper internal control procedures, including the receipt, deposit, and disbursement of Kiwanis International funds in the manner authorized and prescribed by the Board of Trustees. The Executive Director shall regularly review and advise the Board of Trustees on the financial condition of Kiwanis International. The financial accounts, records, and books of Kiwanis International shall at all times be open to the inspection of the President, the Board of Trustees, and any auditors named by the Board of Trustees. (6/2010)

e. The Executive Director shall make a report to Kiwanis International at the annual International convention and such other reports as directed by the President or the Board of Trustees. The financial accounts, records, and books of Kiwanis International shall at all times be open to the inspection of the President, the Board of Trustees, and any auditors named by the Board of Trustees. (6/2010)
ARTICLE XXIII. FINANCE AND ACCOUNTING

Section 8. The Board of Trustees shall provide for the annual audit of the books of accounts of Kiwanis International by certified public accountants, or in its discretion, an audit at more frequent periods. For audit purposes, the Executive Director and Vice-President shall submit all books, records, and vouchers.
Proposed Amendment 10
Composition of the Board Executive Committee

Submitted by: The Kiwanis International Board of Trustees

Purpose: To revise the composition of the Executive Committee of the Kiwanis International Board to include the Vice-President.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
  • [Staff to finalize wording].

Amend Article XX, Sections 1 and 2, as follows:

ARTICLE XX. COMMITTEES

Section 1. The President, by and with the consent of the Board of Trustees, shall appoint an Executive Committee consisting of seven (7) no more than nine (9) members from the Board of Trustees, of whom three (3) four (4) of whom shall be the President, President-Elect, Vice-President, and Immediate Past President. The Executive Committee shall perform such administrative duties and shall exercise such administrative authority as may be delegated to said committee by the Board of Trustees. The President shall preside at all meetings of the Executive Committee. In the President’s absence, the committee shall elect a chairman. Immediate Past President shall preside.

Section 2. The Executive Committee shall meet at the call of the President or upon the written request of at least three (3) four (4) members of the committee. Notice of such meetings shall be sent by the Executive Director to all members of the International Board, to be received not later than three (3) days prior to the date of the meeting. Four (4) A majority of the members of the Executive Committee shall constitute a quorum. (7/1998)
Proposed Amendment 11
Conduct unbecoming a member of the Kiwanis family

Submitted by: The Kiwanis International Board of Trustees

Purpose: To provide that Kiwanis clubs will investigate and discipline any member the club determines has engaged in conduct unbecoming a member of the Kiwanis family.

Effective date: January 1, 2013

Vote required to adopt: Majority

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article VIII, Section 11, as follows:

ARTICLE VIII. CLUB MEMBERS

Section 11. Discipline of Members of the Kiwanis Family

a. The general discipline of members in any club shall be as provided in the Standard Form for Club Bylaws. (10/1987)

b. The definition of “conduct unbecoming a member of the Kiwanis family” and the process to be followed for an allegation of conduct unbecoming shall be as defined by the Kiwanis International Board.

c. A member of the Kiwanis family, in cases of conduct unbecoming, is defined as members of Kiwanis clubs, Aktion Clubs, Circle K clubs, and Key Clubs.

d. A club shall discipline any member whose conduct is determined to be conduct unbecoming a member of the Kiwanis family, or else the club shall be considered out of compliance with accepted standards for Kiwanis clubs and may have its charter suspended or revoked as provided in these Bylaws.
Proposed Amendment 12
Discipline of Kiwanis International officers

Submitted by: The Kiwanis International Board of Trustees

Purpose: To separate provisions about a Kiwanis International Office failing to perform the duties of office from provisions about conduct unbecoming.

Effective date: January 1, 2013

Vote required to adopt: Majority

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article XIX, Section 8, as follows:

ARTICLE XIX. VACANCIES IN OFFICE

Section 8.

a. Whenever it shall appear to the President or two-thirds (2/3) of the Board of Trustees that a Kiwanis International officer may be failing to perform the duties of that office or is engaging in conduct unbecoming an International officer, written notice of the alleged facts shall be given to that officer within thirty (30) days. (6/2010)

b. A special meeting of the Board to consider the alleged facts shall be held within thirty-five (35) days thereafter, unless a regularly scheduled meeting shall take place within such thirty-five (35) day period, with at least twenty-one (21) days written notice being given to all members of the Board of such facts and meeting. Delivery of such notice shall be deemed effective five (5) days after such notice is mailed. The officer so accused shall have the right to attend such meeting, be presented with the alleged facts, and be given the opportunity to provide a defense to such charges as provided in Kiwanis procedure. (6/2010)

c. In the event that the Board, by a two-thirds (2/3) vote of the entire Board, finds such officer is not performing the duties of such office or has engaged in conduct unbecoming an International officer and takes action as provided in Kiwanis procedure or declares such office vacant, such vacancy shall be filled as provided herein. (6/2010)

d. “Conduct unbecoming an International officer” is defined as any conduct that:
   (1) is incompatible with the best interests of the public or of members of Kiwanis, and/or
(2) tends to harm the standing of Kiwanis in the local or global community, as further defined in the Kiwanis International Board Policy on “Conduct Unbecoming an International Officer.” (7/2006)

a. If a Kiwanis International officer is alleged by the President or two-thirds (2/3) of the Board of Trustees to be failing to perform his/her duties, the Board shall investigate the allegation and determine the matter at a meeting held within forty-five (45) days or as soon as reasonably possible. Written notice of the allegation, investigation, and meeting shall be given to the accused member at least thirty (30) days prior to the meeting. The accused member shall be permitted to attend the meeting and present a defense. If the allegation(s) is sustained by no less than a two-third (2/3) vote of the entire board, the office shall be declared vacant.

b. If an allegation is made against a Kiwanis International officer of conduct unbecoming a member of the Kiwanis family, the President (or Immediate Past President, if the President is accused) shall consult the procedures to be followed for investigating such allegation and shall appoint a special investigator to investigate the matter within sixty (60) days from the date the President is notified of such allegation. If the investigation determines that there is a reasonable basis for the allegation, the President shall notify the accused officer and shall refer the matter to the Board to conduct a hearing, which shall be held within thirty (30) days after referral to the Board. The Board shall produce a report within seven (7) days of the hearing, setting forth its decision whether the officer did or did not engage in conduct unbecoming and, if so, the office shall be declared vacant. The officer may appeal the Board’s decision and request a reconsideration by the Board. The Board’s final decision shall stand.

c. If the Kiwanis International officer is a district governor and the office is declared vacant, the district shall be notified that the office is now considered vacant and should act to fill the vacancy, according to the district bylaws.

d. If, at any time, possible criminal wrongdoing is discovered, the matter shall be reported to the proper authorities.

e. Whenever a district or International officer is removed from office for reasons involving conduct unbecoming a Kiwanian or failure to perform the duties of office or resigns from office, that person may be declared by the International Board to be ineligible to hold an International office or appointment. (6/2010)
Proposed Amendment 13
Ensure financial stability of Kiwanis International

Submitted by: The Kiwanis International Board of Trustees

Purpose: To help ensure continuing long-term financial stability of Kiwanis International by increasing the organization’s dues.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article XXII, Sections 1 and 2, as follows:

ARTICLE XXII. REVENUE

Section 1. Subject to Sections 2, 3, and 4 of this Article, each club shall pay to Kiwanis International for each member, with the exception of those holding life member status and honorary members, the sum of forty-two dollars (US $42.00) fifty-seven (US $57.00) per annum. Such sum shall be based on each club’s annual membership report as of September 30 of each year and shall be due annually on October 1 and payable by November 30. (6/2009)

PROVISO: Between October 1, 2010, and October 1, 2012:

- For clubs organized between September 1 and December 31:
  - For the year 2010-11, payment shall be based on the club roster as of September 30, 2010, and shall be due October 1, 2010, and payable no later than November 30, 2010.

- For clubs organized between January 1 and April 30:
  - For the year 2010-11, payment shall be based on the club roster as of Sept. 30, 2010, and shall be due December 1, 2010, and payable no later than January 31, 2011;
  - For the year 2011-12, payment shall be based on the club roster as of September 30, 2011, and shall be due October 1, 2011, and payable no later than November 30, 2011.

- For clubs organized between May 1 and August 31:
  - For the year 2010-11, payment shall be based on the club roster as of Sept. 30, 2010, and shall be due February 1, 2011, and payable no later than March 31, 2011;
  - For the year 2011-12, payment shall be based on the club roster as of Sept. 30, 2011, and shall be due December 1, 2011, and payable no later than January 31, 2012;
For the year 2012-13, payment shall be based on the club roster as of September 30, 2012, and shall be due October 1, 2012, and payable no later than November 30, 2012.

Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)

- **Tier A:** Countries with per capita income US $10,000 or more pay US $42.00-$57.00. (6/2003)
- **Tier B:** Countries with per capita income US $5,000 to US $9,999 pay US $27.00-$37.00. (6/2003)
- **Tier C:** Countries with per capita income US $4,999 or less shall pay US $18.00-$25.00. (6/2003)

PROVISO: Beginning June 27, 2009, and extending through September 30, 2012, clubs shall be assessed for dues at the same tier as they were assessed during the 2008-09 administrative year. (6/2009)
Proposed Amendment 14
Freeze on tiered dues rates

SPECIAL NOTE:
If Amendment 13 is not adopted as originally presented, the following amendment will be withdrawn by the Board.

Submitted by: The Kiwanis International Board of Trustees

Purpose: To extend the freeze on tiered dues rates for two more years.

Effective date: October 1, 2012

Vote required to adopt: 2/3

KI Board Position: The Kiwanis International Board proposes this amendment for the following reasons:

- [Staff to finalize wording].

Amend Article XXII, Section 2 Proviso, as follows:

Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)

- Tier A: Countries with per capita income US $10,000 or more pay US $42.00. (6/2003)
- Tier B: Countries with per capita income US $5,000 to US $9,999 pay US $27.00. (6/2003)
- Tier C: Countries with per capita income US $4,999 or less shall pay US $18.00. (6/2003)

PROVISO: Beginning June 27, 2009, and extending through September 30, 2012 2014, clubs shall be assessed for dues at the same tier as they were assessed during the 2008-09 administrative year. (6/2009)
Proposed Amendment 15
Add a new Kiwanis Object

Submitted by: The Kiwanis Club of Montavilla, Oregon, USA

Purpose: To add a new Kiwanis Object.

Effective date: October 1, 2012

Vote required to adopt: 2/3

Proposer’s Position: The club proposes this amendment for the following reasons:
- To reflect the increasingly diverse and inclusive nature of Kiwanis membership.
- To remove any challenges in our organization caused by differences in gender, age, disability, ethnicity, race, etc.
- The statement reflects the objectives of Kiwanis on a community (“serve”), club (“encourage, support”), and prospective member (“equal opportunity”) levels.
- The amendment in general suggests an open attitude towards gaining prospective members and retention of current members.
- The amendment encourages fair treatment towards fellow club members by emphasizing that we are all volunteers in service.

KI Board Position: The Kiwanis International Board does not support this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article II, Section 1, as follows:

ARTICLE II. OBJECTS

Section 1. The Objects of Kiwanis International shall be:
- To give primacy to the human and spiritual, rather than to the material values of life.
- To encourage the daily living of the Golden Rule in all human relationships.
- To promote the adoption and the application of higher social, business, and professional standards.
- To develop, by precept and example, a more intelligent, aggressive, and serviceable citizenship.
• To provide, through Kiwanis clubs, a practical means to form enduring friendships, to render altruistic service, and to build better communities.

• To cooperate in creating and maintaining that sound public opinion and high idealism which make possible the increase of righteousness, justice, patriotism, and goodwill.

• To encourage, support, and promote an equal opportunity to serve.
Proposed Amendment 16
New Standing Committee of Past International Trustees

Submitted by: The Kiwanis Club of Starkville, Mississippi, USA

Purpose: To establish a new Kiwanis International Standing Committee composed of past Kiwanis International Trustees.

Effective date: Immediately

Vote required to adopt: 2/3

Proposer’s Position: The club proposes this amendment for the following reasons:
- This committee will focus on improving and enhancing our organization’s commitment to growth, service, service leadership programs and our Global Campaign for Children.
- It will help Kiwanis with The Eliminate Campaign at all levels of membership and leadership.
- It will assist with the recognition of clubs, divisions, districts, and individuals as requested by the Kiwanis International Board or President.
- This group can take on a major study on a specific topic and make recommendations to the Kiwanis International Board.
- There will be no cost to Kiwanis. All expenses of the committee members shall be borne by themselves.

