TO: Recipients of the Minutes of the January 2012, Meeting of the Kiwanis International Board of Trustees

Attached are the proposed minutes of the January 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, April 17-22, 2012, in Indianapolis, Indiana.

Sincerely,

Stan Soderstrom
Executive Director

SDS/dap

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**KIWANIS INTERNATIONAL BOARD OF TRUSTEES**  
January 12-16, 2012

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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 at the Kiwanis International Office 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)
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)
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.
REPORT OF THE PRESIDENT
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
JANUARY 2012

Rather than provide the traditional report given by the President for January, I have chosen to provide the Board with a summary of the Focus on Club Development and Growth we have undertaken this year. I thank the KI committees, the KI Board committees, our KI Board, and our KI Staff for their part in helping our organization move forward in a positive way to grow our hands of service.

Many of these activities are an outgrowth of our Strategic plan developed at our Board retreat in 2010 and our officer retreat recommendations in 2011.

Kiwanis Growth Activities

Over the past few months we have heard discussion that questioned what we have done as a Board and Staff to address the decline in membership in Kiwanis International.

First, it must be pointed out that our Kiwanis organization has grown in membership the past three years. Hard to believe, but true. The challenge we have is that one segment of our organization has not grown, traditional Kiwanis. All other parts of our Kiwanis Branded programs have grown. What a great sign! What a good investment for our future.

Yet, many in our organization only focus on the traditional Kiwanis numbers. In today’s Kiwanis world, this is not the answer. We must focus on the positives that we have undertaken to help us attract membership in all parts of our Kiwanis Branded programs.

Below is a listing of activities that have been completed and will be done during this year of service to help Kiwanis grow. All items have been budgeted for so there is no additional funding being used for this list of activities.

• We are conducting monthly conference calls with Governors in North America with the President. The focus is on membership growth activities, club building, club excellence activities, and service opportunities to attract members.

• In January, we will add monthly conference calls to Governors in the Europe and Asia-Pacific regions.
• We have targeted districts in position to lose their district status and will provide support and services to help them grow.
  o We held a growth summit in Australia. Rhonda Vrell was the Area Director assigned to assist with this district.
    ▪ The goal is to build five clubs which the President will charter when he visits in May of 2012.
    ▪ A plan has been put into place that will assist Rhonda and the district to achieve its goal.
    ▪ The district also plans to encourage clubs to achieve charter II status.
  o We are going to hold a growth summit in Latin America.
    ▪ At the end of January, we will hold a growth summit in Ecuador in conjunction with its Board meeting. Marcella Llinás is the Area Director who will assist the President with this event.
    ▪ We will hold a second meeting later in the year in Panama for the entire region to focus on growth and club excellence, and education. This is currently an annual event held in the region.
    ▪ Targeted areas aside from the current districts in the region are Chile, Argentina, Uruguay, Brazil, and Mexico.
  o We are going to hold a growth summit in February for the New Zealand–South Pacific District. We will assign an Area Director to assist the district and run the growth summit. We are working with the New Zealand-South Pacific District on a shared funding plan similar to Australia.
    ▪ Like Australia, we will focus on building clubs and moving clubs to charter II strength.
  o We are relying on the European Federation to grow Europe. We have an agreement with KIEF to build clubs, grow membership, and educate members. They have an excellent plan of action to accomplish these tasks.
    ▪ Iceland is of concern and we know that Europe will develop a plan to get this district back to district status.
    ▪ We will also continue to rely on Europe to grow the Eastern European nations.
    ▪ Our challenge in these nations is to determine which clubs will be assigned to the appropriate district as they move to district status.
  o We will hold a growth summit before the Kiwanis Asia-Pacific Convention in March 2012 in Sri Lanka. This meeting will involve existing districts and nations where we have growth commitments.
    ▪ Kiwanis Asia-Pacific leadership is meeting monthly via Skype conference calls with the nations in the region that want to grow clubs and move to district status. They have an excellent plan of action to accomplish this task.

• Stan has reorganized Staff at our headquarters so that we now have a greater emphasis on growth, education, and membership through a new district support services initiative. Departments responsible for growth, education, and membership (GEM) will provide the necessary tools and support services to assure that Districts can focus their efforts on providing the very best support for our clubs.
  o Stan hosted a meeting of Staff, our KI Board and KI committee chairs for education and growth on November 11th. This meeting set the course for an exciting new approach to helping our districts.
    ▪ This meeting addressed the Prioritization on the Growth plan that Stan shared with the KI Board.
    ▪ A report on the outcomes and new strategic initiatives will be forthcoming.
  o The first weekend in December, Staff member Michelle Morrison hosted a meeting of selected members of the KI Education Committee along with Preston Forbes, Chair, and Stewart Ross, KI Board Chair.
    ▪ The CLE program was updated, refreshed, and revised so Kiwanis is in a position to provide the in person, online, and blended CLE program the KI Board approved.
    ▪ A process was put into place for districts to approve and sign off on officer certification for participation and competition of the CLE program, which is now required per KI Board action. The program will be phased in this year and next.
• Improvement and enhancement of our CLE program should help in improving the club experience, which in turn should promote member engagement and close the back door in membership loss.
• It should also help to attract new membership.

• We plan to have a significant focus on growth and member education at regional and midyear conferences in North America. Our Area Directors have been in communication with the districts to provide assistance and support.
  o We are continuing to promote our new membership and club options to our districts. Not enough are taking advantage of the flexibility that KI has offered. Our Area Directors will continue to promote all types of membership and club options as they travel to the districts.
  o Area Directors will target districts that need an infusion of new ideas and concepts to assist with growth. They will focus on club development in these targeted areas.

• We plan to have a significant focus on membership education and organizational growth at our conventions in Europe, Asia, and New Orleans.
  o Our District Governors have placed an emphasis on service this year. They are using the strength of our organization, service, to help grow existing clubs and build new clubs.
    ▪ They are focusing on club satellites, young professional clubs, and company-based clubs.
    ▪ This year, Governors serve as the growth chairs for their districts. This assignment adds the focus on growth and education that we need for our Kiwanis clubs.

We are also emphasizing growth in other parts of our organization.
• We will make presentations through our SLP web sites and at our SLP conventions on the new Alumni organization. The Alumni group has tremendous potential for growth. These Kiwanis members have the potential to help us continue our growth in a new form of Kiwanis experience.
• We will continue to support and grow our SLP’s. The investment in this part of our Kiwanis Brand is essential to our future. It is the only part of our organization that is growing.
  o Approximately 25% of our CKI and KCI membership joins Kiwanis. If we increase our membership in these two SLP’s, we should be in a positive position, a growth position, in our traditional Kiwanis club model. As I have said in the past, “if there are 250,000 in traditional Kiwanis membership and 800,000 in our SLP membership, would that be a bad thing? I say no if 25% of them join Kiwanis is adults.” We, as an organization, need to change some of our approaches and thinking to attract these younger members to continue their Kiwanis membership.
  o One challenge we face is how to assist our SLP’s to grow when we do not have enough Kiwanis clubs available for sponsorship.
    ▪ We need to allow these programs to self promote and charter while developing the means to continue to have a Kiwanis relationship or contact through other means than a Kiwanis club that may not exist in their community.
    ▪ We need to allow these groups to develop and provide KI with a plan with solutions on how to address this concern.
  o We assigned Board SLP counselors to Europe and Asia-Pacific this administrative year to show our commitment to growing SLP’s in these regions. We have also invited the SLP youth chair for Europe to our SLP conference in January so that he can learn firsthand how to organize and grow SLP’s in Europe from our SLP administrators.

• We will conduct three “counting” days for Kiwanis. These days will be used to determine our Kiwanis membership number in all phases of our Kiwanis Branded programs. The target dates are December 1st, April 1st, and August 1st. We will outline our plan to use the data collected at Council in January.
There are many more activities at the district and local level.

I have also not included our use of the Eliminate campaign as a growth and club development tool.

I have provided this summary as a way to help you have a greater understanding of our organization's commitment to growth and club development.

Your comments and suggestions on how we can fine tune this listing of activities is welcome.

Let’s grow Kiwanis in 2012!!!!!

Respectfully submitted,

Alan Penn
President
REPORT OF THE PRESIDENT-ELECT
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
JANUARY 2012

The highlight of the last three months was to welcome the 2012-13 Kiwanis District Governors to Indianapolis in November to meet for the first time as a class of global leaders to achieve three objectives:

1) To bond as a “leadership team” and become fully committed to team values, which include respect, collaboration, passion, accountability, and communication;
2) To know the resources that are available from KI (and from each other) to help Governors-elect succeed as “international” leaders; and
3) To reflect on the future of Kiwanis and the role they each must play to brand and market our organization as one of the world’s leading nonprofits serving the health, education, and safety of children.

All Governors-elect (45) participated except four who experienced issues preventing their attendance. The 2012-13 Kiwanis Theme, “Our Children, Their Future” was launched successfully with aspirations to lead Kiwanis International to CONNECT with its clubs, INSPIRE current and new leaders, and ADVOCATE for children throughout the world in need.

Since my last quarterly report, I selected next year’s board counselors to Key Club and CKI, the board liaison to Key Leader, and appointed three Kiwanis couples to a presidential cabinet to work closely with staff to enhance the effectiveness of special events, operations, and service leadership programs.

A significantly reduced number of International committees will be created and announced prior to the April 2012 board meeting.

Rosemary and I are also working closely with The Eliminate Project Campaign Committee Chair Randy DeLay, KI Foundation President-elect Peter Mancuso, and the entire campaign committee to coordinate the success of the campaign that will enter a very critical phase in 2012-13.

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

It has been a busy time for me since our previous October Board meeting. My travels and activities have included:

- Attended KI Foundation Board meeting and KI Foundation Committee meetings for Strategic Planning and Bylaws;
- Was appointed as KI Foundation Counselor to Germany, Switzerland-Liechtenstein, Austria, Lithuania, Estonia, Latvia, Finland, Albania, and Hungary;
- Visiting different clubs and meeting with many Kiwanians with possibilities of spreading the message of The Eliminate Project and to intensify the network of friendship;
  Attended a meeting of the Kiwanis Club of Meridian Hills, Indianapolis;
  Conducted the passing of the board of the Kiwanis Club of Prato Centro Storico, in the Italy-San Marino District;
  In the Switzerland-Liechtenstein District, attended a friendship-meeting with Kiwanians from Germany, Austria and Italy-San Marino;
  Also attended the Opening Ceremony of the Christmas charity sponsored by the Kiwanis Club of Vienna-Europe1;
- Attended Austria District board meetings and division meetings, and meetings and charities of my home club;
- Participated in the Governors-elect Education Conference in November, in Indianapolis. The next class of governors is well prepared and motivated;
- Participated in the board meeting for “Network for Sustained Elimination of Iodine Deficiency” in Brussels. The network is an alliance of major organizations that share a common commitment to assist countries in reaching the goal of sustained optimal iodine nutrition through the elimination of Iodine Deficiency Disorders (IDD). It includes organizations from public, private, scientific, international and civic spheres, all of which bring enormous assets to support the network’s mission and goal.
- Together with the auditors, Staff prepared the 2010-11 financial report. We held the timeline and finished the report for this board meeting.
- For this year’s budget, we are looking for improvements to avoid a loss.
• We worked on the improvement of the financial report system for board members. The new system should give a quick overview with more detailed information available. The input provided by board members, our financial advisor, and Staff is really motivating.

• The 2012-13 budget begins with a zero-based budgeting philosophy. It is important to evaluate return on investment (ROI) and make sure that expenses make value for the organization. The financial statement presentation should be structured according to projects and activities. This will support the finance reporting.

• The main goals are growth and charities.

Respectfully submitted,

Gunter Gasser
Vice President
January 2012

Report of the Executive Director
To the
Boards of Trustees
Kiwanis International
Kiwanis International Foundation

Focus on clubs and districts

In October, we were disappointed by another drop in North American Kiwanis membership of the organization. Obviously, as North America represents our largest Kiwanis membership group, this continued decline ultimately translates into reduced service impact, reduced attendance at conventions and conferences, reduced income for the organization… this list is quite lengthy.

Through a separate report entitled Prioritization on Growth: Focus on Clubs and Districts, we called the Boards' attention to what we believed to be an urgent need to refocus our attention on clubs and districts. The reasoning was that our districts lack clarity of purpose and focus and our clubs aren’t being educated and supported to do the essential things that really matter. Several meaningful meetings have already taken place as part of further discussion of this issue.

Since October, we have received much feedback, some supportive and some not. Many leaders agree with this position, understanding that we take charge – now – if we are to survive as an organization. A few have suggested that the districts should have the autonomy to make their own decisions, and "international" has no right to direct the districts.

There are two Albert Einstein quotes that seem to be very appropriate for this discussion.

“Insanity is doing the same thing over and over again and expecting different results.”

“We cannot solve our problems with the same thinking we used when we created them.”

This issue is extremely important for Kiwanis right now. Several Board Committees will address several topics related to this discussion. I encourage us to be bold right now. We must make the declining membership our main issue right now. We have to make changes.

This issue is one of three areas of focus our staff I have prioritized for the office. Area Director Marcela Llinas will lead a staff project team to help coordinate the future work of committees, the KI Board and our staff to launch new initiatives supporting our districts and clubs. A separate report will be provided to the Boards at the meeting.
The two remaining priority areas for 2011-12 are discussed below.

**The Eliminate Project**

The campaign has now recruited the next level of coordinators, those who will serve at the multi-division level. Next, the division coordinators will be selected, and finally club coordinators will be determined. Our plan calls for all to be in place by the end of 2011-12.

As of December 1, 2011, we had US$7.4 million in cash and pledges. Updated figures as of January 2, 2012, will be provided to both Boards at their meetings.

We have streamlined our Eliminate Project staff support structure as well, with all Eliminate Project campaign support (staff and consultants) being overseen by the Foundation Chief Operating Officer Ann Updegraff Spleth.

**Improve financial strategies**

This priority area actually consists of several pieces, all of which contribute to a stronger, diversified contribution to non-dues revenue for Kiwanis.

First is our effort to improve our ability to attract corporate sponsorships. We contracted with IEG, a consulting firm that specializes in help not-for-profit organizations like Kiwanis accomplish this. Their first phase of work was completed in November. We have modified our staff structure to pursue corporate partnership opportunities, and Pam Norman has taken on a new role as Director of Corporate Relations. We have set a goal of US$400,000 for the 2011-12 year.

The Board’s action of approving the creation of a chief financial officer position (in October 2011) is being implemented at the present time. We have finalized a position description and posted the position.

The outsourcing of our merchandise operation in mid 2011 experienced several challenges that impacted customer service in August, September and October. The rationale for outsourcing remains valid, and our long term goals remain to improve non-dues revenue as well as merchandise fulfillment for the Kiwanis world. A complete report on this is being provided to Board Subcommittee on Merchandise and the Committee on Audit and Finance.

Not directed by the Board, but in response to the half million dollar deficit budget for 2011-12, we have taken the following steps:

- Freeze hiring through the end of 2011-12
- Eliminate attendance and exhibiting at various conferences through the end of 2011-12
- Freeze purchase of office supplies through the end of 2011-12
- Delay some building improvement projects

In all, these actions will likely save the organization US$ 250,000-300,000.
Other issues

1. **India Growth Plan** – We are close to completing a proposed plan for growth of Kiwanis in India. A successful Kiwanis India Conference was held in New Delhi on December 3, 2011, and we have found strong support and willingness to help Kiwanis grow there. We do not have complete cost estimates at the present time.

2. **Key Club and CKI Alumni** – We have now recruited close to 5,000 alumni, and have tested several concepts in year one of this project. In the next four months we plan to conduct extensive surveying of our alumni to learn more about why they signed up, what they want and don’t want from an alumni group, and how they see themselves existing in our outside of the Kiwanis family in the coming years. We will also align marketing of graduating Key Club and Circle K members with invitations to join Circle K or Kiwanis clubs, respectively.

3. **District Status** – Pending no change by the Board to Procedure 203, the January 15 membership report will automatically impact the status of several districts under charter strength. This issue is before the Board Committee on Membership.

4. **Foundation Charity Rating** – We have had much discussion on how to raise the Foundation ratings by Charity Navigator and the BBB. There will be some important discussions at the meeting on this topic and the long-term financial model of our Foundation.

Closing

In the week ahead, we will spend over a quarter million dues dollars on our meetings. We will have all four Kiwanis family Boards in their entirety holding official meetings, as well as our KI Council assembled for two full days. It is our responsibility to ensure that the meeting expenditures are maximized through hard work and good decision making. If we work together in these days, we can make this experience invaluable for Kiwanis and our future. We all share this commitment.

Thank you for the opportunity to work with you.

Respectfully submitted,

Stan D. Soderstrom
Executive Director

January 5, 2012
Prioritization on Growth:
Focus on Clubs and Districts

January 2012 Update
“Insanity is doing the same thing over and over again and expecting different results.”

- Albert Einstein
January 2012

Dear Board Member,

Following the first report presented to the Board in October 2011, which included initiatives derived from the retreat of Kiwanis leaders from across the globe, a joint staff-committee chairs workshop was held in Indianapolis on November 11 to discuss all the recommendations. Board Committee Chairs John Button (Membership) and Stewart Ross (Education), and Kiwanis International Committee Chairs Preston Forbes (Leadership Development for the Americas) and Paul Palazzolo (Growth Global) participated in this meeting.

The recommendations were prioritized in this workshop as A, B or C according to the proposed timeframe to for consideration and implementation. Table 1 shows the results of this process.

Presently, we are conducting extensive data research is to better understand the variables that influence club and district performance. Based on the last nine years, our research seems to indicate a strong relationship between the average age and the growth (decline) rate of a district. Districts with average ages between 48 and 54 years tend to have positive growth rates, compared to those that have an average age above 54 having negative growth rates.
Feedback will also be asked from the leaders during the Council meeting on several suggestions that will provide valuable information as to the next steps of the implementation of these initiatives.

This report focuses on the suggestions prioritized as A, as they have been included in the agendas of the Board Committees on Membership, Education, Audit & Finance, and the Executive Committee and the International Council discussions.

Most of these items will require Board approval or endorsement. I ask that our Board Committees prioritize these recommendations.

Stan D. Soderstrom
Executive Director
What we know now that we didn’t in October 2011...

- Division dues and fees, as well as districts projects add a burden on clubs.
- Some districts have too many committees and projects.
- In North America about half of the clubs are under charter strength.
- Optimal club size (based upon per member club performance) is 38-40 members.
- The ratio men to women is about 3 to 1.
- Minimum district size is 1000 members with no upper limit. In Lions the minimum size is 1,200 members with a maximum of 5,000. In Rotary districts are composed of an average of 75 clubs.
- Eleven districts probably won’t be here in 11 years if we continue on same path of membership decline.
- North American districts lost 10-12% of clubs also lost 20-24% of their membership, resulting in smaller clubs.
- In Latin America and Eastern Europe there are more female than male members.
- Growing districts over the last nine years are in Europe, Asia and Latin America.
### Table 1. Prioritization Results

<table>
<thead>
<tr>
<th>Priority A Recommendations Nov 2011 – Jan 2012</th>
<th>Assigned to</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Club #1</strong> * Core of CLE are the critical elements of successful clubs</td>
<td>KI Education and Education Board Committees</td>
</tr>
<tr>
<td><strong>Club #2</strong> Focus all club education to support CLE core curriculum</td>
<td>Education Board Committee</td>
</tr>
<tr>
<td><strong>Club #3</strong> Required and free CLE</td>
<td>Education Board Committee</td>
</tr>
<tr>
<td><strong>Club #5</strong> Annual club fee to replace annual membership dues</td>
<td>Audit and Finance Board Committee</td>
</tr>
<tr>
<td><strong>Club #6</strong> Club-based convention fee</td>
<td>Audit and Finance Board Committee</td>
</tr>
<tr>
<td><strong>Club #7</strong> Host district and region convention in conjunction with KI convention.</td>
<td>Council, KI Resolutions and Bylaws Committees</td>
</tr>
<tr>
<td><strong>Club #8</strong> Unpaid growth volunteer structure (like KIAR)</td>
<td>Membership Board Committee</td>
</tr>
<tr>
<td><strong>District #1</strong> Clearly define the role of a district</td>
<td>Membership and Governance Committees</td>
</tr>
<tr>
<td><strong>District #4</strong> District committee structure</td>
<td>Membership and Governance Committees</td>
</tr>
<tr>
<td><strong>District #7</strong> District conventions in February-April</td>
<td>Executive Board Committee</td>
</tr>
<tr>
<td><strong>District #9</strong> KI-EF spends at least 50% through districts</td>
<td>Executive Board Committee</td>
</tr>
<tr>
<td><strong>District #11</strong> Standard growth goal of one new club/division/year</td>
<td>Membership Board Committee</td>
</tr>
</tbody>
</table>
### Table 1. Prioritization Results

<table>
<thead>
<tr>
<th>Priority B Recommendations Jan – Sep 2012</th>
<th>Assigned to</th>
</tr>
</thead>
</table>
| Club #4  
Every **non-districted club under a district** | Executive Board Committee |
| Club #9  
Successful – weak clubs interaction program | KI Global Growth Committee |
| Club #10  
Monthly Kiwanis Magazine | Communications Board Committee |
| Club #13  
Quarterly membership initiatives (like Reveal) | Staff |
| Club #14  
Focus on **1 or 2 flexible membership initiatives** | Membership Board Committee |
| District #2  
Critical district metrics | Executive Board Committee |
| District #3  
District services function | Executive Board Committee |
| District #5  
Lt. Governor job to strengthen existing clubs and build new ones | Executive Board Committee |
| District #6  
Develop district trustee education | Executive Board Committee |
| District #8  
Grant, growth and new club building programs | Audit and Finance Board Committee |
| District #10  
Next 5-10 districts | Membership Board Committee |
| District #12  
Standards for individual service | Governance Board Committee |
<table>
<thead>
<tr>
<th>Priority C Recommendations Oct 2012 – Sep 2013</th>
<th>Assigned to</th>
</tr>
</thead>
<tbody>
<tr>
<td>Club # 11</td>
<td>Membership and Education Board Committees</td>
</tr>
<tr>
<td>New member welcome packet</td>
<td></td>
</tr>
<tr>
<td>Club # 12</td>
<td>Communications Board Committee</td>
</tr>
<tr>
<td>Community marketing materials</td>
<td></td>
</tr>
</tbody>
</table>

* Note: Club and district recommendation numbers relate to suggestions included in the original report presented in October, 2011.
“We cannot solve our problems with the same thinking we used when we created them.”

- Albert Einstein
# A. Strengthen our clubs (Priorities A only)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Background</th>
<th>Discussed at</th>
</tr>
</thead>
</table>
| **1.** Adopt the critical elements of being a successful club as the core curriculum of Club Leadership Education (CLE) | The five basic building blocks for a successful Kiwanis club provide a clear sense of purpose around the role of club officers, the education curriculum for club officers, and the how the division and district support the club.  

*From Leadership Retreat discussion* | Required CLE for club presidents and secretaries was approved by the Board in October 2011, offering the alternative to use the online or the face-to-face formats of Club Leadership Education to fulfill this requirement.  

In December, a working group met to discuss the CLE curriculum. This working group included Education Board Committee Chair, Stewart Ross and International Committee Chair for Leadership Development for the Americas, Preston Forbes.  

An new outline of the new CLE program for presidents proposed by the group addresses the five critical elements of successful clubs.  

Ideas for incentives might be discussed at the International Council Meeting. |
| **2.** Focus all club officer and member education materials to support the CLE core curriculum | A wide range of educational resource materials, resources, workshops, and webinars have been developed. Materials that don’t align with the core curriculum and the administrative operation of a club should be reviewed and updated.  

*From Leadership Retreat discussion* | |
| **3.** Make CLE mandatory and free for all Kiwanis club officers | Providing the alternative of face-to-face delivery or online delivery, brings CLE to every incoming club officer. Leadership guides should be provided at no cost. | |
## A. Strengthen our clubs (Priorities A only)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Background</th>
<th>Discussed at</th>
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</thead>
</table>
| 5. Immediately evaluate and develop a plan to implement an annual club fee to replace annual membership dues for the organization | A simplified club fee places the annual cost to be a member of Kiwanis at the member level – the club. A club fee provides an incentive for membership growth and enables a club to easily utilize any and all of the flexible membership initiatives.  
  *From Leadership Retreat discussion*                                                                                                                   | **Audit & Finance Committee**  
  This recommendation from the officers retreat in September 2011 will be discussed at the International Council and this Board Committee will also review initial scenarios and calculations. |
| 6. Immediately evaluate and propose the club-based convention fee for the organization | Propose the same amendment which garnered 58% approval in Las Vegas.  
  *From Leadership Retreat recommendation*                                                                                                               | **Audit & Finance Committee**  
  This recommendation will be discussed at the International Council and this Board Committee will also review the two fee scenarios requested by the Board in October 2011. |
**A. Strengthen our clubs (Priorities A only)**

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Background</th>
<th>Discussed at</th>
</tr>
</thead>
</table>
| 7. Reduce the number of conventions and conferences clubs are asked to attend | Create the requirement that all host district or regional conventions must be held in conjunction with the annual KI convention.  
*From Leadership Retreat recommendation* | **International Council**  
This recommendation will be discussed with the leaders from around the world at the Council Meeting in New Orleans. Based on the feedback, further action will be taken by the Executive Committee. |
| 8. Create an unpaid volunteer staff structure utilizing a model similar to the KIAR (Kiwanis International Accredited Representative) program | The organization lacks the people in the field to help build and strengthen clubs. By 1) redirecting growth resources, 2) implementing a multi-year commitment, and 3) requiring reporting to KI, this structure could bring a greater number of better equipped support people to clubs in need. | **Membership Committee**  
This committee will be evaluating the value of an unpaid volunteer structure for growth (possibly like KIAR). The board is requested to charge staff and the International Global Growth Committee to work on developing a proposal for the April Board meeting. |
## B. Strengthen our districts (Priorities A only)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Background</th>
<th>Discussed at</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Adopt KI Board Policies that clearly define and clarify the role of the</td>
<td>The district should be tasked to accomplish only the following duties:</td>
<td><strong>Membership Committee</strong></td>
</tr>
</tbody>
</table>
| district                                                                        | 1. *Support and strengthen existing clubs*  
2. *Open new clubs*  
3. *Deliver KI’s education to all clubs*  
4. *Deliver SLP and Global Campaign for Children programming to and through clubs*  
5. *Support of a single, permanent, project that builds local identity*             | **Governance Committee**                                                                                                                                                                                   |
| 4. Redefine the required district committee structure around the new roles of  | Districts are choked with dozens of committees, many have little or no purpose (KI Board Procedures are outdated and still call for 21+ standing committees).                                               | A Membership Board Committee conference call was held on January 4 to discuss a policy change proposal that addresses these recommendations.                                                                 |
| the district                                                                    |                                                                                                                                                                                                          | The Membership Committee agreed to the following concepts to be past on the Governance Committee for appropriate writing the in Policies and Procedures:                                                                 |
| 11. Set a standard growth goal of one club site per division per year          | Utilizing the combination of the lieutenant governor, the revised KIAR structure and strong club sponsorship, set the expectation of attempting to build a new club in every division every year.                         | A. Define the role of the district to:  
1. *Support and strengthen existing clubs*  
2. *Open new clubs*  
3. *Deliver KI’s education to all clubs*  
4. *Deliver SLP and Global Campaign for Children programming to and through clubs* | B. Simplify the committee structure, from 21 standing committees to 13, to support the role of the districts.                                                                                           |
### B. Strengthen our districts (Priorities A only)

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Background</th>
<th>Discussed at</th>
</tr>
</thead>
</table>
| 7. Explore the concept that all district conventions should take place in February, March or April | Separating the district conventions from the June/July KI convention to a time of the year when many district mid-year conferences are well-attended should be evaluated. Consider that KI provides education and session support.  
*From Leadership Retreat recommendation* | **Executive Committee**  
Attention is requested from the Executive Committee to encourage districts conventions in the February / April time frame.  
Discussion with leaders from around the world will occur during the Council Meeting. |
| 9. Require that the KI-EF spend at least 50% of the agreement allocation on services to clubs delivered through districts | The districts and clubs are intended to be the ultimate recipients of the growth, education, marketing and program delivery functions stipulated in the agreement.                                                                 | **Executive Committee**  
This recommendation will be handled as a separate agenda item by the committee. |
Essential activities of a successful club

Past President Paul Palazzolo advocates the following five activities as being essential for a Kiwanis club to be successful. Paul suggests there is no secret formula. A successful club must do these five things well.

A club is successful when it:

... Makes an impact in its own community with service projects – good, worthwhile service projects that meet the community needs is why Kiwanis clubs exist.

... Is the source of fun and fellowship – the relationships formed within a club are the glue that holds the club together.

... Has notoriety around its existence and good works – the club needs to proclaim its presence.

... Develops its leaders – by developing a line of succession and making sure its leaders attend Kiwanis education events, conferences and conventions.

... Sponsors Service Leadership Program clubs and fulfills its responsibilities of sponsorship.
Dashboard Update

Contributions are coming into the foundation. Below is the dashboard as of December 16th:

<table>
<thead>
<tr>
<th>Kiwanis International Foundation</th>
<th>This Time Last Year</th>
<th>12/2/2011</th>
<th>12/16/2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Donors</td>
<td>494</td>
<td>912</td>
<td>1,166</td>
</tr>
<tr>
<td>New Donors (First Time Giving)</td>
<td>58</td>
<td>223</td>
<td>356</td>
</tr>
<tr>
<td>Revenue - New Donor</td>
<td>302.71</td>
<td>$100,907</td>
<td>$256,124</td>
</tr>
<tr>
<td>End of Year Appeal</td>
<td>$17,720</td>
<td>$36,254</td>
<td>$45,099</td>
</tr>
<tr>
<td>Average Gift, Individuals</td>
<td>$254</td>
<td>$253</td>
<td>$269</td>
</tr>
<tr>
<td>Total Dollars Secured, Individuals</td>
<td>125,604</td>
<td>$230,333</td>
<td>$313,407</td>
</tr>
<tr>
<td>Trick-or-Treat</td>
<td>$135,556</td>
<td>$236,096</td>
<td></td>
</tr>
<tr>
<td>New Hixsons</td>
<td>51</td>
<td>63</td>
<td>66</td>
</tr>
<tr>
<td>total Walter Zellers</td>
<td></td>
<td>121</td>
<td>138</td>
</tr>
<tr>
<td>Eliminate Global Campaign</td>
<td>$95,426</td>
<td>$2,451,992</td>
<td>$3,853,318</td>
</tr>
<tr>
<td>ACG</td>
<td>$175,970</td>
<td>$102,029</td>
<td>$137,159</td>
</tr>
<tr>
<td>ACG -- % Clubs</td>
<td>8.50%</td>
<td>7%</td>
<td>9.50%</td>
</tr>
<tr>
<td>Skip-a-Meal</td>
<td>$3,109</td>
<td>$1,059</td>
<td>$1,944</td>
</tr>
<tr>
<td>Bequest gifts to Heritage Society Endowment</td>
<td>$27,916.52</td>
<td>$30,807.17</td>
<td></td>
</tr>
<tr>
<td>New Heritage Society Members</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>New Shafer Legacy Society Members</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>New Planned Gift Expectancies</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total YTD 2011-2012 Gifts</td>
<td>$620,118</td>
<td>$890,799</td>
<td></td>
</tr>
</tbody>
</table>

**Summary of Revenue and Expenses 10-1-2011 through 12-15-2011**

As of December 15, 2011, Kiwanis International Foundation donated revenue for the 2011-2012 Kiwanis year totaled US$352,914.19. This total excludes gifts for The Eliminate Project. Donations (including individual, club and corporate gifts) were designated for the following programs:
● Annual Club Gift: $137,658.97
● Kiwanis Children’s Fund: $76,542.09
● Disaster Relief: $150.00
● Endowment Funds: $798.31
● Heritage Society: $127,916.53
● IDD Sustainability: $1,154.29
● Operating Fund: $8,694.00

As stated above, donations for this year's Annual Club Gift campaign totaled $137,158.97 as of 12/15/11. In comparison, $186,879.51 had been received for last year's ACG campaign as of 12/15/10. (Both figures include funds held in foreign Kiwanis foundations and accounts.) Note that the traditional first-quarter Annual Club Gift appeal mailing, which was done in 2010, was replaced in 2011 with an optional ACG line item in clubs' renewal invoices.

The 2011-2012 year-end Kiwanis Children's Fund individual appeal was sent by direct mail and email in October and November to U.S. donors who had given to the Children's Fund in the past five years. As of 12/15/11, the appeal has secured $45,099 from 684 donors, and gifts continue to come in. In comparison, the 2010-2011 end-of-year appeal had only raised $14,615 (from 149 donors) as of 12/15/10, and ultimately raised a total of $41,985 from 395 donors.

Of the 10,135 individuals solicited, 684 individuals had responded (6.75 percent) as of December 15, with an average gift of $65.74. 456 of these donor (67 percent) increased their Children's Fund giving from their previous year, with 418 (61 percent) renewing their support after at least one year of non-giving. 132 donors (19 percent) made a renewal gift at the same level as last year. Donors who increased their support did so by an average of $50.19 over their previous year's total given for Children's Fund.

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 – $10,340.00 (5% of Annual Club Gift funds given back to Districts for Honors Reception)

The Kiwanis International Foundation expensed the following for awards given during the 2010-2011 year.

● Annual Club Gift Awards - $26,521.99
● Tablet of Honor and Hixson Diamond Level Awards - $9,270.00
● Hixson Awards - $30,194.29 (initial award with medallion and plaque)
● Planned Giving Awards - $3,088.76
● Kiwanis Leadership Society Awards - $6,386.04

**Staff Travel**

Matt Morris, Major/Planned Gifts Officer, has completed these development trips during the past three months:
• October: Chicago, Cincinnati, Cleveland, Atlanta
• December: New Jersey, Milwaukee, Central Indiana

Matt’s travel during the second quarter of the administrative year will include Michigan, Louisiana, Greater Washington, DC/Virginia, Greater Denver, and shorter trips in Indiana and to Illinois and Ohio.

Ann Updegraff Spleth, Chief Operating Officer, has completed development/campaign trips to Boston, various cities in Maine, and Seattle. Ann also led The Eliminate Project’s site visit to Sierra Leone.

**Gifts in Cultivation/Solicitation**
Staff is continuing the process of documenting the progress of major and planned gift cultivation and solicitation in Raiser’s Edge. Matt currently has verbal and written proposals totaling approximately $800,000 in Raiser’s Edge. The majority of these are planned gifts for the foundation.

Ann has campaign proposals pending totalling $1,250,000.

**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. The lists will enable us to be strategic in our work and better manage important major and planned gift relationships. Matt’s list currently has 100 individuals/couples with a target of approximately 150 -160 Kiwanians to evaluate, cultivate, solicit and steward. Ann’s portfolio will be approximately 100 individuals. Staff member Julie Taylor and Matt will work together to manage Ann’s travel plans surrounding important relationships. Each donor will eventually have a strategy plan for cultivation, solicitation and stewardship documented in Raiser’s Edge. Solicitation proposals are being documented in Raiser’s Edge.

Matt is expected to make 10-15 substantive personal visits per month, with additional performance benchmarks – number of solicitations and gifts closed – that will be reported to the board.

**Major and Planned Gift Mailings**
Two direct mail pieces have been sent to donors since the October meeting. A mailing to Kiwanians in early October promoted the charitable IRA rollover as an easy way to make a gift to the foundation. There were initial gifts of $3,000 gift and other gifts of $100-$500. The print piece was followed a month later by an email blast to the same Kiwanians. A mailing to promote charitable bequests as a means for donors to create their Kiwanis legacy was sent in early November. This mailing has resulted in ongoing discussions with donors about planned gifts.

**Raiser’s Edge Software**
The Kiwanis International Foundation went live with Raiser’s Edge on October 3rd, 2011. The foundation staff is very pleased with the increased capabilities of the new database. They continue to clean up some data caused by the conversion download. The staff is quickly learning the processes of entering donations, recording vital donor information and
maintaining the database. Additionally, the Service Leadership Program alumni group is using the same database which will increase the flow of information as a high school student becomes a college student and then becomes a Kiwanian. The next steps for this project will include a cell phone application so that donors can contribute directly from their cell phones. We are also working on new online donation forms for the Kiwanis International Foundation gifts as well as gifts for The Eliminate Project.

**Kiwanis International Foundation staffing for the Eliminate Project**

Additional foundation staff members have been added to the team to assist with the campaign. We are pleased to have joining us Elle Walls as Campaign Administrative Associate, and Steve Hinson as Campaign Area Director. They join Area Directors Neil Hudelson, Sarah Gindes, and Ruth Pollak.

