

**PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
January 20, 2018**

The third meeting of the 2017-18 Pennsylvania District Board of Trustees was held on January 20, 2018. All board members were present. Kiwanis guests included Audit Chair Paul Kasoff, Past Governor and Public Relations Chair Bob Raub, Circle K Administrator Kelly Shaup, Past Governor and Education Chair Jennifer Vare and Division 15 Lt. Governor and Builders Club Administrator Tiffany Calliao.

An opening thought was provided by Trustee Phyllis Palm.

The minutes from the November 9, 2017 board meeting were considered for approval. See the page marked 3/24. The minutes were approved as submitted.

Membership, new club building and The Formula were discussed. See the pages marked P5 & P6. Additional information and discussion was lead by The Formula Chair Cathy Szymanski who called into the meeting.

The consent agenda was considered. See P7-P41 and 14/24 to 16/24. All items on the consent agenda were approved by proper motion, second and vote.

The Audit Committee report was reviewed and discussed. See P3-P4. Input was provided by Audit Committee Chair Paul Kasoff and the board discussed the report.

The board reviewed District Investment and Accounts Balances Report, the 2016-17 final budget report and the 2017-18 Budget report. They can be seen as P42, P43 and P44 respectively.

Governor Judy Raub invited to Frank Iati and Keith Eldridge from the accounting firm of RLK to provide an update on the progress of their work on the audit for 2012-13, 2013-14, 2014-15 and 2015-16 and their findings so far. See 1-1 through 1-6 for some information shared. They reported that District is incurring deficits. No maleficence has been found. Increased checks were urged including possibly giving additional board members access to online banking information as well as the American Express account. The District Board needs to better address and act on information coming to the board, get more and better financial information and develop a plan to eliminate any deficit. Extensive discussion occurred between board members and Mr. Iati and Mr. Eldridge.

A report was provided on the District Holiday Party. See P45. Thanks were expressed to Judy and Bob Raub for hosting the party and the work and donations of the Raubs, Tracy Smith, Marianne Muraska and Jen Vare.

A discussion on the Kiwanis Kash Raffle was led by Past Governor Jen Vare. Raffle ticket and procedures were discussed including ticket distribution and ticket responsibility. All board members were urged to buy and sell tickets.

Information was provided on other fundraising program and requests. See P46-P48.

The Governor's report was reviewed and discussed. See P49-P53. The report was accepted by the board by motion and vote.

The board discussed the possibility of extending the Executive Director's contract beyond March 31, 2018. After discussion and deliberation, Governor Judy Raub and Governor-elect Phil Weber were authorized to enter into discussions on behalf of the board with Executive Director Kevin Thomas on a new one year contract that is to be approved by the board.

A report from District Webmaster Liz Smolinski on the new District Webpage was considered. See 17/24 to 24/24. After review, the board accepted and approved the report.

A discussion was led by Past Governor Jen Vare on club leadership education. Various ideas and information were shared as well as the merit of live training.

A discussion took place on District leadership positions and filling vacancies. See p55.

A final financial report was reviewed on the 2017 District Convention. See P56.

A review was conducted on the 2018 Midwinter Registration and sponsorships. The need to promote sponsorships and registration was highlighted.

The board approved announcing and presenting the 2016-17 Distinguished Club and member awards at the Midwinter Conference. The Distinguished clubs and members can be seen on P59 and P60.

The District office lease was discussed. See P62. By proper motion and vote, the board approved the action outlined in paragraphs one and two on P62.

A District strategic plan was discussed. Governor Judy Raub has held discussions with a professional facilitator who has helped other non-profits develop a plan and will be following up on what it is he can do for us.

Information was shared on the Kiwanis Early Learning Guide program. See P71-P75.

A change in the implementation model for Key Leader was discussed. See P76-P77. After consideration and with the knowledge that we have financial guarantor to cover any potential loss, the board approved the continuation of a Key Leader program at Camp Conrad Weiser on April 20-22, 2018.

The administrators of the Pennsylvania Kiwanis Facebook page and The Pennsylvania Kiwanis Facebook Forum page were discussed. By proper motion, second and vote, the Governor, Governor-elect, Executive Director, Public Relations Coordinator and Webmaster were approved as the administrators for both pages.