KI Board Position: The Kiwanis International Board takes no position on this amendment.

Amend Article XX by adding a new Section 5, and Article XIV, Section 3, as follows:

ARTICLE XX. COMMITTEES

Section 5. There shall be a Standing Committee of Past International Trustees, which shall be composed of all the Past International Trustees, and there shall be added thereto each year the retiring Trustees from the Kiwanis International Board. Past International Presidents shall not be eligible as members of this committee.

a. The quorum of the Committee of Past International Trustees shall be 10 (ten).

b. The Committee of Past International Trustees shall consider and report to the Kiwanis International Board of Trustees on all matters referred to it. The Committee may initiate subjects for consideration and report its conclusions to said Board. The Past International Trustees shall select one of its membership to serve as Chairman each year. A summary of the Committee’s proceedings shall be provided to each member of the Committee, the Kiwanis International President, and the Executive Director.
c. The Committee shall meet at the annual Kiwanis International convention, and may hold such other meetings as the Committee Chairman may deem necessary, provided that such other meetings shall not be held less than thirty (30) days prior to the convention. All expenses of the Committee members shall be borne by committee members.

ARTICLE XIV. INTERNATIONAL COUNCIL

Section 3. The International Council shall consist of the Board of Trustees, the Past International Presidents, the Federation Presidents, the Chairman of Kiwanis Asia-Pacific, the Chairman of the Standing Committee of the Past International Trustees and the district governors. In case any district governor cannot be present at a meeting of said Council, the governor may, with the approval of the International Board of Trustees, appoint the district governor-elect, district vice-governor, a district trustee, or a lieutenant governor to attend as a replacement with like powers.

Note: Subsequent sections will be renumbered accordingly.
Proposed Amendment 17
Determination of minimum number of members to charter a new club

Submitted by: The California-Nevada-Hawaii District Board of Trustees

Purpose: To remove discretion of the Kiwanis International Board over the minimum number of members required to form new clubs.

Effective date: Immediately

Vote required to adopt: Majority

Proposer’s Position: The district board proposes this amendment for the following reasons:
- The minimum number of active members required to charter a new club will be determined by the members and will be consistent throughout the Kiwanis world.
- Members should have this option because they are the “boots on the ground” building new clubs.
- The minimum number of active members required to charter a new club will not be at the discretion of the Kiwanis International Board of Trustees to set higher than 15 by adopting a procedure.

KI Board Position: The Kiwanis International Board does not support this amendment for the following reasons:
- [Staff to finalize wording].

Amend Article V, Section 4, as follows:

ARTICLE V. ORGANIZING AND CHARTERING OF CLUBS

Section 1. Kiwanis clubs may be built in communities that provide acceptable conditions, and as prescribed in these Bylaws.

Section 2. A club may be organized and chartered in a community, which will ensure the standards of membership prescribed by Kiwanis International for clubs, and has the potential of additional membership resources to ensure the future stability of the club. (7/2005)

Section 3. A charter shall be granted to each prospective club that meets all requirements and obligations, provided, however, that by the acceptance of such charter, the club agrees to be bound by the Bylaws of Kiwanis International as adopted or amended. (7/1988)

Section 4. The minimum number of members for the organization to organize and charter a prospective club shall be determined by the Board of Trustees House of Delegates, but shall not be less than fifteen (15) active members.
Section 5. The organization of a new club shall be approved by Kiwanis International and the district and completed as instructed by Kiwanis International. (1/2012)

Section 6. Upon the approval of a petition for a new club by the Board of Trustees, the Board shall direct through its accredited representative and in cooperation with the district governor the completion of the organization of said club. (6/1989)

Section 7. Each new Kiwanis club, before receiving its charter, shall pay to Kiwanis International a fee per new club charter member at an amount determined by the Board of Trustees, but not to exceed the annual amount of dues, subscriptions fees for official publications, and liability insurance fees. (7/2007)

Section 8. Upon the organization of a club under the direction of the accredited representative, and upon approval of the Board of Trustees, there shall be issued to said club a charter from Kiwanis International signed by the President and the Executive Director of Kiwanis International. Upon organization, said club must have complied with the following conditions: (7/1998)

   a. Complied with all applicable laws and regulations of local jurisdiction. (1/2012)

   b. Adopted the Standard Form for Club Bylaws, modified only as approved by the Board of Trustees. (6/1989)

   c. Secured and maintained a charter membership of the required number of active members as established by the Board of Trustees. (6/1989)

   d. Elected officers, appointed committees, and completed club organization as required by the club bylaws.

   e. Certified to the Executive Director of Kiwanis International that the accredited representative has instructed the officers, committees, and members regarding their obligations. (7/1998)

   f. Complied with the applicable provisions of its district bylaws. (7/2005)

   g. Maintained all standard practices and principles for clubs as determined by the Board of Trustees.

Section 9. A club, after receiving its charter, may incorporate subject to the approval of the Board of Trustees, but only by the name designated in its charter, such as Kiwanis Club of . . . , and said club shall agree, as a condition precedent to incorporation, that it will, as an incorporated body, abide by the Bylaws of Kiwanis International. (7/1988)
Switzerland-District Bylaws Revisions
Summary of Key Differences and Concerns

Main Concerns

NOTE: We/They need to make absolutely certain that delegates understand anything moved to regulations will then be under the authority of the Board alone, not the House. (Anything which is currently under authority of the House, per the St. Form, I’ve told them must be moved back to the bylaws.)

Board/Officers:

- No provisions anywhere on filling vacancies in any district office.
- It only takes 1/3 of the Board to call a special meeting. The norm is 2/3 in St. Form. 2/3 is better, to not let a minority call the shots.
- Notice requirements are incomplete. Also not clear whether they apply only to regular meetings or to special meetings as well. (Applies for both House and for Board.)
- No quorum provided for Board meetings or for Board Executive Cmte. meetings, though their Executive Cmte. has a large role in Board operations.
- No provision that clubs shall be informed of Board actions.
- If there is a tie on Board votes, the Governor can break it—even if he has already voted. They specifically say ‘the Governor’s vote counts double.’ Nope.
- Unclear provisions re. who appoints district committees: the Governor? Or the Executive Committee?

House/Convention:

- It only takes 1/5 of the clubs to call a special house of delegates. Dangerously low; lets a minority call the shots.
- Notice requirements are incomplete. Also not clear whether they apply only to regular meetings or to special meetings as well. (Applies for both House and for Board.)
- They provide for club delegates, but not for alternates.
- No quorum provided.
- No statement that new clubs have the right to voting delegates.
- No statement that proxy or absentee balloting are not permitted.
- No provision that clubs shall be informed of the conventions/House results.
- No provision re. mandatory timeframe for holding their district convention.
- No provision on how to handle business if the district convention must be cancelled due to emergency conditions.
- They do not allow candidates from the floor – is that alright?

Amendments:

- They are missing key provisions re. bylaw amendments, including: they must be in conformity with K.I. bylaws or else will be brought into conformity; may be submitted by clubs; part of the
notice requirements;
• No provision on parliamentary authority (Roberts or otherwise).

Dues/Fees/Revenue:
• Bylaws say delegates approve [only] annual club dues to the district. But regulations say delegates also approve the convention fee and bulletin fee; so the latter two must be provided in the bylaws as well.
• In the bylaws, Revenue says: “The district’s funds shall consist of club dues and voluntary contributions.” They insist ‘voluntary contributions’ are indeed voluntary (donations). However, in regulations, ‘contributions’ are used synonymously with dues and fees. The discrepancy must be resolved.

Divisions/Lt. Governors:
• At division meetings, clubs “Prepare for the elections, in particular the applications for Lieutenant-Governor Elect,” but does not state how they prepare (what criteria or process), and Lt. Governors are actually elected at the District Convention. Might be alright, once we know?

South Tyrol:
• They moved this from bylaws to regulations: “The German language clubs in the South Tyrol shall be entitled to join the District Switzerland-Liechtenstein.” However, since those are Italy’s clubs and Italy won’t allow it, S-L cannot include it.

Bylaws vs. Regulations:
• Many things are split between bylaws and regulation, need to be moved only to bylaws:
  o Notice requirements
  o Board authority/duties
  o Authority/duties of specific district officers
  o Executive Cmte. authority/duties
  o Voting for candidates

• Other things are only in regulations (Board authority), but must be moved to bylaws (House authority):
  o Delegate certification process and some other delegate info
  o District dues. (Only vague reference in the bylaws.)
  o Payment of a bulletin fee
  o Payment of a club district convention fee, as well as what clubs are entitled to for paying it, and how the district convention fee is spent (i.e., for convention expenses)
  o Who chairs the House
  o Provisions on Electoral Cmte. (and they have nothing on an Elections Cmte.)
  o Provisions on Minutes: for the House, for the Board, for the Executive Cmte.
  o Qualifications/criteria for district office (and candidates)
Other:
- Regulations on their District Service Center are unclear.
- They have a whole article on KIARs, but the text is very unclear (at least in English).
- Use of words “elected” vs. “appointed” is sometimes fuzzy.
- (bylaws include several references to District Foundation operations, though the Foundation has separate bylaws. They have agreed to clean-up those references.)
- (No provisions about staying away from political issues, though I’d be surprised the Swiss government doesn’t require such a thing.)
Dear Stan,

It is true that we lost time with this issue last year, and that we were a little late for the January meeting of the KI Board. So we do understand that it was not possible to take the decision at that meeting.

It is not a problem for us to wait for the April meeting. We will still have sufficient time to present this matter to the District Board, before our annual Convention on 14-16 September 2012.

However, we are not happy about resuming the email exchanges with Diana O’Brien about the details of our texts, as she requested in her email of 24 January. We had agreed in Munich, with yourself and Christina, that the legal and administrative dispute would cease and that our bylaws would be adopted in their current form by the KI Board.

Even though the texts do not totally conform to the standard form for district bylaws, it should nevertheless be acknowledged that between our Bylaws, the Regulation and the Comment relating to the distinctive Swiss features, the KI Board can be reassured that our District is managed with a deep respect for the international rules, and in the true spirit of Kiwanis International.

On this basis, it is certain that, if our bylaws are not ratified by the KI Board in April, we will abandon our request for international ratification and continue to manage the District unchanged, on the basis of the last texts that were sent to you in December.

We do not wish for such a situation but will proceed with it, since our working committee believes that it has now spent enough time in the past few years of exchanging drafts and counter-drafts with your office, without being able to achieve a compromise that takes account of the distinctive European features, and particularly of those of the Switzerland-Liechtenstein District.

We count on your understanding, dear Stan, and look forward with confidence to the Board’s decision in April.

With our best wishes

**District Switzerland-Liechtenstein** - Committee Bylaws revision

Ueli Mühlemann, Governor  
Bernard Bally, Past-Governor

Hugo Wölfli, Past-Governor  
Peter Vogt, attorney, past District treasurer
Call to Order

1. Consent Report
   b. 401(k) Plan Review – Acceptance of the 401(k) Plan.

2. Action Report
   b. Kiwanis International President Board Allowance (Contingency) – Approval of budget change.
   c. KIF/Eliminate Project Interest Expense Waiver – Approval of waiver.
   d. KIF/Eliminate Project US Fund Expenses – Approval of US Fund expenses paid by KIF to be absorbed by KI for Eliminate Project.
   e. KI-EF Agreement – July – September 2011 Quarterly Payment – Approval of 4th quarter payment.
   f. 2012-13 Convention Registration Fee – Approval of registration fee.
   g. Financial Advisor – Extension of Appointed Term – Approval of extended appointed term through September 2013.
3. Information Report
   
a. Review of the Quarterly Investment Report
b. Use of Long-term Investments
c. Kiwanis Board Officers and Executive Director Travel Expense Review
d. 2011-12 Eliminate Project Financial Results Update
e. Financial Advisor Update

4. Future Business (for October 2012 unless noted)
   
a. Finalize 2012-13 Budgets for Kiwanis, Circle K, and Key Club (June 2012)
b. Review of Current Financial Summary (June 2012)
c. Review of the Current Investment Report (June 2012)
d. Financial Advisor Update (June 2012)
e. General Liability Insurance renewal
f. Review of Board Committee Responsibilities
g. Annual Report from Investment Advisor
h. How does club pay for convention attendee expenses – Service or Administrative Fund

5. Adjournment
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

REPORT OF THE BOARD COMMITTEE ON
AUDIT AND FINANCE

Consent Report

a. February 2012 Financial Summary

The Committee reviewed and discussed the February 2012 Financial Summary with explanations of the variances between projected and budget. The Committee also reviewed the March 2012 YTD budget vs. actual report.