Joining the CCS team is Abisola Adekoya. Abisola will serve as Lead, Major and Joint Gifts Director.

Eliminate program staff members Pat Patterson and Nicki Parsons have moved from KI to the Foundation as the work of the campaign was consolidated into one department under Ann Updegraff Spleth’s supervision.

The Board will be receiving a full report from The Eliminate Campaign office in addition to this report.

Respectfully submitted,

Peter J. Mancuso  
Kiwanis International Foundation  
President-Elect
CIRCLE K INTERNATIONAL BOARD COUNSELOR REPORT
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
JANUARY 2012

I continue to be awed by the leadership of the Circle K board. These individuals are without a
doubt, true leaders in our organization. They continue to plan out the year, add new programs,
communicate with the governors and the members with not only what they are doing, but
suggesting ideas for each sub-region, district or club to use that will make them function better.

This year, the main efforts of the CKI board are as follows:
• The board is continually reaching out to the schools and administrators that have had
  Circle K on campus and offering to help rebuild or make stronger the Circle K experience
  at each school.
• The board continues to use social media for communications, webinars, meetings, etc.
  Kiwanis should take lessons from them concerning this concept.
• The board is in process of completing a Long Range Circle K Strategic Plan covering a 5
  year period.
• The board is also planning a Large Scale Service Project prior to the CKI Convention and the

They are being more aggressive in the area of becoming more international with their Language
Specialist program. They are also making Kiwanis Family Relations Committee more important
in the strategic planning efforts.

Although you can see there is a great deal going on in the Circle K world – I am most proud and
impressed with the importance that the board has placed on the issue of CKI election procedures.
They were represented at our joint meeting in November by Vice President Melanie Walter and
Sub-region F Board Member Rob Acerra. I think everyone was very impressed with the
leadership, understanding of issue, and the willingness to change the CKI bylaws to assure fair
and effective election procedures. The CKI board has put this issue at the top of the list and will
report to our Programs Committee this week.

Again, I will close by saying it is an honor to be associated with this fine group of leaders and we
should do everything possible to make sure they remain part of the Kiwanis Family for life.

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.

Under the leadership of President Annie Lewandowski, the Key Club International Board continues to provide outstanding support and direction that continue to advance the mission and vision of Key Club International.

Since October 1, 2011, the start of the Kiwanis administrative year, 66 charters has been issued for new Key Clubs. As of January 4, 2012, there are 4,967 active charters and 175,831 members. This is comparable to the 2011 figures at this same time.

One member of the board, Trustee Josiah Zitterkob, was removed from his position and Mr. Cole Hickman was appointed as his replacement.

The Eliminate Project

The Key Club International Board presented several names of outstanding students to represent Key Club on the Service Leaders for Philanthropy (SLP) subcommittee. Raichelle Aniceto from the Utah-Idaho District and Erika Lim from the New York District were appointed to the subcommittee and have represented Key Club International admirably.

Through the Trick-or-Treat for UNICEF program, Key Club members raised more than US$188,000 for The Eliminate Project. More than US$354,000 total has been raised by SLP members.

Key Club International Board Meeting

The Key Club International Board is in attendance this weekend at the Kiwanis International Council meeting. I hope you will take the opportunity to meet our leaders of the future.

Serving with our Service Leaders,

Sue Petrisin

Sue Petrisin, Trustee, Counselor
Key Club International
The Key Leader Program is growing as an integral part of the Kiwanis SLP Programs. The program is available for high school students from the age of 14-18 and is designed to increase self-confidence and develop leadership skills. Camps have been held in 39 U.S. States, 4 Canadian provinces, Brazil, Cayman Islands, El Salvador, Malaysia and Singapore.

The Center for Evaluation & Education Policy has been retained to evaluate the Key Leader Program and has completed a preliminary report which was made available to the Key Leader Advisory Committee. The demographics and composition of the participants were evaluated. The breakdown is as follows:

- 34% of the students were males, 66% were females
- 60% were Key Club members
- Average age 15.4 and average grade in school 10.8
- #1 reason for participation was interest in Service Leadership.
- The Program was rated a 4.6 on a 5 point scale

A more detailed report is due during 2012.

The report gives an overall view of the program; however, when I attended a camp, the breakdown of Key Clubbers was much higher, out of 70 participants 67 were Key clubbers, which begs the question of how we are marketing the program. Some clubs are willing to sponsor Key Clubbers, but the need to expose students that are the “middle of the road” non Key Club member needs to be explored.

It is of interest that we have entered into partnership arrangements with entities that have similar interest in developing programs designed to develop leadership skills in young people. The U.S Army is developing methodologies that will add value to the concept of Key Leader by making available sites and personnel to assist in the delivery of the program. We are evaluating the best way of utilizing these resources. It should be noted that we are collaborating with the Peyback Foundation, the Greenleaf Center for Servant Leadership, and the Boys and Girls Clubs of America.

The cost of participation is an issue. It is the hope that methods can be found to reduce the costs.

The program is growing and we have discussed the regionalization of the program to Districts that have the ability to service the program without losing the content or integrity of the program. This may be necessary in order to continue to grow the program.

Respectfully submitted,
Oscar E. Knight, Counselor
Key Leader
Main topics of Kiwanis Youth movement in Europe (prepared by the Youth Committee KIEF)

1. Actual situation of SLP in Europe is not satisfying. KI membership, in the Americas, consists of 50% of “classic” clubs and 50% of members in SLP clubs. In Europe, the situation is 97% “classic” clubs and 3% members in SLP clubs.

2. Recognition of Kiwanis Junior members as members of KI. Current situation is that Committee Youth can suggest and make a proposal via the KIEF board to the KI Board.

3. KI-EF board has to decide to focus fully on Kiwanis Junior or on Key Club and Circle K.

4. Communication. If there is a lack of it, we can never become a stronger and developed organization. To avoid it, there is a new group created on Facebook.com under the name “Young People- We Are Kiwanis Future of Europe”. It is a place where all Kiwanians can meet and discuss hot topics.

5. Kiwanis European Youth Camp will take place in Poznan, Poland, July 2-8, 2012. Organizers need to find grants from non-Kiwanis funds to cover travel and housing costs of participants, support of the district where the camp will take place.

6. The Kiwanis European Meeting 2012 might take place at the same time as the Youth Camp; an event full of discussion, education, fun and sports for Kiwanis Junior and all SLP.

These topics were presented to KI-EF.

In the district The Netherlands, a proposal has been presented to the board and also accepted. In general, the Kiwanis Junior members will be YOUNG PROFESSIONALS and create some clubs. These clubs are smaller satellite clubs and connected.

A final proposal, including sponsoring by the Netherlands District and/or local clubs, will be presented to the Netherlands District board and later to the Youth Committee KI-EF and KI-EF board.

Respectfully submitted,
Sjoerd R.J. Timmermans
Service Leadership Programs-Europe Representative
REPORT OF THE REPRESENTATIVE TO
SERVICE LEADERSHIP PROGRAMS-ASIA-PACIFIC
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
JANUARY 2012

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*Key clubs in Kiwanis nations: 2 in Singapore, 2 in Sri Lanka
**K-Kids in Kiwanis nations: Indonesia

New clubs as of 12/21/2011
- Pardo National High, Philippines
- Taejon Christian High School, Korea

Opportunities
- Reaching out to SLP members on social media in different languages:
  - Social media is very strong in Asia. SLP students and Kiwanians are very active online. Kiwanis International should establish a set of strategies to reach out to these members online in Korean, Japanese, and Chinese so as to enhance Kiwanis and SLP representation in the Asian language media.
- Interests in SLP in Kiwanis nations on the rise: Sri Lanka, India, and Indonesia.
- Educating service leaders among students in Asia Pacific:
  - Potential for Circle K and Key Club districts: Malaysia, Philippine Luzon, Taiwan.
  - Bringing ASPAC student leaders on the CKI and KCI boards.
- Region-wide gathering of Circle K and Key Clubs:
  - ie. 2014 International convention in Macau.
**Areas of Need**

- Establish direct contact among CKI and KCI board members with the clubs in the region. This is a good way for the SLP members in the region to feel part of the K-family.

- More direct contact of KI SLP Staff with advisors, sponsoring Kiwanis clubs and student members in the region so that Staff could get first-hand information from the SLP stakeholders in the region.

- On-going guidance and training for Kiwanis advisors and sponsoring districts. So far, there is only one training at the regional level every year. There does not seem to be systematic, on-going communications between the SLP Staff and the SLP advisors or SLP sponsoring-districts throughout the year.

Respectfully submitted,

Wen-Pin Su

Service Leadership Programs-Asia-Pacific Representative
President Alan, honoured Board members and guests,

Once again, thank you for allowing me to attend your Board Meeting. This time it will take place in conjunction with KI Council in New Orleans, and due to my professional job and the number of days possible for me to be away, I will have to shorten my stay in New Orleans for a short period.

In my report for the October KI Board Meeting, I promised you that I would report to you the successes we have achieved in Europe the first three months of the year. I am very proud to tell you that we have organized six new clubs in Europe after October 1, 2011…one in the Austria, Italy-San Marino, The Netherlands, and Switzerland-Liechtenstein Districts, and also one in each of the Kiwanis Nations of Albania and Romania.

We have a distinct goal that we want to increase the growing rate of 3% for Europe this year and it is my firm belief that we shall make it. If we are to achieve this goal we have to have a well-trained group of officers and other leaders giving all their efforts in leading, and showing the way for our clubs, districts and nations. Our training programs are running as scheduled and as a first step, we arranged a Train-the-Trainees conference in November 2011 giving our trainers from the districts and nations the knowledge, directions, and goals for the year and also how to reach them. By the end of January 2012, we will have a conference for the DOT’s – District Officers Training, where we also invite the leadership of the Kiwanis Nations.

Another important activity we are working with is the membership retention program, or as we call it “Open the front door, and close the backdoor.” Strengthening our clubs and make it possible for them to regain charter strength is very important for us.

As a part of our leadership training efforts, we decided that KIEF will be represented with all four officers at the KI Council and we feel that together, with our nine governors, we can show that we are representing a united and strong Europe. Our leaders are here to learn about our organization at the top level and to bring back the important knowledge to our members.

Another reason we are so many, we want to see the beautiful city of New Orleans – The Big Easy, and afterwards go home to encourage our members to come to our KI Convention in June. We are also preparing for our own KIEF Convention to take place in Bergen, Norway, June 8-10, 2012.

Finally, I am pleased to report to you that the members of Europe have taken The Eliminate Project Campaign to heart and the donations and pledges from Europe is very high for the first quarter of the year.

Respectfully submitted,
Paul Inge Paulsen
KIEF President
REPORT OF THE KIWANIS ASIA-PACIFIC CHAIR
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES
JANUARY 2012

The first three months was good and I strongly believe it will motivate the Asia-Pacific regions to work even harder to achieve higher goals.

The nations played a more active role for the first quarter of the term. They Skype every month and enjoyed plenty of bonding and exchange of ideas - keep it up.

GROWTH: The Asia-Pacific districts have sponsored 11 new clubs while the nations will soon send us some good news of new clubs formed.

LEADERSHIP TRAINING: Indonesia joined the Malaysia District in its leadership training. Trainers were also sent to the nations to assist them when a request is made.

For the first time, Asia-Pacific will organize a Nations’ Growth Summit in March - a day before the Asia-Pacific Convention in Sri Lanka.

SLP: Singapore had organized a very successful Key Leader Camp. Malaysia, too, had just had their Key Leader camp in December.

MNT: During the Governor-elect training conference in November 2011, the governors-elect pledged that Kiwanis Asia-Pacific region will set a goal to immunize 100,000 mothers and children from MNT before the end of their term.

The latest update was …BRAVO !!! WE HAVE ALREADY ACHIEVED AND DOUBLED THIS GOAL …Congratulations! However, let us NOT just sit back and say its mission is accomplished, but work even harder to race against time and save as many lives as we can..

BYLAWS and REGULATIONS: The Bylaws Committee has been communicating and had compiled a few changes to our bylaws for the Board to consider and then tabled at the convention.

It being only the first three months where everyone is busy with attending installation ceremonies, I am happy that the committees have been enjoying and also working hard. We will review our performance once every three months to monitor the region’s progress.

Thank you!

Respectfully submitted,
Adeline Chan, Representative
Kiwanis Asia-Pacific

Kiwanis is a global organization of volunteers dedicated to changing the world one child and one community at a time.
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**KIWANIS INTERNATIONAL BOARD OF TRUSTEES**

October 12-16, 2011

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MINUTES OF THE

MEETING OF THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

October 12-16, 2011

The meeting of the Board of Trustees of Kiwanis International was held at the Kiwanis International Office in Indianapolis, Indiana, October 12-16, 2011. 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, 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; Paul Palazzolo, Chair, 100th Anniversary Task Force; Randolph DeLay, Chair, The Eliminate Project Campaign Committee; Steven Spriggs, President, Circle K International; and Brinson Mitchell, Key Club International Representative.
The Committee of the Whole was called to order on Friday, October 14, 2011 at 2:30 p.m. in Indianapolis, Indiana. The Kiwanis International Board meeting was called to order by President Alan Penn on Saturday, October 15, 2011, at 2:00 p.m. in Indianapolis, Indiana. The following reports were received:

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

**REPORT OF THE IMMEDIATE PAST PRESIDENT**
The Report of the Immediate Past President, Sylvester Neal, is attached as Tab 02.

**REPORT OF THE PRESIDENT-ELECT**
The Report of the President-Elect Thomas E. DeJulio, is attached as Tab 03.

**REPORT OF THE VICE PRESIDENT**
The Report of the Vice President, Gunter Gasser, is attached as Tab 04.

**REPORT OF THE EXECUTIVE DIRECTOR**
The Report of the Executive Director, Stan D. Soderstrom, is attached as Tab 05.

**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 SERVICE LEADERSHIP PROGRAMS-EUROPE**
The Report of the Board Counselor to Service Leadership Programs–Europe, Sjoerd R.J. Timmermans, is attached as Tab 09.
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 10.

REPORT OF THE KIWANIS INTERNATIONAL-EUROPEAN FEDERATION PRESIDENT
The Report of the Kiwanis International-European Federation President, Paul Inge Paulsen, is attached as Tab 11.

REPORT OF THE KIWANIS ASIA-PACIFIC CHAIR
The Report of the Kiwanis Asia-Pacific Chair, Adeline Chan Sui Lee, is attached as Tab 12.

APPROVAL OF JULY 6, 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 July 6, 2011 in Geneva, Switzerland, as shown in Tab 13.

KIWANIS INTERNATIONAL SUBSIDIARY (CANADA), INC.

APPROVAL OF OFFICERS AND TRUSTEES OF KIWANIS INTERNATIONAL SUBSIDIARY (CANADA), INC.
Upon motion duly made, supported, and carried it was:

RESOLVED, That the 2011-12 Officers and Trustees of Kiwanis International shall be the 2011-12 Officers and Trustees of Kiwanis International Subsidiary (Canada), Inc.

RESOLVED, That the 2011-12 auditors for Kiwanis International shall be the same auditors as those for Kiwanis International Subsidiary (Canada), Inc.

RESOLVED, That 2011-12 Kiwanis International Trustee John R. Button be appointed as Agent for Kiwanis International Subsidiary (Canada), Inc.
APPROVAL OF THE UPDATED LIST OF 2011-12 INTERNATIONAL COMMITTEE APPOINTMENTS

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

RESOLVED, That the Kiwanis International Board approves the updated list of 2011-12 International Committee appointments, as shown in Tab 14.

REPORT OF THE PAST INTERNATIONAL PRESIDENTS COMMITTEE

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

RESOLVED, That the Kiwanis International Board receives the July 6, 2011 report of the Past International Presidents Committee, as shown in Tab 15.

REPORT OF THE 100TH ANNIVERSARY CELEBRATION TASK FORCE

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

RESOLVED, That the Kiwanis International Board accepts the 100th Anniversary Celebration Task Force Report presented by Chairman Paul Palazzolo, as shown in Tab 16.

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 17.

REPORT OF THE EXECUTIVE COMMITTEE

The Report of the 2011-12 Executive Committee, Alan Penn, Chairman, was presented. (Tab 18)
**RESULTS FROM KIWANIS INTERNATIONAL OFFICERS LEADERSHIP RETREAT**

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

**RESOLVED,** That the Kiwanis International Board creates a Strategic Planning Task Force to be appointed by the Kiwanis International President, President-Elect and Vice President. Members of the task force should include representatives from Kiwanis International, Kiwanis International Foundation, Kiwanis International-European Federation, Kiwanis Asia-Pacific, Circle K International, Key Club International and Staff and will exist through the 2013-14 year.

**NEW TASK FORCES**

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

**RESOLVED,** That the Kiwanis International Board creates the 25th Anniversary of Women Task Force for the administrative year 2011-12 and appoints Jane Erickson as the chair.

**FURTHER RESOLVED,** That the Kiwanis International Board creates the Business Partnerships Task Force through the administrative year 2013-14, reporting to the Kiwanis International Board through the appropriate committee. The members of this task force will be asked to serve a three-year term.

**FURTHER RESOLVED,** That the Kiwanis International Board creates the Kiwanis Institute of Volunteerism Task Force through the administrative year 2013-14, reporting to the Kiwanis International Board through the appropriate committee. The members of this task force will be asked to serve a three-year term.

**SELECTION OF 2014 CONVENTION SITE**

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

**RESOLVED,** That the Kiwanis International Board selects Macau as the site of the 2014 Kiwanis International Convention.
Selection of 2015 Convention Site

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

RESOLVED, That the Kiwanis International Board selects Indianapolis as the site of the 2015 Kiwanis International Convention.

Background Check Plan

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

RESOLVED, That the Kiwanis International Board implements an optional criminal history background check process, using an outside vendor, for clubs and districts desiring to conduct checks for members.

Travel Procedures

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

RESOLVED, That the Kiwanis International Board revises Procedures 178 – Travel Management and 179 – Travel Reimbursement by Kiwanis International, as shown in Action Report-Exhibit A.

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 19)

Review of the Board Committee Responsibilities

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

RESOLVED, That the Kiwanis International Board approves the following revision to Procedure 102.4 – [Board Committee on] Education:
102.4 – [Board Committee on] Education

The Board Committee on Education works to establish Kiwanis as a premier provider of education programs in order to develop competent, knowledgeable and ethical leaders. This Committee will concentrate on the education, training and leadership development programs offered by Kiwanis International including all offerings of Kiwanis University. This Committee’s focus is on educational and leadership development and programs. The International Committee on Leadership Education in the Americas, Asia-Pacific, and Europe, along with the International Committee on Technology Integration, all report to the Board Committee on Education.

ASIA-PACIFIC GROWTH AND EDUCATION FUNDING REQUESTS

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

RESOLVED, That the Kiwanis International Board approves funding for US$5,500 to conduct an “Asia-Pacific Nations Growth Summit” in conjunction with the Asia-Pacific Convention in March 2012, as shown in Action Report-Exhibit A. An evaluation of this effort will be provided to the Board after the meeting.

FURTHER RESOLVED, That the Kiwanis International Board approves US$7,300 funding to invite Area Coordinators for 2011-12 and 2012-13 and Master Instructors for 2011-12 from Sri Lanka and Indonesia to attend the Asia-Pacific Education Conference in May 2012, as shown in Action Report-Exhibit A. An evaluation of this effort will be provided to the Board after the meeting.

FURTHER RESOLVED, That the Kiwanis International Board approves subsidizing the attendance of club presidents and certified instructors for five nondistricted nations in the Asia-Pacific Region at the Malaysia District Club Leadership Education conference in July 2012 for a maximum expense of US$10,700, as shown in Action Report-Exhibit A. An evaluation of this effort will be provided to the Board after the meeting.

LATIN AMERICA EDUCATION CONFERENCE REQUEST

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

RESOLVED, That the Kiwanis International Board approves the 2012 Latin America Education Conference in approximately March or April and the required funding to support this meeting in the amount of US$9,535. An evaluation of this effort will be provided to the Board after the meeting.
RELATIONSHIP BETWEEN FACE-TO-FACE AND ONLINE CLUB LEADERSHIP EDUCATION

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

RESOLVED, That the Kiwanis International Board recognizes the online Club Leadership Education program as an equivalent alternative to the classroom/face-to-face delivery method.

CLUB LEADERSHIP EDUCATION ATTENDANCE EXPECTATIONS

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

RESOLVED, That, effective immediately, the Kiwanis International Board requires that the Club Leadership Education program be successfully completed by incoming club presidents and secretaries before assuming office. Completion will be verified by each district.

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 20)

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 GRANTS

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

RESOLVED, That the Kiwanis International Board approves District Matching Grant requests from the districts of Korea, Taiwan and Australia. Grants for Taiwan and Australia are approved as submitted. The Grant Request from Korea titled “The 26th Club Officers Training” is approved as submitted.
FURTHER RESOLVED, That the Kiwanis International Board authorizes the Board Officers to approve the use of additional funds from the District Matching Grants budget, if they determine before the next Board meeting that additional resources would be beneficial to assist the districts of New Zealand-South Pacific and Australia in achieving their growth goals and retaining their current district status.

Kiwanis Membership Options for Service Leadership Programs Parents/Guardians

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

RESOLVED, That the Kiwanis International Board rescinds the following motion adopted at its meeting April 16, 2011:

RESOLVED, That the Kiwanis International Board agrees to pilot an at-large membership for Kiwanis parents/guardians group of Service Leadership Programs. The group would be affiliated through the Service Leadership Programs (SLP) club, rather than a Kiwanis club, and the SLP club will pay an annual fee of US$15 per sponsor US$5 to the district, US$10 to Kiwanis International.

Review of Districts-in-Formation

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

RESOLVED, That the Kiwanis International Board reinstates Korea as a District.

Alumni Association

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

RESOLVED, That the Kiwanis International Board recognizes members of the Key Club International and Circle K International Alumni Associations as Kiwanis family members.

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 21)
CONFlict OF Interest Guidelines FOR Districts

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

RESOLVED, That the Kiwanis International Board approves the recommended policy on conflict of interest, as shown in Consent Report-Exhibit A, for use by districts.

Financial Reporting Duties Among Officers

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

RESOLVED, That the Kiwanis International Board presents the following amendment to Article XII, Sections 4 and 5, and Article XXIII, Section 8, to the House of Delegates at the 2012 International Convention in New Orleans, Louisiana:

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.

CLARIFICATION REGARDING CHAIRMAN OF JOINT COMMITTEE OF KIWANIS INTERNATIONAL AND KIWANIS INTERNATIONAL FOUNDATION

RESOLVED, That the Kiwanis International Board adopts revisions to Policy C.5.g and Procedure 152.1 as shown below to provide greater clarity.

Policy C. General

6. Kiwanis International Foundation

g. Joint Board Committee: As a means of maintaining mutual understanding and cooperation between the boards of trustees of Kiwanis International and the Kiwanis International Foundation, a Joint Committee shall be established and maintained, consisting of the Kiwanis International President, Immediate Past President, President-Elect, and Vice President and the Kiwanis International Foundation President, Immediate Past President, President-Elect, and Treasurer. Except when acting as the Performance Review Committee for the Executive Director, the Kiwanis International President shall be Chairman, with the same voting privileges as other members. (6/10)

The Joint Committee shall annually perform the appraisal of the Executive Director in accordance with Kiwanis International Procedure. The Joint Committee may consider other matters of mutual interest to both organizations and is authorized to make recommendations to either or both boards. (6/10)

The Joint Committee shall meet at the call of the Kiwanis International President, but in no event, less than twice per administrative year. Ten (10) days advance notice shall be given for committee meetings. A majority of members shall constitute a quorum for the transaction of business, and a majority vote shall be necessary to approve actions. Except when meeting as the Performance Review Committee, meetings shall be chaired by the Kiwanis International President, who shall enjoy the same voting privileges as every other member of the committee. (6/10)
PROCEDURE 152 - PERFORMANCE APPRAISAL AND OVERSIGHT OF THE EXECUTIVE DIRECTOR

152.1 - Performance Review Committee
There shall be a Performance Review Committee composed of The Joint Committee of Kiwanis International and the Kiwanis International Foundation Boards of Trustees, as defined in Policy, shall act as the Performance Review Committee for the Executive Director, shall be chaired by with the Immediate Past International President of Kiwanis International acting as Chairman. (10/90) (6/10)

FEDERATION BYLAWS COMPLIANCE WITH KIWANIS INTERNATIONAL BYLAWS

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

RESOLVED, That the Kiwanis International Board requests that the European Federation Board review and respond to the Federation Bylaw amendments shown in Action Report-Exhibit A. The goal is for a mutually-agreed version of these amendments to be presented to delegates at the 2012 European Federation Convention.

VARIATIONS OF DISTRICT DUES WAIVERS

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

RESOLVED, That Kiwanis International Board requests any districts that do not charge a charter member fee to cease or not implement dues waivers for charter members of new clubs the next administrative year, while the International Board evaluates the long-term impact of dues discounts.

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 October 4, 2011, shown in Action Report-Exhibit B, and recommends that the proposed new Standard Form for Club Bylaws, new Club Policies, and “Concept Changes” be shared with the International Council meeting in January 2012 for discussion.
**Task Force on Conduct Unbecoming**

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

**Resolved**, That the Kiwanis International Board accepts the Report of Task Force on Conduct Unbecoming dated September 26, 2011, as shown in Action Report-Exhibit C, and generally agrees with its conclusions and identified issues. The Board requests the Task Force to pursue these issues and report to the Board no later than April 2012.

**District Bylaw Amendments**

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

**Resolved**, That the Kiwanis International Board declines approval of the amendment to Article XIV, Section 5, of the Ohio District bylaws waiving dues for charter members of a new club the next administrative year.

**Further Resolved**, That the Kiwanis International Board declines approval of the amendment to Article II, Section 1, of the Michigan District bylaws, revising their Objects, because they do not conform to the Objects for districts established by Kiwanis International.

**Further Resolved**, That the Kiwanis International Board declines approval of the amendment to Article XV, Section 4, of the Michigan District bylaws waiving dues for charter members of a new club the next administrative year. However, the Board approves deletion of the district charter member fee for new clubs, also formerly in Article XV, Section 4.

**Further Resolved**, That the Kiwanis International Board approves the amendment to Article V, Section 2, of the Texas-Oklahoma District bylaws, in concept, provided the wording is adjusted as shown below to clearly differentiate the Kiwanis International background check requirement from the district background check requirement:

**Section 2.** Each Officer shall be an active or senior member in good standing in a club of the district, and shall have and maintain a clear criminal history background check conducted and verified by the Texas-Oklahoma District. The Governor and Governor-elect also shall have and maintain a clear criminal history background check conducted and verified by Kiwanis International. Each Lieutenant Governor shall be an active or senior member in good standing in a club in the Division from which he/she is elected.
FURTHER RESOLVED, That Kiwanis International Board approves the amendment to Article IX, Section 1, of the Texas-Oklahoma District bylaws, provided the wording of the last sentence is adjusted as shown below to clearly differentiate the Kiwanis International background check requirement from the district background check requirement:

Each candidate for the offices of governor and governor-elect also shall have a clear 
criminal history background check conducted and verified by Kiwanis International as well as a background check conducted and verified by the Texas-Oklahoma District.

FURTHER RESOLVED, That the Kiwanis International Board declines approval of the amendment to Article VIII, new Section 16, of the Texas-Oklahoma District bylaws because authority over exhibitors at district conventions is the purview of the district board.

FURTHER RESOLVED, That the Kiwanis International Board approves the amendment to Article XIII, Section 1a, of the Texas-Oklahoma District bylaws, in concept, provided the wording is adjusted as shown below to conform to the Standard Form and eliminate accidental discrepancies:

Section 1. Each member club shall pay to the district for each of its members, with the exception of these members identified at subsection (b) or honorary members, the sum of $23.00 per annum as dues and $3.50 per annum as the subscription price of the district bulletin. The total amount shall be due annually on October 1, payable not later than sixty (60) days thereafter, and is to be based upon the annual membership report of the respective clubs to Kiwanis International as of September 30. The total amount shall include all district charges other than the new member add fee and registration fees for district conventions or conferences. Subscriptions fees will be used primarily to produce the district bulletin; however, any surplus bulletin funds will be used to assist the district, clubs, and divisions in website or technology development and the use of this technology and other media to spread the word about Kiwanis activities in their communities.

FURTHER RESOLVED, That the Kiwanis International Board approves the amendment to Article XIII, Section 2, of the Texas-Oklahoma District bylaws, in concept, provided the wording is adjusted as shown below to clarify operations:

Section 2. Each new club shall pay to the District a $20.00 enrollment fee for each charter member. A new club organized during the first quarter of the Kiwanis administrative year (October 1 – December 31) will pay full dues for its charter members the following administrative year. For new clubs organized during the last three quarters of the administrative year (January 1 – September 30), payment of charter member fees shall also be considered payment of dues for all charter members of the club for the following administrative year.
FURTHER RESOLVED, That the Kiwanis International Board approves the amendment to Article XIII, Section 3, of the Texas-Oklahoma District bylaws, in concept, provided the wording is adjusted as shown below to clarify the fee:

Section 3. A fee for each new member of no more than the amount of district dues (including bulletin subscription fee) shall be paid to the district on a graduated scale according to the following chart. [No changes to chart.]

FURTHER RESOLVED, That the Kiwanis International Board approves the amendment to Article XV, Section 1, of the Texas-Oklahoma District bylaws, in concept, provided the wording is adjusted as shown below to clarify the language:

Section 1. The Board of Trustees, in connection with the Governor and Secretary, shall see to the issuance of a District Newsletter, which will be available to all members on the district website, with printed copies available to members upon request to the District Office.

FURTHER RESOLVED, That the Kiwanis International Board declines approval of the amendment to Article IX, first paragraph through Section 9.22, of the Wisconsin-Upper Michigan District bylaws regarding the location of district conventions because such determination is the purview of the district board. The district board may instead adopt a policy stating the rotation process.

FURTHER RESOLVED, That the Kiwanis International Board approves the deletion of Article X, Section 6, and amendment to Article XI, Section 1, of the Pacific Northwest District bylaws; however, because it has accidentally deleted the following concept entirely, it must be added to Article VIII, Section 16, to complete the necessary adjustments and comply with the Standard Form:

The preference will be to call a council meeting to be held during the period provided for district conventions. Such council shall be comprised of the Board and other persons having the status of delegates-at-large to all district conventions.

**POTENTIAL KIWANIS INTERNATIONAL BYLAWS AMENDMENTS**

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

RESOLVED, That the Kiwanis International Board presents the International Bylaw amendments shown in Action Report-Exhibit D to the International Council meeting in January 2012 for possible adoption, and refers drafting of such amendments to the International Committee on Resolutions and Bylaws by no later than November 18, 2011.
FURTHER RESOLVED, That the Kiwanis International Board presents the International Bylaw amendments, also as shown in Action Report-Exhibit D, to the House of Delegates at the 2012 International Convention in New Orleans, Louisiana, and refers drafting of such amendments to the International Committee on Resolutions and Bylaws by no later than November 18, 2011, so they can be reviewed first by the International Council meeting in January 2012.

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. (Tab 22)

REVIEW OF CURRENT FINANCIAL SUMMARY AND YTD BUDGET VS. ACTUAL

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

RESOLVED, That the Kiwanis International Board receives and accepts the July 2011 Financial Summary, as shown in Consent Report-Exhibit A.

GENERAL LIABILITY INSURANCE RENEWAL

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

RESOLVED, That the Kiwanis International Board accepts the renewal option as proposed for general liability insurance for the US and Canadian clubs keeping the annual cost the same at $12.00 per member to maintain the insurance reserve fund.

INTERNATIONAL COUNCIL REGISTRATION FEE

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

RESOLVED, That the Kiwanis International Board authorizes a registration fee of US$175 to members of Council, invited Kiwanis guests and all spouses. The registration fee will help defray the cost of meals for all registered participants and the cost of any background checks required to attend this meeting. The registration fee will not be charged to the Circle K International Board, Key Club International Board, Staff and a limited number of invited guests.
INTERNATIONAL CONVENTION BUDGET AND REGISTRATION FEES

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

RESOLVED, That the Kiwanis International Board approves the registration fees for the 2012 Kiwanis International Convention to be US$195 for early registration, US$250 for regular registration, US$300 for late and on-site registration, and US$100 for Host Committee registration, providing estimated total registration income of US$1,194,000 to produce a balanced budget.

2010-11 AUDIT REPORT REVIEW AND APPROVAL

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

RESOLVED, That the Kiwanis International Board authorizes the Board Committee on Audit and Finance to consider and approve the Audit Report for fiscal year 2010-11 for receipt by the Board at its January 2012 meeting.

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 23)

KIWANIS BRAND

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

RESOLVED, That the Kiwanis International Board, through the Board Committee on Communications and Marketing, continues to work with Portland, a branding consultant, to develop a clear, well articulated brand identity and strategy that would complement the Kiwanis strategic plan.

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 24)

KIF GRANT APPLICATION – AKTION CLUB TRAINING AND LEADERSHIP CONFERENCE

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

RESOLVED, That the Kiwanis International Board endorses the submission of the Aktion Club grant application to the Kiwanis International Foundation, as shown in Consent Report-Exhibit A.

KIF GRANT APPLICATION – CIRCLE K LEADERSHIP ACADEMY

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

RESOLVED, That the Kiwanis International Board endorses the submission of the Circle K International grant application to the Kiwanis International Foundation, as shown in Consent Report-Exhibit B.

KIF GRANT APPLICATION – KEY LEADER

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

RESOLVED, That the Kiwanis International Board endorses the submission of the Key Leader grant application to the Kiwanis International Foundation, as shown in Consent Report-Exhibit C.

APPROVAL OF AMENDMENTS TO THE CIRCLE K INTERNATIONAL BYLAWS

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

RESOLVED, That the Kiwanis International Board approves the amendments to the Circle K International Bylaws passed by the CKI House of Delegates at the 2011 Circle K International Convention, as shown in Consent Report-Exhibit D.
**REVISIONS TO CIRCLE K INTERNATIONAL BYLAWS**

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

**RESOLVED,** That the Kiwanis International Board requests that the CKI Board and Staff review and revise the Circle K International bylaws for housekeeping and accuracy, with assistance from professional sources as needed.

**APPROVAL OF AMENDMENTS TO THE KEY CLUB INTERNATIONAL BYLAWS**

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

**RESOLVED,** That the Kiwanis International Board approves amendment #2 to the Key Club International Bylaws passed by the Key Club House of Delegates at the 2011 Key Club International Convention, as shown in Consent Report-Exhibit E, and does not approve amendments #1, #3, and #4, also shown in Exhibit E.

**CKI BOARD VACANCY / NO CONFIDENCE POLICY**

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

**RESOLVED,** That the Kiwanis International Board instructs the CKI Board to leave the Subregion A Representative position open until the 2012 Circle K International Convention when delegates will elect the 2012-13 Board of Representatives. The CKI Vice-President should continue to serve as the CKI Board representative to Subregion A districts.

FURTHER RESOLVED, That the Kiwanis International Board requests that the Executive Committee of the CKI Board work in conjunction with Staff and selected Kiwanis International Board members to address the issue of “no confidence” in CKI elections, as well as how to ensure quality candidates run for each CKI Board position. The group shall submit a report with its findings at the next Kiwanis International Board Meeting. It is suggested that Robert’s Rules of Order and recommendations from parliamentary experts be used to guide the discussions.

**ANTI-BULLYING INITIATIVE**

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

**RESOLVED,** That the Kiwanis International Board requests that Service Leadership Programs Staff develop a consistent anti-bullying message for the Kiwanis family
ensuring that host schools and sites are aware of Kiwanis’s commitment towards the issue. In addition, Staff should develop resources to help K-Kids, Builders Clubs, Key Leader, and Key Clubs initiate anti-bullying campaigns in their host schools.

**KIWANIS JUNIOR**

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

**RESOLVED, That the Kiwanis International Board requests the European Federation to research how to transition Kiwanis Junior members to Kiwanis club membership and to report back to the International Board, via the Programs Committee, at its April 2012 meeting.**

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

**APPROVAL OF CHIEF FINANCIAL OFFICER (CFO) POSITION**

**RESOLVED, That the Kiwanis International Board directs the Executive Director to establish the Staff position of Chief Financial Officer (CFO) reporting to the Executive Director who will initiate the appropriate search process as soon as possible. Input on qualifications, salary range, and job description will be secured from the joint committee of officers of the Kiwanis International and Kiwanis International Foundation Executive Officers and given to the Executive Director for consideration. The process is to be completed by the January 2012 Kiwanis International Board meeting.**

**NEXT BOARD MEETING – JANUARY 11-16, 2012**

The next meeting of the Board of Trustees will be January 11-16, 2012 in New Orleans, Louisiana.