The Kiwanis International Signature Project Contest was discussed. Information will be sent to all clubs urging them to submit entries and telling them in what format the information must be submitted. A committee consisting of Judy Raub, Kathy Durner, Phyllis Palm, Bob Raub and Jen Vare will judge the entries and come up with a single entry to submit to Kiwanis International. That entry as well as other top club entries will be recognized at the Midwinter Conference.

The board authorized Kevin Thomas to solicit a proposal from the Penn Stater Hotel and Conference Center to host our 2020 Midwinter Conference. The one day format will be retained.

A discussion was held on the Past Governors committee and all present agreed that only Pennsylvania District Past Governors who are members in good standing in active clubs of the District may be official members of the committee and vote on any proposals put forward by the committee or given to the committee for its consideration.

A proposal from the accounting firm of RLK to complete the Audit for the 2016-17 year as well as file the appropriate form 990 was considered. See A. The proposal was approved.

With no further business to discuss, the meeting was adjourned.

Respectfully submitted,



Kevin E. Thomas
District Executive Director/Secretary/Treasurer

**Pennsylvania District Kiwanis International
Board of Trustees Meeting - Conference Call
November 9, 2017**

The District Board of Trustees held a conference call to conduct board business on November 9, 2017 commencing at 8:30pm.

Board members present were Governor Judy Raub, Immediate Past Governor John Gräb, Governor-elect Phil Weber, Executive Director Kevin Thomas, Trustees John Mazurowski, Phyllis Palm, Matt Wise, Ben Osterhout, Mike Coolbaugh and Sarah Zulueta. Guests included Past Governor, Public Relations Chair and Audit Committee member Bob Raub, Kiwanis International Trustee John DeVilbiss and District Convention Chair and Audit Committee member Keith Smith.

The minutes from the September 23, 2017 District Board meeting were presented for approval. The minutes were approved as presented. See P1-P3.

The 2018 Midwinter Agenda was presented for approval. See P 4. The agenda was approved as presented.

The 2018 Midwinter Budget was presented for approval. See P5. The budget was approved as presented.

A report from the committee reviewing the District Raffle was reviewed and discussed. See P6. After consideration, option 1 in the report was approved as the District raffle for 2017-18 with the raffle being called Kiwanis Kash and with instruction that every effort be made to minimize expenses including no individual club mailing.

Rodney Stoops of the Kiwanis Club of Chambersburg has agreed to assume the position of Division 13S Lt. Governor. By proper motion, second and vote, the District Board appointed Rodney Stoops as Division 13S Lt. Governor

An update and report was provided by the District Audit Committee. The report is P7-P8. As well, an email to the auditors from the Executive Director was reviewed. It is P9.

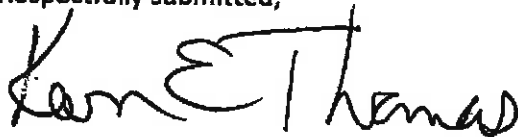
Executive Director Kevin Thomas indicated that he has started work on completing Form 1024 to restore the District's non-profit status.

The committee on the District Executive Director contract had a conference call on November 2, 2017. It was reported that it is the committee's intention to review and present a new contract to Executive Director Kevin Thomas. The report of the committee was accepted by a vote of the District Board.

Information was provided and accepted on the District Holiday Party fundraiser. See P10.

With no further business to conduct, the meeting was adjourned at 9:30pm.

Respectfully submitted,



Kevin E. Thomas
Executive Director



Kiwanis
PENNSYLVANIA DISTRICT

THE FORMULA
LOVE IT. SHARE IT. LIVE IT.

**Committee on Membership Sustainability and Growth
"The Formula Team"
Report to the District Board
January 20, 2018**

New Club Opening

This has been a very quiet quarter in Pennsylvania Kiwanis as far as growth is concern. Matt, David and I thought with the dates/months that were given to us for club opening that these were the dates you would go with. However; we are not seeing any movement on new clubs. There are only two clubs that we are aware of that are actively being worked on at this time and those are clubs from last year. The first one is SOLANCO, which is led by Governor Judy, who has been doing service projects and working with the core group inviting people to join the club. Cathy, David and LTG Randy Gorske are working on Summit Township. This has been an ongoing effort. The opportunity we have with this club is getting them to agree on a meeting time and location. With only 15 members it is important to have something that works for the majority. The group has worked on projects from Early Learning to working with the homeless and are having a great time getting to know each other.