Topics of discussion were investment income, convention attendees and merchandise sales.

Below is a summary of the budget and projected financial information for 2012. The February 2012 Financial Statements and Summary are attached, as shown in Consent Report-Exhibit A). All amounts are US$.

<table>
<thead>
<tr>
<th>KIWANIS FUNDS</th>
<th>2011-12 Projected 000s</th>
<th>2011-12 Annual Budget 000s</th>
<th>Difference 000s</th>
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<tr>
<td>Operating/SLP</td>
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<td>($633)</td>
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<td>Magazine</td>
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<td>($13)</td>
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<td>Convention</td>
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<tr>
<td></td>
<td>($244)</td>
<td>($309)</td>
<td>$65</td>
</tr>
<tr>
<td>Circle K</td>
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<td>$72</td>
<td>($6)</td>
</tr>
<tr>
<td>Key Club</td>
<td>$255</td>
<td>$192</td>
<td>$63</td>
</tr>
</tbody>
</table>

Recommendation #1: That the International Board receives and accepts the February 2012 Financial Summary as shown in Consent Report-Exhibit A.

(ADOPTED)

Strategic Intent: To identify the reasons for our financial results.

Financial and Human Resource Impact: The financial summary reports those areas where actual income/expenses are significantly different than the budgeted amount. Reporting
this information to the Board and Leadership Team provides a way to communicate the effectiveness of our activities compared to our plan. It also helps Kiwanis identify ways to improve the budgeting and reporting process.

b. 401(k) Plan Review

The Committee conducted its fiduciary review of the 401(k) plan and appreciates the well-managed benefit offered to the employees. The Principal Financial Group administers the plan. Employees are eligible after 30 days employment and Kiwanis provides a 100% match for the first 4% deferred by the employee, as it is a Safe Harbor plan. Employee participation is currently at 89%.

Employees may chose from 28 different investment options and can make changes to their investments on a monthly basis. The 401(k) Trustees (the Executive Director and Sr. Director of People, Facilities and Risk Management) are responsible for the investment of the assets of the fund.

At this time the 401(k) Trustees have no recommended changes to the investment objectives or to the plan itself.

**Recommendation #2: That the Kiwanis International Board accepts the 401(k) report provided by the 401(k) Trustees.**

(ADOPTED)

**Strategic Intent:** Welfare of Employees.

**Financial and Human Resource Impact:** None.

**Action Report**

a. 2012-13 Preliminary Budgets/Dues Increase

For the last two years, operating expenses have exceeded operation revenue by significant amounts. The Committee was presented a draft budget of the 2012-13 administrative year which currently projects a budget deficit of US$919,894 for the Operating/SLP Funds. The current deficit does not include several new member programs that were presented for consideration as well as capital investments in infrastructure.

The Committee is concerned that after having run surplus budgets between the 2003-04 and 2009-10 administrative years, it is quickly becoming apparent that the organization has few other options but to increase its primary source of revenue: member dues.
REPORT OF THE BOARD COMMITTEE ON
AUDIT AND FINANCE

This coming July will mark the 9th year since the organization’s last dues increase (the previous dues increase lasted six years) and inflation and cost of goods and services have eaten away at most of the 2003 dues increase.

In order to continue to provide service and support for clubs and our expanding youth programs, a dues increase will be needed. In addition, the committee discussed infrastructure and programs in which the organization would like to invest in but currently cannot because of current financial concerns. They include:

- Kiwanis dues subsidize our youth programs by approximately $1.3 million a year and we would like to continue at that level.
- The organization would like to make investments in technology that would improve the member experience through online education and club administration and support.
- The Committee proposes that the Board consider financial incentives to achieve greater attendance at convention.

Although the New Orleans convention is only two months away the committee recommends that the organization consider a dues increase of $15 at the 2012 International Convention.

Recommendation #1: That the Kiwanis International Board approves presentation of the following amendment to the House of Delegates at the 2012 Kiwanis International Convention, proposing a club dues increase of US$15.00 per member for Tier A clubs, US$10 per member for Tier B clubs, and US$7 per member for Tier C clubs.

ARTICLE XXII. REVENUE

Section 1. Subject to Sections 2, 3, and 4 of this Article, each club shall pay to Kiwanis International for each member, with the exception of those holding life member status and honorary members, the sum of forty-two dollars (US $42.00) fifty-seven (US $57.00) per annum. Such sum shall be based on each club’s annual membership report as of September 30 of each year and shall be due annually on October 1 and payable by November 30.

(6/2009)

Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)

- **Tier A:** Countries with per capita income US $10,000 or more pay US $42.00 $57.00.
  (6/2003)
- **Tier B:** Countries with per capita income US $5,000 to US $9,999 pay US $27.00 $37.00.
  (6/2003)
- **Tier C:** Countries with per capita income US $4,999 or less shall pay US $18.00 $25.00.
  (6/2003)
Recommendation #2: That the Kiwanis International Board approves presentation of the following amendment to the House of Delegates at the 2012 Kiwanis International Convention, to extend the freeze on tiered dues for two more years. However, if the dues increase is not adopted at US$15, this amendment will be withdrawn.

ARTICLE XXII. REVENUE

Section 2. The Board of Trustees shall adjust the dues from the clubs in any country where the Gross National Income per capita is less than ten thousand dollars (US $10,000) as reported by the World Bank.

The schedule for payment shall be as follows: (6/2003)

- Countries with per capita income US $10,000 or more pay US $42.00. (6/2003)
- Countries with per capita income US $5,000 to US $9,999 pay US $27.00. (6/2003)
- Countries with per capita income US $4,999 or less shall pay US $18.00. (6/2003)

PROVISO: Beginning June 27, 2009, and extending through September 30, 2014, clubs shall be assessed for dues at the same tier as they were assessed during the 2008-09 administrative year. (6/2009)

(ADOPTED)

**Strategic Intent:** Keep organization on sound financial footing for the next five years.

**Finance and Human Resource Impact:** Approximately US$3 million in the 2012-13 year. An aggressive education and information plan will have to be executed by both Board and Staff.

b. **Kiwanis International President’s Board Allowance (Contingency)**

President Alan submitted a request for the Committee to consider an increase in his Board Allowance (Contingency) account by US$10,000 - US$15,000 for the following reasons:

1) Travel to 100K clubs to thank them for support of the Eliminate Project;
2) Gifts for dignitaries when traveling;
3) Travel to visit Korea District to celebrate return of district status;
4) Travel and lodging costs for Board to attend special events in regions (e.g. youth convention in Europe);
5) Travel for families of Oscar Knight and Wes Bartlett to attend convention for memorial recognition.
After some discussion the Committee makes the following recommendation:

**Recommendation #3:** That the Kiwanis International Board approves an increase to the President’s Board Allowance (Contingency) budget amount for 2011-12 not to exceed US$15,000. Efforts will be made to find cost savings in other Board and Executive Department accounts to help pay for such additional expenses.

(ADOPTED)

**Strategic Intents:** To support the President in his efforts to better the organization.

**Finance and Human Resource Impact:** To increase the budget for President’s Board Allowance (K1-10-110-88500300) by US$15,000. Cost savings from other Board and Executive Department accounts should help pay for these additional expenses.

c. **KIF/Eliminate Project Interest Expense Waiver**

The Kiwanis International Foundation (KIF) President Hugh Siggins formally requested on behalf of the KIF Board, that interest expense accrued and paid by KIF on the line of credit for the Eliminate Project be waived. The amount of the interest expense to be waived is US$10,838. The interest expense was for the period from October 1, 2011 to December 31, 2011.

The waiver is requested because the original intent of the KIF Board was to pay for the expenses of the Eliminate Project from available cash rather than borrow on the line of credit. The practice of paying expenses monthly from available cash has continued to date.

After discussion of the issue and clarification by Peter Mancuso, KIF President-elect, the Committee makes the following recommendation:

**Recommendation #4:** That the Kiwanis International Board waives US$10,838 of the interest expense previously accrued and paid by the Kiwanis International Foundation on the outstanding line of credit for The Eliminate Project.

(ADOPTED)

**Strategic Intent:** To minimize the administrative expenses of the Eliminate Project by paying expenses monthly from available cash instead of borrowed funds.

**Finance and Human Resource Impact:** To decrease interest expense in the Eliminate Project Administration Department (E5-85-310-88000100) and decrease interest revenue in the Kiwanis Eliminate Project Department (K1-10-101-47000010) by US$10,838 for the 2011-12 administrative year.
d. KIF/Eliminate Project US Fund Expenses

The Kiwanis International Foundation (KIF) President Hugh Siggins formally requested on behalf of KIF Board, that the expenses for the 2010 Las Vegas Convention kick-off for the Eliminate Project previously paid by US Fund and reimbursed by KIF be absorbed by Kiwanis International (KI). The amount of the expense requested to be absorbed by KI is US$210,851.

The reimbursement is requested because the expenses relate to the kick-off of the Eliminate Project at the 2010 Kiwanis Convention. These expenses were incurred prior to both the KI and KIF Boards approving to record all Eliminate Project expenses on the books of KIF.

After discussion of the issue and clarification by Peter Mancuso, KIF President-elect, the Committee makes the following recommendation:

**Recommendation #5:** That the Kiwanis International Board approves that Kiwanis International absorbs US$210,851 of the expenses previously paid by the Kiwanis International Foundation to US Fund for UNICEF for The Eliminate Project. These expenses relate to the kick-off of the project at the 2010 Kiwanis International Convention.

(ADOPTED)

**Strategic Intent:** To reclassify the expenses of the Eliminate Project to Kiwanis International.

**Finance and Human Resource Impact:** To decrease expenses in the Eliminate Project Programs Department (E5-85-320-75000873) and increase expenses in the Kiwanis Eliminate Project Department (K1-10-220-75000873) by US$210,851 for the 2011-12 administrative year.

e. KI-EF Agreement – July – September 2011 Quarterly Payment

President Alan informed the Committee that the KIEF Board, including European Governors, have requested that Kiwanis International consider paying KIEF for the full amount remaining to be paid for the 4th quarter of 2010-11 (July 2011 to September 2011) as required by the KI-KIEF agreement.

It is the understanding from KIEF that the intent of the agreement is for Kiwanis International to pay the full amount calculated (US$63,938). Kiwanis believes the intent of the agreement is to pay only expenses that are incurred and properly documented by KIEF (remaining amount US$5,570). The agreement does not clarify this matter. Kiwanis is also waiting for KIEF to submit to Kiwanis its audit report for 2010-11 as required by the agreement.
After considerable discussion, the Committee makes the following recommendation:

 Recommendation #6: That the Kiwanis International Board approves payment to the Kiwanis International-European Federation (KIEF) of the sum of US$63,938 as full payment of fourth quarter 2010-11 expenses, as calculated per the KI-KIEF agreement. This payment will be made upon receipt of the KIEF audit report for the year ended September 30, 2011.

(ADOPTED)

Strategic Intent: To pay KIEF 100% of the 4th quarter 2010-11 payment amount as required by the KI-KIEF agreement. It is the intent of both parties to draft and approve a new agreement for 2011-12 and beyond to help clarify any misunderstandings.

Finance and Human Resource Impact: To increase expenses to the Kiwanis International Growth-Europe Department (K1-10-410-89000410) during 2011-12 by US$63,938.

f. 2012-13 Convention Registration Fee

The Committee discussed the need to have an approved convention registration fee in place should the proposed dues increase not be adopted by the delegates.

President-elect Tom DeJulio informed the Committee of his desire to have a standard registration rate of US$185 and an early registration rate of US$135 for the 2013 Convention in Vancouver and to have the registration materials ready to go by the New Orleans convention. To do this it was necessary for the Committee to approve the registration fees at this meeting.

The Committee received a financial calculation reporting that the revenue generated from this fee model (using historical projections) would result in a revenue shortfall of approximately US$550,000. After hearing this information, the Committee believes it is important to offer the standard fee structure to our members and concluded that any shortfall created by this rate will be offset by reduced expenses and increased sponsorship revenues.

As a result, the Committee makes the following recommendation:

Recommendation #7: That the Kiwanis International Board approves a registration fee structure for the 2013 convention in Vancouver as follows:
REPORT OF THE BOARD COMMITTEE ON
AUDIT AND FINANCE

<table>
<thead>
<tr>
<th>Members and Guests</th>
<th>AMOUNT ($US)</th>
<th>DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular</td>
<td>$185</td>
<td>April 1, 2013</td>
</tr>
<tr>
<td>Late</td>
<td>$235</td>
<td>May 15, 2013</td>
</tr>
<tr>
<td>On-site</td>
<td>$250</td>
<td>May 16, 2013 and after</td>
</tr>
<tr>
<td>Host District</td>
<td>$135</td>
<td>December 31, 2012</td>
</tr>
</tbody>
</table>

(ADOPTED)

**Strategic Intent:** To encourage more members and guests to attend the convention because of the reduced fee.

**Finance and Human Resource Impact:** Convention registration revenue of approximately US$910,000 would be included in the 2012-13 Convention Fund budget (K1-30-730-73000010).