The meeting adjourned sine die on Saturday, October 16, 2012, at 4:30 p.m.
To: Executive Committee of The Eliminate Project’s fundraising campaign  
Kiwanis International Board of Trustees  
Kiwanis International Foundation Board of Trustees  
Executive staff of Kiwanis International and Kiwanis International Foundation

From: The Eliminate Project Campaign Chairman

CC: Robert Kissane  
Bernadette Lane  
Daniel Nisbet  
Tifany Lake and staff

Date: January 1, 2012

Re: CAMPAIGN PROGRESS REPORT #11

The eleventh 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 approaching month.

Within the last month, The Eliminate Project’s fundraising campaign primary goal was to expand the base of leadership by recruiting division coordinators. The secondary goal was to continue to generate activity on various platforms throughout the holidays. The campaign continues to progress with a consistent increase in funds raised and volunteers recruited.

RECENT ACCOMPLISHMENTS

• Raised US$657,807 since the last report, bringing the current total raised to US$8,008,821 for The Eliminate Project
• Recruited 54% of division coordinators which totals 462 new campaign volunteer leaders who have joined The Eliminate Project campaign team. This brings the total amount of volunteer leaders to more than 700 Kiwanis members who have committed to four years of volunteerism to eliminate maternal and neonatal tetanus.
• Provided 12 individual orientations for the remaining multi-division coordinators who were unable to attend the previously scheduled orientations.
• Secured 6 new Model Clubs within the last month for a total of 58 Model Clubs providing US$110,806 in new funds from Model Club pledges. The total committed by all Model Clubs is more than US$1.5 million.
• In total, the campaign has secured US$1,231,000 in total documented funds raised by Lead and Major Gifts and US$200,000 in verbal commitments.
• The International Women’s Committee has collaborated to establish a plan for the Mother’s Day/International Woman’s Day initiative for The Eliminate Project which consists of a special, limited edition Mother’s Day/International Woman’s Day Walter Zeller broach/pendant and an electronic postcard to invite Kiwanis members to give in honor of a special mother.
STATISTICAL SNAPSHOT
As of January 4, 2012

<table>
<thead>
<tr>
<th>Funds Raised</th>
<th>Total</th>
<th>Increase Since November 20</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>$8,008,821</td>
<td>$657,807</td>
<td>4,755</td>
<td>$1,684</td>
<td>7.3%</td>
</tr>
<tr>
<td>KI Documented</td>
<td>$6,788,987</td>
<td>$718,251</td>
<td>4,684</td>
<td>$1,449</td>
<td>6.2%</td>
</tr>
<tr>
<td>KI Verbal</td>
<td>$219,834</td>
<td>N/A</td>
<td>71</td>
<td>$3,096</td>
<td>0.2%</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>$3,828,855</td>
<td>$311,177</td>
<td>4,684</td>
<td>$817</td>
<td>3.5%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Club Progress</th>
<th>Total</th>
<th>Increase Since November 20</th>
<th># Commitments (Documented and Verbal)</th>
<th>Avg. Gift Amount</th>
<th>New Commitments since November 20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model Clubs</td>
<td>$1,577,020</td>
<td>$110,806</td>
<td>58</td>
<td>$27,190</td>
<td>6</td>
</tr>
<tr>
<td>100K Clubs</td>
<td>$800,000</td>
<td>$100,000</td>
<td>8</td>
<td>$100,000</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Individual Progress</th>
<th>Total</th>
<th>Increase Since November 20</th>
<th># Commitments (Documented and Verbal)</th>
<th>Avg. Gift Amount</th>
<th>New Commitments since November 20</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>$681,000</td>
<td>$28,000</td>
<td>25</td>
<td>$27,240</td>
<td>1</td>
</tr>
<tr>
<td>Zeller Fellows ($1,250+)*</td>
<td>$2,265,044</td>
<td>$23,021</td>
<td>1217</td>
<td>$1,861</td>
<td>18</td>
</tr>
</tbody>
</table>

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

Overview

The Eliminate Project now has more than 700 campaign volunteer leaders worldwide. Since the December 15 recruitment deadline has passed, campaign leaders and staff have made division coordinator recruitment a top priority. January 31 serves as the next deadline to recruit and orient division coordinators. Europe’s deadline was adjusted to February 28, to compensate for the late date of the multi-division coordinator orientation compared to the rest of the team.

International committee members

- Vice chairmen
  - Provided orientation to Filip Delanote as the new vice chairman for Europe
  - Continued efforts to identify a vice chairman for Asia Pacific
    - Campaign team members spoke with five ASPAC leaders to generate a list of suggested candidates
- Region coordinators
  - Provided orientation to Peter Lux, the new region coordinator for Europe 2

District coordinators

- Provided orientation to Ray Richardson, the new district coordinator for West Virginia
- Identified a new district coordinator for Germany, who will replace Peter Lux

Multi-division coordinators

- Recruitment
  - Ninety-seven percent (97%) of multi-division coordinators have been identified and recruited. District coordinators are working to identify the final five outstanding multi-division coordinator positions
- Orientations
  - Campaign Area Directors provided a total of five personal makeup orientation sessions via conference call for nine multi-division coordinators who were unable to attend the in-person orientation sessions

Division coordinators

- Recruitment
  - Fifty-four percent (54%) of the 911 Division Coordinators have been recruited as of January 4, 2012 – see the division coordinator recruitment snapshot below
  - Nearly 400 division coordinators were recruited between December 1 and January 4 – an enormous accomplishment!
- Orientations
  - Multi-Division Coordinators have provided orientation or scheduled a future orientation for more than 145 (31%) of the Division Coordinators recruited as of January 4
DIVISION COORDINATOR RECRUITMENT SNAPSHOT BY REGION

<table>
<thead>
<tr>
<th>Region</th>
<th>Total division coordinators needed</th>
<th>Total division coordinators recruited as of 1/4/12</th>
<th>Percentage of recruitment goal attained by 1/4/12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asia Pacific 1</td>
<td>16</td>
<td>16</td>
<td>100%</td>
</tr>
<tr>
<td>Asia Pacific 2</td>
<td>37</td>
<td>17</td>
<td>46%</td>
</tr>
<tr>
<td>Asia Pacific 3</td>
<td>24</td>
<td>15</td>
<td>63%</td>
</tr>
<tr>
<td>Europe 1</td>
<td>51</td>
<td>32</td>
<td>63%</td>
</tr>
<tr>
<td>Europe 2</td>
<td>49</td>
<td>3</td>
<td>6%</td>
</tr>
<tr>
<td>Europe 3</td>
<td>54</td>
<td>24</td>
<td>44%</td>
</tr>
<tr>
<td>Latin America</td>
<td>10</td>
<td>10</td>
<td>100%</td>
</tr>
<tr>
<td>USA 1</td>
<td>165</td>
<td>46</td>
<td>28%</td>
</tr>
<tr>
<td>USA 2</td>
<td>149</td>
<td>82</td>
<td>55%</td>
</tr>
<tr>
<td>USA 3</td>
<td>162</td>
<td>107</td>
<td>66%</td>
</tr>
<tr>
<td>USA 4</td>
<td>156</td>
<td>103</td>
<td>66%</td>
</tr>
<tr>
<td>Canada &amp; Caribbean</td>
<td>35</td>
<td>27</td>
<td>77%</td>
</tr>
<tr>
<td><strong>Total Progress</strong></td>
<td><strong>911</strong></td>
<td><strong>464</strong></td>
<td><strong>54%</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>$1,231,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Documented)</td>
<td>23</td>
</tr>
<tr>
<td>$ Total L/M Gifts Committed (Verbal)</td>
<td>$200,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Verbal)</td>
<td>8</td>
</tr>
<tr>
<td>$ Total L/M Gifts Committed (Documented and Verbal)</td>
<td>$1,431,000</td>
</tr>
<tr>
<td># L/M Gifts Committed (Documented and Verbal)</td>
<td>31</td>
</tr>
<tr>
<td>$ Pending in Gift Decisions</td>
<td>$1,285,000</td>
</tr>
<tr>
<td># Pending Gift Decisions</td>
<td>8</td>
</tr>
<tr>
<td>$ Represented in Requests Scheduled</td>
<td>$1,800,000</td>
</tr>
<tr>
<td># L/M Gift Requests Scheduled</td>
<td>3</td>
</tr>
</tbody>
</table>
Lead and Major Gifts Committee

- The Lead and Major Gifts Committee is progressing well with activity increasing every month. This month the committee completed the following:
  - 1 gift request
  - 10 cultivation activities
  - 3 gift requests scheduled and 12 requests ready to be scheduled in January
  - 29 new potential donors identified

- In December, the Lead and Major Gifts Committee instituted a new tracking system to enhance communication and accountability among members.
- The Lead and Major Gifts Committee approved of a draft cultivation brochure designed specifically for use with donor prospects, corporations and foundations. The Brochure will be ready for use by the second week in January.

Council

- Campaign volunteer leaders will be attending council in New Orleans and meet with a total of 30 potential donors and “connectors.”
  - The objective of each meeting will be to:
    1. Identify potential prospects
    2. Cultivate prospects
    3. Make gift requests
    4. Follow-up on pending gifts
- There will also be an opportunity for one Lead and Major Gifts Committee member, Linda Christiano, to share her experience as a participant in the Sierra Leone field visit while at Council.

BUDGET AND FUNDING FLOWS

As of November 30, 2011

<table>
<thead>
<tr>
<th></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>$ 928,339.94</td>
<td>$ 722,197.67</td>
<td>$ (206,142.27)</td>
<td>$ 928,339.94</td>
</tr>
<tr>
<td>Nov. 30, 2011</td>
<td>$ 262,309.00</td>
<td>$ 247,983.00</td>
<td>$ (14,326.00)</td>
<td>$ 1,573,857.00</td>
</tr>
<tr>
<td>Total campaign expenses to date</td>
<td>$ 1,190,648.94</td>
<td>$ 970,180.67</td>
<td>$ (220,468.27)</td>
<td>$ 2,502,196.94</td>
</tr>
</tbody>
</table>

- Currently, the campaign is under budget in the amount of US$220,468.27
- UNICEF National Committee Agreements- Funding flow opportunities included two meetings with the UNICEF Country Office in Malaysia and a follow up meeting with the Belgium UNICEF National Committee. These resulted in establishing a foundation for a strategic alliance in Malaysia and furthered agreements in Belgium. Additionally, the campaign has scheduled meetings with Australia UNICEF National Committee and New Zealand UNICEF National Committee.
*The Eliminate Project fundraising operational budget is the total budget, not including CCS fees.

SERVICE LEADERS IN PHILANTHROPY (SLP) UPDATE

- The current SLP total giving is $375,540 (1/4/2012). Of these funds many are coming in from Trick-or-Treat activities.
- SLP Subcommittee meetings are ongoing on a biweekly basis with the following task forces: Recognition, Education/Outreach, Communication/Social Media, Fundraising/Service Projects
- The first Eliminews has been created which is a monthly newsletter specific to The Eliminate Project SLP campaign activity to be distributed by Sue Petrisin. This communication tool will be presented during the international council meeting, the Key Club board meeting in New Orleans, and the SLKP conference in Indianapolis. It features the introduction of the SLP Subcommittee, and events from different SLP programs.
- The Eliminate Project will be featured prominently during the SLKP conference from January 19th – January 22nd in Indianapolis with approximately 250 attendees consisting of administrators and the governors-elect.
  - Individual SLP program presentations for all five programs featuring social media, fundraising service projects, and SLP Subcommittee members – K-Kids, Builders Club, Key Club, Circle K, Aktion Club
  - Dinner presentation on Friday, January 20th
  - Service project “New Mother Kits” for The Eliminate Project on Sunday, January 22nd
- The committee members are contributing to the Mother’s Day/International Woman’s Day planning initiative for The Eliminate Project. Details will be discussed during the next SLP Subcommittee meetings.

COMMUNICATIONS UPDATE

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

- Continued preparations for the club coordinator guide and club coordinator video
- Produced and mailed the remaining 42 division coordinator orientation kits to multi-division coordinators in Europe and Asia Pacific
- Communicated campaign messages and updates through existing channels:
  - Weekly update newsletter to region coordinators
  - Campaign Chairman Update in Dateline
  - The Eliminate Project monthly newsletter
  - KI Update, sent monthly
  - The Eliminate Project advertorial page
  - Conference calls
- Continued development of Mother’s Day/International Women’s Day 2012
  - Consulted with the Women’s Committee, Recognition Sub-Committee to determine the appropriate gift levels and recognition opportunities
  - Worked with vendors and internal teams to identify the design and messages
• Worked with the corporate relations and communications staff at the U.S. Fund for UNICEF to agree upon standards and procedures for outreach to third party entities, including corporations, for the overall campaign guidelines
• Updated The Eliminate Project website
  o Finalized the design and text for the updated online giving pages
  o Posted multi-division coordinator materials on the Campaign Resource Center in all eight languages
  o Posted five donor profiles in eight languages on the “Recognition” page
• Identified and planned new components for The Eliminate Project website
  o In partnership with the IT team, provide guidance for the online “Progress” page, scheduled to launch in February 2012
  o Began website design preparations for the Worldwide Report Day web pages, slated to launch in April 2012

IMMEDIATE NEXT STEPS

• Support multi-division coordinators as they work to secure 100% recruitment of division coordinators to remain on track to meet the January 31 division coordinator orientation deadline
• Prepare the club coordinator training materials for distribution
• Send Campaign Area Directors into the field to begin working in tandem with volunteer leadership
• Prepare for mid-year conferences and attend key conferences as appropriate
• Pursue Trick-or-Treat for UNICEF among participating clubs to ensure funds are properly collected
• Launch the special task forces for the SLP Subcommittee
• Advance plans for council including a robust Lead and Major Gift initiative, a luncheon and a dinner to educate and inspire support for The Eliminate Project
• Continue to prepare for International Convention 2012
• Recruit and orient the vice chair-Asia Pacific
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

EXECUTIVE COMMITTEE

Wednesday, January 11, 2012
New Orleans, Louisiana USA
1:00 - 5:00pm
Aster Crowne Plaza Hotel

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
___ Christina Hale, Staff Liaison
___ Erin Bakemeyer, Staff Liaison
___ Oscar Knight, Guest
___ Peter Mancuso, KI Foundation Representative, Invited
___ Barry Glazer, Parliamentarian, Invited
___ Rick Arnold, Financial Advisor, Invited
___ Joe Pratt, Convention Host Committee Chair, Invited

1. Consent Report
   a. Strategic Planning Task Force – recommendation of members.

2. Action Report

3. Information Report
   a. Club and District Priorities- Update on work proposed at October 2011 Board meeting
   b. Background Checks Update Report – Update on staff work developing a plan for offering background checks
   c. Selection of Future Convention Sites – Discussion of Conference Direct recommendation to extend convention site selection work farther into the future
   d. Sponsorships and Partnerships (Board Subcommittee on Partnerships)
   e. Proposed Bylaws Amendments – Review of proposed bylaws amendments
   f. Review of the Kiwanis International and KI-EF agreement – Annual review of the KI/KI-EF agreement
   g. Creation of Chief Financial Officer Position - Update on position description and hiring of a CFO for Kiwanis International and the Kiwanis International Foundation
   h. Review of Budget Process
   i. Quarterly Review of Executive Director
   j. Past International Trustees Committee

4. Future Business
   a. Background check quarterly report
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

REPORT OF THE
EXECUTIVE COMMITTEE

Consent Report

a. Strategic Planning Task Force

President Penn informed the Committee that nominations to a Strategic Planning Task Force will be submitted to the Board for approval. He also announced he will recommend the following members of the task force: Stan Soderstrom (Facilitator), Chair to be determined, Gunter Gasser, Lance Incitti, Marie Jean Boutroy, Tadao Oda, Bill Lieber, Don Murray, a Key club and Circle K representatives to be selected working with the respective, and a District Secretary position to be added. The Task Force should have its work completed by October 2014.

Before proceeding, the Committee requests to have copies of the existing strategic plans expected to be merged into one: Kiwanis International, K.I. Foundation, Key Club International, CKI, the European Federation, and Kiwanis Asia-Pacific. The Committee also needs to consider what funds or other resources will be needed for this task force to effectively do its work, including whether or not it should involve the use of an outside facilitator. The Committee requests Staff to gather and provide the various strategic plans and defers the matter for further consideration at the April 2012 Board meeting. The goal is to have one comprehensive long-term strategic plan that will work for all members of the Kiwanis family for the next several years, without the need for significant adjustments.

Action Report

None.

Information Report

a. Club and District Priorities

The Committee discussed the Executive Director’s report entitled Prioritization on Growth: Focus on Clubs and Districts presented to the Board at its October 2011 meeting. A joint staff/committee chair workshop was held in the Kiwanis International office on November 11, 2011. Board Committee Chairs John Button (Membership) and Stewart Ross (Education) attended as representatives from the Board. A report of the outcomes will be presented to the Board through the Membership and Education Committees.
b. Background Checks Update Report

Kiwanis International and Safe Hiring Solutions (SHS) have entered into an agreement for the purposes of providing optional background checks, initially to the clubs and districts in North America. SHS has been working on the Kiwanis page for their website to facilitate the entry of background check and payment information. Kiwanis staff responsible for risk management will have access to the completed background checks but will not have access to the member’s full social security or governmental ID numbers.

Staff is in the process of developing marketing/communication materials and best practice guidelines for the North American clubs. Roll out is estimated to occur in the next 4-6 weeks.

c. Selection of Future Convention Sites

Conference Direct, the convention and conference site selection and contract negotiation vendor for Kiwanis International, recommends that Kiwanis select convention sites five to seven years in the future, rather than the three to five years as has been current practice. A written recommendation was provided to the Committee from Conference Direct.

Staff will move forward with initiating searches for the two years (2016 & 2017).

d. Sponsorships and Partnerships (Board Subcommittee on Partnerships)

Subcommittee Chair, Sylvester Neal gave a brief report and deferred further committee work until after the Sunday Board meeting.

e. Proposed Bylaws Amendments

Committee will await actions until after results of Council.

f. Review of the Kiwanis International and KI-EF Agreement

The Committee reviewed the agreement and will continue discussion after the KIEF Board meeting in February 2012.

g. Chief Financial Officer Position

The Executive Director presented an update on the hiring of a CFO. Kiwanis International and Kiwanis International Foundation Boards will discuss the financial implications at their joint meeting on January 13, 2012.
h. Quarterly Review of Executive Director

The Review Committee will meet on January 13, 2012 to conduct the review.

i. Past International Trustee Committee

Following receipt of report from Past Trustee Committee Chair, Bascom Allen, the Executive Committee agreed to refer the recommendations to the Board Committee on Governance.

Future Business (for April 2012)

b. Background check quarterly report
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON EDUCATION

January 12, 2012  New Orleans, Louisiana, USA
8:00 a.m. – 12:00 p.m.  Astor Crowne Plaza Hotel

Committee Members

Stewart Ross, Chairman
Pietro Grasso
Stephen T. Hill
Sylvester Neal
Susan A. “Sue” Petrisin
Lee Kuan Yong
Michelle Morrison, Staff Liaison
Marcela Llinás, Staff Liaison

1. Call to Order

2. Consent Report

   a. Implementation Strategy for Required Club Leadership Education – acceptance and endorsement of the request to pursue an “RFP” for online education improvements and the new direction of Club Leadership Education
   b. Task force: Kiwanis Institute on Volunteerism – request for a board committee liaison to be appointed to the committee

3. Action Report

   None

4. Information Report

   a. Five Habits of a Successful Club
   b. Webinars
   c. Kiwanis Asia-Pacific Nations Growth Summit
   d. Asia-Pacific Education Conference
   e. Latin America Education Conference
   f. Club Leadership Education Attendance
   g. International Committee on Leadership Education: Americas
h. International Committee on Leadership Education: Asia-Pacific
i. International Committee on Leadership Education: Europe
j. International Committee on Technology Integration

5. Future Business

a. Comprehensive district education plan
b. District education committees progress
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

REPORT OF THE BOARD COMMITTEE ON
EDUCATION

Consent Report

a. Implementation Strategy for Required Club Leadership Education

At the October 2011 board meeting, the board approved the requirement for the club president and secretary to complete Club Leadership Education in advance of the beginning of their year of service through either the online format or a classroom format.

A joint group including members of the International Committee for Leadership Education: Americas and the board committee met in early December to develop an implementation strategy and to review the current Club Leadership Education curriculum. This group submitted a proposed implementation plan (attached as Consent Report - Exhibit A). This same document was sent to the International Committee for Leadership Education: Americas for review in advance of presenting it to the board committee. No adverse comments were received.

Key components of the proposed plan include:
- Separate club president and secretary education
- Focused Club Leadership Education curriculum on the club president
- Consideration of online education revisions (“Request for Proposal” to estimate costs for the board to consider at a future meeting)

An important note is that a comprehensive communication plan should be established to help clubs understand what is expected of their officers. This communication plan is currently being drafted and will incorporate all appropriate channels including club communications.

While the global transition to the new curriculum for 2012-13 administrative year for the 2013-14 club officers will take time to adjust, the committee strongly believes that it is our responsibility to provide the best materials and curriculum possible for our districts. It is the hope of the committee that with a sufficient amount of time for preparation that the districts in North America and around the world will embrace the new curriculum in a timely manner.

Recommendation #1: 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.

(ADOPTED)

Strategic Intent: Develop separate education for club presidents and secretaries that meet their specific needs.

Financial and Human Resource Impact: Curriculum development will have significant human impact. No financial impact above budgeted funds at this time.

b. Task force: Kiwanis Institute on Volunteerism

The Task Force for the Kiwanis Institute on Volunteerism is finalizing the appointments of committee members. Once this process is complete, the committee will begin their work.

The Committee sees value in having a board committee member serve as a liaison between the task force and the board committee. As this task force is a three year effort, the board committee member appointment may need to change should the board member no longer be on the education committee.

Recommendation #2: 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.

(ADOPTED)

Recommendation #3: That the Kiwanis International Board recommends the name of the group be changed to the Task Force on the Kiwanis Institute.

(ADOPTED)

Strategic Intent: Ensure awareness and communication of task force work to the Committee.

Financial and Human Resource Impact: minimal.
AGENDA WITH COMMENTS
BOARD COMMITTEE ON EDUCATION

Action Report

None

Information Report

a. Five Habits of a Successful Club

While the committee agrees in principle with the five habits of a successful club, they see an opportunity to better define the criteria associated with the five habits to measure success in these areas.

The five habits of a successful club have been defined as:

... Makes an impact in its own community with service projects – good, worthwhile service projects that meet the community needs is why Kiwanis clubs exist.
... Is the source of fun and fellowship – the relationships formed within a club are the glue that holds the club together.
... Has notoriety around its existence and good works – the club needs to proclaim its presence.
... Develops its leaders – by developing a line of succession and making sure its leaders attend Kiwanis education events, conferences and conventions.
... Sponsors Service Leadership Program clubs and fulfills its responsibilities of sponsorship.

b. Webinars

Over the past three years, Kiwanis has been providing member and positional leader education through routine one-hour webinar offerings. Initially, webinars were provided at two different times a week to accommodate both east coast and west coast members in North America. Due to participation levels, this was reduced to one time per week and has continued to be offered on Tuesday nights at 8 pm EST. Weekly webinars are offered in English while monthly webinars are offered in Spanish.

Over the year as Kiwanis was preparing for a convention in Geneva, webinars were also offered at convenient times for members in Europe in both German and French. These sessions were the first to be offered intentionally for members in Europe and had minimal attendance. Upon further consideration, it is believed that the strong education structure currently in place within KI-EF and the districts can best provide education resources that
are appropriate in topic and language. At this time, there is no plan to extend webinar offerings to members in Europe.

In Asia-Pacific, many members speak English and would benefit from the education programs offered through webinars. Marketing has primarily occurred in North America, but it may be time to begin marketing both the live webinars and the archived resources in Asia-Pacific. It is already common for English-speaking members in Asia-Pacific to join the weekly webinars, but additional marketing would be helpful.

In addition, all webinars are archived for approximately one year and may be viewed at any time from the KiwanisOne.org/webinar website. Popular topics are repeated to ensure current information and to refresh the recording.

As another way to use the webinar technology, the blended learning curriculum for lieutenant governors includes continuing education in the form of webinars.

Webinars are scheduled quarterly. The Committee is encouraged to visit www.KiwanisOne.org/webinars to experience the registration process and to also participate in a webinar either live or through the archives.

The Committee encourages the Board to experience a webinar either as a participant or as a facilitator to understand the process and value.

c. Kiwanis Asia-Pacific Nations Growth Summit

As of October 28, 2011, five nations had expressed their intent to attend the ASPAC Nations Growth Summit to be held in Sri Lanka on March 14, 2012. The goal is to have 50 attendees. As of this date, 24 attendees were confirmed with an additional five VIP attendees expected.

A draft agenda has been submitted and is attached as Information Report - Exhibit A.

No funds have been expended at this time as the expense will occur with the event in March.

d. Asia-Pacific Education Conference

Staff has begun the process of evaluating locations for the Asia-Pacific Education Conference. Among the locations being considered are Seoul, Korea; Taipei, Taiwan; and Singapore, Singapore; and Norita, Japan. Due to potential scheduling conflicts within Taiwan, it is likely that this location will not be chosen as the implications of changing the date are potentially significant. Therefore, additional cities were added to the list of considerations to provide a second available city for bidding and budget purposes.
The conference is returning to its original purpose which was to bring support for growth and education to the regional incoming leaders. The agenda is being finalized in the coming weeks and will be shared with the Committee at the April Board meeting.

e. **Latin America Education Conference**

Planning for the Latin America Education Conference is well underway. The original proposal was for a single education conference. Since that was approved, it has been determined that an event should occur in Ecuador DIF and a different event should occur within the Andean and Central America District. The Ecuador DIF event is scheduled for the end of January and will include their board which is comprised of representatives from every club.

The event for the Andean and Central America District has not yet been scheduled but will take place sometime between March and their district convention.

Because the meeting has been split into two different meetings – one in Ecuador and one in the Andean and Central America District, the benefits of a joint meeting and sharing fixed expenses are lost.

f. **Club Leadership Education Attendance**

At the October 2011 meeting, the Committee received historical data on the attendance of Club Leadership Education as provided by the annual club report. The data for the Spring 2011 season is now available and is attached as **Information Report - Exhibit B**.

g. **International Committee on Leadership Education: Americas**

In addition to the implementation plan presented in the Consent agenda, the committee also submitted a report which is attached as **Information Report - Exhibit C**.

h. **International Committee on Leadership Education: Asia-Pacific**

Report attached as **Information Report - Exhibit D**.
i. International Committee on Leadership Education: Europe

A report was not received from this committee. However, there is significant work taking place to prepare for the upcoming district officer training. Additional information regarding this meeting will be communicated at the April Board meeting.

j. International Committee on Technology Integration

Report attached as Information Report - Exhibit E.

**Future Business**

a. Comprehensive district education plan
b. District education committees progress
Club Leadership Education: Implementation plan for new attendance requirements

Summary

During the first weekend in December, an appointed education working group met to discuss the current curriculum for Club Leadership Education (CLE). This group determined that much effort needs to be placed on improving the existing current curriculum for club presidents and club secretaries to ensure that the highest level of education is being offered. The following report is submitted with these things in mind.

Incoming presidents are required to satisfactorily complete either the online or face-to-face formats of Club Leadership Education prior to September 1 with completion verified by the district. Those who have not completed Club Leadership Education will be contacted by the district (e.g. the master instructor, certified instructor or Lieutenant Governor) to arrange for and assist with the completion of Club Leadership Education on an individual basis if necessary.

The online formats for both club president and secretary must be enhanced to include interaction and to elevate the content and participant expectations to meet that of the face-to-face format. The online improvements will be scheduled for completion by March 2013 pending approval of the necessary funds.

To meet the education needs of the club secretary, the committee recommends that a separate education program be developed for the position of club secretary. Further recommendation is that the club secretary receives this specific education regarding the role and responsibilities through a workshop offered at existing district events or through the online format. This education should be overseen by a Certified Instructor who has knowledge of the role of the secretary including online reporting. An outline of content will be provided by Kiwanis International to assist districts with this workshop.

In the transition to the revised online format for secretaries, webinars will be offered during the 2012 education season. A face-to-face curriculum for the workshop will be available in time for the August district events. Participation in either a webinar or the face-to-face format would complete the attendance expectation for the club secretary.

Club secretaries are required to satisfactorily complete either the online or the face-to-face format. This specific education would include online reporting, navigating the KiwanisOne.org website and the knowledge of the roles and responsibilities as outlined in the Leadership Guide. The face-to-face workshop would be offered at district convention, mid-year, or other venues determined by the district. Two versions of the education workshop for club secretaries would be offered: one for new secretaries and one designed specifically for continuing secretaries.
Global implementation

Due to the expertise of the committee members, the committee focused on North America as they discussed the implementation plan. The committee defers the global discussion to those familiar with the appropriate regions.

Suggested board action

1. The committee requests for the board to authorize the development of 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 request does not include or authorize any expenditure.
2. The committee requests for the board to approve the proposed new direction of Club Leadership Education to be focused on the position of club president and for club secretaries to receive their education through other education experiences.

Budget for requested board action items

None at this time

Implementation timeline

- Spring 2012 – classroom Club Leadership Education will be offered as it was in 2011. Secretaries will be considered an optional attendee, however the materials will be packaged and distributed in the same manner. Districts may adjust the content to fit into their timeframe focusing on the roles and responsibilities of the club president.
- April 2012 – consideration of enhancements to the club president and secretary online education. Consideration will include any request for funding.
- Summer 2012 – webinars for a focused club secretary education will be offered for new and returning secretaries. Classroom secretary materials will be available for districts to integrate into their forum offerings.
- District conventions 2012 – classroom sessions for club secretaries will be delivered at district conventions. Separate materials will be available for new and returning secretaries.
- January 2013 – launch new classroom materials
- March 2013 – complete online materials to match new classroom materials

Club President - classroom education

The committee believes that an agenda specifically designed for the club president will add value to the overall experience at Club Leadership Education. Because of this focused agenda, the committee strongly encourages that club secretaries be offered education at other opportunities. With this new direction in mind, the committee discussed the classroom Club President education program and recommends the following:
Classroom objective:
By the end of this session, the participant will be able to …
- Effectively manage the day-to-day operations of a Kiwanis club

Measurable metrics:
- Improved club experience (as measured by the club excellence tool)
- Membership stability or increase
- Attendance at international and district events
- Support of a service leadership program(s) or branded program

Proposed agenda

Classroom education will include best practices and interactive discussion among participants.

Welcome
Set expectations (for participant and facilitator)
Introductions/ice breaker

Club president job description/leadership guide (bring to their attention first thing)
Overall Kiwanis understanding (basic district and international structure)
Club meetings and board meetings
Communication
Committee appointments/structure
Planning & goal setting – club excellence tool activity, community analysis, planning your club’s success (PYCS) document, SMART goals, succession planning

Additional information
Fundraising and service ideas/projects
The Eliminate Project
SLP/branded programs
Growth/membership resources

Administration basics
Overview/awareness – bylaws, budget, incorporation, 990 form, foundations, dues, liability insurance

Resources
What’s next? What do I do when I get stuck? Who’s here to help me?
District convention – education programs
International convention – education programs, appreciation for how your club is part of something much bigger

Miscellaneous
Fulfilling the attendance requirement

The classroom Club Leadership Education session will fulfill the attendance expectation as directed by the board.

**Club President - online education**

The committee strongly believes that the online education needs to be improved in order to meet the same expectations of the classroom experience. These expectations include taking between 3 and 4 hours to complete either the online modules or the classroom format as well as focusing more on the relevant topics for club president in an interactive format.

The implementation of revised online education will be phased in over the next 15 months, however, due to board action, the online format in its current form will fulfill the attendance requirement during the 2010-11 year. The fully enhanced version of the online format, pending the approval of funding, will be completed by March 2013.

**Objective (same as classroom)**

**Measurable metrics (same as classroom)**

**Assessments**

Just as participants will be asked to complete a pre- and post- classroom assessment, online participants will be asked to complete the same pre- and post- assessment. This will help provide information to ensure the online format is accomplishing the same educational results as the classroom experience.

**Suggested board action**

- The committee requests for the board to authorize the development of 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 request does not include any authorization of expenditure.

**Club Secretary**
For many years, the committee has heard that Club Leadership Education did not provide the necessary information for a new or returning secretary. Because of their leadership role, they have been asked to attend Club Leadership Education along with their club president to begin planning and goal setting efforts for the following year.

In response to this feedback from both instructors and club secretaries, the committee has heard loud and clear that there is not much value at the Club Leadership Education for new or returning secretaries and suggests a different approach for club secretary education.

**Club Secretary - classroom education**

**Objective**
By the end of this session, the participant will be able to …

- Accurately perform the duties and responsibilities of the club secretary role including but not limited to online club management.

**Metric**
Participation in the online monthly report

**Proposed agenda**
A 1 hour program designed as a forum to be offered at district conventions. Unique sessions will be offered for new secretaries and returning secretaries and will primarily focus on the online club management system and updates to the website to improve operations.

**Fulfilling the attendance requirement**

The classroom club secretary sessions offered at the district conventions will fulfill the attendance expectation as directed by the board.

**Club Secretary - online education**

The current online education materials for club secretaries includes a significant amount of information regarding leadership, organizational structure, and other information not specific to their role of club secretary. While this information is helpful, the committee sees the opportunity to focus the club secretary online education on those topics that are critical to their success such as the online club management system and other resources.

**Objective (same as classroom)**

**Metrics (same as classroom)**
**Agenda**

While the classroom education will be unique for new and returning secretaries, the online format will not distinguish between a new and returning secretary. The expectation is that the online format will require approximately one hour just as the classroom format and will cover the same topics as the classroom.

**Fulfilling the attendance requirement**

The online club secretary education as offered via webinar in 2012 and then through the online module in 2013 will fulfill the attendance expectation as directed by the board.
"ASPAC Nations Growth Summit"
Draft Program on 14th March 2011

Theme: “Road Map for Kiwanis Development & Growth in Kiwanis Nations”

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Remarks (in charge)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00pm</td>
<td>Arrival of Club members from the 8 Kiwanis Nations &amp; Registration.</td>
<td>Daya Ratnayake &amp; Tadao Oda</td>
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<td>Arrival of ASPAC and Kiwanis International Leaders</td>
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<tr>
<td>2:15pm</td>
<td>Start of ASPAC Nations Growth Summit</td>
<td>Tadao Oda</td>
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<td>• Reading of Kiwanis Objects by Sri Lanka member</td>
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<td>• Recognition of Guests and ASPAC Nations</td>
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<td></td>
<td>• Welcome address by Tadao Oda, ASPAC Vice-Chairman</td>
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<td>• Remarks by Adeline Chan, ASPAC Chairman</td>
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<td>• Key Note address by Alan Penn, International President</td>
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<tr>
<td>2:30pm</td>
<td>Presentation:</td>
<td>Michelle Morrison &amp; Stan Soderstrom</td>
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<td>• Why does Kiwanis need to grow (specifically in each Nation)?</td>
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<td>• How have other Kiwanis nations become full districts? (some story telling, focus on goals)</td>
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<td>• How are we going to grow? (New clubs, investing in existing clubs - basic tools and processes)</td>
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<td>• Who is going to be on the team to help your nation embrace Kiwanis?</td>
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<td>• Create a road map to accomplish goals in the next 12 months</td>
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<tr>
<td>3:00pm</td>
<td>Presentation &amp; Open Forum</td>
<td>Lee Kuan Yong &amp; Michelle Morisson</td>
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<td>• Road-map from Kiwanis Nation to Kiwanis District</td>
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<td>• Area Coordinator and Area Committee</td>
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<td>• District in Pre-Formation</td>
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<td>• District in Formation</td>
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<td>3:30pm</td>
<td>Tea Break</td>
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<td>4:00pm</td>
<td>New Club Building is Easy !</td>
<td>Lee Kuan Yong</td>
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<td>• Presentation on the 7 Easy steps to build a new Kiwanis Club.</td>
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<tr>
<td>4:30pm</td>
<td>Forum: Mentoring a Kiwanis Club.</td>
<td>Tadao Oda</td>
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<td>• Key elements</td>
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<td>• Monthly check-lists etc.</td>
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<tr>
<td>5:00pm</td>
<td>Workshop on Preparing a Road-map to District in Pre-formation.</td>
<td>Michelle Morrison</td>
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<tr>
<td>6:00pm</td>
<td>Session ends</td>
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7:00pm – 10:00pm
Dinner Session
- Presentation of Road-Map by each Kiwanis Nation
- Closing remarks by Adeline Chan
- Closing remarks by Alan Penn
- Fellowship

Tadao Oda
Michelle Morrison
Stan Soderstrom
Lee Kuan Yong
Daya Ratnayake

Background Notes:

“AsPAC Nations Growth Summit 2012”
(in conjunction with the 2012 ASPAC Convention in Colombo City, Sri Lanka in March 2012)

a. The Leaders from the Kiwanis Nations met at the 2011 ASPAC Convention in Melaka Malaysia in March 2011, and each Nation Representative prepared a “Wish-List” for Kiwanis development and growth in their respective Nation.

b. A Skype Conference was started in May 2011 to discuss some of the items in the “Wish Lists”. Follow-up Skype Conferences were held in June, August, September and on 5th October 2011. The Skype Conferences were actively participated by the Nations Leaders, and many ideas were put forth to encourage Kiwanis growth and development in the Nations.

c. The Nations Leaders concluded and request that an “ASPAC Nations Growth Summit” be held in conjunction with the 2012 ASPAC Convention in Colombo City, Sri Lanka in March 2012 with the following features:
   i. Date: Wednesday 14th March 2012, Half day from 2pm to 10pm.
   ii. Purpose: “Road Map for Kiwanis Development & Growth in Kiwanis Nations”
   iii. Attendees: All Kiwanis members from the non-districted clubs in the Asia-Pacific region who are registered for the ASPAC Convention.
   iv. Invitees: “Master Instructor” from Kiwanis International,
      Adeline Chan (ASPAC Chair),
      Tadao Oda (ASPAC Officer In-charge of ASPAC Nations),
      Alan Penn (International President),
      Stan Soderstrom (Executive Director)
      Kiwanis Leaders by invitation.
   v. No. of pax: 50 estimated (attendees and invitees).
   vi. Budget: For hall and equipment rental, tea and dinner. And flight and accommodation for “Master Instructor” from KI.