All trustees were sent new club opening forms and we have only received a couple of them back. It is imperative that we receive these back to help initiate a new club opening talk. Opening a new club is not just about a NUMBER and hitting a goal. It is about serving a purpose in a community. We certainly understand how busy everyone is. Matt, David and I all work 60-80 hours a week too. We understand work and family commitments, this is why we strongly recommend you find members in your region to help you open new clubs. We don't need just people to go door to door to businesses, we also need people to help make phone calls to set appointments, create flyers, do follow up calls, write letters. There is a lot of need that so many people can help us grow. The first step, though, is often the hardest. It isn't just about having a piece of paper turned in, it is about the tasks and items that get set in place as a result of going through the steps on the form. By going through this proven process, we systematically set in motion great things in these communities.

What are the obstacles you are facing in your roles when it comes to New Club Opening? We want to work with you to find the best way to move forward and increase the impact of Kiwanis service.

Club Strengthening and Membership Growth

In addition to the New Club Opening, we are also improving the information discussed on our regional calls this quarter. We are in the process of getting the dates firmed up and some are already scheduled. As promised to you, during these calls we will be focusing on strategic ways in which we can facilitate growth. While we will have a conversation about numbers, metrics, and goals, our primary discussion will center around identifying action steps and strategies that can be completed over the course of 30, 60, and 90 days.

Mid-Year Breakout Sessions

We will be doing three 45 minute sessions at the District's mid-year convention in March at the Penn Stater. In no particular order:

The first session will be focusing on membership surveys, exit surveys, and overall member satisfaction. We want to make sure that all clubs are taking advantage of providing a very exciting, vibrant, and meaningful member experience as well as having the right tools available for clubs to understand their members.

Second, we will have a session that is dedicated to providing the step-by-step process to prepare for a community canvas in order to strengthen existing clubs and/or open new clubs. This tried and true method of spreading the word about Kiwanis and inviting potential members to participate in the club and a service project has been used all over the world. We will make sure that members leave the session knowing exactly what steps need to be taken in order to prepare for such an endeavor.

Finally, the third session will be an interactive workshop that will allow members to be their absolute best when promoting Kiwanis. Through the use of resources from Kiwanis International, members will be provided the opportunity at learning creative method and techniques when talking about the benefits of Kiwanis membership.

**

As always, we are here as a resource to you. Please do not feel required to wait until our quarterly call or District board meeting to bring up a concern with a club if you need additional assistance. In fact, it is encouraged that you get our attention right away. Often times, we can simply get on a call or discuss via email some ways in which to work with the club, or even schedule time to meet with the club and its leaders.

Yours in Service,

Cathy, Matt and David

Formula Team Chairs

District Board Committee Report
Leadership Development Coordinator

Board Meeting 1/20/2018
(This report covers 10/2017 through 1/15/18)

- **During the month of October I began applying for the official position at Kiwanis International and was officially approved on 11/9/2017 for a 3 year position.**
- **Club Leadership Education by Region for the 2017-2018 year:**
 - **Region 1-no live CLE reported**
 - **Region 2- no live CLE was held, Officers were encouraged to fulfill their requirement online. Trustee John Mazurowski forwarded me the concern that when an officer completes the training before October to prepare for their year, it is erased from the system at Kiwanis International and makes it seem like the club is not in compliance**
 - **Region 3-There was no formal live CLE training this year, but there were some informal officer face to face meet ups. There is much confusion as to what is mandatory vs suggested**
 - **Region 4- Trustee Matt reported that there was not a live CLE in the region and he is not sure of the last date that one was held. There was a question about the relevance of the live training if the attendees are only going through the online materials**
 - **Region 5-I believe a session was held, but no communications were sent to me stating how many attended or feedback from the event**
 - **Region 6-Live CLE sessions scheduled in every division with Trustee Mike Coolbaugh and LTG Tiffany Callaio leading. 2 session were held in Div 15, but 17 & 18 canceled due to lack of participation**
 - **Region 7- There were 2 live sessions 7/18 and 7/29 led by past LTG Joe Wilson. He also does live training for new club officers and held one on 9/21 for Collegeville Area.**
- **Monthly messages and checklist reminders have been sent to Presidents and Secretaries each month (except December) and will continue throughout the year. Feedback has been very positive.**
- **Doing the monthly emails led to me helping Michelle March clean up the officer email list**

Plans for the future & for discussion:

1. **As a district we need to offer the same program across the district to all membership. We can't have 1 Region offering nothing and others offering wonderful programs.**
2. **We need to discuss how we make sure that our membership is getting the same materials and are being offered a program that is effective and something that people want to attend**
3. **We need to review who our Educators are and make certain that they are able to offer education and facilitate discussions that are positive and motivating.**
4. **Set up a time to meet or discuss with Governor Phil his needs for trustee and/or LTG education.**
5. **Establish an Education committee by adding a team to help facilitate monthly or quarterly education newsletters and/or new "live" materials**
6. **Determine when and how Kiwanis International will be sending materials and determine how they will be distributed. Too often I have heard that these materials sit in trunks of cars, offices or in other bags of Kiwanis materials, and are not given to the leaders who need them.**



District Public Relations Coordinator

Report to the District Board

January 20, 2018

PR Coordinator duties for the past quarter have slowed a bit. Most clubs have been very busy with pre-holiday season service projects.

During the period, I interacted with Linda Eberly, the newly appointed Keystone Kiwanian Editor. Linda is a member of the Norlanco-Rheems Kiwanis Club. She brings a new perspective to the District's newsletter. She is a professional graphic designer who manages several newsletters for her corporate clients. She is a welcome addition to the District leadership team. Her first Kiwanian edition is available on line at the District website.

I also spent time interacting with Liz Smolinski, the newly appointed District Webmaster. Liz is a member of the University City Kiwanis Club. She, like Linda, is in the business. She is employed full-time as an electronic media designer and is technically equipped to manage our District's website. Shortly after she assumed her role with the District, we were faced with the need to migrate to a new web site host. This represents a great time to re-design our District website. I am confident that when this project is complete, our District website will be more attractive, user friendly, and will greatly enhance our public image.

Since our last meeting, I responded to a long-time Kiwanis member who registered a concern about the public image of Kiwanis that is affected by Kiwanis members personal postings on their own personal Facebook pages. After a long conversation, I explained that personal Facebook accounts are not to be controlled by the District or Kiwanis in any way. Education may be the only way to affect individual's postings to improve how Kiwanis is viewed by those who happen to read the specific post. After some consideration, I wrote "Mind Your Digital Ps and Qs" in attempts to get individuals to think about their personal page and their Kiwanis persona. How conflicting postings can affect their personal Kiwanis image. The article appeared in the latest edition of Keystone Kiwanian.

I am anticipating the need to prepare for possibly a workshop forum role for mid-winter. I have invited to participate in the first Kiwanis International Positional Leadership Education

Conference that is to be held immediate prior to International Convention in Las Vegas. Kiwanis International is calling its District PR Coordinators, Partnership Coordinators and others to gather together at ICON to meet as subject matter groups rather than have each group plan, organize, and train at specific events throughout the year.

As always, I remain available to assist clubs with their public presence and to coordinate PR efforts to enhance the Kiwanis public image.

Respectfully submitted,

-signed-

Robert F. Raub, District Public Relations Coordinator



**Committee Report to the Board
Young Children Priority One
Board Meeting – 1/20/18**

Reporting: Emily Reed, Young Children Priority One Chair

Accomplishments since the Last Board Meeting

Midwinter Convention

1. Will be attending Midwinter convention
2. Will be presenting two workshops on Young Children Priority One
3. Will have a table at midwinter to demo Young Children Priority One projects

Connections in the Community

1. Had a meeting with Regional United Way representatives to discuss ways Kiwanis can be more directly involved across the state
2. Had a meeting with Bonnie Mellott, Public Health Program Administrator for Bureau of Women, infants, and Children about a new partnership with Kiwanis
3. Presented at Regional meeting in November about "Adopt a Daycare"
4. Distributed (January 20) leftover PA One Books to Head Starts, preschool, etc. through partnership with Keystone State Literacy Association

Young Children Priority One Newsletter

1. Developed a newsletter to be distributed monthly to all PA Kiwanis members focusing on Young Children Priority one issue, events, service projects, and new
2. Newsletter will be distributed by way of email, and links can be posted to website

Young Children Priority One: Website

1. Began email communication with the webmaster concerning the reworking of the Yong Children Priority One section of the website to include:
 - a. Role and definition
 - b. Newsletter links
 - c. Project information
 - d. News



PA District Kiwanis International Report for:

Sponsored Organization or Program: Aktion Club

Co-Administrators: Barb Byers/Karen Sears

Report Date: January 15, 2018

Report Period Covered: September 2017 - present

*****Note the format of report has been revised for easier reading. Please let us know how this works for everyone and if changes or additional information is needed.***

Updates since last report:

- State College Aktion Club tied for 1st place for Kiwanis International Scrapbook Contest!
- The 21st Aktion Club Convention was held on October 14, 2017 at the Laurel Lodge.