**g. Financial Advisor – Extension of Appointed Term**

At the conclusion of the 2011-12 fiscal year, the final term for Rick Arnold as Financial Advisor is scheduled to be completed.

The Committee expressed their thanks to Rick for his service to the organization (2006-2012) and is very happy with the stability, input, and advice he has given as the independent financial advisor to the Kiwanis International Board. Because of the financial challenges facing the organization at this time, along with the fact that Rick would play an important role in the transition of the new Chief Financial Officer (CFO) position, the Committee indicated a desire to re-appoint Rick for another year.

As a result, the Committee makes the following recommendation:

**Recommendation #8:** That the Kiwanis International Board approves the appointment of Rick Arnold as Independent Financial Advisor to the Kiwanis International Board for the 2012-13 administrative year.

(ADOPTED)

**Strategic Intent:** To provide another year of financial counsel to the Kiwanis International Board and to assist with the successful transition of the person filling the new CFO position.

**Finance and Human Resource Impact:** To include in the Kiwanis Board and Executive Department Budget (K1-10-110-71300175) of US$7,000 to US$10,000 for travel to attend Board meetings and meetings with the new CFO.
Information Report

a. Review of the Quarterly Investment Report

Morgan Stanley Smith Barney (MSSB) representatives, Duane Cretin and John Leffel, attended the meeting to discuss the current market situation as it relates to Kiwanis’ investments. They pointed out the following:

- Kiwanis investments increased 17% since 9/30/2011;
- Rebalancing of the investments, which is done quarterly, helps the investments grow (done per investment policy); and
- Morgan Stanley Smith Barney (MSSB) expects the US economy and the emerging markets to perform well.

The Committee received a copy of the quarterly investment report dated March 31, 2012 and reviewed and accepted this quarterly report. See Exhibit A for a summary of this report. The investment amount at October 1, 2011 was US$16,460,000. The ending balance at March 31, 2012 was US$19,298,000 for an increase of US$2,838,000 (17.2%).

b. Use of Long-term Investments

The Committee discussed using Kiwanis long-term investments to pay for expenses. The Committee members had several comments as follows:

1) Any use of long-term investments needs to be done strategically and not done to arrive at a breakeven budget.
2) Should we only use the long-term investments to pay for capital expenditures or new programs or both?
3) If we decide to use some investments, we should set a maximum percentage to use...between 4% and 7% was mentioned. The Committee was informed that 4% is a conservative percentage.
4) Strategic use of investments should be incorporated into the 2012-13 budget development process.

The Committee did not make a recommendation at this time.

c. Kiwanis Board Officers and Executive Director Travel Expense Review

In accordance with new Board procedures, the Committee reviewed a summary of the Executive Director travel expenses from October 1, 2011 – March 31, 2012. The Committee also reviewed a summary of the travel for the President, President-Elect, Vice-President and Immediate Past President for the same period.
After the review, which focussed primarily on the travel expenses of the President, the Committee discussed 1) the importance of reviewing actual travel expenses compared to budget in order to have a system of checks and balances for the officers, and 2) the importance of possible spending limits on travel for the officers. The report was accepted by the Committee and no further action was taken at this time.

d. **2011-12 Eliminate Project Financial Results Update**

The Committee received reports on the Eliminate Project. A few highlights are:

1) Total cash on hand as of 3/31/2012 = US$840,000;
2) Cash available for expenses as of 3/31/2012 = US$772,000 less grant to US Fund paid in April 2012 of US$300,000;
3) Contributions received from 9/30/2011 through 3/31/2012 = US$2,237,000 vs. YTD budget of US$8,871,000;
4) Expenses from 9/30/11 through 3/31/2012 = US$1,909,000 vs. YTD budget of US$2,907,000.

e. **Financial Advisor Update**

Rick Arnold reviewed the preliminary budget for 2012-13 and made a few suggestions to the Committee regarding:

1) Content and process for developing a capital budget;
2) The need to understand the nature of the Club Resource transaction due to potential conflict of interest issues and to develop a business plan for such; and
3) Refer preliminary budget back to Staff with Board recommendations.

**Future Business (for October 2012 unless noted)**

a. Finalize 2012-13 Budgets for Kiwanis, Circle K, and Key Club (June 2012)
b. Review of Current Financial Summary (June 2012)
c. Review of the Current Investment Report (June 2012)
d. Financial Advisor Update (June 2012)
e. General Liability Insurance renewal
f. Review of Board Committee Responsibilities
g. Annual Report from Investment Advisor
h. How does club pay for convention attendee expenses – Service or Administrative Fund
<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
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<td>OPERATING FUND</td>
<td>MAGAZINE FUND</td>
<td>INTL CONV FUND</td>
<td>LIAB INS FUND</td>
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<td>38</td>
<td>Beginning of Year</td>
<td>9,037,968</td>
<td>3,525,172</td>
<td>(1,285,869)</td>
<td>9,410,575</td>
<td>5,321,508</td>
<td>26,009,354</td>
<td>27,779,800</td>
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<td>Current Year Surplus (Deficit)</td>
<td>1,396,365</td>
<td>(54,942)</td>
<td>228,665</td>
<td>181,385</td>
<td>2,000</td>
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<td>TOTAL NET ASSETS</td>
<td>10,434,333</td>
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<td>27,762,827</td>
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<td>TOTAL LIAB &amp; NET ASSETS</td>
<td>17,531,066</td>
<td>4,182,402</td>
<td>(1,057,204)</td>
<td>11,775,036</td>
<td>5,323,508</td>
<td>37,754,808</td>
<td>40,443,118</td>
</tr>
</tbody>
</table>

0 Feb 2012 Finl Summ to Board

PAGE 1 OF 6

Bal Sheet
### Operating/SLP Fund

<table>
<thead>
<tr>
<th></th>
<th>10-11 Actual</th>
<th>11-12 Proj</th>
<th>11-12 Budget</th>
<th>11-12 Budget vs. 11-12 Proj Good/(Bad) Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Good/(Bad) Variance</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Comments - 11-12 Budget vs. 11-12 Projections</td>
</tr>
</tbody>
</table>

#### Comments - 11-12 Budget vs. 11-12 Projections

- Under budget due to lower income for net merchandise sales-Kiwanis merchandise ($340,000), new member fees (existing clubs) (CYB=22,432 members, CYP=21,446 members, LYA=24,065 members) ($30,000), Council registration fees (CYB=368 paid attendees, CYP=169 paid attendees) ($30,000), facility rental ($30,000), Aktion Club Conference Registration fees (CYB=200 attendees, CYP=76 attendees, LYA=92 attendees) ($20,000)...OFFSET by higher than budgeted dues ($30,000) and Club Resource Software ($30,000).

**NOTE:** CYB=Current Year Budget, CYP= Current Year Projection, LYA=Last Year Actual

### Revenues

- **10,368,602**
- **10,674,880**
- **11,074,808**
- **(399,928)**

**Under budget due to lower income for net merchandise sales-Kiwanis merchandise ($340,000), new member fees (existing clubs) (CYB=22,432 members, CYP=21,446 members, LYA=24,065 members) ($30,000), Council registration fees (CYB=368 paid attendees, CYP=169 paid attendees) ($30,000), facility rental ($30,000), Aktion Club Conference Registration fees (CYB=200 attendees, CYP=76 attendees, LYA=92 attendees) ($20,000)...OFFSET by higher than budgeted dues ($30,000) and Club Resource Software ($30,000).**

**NOTE:** CYB=Current Year Budget, CYP= Current Year Projection, LYA=Last Year Actual

### Expenses

- **(12,102,166)**
- **(11,602,471)**
- **(11,708,255)**
- **105,784**

**Under budget due to lower costs for Executive & Board Services Department ($40,000), depreciation ($90,000), Europe Growth Department ($50,000), Council ($90,000), Growth & Education Department ($40,000)...OFFSET by higher costs for Merchandise Department ($20,000), Euro currency ($20,000), Finance Department ($20,000), Information Technology Department ($50,000), Meetings Department ($60,000) and Asia/Pacific Growth Department ($30,000).**

### Investment Income-Gain/(Loss)

- **209,295**
- **318,231**
- **-**
- **318,231**

**The 9/30/11 and 2/29/12 investment balances were $16,460,000 and $19,020,000...a 15.6% gain. The projection includes interest, dividends, fees and realized gains. Kiwanis' portion of the overall investment balance as of 9/30/11 and 2/29/12 are $15,452,000 and $17,779,000, respectively.**

**NOTE:** Investment balance (Kiwanis and Key Club) at 3/26/12 was $19,450,000...an increase of $430,000 since 2/29/12.

### Surplus/(Deficit)

- **$ (1,524,269)**
- **$ (609,360)**
- **$ (633,447)**
- **$ 24,087**

### Magazine Fund

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<tr>
<th></th>
<th>10-11 Actual</th>
<th>11-12 Proj</th>
<th>11-12 Budget</th>
<th>11-12 Budget vs. 11-12 Proj Good/(Bad) Variance</th>
</tr>
</thead>
<tbody>
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<td>Good/(Bad) Variance</td>
</tr>
<tr>
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<td></td>
<td>Comments - 11-12 Budget vs. 11-12 Projections</td>
</tr>
</tbody>
</table>

#### Comments - 11-12 Budget vs. 11-12 Projections

- Over budget due to higher income from US & Canadian members (CYB=148,758 members, CYP=152,121 members, LYA=157,482 members) ($30,000)...OFFSET by lower income for advertising ($20,000).

- Over budget due to higher costs for Magazine editorial Department ($130,000)...OFFSET by lower costs for Advertising Department ($120,000).
### Convention Fund

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<th>Good/(Bad) Variance</th>
<th>Comments - 11-12 Budget vs. 11-12 Projections</th>
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<td>Revenues</td>
<td>962,211</td>
<td>1,617,509</td>
<td>1,617,509</td>
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<td>Projected at budget due to lack of information to project otherwise.</td>
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<td>Expenses</td>
<td>(1,830,966)</td>
<td>(1,564,178)</td>
<td>(1,530,329)</td>
<td>(33,849)</td>
<td>Over budget due to additional VAT taxes for Geneva Convention - prior year refund less than expected ($50,000)... OFFSET by lower costs due to cancellation of Disney Institute ($20,000).</td>
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<td>Investment Income- Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Surplus/(Deficit)</td>
<td>$ (868,755)</td>
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### Liability Insurance Fund

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<th>Good/(Bad) Variance</th>
<th>Comments - 11-12 Budget vs. 11-12 Projections</th>
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<td>Over budget due to higher income from US &amp; Canadian members (CYB=161,620 members, CYP=163,801 members, LYA=168,504 members).</td>
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<td>(1,638,468)</td>
<td>(1,699,218)</td>
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<td>Decrease due to lower costs for premiums-6.1%.</td>
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<td>(260)</td>
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<td>D</td>
<td>E</td>
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<tr>
<td><strong>Revenues</strong></td>
<td>609,798</td>
<td>654,211</td>
<td>651,172</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td>(535,779)</td>
<td>(588,218)</td>
<td>(579,438)</td>
<td></td>
<td>(8,780)</td>
</tr>
<tr>
<td><strong>Investment Income-Gain/(Loss)</strong></td>
<td>197</td>
<td>124</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Surplus/(Deficit)</strong></td>
<td>$74,216</td>
<td>$66,117</td>
<td>$71,734</td>
<td></td>
<td>$ (5,617)</td>
</tr>
</tbody>
</table>
## Key Club Financial Summary