   Estimated Budget: US$ 70 per participant x 50 participants = US$ 3,500;
   plus US$ 2000 for flight and accommodation for Master Instructor from KI.
vii. **Outcome:** “Official Road Map” for each Nation for new club building target, and membership-add target; and timetable to achieve District-in-Pre-Formation.

viii. An official report shall be prepared at the conclusion of the Growth Summit, and submitted to the International Board on April 1st, attention Michelle Morrison.
(Report to be prepared by Tadao Oda, ASPAC Vice-Chairman)

ix. A follow up report shall be prepared regarding the progress for each Nation, and submitted to the International Board on June 1st, Sept. 1st, and Dec. 1st 2012. (Report to be prepared by Tadao Oda, ASPAC Vice-Chairman)
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<th>Secretary</th>
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| Grand Total:                | 4,263            | 2,869     | 1,394             | 2,571     | 1,692             | 2,514       | 1,749               |
| % of Yes/No                 | 67.3%            | 32.7%     | 60.3%             | 39.7%     | 59.0%             | 41.0%       |                    |

Source: 2008-09 Annual Club Report Raw Data (As reported by responding clubs).
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**Grand Total:**

|                      | 4,915          | 3,004   | 1,911          | 2,876   | 2,039          | 2,300   | 2,615 |

% of Yes/No

|                | 61.1% | 38.9% | 58.5% | 41.5% | 46.8% | 53.2% |

Source: 2009-10 Annual Club Report Raw Data (As reported by responding clubs).
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**Grand Total:** *3,079* 1,841 1,238 1,759 1,320 1,264 1,814

% of Yes/No 59.8% 40.2% 57.1% 42.9% 41.1% 58.9% 100.0%

Source: 2010 October Monthly Report Raw Data (As reported by responding clubs).

*not all clubs have reported their annual numbers as of 10/7/11
<table>
<thead>
<tr>
<th>District</th>
<th>Responding Clubs</th>
<th>President</th>
<th>President % of Ttl</th>
<th>Secretary</th>
<th>Secretary % of Ttl</th>
<th>Orientation</th>
<th>Orientation % of Ttl</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Alabama</td>
<td>42</td>
<td>26</td>
<td>16</td>
<td>61.9%</td>
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<td>41.5%</td>
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<tr>
<td>Kentucky - Tennessee</td>
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<tr>
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<tr>
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<tr>
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<tr>
<td>Pennsylvania</td>
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<td>77</td>
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</tr>
<tr>
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<tr>
<td>Southwest</td>
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<td>23</td>
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<td>18</td>
<td>30.8%</td>
<td>69.2%</td>
<td>7</td>
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<tr>
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<td>13</td>
<td>6</td>
<td>68.4%</td>
<td>31.6%</td>
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<td>66</td>
<td>22.4%</td>
<td>77.6%</td>
<td>19</td>
<td>66</td>
</tr>
</tbody>
</table>

| Grand Total:                   | 3,295            | 2,015     | 1,280             | 1,952     | 1,343             | 0           | 0                   | 0.0% | 0.0% |

| % of Yes/No                    | 61.2% | 38.8% | 59.2% | 40.8% | 0.0% | 0.0% |

Source: 2011 October Monthly Report Raw Data (As reported by responding clubs). Includes online participants.
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 initial activities of this committee are listed below.

1. In August, informal feedback concerning the new version of Club Leadership Education (CLE) was sought from the Master Instructor from each District. This feedback first asked about the initial reactions to CLE by certified instructors. (Do they like it? What are some strengths of the new version? What topics have been a pleasure to deliver or particularly difficult to deliver? What else are you hearing?) Secondly, they were asked what has been learned from certified instructors that will improve delivery the next time Club Leadership Education is offered. (For example, should there be adjustments in timing? Are there some topics that need more attention and others that need less time? Any other hints for instructors that might be shared?)

A summary of the responses by the Master Instructors was sent to all Master Instructors. As a result there are plans to have a meeting of Master Instructors at the New Orleans Convention. A few models will be presented to create discussion concerning how districts organize to maximize participation in CLE and other best practices. The meeting will provide opportunity for Master Instructors to learn from each other.

2. In October, District Education Committee Chairs were contacted and were asked about their committee. (Does your District have a functioning District Education Committee? Is your committee functioning well? Give a brief description of its operation. What support would be useful to you and your District?)

As a result of this survey, a compilation of six examples of working committees was sent to each District Education Committee Chair as models of working committees. In addition, the suggestions for support that would be useful to district committees was compiled and reviewed by the KI education committee. As a result there are plans to have a meeting of District Education Chairs at the New Orleans Convention. A few models of best practice will be described and most of the meeting will provide opportunity for District Education Committee Chairs to talk about their successes and to learn from each other.

3. In December, as a result of the KI Board’s action making CLE a requirement, an appointed education working group met to discuss the current curriculum for Club Leadership Education (CLE). The working group included three members of the Committee on Leadership Education: Americas & Caribbean, the Chair of the Board Education Committee, and me. This working group met to develop an implementation plan for this requirement.

The implementation plan developed by this working group has been sent to the KI Committee on Leadership and to the Board Education Committee chair.
Next steps for the KI Committee on Leadership Education include:

1. Attempt to gather information from a sample of club officers and lieutenant governors who did not participate in the education program for their position to help us better understand perceived and real obstacles for attendance.

2. Kiwanis International staff has developed workshops for use at district conventions and mid-year meetings that include PowerPoint files, instructor notes and handouts. Districts have developed similar workshops which could be adapted for broader use to expand the education offerings at these district events.

   The committee will consider the following questions:
   a. How can the committee encourage better use of the KI workshop materials and identify strong District workshops that could be included in the offerings?
   b. Can the committee identify a series of workshops that could be organized as “tracks” and organized into a catalog of education offerings.

3. With a blended version of lieutenant governor elect education available, the committee will review the evaluation results that are now available for the lieutenant governor elect sessions completed for 2011-12.
To: Stewart Ross, Michelle Morrison, Lee Kuan Yong and Adeline Chan

From: Maria Chee, Chair

Re: Jan 2012 Report- ASPAC Leadership Education.

A. Introduction

One of the key directions brought up during the ASPAC Leadership Education committee meeting in Macau is the certification of Master Instructors and Trainers in each district. Our first task was to clarify the roles of each which KI promptly provide. Certifying of Trainers though not new has not been formally implemented in years in our ASPAC districts and was well received by the committee.

B. Goals

The below are result of the committee’s consensus- 3 simple yet challenging goals for the term.

1. Introduce and implement the Master Trainer and Certified Trainers team in each district.

2. Encourage and enhance Kiwanis education and leadership training in all ASPAC districts through the usage of KI printed material, audio visual, online and e-learning materials, in combination where appropriate.

3. Coordinate Training Calendars, share ideas amongst districts and provide feedback on topics and material that might be included for further improvement.

C. Survey of Leadership Education in each district

A survey in the form of questionnaire was conducted in Sept. 2011 and summary findings are as below.

1. Club Leader and LG Education

Most districts provide some form of training. Education in the ASPAC districts range from a spectrum of none provided (being considered) to training given with combination of local and KI content to 100% KI materials used, to some districts totally self sufficient, business-like approach with training provided by professionals in areas such as journalism, emceeing, etiquette aside from the usual CLE and LG Educ.

2. New Member Education

Each club is thought to be responsible for their own Member Orientation. Most districts do not provide this as it’s handled at the club level.
Promotional materials such as org/corp. videos that tell a compelling Kiwanis story impacting across the globe would be extremely helpful in ‘selling’ our cause and motivating members.

3. Areas of concern /issues raised where support may be needed

-Delivery Methods

-Training of Instructors

-Training Materials sent earlier ahead of time

-More access to Kiwanis materials on web

-Getting people to attend Education sessions

-Financial support for Training

-Prefer Master Instructors and Certified Trainers certified by KI.

-A number of districts mentioned that Leadership succession is an issue-many get recycled/holding on to same positions for years. This may account for why they do not re-attend Leadership Education.

**D. Communication and Sharing between districts and KI.**

We’ve set up a yahoo group for sharing, most committee members have joined except for 2. We have posted the Malaysian sample of training agendas and outlines for LG and CLE and Michelle have also posted LG and CLE materials and links.

It’s generally felt that KI has over the years developed a rich source of material library one can draw from readily and supplemented when needed with local content.

**E. Action Plan**

Michelle and Stan have recently emailed explaining the Master Instructor and Certified Trainer process and application of Master Instructors to be submitted by early Feb. The same has been sent out to the ASPAC Leadership Education Committee for their action.

Further communication and exploration is needed to see how we may address the issues raised and also encourage Leadership Education in all districts via alternative methods if needed.
From: 2011-12 Kiwanis International Technology Committee

To: A. Alan Penn, President Kiwanis International

Subject: Committee Update

The committee first met at the Kiwanis International convention in Geneva. Since that time, the committee members have exchanged ideas via email and Facebook®. Following are the main items discussed and agreed on by a majority of the committee:

✓ Better order in the function of the web site search engine.
✓ With all of the new available technology, apps for iPhones, iPads, etc., would be desirable.
✓ The capability to download video content to the above technology.
✓ More training in how to use the KI website and the technology available. Possibly during training at all levels.
✓ The ability to expand this training to the club level for all members, to improve the member experience. Currently, members who are less than technologically savvy, find the KI site at times, “User Un-friendly.” **
✓ More access for District Secretaries to enable the addition of new members and the ability to be of more assistance to club secretaries as needs arise.
✓ A short on-line survey of members (previously submitted) about the web site.

**Several members did note that the on-line registration for New Orleans is much improved and easier to use. Thanks to the staff for this improvement.

Respectfully submitted,

Francesco Valenti,
Chair 2011-12 Kiwanis International Technology Committee
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
MEMBERSHIP

January 4, 2012
7:00 p.m. – 7:45 p.m. EST
Via Conference Call

Committee Members

_____ John R. Button, Chairman
_____ Pam Fleming
_____ Oscar E. Knight, III (Absent)
_____ Warren F. Mitchell
_____ Wen-Pin Su
_____ Clinton Green
_____ Roy Hedeen, Staff Liaison
_____ Diane Suker, Staff Liaison

January 12, 2012
8:00 a.m. – 12:00 p.m., CST
New Orleans, Louisiana, USA
Astor Crowne Plaza Hotel

Committee Members

_____ John R. Button, Chairman
_____ Pam Fleming
_____ Oscar E. Knight, III
_____ Warren F. Mitchell
_____ Wen-Pin Su (Absent)
_____ 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. Kiwanis International Board Procedure 203 – District Status
b. Recommendations for Revisions to Districts’ Roles, Structure and Function

c. Ohio District Request for Approval of New Club Building Director Position and Funding Mechanism.

d. District Matching Grant Program

e. Report on India

f. Kiwanis Campaign for Growth

4. Information Report

a. Status of Ecuador District-in-Formation

b. Alumni Update

c. Australia District Growth Summit

d. KI Directory

e. International Committee of Inclusiveness

f. DELTA Task Force

g. Women’s Advisory Committee

h. International Growth Committee

5. New Business

a. Development of a mentoring program for districts mentoring Kiwanis Nations, districts in pre-formation or districts in formation.

b. Development of new Kiwanis club and membership models

c. Review the proposed growth goal of one new club per division per year

d. Development of a process and procedure to address districts with membership declines prior to reaching a critical point

e. Latin America expansion – update on research conducted on emerging opportunities for growth in Latin America

f. Evaluation of the long-term impact and productivity of dues discounts

g. 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.

h. Develop and promote quarterly membership initiatives for clubs.

i. Evaluate, focus and completely resource the one of two flexible membership initiatives that can be most successful for the organization.

j. Prepare a KI growth prioritization list for building the next 5-10 districts in the organization.

k. Potential 1st Kiwanis Club in Xiamen, China

l. Review statue of United Kingdom and India projects.
Consent Report

a. Administrative Action Report

The Committee reviewed the Administrative Action Report dated January 2, 2012 shown as Consent Report-Exhibit A. The Committee approves the Report and strongly recommends information gathering / statistical analysis be conducted at the District level to identify the reasons clubs resign.

Recommendation #1: That the Kiwanis International Board approves the Administrative Action Report as presented 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. Kiwanis International Board Procedure 203 – District Status

At its April 2011 meeting, the Kiwanis International Board made changes to Procedure 203 - District Status. The changes were intended to:
• provide greater structure, and timelines, to the process of how a Kiwanis nation becomes a district,
• stipulate when a district, or district-in-formation, reverts back to Kiwanis nation status,
• eliminate the ongoing extension of district-in-formation status, and
• establish leadership titles.

After further review of the changes, members of the Board and the Executive Director found inconsistencies and unintended punitive consequences; therefore, adjustments were made and presented to the Board during its October 2011 meeting. After discussion during the Committee of the Whole, Trustees John Button and Lee Kuan Yong suggested additional revisions. Subsequently, Lee Kuan Yong submitted a third revision with minor changes.
REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

The Committee reviewed the revised document and agrees the changes meet the goals established during the April 2011 Board Committee on Membership meeting. The Committee requested one additional change, that the timeframe to attain the next status level be five years in all instances. With these revisions, the Committee recommends the approval of changes to Policy and Procedure 203 – District Status as shown in Action Report-Exhibit A.

Recommendation #1: 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.

(ADOPTED)

Strategic Intent: Expand Kiwanis throughout the world, ensure proper development and governance of emerging districts.
Financial and Human Resource Impact: N/A.

b. Recommendations for Revisions to Districts’ Roles, Structure and Function

The Committee met via conference call on January 4, 2012 to discuss recommendations for revisions to Districts’ roles, structure and function. The Committee agrees that there is a need to clearly define and clarify the role of the district, and that districts should be tasked to accomplish the following duties:

1. Support and strengthen existing clubs;
2. Open new clubs;
3. Deliver Kiwanis International’s education to all clubs; and
4. Deliver Service Leadership Programs and Global Campaign for Children programming to and through clubs.

Recommendation #2: 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.
REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

(ADOPTED)

Strategic Intent: Focused growth throughout the world.
Financial and Human Resource Impact: N/A.

Additionally, during the conference call, the Committee also agreed that districts are choked with dozens of committees, many have little or no purpose. The Committee reviewed the proposed revision to Board Procedure 220.2 – Structure.

Recommendation #3: 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
REPORT OF THE BOARD COMMITTEE ON
MEMBERSHIP

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

(ADOPTED)

Strategic Intent: Focused growth throughout the world.
Financial and Human Resource Impact: N/A.

c. Ohio District Request for Approval of New Club Building Director Position and Funding Mechanism

The Ohio District has requested funding from Kiwanis International to support a multi-year, shared funding pilot program to create a District Director position. The District Director would be hired to change the New Club Building program direction to a positive result. After a review of the district’s request, the Committee expressed a concern that there was a lack of clear goals and objectives in the submitted request to measure the success of the initiative.

Recommendation #4: That the Kiwanis International Board declines the request from the Ohio District to financially support a new club building position.

(ADOPTED)

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

d. District Matching Grant Program

The Committee reviewed a District Matching Grant request from the New Zealand-South Pacific District in the amount of USD$5,522 for training on new club building.

Recommendation #5: 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.

(ADOPTED)
REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

Strategic Intent: Growth and new club building.

e. Report on India

The Board previously approved efforts to pursue expansion in India. Much planning has taken place, including the Kiwanis India Conference held in December, 2011. The Committee received a report from Executive Director Stan Soderstrom updating them on growth efforts in India, including the conference. The Committee agrees that India has significant growth potential.

The Committee also recognizes that current dues structures may not apply in all countries and makes the following recommendation.

Recommendation #6: 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.

(ADOPTED)

Strategic Intent: Growth and new club building

f. Kiwanis Campaign for Growth

The Committee reviewed a proposal for a Kiwanis Campaign for Growth, emphasizing new club building. The Committee stressed the importance of structure, resources and high profile in order to be successful. This would include working with districts that show willingness to support the effort. The Committee supports the development of a comprehensive plan to create a network of educated members dedicated to the Kiwanis Campaign for Growth. This campaign could be modeled after the Eliminate campaign structure.

Recommendation #7: 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.

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

a. **Status of Ecuador District-in-Formation**

   The Committee reviewed the status of Ecuador and determined that it continues to meet criteria for District-in-Formation status.

b. **Alumni Update**

   The Committee reviewed the report by the Service Leadership Programs Alumni Support Committee.

c. **Australia District Growth Summit**

   The Committee reviewed an update on the completed grant request by the Australia District that led to a November growth summit in Australia. The Committee asks that the Executive Director continue to monitor the initiative and follow-up goals.

d. **KI Directory**

   The Committee reviewed the sequence of events for annual publishing of the International Directory. The Committee encourages Staff to ensure the directory is published annually no later than November 1, despite missing information.

e. **International Committee on Inclusiveness**

   No committee report was submitted.

f. **DELTA Task Force**

   The Committee encourages the DELTA Task Force to continue focusing on the development of a strategic plan to market Kiwanis to a younger demographic (ages 18-35).

g. **Women’s Advisory Committee**

   The Committee reviewed the report by the Women’s Advisory Committee and expresses appreciation to the committee members for their commitment.

h. **International Committee on Growth**

   The Committee received the report by the International Committee on Growth. The Committee requests this committee prioritize its suggestions and submits the prioritized list
REPORT OF THE BOARD COMMITTEE ON MEMBERSHIP

for review during the April 2012 Committee meeting. The Committee also expresses appreciation to the committee members for their commitment.

New Business

a. Development of a mentoring program for districts mentoring Kiwanis Nations, districts in pre-formation or districts in formation.
b. Development of new Kiwanis club and membership models.
c. Review the proposed growth goal of one new club per division per year.
d. Development of a process and procedure to address districts with membership declines prior to reaching a critical point.
e. Latin America expansion – update on research conducted on emerging opportunities for growth in Latin America.
f. Evaluation of the long-term impact and productivity of dues discounts.
g. 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.
h. Develop and promote quarterly membership initiatives for clubs.
i. Evaluate, focus and completely resource the one of two flexible membership initiatives that can be most successful for the organization.
j. Prepare a KI growth prioritization list for building the next 5-10 districts in the organization.
k. Potential 1st Kiwanis Club in Xiamen, China.
l. Review status of United Kingdom project.
The following actions have occurred since the last meeting of the Board of Trustees through January 2, 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>Birmingham Young Professionals, Alabama (K18209)</td>
<td>11/18/11</td>
<td>25</td>
</tr>
<tr>
<td>Nubes Verdes, Colombia (K18207)</td>
<td>10/11/11</td>
<td>26</td>
</tr>
<tr>
<td>Ipiales Sin Fronteras, Colombia (K18208)</td>
<td>11/03/11</td>
<td>24</td>
</tr>
<tr>
<td>Braunau am Inn, Austria (K18167)</td>
<td>10/20/11</td>
<td>20</td>
</tr>
<tr>
<td>New Lenox, Illinois (K18204)</td>
<td>10/27/11</td>
<td>25</td>
</tr>
<tr>
<td>Iseo Lago, Italy (K18170)</td>
<td>10/06/11</td>
<td>20</td>
</tr>
<tr>
<td>Nusajaya, Malaysia (K18206)</td>
<td>10/01/11</td>
<td>21</td>
</tr>
<tr>
<td>Bercham, Malaysia (K18205)</td>
<td>10/08/11</td>
<td>21</td>
</tr>
<tr>
<td>Marshall Area, Minnesota (K18203)</td>
<td>10/01/11</td>
<td>25</td>
</tr>
<tr>
<td>Breda Aa of Weerijs, Netherlands (K18164)</td>
<td>10/01/11</td>
<td>20</td>
</tr>
<tr>
<td>Pointe-Noire Humanisme Amitié, Congo (K18190)</td>
<td>10/20/11</td>
<td>24</td>
</tr>
<tr>
<td>Koplik, Albania (K18191)</td>
<td>10/20/11</td>
<td>20</td>
</tr>
<tr>
<td>Timisoara, Romania (K18193)</td>
<td>11/14/11</td>
<td>24</td>
</tr>
<tr>
<td>Metro Tanza, Philippine Luzon (K18189)</td>
<td>10/01/11</td>
<td>20</td>
</tr>
<tr>
<td>Mendez-Jewels, Philippine Luzon (K18201)</td>
<td>10/01/11</td>
<td>20</td>
</tr>
<tr>
<td>New Hiligaynon, Philippine South (K18202)</td>
<td>10/01/11</td>
<td>21</td>
</tr>
<tr>
<td>Setia Indah, Malaysia (K18210)</td>
<td>10/15/11</td>
<td>21</td>
</tr>
<tr>
<td>Chengcing Lake, Taiwan (K18211)</td>
<td>10/23/11</td>
<td>29</td>
</tr>
<tr>
<td>Hsiang He, Taiwan (K18212)</td>
<td>11/16/11</td>
<td>20</td>
</tr>
</tbody>
</table>

**TOTAL:** 20 (Compared to 01/13/11 total of 9)

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

   - Club Name: Elgin, IL, K00209
   - Name of Charter Retired: Elgin-Fox Valley, IL, K06521
   - Effective Date: 10/24/2011
   - Number of Members: 64

**TOTAL:** 1 (Compared to 01/13/11 total of 4)
C. **CLUB NAME CHANGES**
(The following clubs have changed their official names.)

- From: Santa Barbara Suburban, CA (K03597)
  To: South Coast (The), CA

- From: Kings-Hanford, CA (K09347)
  To: Kings-Hanford Sunrise, CA

- From: Compiegne Les Damoiselles, France (K17866)
  To: Compiegne Les Roses De Picardie, France

**TOTAL:** 3 (Compared 01/13/11 total of 11)

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.)

- Gloucester, VA Capital 07/27/2011

**TOTAL:** 1 (Compared to 01/13/11 total of 0)

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

- Port Aransas Texas-Oklahoma 11/09/2011

**TOTAL:** 1 (Compared to 01/13/11 total of 0)

F. **DISTRICT FOUNDATION AMENDMENTS**

**California-Nevada-Hawaii**

Amended Article III, Section 2, to provide that the Board shall include 15 “directors” rather than “individuals.”

Amended Article III, Section 3, to provide that “Directors shall take office on October 1st next following their election; provided however, a director appointed by the Board to fill a vacancy shall take office immediately upon appointment.”

Amended Article III, Section 5, to provide that elected directors who are considered to have resigned due to missing meetings may be later reinstated by the Board “for good cause.”

Amended Article IV, Section 5, to provide that a quorum shall be “a majority of the Board” (rather than 11 members specifically).

Amended Article V, Section 2, to provide that “All officers, except the Immediate Past President and the Secretary/Treasurer shall be elected “by the Board from the current members of the Board.”
Amended Article VI, Section 1, to provide that a majority of “Board members” (rather than “directors”) is needed to approve previous actions taken by the Executive Committee.

Ohio

Deleted Article II, Section 2, regarding publication of the district newsletter, since the foundation no longer publishes it.

Amended Article III, Section 4, to remove reference to the district newsletter as “the official publication of the Foundation,” since the foundation no longer publishes the newsletter.

Amended Article IV, Section 3, to replace a specific schedule of meetings with general wording requiring at least four meetings per year, to be determined at the Board’s discretion.

Amended Article VI, Section 3, to eliminate a maximum number of members on foundation committees.

Amended Article VII, Section 8, to provide that “Expenditures in each administrative year will be no greater than 5% of the previous three (3) years’ ending assets, minus the Club Advised Fund liabilities, with at least a minimum of 2% given for grants which would not include any pass through funds.”

G. DISTRICT BYLAWS AMENDMENTS

None

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.

(All attempts to collect the dues for the clubs on this list have failed. The Districts associated with these clubs have been included in the attempt to collect dues and concur with the decision to proceed with charter revocation.)

No clubs will be recommended for charter revocation during this Board meeting.

TOTAL: 0 (Compared to 01/13/11 total of 128)

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:** 22 (Compared to 01/13/11 total of 53)

**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:** 0 (Compared to 01/13/11 total of 27)

**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:** 14 (Compared to 01/13/11 total of 5)

**M.** KIWANIS INTERNATIONAL ASIA-PACIFIC CONFERENCE BYLAWS AMENDMENTS

None

**N.** KIWANIS INTERNATIONAL EUROPEAN FEDERATION BYLAWS AMENDMENTS

None
Kiwanis International
Administrative Action Report

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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td>USD</td>
</tr>
</tbody>
</table>

TOTAL

Total Number - Members
Total Number - Clubs
Total A/R Balance
<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Resigned Date</th>
<th>A/R Balance</th>
<th>Reason Resigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>K02</td>
<td>California-Nevada-Hawaii</td>
<td>CA</td>
<td>13</td>
<td>05/24/2010</td>
<td>11/15/2011</td>
<td>1,310.00 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
</tr>
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<td>Total 13</td>
</tr>
<tr>
<td>K04</td>
<td>Carolinas</td>
<td>NC</td>
<td>14</td>
<td>05/06/1976</td>
<td>11/03/2011</td>
<td>1,430.00 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
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<tr>
<td>K05</td>
<td>Florida</td>
<td>FL</td>
<td>2</td>
<td>09/16/1959</td>
<td>11/21/2011</td>
<td>228.00 USD</td>
<td>CLOSD2 - Closed-no reason given-club sent letter</td>
</tr>
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<td>Total 2</td>
</tr>
<tr>
<td>K07</td>
<td>Illinois-Eastern Iowa</td>
<td>IL</td>
<td>8</td>
<td>09/18/1975</td>
<td>11/03/2011</td>
<td>654.00 USD</td>
<td>CLOSD2 - Closed-no reason given-club sent letter</td>
</tr>
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<td>Total 8</td>
</tr>
<tr>
<td>K08</td>
<td>Indiana</td>
<td>IN</td>
<td>19</td>
<td>07/27/2010</td>
<td>11/29/2011</td>
<td>1,843.00 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
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<td>Total 19</td>
</tr>
<tr>
<td>K10</td>
<td>Kentucky-Tennessee</td>
<td>TN</td>
<td>12</td>
<td>06/21/1989</td>
<td>12/13/2011</td>
<td>976.00 USD</td>
<td>CLOSED - Club closed-as noted on billing roster</td>
</tr>
<tr>
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<td>Total 24</td>
</tr>
<tr>
<td>K12</td>
<td>Dade County, Trenton</td>
<td>GA</td>
<td>12</td>
<td>09/20/1990</td>
<td>11/03/2011</td>
<td>915.00 USD</td>
<td>CLOSED - Club closed-as noted on billing roster</td>
</tr>
<tr>
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</tr>
</tbody>
</table>
## Kiwanis Clubs That Have Resigned

<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Resigned Date</th>
<th>A/R Balance</th>
<th>Reason Resigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>K14</td>
<td>Missouri-Arkansas</td>
<td>AR</td>
<td>8</td>
<td>06/16/2009</td>
<td>12/06/2011</td>
<td>648.00 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
</tr>
<tr>
<td>K14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K17964</td>
<td>Northwest Greene County</td>
<td>MO</td>
<td>33</td>
<td>05/03/2010</td>
<td>11/03/2011</td>
<td>2,706.00 USD</td>
<td>CLOSD2 - Closed-no reason given-club sent letter</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K15</td>
<td>Missouri-Arkansas</td>
<td>AR</td>
<td>8</td>
<td>06/16/2009</td>
<td>12/06/2011</td>
<td>648.00 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
</tr>
<tr>
<td>K15</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>K17964</td>
<td>Northwest Greene County</td>
<td>MO</td>
<td>33</td>
<td>05/03/2010</td>
<td>11/03/2011</td>
<td>2,706.00 USD</td>
<td>CLOSD2 - Closed-no reason given-club sent letter</td>
</tr>
<tr>
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<td>Total</td>
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</tr>
</tbody>
</table>

| K16      | Nebraska-Iowa           | IA        | 10       | 06/06/1957     | 11/10/2011    | 865.00 USD  | CLOSED - Club closed-as noted on billing roster       |
| K16      |                         |           |          |                |               |             |                                                      |
| K17      | New England             | MA        | 18       | 08/08/1967     | 12/19/2011    | 1,482.00 USD| COSTHG - Dues too high                              |
| K17      |                         |           |          |                |               |             |                                                      |
| Total    |                         |           |          |                |               |             |                                                      |

| K17      | New England             | MA        | 18       | 08/08/1967     | 12/19/2011    | 1,482.00 USD| COSTHG - Dues too high                              |
| K17      |                         |           |          |                |               |             |                                                      |
| Total    |                         |           |          |                |               |             |                                                      |

| K18      | New Jersey              | NJ        | 9        | 05/08/1940     | 11/15/2011    | 821.50 USD  | LOWMEM - Low membership-Lost interest                |
| K18      |                         |           |          |                |               |             |                                                      |
| Total    |                         |           |          |                |               |             |                                                      |

| K21      | Eastern Canada and the Caribbean | BHS     | 14       | 05/01/2004     | 12/22/2011    | 1,223.48 USD| LOWMEM - Low membership-Lost interest                |
| K21      |                         |           |          |                |               |             |                                                      |
| Total    |                         |           |          |                |               |             |                                                      |

| K22      | Pacific Northwest       | OR        | 16       | 09/16/1999     | 11/03/2011    | 1,666.00 USD| CLOSD2 - Closed-no reason given-club sent letter     |
| K22      |                         |           |          |                |               |             |                                                      |
| K22      | Pacific Northwest       | BC        | 7        | 09/24/2003     | 12/20/2011    | 786.23 USD  | LOWMEM - Low membership-Lost interest                |
| K22      |                         |           |          |                |               |             |                                                      |
| Total    |                         |           |          |                |               |             |                                                      |

| Total    |                             |           |          |                |               |             |                                                      |

**Total:** 41

**Total:** 10

**Total:** 18

**Total:** 9

**Total:** 14

**Total:** 23
Kiwanis International  
Exhibit 2: Kiwanis Clubs That Have Resigned

<table>
<thead>
<tr>
<th>Club Key</th>
<th>Club Name</th>
<th>St./Cntry</th>
<th>No. Mbrs</th>
<th>Date Organized</th>
<th>Resigned Date</th>
<th>A/R Balance</th>
<th>Reason Resigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>K25</td>
<td>Southwest</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>K06983</td>
<td>Rincon-Tucson</td>
<td>AZ</td>
<td>12</td>
<td>05/10/1972</td>
<td>11/21/2011</td>
<td>891.00 USD</td>
<td>CLOSED2 - Closed-no reason given-club sent letter</td>
</tr>
<tr>
<td>K14488</td>
<td>Foothills-Yuma</td>
<td>AZ</td>
<td>10</td>
<td>05/25/1994</td>
<td>11/29/2011</td>
<td>1,270.00 USD</td>
<td>CLOSED2 - Closed-no reason given-club sent letter</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>22</strong></td>
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<td></td>
</tr>
<tr>
<td>K26</td>
<td>Texas-Oklahoma</td>
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</tr>
<tr>
<td>K11019</td>
<td>Tyler-Alpha</td>
<td>TX</td>
<td>17</td>
<td>10/01/1983</td>
<td>11/23/2011</td>
<td>1,504.50 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
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<td><strong>17</strong></td>
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</tr>
<tr>
<td>K30</td>
<td>Wisconsin-Upper Michigan</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>K04702</td>
<td>Palmyra</td>
<td>WI</td>
<td>9</td>
<td>11/12/1956</td>
<td>11/03/2011</td>
<td>900.00 USD</td>
<td>CLOSED2 - Closed-no reason given-club sent letter</td>
</tr>
<tr>
<td>K05721</td>
<td>Randolph</td>
<td>WI</td>
<td>16</td>
<td>03/21/1963</td>
<td>11/03/2011</td>
<td>1,664.00 USD</td>
<td>CLOSED - Club closed-as noted on billing roster</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
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<td><strong>25</strong></td>
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<tr>
<td>K34</td>
<td>Australia</td>
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</tr>
<tr>
<td>K07100</td>
<td>Whitehorse</td>
<td>AUS</td>
<td></td>
<td>10/05/1972</td>
<td>11/10/2011</td>
<td>0.00 USD</td>
<td>DISREC - District Recommended</td>
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<tr>
<td>K50</td>
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<tr>
<td>K13615</td>
<td>Luneburg</td>
<td>DEU</td>
<td>12</td>
<td>09/16/1991</td>
<td>12/22/2011</td>
<td>461.16 USD</td>
<td>LOWMEM - Low membership-Lost interest</td>
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<td><strong>Total Number - Members</strong></td>
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<td><strong>Total Number - Clubs</strong></td>
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<td><strong>22</strong></td>
</tr>
</tbody>
</table>
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>Change Date</th>
<th>Status</th>
</tr>
</thead>
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</table>

Total

Total Number - Members
Total Number - Clubs
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>Change Date</th>
</tr>
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<tbody>
<tr>
<td>K19</td>
<td>New York</td>
<td></td>
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<tr>
<td>K17379</td>
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<td>NY</td>
<td>6</td>
<td>05/11/2006</td>
<td>11/03/2011</td>
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<td></td>
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<tr>
<td>K21</td>
<td>Eastern Canada and the Caribbean</td>
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<td>K17395</td>
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<td>East Charlton</td>
<td>JAM</td>
<td>15</td>
<td>06/29/2008</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K39</td>
<td>Iceland-Faroes</td>
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<td></td>
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<td>K45</td>
<td>Italy-San Marino</td>
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<td>K15935</td>
<td>Arona Ovest Ticino</td>
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<td>10/02/2004</td>
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<td>K08104</td>
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<td>11</td>
<td>09/11/1975</td>
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<td>FRA</td>
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<td></td>
<td>Total</td>
<td></td>
<td>114</td>
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</table>
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>Change Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>Total</td>
<td>13</td>
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<td></td>
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<td>Total Number - Members</td>
<td>184</td>
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<td></td>
<td></td>
<td></td>
<td>Total Number - Clubs</td>
<td>14</td>
<td></td>
</tr>
</tbody>
</table>
Note: Additional revisions to Procedure 203 as suggested by John Button and Lee Kuan Yong during Committee-of-the Whole in October are shaded in gray.
If something is both underlined and crossed-out, that means it was originally to be added, but would not be included after all.

Text shaded in green are additional changes suggested by Diana O’Brien.

203 - DISTRICT STATUS

203.1 - Minimum Requirements for Each Status

A. District-in-Pre-Formation: When deemed in the best interests of Kiwanis International and the Kiwanis clubs involved, the International Board may create a district-in-pre-formation, consisting of a group of not less than ten (10) Kiwanis clubs "in good standing" in developing Kiwanis nations/areas with a minimum of 200 paid members having compatible geographic areas and customs. A district-in-pre-formation must obtain the status of district-in-formation within five (5) years. The elected leader of the district-in-pre-formation carries the title of “District Representative.” (4/11)
Comment: Added sentence clarifies process, in agreement with “D,” below. Deleted sentence was moved to 203.5 – Titles.