Brief summary as follows:

- 2 clubs were represented at this event: Indiana and State College. Members of these clubs have been attending the Aktion Club for many years, some since the beginning. (2-3 other clubs had talked about registering, but did not follow through)
 - There were also extenuating circumstances that precluded other clubs from attending this year, i.e. the formal release of the "Dina" movie (which some of the Abington Aktion Club members were invited to as they were in the movie)
- The Aktion Club members completed 5 service projects: (1) "Making A Change for Hurricane Relief" collected change/money from participants and collected \$200 for *Brother's Brother*, an international organization where 100% of the donations for hurricane relief are applied as such. The other "hands-on" service projects were: Caitlin's Smiles; Blessing Bags, making Autumn greeting cards and "Cranio Bear" ribbons. The finished products were: 200 Caitlin's Smiles kits; 31 Blessing Bags; 35 Autumn greeting cards and 5 Cranio Bear ribbons. These service projects had a widespread impact as Caitlin's Smiles are distributed all over the state, Blessing Bags were given to the Light of Life Rescue Mission in Pittsburgh, The Autumn greeting cards were given to the Veteran's Hospital in Altoona and the "Cranio Bear" ribbons were sent to their headquarters in Seattle WA. This variety and breadth of service they engaged in provided the Aktion

Club members with much impact locally, regionally, statewide, nationally and globally.

- They also participated in Leadership and Wellness training and went on field trip to a local train museum.
- The annual “Barry Halbritter Member of the Year” award and the “Unsung Hero” award were given out.
- We had the following distinguished guests attend: Governor Judy Raub, Immediate Past Governor John Grab, Past Governors Susan Grab and Barry Halbritter, Marlene Halbritter and Executive Director, Kevin Thomas.
- ***Thank you PA Kiwanis Foundation for your generous grant to underwrite this Convention. This was able to keep the cost down for attendees***
- Submitted grants to the PA Kiwanis Foundation requesting funds for the 2018 Aktion Club District Convention (*scheduled for August 18, 2018 at the Laurel Lodge*) and for 2018 TLC in Las Vegas. Grant funds were reviewed and approved as requested.
- Co-Administrators continue to have bi-weekly conference calls to discuss plans, clubs, concerns and collaboration to ensure streamlining and non-duplication of job duties and to also ensure that all job duties are completed.
- Karen and Barb both attended Kiwanis International’s SLP Conference in Indianapolis , IN January 12-14, 2018.
 - We learned a lot and have some ideas on how to improve our administrator roles for Aktion Club.
 - Need to become familiar with the new monthly reporting for KI in order to train the Advisors.
 - Noted that Aktion Clubs and membership has shown a 5 year decline. We are brainstorming ways to address this.
- Karen and Barb both are planning to attend Midwinter Conference March 17. We have requested an exhibit table for Aktion Club.
- Karen Sears is planning to attend the Circle K District Convention in Gettysburg March 2-3. (We were unable to secure an Aktion Club member due to their scheduling conflicts)
 - We are purchasing ½ page program ad on behalf of Aktion Club.
- Barb Byers is planning to attend the Key Club Convention March 23-25—details to be determined.
- Articles were written for the *Keystone Kiwanian* about TLC and Aktion Club District Convention as well as District and International Contest winners.
- The “*Dina*” movie has won another award: 1st Place in the IDA (The International Documentary Academy)—only 5 movies in the world are chosen for entry into this contest. There is “talk” about possible Academy Award nomination—stay tuned!
 - This movie was released to Best Buy, iTunes and Amazon on January 9.

Pending Items

- We continue to work to set up Region/Zone Committee for Aktion Club. If you know anyone who may want to fill this role, please contact Karen or I. This has been ongoing search. People in bold have been confirmed:
 - Region 1 – TBA
 - Region 2 – **Jean Harkins/Bob Marko**
 - Region 3 – TBA
 - Region 4 – Resigned, looking for replacement
 - Region 5 – TBA
 - Region 6 - Linda Hoover
 - Region 7 – TBA
- We continue to research and investigate signage to be used for Aktion Club at District Convention/Midwinter/events as well as signage and table exhibit set up for each of us for local events/advertising. This remains in process.
- Development and distribution of an Aktion Club newsletter
- Review, finalization and submission of Whitemarsh Aktion Club Charter paperwork to formally open this club.