**For the Month Ended February 2012 (Unaudited)**

### Board Committee on Audit and Finance Consent Report - Exhibit A

#### Page 6 of 6

<table>
<thead>
<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>10-11 Actual</td>
<td>11-12 Proj</td>
<td>11-12 Budget</td>
<td>11-12 Budget vs. 11-12 Proj Good/(Bad) Variance</td>
<td><strong>Comments - 11-12 Budget vs. 11-12 Projections</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>4</td>
<td>Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Investment Income-Gain/(Loss)</td>
<td>(6,777)</td>
<td>12,250</td>
<td>-</td>
<td>12,250</td>
<td>The 9/30/11 and 2/29/12 investment balances were $16,460,000 and $19,020,000...a 15.6% gain. The projection includes interest, dividends, fees and realized gains. Key Clubs' portion of the overall investment balance as of 9/30/11 and 2/29/12 are $1,000,000 and $1,240,000, respectively. NOTE: Investment balance (Kiwanis and Key Club) at 3/26/12 was $19,450,000...an increase of $430,000 since 2/29/12.</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Surplus/(Deficit)</td>
<td>$ 192,655</td>
<td>$ 255,027</td>
<td>$ 191,916</td>
<td>$ 63,111</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>10-11 Actual</td>
<td>11-12 Proj</td>
<td>11-12 Budget</td>
<td>11-12 Budget vs. 11-12 Proj Good/(Bad) Variance</td>
<td><strong>Comments - 11-12 Budget vs. 11-12 Projections</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Revenues</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>10</td>
<td>Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Investment Income-Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Surplus/(Deficit)</td>
<td>$ (90,899)</td>
<td>-</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
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<td>14</td>
<td>10-11 Actual</td>
<td>11-12 Proj</td>
<td>11-12 Budget</td>
<td>11-12 Budget vs. 11-12 Proj Good/(Bad) Variance</td>
<td><strong>Comments - 11-12 Budget vs. 11-12 Projections</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Revenues</td>
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<td></td>
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<td>16</td>
<td>Expenses</td>
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</tr>
<tr>
<td>17</td>
<td>Investment Income-Gain/(Loss)</td>
<td>(6,777)</td>
<td>12,250</td>
<td>-</td>
<td>12,250</td>
<td>The 9/30/11 and 2/29/12 investment balances were $16,460,000 and $19,020,000...a 15.6% gain. The projection includes interest, dividends, fees and realized gains. Key Clubs' portion of the overall investment balance as of 9/30/11 and 2/29/12 are $1,000,000 and $1,240,000, respectively. NOTE: Investment balance (Kiwanis and Key Club) at 3/26/12 was $19,450,000...an increase of $430,000 since 2/29/12.</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Surplus/(Deficit)</td>
<td>$ 101,756</td>
<td>$ 255,027</td>
<td>$ 191,916</td>
<td>$ 63,111</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
TOTAL FUND

KIWANIS INTERNATIONAL  #300014150517

REPORT CREATED: 4/20/2012

INVESTMENT PRODUCTS: NOT FDIC INSURED · NO BANK GUARANTEE · MAY LOSE VALUE

Please refer to the attached Disclosures for important information.
### Last 12 Month Performance

<table>
<thead>
<tr>
<th>Manager</th>
<th>Consumer Discretionary</th>
<th>Consumer Staples</th>
<th>Energy</th>
<th>Financials</th>
<th>Healthcare</th>
<th>Industrials</th>
<th>Information Technology</th>
<th>Materials</th>
<th>Telecom Services</th>
<th>Utilities</th>
<th>Cash / Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neuberger</td>
<td>$577,905</td>
<td>$346,090</td>
<td>$228,550</td>
<td>$163,250</td>
<td>$287,320</td>
<td>$319,970</td>
<td>$1,090,510</td>
<td>$153,455</td>
<td>-</td>
<td>$97,950</td>
<td>$3,265,000</td>
<td></td>
</tr>
<tr>
<td>AIP</td>
<td>$460,665</td>
<td>$292,284</td>
<td>$187,443</td>
<td>$495,612</td>
<td>$235,098</td>
<td>$524,205</td>
<td>$667,170</td>
<td>$50,832</td>
<td>-</td>
<td>$123,903</td>
<td>$3,177,000</td>
<td></td>
</tr>
<tr>
<td>Cambiar</td>
<td>$229,992</td>
<td>$257,964</td>
<td>$553,224</td>
<td>$466,200</td>
<td>$428,904</td>
<td>$543,900</td>
<td>$366,744</td>
<td>$90,132</td>
<td>-</td>
<td>$87,024</td>
<td>$3,108,000</td>
<td></td>
</tr>
<tr>
<td>Brandes</td>
<td>$155,280</td>
<td>$248,448</td>
<td>$213,510</td>
<td>$306,678</td>
<td>$262,035</td>
<td>$56,289</td>
<td>$341,616</td>
<td>-</td>
<td>$242,625</td>
<td>$102,873</td>
<td>$1,090,510</td>
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<tr>
<td>Kayne</td>
<td>$203,699</td>
<td>$68,799</td>
<td>$106,571</td>
<td>$141,645</td>
<td>$138,947</td>
<td>$333,203</td>
<td>$280,592</td>
<td>$29,678</td>
<td>-</td>
<td>$123,903</td>
<td>$1,349,000</td>
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<tr>
<td>TCW</td>
<td>$240,255</td>
<td>$81,490</td>
<td>$102,565</td>
<td>$147,525</td>
<td>$279,595</td>
<td>$139,095</td>
<td>$324,555</td>
<td>$57,605</td>
<td>-</td>
<td>$123,903</td>
<td>$1,405,000</td>
<td></td>
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<tr>
<td>Lazard</td>
<td>$17,323</td>
<td>$28,532</td>
<td>$54,007</td>
<td>$120,242</td>
<td>$20,380</td>
<td>$96,805</td>
<td>$167,116</td>
<td>$31,589</td>
<td>-</td>
<td>$102,873</td>
<td>$1,019,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,885,119</strong></td>
<td><strong>$1,323,607</strong></td>
<td><strong>$1,445,870</strong></td>
<td><strong>$1,631,899</strong></td>
<td><strong>$1,937,042</strong></td>
<td><strong>$3,167,992</strong></td>
<td><strong>$453,032</strong></td>
<td><strong>$496,765</strong></td>
<td><strong>$167,138</strong></td>
<td><strong>$914,384</strong></td>
<td><strong>$15,264,000</strong></td>
<td></td>
</tr>
</tbody>
</table>

| % Invested | 12.4% | 8.7% | 9.5% | 12.1% | 10.7% | 12.7% | 20.8% | 3.0% | 3.3% | 1.1% | 6.0% |

The information contained herein was prepared by the undersigned for informational purposes only and does not represent an official statement of your account at the Firm. Please refer to your monthly statements for a complete record of your transactions, holdings and balances. Accumulated cash values for life insurance policies not included in total value of accounts. The above summary, prices, quotes and statistics contained herein have been obtained from sources believed reliable, but are not necessarily complete and cannot be guaranteed; error and omissions excepted.

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ACCOUNT - EXECUTIVE SUMMARY

KIWANIS INTERNATIONAL #263-71481 Madison - Intermediate Govt/Corp FS

AS OF 03/31/2012

Asset Allocation ($000)

<table>
<thead>
<tr>
<th>Govt</th>
<th>Corporate</th>
<th>Accruals</th>
<th>Cash</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,132</td>
<td>1,066</td>
<td>21</td>
<td>201</td>
<td>2,421</td>
</tr>
</tbody>
</table>

Portfolio Characteristics

- Current Yield: 3.22%
- Avg. Maturity: 3.24 yrs
- Yield to Mat.: 1.01%
- Duration: 2.97 yrs
- Avg. Coupon: 3.77%
- Avg. Yrs. to Call: 3.24 yrs
- # of Bonds: 26

Asset Growth ($000)

<table>
<thead>
<tr>
<th>Beginning Market Value</th>
<th>1,417</th>
<th>1,406</th>
<th>2,347</th>
<th>N/A</th>
<th>N/A</th>
<th>2,350</th>
<th>1,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net Contributions &amp; Withdrawals</td>
<td>1,000</td>
<td>1,000</td>
<td>0</td>
<td>N/A</td>
<td>N/A</td>
<td>0</td>
<td>1,346</td>
</tr>
<tr>
<td>Gain/Loss + Income</td>
<td>4</td>
<td>15</td>
<td>74</td>
<td>N/A</td>
<td>N/A</td>
<td>71</td>
<td>75</td>
</tr>
<tr>
<td>Ending Market Value</td>
<td>2,421</td>
<td>2,421</td>
<td>2,421</td>
<td>N/A</td>
<td>N/A</td>
<td>2,421</td>
<td>2,421</td>
</tr>
</tbody>
</table>

Bond Quality

- Aaa: 54%
- Aa2: 3%
- Aa3: 9%
- A1: 17%
- A2: 14%

Bond Maturity Distribution

<table>
<thead>
<tr>
<th>Under 11-5 Years</th>
<th>5-10 Years</th>
<th>10-20 Years</th>
<th>Over 20 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>64.1</td>
<td>25.4</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Risk / Return Analysis Since 02/28/2011

- Annualized Return: 3.50%
- Std. Dev.: 1.50%

Please refer to the attached Disclosures for important information.

INVESTMENT PRODUCTS: NOT FDIC INSURED · NO BANK GUARANTEE · MAY LOSE VALUE
ACCOUNT - EXECUTIVE SUMMARY

KIWANIS INTERNATIONAL #263-70677 SEIX INVESTMENT ADVISORS - CORE BOND

AS OF 03/31/2012

INVESTMENT PRODUCTS: NOT FDIC INSURED · NO BANK GUARANTEE · MAY LOSE VALUE

Please refer to the attached Disclosures for important information.
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
COMMUNICATIONS AND MARKETING

April 19, 2012 – 1:00 – 5:00 p.m. EST
International Office, Indianapolis, Indiana, USA
April 20, 2012 – 8:30 a.m. – 12:00 p.m. EST
Seminar Room West

Committee Members

Pam Fleming, Chairman
Jane M. Erickson
Clinton Green
Staff Liaison: Stan Soderstrom
Stephen T. Hill
Warren F. Mitchell
Lee Kuan Yong
Staff Liaison: Erin Bakemeyer

1. Call to Order

2. Consent Report

None

3. Action Report

a. Kiwanis Store
b. Kiwanis Magazine: Increase the Number of Issues of the Kiwanis Magazine
c. Kiwanis Magazine: Asia-Pacific Printing and Distribution (in English) in Asia

4. Information Report

a. Kiwanis Brand
b. Women in Kiwanis 25th Anniversary Update

5. New Business
Consent Report

None

Action Report

a. Kiwanis Store

The Committee received a report on the most recent operations of the Kiwanis Store, including new merchandise offerings and the catalog scheduled for release in May 2012. As of March, the technology upgrades allowing direct ordering from Kiwanis Member Service Center to the merchandise operation was completed. With the release of the new catalog and the retail operations at June and July conventions, revised sales projections for 2011-12 and 2012-13 will be estimated.

The Committee requested that customer feedback be tracked, and that adequate complaint follow-up and correction occurs. The Women in Kiwanis merchandise offering will be a separate insert in the merchandise catalog.

The present merchandise license structure hasn’t been updated since 2003, and the committee suggests that a review of the policies should be made.

Recommendation #1: That the Kiwanis International Board requests Staff provide an outline of the Kiwanis Store business plan, to include pricing, branding, fulfillment strategies, and customer service. This business plan shall maximize the sale of merchandise within a profitable operation.

(ADOPTED)

Strategic Intent: Review of merchandise business strategies.

Financial and Human Resource Impact: None.

Recommendation #2: That the Kiwanis International Board requests Staff to review and report on licensees of Kiwanis marks and associated license fee income, and that review of license fees for similar organizations be researched and compared against current Kiwanis license fees.

(ADOPTED)

Strategic Intent: Update of license structure and fees.

Financial and Human Resource Impact: None.
b. **Kiwanis Magazine: Increase the Number of Issues of the Kiwanis Magazine**

Kiwanis magazine, at one time was published ten times per year and now is printed and distributed only six times. In the last two years, format change and magazine redesign have improved the readability of the magazine. A suggestion to increase the frequency was discussed as having two primary benefits:

1) With new advertising and corporate sponsorship strategies in place, an increased frequency would conceivably increase the advertising and sponsorship revenues, and

2) The magazine, being the primary means the organization stays in touch with its North American membership, would give most Kiwanis members more contact with the organization.

The following shows the 2011-12 budgeted expense and income figures for the magazine:

<table>
<thead>
<tr>
<th></th>
<th>US$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Magazine subscription income</td>
<td>1,190,000</td>
</tr>
<tr>
<td>Magazine expense</td>
<td>1,022,000</td>
</tr>
<tr>
<td>Advertising income</td>
<td>171,000</td>
</tr>
<tr>
<td>Advertising expense</td>
<td>278,000</td>
</tr>
<tr>
<td>Publications Fund Operating Surplus</td>
<td>61,000</td>
</tr>
<tr>
<td>Fund Balance EOY 2010-11</td>
<td>3,525,000</td>
</tr>
<tr>
<td>Estimated cost to add four issues (includes additional editor position)</td>
<td>461,706</td>
</tr>
<tr>
<td>Estimated cost to add two issues (includes additional editor position)</td>
<td>255,000</td>
</tr>
</tbody>
</table>

The Committee believes two additional issues should be added beginning with the 2012-13 year.