B. District-in-Formation (DIF): A district-in-pre-formation attains district-in-formation (DIF) status, by action of the International Board, upon achieving a minimum of fifteen (15) Kiwanis clubs "in good standing" with a minimum of 500 paid members and maintaining it for two consecutive years. A district-in-formation must then obtain the status of full district within five (5) additional years. The elected leader of the district-in-formation carries the title of “District Leader” and will be invited to all designated meetings for growth and training provided by Kiwanis International. (6/85) (4/11)
Comment: Added sentence clarifies process, in agreement with “D,” below. Deleted text was moved to 203.5 – Titles.

Proviso: Any duly elected governor or governor-elect of a district-in-formation for 2011-2012 shall retain their respective title for one year from the effective date of this change. (4/11)
Comment: Moved to 203.5 – Titles.

C. Full District: Within two administrative years, a district-in-formation (DIF) must obtain. A district-in-formation becomes a full district upon achieving a minimum of 1,000 paid members and 25 clubs "in good standing" with dues paid not later than ninety (90) days after the due date before being granted full
district status. This status will be confirmed by Kiwanis International when the following year’s dues are paid not later than 90 days after the due date. (6/85) (4/11)

Comment: Removes contradiction between two years stated above and five years stated in “D,” below.

D. **Deadline Status Changes:** Any district-in-pre-formation or district-information that does not achieve full district status in the next status level within five (5) years shall automatically revert to the appropriate status, without appeal. (1/00) (4/11)

Comment: Clarifies the process.

E. **Decline:** Failure to maintain either a district-in-pre-formation, or a district-information, or a district that fails to maintain its status for two (2) consecutive years after achieving it, based on the January 15 paid certified membership report annual membership reports by clubs to Kiwanis International, will automatically revert to the previous appropriate status, with corresponding obligations and privileges, without appeal. The Executive Director will advise the district board by mail of any changes to a district’s status. [Since the ED should inform districts of ALL status changes, not just declines, see new 203.7 instead.] (4/00) (4/11).

Comment: Clarifies the process.

203.2 - **Organizational Convention**
At the organizational convention of the district-in-pre-formation, the delegate body shall adopt the Standard Form for District Bylaws, modified only as approved by the International Board, and the officers shall be elected in accordance with these bylaws. The presiding officer and acting secretary of the organizational convention of the district shall be appointed by the International President. (6/85) (2/05)

Comment: Clarifies at what level the forming district adopts bylaws, and what version.

203.3 - **Services**
Kiwanis International will provide developing Kiwanis nations/areas, districts in pre-formation, districts in formation, and full districts with services in accordance with their respective status. The International Board may authorize special services to assist developing nations/areas, districts in pre-formation, and districts in formation to achieve full district status. In general, appropriate services and support will be available as delineated below: (5/93) (2/05)

A. **All Kiwanis Clubs:** All Kiwanis clubs worldwide shall receive:
- appropriate materials in one of the languages approved by the
BOARD COMMITTEE ON MEMBERSHIP
ACTION REPORT - EXHIBIT A

International Board;
• access to office-based staff;
• leadership education in administrative processes;
• one copy of KIWANIS magazine or approved substitute publication;
• access to purchase Kiwanis supplies;
• recognition for achievement in Kiwanis International programs; and
• the services of the district/federation, if they are part of one.
(5/93) (1/00)

B. Developing Kiwanis Nations/Areas: In developing Kiwanis nations/areas, staff may be deployed and other special services provided (such as recruitment, training, and supervision by accredited representatives) to determine the potential for creating a district-in-pre-formation, as more clubs are developed, efforts shall be made by the Regional Service Centers field- or office-based staff to organize meetings, gatherings, or other appropriate venues to discuss matters related to future fellowship, service, and membership growth. (5/93) (4/01)

Comment: Kiwanis no longer has regional service centers in all areas.

C. Districts-in-Pre-Formation: Districts in pre-formation will receive:
• Direct assistance from field- or office-based staff in planning and implementing membership development activities;
• Assistance with training for Lt. governors;
• Recruitment and training, and supervision of accredited representatives.
(5/93) (2/05)

Comment: These items were moved here from D, below, to state what services a district-in-pre-formation qualifies to receive.

C. D. Districts in Formation: In addition to the above, districts in formation will receive: (2/05)
• direct assistance from field- or office-based staff in planning and implementing membership development activities;
• Invitation to the governors-elect meeting(s) required by Kiwanis International, as well as designated meetings for growth and training provided by Kiwanis International;
• assistance with training for Lt. governors;
• recruitment, training, and supervision of accredited representatives. (5/93) (2/05)
• attendance by the governor Invitation to the District Leader or Governor of District-in-Formation at International Council meetings (if any are held) as a non-voting member; and (10/96) (2/05)
D. E. Full Districts: In addition to the above, full districts will receive:

- Delegate-at-large status at the International Convention for the current governor and three (3) most recent past Governors District Leaders or Governors of District-in-Formation (prior to full district status); (10/01)
- A visit from the International President in rotation with other districts; and
- Assignment of an International Board counselor;
- Invitation to the District Governor to International Council meetings (if any are held) as a voting member (in accordance with the International Bylaws); and
- Such other rights and privileges as may be specified in the Bylaws, Policies, and Procedures of Kiwanis International. (10/96) (1/00)

NOTE: See Procedure 179.9 and 179.10 regarding travel expenses for Governors and Governors-elect of districts in formation. (2/05)

Comment: These procedures should be reviewed soon to clarify, prior to the January 2012 Council Meeting, which district status receives which level of reimbursement.

203.4 – Restrictions for Districts in Formation Prior to Full District Status

A. Amendments: The district-in-pre-formation or district-in-formation or its board of trustees may not propose amendments to the Kiwanis International Bylaws or submit resolutions for consideration by Kiwanis International. (6/90) (2/05)

B. Delegate Status: The governor, governor-elect, lieutenant governors, treasurer, and secretary are not. Except as provided under Procedure 203.3E, current or past elected or appointed leaders or officers of districts-in-pre-formation or districts-in-formation, by any title, may not have the status of delegates-at-large to an International Convention. A lieutenant governor Current or past lieutenant governors of districts-in-pre-formation or districts-in-formation, by any title may not be a delegate representing a club other than his/her own club at an International Convention. (6/90) (2/05)

Comment: Clarifies the process, now that we have more district levels.

C. International Council: The governor is a non-voting member of Council. (5/93) (2/05)

Comment: This was moved to 203.3D, where it more appropriately belongs.

203.5 - Titles of Governors Elected Leaders

The chief administrator of the district in formation shall be addressed as “Governor” and officially titled as “Governor of District in Formation.” (10/90) (2/05)
Comment: The following were moved here from 203.1, as they directly relate to titles.

The elected leader of the district-in-pre-formation carries has the title of “District Representative Coordinator.”

The elected leader of the district-in-formation carries has the title of “District Leader.”

When the district-in-formation achieves a minimum of 750 paid members based on the annual membership reports by clubs to Kiwanis International, the elected leader shall carry have the title of “Governor of _______ District-in-Formation.”

Proviso: Any duly elected governor or governor-elect of a district-in-formation for 2011-2012 shall retain their respective title for one year from the effective date of this change until September 30, 2012. (4/11)

Comment: Clarifying wording to agree with actual intent.

203.6 - Kiwanis Records and Reports
All Kiwanis records and reports such as accounts receivable/payable, membership and club reports, and convention attendance reports, shall reflect the current status of Kiwanis districts in formation. (6/91) (2/05)

Comment: Clarifies wording, now that we have more district levels.

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.
Following the Board’s direction to convene a meeting of Kiwanis clubs in India, an India Club Summit was organized and conducted to accomplish the following goals: 1) Assemble Kiwanis leadership throughout India for initial discussions regarding the future of Kiwanis growth and service in the nation; 2) Meet with an association management firm to clarify Kiwanis’ probable administrative and banking needs in India; 3) Meet with university leadership regarding the launch of either a young adult Kiwanis club or a Circle K club, and possible sponsorship of additional clubs at additional campus sites; and 4) Visit the New Delhi Kiwanis clubs’ projects for future feature in the Kiwanis magazine.

From ongoing dialogue since the last visit, the Pratham organization had declined further conversation with Kiwanis regarding a joint venture that would open Kiwanis clubs to support their literacy programs.

Banking
A second meeting with the RBS Bank was conducted on November 30. All documentation required by the bank was delivered, with the exception of an additional signature attestation required from the controller (this document was prepared and sent for express delivery to the bank on December 5). The non-resident account held by Kiwanis International should soon be unfrozen. A decision of whether to attempt to leave the account at the bank, move the account to another bank, or place the funds on deposit with an association management company will now be evaluated.

New Delhi Institute of Management
Dr. Vishwa Bansal, principal of the New Delhi Institute of Management (equivalent of post-graduate business MBA school) hosted a meeting of ten key administration and faculty of the school. The school has approximately 1,200 students enrolled in a two-year program. The school has initiated a community service program for its students, and notes recent change in Indian law requires corporations to set aside 2% of profits for corporate social responsibility (CSR). The interest centered on Circle K and the leadership offerings it could bring to the student body. A leadership program such as the CKI Leadership Academy or Key Leader seems to be of great interest. The school’s web site is [www.ndimdelhi.org](http://www.ndimdelhi.org).

Key learnings:
- The NDMI is interested in adding value to the school’s educational experience through CKI. Of primary interest is the leadership development.
- The NDMI seemed to like the idea of being the first school to offer Circle K in India.
- The possibility to network with other universities in other nations would be an advantage.
Planned follow-up:
- CKI will provide additional information on forming a Circle K club.

**Association management**

A third meeting with key staff of Association Management Initiatives Pvt. Ltd (www.amiglobal.org), an India company that provides association management services for various Indian membership-based and not-for-profit associations, took place to clarify their proposed services for Kiwanis. Four areas of support were described, and more detailed proposal was requested for each:

1. **Secretariat for Kiwanis in India**, to include assistance in managing the organizational affairs, which will likely include administrative support for building new clubs, support of existing clubs, assistance in registration/licensing, and meeting management.
2. **Financial agent for Kiwanis in India**, to include management of India banking, deposits and withdrawals, and associated accounting and reporting.
3. **Key Leader or various SLP support and delivery**, to include the possible resourcing and delivery of Key Leader for delivery to India youth. (This could become a revenue opportunity for AMI.)
4. **Kiwanis merchandising** inventory management and delivery, to include support to clubs of the geographic region.

AMI expressed strong interest in working with Kiwanis, and realizes that this project would likely “ramp up” over time. The ability to develop a financial model that pays for itself within India is a primary goal for the engagement.

Planned follow-up:
- AMI attended the December 3rd Kiwanis India Conference.
- AMI will develop a more detailed proposal for Kiwanis.

**Kiwanis magazine article**

Visits to the three permanent projects housed within the six floor building produced a wealth of information for a magazine article and possibly several sidebars. The clinic that designs, produces and fits custom prosthetics for adults and children with missing limbs had six children and two adult patients being helped that day. Rehabilitation and learning to use the prosthetics is also provided there. The doctors, technicians and other staff are very dedicated to this cause.

1) The second floor program provides vocational education for young women so they may become beauticians, seamstresses, or computer operators. Three classrooms are dedicated to the three training areas. These young women (aged 20-22) learn basic skills that allow them to earn up to 50,000 rupees a year. Many enter the program as illiterate, so evening adult education classes teach reading and general education subjects.

2) The third floor program helps develop basic mobility skills (standing, sitting, walking) for children with cerebral palsy. The program is designed to teach the parents how to provide the therapy at home. In two short years, two patients have grown to a list of more than 300 children.

3) Two mobile therapy units (equipped, Kiwanis-branded ambulances) provide service to individuals in need in more remote areas for patients that have no possibility of travelling on their own to the clinic.
All of these programs are offered at no charge to any of the patients or students.

Next steps:
- June 2012 article(s) in the Kiwanis magazine will tell this great story.
- Follow-up on a grant from the Kiwanis International Foundation could support the launch of another developing project of the New Delhi Kiwanis club.

**Kiwanis India Conference**
On December 3, the Kiwanis India Conference was held. Total attendance exceeded 125 people, including members of six of seven clubs, and some patients and students who benefitted from the New Delhi Kiwanis clubs projects. The original plan for the meeting was that 20-30 people would attend.

O.P. Mehra, former Air Chief Marshall (commanding general of the Indian air force; [http://en.wikipedia.org/wiki/Om_Prakash_Mehra](http://en.wikipedia.org/wiki/Om_Prakash_Mehra)) and former state governor, is the president of the New Delhi Kiwanis club. He opened the conference. The keynote speaker was Dr. Karan Singh, Member of Parliament, son and heir apparent to the last Maharajah of Kashmir, and former Indian ambassador to the US; [http://en.wikipedia.org/wiki/Karan_Singh](http://en.wikipedia.org/wiki/Karan_Singh). India nation coordinator, Raj Kumar Jajodia was largely responsible for the conference organization.

ACM Mehra and Dr. Karan Singh were presented with Kiwanis Zeller Fellowship medallions.

Four of five existing clubs attended, and two former clubs attended desiring reactivation.

Outcomes of the conference are:

1. The Kiwanis International Board is asked to set a dues rate for India in rupees, to be collected in India and remain in India to fund growth (1,000 rupees is roughly equal to US$ 19-26, depending on currency fluctuation of the last year).
2. A Kiwanis India committee should be organized, with representation from every club.
3. A long-term vision for India should be adopted, focusing on a single, unifying project for India Kiwanis clubs (the New Delhi club proposes disability projects as the focus).
4. The India clubs would like to receive the Kiwanis magazine. It was agreed that Kiwanis would investigate options for delivering the magazine within Asia. A price for the subscription will be investigated.
5. Aggressive growth goals should be adopted, and the organization should have 3-5,000 members in India by 2015.
6. India Kiwanis clubs should plan for a 2012 India convention, likely held in Agra.
7. India Kiwanis clubs should attempt to host the 2015 Kiwanis Asia-Pacific convention.
8. India Kiwanis attendance at the Kiwanis Asia-Pacific convention in Sri Lanka and the Kiwanis International convention in New Orleans was promoted.

**Strategic issues identified**
The following issues have been identified in a previous report and should be reemphasized as a growth plan is developed.
1. India banking laws are very restrictive. Funds raised in India must be deposited in Indian banks and should be utilized within India.
2. The ability to access funding from within India (corporate, existing Kiwanis clubs, government) is likely.
3. Cultural expectations and mores must be respected in India, and departure from some of the customary Kiwanis practices may need to be altered.
4. Respect and utilization of the existing Kiwanis membership assets will be essential for developing a growth plan in India.
5. Allowing the Indian Kiwanis clubs to help develop and feel ownership of growth efforts will be critical.

In addition,
6. India Kiwanis leaders are well-connected within the India government, educational and corporate communities.
7. The India Kiwanis clubs have enthusiasm and universal interest in growth.
8. The India Kiwanis clubs have the ability to resource the growth of Kiwanis in India. The existing Kiwanis India national coordinator, Raj Jajodia, is Kiwanis’ greatest cheerleader anywhere in the world.

In summary, support from Kiwanis International is essential. The Kiwanis leaders appreciate the effort that has been undertaken on their behalf. Careful ramping up of support from other clubs outside of India will help this effort. An important advisement is to allow India Kiwanis clubs must be allowed to determine and plan their own future.

At the present time, the balance on the frozen Indian bank account is 1,418,579 rupees (approx US$ 28,000). Additionally, a balance of more than US$ 55,600 remains in leftover World Link funds collected from Kiwanis clubs for the purpose of building new clubs in new nations. Some or all of these funds may be utilized for an India project.

Respectfully submitted,

Stan D. Soderstrom, Executive Director
Christina E. Hale, Chief Communications Officer
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON GOVERNANCE

January 12, 2012
New Orleans, Louisiana, USA
8:00 a.m. – 12:00 p.m.
Aster Crowne Plaza Hotel

Committee Members

Jerome E. Peuler, Chairman
Jane M. Erickson
Gunter Gasser
John M. Johnson
Sjoerd R.J. Timmermans
Christina Hale, Staff Liaison
Diana O’Brien, Staff Liaison

Guests

Thomas E. DeJulio, President-elect
Stan Soderstrom, Executive Director
Paul Palazzolo, Past President
Nettles Brown, Past President
Adeline Chan Sui Lee, ASPAC President
Peter Mancuso, KIF President
Lisa Heindricks, Staff (by phone)
Barry Glazer, Parliamentarian

1. Consent Report
   a. Update “Kiwanis Junior” References Remaining in Policies and Procedures
   b. District Bylaw Amendment Concerns
   c. Task Force on Governing Documents Report
   d. Resolutions and Bylaws Committee Report

2. Action Report
   a. Proposed Amendments to the Kiwanis International Bylaws

3. Information Report
   a. Proposed New Standard Form for Club Bylaws and International Bylaw Amendments
   b. New Code of Ethics for Kiwanis International Officers
   c. Recommended District Policy on Background Checks
   d. District Authority to Require Background Checks for Club Members
   e. Federation Bylaws Compliance with Kiwanis International Bylaws
   f. Resolution from Florida District Board Regarding Background Checks

4. Future Business
   a. Proposed amendment on International Convention fee for clubs
   b. Changing board members terms to run from election to election
   c. Background Check Appeals Committee recommendations
   d. District foundation compliance with Kiwanis International requirements
   e. Nonprofit governance practices and Sarbanes-Oxley
   f. Proposed new Standard Form for Club Bylaws (reaction from clubs and members)
g. Second report from the Resolutions and Bylaws Committee (post-Feb. 15 deadline for club and district submissions)
h. Report of the Task Force on Conduct Unbecoming
i. Potential filtering process for International Bylaw amendments from clubs and districts
j. New code of ethics for Kiwanis International Officers
k. Recommended district policy on background checks
l. Federation bylaws compliance with Kiwanis International bylaws
m. Resolution from Florida District board regarding background checks
n. Add new district objectives to governing documents
o. Clean-up Procedure 220 – District Committees after recent revisions
p. Review of Switzerland-Liechtenstein District bylaw revisions
q. Revision of Procedure 302 – Club Membership (minimum number for new clubs)

6. Adjournment
Consent Report

a. Update “Kiwanis Junior” References Remaining in Policies and Procedures

The Committee reviewed references in Kiwanis International policies and procedures still referring to Kiwanis Junior as a component of the Kiwanis family, though it no longer has that designation. Additional clean-up is still needed.

Recommendation #1: That the Kiwanis International Board approves revisions to various policies and procedures referring to Kiwanis Junior, as shown in Consent Report-Exhibit A.

(ADOPTED)

Strategic Intent: Update governing documents.
Financial and Human Resource Impact: None.

b. District Bylaw Amendment Concerns

The committee noted that the Pacific Northwest District has responded that it intends to amend its bylaws at its 2012 convention to comply with recent amendments to the Kiwanis International bylaws.

Staff informed the committee of a newly-discovered problem regarding another district. At its last convention, the New England District adopted an amendment to require background checks for all district officers. However, when questioned by staff, the district only intended for background checks to apply to Governor and Governor-elect, as required by Kiwanis International—not to all district officers (which also includes Lt. Governors, etc).

Recommendation #2: 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.

(ADOPTED)
Strategic Intent: Oversight of district bylaws
Financial and Human Resource Impact: None

c. Task Force on Governing Documents Report

The Task Force on Governing Documents asked the Board to reconsider its initial concerns over certain aspects of the proposed new club bylaws.

Recommendation #3: 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.

(ADOPTED)

Strategic Intent: More flexible operations for all clubs.
Financial and Human Resource Impact: None.

d. International Committee on Resolutions and Bylaws Report

The International Board requested the 2011-12 International Committee on Resolutions and Bylaws to draft bylaw amendments on a variety of topics for consideration by Council. Several of those amendments are necessary to implement the proposed new Standard Form for Club Bylaws; others are housekeeping in nature.

Recommendation #4: 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.

(ADOPTED)

Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

Action Report

a. Proposed Amendments to the Kiwanis International Bylaws

Recommendation #1: 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.

(ADOPTED)
Strategic Intent: Maintain governing documents.
Financial and Human Resource Impact: None.

Information Report

a. Proposed new Standard Form for Club Bylaws and International Bylaws Amendments

Nettles Brown, Chairman of the Task Force on Governing Documents, visited the committee to discuss key points about the proposed new Standard Form for Club Bylaws and answer questions. It was noted that implementation of the new standard form rests with the International Board; it may depend partly on responses from Council and clubs and should include advance opportunities for education, comments, and questions.

Paul Palazzolo, Chairman of the Resolutions and Bylaws Committee also was available to answer questions about the proposed amendments to be discussed by Council.

b. New Code of Ethics for Kiwanis International Officers

The Committee reviewed an updated draft of a tentative new code of conduct for International Board members. One concern was whether or not Board members should be allowed to endorse candidates for office at the club level, as a right of membership, vs. the need to maintain neutrality in a position of influence. The committee defers action on the draft until the April 2012 Board meeting, after additional consideration can be given.

c. Recommended District Policy on Criminal History Background Checks

The Committee reviewed a draft for a Kiwanis International policy stating Kiwanis position regarding districts conducting background checks for district officers and/or for adults working with youth on behalf of the district. It also looked at text for a corresponding policy and procedure that districts would then adopt on the matter. It was noted that the draft “strongly encourages” districts to use the agency that Kiwanis International uses and adhere to the same standards. The committee would like to consider further whether these two premises should be required, rather than just encouraged, and noted this may relate to other aspects of a district’s role and purpose currently under discussion. Since a district is an administrative extension of Kiwanis International, and since Kiwanis’ protection of youth should be the best possible at all levels of the organization, districts should use the same high criteria and standards as KI. For these reasons, the committee defers the matter to the April 2012 Board meeting for further consideration.
d. District Authority to Require Background Checks for Club Members

It was noted that, because criteria regarding club members are provided solely in the International Bylaws, which is under the authority of the House of Delegates at an International convention, districts do not have authority to require clubs to conduct background checks on members or potential members.

e. Federation Bylaws Compliance with Kiwanis International Bylaws

The European Federation was advised of areas of its bylaws that do not comply with the K.I. Bylaws regarding federations, as well as other comments on best practices and questions to obtain clarity between Kiwanis International and the federation, particularly on these issues:

- A clear definition of the role and purpose of federations is needed.
- A clear definition of whether clubs or districts are ‘members’ of a Federation is needed.
- Should federations have trustees with three-year terms, as required by the KI Bylaws? Or should the KI Bylaws be revised to remove this requirement?
- Requirements are needed for basic financial reporting and accountability.
- Clarification is needed regarding eligibility of candidates for International Trustee from the Europe Region.

A response was received from the federation in December 2011 agreeing with several suggestions but expressing concerns about other aspects. Both Kiwanis’ original comments and KIEF’s responses contain a great deal of material, so this matter is deferred to the April 2012 Board meeting for further consideration.

It was noted that keeping updated bylaws could be made part of the annual agreement implemented recently between Kiwanis International and the federation.

f. Resolution from the Florida District Board Regarding Background Checks

The Florida District Board of Trustees has submitted a resolution to the International Board that “petitions the International Board to return to the policy adopted in April 2010” regarding criminal history background checks, which disregarded certain offenses if committed more than 10 years ago. The committee is concerned that this matter seems to keep recurring repeatedly, but did not have enough information to make a recommendation. Therefore, the committee requests staff to provide a chronological summary with details for more well-informed consideration at the April 2012 Board meeting. The committee would like to assist the Board in finalizing this subject.
Future Business
a. Proposed amendment on International Convention Fee for clubs
b. Changing Board Members terms to run from election to election
c. Background Check Appeals Committee recommendations
d. District foundation compliance with Kiwanis International Requirements
e. Nonprofit governance practices and Sarbanes-Oxley
f. Proposed new Standard Form for Club Bylaws (reaction from clubs and members)
g. Second Report from the Resolutions and Bylaws Committee
h. Report of the Task Force on Conduct Unbecoming
i. Potential filtering process for International Bylaw amendments from clubs and districts
j. New code of ethics for Kiwanis International Officers
k. Recommended district policy on background checks
l. Federation bylaws compliance with Kiwanis International bylaws
m. Resolution from Florida District board regarding background checks
n. Add new district objectives to governing documents
o. Clean-up Procedure 220 – District Committees after recent revisions
p. Review of Switzerland-Liechtenstein District bylaw revisions
q. Revision of Procedure 302 – Club Membership (minimum number for new clubs)
References to “Kiwanis Junior” related to the Kiwanis family

K.I. POLICY

B. 12 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:

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.

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.

E. 3 Other Local Level Sponsored Organizations

a. Authorized Sponsorship: Without the consent of the Kiwanis International Board, no district, club, or group of clubs may sponsor beyond the club level, any organization except Circle K, or Key Club, or in Europe, Kiwanis Junior clubs.
K.I. PROCEDURE

102 - INTERNATIONAL BOARD COMMITTEE RESPONSIBILITIES

102.7 - Review of Kiwanis Family Matters by All Board Committees

All Board Committees, with the exception of Executive, are additionally charged with reviewing the Policies, Procedures, systems, programs, and services of Kiwanis International, Key Club International, Circle K International, Kiwanis Junior, and any other Kiwanis family organizations, which are relevant to each committee areas of concern. A Board Committee may, as a result of such review, recommend to the International Board the creation, revision, or discontinuance of such Policies, Procedures, systems, programs, or services. (4/95)

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 and members of district committees for the succeeding administrative year. The district governor may also appoint committees as needed, subject to the approval of the district board of trustees. Such committees should assist the clubs in the district to implement the Objects, objectives, Policies, programs, and goals of Kiwanis. (6/91) (4/97)

220.2 - Structure

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

   Sponsored Programs Committees (in districts where appropriate):
   16. Aktion Club
   17. Builders Club
   18. Circle K
   19. Key Club
   20. Kiwanis Junior

D. Sponsored Programs Committees: The Aktion Club, Builders Club, K-Kids, and Key Leader, and Kiwanis Junior Committees shall be appointed by December 1 and shall assume responsibilities for these programs on April 1. Any action taken by these committees shall be subject to review and the authority of the current
Kiwanis district board of trustees under the bylaws and policies of the district. (1/92) (4/09)

The chairmen of the Committees on Aktion Club, Builders Club, Circle K, K-Kids, and Key Club, and Kiwanis Junior will be known as the district administrator for Aktion Club, Builders Club, Circle K, K-Kids, and Key Club, respectively. The chairmen of the Committee on Key Leader shall be known as the district chairman. (1/92) (4/09)

220.3 - Duties

C. Sponsored Programs Committees (in districts where appropriate):

20. 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)

223 - RESPONSIBILITIES OF THE DISTRICT GOVERNOR-ELECT

223.2 - Duties

The governor-elect, in preparation to be an Officer of Kiwanis International, shall: (10/96)

G. In districts where applicable, appoint the committee on Aktion Club, Builders Club, Circle K, K-Kids, and Key Club, and Kiwanis Junior by February 1. (10/96) (9/00)

344 - MEETING TYPES

344.1 - Inter-club Meeting
An inter-club meeting is one which is held by two or more Kiwanis clubs (including clubs "in formation") or by a Kiwanis club and any Builders Club, Circle K club, Key Club, Aktion Club, and K-Kids, or Kiwanis Junior club. (10/85) (4/04)
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)

D. Sponsor or support a K-Kids club, Builders Club, Key Club, or Circle K club, or Kiwanis Junior club (where possible). (1/00)

429 - SPONSORED PROGRAMS OF KIWANIS INTERNATIONAL

429.1 - Kiwanis International Support of a Sponsored Program
Kiwanis International has developed and gives priority to support for sponsored service projects for youth and adults of various age groups to be known as “Kiwanis Sponsored Programs,” collectively referred to as the “Kiwanis Family.” These groups are: Aktion Club, Builders Club, Key Club, Circle K, and K-Kids, and Kiwanis Junior. Adoption as a sponsored program by Kiwanis International involves a higher level of support, including registration and tracking of clubs, specialized communications for the clubs and sponsors, and promotion to other Kiwanis clubs. Kiwanis International assumes responsibility for providing funding for future development and maintenance of the program. (5/96) (10/01)

431 - TAG LINE FOR SPONSORED PROGRAMS

431.1 - Purpose
The tag lines "A Kiwanis Family Member" and "Serving the Children of the World" shall be used to identify each sponsored program as an entity of Kiwanis International. (5/93) (4/99)

431.2 - Use
The tag line shall be used in all cases when reference is made to Builders Club, Key Club, Circle K, or K-Kids, or Kiwanis Junior. Exceptions to this Procedure are documents or materials which are considered “for internal use” at the Kiwanis International Office. (5/93) (4/99)
REPORT OF THE TASK FORCE ON GOVERNING DOCUMENTS
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

November 9, 2011

Members: CHAIR Nettles Brown, Past International President, Louisiana-Mississippi-W.Tenn. District
Pat Cooney, Past Governor, New York District
Ulrich Märki, Past Governor, Switzerland-Liechtenstein District
Tadao Oda, Past International Trustee, Japan District
Elizabeth Tezza, Past Governor, Carolinas District
Ralph Wilson, Jr., Past KIF President and Past Governor, Missouri-Arkansas District

Staff Liaison: Diana O’Brien, Governance Specialist

Other Guests: (none)

Shortly after the meeting of the Kiwanis International Board, October 12-16, 2011, the Task Force was informed that the Board (or the Governance Committee) disagreed with three concepts in the new proposed club bylaws:

- Deleting specific classes of membership, to allow each club to determine their own.
- Reducing the required number of club directors from five (5) to three (3).
- Expanding the time frame allowed for a club’s annual meeting and elections.

No reasons were given by the Board (or committee) for disagreeing with these concepts.

The Task Force has serious concerns about the first two items, especially retaining the current membership classes.

Background

In 2007, delegates adopted the so-called ‘flexibility amendment’ into the International Bylaws:

ARTICLE IV. MEMBERSHIP OF CLUBS IN KIWANIS INTERNATIONAL

Section 3. Notwithstanding any other provision of the Kiwanis International Bylaws, the Standard Form for Club Bylaws, or the Standard Form for District Bylaws, the International Board of Trustees may admit into Kiwanis membership and/or permit the creation of new forms of Kiwanis membership consistent with the Objects of Kiwanis International, which may extend for a period not exceeding five (5) years without approval of the House of Delegates. The Executive Director of Kiwanis International shall make an annual report to the House of Delegates covering any such Board actions taken or authorized and make an evaluation of their current effectiveness. (7/2007)
In 2008-09, the Board appointed a Task Force on Club Bylaws to develop reduced bylaws for use by new-concept clubs that were being formed under the so-called ‘flexibility amendment.’ That task force was urged by Board leadership at the time to eliminate membership classes. Its report from Sept. 30, 2009, which was adopted by the International Board, included:

“The Task Force submits Attachment A as proposed bylaws for new concept clubs such as ‘3-2-1’ clubs. Attachment A provides minimum standards of club operations that Kiwanis would expect to be uniform among all clubs.”

“Before the Standard Form could be permanently revised to include the type of changes reflected in Attachment A, the Kiwanis International Bylaws would first have to be amended correspondingly: for instance, to remove membership classifications (Art. VIII, Secs. 2-6); to remove administrative details of the member admission process (Art. VIII, Sec. 11); to remove the requirement to meet at least twice monthly (Art. VI, Sec. 4); etc.”

“… More importantly, it reduces rules proscribed to clubs by Kiwanis International, providing each club greater flexibility and autonomy within certain parameters.”

“Attachment B is a list, by topic, of changes between the Standard Form and the proposed draft for new concept clubs.” Attachment B included: “Eliminated classes of membership. Clubs may set their own classes, if desired.”

The current Task Force on Governing Documents was appointed by the Board in 2010-11 to review and update all of Kiwanis International’s governing documents, with the goal of fewer restrictions and more flexibility (as appropriate) at all levels of Kiwanis in the future. Essentially, what we did carries out the intention of the flexibility amendment, and elimination of membership classes was used as a foundational premise in that effort.

Clarification

The Task Force wants to be sure the Board realizes that membership classes have not been totally removed from the concept of club operations; rather, the delineation of membership classes has been moved from the club bylaws, which is mandatory for all clubs, to club policy, which is flexible and optional for each club.

If we state only certain types of membership in the club bylaws, clubs are restricted to only those, which may not meet the needs of clubs in all countries and all cultures. Moving membership classes to club policy allows each club to determine for itself whether to have and use the traditional classes of senior and honorary and/or to create and use new types of membership.

In any case, Kiwanis International would recognize all members as “active” (regular) members, who would pay regular International and district dues. Clubs may give dues discounts, attendance waivers, or other benefits or restrictions for any classes they create.
Concerns

The current Task Force believes it will be extremely difficult to move Kiwanis forward without broadening the options for membership classes (or types). Clubs and members are being urged to be more diverse and inclusive and to expand current processes and practices to be more accommodating. But they can’t be flexible if the age-old membership classes are still mandated in their bylaws.

Currently, both active and senior members pay dues and both are entitled to all club privileges. The only difference is in attendance requirements:
- “Active members shall maintain regular attendance at club meetings and shall actively participate in the activities of the club.”
- “A senior member must meet the standards of attendance and participation as set forth by the board of directors of the club.” (This is presumably a reduced standard, since the provision also refers earlier to a member “who is unable to meet attendance requirements.”)

Yet K.I. has no defined standard of what constitutes regular attendance or reduced attendance; instead, clubs have been encouraged to establish their own standards.

Additionally, K.I. does not recognize or track senior members separate from active members; that is, clubs cannot go into the database and change a member’s designation from active to senior.

Finally, clubs have been urged for years not to implement or enforce strict attendance requirements. Today’s younger members don’t care if they ever come close to perfect attendance, but they want and need flexibility in attendance expectations to stay connected to their clubs.

If the only differences between active and senior are those established individually by each club, is there any real point in retaining senior as we currently have it?

For classic clubs who want to retain the traditional membership classes, an option is included in the proposed new club policies. But new-concept clubs trying to operate in innovative ways would not be tied to those traditional classes.

Regarding honorary, different clubs may carry out or use the “honorary” designation in very different ways. The Member Services Dept. advises the most common practice among clubs is to designate active members who can no longer attend or pay dues (i.e., going into assisted living) as honorary, as a way to keep them connected to Kiwanis by receiving the magazine. Via the optional club policy, clubs can designate honorary members as Kiwanis currently uses it or in other ways.

Number of club directors

The Task Force would also like the Board to be fully aware that reducing the number of club directors from five to three also came from the preceding task force; was also approved by the International Board in 2009; and thus was used as a foundation premise for our group. At a time when Kiwanis is facing fewer members and smaller clubs, allowing fewer director positions can be very important for small clubs that are still serving their communities. The combination of three directors and five mandatory officers still provides small clubs with a board of eight people, which seems very reasonable.
Comparison, for reference

The last two pages with this report reflect club membership provisions in the current Standard Form vs. those from the proposed new club bylaws and policies.

International Bylaws must be amended first

The Task Force wanted the Board to have this additional information quickly because, in order to eliminate senior and honorary from the bylaws and update provisions regarding active, and to reduce the required number of club directors from five to three, the International Bylaws must first be amended. We've been informed that Council, at its meeting in January 2012, will be considering all proposed amendments; that the Resolutions and Bylaws Committee is currently drafting or reviewing amendments to go to Council; and that all proposed amendments must be sent to Council attendees no later than Dec. 12. We understand that time is critical at this point.

The Task Force respectfully asks the Board to maintain its previous intentions to eliminate senior and honorary membership classes and allow clubs to determine their own membership types, and to reduce the required number of club directors from five to three; and to direct the Resolutions and Bylaws Committee to provide such amendment proposals for consideration by Council in January 2012.

We thank the Board in advance for its timely reconsideration of these issues.

Respectfully submitted,

Task Force on Governing Documents
Nettles Brown, Chairman
ARTICLE III. MEMBERSHIP AND CLASSIFICATION

Section 1. Membership in this club shall be primarily of the active class as herein defined. There may be only two (2) other classes of membership: senior and honorary.

Section 2. A person may hold membership in more than one (1) Kiwanis club.

Section 3. The active members shall represent a cross section of occupations in the community in which this club is located.

Section 4. Members (other than honorary) have the duty to attend meetings, participate in service projects and other activities, pay club financial obligations, wear the Kiwanis emblem, be appointed to committees, be elected as officers or directors, and attend Kiwanis conferences and conventions.