Upcoming events/Plan of Action:

- Submission of ½ page Program ad for Circle K Convention
- Attendance at Circle K District Convention in Gettysburg – *Karen*
- Attendance at Midwinter Conference – *Barb and Karen*
- Attendance at Key Club Convention – *Barb*
- Follow up on clubs that have dues payment pending
- Follow up on potential new clubs: 2 potential club interest/ideas in Region 2
- Begin to advertise for TLC in Las Vegas—determine if any Aktion Club members are planning to attend
- Request Workshop/Forum for Kiwanis District Convention in Pittsburgh in August
- Consideration of development of a Strategic Plan for Aktion Club

Assessment of District Officers:

Respectfully submitted,

Barb Byers

Karen Sears

PA District of Kiwanis International Report

Service Leadership Program: Builders Club
Administrator: Tiffany Callaio
Report Date: 1/15/18
Report Period Covered: October to January

Administrator's goals, objectives and outcomes in the administrative or programmatic year:

Active Clubs = 66
Suspended Clubs =
Inactive Clubs = 3
Membership # [NUMBER] as of [DATE]. 1358 are reported. Half of the clubs have not reported membership numbers.

Administrator's activities since last report: Emailed advisors on different things for Kiwanis Int. Been in contact with some clubs and sent information about setting up builders club.

Committee Members: Amy Casagrande, Keith Smith

Comments regarding committee: Still would like to have more committee members from across the state but for now we are ok.

Concerns/issues:

Concerns/issues that require District Board action or knowledge

Important Events/Dates with description:

Assessment of District Officers:

Additional information/comments: I new club since the last board meeting in Williamsport.



January 14, 2018

Dear Pennsylvania Kiwanis Board,

Thank you for your continued support of Pennsylvania Circle K throughout the year. We are just under two months from the end of the Circle K term, and are eagerly preparing for our annual District Convention. Now that school is back in session, we are encouraging club officers to close the year out strongly and to prepare for a transition of officers. We look forward to continuing to work closely with the Kiwanis Board to strengthen our Circle K Clubs across the District in these last few months and into future terms.

- **What Circle K has been up to** – In September and October, we held 5 divisional Fall Rallies, with officer training, service, and fellowship at each event. We had 45 club officers and members attend the events. In October, the District Board held our fourth official board meeting in Pittsburgh and began planning our 2018 District Convention. November 3-5, we held our annual fall conference, InterPACK, at the Hidden Valley Scout Reservation. We had 63 attendees, more than the past few years. All attendees seemed to have a blast participating in the large-scale service project, several smaller service projects, leadership development, and Harry Potter themed fellowship activities throughout the weekend. We thank the Pennsylvania Kiwanis Foundation for their generous support and funding of the event to help make it a success!
- **Upcoming events for Pennsylvania Circle K** – We will be having another round of Spring Rallies and officer training in February. This time, there will be three events, organized in East, West, and Central locations across the state. Additionally, our 56th annual District Convention will be held March 2-4, 2018 at the Gettysburg Wyndham. At the event, we will hold a House of Delegates to elect new District Officers and vote on amendments to our bylaws, hold workshops to strengthen leadership and professional skills, offer several service opportunities in a service room, and provide fun activities to foster fellowship among members. You all are more than welcome to attend, and we encourage you to visit to see what Circle K is all about!
- **District Board vacancies** – In October, Kristen Laemmer from the University of Pittsburgh-Bradford was appointed to fill the final vacancy in the position of Snowbelt Lt. Governor. We now have a full board! Thank you all for your support during times of vacancy.





PENNSYLVANIA DISTRICT

- **Club Building** – Misericordia University, Saint Vincent College, and Pennsylvania College of Technology have all been finalized in recent months. Temple University will charter soon, as the club is in the final stages of submitting chartering paperwork and fees. Dickinson College is in the process of rebuilding and will hopefully be back up this year. We are also hoping to get University of the Sciences officially chartered and on the roster. We are looking for new members to keep the club at Juniata College active, and searching for contact information for members at Thiel College, Allegheny College, and Lebanon Valley College. Any contacts you may have for any of these clubs would be greatly appreciated in the process of reestablishing communication. As we enter the new year, we ask that you connect the Circle K board with graduating Key Clubbers, as they may become new members and/or help launch the chartering process at new colleges.