**Recommendation #3:** That the Kiwanis International Board approves expanding Kiwanis magazine from six to eight issues, beginning with the 2012-13 year, with no change in the subscription fee to members.

**(ADOPTED)**
Strategic Intent: Increase the number of times the organization has direct contact with its North American members and strengthen the new advertising and corporate sponsorship strategies.

Financial and Human Resource Impact: Approximately US$255,000 (within the Publications Fund) to include the addition of one assistant editor position.

c. Kiwanis Magazine: Asia-Pacific Printing and Distribution in English

At the request of new clubs in India, the opportunity to distribute Kiwanis magazine has been identified. Staff began investigating the possibility of producing the existing English version of the magazine in India or other Asia nation, and postal distribution to various countries such as Philippines, Malaysia, India, Sri Lanka, Australia, New Zealand and others.

The cost to print and distribute a magazine in Asia should be greatly reduced from the US printing costs, and a different price structure for a subscription could be necessary. The cost to distribute the magazine across the region is still unknown.

Recommendation #4: That the Kiwanis International Board requests Staff to conduct a feasibility study for the publication and distribution of Kiwanis magazine in English to various Asia-Pacific nations.

(ADOPTED)

Strategic Intent: Increase the number of times the organization has direct contact with its members of the Asia-Pacific nations.

Financial and Human Resource Impact: None.

Information Report

a. Kiwanis Brand

In October 2011, the Board approved the engagement of Portland (a branding consulting firm) to “develop a clear, well articulated brand identity and strategy that would complement the strategic plan.” The Committee reviewed a high level audit of the organization’s brand identity, produced from series interviews of internal and external stakeholders. The findings concluded that:

1. The three main elements of the Kiwanis brand are Friendship, Community and Service
2. The supporting messages (or proof points) for the Kiwanis brand identity includes:
   - Friendship
   - Community
   - Service
Kiwanis Family of clubs donates over 18 million hours of service each year across the globe. This means that Kiwanis collectively devotes over two thousand years worth of service in just one year.

97 year history of working for children enables Kiwanis to create impactful projects across the globe.

Kiwanis’ long history also gives credibility to local clubs, allowing them to tailor local projects to local needs.

Community

Can be found across the world with members helping children in both their local and global communities.

Encourages leaders to grow and develop in the community and finds ways to recognize their achievements.

Comes together as a global family to tackle major problems, such as the Iodine Deficiency Project.

Friendship

Meetings not just focused on service but also on developing meaningful, lasting relationships with fellow members.

Kiwanians are good people doing good things.

Kiwanis provides an opportunity to meet others from the community.

Defining terms of our organization are friendship, community and service

Friendship begins the introduction into the organization. Service, hands-on locally ties the connections, begins the investment and/or commitment. And community, both geographically and globally, is vital to getting the members involvement. Kiwanis is an opportunity to teach community in a different way – right here in my backyard and global.

Membership starts as a friendship (invited into club), then sense of community and because of that the service develops. The investment of people happens because of this cycle.

**Friendship** = introduction >

**Community** = involvement >

**Service** = investment/commitment

(We need to create the loop to move people into the investment or commitment phase.)

Moving forward this information (the who/how we are) needs to be front and center, consistent and should not change from year to year.
The initial audit provided some critical insight into important elements of the Kiwanis brand, although the Committee was not in complete agreement with the final conclusion of the suggested brand identity.

Next steps will include surveying on the key elements identified. Included in the surveying would be new members, current members (2-5 years), current members (legacy), former members, and new club builders.

This information will be used to prepare for a strategic planning exercise.

b. **Women in Kiwanis 25th Anniversary Update**

Task Force Chairwoman Jane Erickson provided an update on the Task Force work for the Kiwanis International convention in New Orleans. The Women in Kiwanis celebration will include:

- A Wednesday afternoon convention reception honoring women in Kiwanis. The first Legion of Honor awards presented to female Kiwanians will occur at that time.
- An exhibit booth will be part of the Kiwanis Experience and will highlight the first 25 years of women in the organization.
- A special line of merchandise has been designed for this observance. It will be on display at the exhibit booth and for sale in the Kiwanis store.
- A two-minute video is being produced for showing at the closing session, which includes special observance of the anniversary.
- Two break-out sessions will be presented on the celebration at the convention.

**Future Business**

None
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
PROGRAMS

April 19, 2012 – 1:00 – 5:00 p.m. EST
International Office, Indianapolis, Indiana USA
April 20, 2012 – 9:00 – 10:00 a.m. EST
Past Presidents Room

Committee Members

John M. “Johnny” Johnson, Chairman
Sue Petrisin
Wen-Pin Su
Sjoerd R. J. Timmermans
Johns Shertzer, Staff Liaison
Michael W. Downs, Staff Liaison
Chris Martz, Staff Liaison
Elizabeth Warren, Staff Liaison

1. Call to Order

2. Consent Report

a. Amendments to CKI Bylaws – changes to the duties of the CKI board and how board members are elected
b. Kiwanis Guidelines for Adults Working with Youth – proposed changes
c. KIF Grant Request for the Service Leadership and Kiwanis Programs Conference

3. Action Report

None

4. Information Report

a. Service Leadership and Kiwanis Programs Conference
b. Potential Changes as to How Key Leader is Administered
c. Builders Club and K-Kids Fees
d. Kiwanis One Day
e. Young Children Priority One
f. Anti-Bullying Initiatives Update
g. Chartering Incentive Programs
h. SLP International Growth
i. ASPAC SLP Update
j. KI-EF SLP Update
k. Key Club and CKI Convention Updates

5. Future Business

  a. Further Discussion on Key Leader
  b. Updates on Anti-Bullying Initiatives
  c. Updates from the ASPAC Education Conference as it Relates to SLP
Consent Report

a. Amendments to CKI Bylaws

Staff presented the changes that have been made by the CKI Board regarding elections. The CKI Board has requested that the Kiwanis International board amend the bylaws so that they can use these new policies at the upcoming convention. The Committee reiterated the fact that CKI must fill all of its positions at the convention and that there shall not be a no confidence option on the ballot. The changes are contained in Consent Report-Exhibit A.

Recommendation #1: That the Kiwanis International Board amends the Circle K International Bylaws as presented in Consent Report-Exhibit A, pending editorial review by the Kiwanis International Parliamentarian and Governance Specialist, and taking effect starting May 1, 2012.

(ADOPTED)

Strategic Intent: None
Priority Emphasis Area (Top 10): Service Leadership Programs
Financial and Human Resource Impact: N/A

b. Kiwanis Guidelines for Adults Working with Youth

Based on feedback from district leaders, staff recommends a few additions and revisions to Procedure 432: Guidelines for Adults Working with Kiwanis Sponsored Programs. The proposed changes are included as Consent Report-Exhibit B.

Recommendation #2: That the Kiwanis International Board approves changes to Procedure 432 - Guidelines for Adults Working with Kiwanis Sponsored Programs, as presented in Consent Report-Exhibit B.

(ADOPTED)

Strategic Intent: None
Priority Emphasis Area (Top 10): Service Leadership Programs
Financial and Human Resource Impact: N/A
c. **KIF Grant Request for the Service Leadership and Kiwanis Programs Conference**

Staff shared plans to submit a grant request to the Kiwanis International Foundation for the 2013 Service Leadership and Kiwanis Programs Conference. The requested funds would be used to help fund travel expenses for district administrators/chairs that would attend the event in order to increase participation (especially for K-Kids, Builders, Aktion, and Key Leader).

**Recommendation #3**: That the Kiwanis International Board endorses the submission of the Service Leadership and Kiwanis Programs (SLKP) Conference grant application to the Kiwanis International Foundation, as shown in Consent Report-Exhibit C.

**(ADOPTED)**

**Strategic Intent**: Growth of Kiwanis programs  
**Priority Emphasis Area (Top 10)**: Service Leadership Programs  
**Financial and Human Resource Impact**: N/A

**Action Report**

None

**Information Report**

a. **Service Leadership and Kiwanis Programs Conference**

The Programs Committee discussed the SLKP Conference, especially as it relates to Board member attendance at the event. The committee agreed that the budget for the event should only include the following members of the Kiwanis International Board: the current year Board Counselors for Key Club, Circle K, and Key Leader (if Key Leader Chairs attend), the President-elect, and the chair of the Programs Committee. The Committee also discussed the pros and cons of having the various groups in attendance.

b. **Potential Changes to How Key Leader is Administered**

Staff presented a proposal that was requested by President Alan Penn regarding a potential new method of implementing and delivering the Key Leader program. The Committee discussed the pros and cons of allowing districts to have more control over several logistical aspects of the event, as well as a potential new method of funding the program through district fees. The primary goals for the proposal were to inspire greater efforts by the districts to grow the program, and to reduce KI’s overall Key Leader expenditures. The Committee received and reviewed the report and asked for further study by staff to
d. **Builders Club and K-Kids Fees**

Staff presented historical information as it relates to fees that are paid for Builders Club and K-Kids. The Committee determined that there should be no change in the fee structure at this time.

c. **Kiwanis One Day**

The Committee reviewed data regarding Kiwanis One Day. Staff discussed the drop off of participants in recent cycles. Staff gave an update on how the annual contest works and the prizes for the winners of the contest. The report from the international committee for Kiwanis One Day is included as **Information Report-Exhibit A**.

d. **Young Children Priority One**

The Committee received and reviewed the report of the International Committee on Young Children Priority One. The report is included as **Information Report-Exhibit B**.

f. **Anti-Bullying Initiatives Update**

Staff presented an update on anti-bullying initiatives and recommendations for how to proceed, which are included as **Information Report-Exhibit C**. The Committee recommended that staff continue to explore how to help SLP clubs carry out anti-bullying campaigns in their schools. A couple of suggestions included a poster campaign and having SLP clubs bring in speakers on bullying to address their schools.

g. **Chartering Incentive Programs**

Staff shared plans to end two incentive programs that were started by staff a few years ago: “Charter three K-Kids Clubs and get the rest for free” and “Charter five Builders Clubs and get the rest for free.” Clubs that are currently getting these incentives will have one more fiscal year before then being assessed the standard renewal fees for all of their sponsored SLPs. Approximately 60 Kiwanis clubs would be affected by these changes. Staff will send letters and make phone calls to ensure that these clubs receive support during this transitional time.
h. SLP International Growth

The Committee reviewed results from an informal survey to district leaders in the Asia-Pacific and Europe regions regarding the support they want regarding Service Leadership Programs. Staff provided a summary and recommendations, which the Committee encourages staff to pursue. The report is included as Information Report-Exhibit D.

i. ASPAC SLP Update

Dr. Su presented an update on ASPAC SLP. The information was previously submitted via the Leadership reports to the entire Board.

j. KI-EF SLP Update

The Committee was given an update on SLP in Europe. The information was previously submitted via the Leadership reports to the entire Board.

k. Key Club and CKI Convention Updates

The Committee was given an update by Staff as it relates to the Key Club and CKI Conventions. Circle K is being held in conjunction with the Kiwanis International Convention in New Orleans. Key Club is being held a week later in Orlando, Florida.

Future Business

a. Discussion on Key Leader
b. Updates on Anti-Bullying Initiatives
c. Updates from the ASPAC Education Conference as it Relates to SLP
The Circle K International board, working alongside Governance Specialist Diana O’Brien and Kiwanis International Parliamentarian Barry Glazer submit the following nominations and election of officer bylaw changes (in its entirety below) and the duties of officers (only excerpt of new addition affected by election change) to the Programs Committee for review:

ARTICLE 13. NOMINATION AND ELECTION OF OFFICERS

Section 1. Election of Officers. The president and vice-president shall be elected by the voting delegates at the annual International convention in the manner prescribed in these Bylaws. The representatives shall be elected by the voting delegates from the region they represent. All officers will be elected in the manner prescribed in these Bylaws.

In any year in which no Circle K International convention is held, the International Council shall have the responsibility of electing the president, the vice-president for the coming administrative year of Circle K International.

The district governors shall be elected at his or her respective district conventions in the manner prescribed in his or her district bylaws.

No person may be elected to fill the vacancy to the offices of President, Vice President, or Trustee who has received fewer votes than no confidence when running solely against the option of no confidence.