Section 5. Membership is open to persons eighteen (18) years of age and over who satisfy the qualifications for active, senior, or honorary membership.

Section 6. All members of this club must believe in and subscribe to the Objects of Kiwanis International and be of good character and community standing.

Section 7. Qualifications for Active Membership.

   a. An active member must believe in and subscribe to the Objects of Kiwanis International. 
   Comment: “Believe and subscribe” was removed from the K.I. Bylaws several years ago.

   b. 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 chartered club.

   c. An active member must pay a membership induction fee and annual membership dues and shall be entitled to all privileges of club membership.

Section 8. Qualifications for Senior Membership.

   a. Any member who shall have been an active member in good standing of one (1) or more Kiwanis 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 this club in these bylaws, may be elected by the Board of Directors as a senior member upon making written application.

   b. The Board of Directors 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 such member to active membership.

   c. A senior member must pay annual membership dues and shall be entitled to all privileges of club membership.

   d. A senior member must meet the standards of attendance and participation as set forth by the Board of Directors.
Section 9. Qualifications for Honorary Membership.

a. Any person who has performed some distinguished public service may be elected by the Board of Directors as an honorary member (of which the person is not an active or senior member) for a period of one (1) year and thereafter may be reelected annually.

b. An honorary member shall not pay either a membership induction fee or annual membership dues, and shall be entitled to all privileges of club membership, except those of voting and holding office. An honorary member shall be a paid subscriber to the official publication of Kiwanis International.

c. An honorary member shall not be obligated to attend club meetings.

Proposed Standard Form for Club Bylaws

ARTICLE 2. MEMBERS

2.1. Adults of good character and good community standing may be admitted to membership in this club by invitation or by transfer from another Kiwanis club upon no less than a majority vote of the entire Board.

2.2. Members in good standing are entitled to all rights and privileges of the club. To be in good standing, members are obligated to pay the dues and fees defined in club policy and comply with any other criteria stated in club policy.

2.3. Members not in good standing may be suspended or removed by no less than a majority vote of the entire board. At least fourteen (14) days previous notice of such pending action must be provided to the member. The member will have the right to appear to present his/her case to the board on or before the meeting at which action will be determined.

2.4. A member may resign by submitting written notice to the club. Any member who resigns or has been removed from club membership forfeits all interest in any club funds or property and all rights to use of any Kiwanis marks.

Proposed Club Policies

E. MEMBERSHIP TYPES: In addition to active (regular) members, this club has the following type(s) of memberships available with the stated criteria, benefits, and/or restrictions for each.

**Note to Club: Use this policy to state any types of membership the club may establish other than active. Adoption of new types of membership requires a 3/4 vote of the club membership. Be aware that the only membership type recognized by Kiwanis International for dues, voting, or any other purposes is active (regular) membership and that full dues and fees must be paid by the club to Kiwanis International and the district (and federation, if any) for all members, regardless of any discounts the club may grant for some membership types. Clubs are urged to use caution and give thorough advance consideration before adopting any special types of membership.**

1. Membership Type (Name):  
   Special Criteria:  
   Special Benefits:  
   Restriction of Club Privileges:  

(Repeat the lines above for any additional types of membership.)
REPORT OF THE
2011-12 RESOLUTIONS AND BYLAWS COMMITTEE
TO THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

December 1, 2011

Members: Chairman Paul Palazzolo; Adeline Chan Sui Lee; Randy DeLay; Brian Egger; Russ Kercher; Bob McCurley; Paul Inge Paulsen; Mark Smith III

Staff: Diana O’Brien, Governance Specialist

Others: Stan Soderstrom, Executive Director; Barry Glazer, Parliamentarian

Assignment and Meeting Process

In October 2011, the Kiwanis International Board charged the committee with drafting amendments on several topics (see Attachment 1) for review by the International Council when it meets January 12-14, 2012. The International Bylaws provide that any amendments to be considered for adoption by Council must be sent 30 days in advance. The committee met by conference call on the three dates shown below to meet the required deadline and reviewed tentative text initially drafted by Staff. Every meeting had at least a quorum of four members present and all members participated in one or more meetings.

November 10, 2011, approximately 4:15 – 6:00 pm EST
Members Present: Chairman Paul Palazzolo, Russ Kercher, Mark Smith, Bob McCurley, Randy DeLay, Paul Inge Paulsen, Adeline Chan
Others: Parliamentarian Barry Glazer, Staff Diana O’Brien

November 17, 2011, approximately 8:20 – 9:45 am EST
Members Present: Chairman Paul Palazzolo, Russ Kercher, Mark Smith, Brian Egger, Bob McCurley
Others: Parliamentarian Barry Glazer, Staff Diana O’Brien

November 22, 2011, approximately 4:15 – 5:40 pm EST
Members Present: Chairman Paul Palazzolo, Russ Kercher, Mark Smith, Brian Egger, Paul Inge Paulsen, Adeline Chan
Others: Stan Soderstrom, Executive Director; Nettles Brown, Chair, TF on Governing Documents; Parliamentarian Barry Glazer, Staff Diana O’Brien

Amendments to be considered by Council

The amendment proposals in the attachments are separated according to those that Council may adopt vs. those that can only be approved by the House of Delegates at an International Convention, as well as those required to implement the proposed new Standard Form for Club Bylaws vs. ‘others.’ The
Committee understands the Board would like Council to also consider those that can only be adopted at the International Convention, for possible endorsement by Council to the Convention.

Attachment 2 – Council may Amend and Necessary for the New Club Bylaws
Attachment 3 – Council may Amend: Others
Attachment 4 – The House must Amend and Necessary for the New Club Bylaws
Attachment 5 – The House must Amend: Others

Amendments recommended against consideration by Council

The committee recommends no changes be made to the existing provisions on the following four topics—and thus, that Council not consider these amendments.

1. Provide that Past International Presidents Committee meetings, if required, can be requested at any time by the International President or Board.

Based on the Board’s request, the committee considered this draft:

ARTICLE XX. COMMITTEES

Section 4. There shall be a Standing Committee of Past International Presidents, which shall be composed of all the Past International Presidents, and there shall be added thereto each year the retiring Immediate Past International President.

a. The quorum of the Committee of Past International Presidents shall be five (5).

b. The Committee of Past International Presidents shall consider and report to the International Board of Trustees its conclusions on all matters referred to it. It may initiate subjects for consideration and report its conclusions to said Board. A summary of the Committee's proceedings shall be provided to each member of the Committee, the International President, and the Executive Director.

c. The Committee shall meet at the annual International convention, and may hold such other meetings as provided herein, provided that such other meetings shall not be held less than thirty (30) days prior to the convention such times as requested by the President or the Board of Trustees.

The committee was not given the intention or rationale for this proposal, whether for cost savings or other reasons. After discussion, the committee voted that no change be made to the existing provision. This is because our Past International Presidents hold the long-term memory and experience of the organization, with the knowledge of where Kiwanis has been in the past. This is a valuable perspective for both staff and the membership.

2. Clarify and simplify the Executive Director’s duties regarding Kiwanis publications

Based on the Board’s request, the committee considered this draft:
ARTICLE XXI. OFFICIAL PUBLICATIONS

Section 3. The Executive Director, as Editor, shall be responsible for the issuance of any official publications, subject to the direction and control of the Board of Trustees. The Executive Director may select, as determined by the Board of Trustees, such additional staff as may from time to time be deemed necessary to assist in the production of official publications. The Executive Director shall receive no additional compensation for performing the duties of Editor.

ARTICLE XII. DUTIES OF OFFICERS

Section 5. Executive Director

f. The Executive Director shall be the executive in charge of the Kiwanis International Office and regional offices and their departments and shall be responsible for the selection and the supervision of the staff and employees, subject to the direction and control of the Board of Trustees. The Executive Director shall act as Editor of any official publications of Kiwanis International with duties as defined in these Bylaws. (6/2010)

g. The Executive Director shall be responsible for the issuance of any official publications of Kiwanis International, subject to the direction and control of the Board of Trustees. (6/2010)

Staff informed the committee the intention was housekeeping. After discussion, the committee voted that no change be made to the existing provisions. The group agreed that a head staff person or officer should be stated in charge of producing the magazine and other publications; therefore, the Executive Director is appropriate. This is consistent with the practices of other organizations.

3. Provide that district trustees-designate shall be delegates-at-large at International Conventions.

Based on the Board’s request, the committee considered this draft:

ARTICLE XVI – DELEGATES AND DELEGATES-AT-LARGE

Section 4. Elective International Officers as defined in Article XI, Section 1, Past International Presidents, Chairmen of current International, Standing, and Special Committees of Kiwanis International, governors-elect, district trustees, district trustees-designate, district treasurers, district secretaries, lieutenant governors, lieutenant governors-designate, and past district governors who are active or senior members shall be delegates-at-large to all International conventions.

Staff informed the committee this was originally suggested by a district governor to provide that districts with boards composed of trustees have the same rights as districts with boards composed of lieutenant governors. Though the amendment would not increase the pool of delegates-at-large by substantial numbers, some members felt the addition goes the wrong direction; instead, lieutenant governors-designate should not be delegates-at-large either. After discussion, the committee voted whether or not to present this to Council, with the result being a tie; therefore, the motion failed and the topic is not recommended for consideration by Council.
4. Eliminate specific age requirement for members, which may vary among nations

Based on the Board’s request, the committee considered this draft:

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)

The committee was advised the rationale for this proposal was to accommodate variations in the age of majority (legal age) among Kiwanis nations when someone is recognized as an adult. However, it was discovered that, while a handful of nations have set their legal age at less than or more than age 18 (including three states in the U.S.), the vast majority of nations and states by far use age 18. (For reference, see http://en.wikipedia.org/wiki/Age_of_majority.) After discussion, the committee voted that no change be made to the existing provision.

Postponement of two amendments

1. Clarify the process for filling a Trustee vacancy on the International Board

The committee was unable to consider this amendment because staff was unable to adequately research the matter in the necessary time frame. It can be considered by the committee when it meets again after the Feb. 15 deadline for submission of club and district proposals.

2. Member attendance and participation requirements should be more flexible

Staff advised this topic would only be relevant if the Board determines not to propose an amendment at the International Convention to eliminate membership classes, which depends partly on Council’s response to the idea. If necessary after all, the topic of member attendance and participation requirements can be considered by the committee when it meets again after Feb. 15.

This concludes the Committee’s report.

Respectfully submitted,

2011-12 International Committee on Resolutions and Bylaws
Paul Palazzolo, Chairman
## ATTACHMENT 1
### POTENTIAL INTERNATIONAL BYLAW AMENDMENTS

### COUNCIL MAY AMEND THE FOLLOWING:

<table>
<thead>
<tr>
<th>Substantive</th>
</tr>
</thead>
<tbody>
<tr>
<td>A district <em>(shall? (or) may?)</em> hold its own convention in conjunction with the International convention. <em>NOTE: Let Council decide between “shall” or “may.”</em></td>
</tr>
<tr>
<td>A federation <em>(shall? (or) may?)</em> hold its own convention in conjunction with the International convention. <em>NOTE: Let Council decide between “shall” or “may.”</em></td>
</tr>
<tr>
<td>Past International Presidents Committee meetings, if required, can be requested at any time by the International President or Board.</td>
</tr>
</tbody>
</table>

### Necessary To Implement New Standard Form For Club Bylaws

<p>| |</p>
<table>
<thead>
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<tbody>
<tr>
<td>Member attendance and participation requirements should be more flexible.</td>
</tr>
<tr>
<td>Clubs must comply with all applicable location laws.</td>
</tr>
<tr>
<td>Cancellation of club meetings should reside at the club level.</td>
</tr>
<tr>
<td>A club <em>must</em> have a president-elect, and <em>may</em> choose to have one or more vice-presidents.</td>
</tr>
<tr>
<td>Allow each club to determine how it will admit new members.</td>
</tr>
</tbody>
</table>

### Updating Bylaws to Align with Current Practice

<p>| |</p>
<table>
<thead>
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<tbody>
<tr>
<td>Governors will no longer be required to approve new club charter petition.</td>
</tr>
<tr>
<td>Remove requirement for clubs to seek pre-approval from the district to conduct lotteries, raffles and games of chance.</td>
</tr>
<tr>
<td>Special meetings of the International Board may be called and conducted in a timely manner by any current method allowed by law.</td>
</tr>
<tr>
<td>Current practice is that club delegates must be reported 60 days prior to Convention.</td>
</tr>
<tr>
<td>Elections and Credentials committees have been reduced due to electronic balloting.</td>
</tr>
<tr>
<td>Administrative updates regarding the magazine and voucher checks should be in procedures instead of Bylaws.</td>
</tr>
<tr>
<td>Numbering of ballots is no longer valid, due to electronic voting.</td>
</tr>
<tr>
<td>Clarify and simplify the Executive Director’s duties regarding Kiwanis publications.</td>
</tr>
<tr>
<td>Clarify the process for filling a Trustee vacancy on the International Board.</td>
</tr>
<tr>
<td>COUNCIL MAY NOT AMEND THESE—MUST GO TO HOUSE OF DELEGATES:</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Substantive</strong></td>
</tr>
<tr>
<td>All districts and federations must provide regular financial reports to its board and Kiwanis International.</td>
</tr>
<tr>
<td>District trustees-designate shall be delegates-at-large at International Conventions.</td>
</tr>
<tr>
<td><strong>Necessary To Implement New Standard Form For Club Bylaws</strong></td>
</tr>
<tr>
<td>Each club will determine its own standards for members to be considered in good standing.</td>
</tr>
<tr>
<td>Eliminate specific age requirement of 18 years, replacing with the word “adults,” because the age of legal majority varies among nations.</td>
</tr>
</tbody>
</table>
ATTACHMENT 2
COUNCIL MAY AMEND and NECESSARY FOR THE NEW CLUB BYLAWS

A. State that clubs must comply with the laws of local jurisdiction—which can affect *many* aspects of the club’s bylaws

ARTICLE V. ORGANIZING AND CHARTERING OF CLUBS

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.

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.

B. Eliminate current restrictions regarding cancellation of club meetings, to allow more flexibility

*Explanation: This proposal also allows more flexibility in rescheduling club meetings.*

ARTICLE VI. CLUB OPERATIONS

Section 5. If a club’s regular meeting falls on a legal holiday or eve thereof, the board of directors may reschedule the meeting for another day during the affected week or cancel the meeting, provided not more than two (2) regular meetings are canceled during an administrative year.
C. Eliminate requirement for clubs to have a vice-presidents, which is no longer current practice, and correspondingly eliminate option for clubs to combine offices of president-elect and vice-president. 

Explanation: We actually allow “0” vice-presidents now.

ARTICLE VI. CLUB OPERATIONS

Section 1. The officers of a club shall be a president, president-elect, immediate past president, one (1) or more vice-president(s) (if any), a treasurer, and a secretary, and such other officers as may be required by the club bylaws. No offices may be combined in one (1) person except the offices of president-elect and vice-president may be combined, and the offices of secretary and treasurer may be combined. No person shall simultaneously serve as an elected director and an officer. The officers, together with at least five (5) directors, shall constitute the board of directors. The officers and directors must be active, privileged, or senior members in good standing. The duties of the officers and the board of directors shall be such as are prescribed in the club bylaws. (6/96)

D. Eliminate specific process for admission of new members, to allow each club determine its own process instead

ARTICLE VIII. CLUB MEMBERS

Section 10. Election of Members

a. Qualified prospective active members shall be considered for election to membership only by invitation or by transfer from an active club, under the following procedure: by a majority vote of the club board or membership. (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 club policy. (10/1987)
ATTACHMENT 3
COUNCIL MAY AMEND: OTHERS

E. Remove requirement for Governor’s approval of a new club charter petition, which is no longer current practice

Explanation: (1) Kiwanis no longer uses club petitions to form new clubs; and (2) the minimum number of members is already stated in Section 4; and (3) this level of detail is more appropriate for procedures, not bylaws.

ARTICLE V. ORGANIZING AND CHARTERING OF CLUBS

Section 5.

a. Application for The organization of a new club shall be approved by Kiwanis International and the district and completed as instructed by Kiwanis International made on the standard petition form as adopted by the Board of Trustees. The petition shall be duly signed by ten (10) fifteen (15) persons eligible for active membership in the prospective club, and said petition shall be approved or disapproved by the district governor in whose district the club is to be organized. If the district governor disapproves the petition, the reasons for disapproval must be stated. The district governor shall immediately forward the petition to the Executive Director of Kiwanis International.

b. After reviewing the petition and the reasons for disapproval, the Board of Trustees shall determine if the new club will be organized.

F. Eliminate requirement for districts to approve club use of lotteries, raffles and games of chance, which is unnecessary and no longer current practice

Explanation: This places unnecessary burden on clubs and districts, as long as games of chance are allowed by law where the club is located.

ARTICLE VII. DISCIPLINE OF CLUBS

Section 4. Clubs may participate in lotteries, raffles, drawings, or other games of chance, provided that they are not in contravention violation of the laws, mores, customs, and traditions of the country, state, or province in which the clubs exist, and provided further that the district board of trustees or the governing authority of nondistricted clubs shall have given prior approval for the utilization of lotteries, raffles, drawings, or other games of chance to be employed in fund-raising activities. Such approval so granted does not constitute official endorsement of such activities by Kiwanis International. Nothing contained herein shall permit any club by its activities to impugn the good name of Kiwanis. Should violations occur, appropriate disciplinary action may be taken in accordance with these Bylaws.
G. Provide that the host district of an International Convention (shall or may) hold its own convention in conjunction with the International Convention

ARTICLE IX. DISTRICTS

Section 11. The annual convention of each district shall be held at such place and upon such dates between March 15 and September 15 as shall be fixed by the board of trustees of the district and approved by the Board of Trustees of Kiwanis International, except that no district shall schedule its convention to be held within the period of thirty (30) days prior to, during, or thirty (30) days following the annual convention of Kiwanis International unless approved by the Kiwanis International Board. In the event the annual convention of Kiwanis International is held within the geographic boundaries of a district, the district may hold its convention in conjunction with the Kiwanis International convention; in such cases, district functions may not be held during general sessions of the International Convention. Notice of the annual district convention shall be received by the Executive Director of Kiwanis International at least six (6) months prior to the dates of the convention.

H. Provide that the host federation of an International Convention (shall or may) hold its own convention in conjunction with the International Convention

ARTICLE X. FEDERATIONS

Section 9. The annual convention of each federation shall be held as provided in the federation bylaws, except that no federation shall schedule its convention to be held within the period of twenty (20) days prior to, during, or twenty (20) days following the annual convention of Kiwanis International, unless approved by the Kiwanis International Board. In the event the annual convention of Kiwanis International is held within the geographic boundaries of a federation, the federation may hold its convention in conjunction with the Kiwanis International convention; in such cases, federation functions may not be held during general sessions of the International Convention. Notice of the annual federation convention shall be received by the Executive Director of Kiwanis International at least six (6) months prior to the dates of the convention.

I. Clarify provision regarding reporting of club delegates for the International Convention (update, per current practice)

Explanation: This brings Bylaws in line with current practice of requiring that ALL club delegates – not just those who are not club members – be reported 60 days prior to Convention.

ARTICLE XVI. DELEGATES AND DELEGATES-AT-LARGE

Section 2.

e. The lieutenant governor, past lieutenant governor, district secretary, or past district secretary Club delegates and alternates shall be elected by such clubs the clubs they represent not less than sixty (60) days prior to the date of any annual International convention, or not less than twenty (20) days prior to the date of any special International convention. Their election shall be evidenced by a
certificate duly authenticated by the president and the secretary of the club. The status of persons as past lieutenant governors or past district secretaries shall be certified by the district governor or district secretary. (7/1998)

J. Update provisions related to Intl. Board elections, now that K.I. uses electronic voting

ARTICLE XVII. CONVENTION PROCEDURE

Section 4. Prior to each International convention, the President shall appoint a Committee on Credentials and a Committee on Elections, each to consist of at least fifteen (15) no less than five (5) and no more than fifteen (15) members from clubs. In the case of the Committee on Elections, all members shall be delegates or delegates-at-large. Five (5) members of a majority of the members of each of the foregoing committees shall constitute a quorum. (7/98)

ARTICLE XVIII. NOMINATION AND ELECTION OF OFFICERS

Section 3.

c. The voting shall be by ballot only where there are two (2) or more candidates for the same office. Ballots shall be numbered consecutively. Only accredited delegates or delegates-at-large shall be allowed to vote. (6/97)

K. Remove administrative details from the Bylaws, which are more appropriate for procedures

ARTICLE XXI. OFFICIAL PUBLICATIONS

Section 5. The subscription price of 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)

ARTICLE XXIII. FINANCE AND ACCOUNTING

Section 4. All disbursements shall be made by voucher checks, which shall show the date, payee, type of service rendered or goods or property purchased, and the amount of payment.
ATTACHMENT 4
THE HOUSE MUST AMEND and NECESSARY FOR THE NEW CLUB BYLAWS

L. Provide that a person’s membership rights in a club are based on his/her good standing status; and that good standing is now determined by each club

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)
M. Update provisions regarding notice and electronic methods for K.I. Board meetings

Explanation: This proposal conforms to state law and corresponds to text recommended to districts for use of electronic board meetings if/when needed.

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 Chief Executive Officer 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 e-mail, 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 Chief Executive Officer 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 Chief Executive Officer 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, shall be produced at the following meeting of the Board of Trustees before being destroyed.
N. Add basic reporting requirements for districts

Explanation: This adds a basic, accepted premise of oversight by the parent organization of one type of administrative unit within the organization.

ARTICLE IX. DISTRICTS

Section 19. 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.

O. Add basic reporting requirements for federations

Explanation: This adds a basic, accepted premise of oversight by the parent organization of one type of administrative unit within the organization.

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.

P. Eliminate classes of membership, to allow each club to set its own

Explanation: As is currently the case, Kiwanis International would recognize only ‘active’ members for International and district dues. Clubs may retain the traditional classes of senior and honorary, if desired, by adopting them into club policy or clubs may establish other membership classes.

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. 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 2. 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 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)
Section 6. 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. 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) Must 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. 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)

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. 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. 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)
Explanation: Honorary members are not counted among a club’s membership numbers, even currently.

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 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 the 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.

NOTE: Provisions shown in this amendment are the basic changes necessary to implement the elimination of membership classes. Other necessary corresponding changes have not yet been identified, but will be included in the amendment presented to the International Convention.
PROPOSED AMENDMENTS
to the Kiwanis International Bylaws
for the 2012 International Convention

AMENDMENT

Amend Article VIII, Section 2

Purpose: Eliminate requirement for members to be at least age 18. Instead, the wording would now read “adult” – meaning the age of legal majority, which may vary among nations.

Effective date: October 1, 2012

Note: Required for new proposed Standard Form for Club Bylaws

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)

AMENDMENT

Amend Article VIII, Section 3

Purpose: Provide that a club member’s rights and privileges in his/her club will be based on maintaining good standing status with the club; and provide that the standards for good standing status are determined individually by each club, based on the criteria it defines.

Effective date: October 1, 2012

Note: Required for new proposed Standard Form for Club Bylaws
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)

AMENDMENT

Amend Article VIII, Sections 1-10; Article XXII, Section 1; Article XXI, Sections 4-6 and add a new Section 7

Purpose: Expand the membership classes clubs may use. As it currently does, Kiwanis International would continue to recognize only active members for Kiwanis International and district dues. Clubs may retain the traditional classes of senior and honorary, if desired, by adopting them into club policy, or clubs may establish other membership classes that fit their specific needs. Kiwanis would not track these additional membership types.

Effective date: October 1, 2012

Note: Required for new proposed Standard Form for Club Bylaws

Note: Provisions shown in this amendment are the basic changes necessary to implement the elimination of membership classes. Other corresponding changes have not yet been identified, but will be included in the amendment presented at the Kiwanis International convention.

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. Kiwanis International shall consider all members in a club to be active (regular) members. A club may designate additional membership types in it policies with privileges and obligations defined therein; however, Kiwanis International recognizes only active (regular) members.

Section 2. 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 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. 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. 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) Must 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)

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 118. 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.

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 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 the 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.

AMENDMENT

Amend Article XIII, Sections 2 and 3 and add a new section

Purpose: Separate provisions about regular vs. special meetings of the Kiwanis International board, allowing less advance notice for special meetings, and provide that the board may meet and conduct business by any method that allows all participants to simultaneously communicate or as otherwise allowed by law where Kiwanis International is incorporated.

Note: This proposal conforms to state law and corresponds to text recommended to districts for use of electronic board meetings if/when needed.

Effective date: Immediately

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 Chief Executive Officer 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 e-mail, 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 Chief Executive Officer their vote in favor of any such resolution, said resolution shall be deemed carried, provided, however, that no such affirmative action. However, no action adopted shall go into effect for ten (10) days after the Chief Executive Officer 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.
AMENDMENT

Amend Article IX, Section 19

Purpose: This adds a basic, accepted premise of oversight by the parent organization of one type of administrative unit (districts) within the organization.

Effective date: October 1, 2012

ARTICLE IX. DISTRICTS

Section 19. 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.
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
AUDIT AND FINANCE

January 12, 2012
1:00–5:00 p.m.
New Orleans, Louisiana, USA

Astor Crowne Plaza Hotel

Committee Members:

Gunter Gasser, Chairman
John R. Button
Pietro Grasso
Sylvester Neal
Jerome E. Peuler, Jr.
Stewart Ross
Jeffrey E. Oatess, Staff Liaison
William W. Parker, Staff Liaison
Richard B. Arnold, Financial Advisor

Guests:

Alan Penn, President
Thomas E. DeJulio, President-elect
Peter Mancuso, KIF President-elect
Lee Kuan Yong
Elisa Lucchi-Riester, Interpreter
Stan Soderstrom, Executive Director
Hung Huan Kun, Taiwan District Governor
Angela Liu, Chinese Interpreter

1. Consent Report

2. Action Report

3. Information Report
   a. 2012-13 Preliminary Budget
   b. Review of Current Investment Report
   c. Convention Club Fee
   d. District Growth Initiatives
   e. Financial Reporting Models
   f. Club Fee to Replace Membership Dues
   g. Acceptance of Management Representation Letter from Auditors
   h. Financial Advisor Update
4. Future Business
   a. Review of Current Financial Summary
   b. Review of 2012-13 Preliminary Budget
   c. Review of the Current Investment Report
   d. 401(k) Plan Review
   e. Expense review of Officers and Executive Director
   f. Update of Financial Advisor Search
   g. Convention Club Fee Update
   h. Club Fee versus Member Dues Update
   i. Eliminate Project Financial Results Update
   j. Financial Advisor Update

5. Adjournment
KIWANIS INTERNATIONAL BOARD OF TRUSTEES

REPORT OF THE BOARD COMMITTEE ON
AUDIT AND FINANCE

Consent Report

a. Review of September 2011 Financial Summary

The Committee reviewed and discussed the September 2011 Financial Summary with explanations of the variances between actual year-end amounts and annual budget.

Below is a summary of the budget and actual financial information for 2010-11. The September 2011 Financial Statements and Summary information is noted below. All amounts are US$.

<table>
<thead>
<tr>
<th>KIWANIS FUNDS</th>
<th>2010-11 Annual Actual 000s</th>
<th>2010-11 Annual Budget 000s</th>
<th>2010-11 Difference 000s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating/SLP</td>
<td>($1,524)</td>
<td>($1,458)</td>
<td>($66)</td>
</tr>
<tr>
<td>Magazine</td>
<td>$223</td>
<td>$130</td>
<td>$93</td>
</tr>
<tr>
<td>Convention</td>
<td>($869)</td>
<td>($135)</td>
<td>($734)</td>
</tr>
<tr>
<td>Insurance</td>
<td>$399</td>
<td>$153</td>
<td>$246</td>
</tr>
<tr>
<td>Property</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>($1,771)</td>
<td>($1,310)</td>
<td>($461)</td>
</tr>
<tr>
<td>Circle K</td>
<td>$74</td>
<td>$27</td>
<td>$47</td>
</tr>
<tr>
<td>Key Club</td>
<td>$102</td>
<td>$249</td>
<td>($147)</td>
</tr>
</tbody>
</table>

Recommendation #1: That the Kiwanis International Board accepts the September 2011 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 Executive Management 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. **November 2011 YTD Budget vs. Actual**

Below is a summary of the YTD budget and actual financial information for 2011-12. Staff explained the current financial status and results of operations to the Committee. A summary of the November 2011 Financial Statements are noted below. All amounts are US$.

<table>
<thead>
<tr>
<th></th>
<th>2011-12 YTD Actual 000s</th>
<th>2011-12 YTD Budget 000s</th>
<th>2011-12 YTD Budget vs. Actual 000s</th>
<th>2011-12 Annual Budget 000s</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>KIWANIS FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating/SLP</td>
<td>$596</td>
<td>($165)</td>
<td>$761</td>
<td>($643)</td>
</tr>
<tr>
<td>Magazine</td>
<td>($18)</td>
<td>$18</td>
<td>($36)</td>
<td>$42</td>
</tr>
<tr>
<td>Convention</td>
<td>($57)</td>
<td>$103</td>
<td>($160)</td>
<td>$87</td>
</tr>
<tr>
<td>Insurance</td>
<td>$71</td>
<td>$21</td>
<td>$50</td>
<td>$195</td>
</tr>
<tr>
<td>Property</td>
<td>$2</td>
<td>$0</td>
<td>$2</td>
<td>$0</td>
</tr>
<tr>
<td>USD</td>
<td>$594</td>
<td>($23)</td>
<td>$617</td>
<td>($319)</td>
</tr>
<tr>
<td>Circle K</td>
<td>$58</td>
<td>$57</td>
<td>$1</td>
<td>$57</td>
</tr>
<tr>
<td>Key Club</td>
<td>$398</td>
<td>$265</td>
<td>$133</td>
<td>$192</td>
</tr>
</tbody>
</table>

**Recommendation #2:** That the Kiwanis International Board accepts the November 2011 Financial Summary.

((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 Executive Management 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.

**Action Report**

a. **2010-11 Audit Reports (Kiwanis, Circle K, Key Club and Consolidated)**

BKD, LLP auditing firm performed the 2010-11 annual audits of Kiwanis, Circle K, and Key Club. This was their first year doing the audits. The audits were completed according to the planned schedule (November 15-24, 2011).
A conference call took place with the Audit/Finance Committee on January 3, 2012 and a representative from BKD presented their report on the draft 2010-11 financial statements and the SAS 114 letter for Kiwanis, Circle K, and Key Club to the Committee and answered questions that the Committee had regarding the reports.

See Exhibit A, Exhibit B, Exhibit C, and Exhibit D for copies of the Statements of Financial Position and Statements of Activities pages from the four audit reports for Kiwanis, Circle K, Key Club and Consolidated Affiliates, respectively.

As a result, the Committee makes the following recommendation:

**Recommendation #1:** That the Kiwanis International Board accepts the 2010-11 audit reports for Kiwanis International, Circle K International, Key Club International, and Consolidated Affiliates, as shown in Action Report-Exhibits A, B, C, and D.

**(ADOPTED)**

**Strategic Intent:** This is in accordance with International Bylaws Article XXIII, Section 8 and 9 and Procedure 715 - Audit.

**Financial and Human Resource Impact:** The Board of Trustees must approve the Kiwanis, Circle K, and Key Club audit reports and management letter annually. No financial impact.

b. **Selection of 2011-12 Auditors for Kiwanis, Circle K and Key Club**

BKD, LLP was selected in April 2011 as the independent accountants for Kiwanis International, Circle K International, Key Club International and Kiwanis International Foundation for a 3-year term. Both the Audit & Finance Committee and Staff were happy with the services provided to Kiwanis by BKD.

As required by Board Procedure 715.2, the Board is responsible for approving the independent auditors each year. As a result, the Committee recommends for Board approval, BKD, LLP, as the auditor for the 2011-12 fiscal year at a cost proposed as follows:

<table>
<thead>
<tr>
<th>Organization</th>
<th>2011-12</th>
<th>2012-13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kiwanis</td>
<td>$33,430</td>
<td>$34,430</td>
</tr>
<tr>
<td>Circle K</td>
<td>$ 9,420</td>
<td>$ 9,700</td>
</tr>
<tr>
<td>Key Club</td>
<td>$10,450</td>
<td>$10,760</td>
</tr>
<tr>
<td>Kiwanis-Employee Benefits</td>
<td>$11,020</td>
<td>$11,350</td>
</tr>
<tr>
<td>TOTAL KIWANIS $USD</td>
<td>$64,320</td>
<td>$66,240</td>
</tr>
<tr>
<td>KI Foundation</td>
<td>$22,940</td>
<td>$23,630</td>
</tr>
<tr>
<td>TOTAL KI &amp; KIF $USD</td>
<td>$87,260</td>
<td>$89,870</td>
</tr>
</tbody>
</table>
REPORT OF THE BOARD COMMITTEE ON
AUDIT AND FINANCE

NOTE: The Kiwanis International Foundation fee is for information only. The Kiwanis International Foundation Board must approve their auditors.

As a result, the Committee makes the following recommendation:

Recommendation #2: That the Kiwanis International Board selects BKD, LLP as auditors for Kiwanis International, Circle K International, and Key Club International for the administrative year 2011-12 at a total cost of US$64,320.

(ADOPTED)

Strategic Intent: To approve auditor in accordance with International Bylaws, Article XXIII.
Financial and Human Resource Impact: See table above for financial impact (US$64,320). Staff provides sufficient data and input to auditors for them to complete their work as expected.

Information Report

a. 2012-13 Preliminary Budget

The Committee was reminded that one of the main responsibilities of the Audit and Finance Committee is to review and recommend approval of the budget by the Board of Trustees.

Staff reported to the Committee that following this meeting, they will begin the process of developing the 2012-13 budgets for all funds and organizations. The Committee was reminded that the standard practice is to have the 2012-13 budgets prepared and ready for approval by the Audit and Finance Committee and Board at the June 2012 meeting.

The tentative 2012-13 budget preparation time frame is as follows (dates are approximate):

- March 15 - Directors are to submit preliminary budgets, new initiatives and capital expenditures to the Finance Department;
- April 10 - preliminary budgets emailed to the Audit and Finance Committee for review prior to the April Board Meeting;
- June 15 - final proposed budgets will be emailed to the Board for review prior to approval at the June 2012 Convention Board Meeting.

In addition to discussing the timetable, Staff discussed with the Committee many of the processes to be used by Staff during the preparation of the budgets, and the assumptions that need to be considered as Staff begins to prepare the budget.
The 2012-13 budgets will be built around the current 3 organizational priorities, which are:

1. Focus on clubs and districts
2. Expand our financial base
3. Eliminate Project Campaign

Every attempt will be made to reduce expenses that have zero or minimal member impact and invest in activities that have significant member impact. It will also be important to evaluate ROI and make sure that expenses are creating value for the organization. New initiatives will be developed separate from the preliminary budget and included only after careful consideration by the Leadership Team and Board Committees, as determined.

The expense budget will be prepared using a Zero-Based Budgeting (ZBB) philosophy. All directors will be asked to prepare their expense budgets from the ground up…supporting each expense line item with appropriate detail.

It is important to note that a significant percentage of Kiwanis revenue is membership-related and such revenue will be budgeted based upon historical membership trends and data. The non-membership related revenue (such as: Key Leader, Convention registration, etc.) will not only be budgeted using historical data but will also be based upon information that will be developed as budgeted expenses are developed.

Before the 2012-13 budgets are finalized and submitted to the Audit and Finance Committee and the Board for approval, the initial goal is for the Kiwanis, Circle K and Key Club budgets to be in a surplus position for each organization. Facts and circumstances could create a situation where a surplus may not occur. The Executive Director will decide the next steps to take should that occur.

In addition, Service Leadership Program expenses and subsidies are to be reduced by 20% from the prior year as approved by the Board (four years ago) and the Key Leader program is only to be subsidized by Kiwanis to a level not to exceed $250,000 as approved by the Board (six years ago).

Staff presented membership revenue statistics that are a very important part of the budgeting process. Additional information will be developed between January -April 2012 and a preliminary budget presented at the April 2012 meeting. The budget with new initiatives will be finalized from April to June 2012. It is the goal for the final budget to be presented by staff to the Committee and Board for approval at the June 2012 meeting.

NOTE: Other Board Committees can be provided with budget information relevant to their function during the budget preparation process.
In summary, Staff will prepare the budget based upon input from the Board Committees and Leadership Team. The Audit and Finance Committee will review it and recommend its approval to the Board.

b. Review of Current Investment Report

The Committee received a copy of the quarterly investment reports for the long-term investment portfolio and our two short-term investment portfolios dated December 31, 2011. These reports show the rate of return performance for each of our investment managers for the last three months, fiscal year-to-date, last twelve months, last three years, last 5 years and since inception (November 1999).