Again, I would like to thank you all for your continued support of Circle K. The District Board and I are so grateful of all your encouragement and generosity. It has been an honor to work with such a great group of Kiwanians over these past two years as Governor, and I thank you all for making my time spent on the District Board so great. Please feel free to contact me or any board member if you have any questions about Circle K. We have a lot of exciting things coming up in the mighty Pennsylvania District and we hope you will join us!

Yours in Service, Leadership, and Fellowship,

Pennsylvania District Governor 2016-2018
International Awards Committee Member
Circle K International
governor@pacirclek.org



PA District of Kiwanis International Report

Service Leadership Program: **Circle K**
Administrator: **Kelly Shaup**
Report Date: **Januray 15, 2018**
Report Period Covered: **September 2017 – January 2018**

Administrator's goals, objectives and outcomes in the administrative or programmatic year:

Goals for the 2017-2018 Administration year:

Finishing up any outstanding items from last 3 years Strategic plan and creating new one by end of admin year

We are looking to have more competitive races at Convention (3 last year)

Looking to continue into next year with same amount of board members (no less than 2 openings)

With full Circle K District Board, we are evaluating the budget and various costs.

Leftover items:

Collection of Membership Develop and Education materials from clubs

Received a packet of information from the mid 90's with many old items

Establish new club building standards

Currently with the PA Circle K Club Building District Committee

Revise Faculty and Kiwanis Advisors resources

In process

Evaluate and create a danger/warning signs for clubs based on dues status

Currently in review with Circle K District Treasurer and Club Building District Committee

2017 – 2018 Circle K District Board Goals:

720 Members

80 Interclub Events

100 District Service Projects (DSP)

April to March

60 Kiwanis Family Relations (KFR) Activities

13,000 Service Hours

60 Governor Service Projects (GSP)

Club Information:

Active Clubs = 29 Active

Suspended Clubs = 0 (3 possible)

Inactive Clubs = 5 (1 in process to Active)

Membership # 554 as of 1/15/17 (+24 incoming with payment issues)

** Three new charters since we last spoke: St Vincent, Misericordia, and Penn College

Administrator's activities since last report:

Major Highlights:

CKI Fall Rallies (Blk Dmd: Keystone, Three Rivers, Colonial)

PACK InterPACK

SLP Administrator Conference

Committee Members:

Kristina Badali – Covering Snowbelt Zone Advisor (NW) and Administrative Specialist - Technology

Mariza Shavelle – Liberty Zone Advisor (SE)

Shawn Smith – Three Rivers Zone Advisor (SW)

Megan Thomas – Colonial Zone Advisor (Central S)

Comments regarding committee:

I am pleased with the Committee members and the job that they are currently doing. There are still some areas with room to grow. Last year's additions have been able to take on new responsibilities and bring new ideas which have been well received.

Concerns/issues:

I have concerns on filling the spots on the remaining committee spots in order to get the proper coverage. Any people who may be interested should be forwarded to me. Our strongest divisions have Kiwanis advisors that are

actively engaged. We need assistance in the Black Diamond (NE), Keystone (NC) and Snowbelt (NW) Regions. Currently, we have them covered, but additional help in these areas would allow us to grow further.

Concerns/issues that require District Board action or knowledge: (Note: include budget where necessary):

Knowledge only:

Budget: As previously stated in a past report, we have a challenge with a full board. In the past and having missing board members, we had a few areas that the board could use to cover any unexpected expenses. We are watching our budget closely and expect to meet with Kevin Thomas in the future to review it.

Club Officer Training: One of the areas that needs to be updated is our club officer training. We are seeing a need to make sure that the club officers are getting the same information.

Dual Membership: We are discussing the possibility to work on an International Circle K By-Laws change to see if we can get CKI members the ability to have a dual membership for the last 6 months of their CKI career. In essence, as of April 1st, most graduating students are involved with 6-8 weeks of service, graduation, and CKIx. Currently, it is in talks and I expect no action at this time (next week's meeting will be the crucial part for this year).

Important Events/Dates with description:

District Board Meeting: January 28th; Harrisburg

Spring Flings : To be finalized next weekend Currently early February

Divisional events to promote District Activities, Fellowship, and Officer Training

District Convention: March 2-4: – Gettysburg , PA

Spring Business Meeting: Next year's District Service Project Announced: new officers elected

Assessment of District Officers:

This year's board is really close and are working well together. I would like to see some more call outs for help and would like to see more hands doing certain tasks. For the most part, there is a strong core that works hard to keep the others on track and helps them catch up. This works in most cases, but some deadlines have suffered.