Section 2. Term of Office & Administrative Year. The president, vice-president, and trustees shall assume office on the first day of the administrative year immediately following his or her election and shall serve for a term of one (1) year or until his or her successors are duly elected, and/or begin his or her term.

The administrative year of Circle K International shall begin on the day following the close of the annual International convention and shall end on the final day of the next annual convention. In any year in which no annual Circle K International convention is held, the administrative year shall begin on September 1 and end on the final day of the next annual convention. If the International Convention is not held in consecutive years, then the year shall end on August 31 of the following year.

Section 3. Schedule of Nominations and Elections. The official program of the annual International Convention shall indicate the days and the hours for the nomination and election of officers and shall be subject to change only in accordance with the rules of convention procedure. Additional candidates may “run off the floor” after the convention has started. These candidates shall be required to submit all necessary paperwork and comply with any additional requirements as set by the Director.
Section 4. Nominations. When the program of any annual convention shall specify nomination of officers to be the order of business, the president of Circle K International shall receive nominations for the offices to be filled at the convention. All such nominees shall be from eligible districts and shall be in attendance at such convention, and shall certify in writing, prior to election, that they will carry out the duties and responsibilities of such officers.

Section 5. Duties of Committee on Elections. The Committee on Elections of the convention shall have general charge of the election, including the printing, the distribution, the collecting, and the tabulating counting of the ballots.

Section 6. Voting. All voting shall be done by written electronic ballot. The election of the president, vice-president, and trustees shall be conducted separately and using separate ballots. The election of the president shall be completed first and results announced to the House of Delegates. Any unsuccessful candidate for president may be nominated for the position of vice-president. The House of Delegates shall then proceed with the election of the vice-president and the results announced to that body. Any unsuccessful candidate for president or vice-president may be nominated for the position of trustee. No ballot shall be counted whereon it appears that a delegate has voted for a greater number of nominees for the said office than there are vacancies to be filled. Cumulative voting, absentee voting, and voting by proxy shall not be allowed.

Section 7. Procedures for Presidential Election. A candidate for the office of president must receive a majority of the votes cast to be elected. A “No Confidence” option will appear on every ballot. Delegates should select the “No Confidence” option if the delegates believe no candidate is qualified to hold the position. In the event that the “No Confidence” option receives a majority of votes cast on any ballot, the office of president shall be declared vacant and the newly elected Board of Circle K International shall elect a president in accordance with Article 13, Section 11 of these Bylaws.

a. When the number of candidates for the office of International President shall exceed two (2), the following procedure shall be followed: In the event that one candidate receives a majority of those votes cast on the first ballot, that candidate shall be elected. In the event that no one (1) candidate receives a majority of those votes cast on the first ballot, those two (2) candidates receiving the highest number of votes, whose combined total constitutes a majority of those votes cast on the first ballot, shall appear on a second ballot.

b. If on the second ballot, a candidate receives a majority of votes cast, that candidate shall be elected.

c. If on the second ballot, no candidate receives a majority of votes cast, the candidate receiving the highest number of votes cast shall appear on a final ballot with the “No Confidence” option. The candidate shall be elected only if he or she receives a majority of votes cast on the final ballot. In the event that no one (1) candidate receives a majority of those votes cast on the first ballot, and the combined total of those two (2) candidates receiving the highest number of votes does not constitute a majority of those votes cast, the candidate receiving the lowest number of votes shall be eliminated. This procedure shall be continued until two (2) candidates have a combined total, which constitutes a majority of those votes cast. Those two (2) candidates shall appear on another ballot.

d. If on that ballot, a candidate receives a majority of votes cast, that candidate shall be elected. If on that ballot, no candidate receives a majority of votes cast, the candidate receiving the
The highest number of votes cast shall appear on a final ballot with the “No Confidence” option. The candidate shall be elected only if he/she receives a majority of votes cast on the final ballot.

When the number of candidates for the office of International President shall equal two (2), the candidates shall appear on a ballot with the “No Confidence” option. If on that ballot, a candidate receives a majority of votes cast, that candidate shall be elected. If on that ballot, no candidate receives a majority of votes cast, the candidate receiving the highest number of votes cast shall appear on a final ballot with the “No Confidence” option. The candidate shall be elected only if he/she receives a majority of votes cast on the final ballot.

When there is only one (1) candidate for the office of International President, the candidate shall appear on a ballot with the “No Confidence” option. The candidate shall be elected if he/she receives a majority of votes cast.

**Section 8. Procedures for Vice-Presidential Election.** The election of International Vice-President shall follow the same procedures as the election of International President, as outlined in Article 13, Section 7 of these Bylaws.

**Section 9. Procedures for Trustee Election.** Each region shall elect a trustee and the election shall follow the same procedures as the election of International President, as outlined in Article 13, Section 7 of these Bylaws.

**Section 10. Report of Committee on Elections.** The Committee on Elections shall report promptly to the convention the results of the balloting, and the report shall be signed by a majority of the Committee. After the Committee has so reported, the chairperson shall deliver all ballots to the Director of Circle K International, to be kept by the Director for a period of ninety (90) days after the close of the convention, when the ballots shall be destroyed. The report presented to the House of Delegates may or may not include percentages of votes ascertained by each candidate. This will be discretionary of the current CKI President, guided by the CKI Director.

The procedure set forth in this section may be changed or modified if a majority of the voting delegates and voting delegates-at-large approve such change and if such change has the approval of the Kiwanis Counselor to Circle K International or the Director of Circle K International.

**Section 11. Vacancy in Office of President.** In the event of a vacancy in the office of president between conventions, the CKI Board of Trustees shall elect one of the trustees to serve in the capacity for the unexpired term, except that in any year in which no annual convention is held, the International Council shall elect a qualified member of a club to serve for the succeeding administrative year. No person who received fewer votes than no confidence for International President at the preceding international convention may be elected to fill the vacancy to this office.

**Section 12. Vacancy in Office of Trustee or Vice-President.** In the event of a vacancy in one of the offices of trustees or the office of vice-president between conventions and before April 1, the CKI Board of Trustees shall elect an active member in good standing of a club within a Sub-region as soon as possible after the creation of the vacancy, to serve in that capacity for the unexpired term. In the event a vacancy occurs after April 1, the CKI Board of Trustees may vote to leave the office vacant until the next succeeding convention of Circle K International of International Council meeting should an International Convention not be held that year. No person who received fewer
Section 13. Vacancy in Office of District Governor. In the event of a vacancy in the office of district governor for any district between district conventions, the position of governor shall be filled by a member of the District Board of Officers, or by a qualified member of a club in the district, elected by the District Board of Officers. In any year in which no district convention is held, the District Board of Officers shall elect a qualified member of a club in the district to serve for the succeeding administrative year.

Section 14. Removal from Office. An International officer may be removed from office for just cause by affirmative vote of two-thirds (2/3) of all members of the International CKI Board of Trustees duly elected and serving at the time. Whenever there appears to be sufficient cause for such action, the president shall give such officer of the CKI Board of Trustees immediate notice of said cause and shall indicate that consideration shall be given to such facts and reasons why the office should be declared vacant. The officer shall be afforded the opportunity to explain or refute the allegations. In the event that the CKI Board of Trustees shall find the alleged facts to be true, the CKI Board of Trustees shall have the power to declare such office vacant, and the vacancy shall be filled in accordance with the provisions for filling vacancies in office as contained in these Bylaws.

ARTICLE 14. DUTIES OF OFFICERS

Section 3. Duties of Sub-Region Trustees.

g. An eighth representative shall be responsible for working with and representing the interests of non-districted Circle K clubs and districts that fall into the following Kiwanis regions: Africa, Asia-Pacific, Europe, Latin America, and Middle East. Visits to these areas by the assigned representative, the vice president, or the president may occur as requested by those districts or clubs, approved by the CKI director, and allowed by the budget.
PROCEDURE 432 -
GUIDELINES FOR ADULTS WORKING WITH KIWANIS SPONSORED PROGRAMS

All adults working with Kiwanis programs for youth under the age of 18 are expected to read, understand, and agree to abide by these guidelines.

432.1 - Chaperone: A chaperone shall be defined as a Kiwanis member, faculty member, parent, legal guardian, or person who is in loco parentis, over the age of twenty-one (21) or older, approved by the school, and registered with and accompanying the youth at a specific event.

432.2 - Alcoholic beverages: While attending any project, meeting, social event, or other gathering that is produced primarily by or for the benefit of youth, adults are expected to refrain from consumption of alcoholic beverages during any portion of the event.

432.3 - Use of tobacco: While attending any project, meeting, social event, or other gathering that is produced primarily by or for the benefit of youth, adults are expected to refrain from the use of tobacco products in the presence of youth.

432.4 - Overnight stays: While attending an event that requires an overnight stay in a hotel or camp/conference setting, adequate adult chaperoning is expected and should include no fewer than one adult male for each ten or part of ten youth males, and one adult female for each ten or part of ten youth females. Except for a parent sharing a sleeping room with his/her own child, no adult should share a hotel or dormitory sleeping room with a youth. In the event that sleeping quarters consist of multiple beds, such as a bunkhouse or camp cabin, adults may share the sleeping quarters with youth members of the same gender, provided that two or more appropriately gendered adults are present.

432.5 - Transportation: Adults transporting youth in a motor vehicle should do so with a second adult in the vehicle, or, in hardship cases, the “rule of threes,” being at least three people in the car vehicle at all times, is recommended. All transportation decisions should be made in accordance with local laws and school policies.

432.6 - Medications: The possession of prescription and nonprescription medications by youth at an event should be permitted only by the written permission of the parent/guardian.

432.7 - Background checks: Criminal history background checks for adults working with youth may be required and should conform to applicable local and state/provincial laws and requirements. In the absence of such regulations, Kiwanis clubs are expected to undertake confidential background checks for all adults who will be working directly with youth outside of the school or who may not have undergone a background check.
Adults working with youth at all Kiwanis International-sponsored events including Key Club International Convention, Governor Administrator training conference, the Key Club International Leadership Conference, and any Key Leader weekend must have a background check that is approved or conducted by Kiwanis International.

See Kiwanis International Policy B 14 and Procedure 197 for complete information regarding criminal history background checks.

432.8 - Conflicts with other rules: Whenever these guidelines may conflict with local school policies or rules, or local, state/provincial, or national laws or regulations, the highest applicable standards for conduct are expected to prevail.

432.9 - Personal information: All documents bearing personal information, including registration forms, medical information forms, permission to treat forms, etc., should be treated as being confidential. Processes that protect this information should be created, including minimizing the number of people who have access to any such documents and securing the documents at all times. The documents should be maintained a minimum of three years or as required by applicable state/provincial laws and regulations if longer. After the maintenance period has expired, the documents should be destroyed in a way that maintains confidentiality, such as shredding. It is also expected that the disposal and destruction of all confidential information will conform to applicable state/provincial laws and regulations.

432.10 - Youth and Social Media: For any social networking site that involves requesting a connection (such as inviting someone to be a friend on Facebook), adults should never initiate such connections with youth. If a youth requests such a connection from the Kiwanian, he/she should use their best judgment in responding. Adults should treat their interaction with youth on social networking sites as though the interaction were occurring in public, in front of other adults and young people. In other words, if it would not be appropriate to say to a young person in public, it should not be said as a comment on a social networking site either. Kiwanians should refrain from interactions that can be seen as excessive (such as constantly “liking” or commenting on a person’s posts on Facebook). Prior to posting any media online, such as photographs, obtain permission from any individuals (or parents for minors) that appear in that media; it could be illegal to do otherwise.

See Policy B.16 for complete social media guidelines.

432.11 - Behavioral or Health Issues: Kiwanians should refrain from counseling youth. If a Kiwanian observes troubling behavior or becomes aware of a situation that is unsafe for a young person, he/she should immediately contact the appropriate personnel at the school or agency as well as law enforcement personnel if necessary. All state laws regarding reporting should be followed.
432.12 - **Education:** Every Kiwanis club is expected to inform and educate its members on these guidelines and best practices annually, *including providing a copy of these guidelines to each club member.* In addition, Kiwanis clubs should annually educate members who work with youth on state and local laws regarding what individuals must do when aware of youth in potentially harmful situations.
KIWANIS INTERNATIONAL FOUNDATION 
GRANT REQUEST 

From 
Kiwanis International Service Leadership Programs 
2011-12 

Amount: US$15,500 

Purpose: Support for the 2013 Service Leadership Programs Conference 

Request Details 

Kiwanis International Service Leadership Programs submits this grant request for a total of US$15,500 for the 2013 Service Leadership and Kiwanis Programs Conference, January 18-20, 2013. 