The rate of return on our long-term investments for this fiscal year-to-date is 6.9%, for the last 3 years is 11.6% and since inception is 2.3%. Total long-term investments at December 31, 2011 total $17.6 million for Kiwanis and Key Club investments combined.

The rate of return on our short-term investments for this fiscal year-to-date is 0.86%, for the last 12 months is 8.7% and since inception is 5.4% (July 2009). Total short-term investments at December 31, 2011 total $2.6 million for Kiwanis.

The Committee reviewed and accepted the quarterly reports. See Exhibit A for a summary of the report.

c. Convention Club Fee

In 2010, the Board proposed an amendment to the Bylaws whereby a fee would be charged to all Kiwanis clubs to fund the international convention (in lieu of registration fee per attendee). This proposed amendment was not adopted by the delegates.

At the October 2011 meeting, the Committee received information on attendance history, member and club counts by tier, and income and expense calculations. The Committee discussed the following questions:

- How much should be charged each club?
- Would the club fee be tiered?
- How many attendees or delegates would be covered by the club fee?
- Would guests be required to pay a registration fee? If so, how much?
- Would members be charged a registration fee in addition to the club fee?

After a lengthy discussion, the Committee decided that a club convention fee is valid and may be considered for the 2013 convention.
The topic of convention club fee is to be discussed at the January 2012 International Council Meeting in New Orleans. For initial discussion purposes at Council, the Committee makes the following suggestion:

*That the Kiwanis International Board discuss the details concerning a club convention fee of US$350 for Tier A clubs, US$300 for Tier B clubs, and US$250 for Tier C clubs. This fee would allow 2 delegates to attend the convention and not pay any registration fee. Non-delegate Kiwanians and guests would pay a registration fee determined annually by the Board. NOTE: The Board also requested that a tier convention club fee comparable to the ratio of Tier A, B, C dues also be discussed with Tier A being US$350.*

*NOTE: Kiwanis will still charge separately for ticket entertainment and meal events.*

The Committee believes these possible fee scenarios would allow sufficient revenue to fund the convention for a number of years and to generate surpluses needed to support the convention in years when attendance is lower than expected or expenses are higher than revenue (i.e. international convention sites).

The Board will use the results of this discussion to develop a plan to determine the amount of the convention club fee, if any, and how it will be developed for presentation and approval by the Board or the delegates at a future convention.

d. **District Growth Initiatives**

As a result of a recent written request from the Taiwan District, for Kiwanis to provide district incentives for membership growth, Chairman Gunter Gasser has requested Staff to evaluate possible growth incentive options and bring such scenarios to the Committee for its review and consideration.

The Committee received a report from Staff that identified different growth levels that a district might reach (1% to 5%) and how much a district might receive in rebates (5% to 25%) if such growth levels are obtained.

The Committee discussed several alternatives to assist the district with growth efforts – 1) offer an exchange rate discount, or 2) utilize the current 25% club growth rebate program already in place. After some discussion, the Committee did not make any formal recommendation to change our current system. The topic may be considered at a future date.
e. **Financial Reporting Models**

Each year it is an overall goal for Staff to provide to the Board and the Audit and Finance Committee financial reports that are detail enough to provide the necessary financial information to guide the organization.

To assist with this process, redesigned reports were provided to the Committee to review and discuss. These reports were prepared by Trustee Lee Kuan Yong (with input from Committee members, the financial advisor, and Staff). At the meeting, Trustee Lee explained the reports and the rationale for such changes. The changes provide for a report in an “Executive Summary” format followed by pages with the appropriate detail information. These reports could be used by the Board to get a high-level understanding of the financial results of Kiwanis and all related entities. In addition, the reports could be utilized for review during the budget review process.

The Committee accepted the revised financial reports as presented and requests that Staff use some of the ideas presented and incorporate them into a new format for the Committee and Board to use, if practical to do so. Staff has been asked to work with Trustee Lee on finalizing these documents for presentation to the Committee by the April 2012 Board Meeting.

f. **Club Fee to Replace Membership Dues**

At the Officer’s Retreat in September 2011, the following topic was discussed:

> The concept of a club fee, similar to the one that has been implemented by CKI, should be considered as a discussion topic at the January 2012 KI Council meeting and/or by the Kiwanis International Board of Trustees.

The Committee was informed that the Membership Committee discussed the possibility of implementing a club fee for clubs in new Kiwanis districts.

At this time, no further action was taken by the Committee related to the suggestion for a club fee to replace membership dues; however this matter is a topic for discussion at this Council meeting.

The Committee is aware that a change of this magnitude will have a long-term financial impact on Kiwanis, and, as a result, should be evaluated carefully after detail financial analysis and evaluation.
g. **Acceptance of Management Recommendation Letter from Auditors**

The Committee reviewed the Management Recommendation Letter (MRL) from our auditors (BKD, LLP) at the January 3, 2012 conference call.

At this meeting, the Committee accepted the MRL and understands from BKD and Staff that all material weaknesses, deficiencies, and other matters noted will be addressed during the next year. The Committee also understands that the Committee’s responsibility is to follow-up with the auditors on the completion of these items.

h. **Financial Advisor Update**

Rick Arnold addressed the following issues with the Committee:

1. **Consolidated financial statements** – The need to publish the consolidated financial statements in Kiwanis Magazine and make all audit reports available (Kiwanis, Circle K, Key Club and Consolidated) on the Kiwanis website.

2. **Merchandise** – The need to consider special work from current auditors on evaluating internal controls and safeguarding of assets related to this area. In addition, it was indicated that it is very important for the merchandising operation to return to being a profit center for Kiwanis. Staff has indicated they will work with the vendor on performing this task during the year – which will involve monitoring and evaluating such performance and reporting the results of the performance to management and the Board.

The Committee discussed both topics and requested Staff to implement item #1. Since the change to outsource merchandise is recent, staff indicated that additional time is needed to further evaluate the merchandise processes. As a result, no formal action was taken on item #2 at this time but Staff will make a report to the Committee at the April 2012 meeting.

**Future Business**

a. Review of Current Financial Summary  

b. Review of 2012-13 Preliminary Budget  

c. Review of the Current Investment Report  

d. 401(k) Plan Review  

e. Expense review of Officers and Executive Director  

f. Update of Financial Advisor Search  

g. Convention Club Fee Update  

h. Club Fee versus Member Dues Update  

i. Eliminate Project Financial Results Update  

j. Financial Advisor Update
### Consent Report - Exhibit A

#### September 2011 (Final Per Audit)

<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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<tr>
<td>2</td>
<td>CURRENT ASSETS:</td>
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<td>INTL CONV</td>
<td>LIAB INS</td>
<td>PROPERTY</td>
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<td>FUND</td>
<td>FUND</td>
<td>FUND</td>
<td>FUND</td>
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<td>Accts Rec-Other</td>
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<td>Allow for Bad Debts</td>
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<td>11,642,317</td>
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<td>Less: ACCUM DEPRECIATION</td>
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<td>(5,767,791)</td>
<td>(5,767,791)</td>
<td>(4,922,319)</td>
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<td>LONG TERM RECEIVABLES</td>
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<td>(11,594,416)</td>
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<td>5,321,509</td>
<td>29,023,499</td>
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<td>District Dues Payable</td>
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<td>Accrued Vacation Pay</td>
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<td>Accrued Expenses</td>
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<td>151,333</td>
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<td>INTERFUND PAYABLE</td>
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<td>CLAIMS LOSS LIABILITY</td>
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<td>NET ASSETS:</td>
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<td>-</td>
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</tr>
<tr>
<td>37</td>
<td>Beginning of Year</td>
<td>10,582,237</td>
<td>3,302,076</td>
<td>(417,114)</td>
<td>9,011,083</td>
<td>5,321,508</td>
<td>27,779,800</td>
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<tr>
<td>38</td>
<td>Current Year Surplus (Deficit)</td>
<td>(1,524,269)</td>
<td>223,097</td>
<td>(868,755)</td>
<td>399,481</td>
<td>(1,770,446)</td>
<td>1,330,651</td>
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<tr>
<td>39</td>
<td>TOTAL NET ASSETS</td>
<td>9,037,968</td>
<td>3,525,173</td>
<td>(1,285,869)</td>
<td>9,410,574</td>
<td>5,321,508</td>
<td>26,009,354</td>
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<tr>
<td>40</td>
<td>TOTAL LIAB &amp; NET ASSETS</td>
<td>10,991,375</td>
<td>3,525,173</td>
<td>(1,285,869)</td>
<td>10,471,309</td>
<td>5,321,508</td>
<td>29,023,499</td>
</tr>
<tr>
<td></td>
<td>A</td>
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<tr>
<td>1</td>
<td></td>
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<td></td>
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<td></td>
<td></td>
<td>Operating/SLP Fund</td>
</tr>
<tr>
<td>2</td>
<td></td>
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<td></td>
<td></td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
</tr>
<tr>
<td>3</td>
<td>Revenues</td>
<td>12,501,834</td>
<td>10,368,602</td>
<td>11,282,543</td>
<td>(913,941)</td>
<td></td>
<td>Under budget due to lower income for net merchandise sales-Kiwanis and Key Club merchandise ($790,000), new member fees (existing clubs) (CYB=22,996 members, CYA=24,065 members, LYA=25,524 members) ($20,000), CKI/KCI Alumni fees-waived per Board approval in April 2011 ($100,000), new club fees (CYB=3,931 members, CYA= 1,974 members, LYA= 5,095 members) ($90,000), life members (CYB=137 members, CYA=101 members, LYA=137 members) ($20,000), facility rental ($20,000) and higher 25% growth refund (CYB=1,720 members, CYA=2,296 members, LYA=2,474 members) ($30,000) ...OFFSET by higher than budgeted dues ($160,000).</td>
</tr>
<tr>
<td>4</td>
<td>Expenses</td>
<td>(12,941,327)</td>
<td>(12,102,169)</td>
<td>(12,740,202)</td>
<td>638,033</td>
<td></td>
<td>Under budget due to lower costs for Executive &amp; Board Services Department-Board meetings and president travel ($110,000), Europe Growth Department-UK Growth and district grants ($170,000), Growth &amp; Education Department-District Matching grants and salaries ($220,000), Merchandise Department ($100,000), Communications Department ($70,000), Member Services Department ($30,000), Asia/Pacific Growth ($40,000), Kiwanis Programs Department-new member materials ($90,000) and Aktion Club Department ($30,000)...OFFSET by higher costs for Building Services &amp; HR Department ($50,000), Euro currency ($30,000), Finance Department ($40,000), bad debt estimate ($50,000) and depreciation ($50,000).</td>
</tr>
<tr>
<td>5</td>
<td>Investment Income-Gain/(Loss)</td>
<td>1,445,093</td>
<td>209,295</td>
<td>-</td>
<td>209,295</td>
<td></td>
<td>The 9/30/10 and 9/30/11 overall investment balances were $16,380,000 and $16,456,000...a 0.5% gain. The projection includes interest, dividends, fees and realized gains. Kiwanis' portion of the overall investment balance as of 9/30/10 and 9-30/11 are $15,370,000 and $15,452,000, respectively.</td>
</tr>
<tr>
<td>6</td>
<td>Surplus/(Deficit)</td>
<td>$ 1,005,600</td>
<td>$(1,524,272)</td>
<td>$(1,457,659)</td>
<td>$(66,613)</td>
<td></td>
<td>Rate of return on all investments per Morgan Stanley Smith Barney (MSSB) annual report for last year was 0.31% loss, last 3 years was 3.61% gain, last 5 years was 0.47% gain and since 11/30/99 was 1.87% gain.</td>
</tr>
</tbody>
</table>

 NOTE: CYB=Current Year Budget, CYA= Current Year Actual, LYA=Last Year Actual
### Magazine 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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<tr>
<td>9</td>
<td>09-10 Actual</td>
<td>10-11 Actual</td>
<td>10-11 Budget</td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
<td>Comments - 10-11 Budget vs. 10-11 Actual</td>
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<tr>
<td>10</td>
<td>Revenues</td>
<td>1,411,510</td>
<td>1,440,663</td>
<td>1,377,312</td>
<td>63,351</td>
<td>Increase due to higher income for magazine subscriptions (CYB=154,039 subscriptions, CYA=157,482 subscriptions, LYA=161,461 subscriptions) ($30,000) and advertising- fundraising section in August magazine ($40,000).</td>
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<tr>
<td>11</td>
<td>Expenses</td>
<td>(1,061,662)</td>
<td>(1,217,567)</td>
<td>(1,247,478)</td>
<td>29,911</td>
<td>Decrease due to lower costs for Advertising Department ($20,000) and Magazine Department ($10,000).</td>
</tr>
<tr>
<td>12</td>
<td>Investment Income- Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
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<tr>
<td>13</td>
<td>Surplus/(Deficit)</td>
<td>$ 349,848</td>
<td>$ 223,096</td>
<td>$ 129,834</td>
<td>$ 93,262</td>
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### Convention Fund

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<th>F</th>
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<td>14</td>
<td>09-10 Actual</td>
<td>10-11 Actual</td>
<td>10-11 Budget</td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
<td>Comments - 10-11 Budget vs. 10-11 Actual</td>
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<tr>
<td>15</td>
<td>Revenues</td>
<td>1,706,883</td>
<td>962,211</td>
<td>1,694,060</td>
<td>(731,849)</td>
<td>Decrease due to lower income from registration (CYB=3,500 attendees, CYA=2,491 attendees, LYA=8,368 attendees) ($350,000), Saturday Night Event-not held ($100,000), hotel revenue share ($180,000), tour commission ($60,000) and Gala Event ($40,000).</td>
</tr>
<tr>
<td>16</td>
<td>Expenses</td>
<td>(1,982,720)</td>
<td>(1,830,963)</td>
<td>(1,829,536)</td>
<td>(1,427)</td>
<td>Decrease due to lower costs for Saturday Night Event ($100,000), travel and hotel management contract fees ($110,000), transportation ($80,000), voting ($40,000), brochures ($30,000), facility rental ($70,000), Gala Event ($24,000), decorator ($13,000), credit card fees ($12,000), gifts ($10,000) and postage ($10,000) ...OFFSET by higher costs for stage production ($270,000), VAT tax ($30,000), speakers ($50,000), forums ($40,000) and translations ($100,000).</td>
</tr>
<tr>
<td>17</td>
<td>Investment Income- Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Surplus/(Deficit)</td>
<td>$ (275,837)</td>
<td>$ (868,752)</td>
<td>$ (135,476)</td>
<td>$ (733,276)</td>
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## Liability Insurance Fund

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<th>10-11 Actual</th>
<th>10-11 Budget</th>
<th>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</th>
<th>Comments - 10-11 Budget vs. 10-11 Actual</th>
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<tbody>
<tr>
<td>24</td>
<td>Revenues</td>
<td>2,023,175</td>
<td>1,982,250</td>
<td>2,004,836</td>
<td>(22,586) Decrease due to lower income from US &amp; Canadian members (CYB=166,712 members, CYA=164,714 members, LYA=168,039 members).</td>
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<tr>
<td>25</td>
<td>Expenses</td>
<td>(1,772,132)</td>
<td>(1,582,715)</td>
<td>(1,851,957)</td>
<td>269,242 Decrease due to lower costs for premiums-14.7% ($140,000) and claims ($120,000).</td>
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## Property Fund

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<th>09-10 Actual</th>
<th>10-11 Actual</th>
<th>10-11 Budget</th>
<th>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</th>
<th>Comments - 10-11 Budget vs. 10-11 Actual</th>
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<tr>
<td>31</td>
<td>Revenues</td>
<td>699,907</td>
<td>845,472</td>
<td>796,991</td>
<td>48,481</td>
</tr>
<tr>
<td>32</td>
<td>Expenses</td>
<td>(699,907)</td>
<td>(845,472)</td>
<td>(796,991)</td>
<td>(48,481) Increase due to higher costs for membership software.</td>
</tr>
</tbody>
</table>

## All Kiwanis Funds

<table>
<thead>
<tr>
<th></th>
<th>09-10 Actual</th>
<th>10-11 Actual</th>
<th>10-11 Budget</th>
<th>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</th>
<th>Comments - 10-11 Budget vs. 10-11 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>37</td>
<td>Revenues</td>
<td>$18,343,309</td>
<td>$15,599,198</td>
<td>$17,155,742</td>
<td>$(1,556,544) Decrease due to lower income for the Operating/SLP Fund ($910,000), Convention Fund ($730,000) and the Liability Insurance Fund ($20,000)...OFFSET by higher income for the Magazine Fund ($60,000) and Property Fund ($50,000).</td>
</tr>
<tr>
<td>38</td>
<td>Expenses</td>
<td>(18,457,748)</td>
<td>(17,578,886)</td>
<td>(18,466,164)</td>
<td>887,278 Decrease due to lower costs for Liability Insurance Fund ($270,000), the Operating/SLP fund ($630,000) and Magazine Fund ($30,000)...OFFSET by higher costs for the Property Fund ($50,000).</td>
</tr>
<tr>
<td>39</td>
<td>Investment Income-Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

## Surplus/(Deficit)

<table>
<thead>
<tr>
<th></th>
<th>09-10 Actual</th>
<th>10-11 Actual</th>
<th>10-11 Budget</th>
<th>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</th>
<th>Comments - 10-11 Budget vs. 10-11 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>Surplus/(Deficit)</td>
<td>$251,043</td>
<td>$399,481</td>
<td>$152,879</td>
<td>$246,602</td>
</tr>
<tr>
<td>34</td>
<td>Surplus/(Deficit)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

### Comments - 10-11 Budget vs. 10-11 Actual

- **Revenues**: Decrease due to lower income from US & Canadian members (CYB=166,712 members, CYA=164,714 members, LYA=168,039 members).
- **Expenses**: Decrease due to lower costs for premiums-14.7% ($140,000) and claims ($120,000).
- **Investment Income-Gain/(Loss)**: 
  - The 9/30/10 and 9/30/11 overall investment balances were $16,380,000 and $16,456,000...a 0.5% gain. The projection includes interest, dividends, fees and realized gains. Kiwanis' portion of the overall investment balance as of 9/30/10 and 9-30/11 are $15,370,000 and $15,452,000, respectively. Rate of return on all investments per Morgan Stanley Smith Barney (MSSB) annual report for last year was 0.31% loss, last 3 years was 3.61% gain, last 5 years was 0.47% gain and since 11/30/99 was 1.87% gain.

---

Consent Rpt - Exh A - Sept 11 Finl Summ to Board-post audit
## Circle K

<table>
<thead>
<tr>
<th></th>
<th>09-10 Actual</th>
<th>10-11 Actual</th>
<th>10-11 Budget</th>
<th>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</th>
<th>Comments - 10-11 Budget vs. 10-11 Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Increase due to higher income for sponsorship fees ($10,000), grant income for the Leadership Academy ($20,000) and membership fees (CYB= 376 clubs, CYA=391 clubs, LYA=475 clubs) ($9,000)… OFFSET by lower income for Leadership Academy registration ($10,000).</td>
</tr>
<tr>
<td>3</td>
<td>Revenues</td>
<td>753,075</td>
<td>609,798</td>
<td>574,269</td>
<td>Decrease due to lower costs for Convention Department-stage production ($10,000) and Membership Department ($8,000)</td>
</tr>
<tr>
<td>4</td>
<td>Expenses</td>
<td>(711,906)</td>
<td>(535,779)</td>
<td>(547,078)</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Investment Income-Gain/(Loss)</td>
<td>314</td>
<td>197</td>
<td>-</td>
<td>197</td>
</tr>
<tr>
<td>6</td>
<td>Surplus/(Deficit)</td>
<td>$ 41,483</td>
<td>$ 74,216</td>
<td>$ 27,191</td>
<td>$ 47,025</td>
</tr>
<tr>
<td></td>
<td>A</td>
<td>B</td>
<td>C</td>
<td>D</td>
<td>E</td>
</tr>
<tr>
<td>---</td>
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<td>---</td>
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<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>09-10 Actual</td>
<td>10-11 Actual</td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Revenues</td>
<td>2,165,765</td>
<td>3,445,757</td>
<td>3,406,882</td>
<td>38,875</td>
</tr>
<tr>
<td>4</td>
<td>Expenses</td>
<td>(1,938,963)</td>
<td>(3,246,324)</td>
<td>(3,157,726)</td>
<td>(88,598)</td>
</tr>
<tr>
<td>5</td>
<td>Investment Income-Gain/(Loss)</td>
<td>123,130</td>
<td>(6,777)</td>
<td></td>
<td>(6,777)</td>
</tr>
<tr>
<td>6</td>
<td>Surplus/(Deficit)</td>
<td>$349,932</td>
<td>$192,656</td>
<td>$249,156</td>
<td>($56,500)</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td>09-10 Actual</td>
<td>10-11 Actual</td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Revenues</td>
<td>798,192</td>
<td>675,173</td>
<td>700,000</td>
<td>(24,827)</td>
</tr>
<tr>
<td>10</td>
<td>Expenses</td>
<td>(668,707)</td>
<td>(766,072)</td>
<td>(700,000)</td>
<td>(66,072)</td>
</tr>
<tr>
<td>11</td>
<td>Investment Income-Gain/(Loss)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>12</td>
<td>Surplus/(Deficit)</td>
<td>$129,485</td>
<td>($90,899)</td>
<td>-</td>
<td>($90,899)</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>09-10 Actual</td>
<td>10-11 Actual</td>
<td>10-11 Budget vs. 10-11 Actual Good/(Bad) Variance</td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Revenues</td>
<td>2,963,957</td>
<td>4,120,930</td>
<td>4,106,882</td>
<td>14,048</td>
</tr>
<tr>
<td>16</td>
<td>Expenses</td>
<td>(2,607,670)</td>
<td>(4,012,396)</td>
<td>(3,857,726)</td>
<td>(154,670)</td>
</tr>
<tr>
<td>17</td>
<td>Investment Income-Gain/(Loss)</td>
<td>123,130</td>
<td>(6,777)</td>
<td></td>
<td>(6,777)</td>
</tr>
<tr>
<td>18</td>
<td>Surplus/(Deficit)</td>
<td>$479,417</td>
<td>$101,757</td>
<td>$249,156</td>
<td>($147,399)</td>
</tr>
</tbody>
</table>
Kiwanis International
(Parent Organization Only)

Statements of Financial Position
September 30, 2011 and 2010

Assets

Cash and cash equivalents
$ 1,177,799  $ 2,279,580
Investments
20,155,781  20,460,257
Receivables
341,810  819,853
Advances to affiliates
1,253,949  517,529
Merchandise inventory
537,401  779,060
Prepaid expenses and other
685,672  638,104
Property and equipment, net
5,874,525  6,196,296
Total assets
$ 30,026,937  $ 31,690,679

Liabilities

Accounts payable and accrued expenses
$ 1,681,605  $ 1,554,768
Accounts payable - affiliates
120,469  109,466
Funds invested for Key Club International
1,003,440  1,010,237
Liability insurance accrual
1,060,733  981,726
Other liabilities
151,336  254,682
Total liabilities
4,017,583  3,910,879

Net Assets - Unrestricted

Operating/Service Leadership Programs (SLP)
9,037,967  10,562,236
Magazine
3,525,172  3,302,074
International convention
(1,285,869)  (417,115)
Liability insurance
9,410,576  9,011,097
Property
5,321,508  5,321,508
Total unrestricted net assets
26,009,354  27,779,800

Total liabilities and net assets
$ 30,026,937  $ 31,690,679
Kiwanis International
(Parent Organization Only)
Statements of Activities
Years Ended September 30, 2011 and 2010

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue, Gains and Other Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership dues and fees</td>
<td>$9,449,118</td>
<td>$9,827,565</td>
</tr>
<tr>
<td>Merchandise sales</td>
<td>1,788,901</td>
<td>2,050,531</td>
</tr>
<tr>
<td>Magazine subscription fees</td>
<td>1,259,854</td>
<td>1,291,696</td>
</tr>
<tr>
<td>Convention fees</td>
<td>962,210</td>
<td>1,706,883</td>
</tr>
<tr>
<td>Liability insurance fees</td>
<td>1,982,250</td>
<td>2,022,477</td>
</tr>
<tr>
<td>Advertising</td>
<td>179,553</td>
<td>118,594</td>
</tr>
<tr>
<td>Investment income, net of fees of $143,501 and $120,750</td>
<td>399,278</td>
<td>285,107</td>
</tr>
<tr>
<td>Service Leadership Programs</td>
<td>390,494</td>
<td>1,076,233</td>
</tr>
<tr>
<td>Grants and other</td>
<td>194,316</td>
<td>586,002</td>
</tr>
<tr>
<td>Total revenue, gains and other support</td>
<td>16,605,974</td>
<td>18,965,088</td>
</tr>
</tbody>
</table>

| Expenses                |          |          |
| Membership services, growth and education | 2,422,270 | 2,151,643 |
| Communications          | 834,024  | 873,757  |
| Service Leadership Programs | 1,332,969 | 2,499,352 |
| Global services         | 919,165  | 1,466,280 |
| Merchandise, including cost of sales | 2,054,906 | 1,957,312 |
| Operations              | 2,416,720 | 2,041,698 |
| Governance              | 1,376,395 | 1,008,445 |
| Magazine                | 1,217,509 | 1,061,662 |
| International convention | 1,830,964 | 1,982,720 |
| Liability insurance     | 1,582,717 | 1,772,132 |
| Kiwanis International Foundation | 1,289,153 | 963,432  |
| Eliminate Project       | -        | 146,879  |
| Currency exchange, bad debts and other | 54,120   | 207,580  |
| Depreciation and gains or losses from disposition | 845,471  | 699,907  |
| Total expenses          | 18,186,383 | 18,832,799 |

Change in Net Assets Before Realized and Unrealized Gains (Losses) on Investments

(1,580,409)  132,289

Realized and Unrealized Gains (Losses) on Investments

(190,037)  1,198,361

Change in Net Assets

(1,770,446)  1,330,650

Net Assets, Beginning of Year

27,779,800  26,449,150

Net Assets, End of Year

$ 26,009,354  $ 27,779,800
## Circle K International
### Statements of Financial Position
#### September 30, 2011 and 2010

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$143,304</td>
<td>$83,101</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>$1,562</td>
<td></td>
</tr>
<tr>
<td>Prepaid expenses and other</td>
<td>$15,425</td>
<td>$5,155</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>$160,291</td>
<td>$88,256</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due to Kiwanis International</td>
<td>$104,735</td>
<td>$107,348</td>
</tr>
<tr>
<td>Other liabilities</td>
<td>$499</td>
<td>$68</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>$105,234</td>
<td>$107,416</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Assets - Unrestricted</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total unrestricted net assets</td>
<td>$55,057</td>
<td>$(19,160)</td>
</tr>
<tr>
<td><strong>Total liabilities and net assets</strong></td>
<td>$160,291</td>
<td>$88,256</td>
</tr>
</tbody>
</table>
## Circle K International

**Statements of Activities**

*Years Ended September 30, 2011 and 2010*

<table>
<thead>
<tr>
<th>Revenue, Gains and Other Support</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership dues and fees</td>
<td>$234,652</td>
<td>$267,628</td>
</tr>
<tr>
<td>Convention fees</td>
<td>76,851</td>
<td>134,128</td>
</tr>
<tr>
<td>Investment income</td>
<td>197</td>
<td>314</td>
</tr>
<tr>
<td>Grant income</td>
<td>35,474</td>
<td>39,440</td>
</tr>
<tr>
<td>Subsidies from Kiwanis International</td>
<td>248,521</td>
<td>310,017</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>14,300</td>
<td>1,861</td>
</tr>
<tr>
<td><strong>Total revenue, gains and other support</strong></td>
<td><strong>609,995</strong></td>
<td><strong>753,388</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Governance</td>
<td>73,172</td>
<td>60,325</td>
</tr>
<tr>
<td>International convention</td>
<td>105,894</td>
<td>235,209</td>
</tr>
<tr>
<td>Leadership, education and development</td>
<td>159,103</td>
<td>120,194</td>
</tr>
<tr>
<td>Magazine</td>
<td>7,166</td>
<td>6,319</td>
</tr>
<tr>
<td>Communications</td>
<td>35,986</td>
<td>76,241</td>
</tr>
<tr>
<td>Grants</td>
<td>22,942</td>
<td>34,032</td>
</tr>
<tr>
<td><strong>Total program services</strong></td>
<td><strong>404,263</strong></td>
<td><strong>532,320</strong></td>
</tr>
<tr>
<td>General and administrative expenses</td>
<td>77,805</td>
<td>120,463</td>
</tr>
<tr>
<td>Membership and club development</td>
<td>53,710</td>
<td>59,123</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td><strong>535,778</strong></td>
<td><strong>711,906</strong></td>
</tr>
</tbody>
</table>

| Change in Net Assets              | 74,217 | 41,482 |

| Net Assets, Beginning of Year     | (19,160) | (60,642) |
| Net Assets, End of Year           | $55,057  | $(19,160)$ |
### Key Club International

**Statements of Financial Position**

**September 30, 2011 and 2010**

#### Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$438,504</td>
<td>$774,973</td>
</tr>
<tr>
<td>Due from Kiwanis International</td>
<td>$60,527</td>
<td>-</td>
</tr>
<tr>
<td>Investments held by Kiwanis International</td>
<td>$1,003,440</td>
<td>$1,010,237</td>
</tr>
<tr>
<td>Prepaid expenses and other</td>
<td>$245,769</td>
<td>$122,886</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td><strong>$1,748,240</strong></td>
<td><strong>$1,908,096</strong></td>
</tr>
</tbody>
</table>

#### Liabilities

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Due to Kiwanis International</td>
<td>$ -</td>
<td>$262,881</td>
</tr>
<tr>
<td>Other liabilities</td>
<td>$ 5,490</td>
<td>$ 4,218</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td><strong>$ 5,490</strong></td>
<td><strong>$ 267,099</strong></td>
</tr>
</tbody>
</table>

#### Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>$1,704,164</td>
<td>$1,511,512</td>
</tr>
<tr>
<td>Temporarily restricted</td>
<td>$ 38,586</td>
<td>$ 129,485</td>
</tr>
<tr>
<td><strong>Total net assets</strong></td>
<td><strong>$1,742,750</strong></td>
<td><strong>$1,640,997</strong></td>
</tr>
<tr>
<td><strong>Total liabilities and net assets</strong></td>
<td><strong>$1,748,240</strong></td>
<td><strong>$1,908,096</strong></td>
</tr>
<tr>
<td>Revenue, Gains and Other Support</td>
<td>2011</td>
<td>2010</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>------</td>
<td>------</td>
</tr>
<tr>
<td></td>
<td>Unrestricted</td>
<td>Temporarily Restricted</td>
</tr>
<tr>
<td>Membership dues and fees</td>
<td>$1,634,045</td>
<td>$ -</td>
</tr>
<tr>
<td>Service Leadership program fees</td>
<td>332,792</td>
<td>-</td>
</tr>
<tr>
<td>Registration fees</td>
<td>630,761</td>
<td>-</td>
</tr>
<tr>
<td>Investment income, net of fees of $15,380 and $11,790</td>
<td>23,429</td>
<td>-</td>
</tr>
<tr>
<td>Subsidies from Kiwanis International</td>
<td>756,269</td>
<td>-</td>
</tr>
<tr>
<td>Contributions and grants</td>
<td>-</td>
<td>725,173</td>
</tr>
<tr>
<td>Miscellaneous income</td>
<td>41,887</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>3,419,183</td>
<td>725,173</td>
</tr>
<tr>
<td>Net assets released from restrictions</td>
<td>816,072</td>
<td>(816,072)</td>
</tr>
<tr>
<td><strong>Total revenue, gains and other support</strong></td>
<td>4,235,255</td>
<td>(90,899)</td>
</tr>
</tbody>
</table>

**Expenses**

<table>
<thead>
<tr>
<th>Program services</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Governance</td>
<td>145,881</td>
<td>-</td>
</tr>
<tr>
<td>International convention</td>
<td>283,541</td>
<td>-</td>
</tr>
<tr>
<td>Leadership, education and development</td>
<td>1,101,342</td>
<td>-</td>
</tr>
<tr>
<td>Magazine</td>
<td>121,462</td>
<td>-</td>
</tr>
<tr>
<td>Communications</td>
<td>218,627</td>
<td>-</td>
</tr>
<tr>
<td>Grants</td>
<td>892,678</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total program services</strong></td>
<td>2,763,531</td>
<td>-</td>
</tr>
<tr>
<td>General and administrative expenses</td>
<td>556,815</td>
<td>-</td>
</tr>
<tr>
<td>Membership and club development</td>
<td>692,052</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td>4,012,398</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Change in Net Assets Before Gains (Losses) on Investments</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>222,857</td>
<td>(90,899)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Realized and Unrealized Gains (Losses) on Investments</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(30,205)</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Change in Net Assets</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>192,652</td>
<td>(90,899)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Assets, Beginning of Year</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,511,512</td>
<td>129,485</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Assets, End of Year</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1,704,164</td>
<td>$38,586</td>
</tr>
</tbody>
</table>
Kiwanis International and Affiliates
Consolidated Statements of Financial Position
September 30, 2011 and 2010

<table>
<thead>
<tr>
<th>Assets</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$4,646,763</td>
<td>$4,779,944</td>
</tr>
<tr>
<td>Investments</td>
<td>30,230,829</td>
<td>30,416,393</td>
</tr>
<tr>
<td>Receivables</td>
<td>343,372</td>
<td>819,853</td>
</tr>
<tr>
<td>Contributions receivable</td>
<td>1,483,975</td>
<td>41,500</td>
</tr>
<tr>
<td>Merchandise inventory</td>
<td>537,401</td>
<td>779,060</td>
</tr>
<tr>
<td>Prepaid expenses and other</td>
<td>1,018,437</td>
<td>775,730</td>
</tr>
<tr>
<td>Beneficial interest in assets held by others</td>
<td>133,086</td>
<td>72,519</td>
</tr>
<tr>
<td>Advances to affiliates</td>
<td>48,744</td>
<td>799</td>
</tr>
<tr>
<td>Cash value of life insurance contracts</td>
<td>186,015</td>
<td>176,846</td>
</tr>
<tr>
<td>Property and equipment, net</td>
<td>5,874,525</td>
<td>6,214,478</td>
</tr>
<tr>
<td>Total assets</td>
<td>$44,503,147</td>
<td>$44,077,122</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liabilities</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>$1,681,605</td>
<td>$1,579,314</td>
</tr>
<tr>
<td>Accounts payable - affiliates</td>
<td>46,533</td>
<td>34,466</td>
</tr>
<tr>
<td>Grants payable</td>
<td>44,091</td>
<td>81,733</td>
</tr>
<tr>
<td>Deferred revenue and other liabilities</td>
<td>157,325</td>
<td>258,968</td>
</tr>
<tr>
<td>Liability insurance accrual</td>
<td>1,060,733</td>
<td>981,726</td>
</tr>
<tr>
<td>Annuities payable</td>
<td>162,947</td>
<td>173,168</td>
</tr>
<tr>
<td>Total liabilities</td>
<td>3,153,234</td>
<td>3,109,375</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net Assets</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>27,260,509</td>
<td>28,713,820</td>
</tr>
<tr>
<td>Temporarily restricted</td>
<td>3,228,261</td>
<td>1,625,216</td>
</tr>
<tr>
<td>Permanently restricted</td>
<td>10,861,143</td>
<td>10,628,711</td>
</tr>
<tr>
<td>Total net assets</td>
<td>41,349,913</td>
<td>40,967,747</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total liabilities and net assets</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$44,503,147</td>
<td>$44,077,122</td>
</tr>
</tbody>
</table>
Kiwanis International and Affiliates