These funds would be used to support travel costs to the conference for K-Kids, Builders Club, and Aktion Club District Administrators, as well as District Chairs for Key Leader. Funds would be allocated by a process that encompasses the following: 

- Funds would be allocated to the districts based on demonstrated need, as determined by staff in concert with District Governors. 
- Priority would be given to districts that have not attended the conference at all in the past, as well as smaller districts that have more limited budgets. 
- Priority would be given to the programs listed above, although requests from CKI and Key Club Administrators would also be considered. 
- Those who receive travel support would need to submit something substantive in return, such as a detailed growth plan for their district. 

The US$15,500 could be allocated as such: 

- 75 grants of $100. 
- 25 grants of $200. 
- 10 grants of $300. 

Program Description 

The Service Leadership and Kiwanis Programs Conference is held annually each January. This year’s event will be the 7th SLKP conference. The primary objective of the conference is for Kiwanis staff to provide training to the district administrators for each of the Service Leadership
Programs (SLPs). Secondary objectives include providing an opportunity for district administrators to share best practices and ideas with each other, and providing the opportunity for the districts to build team among their SLP administrators.

Kiwanis International pays for the meals and the participant lodging during the conference. Participants are responsible for their own travel costs (airfare, mileage, parking, etc.).

Need

The chart below indicates the average district attendance levels for the last five years. On average, 33 districts receive invitations to attend each year. Thus, 33 per program would be 100% attendance.

Circle K and Key Club Administrators have had stronger attendance for two reasons: (1) Based on their size and history, districts budget more dollars for these programs, and (2) There is typically a second budget to draw from for CKI and Key Club in each district: the separate membership dues budget. The other SLP programs, and YCPO, vary wildly in their budget dollars from one district to the next.

A recent survey revealed the following:

- 95% of Key Club and Circle K administrators are funded by their districts to attend the SLKP Conference (64% fully funded), while only 66% of K-Kids, Builders, Aktion, and YCPO leaders are funded by their districts to attend the SLKP Conference (34% fully funded).
We also know that the SLKP Conference makes a difference for growth of our programs, and thereby the growth of Kiwanis’s mission. Staff studied two groups: (1) districts that had perfect attendance at the SLKP Conference over the last five years, and (2) districts that did not attend at all. When comparing these two groups, we found the following since 2007:

- There is 37% greater growth in K-Kids clubs for districts that have had administrators attend the conference.
- There is 17% greater growth in Builders clubs for districts that have had administrators attend the conference.

District budgets are tight, and so is the Kiwanis International budget. We are not able to allocate funds to help get more districts to send representatives to the SLKP conference, and we are doubtful that districts have any funds to do that either. Hence, our request to the Kiwanis International Foundation.

**Benefits to Kiwanis**

Service Leadership Programs are one of the greatest achievements of Kiwanis International over its history. They bring a sense of purpose to many Kiwanis clubs, youthful energy to our membership base, and create tremendous goodwill with communities and schools. For these and many other reasons, Kiwanis should not only be proud to have these programs, but should be excited to see them expand.

The SLKP Conference is the one time per year in which the organization focuses fully on these programs. It is a chance for the district leaders to develop their leadership skills and for all of us to have conversations on how to continue to keep the programs strong and on the cutting edge.

Simply put, stronger Service Leadership Programs can produce a stronger Kiwanis.

**Summary**

We encourage the Kiwanis International Foundation to see this initiative as a way to directly support the mission and work of Kiwanis International. The Foundation has long-supported Service Leadership Programs, and this is another way to help ensure return on that investment. We are leading the world in the development of young service leaders and should be careful not to grow complacent. The SLKP Conference is part of the solution.
Report of the Kiwanis One Day Committee

The committee held two meetings to consider project submissions to be honoured during the Fellowship and Service Breakfast at the Kiwanis International convention.

At our first meeting, Jo Lynn Garing (Kiwanis Staff) advised we had only 24 submissions. The members present were all past district governors, and it was resolved that each of them would request their class to make contact with the clubs in their district and encourage them to make a submission to Kiwanis International.

It was acknowledged that many club were preparing for a One Day project, but had not submitted details.

This, together with Alan Penn’s message to current governors, resulted in a total of 85 submissions.

Countries represented are:

- United States: 71
- Australia: 7
- Malaysia District: 1
- Montego Bay: 1
- Haiti: 1
- Belgium: 1
- Canada: 1
- Jamaica: 1
- Panama: 1

A summary of the club submissions can be made available by KI staff.

Each member of the committee voted for their top 10 - and subsequently arrived at the “top 10” for submission to the board.

A number of issues were raised during our discussions and we will report further on these in due course.

NAME:
Kiwanis One Day: One of the main points of the selection criteria was the community impact.
It could be suggested that a better name would be *Kiwanis One Day of Service* or *Kiwanis One Day of Community Impact*. Both however, could suggest that *service/impact* only takes place on One Day during the year.

**DATE:**
Whilst the intent is predominately to hold a high-profile Kiwanis activity on the ONE day, the reports submitted show that many of the activities will be held on a day other that the designated day. It may be better to “legitimise” the existing environment and select a name that incorporates a “month” of activity, rather than a day of activity, eg *Kiwanis Month of Community Impact*. Again this inclusion could suggest that we only have community impact during one month.

The committee will meet further to discuss these issues and report prior to your next board meeting.

**KIWANIS ONE DAY COMMITTEE**

Ken Archer – Chair
John DeVilbiss
Don Dudey
Dick England
Pat Manasco
Barb Thompson
Nelson Tucker
Jo Lynn Garing – Kiwanis staff liaison
Please describe the work of the committee since April. What has been the focus of your discussions and meetings?

Since the last report, the committee continues to conduct meaningful work. The highlights include:

1. All resources from the SLKP conference were shared with district chairmen via box.net so they can access these as necessary for individual and district needs.
2. 15 district chairmen attended SLKP conference. The International Committee will look into ways to help promote the conference more. In addition, staff have already alerted the governors-elect to make plans in their budget now for the district chairmen to attend. A save-the-date email was distributed in February.
3. Dr Joe Sparling is confirmed to present the YCPO workshop at International Convention.
4. The International Committee will coordinate the volunteer support at International Convention.
5. The International Committee will continue to coordinate The Eliminate Project in its service project initiatives.

In addition, committee member Neil Simmons continues to produce the monthly YCPO newsletter, sent to more than 750 people, that highlights district and club activities, International news and more.

Support was also provided for those district chairmen requesting assistance for mid-winter meetings.

Finally, the committee will continue to conduct monthly conference calls.

What topics of discussion do you anticipate for future meetings?

- The Eliminate Project
- Kiwanis International Convention
- District Conventions
- Budget
Have you heard of any challenges or questions being raised by clubs or districts concerning your program? If so, please share them below.

The main feedback from the SLKP conference was that governors were not aware that Young Children: Priority One district chairman were included and registration and hotel expenses were covered by Kiwanis International. More education on this needs to happen.

Also, YCPO leaders would love to be more connected to The Eliminate Project and would like some direction.
Kiwanis and Anti-Bullying Initiatives

Given our current focus on major initiatives, such as Kiwanis growth and the Eliminate Project, staff recommends that we do not pursue a full-scale anti-bullying program. There are other reasons as well:

- Financial resources are limited.
- We are not experts on bullying, and thus would need to enlist consultants.
- The marketplace is crowded right now and we’re not sure we have anything different to offer.
- Our current efforts to assess the impact of our programs should come first, since we may learn that the nature of our programs already prevent bullying in some way.

However, since we work with youth and bullying is a significant topic, we can and should do some things as a natural part of our work:

1. Do what we can to ensure that our clubs are free from bullying.
2. Educate our district leaders and club advisors on what to do when they observe bullying (or hazing as well).
3. Make sure that the host schools know our stance on bullying.
4. Direct members and advisors to online resources and other organizations that have expertise in this area.

Thus, the following tactics can be employed:

1. **Do what we can to ensure that our clubs are free from bullying.**
   - Include a message in print materials, such as member handbooks and the Key Club Planner.
   - Create a response plan and assign a staff person in SLP to respond to reports of bullying or hazing.

2. **Educate our district leaders and club advisors on what to do when they observe bullying (or hazing as well).**
   - Develop a one-page resource on how to respond that is distributed to advisors and district leaders (NOTE: this may not be feasible given that schools have reporting protocols that may not be consistent).
   - Ensure that the issue is discussed at the annual Service Leadership and Kiwanis Programs Conference.
   - Have a forum on the issue at the Kiwanis International convention.

3. **Make sure that the host schools know our stance on bullying.**
   - Develop a position statement on bullying (see below).
   - Create a strategy to notify school principals of this position (such as by email whenever a new club is chartered).
4. Direct members and advisors to online resources and other organizations that have expertise in this area.
   - Develop a holding page for web links and resources on Kiwanisone.org that can be linked to all of the various SLP sites.
   - Assign a staff person to discover new resources to include on the website.

Kiwanis International Service Leadership Programs

Position on Bullying

Kiwanis International believes:

- That service clubs, such as Kiwanis Service Leadership Programs, can be a solution to the bullying crisis faced by so many educational institutions today.
- That these service clubs have something to offer the potential target of bullying, in that he/she can use the vehicle of service to develop self-worth, confidence, and leadership.
- That these service clubs have something to offer the potential perpetrator of bullying, in that he/she can use the vehicle of service to learn the power of kindness, generosity, and positive purpose.
- That these service clubs have something to offer the potential bystander, in that he/she will learn that when one commits to serving others, doing nothing is no longer an option.
- That these service clubs have something to offer the schools, in that they contribute to a climate of giving, caring, and acceptance.
- That education, expectations, and oversight can be the tools to ensure that our programs remain free from bullying.
- That hazing is a form of bullying and neither should ever be tolerated in any Kiwanis sponsored program. Hazing or bullying shall be confronted if discovered and all current Kiwanis policies and appropriate state laws will be observed.
- That our youth members should be leaders, through example and action, against bullying in their schools and communities, and work with trusted adults to bring about an end to this enduring problem.
SLP International Survey (Spring 2012)

Survey Distribution

- Questions emailed to Governors and Governors-Elect in Europe and Asia-Pacific, along with ASPAC and KIEF Chairs and any identified SLP District/Nation leaders in those nations.

Survey Questions

- Question 1: Do you have goals to expand Service Leadership Programs in your district/nation? If your answer is yes, please share some of those goals. If your answer is no, please explain why.
- Question 2: If you had to choose one program to focus on, which one would you choose and why?
- Question 3: How can Kiwanis International staff help your district/nation expand the programs and/or support the ones you already have?
- Question 4: After an SLP club is chartered, Kiwanis International collects no more fees for that club. If it were proposed, would you support Kiwanis International assessing a minimal fee from either the SLP clubs directly, their sponsoring Kiwanis Club, or your district, in order to provide more direct support to the SLPs in your district/nation (such as educational materials, advisor training, and club supplies)? Please explain your answer.
- Question 5: Does your district/nation currently assess dues or fees from the SLP clubs or members? If your answer is yes, how much? Please note currency as well.

Summary and Points for Discussion

- All respondents from ASPAC indicated that growing SLPs are a goal for their district. Almost all of the respondents from KIEF indicated the opposite.
- One of the primary issues of concern for leaders in Europe was building relationships with schools.
- The programs that the respondents were most interested in were Key Club and CKI. K-Kids, Key Leader, and Aktion Club were also mentioned. Builders Club seems to be less desirable, since middle school is not as common outside North America.
- The leaders would like to see more customized resources developed that can help them promote SLP in their districts/nations. They would be willing to do the customization if templates were provided.
- The leaders would also like to see KI provide financial resources to the district SLP chairs in ASPAC, so that they can do more active club-building.
- There is no support for assessing district or club fees in order to provide more hands-on support from Kiwanis International staff.
- Only a couple of districts assess fees from the clubs or SLP members for their district – it is not a common practice at all.
Recommendations from Staff

- Focus efforts on ASPAC, where there is currently a more receptive audience. We certainly wouldn’t ignore Europe, but would just be more active with Asia-Pacific at this moment in time.
- Focus resources and staff time on developing online templates and resources that can help ASPAC and KIEF districts and nations.
- Work with leaders in ASPAC to identify vendors that can produce materials for the Kiwanians to distribute to their SLPs.
- Continue to attend the ASPAC Education Conference and train district SLP leaders on best practices.
- Develop a volunteer plan for ASPAC districts to implement so that they can grow their SLP volunteer leadership structure (similar to how administrators work in North America).
- Use technology (such as Skype) to have regular trainings and meetings for SLP leaders and advisors in ASPAC and Europe.