Consolidated Statement of Activities
Year Ended September 30, 2011

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Temporarily Restricted</th>
<th>Permanently Restricted</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue, Gains and</td>
<td>$ 16,822,676</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 16,822,676</td>
</tr>
<tr>
<td>Other Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership dues,</td>
<td>613,553</td>
<td>5,488,738</td>
<td>292,368</td>
<td>6,394,659</td>
</tr>
<tr>
<td>fees and subscriptions</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contributions</td>
<td>1,788,901</td>
<td>-</td>
<td>-</td>
<td>1,788,901</td>
</tr>
<tr>
<td>Merchandise sales</td>
<td>179,553</td>
<td>-</td>
<td>-</td>
<td>179,553</td>
</tr>
<tr>
<td>Advertising</td>
<td>648,714</td>
<td>(51,159)</td>
<td>-</td>
<td>597,555</td>
</tr>
<tr>
<td>Investment income</td>
<td>155,337</td>
<td>-</td>
<td>-</td>
<td>155,337</td>
</tr>
<tr>
<td>(loss), net of fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants and other</td>
<td>20,208,734</td>
<td>5,437,579</td>
<td>292,368</td>
<td>25,938,681</td>
</tr>
<tr>
<td>Net assets released</td>
<td>3,810,050</td>
<td>(3,756,088)</td>
<td>(53,962)</td>
<td>-</td>
</tr>
<tr>
<td>from restriction</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total revenue, gains</td>
<td>24,018,784</td>
<td>1,081,491</td>
<td>238,406</td>
<td>25,938,681</td>
</tr>
<tr>
<td>and other support</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Expenses

Programs:

- Membership growth and education: 3,413,681
- Marketing and communications: 1,160,153
- International convention: 2,220,407
- Service Leadership Programs: 388,792
- Global Services: 916,693
- Merchandise, including cost of sales: 2,101,362
- Magazine: 1,402,008
- Liability insurance: 1,610,617
- Grants, programs and education: 2,855,288

Total program services: 16,069,001

- General and administrative: 4,016,405
- Membership services: 1,498,653
- Governance: 1,456,128
- Fundraising: 1,861,478

Bad debt losses and other: 56,040

Total expenses: 24,957,715

Change in Net Assets Before Other Losses

- Realized and unrealized losses on investments: (483,453)
- Change in value of split interest agreements: (30,927)

Change in Net Assets: (1,453,311)

Net Assets, Beginning of Year: 28,713,820

Net Assets, End of Year: $27,260,509
## Kiwanis International and Affiliates

**Consolidated Statement of Activities**

**Year Ended September 30, 2010**

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted</th>
<th>Temporarily Restricted</th>
<th>Permanently Restricted</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue, Gains and Other Support</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership dues, fees and subscriptions</td>
<td>$18,068,651</td>
<td>$ -</td>
<td>$ -</td>
<td>$18,068,651</td>
</tr>
<tr>
<td>Contributions</td>
<td></td>
<td>1,789,817</td>
<td>1,215,267</td>
<td>3,356,466</td>
</tr>
<tr>
<td>Merchandise sales</td>
<td>2,050,531</td>
<td>$ -</td>
<td>$ -</td>
<td>2,050,531</td>
</tr>
<tr>
<td>Advertising</td>
<td>118,594</td>
<td>-</td>
<td>-</td>
<td>118,594</td>
</tr>
<tr>
<td>Investment income, net of fees</td>
<td>309,704</td>
<td>150,184</td>
<td>-</td>
<td>459,888</td>
</tr>
<tr>
<td>Grants and other</td>
<td>313,417</td>
<td>-</td>
<td>-</td>
<td>313,417</td>
</tr>
<tr>
<td>Net assets released from restriction</td>
<td>1,127,712</td>
<td>(1,127,712)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total revenue, gains and other support</td>
<td>23,778,426</td>
<td>237,739</td>
<td>351,382</td>
<td>24,367,547</td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership growth and education</td>
<td>2,270,801</td>
<td>-</td>
<td>-</td>
<td>2,270,801</td>
</tr>
<tr>
<td>Marketing and communications</td>
<td>1,182,734</td>
<td>-</td>
<td>-</td>
<td>1,182,734</td>
</tr>
<tr>
<td>International convention</td>
<td>2,622,672</td>
<td>-</td>
<td>-</td>
<td>2,622,672</td>
</tr>
<tr>
<td>Service Leadership Programs</td>
<td>1,975,101</td>
<td>-</td>
<td>-</td>
<td>1,975,101</td>
</tr>
<tr>
<td>Global Services</td>
<td>1,464,234</td>
<td>-</td>
<td>-</td>
<td>1,464,234</td>
</tr>
<tr>
<td>Merchandise, including cost of sales</td>
<td>1,995,770</td>
<td>-</td>
<td>-</td>
<td>1,995,770</td>
</tr>
<tr>
<td>Magazine</td>
<td>1,275,999</td>
<td>-</td>
<td>-</td>
<td>1,275,999</td>
</tr>
<tr>
<td>Liability insurance</td>
<td>1,795,228</td>
<td>-</td>
<td>-</td>
<td>1,795,228</td>
</tr>
<tr>
<td>Eliminate Project</td>
<td>146,879</td>
<td>-</td>
<td>-</td>
<td>146,879</td>
</tr>
<tr>
<td>Grants, programs and education</td>
<td>1,528,192</td>
<td>-</td>
<td>-</td>
<td>1,528,192</td>
</tr>
<tr>
<td>Total program services</td>
<td>16,257,610</td>
<td>-</td>
<td>-</td>
<td>16,257,610</td>
</tr>
<tr>
<td>General and administrative</td>
<td>3,163,506</td>
<td>-</td>
<td>-</td>
<td>3,163,506</td>
</tr>
<tr>
<td>Membership services</td>
<td>1,163,518</td>
<td>-</td>
<td>-</td>
<td>1,163,518</td>
</tr>
<tr>
<td>Governance</td>
<td>1,074,459</td>
<td>-</td>
<td>-</td>
<td>1,074,459</td>
</tr>
<tr>
<td>Fundraising</td>
<td>418,290</td>
<td>-</td>
<td>-</td>
<td>418,290</td>
</tr>
<tr>
<td>Bad debt losses and other</td>
<td>207,580</td>
<td>-</td>
<td>858,856</td>
<td>1,066,436</td>
</tr>
<tr>
<td>Total expenses</td>
<td>22,284,963</td>
<td>-</td>
<td>858,856</td>
<td>23,143,819</td>
</tr>
<tr>
<td><strong>Change in Net Assets Before Other</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gains (Losses)</td>
<td>1,493,463</td>
<td>237,739</td>
<td>(507,474)</td>
<td>1,223,728</td>
</tr>
<tr>
<td>Realized and unrealized gains on investments</td>
<td>1,939,750</td>
<td>7,343</td>
<td>-</td>
<td>1,947,093</td>
</tr>
<tr>
<td>Change in value of split interest agreements</td>
<td>(6,527)</td>
<td>-</td>
<td>-</td>
<td>(6,527)</td>
</tr>
<tr>
<td><strong>Change in Net Assets</strong></td>
<td>3,426,686</td>
<td>245,082</td>
<td>(507,474)</td>
<td>3,164,294</td>
</tr>
<tr>
<td><strong>Net Assets, Beginning of Year</strong></td>
<td>25,287,134</td>
<td>1,380,134</td>
<td>11,136,185</td>
<td>37,803,453</td>
</tr>
<tr>
<td><strong>Net Assets, End of Year</strong></td>
<td>$28,713,820</td>
<td>$1,625,216</td>
<td>$10,628,711</td>
<td>$40,967,747</td>
</tr>
<tr>
<td>Asset Allocation ($000)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dom. Eq</td>
<td>Intl Eq</td>
<td>FixedInc</td>
<td>Cash</td>
<td>Total</td>
</tr>
<tr>
<td>10,675</td>
<td>2,781</td>
<td>3,637</td>
<td>523</td>
<td>17,617</td>
</tr>
</tbody>
</table>

**Asset Allocation By Manager**

<table>
<thead>
<tr>
<th>Fiscal YTD</th>
<th>09/30/11</th>
<th>09/30/11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fund</td>
<td>-1.38</td>
<td>11.58</td>
</tr>
<tr>
<td>Trailing 12 Months</td>
<td>0.81</td>
<td>2.40</td>
</tr>
<tr>
<td>Trailing 3 Years</td>
<td>-3.58</td>
<td>2.33</td>
</tr>
<tr>
<td>Trailing 5 Years</td>
<td>-2.54</td>
<td>11.68</td>
</tr>
<tr>
<td>Since 11/30/99</td>
<td>11.68</td>
<td>11.68</td>
</tr>
<tr>
<td>Since 11/23/99</td>
<td>11.68</td>
<td>11.68</td>
</tr>
</tbody>
</table>

**Investment Returns (%)**

- Total Fund: 6.90%
- Composite: 6.90%
- CPI: N/A

<table>
<thead>
<tr>
<th>Portfolio Performance (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fiscal Qtr</td>
</tr>
<tr>
<td>------------</td>
</tr>
<tr>
<td>Total Fund</td>
</tr>
<tr>
<td>Composite</td>
</tr>
</tbody>
</table>

**Allocation Over Time**

- Dom. Eq: 60%
- Intl Eq: 16%
- FixedInc: 21%
- Cash: 3%

**Asset Growth ($000)**

<table>
<thead>
<tr>
<th>Fiscal Qtr</th>
<th>Fiscal YTD</th>
<th>Trailing 12 Months</th>
<th>Trailing 3 Years</th>
<th>Trailing 5 Years</th>
<th>Since 11/30/99</th>
<th>Since 11/23/99</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fund</td>
<td>16,450</td>
<td>16,450</td>
<td>17,725</td>
<td>11,267</td>
<td>12,600</td>
<td>12,050</td>
</tr>
<tr>
<td>Trailing 12 Months</td>
<td>12,600</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
</tr>
<tr>
<td>Trailing 3 Years</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
</tr>
<tr>
<td>Trailing 5 Years</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
</tr>
<tr>
<td>Since 11/30/99</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
</tr>
<tr>
<td>Since 11/23/99</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
<td>12,050</td>
</tr>
</tbody>
</table>

**Please refer to the attached Disclosures for important information.**
ACCOUNT - EXECUTIVE SUMMARY

KIWANIS INTERNATIONAL #263-70677  Seix Investment Advisors - Core Bond

AS OF 12/31/2011

Report Created: 1/6/2012

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 #263-71481 Madison - Intermediate Govt/Corp FS

AS OF 12/31/2011

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>725</td>
<td>631</td>
<td>11</td>
<td>50</td>
<td>1,417</td>
</tr>
</tbody>
</table>

Portfolio Characteristics

Current Yield 3.47%  Avg. Maturity 3.06 yrs
Yield to Mat. 1.09%  Duration 2.81 yrs
Avg. Coupon 3.87%  Avg. Yrs. to Call 3.06 yrs

# of Bonds 24

Asset Growth ($000)

<table>
<thead>
<tr>
<th>Beginning Market Value</th>
<th>Net Contributions &amp; Withdrawals</th>
<th>Gain/Loss + Income</th>
<th>Ending Market Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,406</td>
<td>0</td>
<td>11</td>
<td>1,417</td>
</tr>
<tr>
<td>1,406</td>
<td>0</td>
<td>11</td>
<td>1,417</td>
</tr>
<tr>
<td>2,350</td>
<td>-1,000</td>
<td>67</td>
<td>1,417</td>
</tr>
<tr>
<td>1,000</td>
<td>346</td>
<td>71</td>
<td>1,417</td>
</tr>
</tbody>
</table>

Bond Quality

Bond Maturity Distribution

Account Less than 1 Year Old:
This space is reserved for an Annualized Return/Annualized Standard Deviation Scatter Plot which requires a minimum of 1 year of monthly performance history. The graph will appear as soon as your account reaches its 1 year anniversary.

Please refer to the attached Disclosures for important information.
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

BOARD COMMITTEE ON
COMMUNICATIONS AND MARKETING

January 12, 2011
New Orleans, Louisiana, USA
1:00–5:00 p.m. CST
Astor Crowne Plaza Hotel

Committee Members

_____ Pam Fleming, Chairman
_____ Jane M. Erickson
_____ Clinton Green
_____ Staff Liaison: Christina Hale

_____ Stephen T. Hill
_____ Warren F. Mitchell
_____ Lee Kuan Yong

1. Call to Order

2. Consent Report

   a. Marketing and Public Relations Support for Kiwanis Clubs and Districts—
      Recommendation to develop a proposal and budget for a localized communications
      initiative

3. Action Report

   a. Anniversary of Women in Kiwanis—Update regarding committee recommendations

4. Information Report

   a. Subcommittee on Merchandise—Merchandising transition and product line

5. Future Business

   a. Kiwanis Celebrity Program
Consent Report

a. Marketing and Public Relations Support for Kiwanis Clubs and Districts

Kiwanis growth in existing and emerging markets is the top priority for our organization. Locally, we rely on our clubs and districts to provide an assurance of quality and consistency in the Kiwanis experience, as well as to recruit and retain members in local markets. However, for clubs and districts to effectively communicate the good work and benefits of Kiwanis membership, they must offer a relevant and recognizable name, image, and proof points to support our brand. A clear need exists for materials, consistent with the Kiwanis brand’s positioning, that will support local efforts regarding membership growth, retention, member pride and brand awareness. Such a “toolkit” of materials would be developed with a view to improve the consistency and articulation of our brand both to members and to the public. Further, the Committee suggests that a plan for training Kiwanis members to use this toolkit should be developed and included in the curriculum of training for club leaders.

Recommendation #1: 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.

(ADOPTED)

Strategic Intent: To empower clubs and districts to better market and articulate the Kiwanis brand and message in local Kiwanis markets.

Financial and Human Resource Impact: to be determined as part of the proposal.

Action Report

a. Anniversary of Women in Kiwanis

Jane Erickson, Chairman of the Task Force on the 25th Anniversary of Women in Kiwanis, provided an update on the progress of planning for the celebration of the 25th Anniversary of Women in Kiwanis to be celebrated at the upcoming New Orleans Convention in June, 2012. Plans call for an exhibit booth, reception, on-stage recognition, merchandise, session programming, and video among other activities. A verbal update and a proposed budget will be presented to the full Board.
Recommendation #1: 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.

(ADOPTED)

**Strategic Intent:** To properly celebrate and honor our women members in recognition of 25 years of Kiwanis membership, materials and resources must be developed.

**Financial and Human Resource Impact:** Budget not to exceed US$30,000.

**Information Report**

1. **Subcommittee on Merchandise**

   A report was given by Chairman Jane Erickson informing the Committee of the progress to date in transitioning the retail operation to an outside vendor. During the transition there was a disruption of service to members and additional cost. The staff is working diligently to resolve these issues in a timely manner, and will report to the Committee at the April 2012 Board meeting. Over 100 new items have been designed and will be available for purchase in the new catalogue anticipated to be published in spring, 2012. As the new lines will feature a new emphasis on youth merchandise, several new pieces will be ready to share at the upcoming SLKP conference in Indianapolis in January, 2012. The Committee requested that the subcommittee remain informed about current transitional issues and continue to assist with the development of the new retail product line. The subcommittee will report to the Committee at the April, 2012 Board meeting.

**Future Business**

1. **Kiwanis Celebrity Program**
KIWANIS INTERNATIONAL BOARD OF TRUSTEES
BOARD COMMITTEE REPORT

January 12, 2012
1:00–5:00 p.m.
New Orleans, Louisiana, USA
Astor Crowne Plaza Hotel

Committee Members
_____ Oscar E. Knight, Chairman
_____ John M. “Johnny” Johnson
_____ Sue Petrisin
_____ Wen-Pin Su (ABSENT)
_____ Sjoerd R.J. Timmermans
_____ John Shertzer, Staff Liaison
_____ Michael W. Downs, Staff Liaison (ABSENT)
_____ Chris Martz, Staff Liaison
_____ Elizabeth Warren, Staff Liaison (ABSENT)

1. Call to Order

2. Consent Report
   a. International Growth Strategies for SLP

3. Action Report
   a. None

4. Information Report
   a. Amendments to CKI Bylaws Regarding Elections
   b. Faculty Advisor Survey
   c. Kiwanis One Day Update
   d. Anti-Bullying Initiatives Update
   e. ASPAC SLP Update
   f. KIEF SLP Update
   g. SLKP 2012 Conference Update
   h. International Committee on YCPO Report
   i. International Committee on Builders Club Report

5. Future Business
   a. Amendments to CKI Bylaws Regarding Elections
   b. International Growth Strategies for SLP

6. Adjournment
Consent Report

a. International Growth Strategies for SLP

Staff has been discussing plans for encouraging SLP club growth outside of North America. Current challenges and potential opportunities were shared with the committee for discussion. The Programs Committee decided that more feedback is needed and recommends that staff research and assess the support needs for SLP clubs outside North America. It would be helpful to know what kind of support leaders in ASPAC and KIEF want from Kiwanis International for their existing and new SLP clubs.

Recommendation #1: 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.

(ADOPTED)

Strategic Intent: Growth of Kiwanis Programs.
Financial and Human Resource Impact: N/A.

Action Report

None.

Information Report

a. Circle K International By-laws Amendments

Representatives from Kiwanis International leadership and staff, including Oscar Knight, Johnny Johnson, Diane O’Brien, Chris Martz, and John Shertzer met with representatives from the CKI Board of Trustees, including Melanie Walter (CKI Vice President) and Rob Acerra (CKI Trustee) to discuss the issue of “no confidence” in CKI elections. They were joined by Barry Glazer, Kiwanis International Parliamentarian. The meeting was held November 28-29, 2011 in Indianapolis.
From that meeting, several ideas emerged including by-laws and structural changes to how Circle K International elects officers. Proposed changes are included as Information Report-Exhibit A. Since the changes are still being revised by the CKI board and governors, no official action should be taken by the KI board at this time. The Programs Committee encourages CKI to submit a final draft of changes by February 15, 2012 so that there is ample time to review the changes before action is taken during the Kiwanis International board meeting in April.

If the KI Board enacts the changes in April, there will be time to implement them prior to the CKI international convention.

b. Faculty Advisor Survey

Staff recently conducted a survey of SLP faculty advisors. An executive summary of that survey was shared with the committee and is included as Information Report-Exhibit B. Staff reported that they intend to take the following action steps:

- Incorporate findings in the 2012 Service Leadership Kiwanis Programs Conference curriculum. Each program will look at the statistics specifically for that club line.
- Encourage district administrators to develop stronger relationships with faculty advisors based on this research realizing there are specific areas advisors need assistance.
- Define the needs of the advisor best suited for delivery by Kiwanis International and those suited for delivery by the district volunteer structure.
- Develop continuing education for faculty advisors. The easiest and most cost effective venue would be to develop webinars for best practices in advising Kiwanis programs.

c. Kiwanis One Day Update

Staff shared promotional updates for Kiwanis One Day, which will be held April 21, 2012. The updates are included as Information Report-Exhibit C.

d. Anti-Bullying Initiatives Update

Staff provided a draft position on bullying for the committee to review, which is included as Information Report-Exhibit D. Feedback will also be sought from administrators and other interested parties. Further updates and progress will be shared at the April 2012 Board meeting.

e. ASPAC SLP Update

The Committee reviewed the official counselor report from Wen-Pin Su, and no action is being taken at this time.
f. **KIEF SLP Update**

The Committee reviewed the official counselor report from Sjoerd Timmermans, and no action is being taken at this time.

g. **SLKP 2012 Conference Update**

The Service Leadership and Kiwanis Programs Conference will be held January 20-22, 2012 in Indianapolis. Almost 200 attendees are expected.

The Committee discussed the name change from SLP Conference to SLKP Conference. Staff explained that because YCPO Chairmen have been included in the conference since last year’s event, the term “SLP” was no longer inclusive for the conference name. SLKP Conference stands for Service Leadership and Kiwanis Programs Conference, thereby retaining the concept of Service Leadership, while being general enough to include a program like YCPO. This is a change to the event name only.

YCPO Chairmen were invited to the conference in 2011 as well as this year, due to a Board decision to include them. Similar to the other attendees, they pay for their own transportation. Kiwanis funds their lodging and meals.

The Committee also discussed why district Key Leader Chairs were not included in the conference. The following points were made by Staff:

- District Key Leader Chairs are invited instead to regional training conferences conducted by KI staff. These conferences will be held throughout North America in January, February, and March.
- The regional trainings allow for lower transportation costs for attendees and presents districts with the opportunity to also include Site Coordinators and other committee members.
- We estimate that 200 individuals will participate in the training, versus 30 that have traditionally participated in the SLKP Conference. And, the impact on the KI budget is the same (and will likely be less).
- Key Leader graduation rates are static. In fact, after a peak in 2008, they have declined most years. The opportunity to train and involve more district leaders can give the program a boost.

h. **International Committee on YCPO Report**

The Committee accepted the report from the international committee on YCPO and no action was requested. The report is included as **Information Report-Exhibit E.**
The Committee accepted the report from the international committee on Builders Club and no action was requested. The report is included as Information Report-Exhibit F.

**Future Business**

a. Amendments to CKI Bylaws Regarding Elections  
b. International Growth Strategies for SLP
Bylaw amendments to vote on at January Board Meeting—elections related

ELECTIONS

AMENDMENT 1: Accepting the changes in the document BYLAWS WITH TRACK CHANGES*

Wording: Refer to document* for changes

Impact/Rationale:

-Replaces all references to Representatives and replaces with Trustee.

-Establishes that Representatives are not just elected by the subregion from which they hail.

-Vote for top 8 candidates as trustees

SUB-AMENDMENT 1 to AMENDMENT 1: Accepting the changes in the document BYLAWS WITH TRACK CHANGES*

Wording: Article 13, Section 7. b. iii. Each of the top 8 candidates must receive a majority of votes from the delegation. Any candidates meeting this requirement shall be elected. Any candidates failing to receive a majority of votes shall be listed on additional ballots and vote on until 8 candidates have received a majority.

Impact/Rationale: This would align the trustee election to be like the President and Vice-President elections (where a majority is required). It will also give the delegates a greater feeling that their vote matters.

SUB-AMENDMENT 2 to AMENDMENT 2: Altering the number of trustees

Wording: Replace all references to the number 7 to the number 8.

Impact/Rationale: This will allow for the inclusion of an “international trustee.” A further description is detailed elsewhere.

AMENDMENT 2: Removing no confidence at the district level

Wording: Article 10, Section 7. c. Only the announced candidates for any district office shall be listed on the ballot for any election. Ballots shall not include any option for a vote of negation such as ‘no confidence’ or ‘none of the above’ or similar.

Impact/Rationale: Following with the removal of no confidence internationally. I would recommend that rather than include this in the international bylaws, ask the Kiwanis districts to request this in their districts. It may seem less invasive that way for those who are opposed to the removal of no confidence.
Amendment 3: Assigning trustees

Wording: Article 14, Section 1. g. The President shall assign a Representative Trustee each Subregion from among the membership of the CKI Board of Representatives. These districts shall be known as sister districts. The president shall maintain communications with the board.

Impact/Rationale: This highlights a change that will be discussed this weekend. We may go back to grouping districts annually, rather than keeping subregions. If so, this is the wording we would use.

Amendment 4: Running off the floor

Wording: Article 13, Section 3. …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.

Impact/Rationale: This increases the size of the candidate pool. This is especially useful if the delegation isn’t happy with the choices at the start of the convention. The policy code will set forth what constitutes necessary paperwork and any restrictions caused as a result of running off the floor.

Amendment 5: Number of candidates

Wording: Article 13, Section 4. a. If less than 2 candidates for the office of president, 2 candidates for the office of vice-president, or less than 9 candidates for the office of trustee have announced their candidacy to the international office by the initial filing date, there shall be a second deadline by which candidates may file. In this event, no campaign literature shall be made public until after the second deadline has passed. If these candidate numbers have not been met after the second deadline, the elections shall run as stated in these bylaws.

b. The President shall be responsible for finding enough candidates to declare or seek endorsement prior to the convention. He or she may create a search committee of members in good standing to assist in this process. The membership of this committee must be approved by the CKI Director.

Impact/Rationale: This is to help increase the number of candidates and give the delegation options for each position. This is also to make sure that there is due diligence in the transitioning process. Each board should seek to have replacements after their term to carry on the work of the organization at the international level. The president is singled out here because this is the only position that could be privy to early information without it having a material impact; any other international officer running for international office again could potentially be moving up the organizational ladder and benefit from this responsibility.
**Amendment 6: Role of international trustee**

Wording: Article 14, Section 3. g. One trustee shall be responsible for the affairs for 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 trustee, the vice president, or the president may occur as requested by those districts, approved of the CKI directors, and allowed by the budget.

Impact/Rationale:

This helps us to be more international and expand. While not all of these areas pay dues internationally, CKI is unique in that students create many of the resources used by clubs. Because of this, we feel that we could include these areas without creating a serious financial or work burden on KI staff. If we’re keeping a subregion system, we would create a Subregion H that includes the international clubs. If we move to sister districts, we may opt to simply put those areas into rotation as areas served by all trustees.
General survey notes:
6,683 emails were sent to all faculty advisors. 1,194 advisors started the survey and 1,089 completed the survey. That is an amazing return rate and completion for a survey, especially because of the length of the survey (77 questions).

Of those who were sent the invitation via email:
- 15% of Kiwanis Kids advisors completed the survey
- 15% of Builders Club advisors completed the survey
- 18% of Key Club advisors completed the survey
- 23% of Circle K advisors completed the survey

What we learned about “majority” of faculty advisors:
- 58 percent of our faculty advisors have been advising for less than five years; while 26 percent of them have been teaching more than 20 years and 23 percent have been teaching between 5 and 10 years.
- 48 percent were trained as the club’s faculty advisor by receiving the program kit and/or advisors manual.
- 56 percent of our advisors have never networked with another advisor at another school.
- 35 percent of advisors spend between $26-$100 “out of pocket” in an average academic year to advise the club.
- 44 percent spend an average of 5-10 hours per month prepping in support of advising club activities and meetings.
- 70 percent of faculty advisors do it alone; 24 percent have a co-advisor.
- 36 percent of sponsoring Kiwanis clubs pay the faculty advisor’s dues to be an active member of that Kiwanis club.
- On their philosophy of advising, 61 percent believe advisors should sometimes lead meetings (31 percent said never); 43 percent believe youth should sometimes be allowed to make mistakes (38 percent said often); 58 percent believe the advisor should sometimes handle any conflict between members (25 percent said often); and 47 percent believe sometimes the best advisor is mostly invisible (29 percent often).
- 13 percent of our advisors are Key Club alumni; 4 percent are Circle K alumni; 2 percent are Builders Club alumni; and less than 1 percent were involved in Kiwanis Kids.
- Other miscellaneous notes include: 55 percent of advisors volunteered to advise; 31 percent receive a stipend; 21 percent are Kiwanians.

What we learned about “majority” of clubs:
- 86 percent of schools do not provide funding for club activities.
- 44 percent of Kiwanis advisors attend club meetings.

Does your sponsoring Kiwanis club advisor attend your club’s meetings?
- YES - 44%
- SOME-TIMES - 21%
- NO - 36%
- 70 percent of clubs receive financial assistance from the sponsoring Kiwanis club; 39 percent receive less than $100; 33 percent claim that “covers very little of the cost” relevant for administrative and community service projects.
- 58 percent of clubs attend district, regional/divisional, or international events or activities.
- 53 percent of the advisors surveyed perceive their club as an “average performing club” and 39 percent perceive their club as a “high performing club.”
- 22 percent of clubs raised $501-1,000 for community service or philanthropic efforts during the 2010-11 school year.
- 24 percent of clubs completed less than 50 hours of community service during the 2010-11 school year.
- 78 percent of clubs have never partnered with businesses in the community.
- 84 percent of clubs are recognized within the school and/or community for the service it does throughout the year.
- 60 percent of clubs have an annual, well-known “signature service project or fundraiser” in the school or community that students or community members rally around.
- 58 percent of clubs interact with other branches of the Kiwanis family for joint service projects or fundraising efforts.

What we learned about “majority” of members:
- 88 percent of members are eager to take on leadership roles within the club.
- 73 percent of clubs have officer meetings separate from club meetings.
- 77 percent of our advisors encourage students to take the next step in the Kiwanis family when they leave or graduate the current club level.
- 70 percent of clubs and/or members are not involved in club contests.
- 59 percent typically join the club because they are “interested in service” followed by a tie of 14 percent using as a “resume builder” or “all of their friends are members.”
- 45 percent of our members are “highly involved students.”

What we learned about advising:
- The top five obstacles in the ability to advise were: prioritization of time/competing responsibilities (48 percent); meeting time (39 percent); other assigned duties (28 percent); transportation to meetings and activities (27 percent); and financial constraints (24 percent).
- 66 percent of advisors would be willing to take an online education course that would earn them continuing education credits if Kiwanis International were to design and implement a continuing education course related to club advising at an accredited host institution.
- 73 percent of advisors would be interested in participating in live or downloaded one-hour webinars of advising best practices; 462 advisors offered topics for Kiwanis International to consider in developing an educational series.
- 59 percent of advisors never reached out to the Kiwanis International headquarters and staff in Indianapolis; 48 percent of advisors never reached out to the Kiwanis district staff or volunteers; a tie at 23 percent of advisors reached out to the sponsoring Kiwanis club 2-3 times (22.9%) or more than 11 times (22.6%).
52 percent of advisors describe the Kiwanis International headquarters and staff as an “occasional resource;” 46 percent describe the Kiwanis district as an “occasional resource” followed by 35 percent as a “partner;” 70 percent of advisors describe the sponsoring Kiwanis club as a “partner.”

44 percent of advisors would like advising resources delivered monthly; 70 percent prefer those resources delivered in email messages and attachments; the top three resources requested (tied) included team building activities, effective service project management, and training of club officers.

78 percent describe the impact they have noticed working with students in the club as “more confident/outgoing.”

42 percent believe the “advisor is important” in the club’s success versus 37 percent believing it is “crucial” and 18 percent “somewhat matters.”

Next steps for Kiwanis staff:

- Incorporate findings in the 2012 Service Leadership Kiwanis Programs Conference curriculum. Each program will look at the statistics specifically for that club line.
- Encourage district administrators to develop stronger relationships with faculty advisors based on this research realizing there are specific areas advisors need assistance.
- Define the needs of the advisor best suited for delivery by Kiwanis International and those suited for delivery by the district volunteer structure.
- Develop continuing education for faculty advisors. The easiest and most cost effective venue would be to develop webinars for best practices in advising Kiwanis programs.
Kiwanis One Day 2012 internal promotion activities

Kiwanis International promotes Kiwanis One Day internally though all of its communications channels. The prime focus for engaging clubs to participate in One Day is the Kiwanis One Day Contest. Kiwanis-family clubs submit information about their One Day project. The two best projects may be featured in Kiwanis magazine or in the Kiwanis One Day video. Below is an outline of promotions by communications medium for Kiwanis One Day 2012.

**Web**

1) KiwanisOne.org
   b) One Day announcement (on home page) to run in January
   c) Ready-to-Runs (prepared content for clubs/districts to use in their publications)
      i) One Day contest news brief
      ii) One Day participation news brief
   d) One Day contest Web ad to be posted on home page in January

2) SLP Web sites’ One Day pages
   a) KeyClub.org [http://keyclub.org/service/kod.aspx](http://keyclub.org/service/kod.aspx)
   b) CircleK.org [http://www.circlek.org/Service/HowWeServe/KiwanisOneDay.aspx](http://www.circlek.org/Service/HowWeServe/KiwanisOneDay.aspx)

3) Kiwanis.org
   a) Blog post to be published
   b) One Day feature page under “Our Work” section

**Print**

1) Kiwanis magazine
   a) News brief to run in February 2012 issue
   b) News brief to run in April 2012 issue
   c) Contest winner & photos from clubs to run in June 2012 issue

2) One Day patches
   a) 2012 One Day promo postcard mailed to recipients of 2011 One Day patches
   b) Clubs may receive a One Day patch for their involvement by filling out the patch from:

**Email communications**

1) Kiwanis International update
   a) News briefs running in December 2011–March 2012 issues

**Social media**
1) Facebook posts (1 biweekly*) promoting One Day beginning in January continuing through April
2) Twitter posts (2 weekly*) promoting One Day beginning in January continuing through April

*frequency may change depending on engagement
Kiwanis International Service Leadership Programs
Position on Bullying  (DRAFT 01/12)

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.
The International Committee for Young Children: Priority One began its year of service with a solid plan that included the following:

- Monthly calls with the International Committee
- Mentor/Mentee relationships developed between the International Committee and the District Chairmen
- Training tools and educational resources developed by staff shared with the district chairmen
- Preparation for participation in the Service Leadership and Kiwanis Programs Conference
- Engagement with The Eliminate Project
- International Committee goals approved, which are:
  - Ensure that all districts have a committed, well-trained representative for Young Children: Priority One and/or request a Governor-appointed representative in every country where Kiwanis serves children. To request the district counselors to assist with the success of this goal.
  - Increase number and quality of Young Children: Priority One projects in local clubs.
  - Increase awareness of Young Children: Priority One at International, district, and club level. Continue the monthly Young Children: Priority One Newsletter increasing distribution to the 2011-12 International Board and District Young Children: Priority One workshop at the 2012 International Convention. Use of Social networking, participation in District and other meetings, communication via District newsletters
  - Review service bulletins and other Young Children: Priority One resources.
  - Continue to search for global commonalities in young children’s issues, needs, and agencies.
  - Support, assist and cooperate with The Eliminate Project as appropriate, including encouragement of Young Children: Priority One project(s) during Kiwanis One Day.
Welcome/Introduction

Members in attendance: George Delisle
Suzanne Lemak
Susan Myers
Jack Zierdt

Not in attendance: Bruce Berven
Stephanie Curraisco
Oskar Gudjonsson
Kevin Yates

Jack plans to follow up with Kevin and Bruce and copy Susan to see if they are receiving e-mails.

Committee House Keeping

- How often do we want to meet as a committee?
  Committee would like to meet once a month depending on the complexity of the tasks at hand. Because we will meet at the SLKP conference in January, the next telephone conference will be scheduled for February.

- Preferred method of communication. (All members should have committee contact information).
  Committee will plan to stay with telephone conferences for now until entire committee can discuss the option to Skype.

- Request for a committee member to take minutes (this will rotate each meeting).
  Susan will take minutes for this meeting.

Additional: Susan is looking into if International Committee chairs are invited to the SLKP conference. Response: The SLKP conference is focused on the training of District Administrators and therefore International Committees including the chair are not invited to attend this conference.

Areas of Emphasis for Consideration Overview (Per Alan Penn)
All areas were discussed briefly, but more time and concentration will be put into each one as a committee.
- Study and report recommendations on how to form Builders clubs when there is no Kiwanis club sponsor available.
  Brief thoughts:
  - Is there a way we can have a district open up a Kiwanis club where there is no Kiwanis club so the Builders Club can be sponsored. We could open up a satellite club nearby.
  - Is there a service club in the community other than Kiwanis that we could work with as Kiwanians to help sponsor a Builders Club.
  - If there is a community center in the area could that be a connection? (this is more for if a school isn’t available to have a BC not that a Kiwanis club isn’t available)

- Help provide guidelines for new Parent Kiwanis Group associations.
  Brief thoughts: This item will be put on hold until further information from Kiwanis International is provided.

- Review catalogue materials and supplies to determine if they are appropriate or need additions.
  Brief thoughts:
  - Catalogue materials and supplies as the committee knows of are ok. There is a very poor turn-around time. Most materials are appropriate, but lately too many delays are occurring especially with customized items.

- Review club fee and charter fee and annual fees to determine if at the right level – include an evaluation of fees worldwide.
  Brief thoughts:
  - It is recommended by Suzanne that if chartering cost is too expensive to at least get a banner for advertising purposes.
  - Renewal fees of $150 are reasonable and most have heard no complaints about cost. Some people don’t read paperwork and don’t realize there is a renewal fee.
  - As far as worldwide, we can look into this in the future and bring in other committee members that are international.

**Builders Club and The Eliminate Project.**
Jack reviewed the recommendation from the Board (e-mail from John Shertzer) to revisit Builders Club selecting a charity or event that would complement The Eliminate Project.

Jack shared an idea about a project. Kiwanis club family was invited to a camp and did service projects, activities, and to support The Eliminate Project they had a 5K run walk to raise funds totally over $700. This event was opened to the public, advertised to running clubs, etc.
Looking for a project that even when The Eliminate Project is over Builders clubs can still continue.

George spoke about the pajama project – hands on for the kids and adaptable to any community.

The committee members in attendance want to discuss this in more detail when additional committee members are on call in order to get additional input and an international opinion as well.

The committee would like to ask for ideas at the SLKP conference in January on what the administrators would you like to see. What suggestions the administrators have? The committee plans to revisit last year’s suggestions and bring those to Indianapolis.

**Brainstorm**

Ideas/Suggestions of topics you would like to see covered at the SLKP Conference in January.

- The committee members in attendance were comfortable with the topics that Susan is planning to send out to registered administrators. These topics will then be surveyed by administrators as to how much time they want to spend discussing.

**Schedule Next Conference Call**
The next conference call will be scheduled for February. All committee members should submit dates and times they are available in February to Jack so a telephone conference can be scheduled.