There are still some communication challenges that occur from time to time. Deadline adherence is a problem. However, it sounds as if the majority of their classes have flexible deadlines and they are used to them being suggestions. We are looking to illustrate ramifications from those issues.

Current Openings:

NONE

Respectfully Submitted:

Kelly Shaup

January Kiwanis Report

Good morning everyone!

The Key Club District Board has been busy since the last meeting. We have all been working hard to plan for our District Convention which will be held March 23rd to 25th at the Penn Stater Hotel in State College, PA. Lieutenant Governors are currently meeting regularly with committees to plan fun and informative activities, workshops, service projects, sessions, etc. for convention. The theme this year will be serve-fari and tentatively, some service projects that will be completed include, project linus, caitlyn smiles, and maternity kits. The board is also excited to have online submission of awards for convention this year. The KC Cash committee that grants scholarships to Key Club members will also be meeting this month to decide on recipients for this year. The board is currently selling program ads for convention. If you or someone you know would like to support Key Club and purchase one please feel free to contact me directly! The district continues to promote Early Childhood Education and recently finished filming an informative video to share with clubs that will be published shortly. Elections for new board members are currently being held across the divisions. Lieutenant Governors are also encouraging clubs to pay dues if they have not done so already as the suspended deadline gets closer. If there are any questions about any of this information please let me know! Have a great meeting!

Yours in service,

Grace Ison

Governor of the District of Pennsylvania of Key Club International

pagovernor1718@gmail.com

412-923-8896

Kiwanis

Pennsylvania District

January 20, 2018

Key Leader Committee Report to District Board

Plans are underway to host a successful Key Leader camp. **Registration should be officially opening the week of January 22nd.**

For camp details, please see the Key Leader flyer attached.

As a reminder, we have spots for 80 students and 20 chaperones at each camp. When registration opens, a District-wide email will be sent that includes information about student registration and how Kiwanians can serve as chaperones. We will also need donations of snacks and miscellaneous supplies (including flip chart paper).

Based on discussion with several clubs/schools, we are confident that we will reach a full attendance. As was the case last year, the financial guarantee was provided by an anonymous donor to ensure no financial risk to the District.

In the weeks upcoming, we have speaking opportunities, workshops, and display tables planned for both Key Club District Convention and Kiwanis Midwinter.

Kiwanis International recently revised how the Key Leader program is to be offered. The memo from Executive Director Stan Soderstrom is to be discussed as a separate agenda item during the January 2018 PA District board meeting.

We are looking forward to another successful year.

Respectfully submitted,

Key Leader Team

KEY LEADER[®]

April 20-22, 2018 | Camp Conrad Weiser

About

Key Leader is designed to inspire young people to achieve their personal best through leadership. Key Leader Camp is a three-day event where students learn communication and leadership skills through a series of group events, small break out groups and a ropes challenge course. The program is centered around the five key principles: Personal Integrity, Personal Growth, Respect, Building Community and Pursuit of Excellence.

Who

Any students ages 14 to 18

Where

Camp Conrad Weiser, 201 Cushion Peak Rd, Wernersville, PA 19565
Students will arrive for registration from 4 p.m. to 6 p.m. on Friday and depart at 11:30 a.m. on Sunday

Cost

\$175 for the weekend

\$250 less \$75 PA Kiwanis Foundation Scholarship (automatically applied)

\$150 for Key Club & Builder's Club members for the weekend

Above less \$25 Kiwanis International Scholarship (automatically applied, if eligible)

This includes all materials, food and lodging upon arrival.

Register opens in January 2018!

Space is limited.

www.key-leader.org | District Chair Stef Stamatopoulos stef@stefstam.com

Dear Governor Judy and Executive Director Kevin,

I am submitting an update on Region 1. Life has gotten in the way, so I am not satisfied with my progress. I discovered that it is difficult being Lieutenant Governor and Trustee at the same time.

Membership

Division 1

Membership from one year ago is down in Division 1 by about thirty members. I am aware that the Kiwanis Clubs of Bradford and Meadville did some house cleaning of non-paying members. From September until December there was an increase of seven new members. I am presently searching for new members from the Bradford club that have not shown up on the roster as of 1/11/2018.

The Kiwanis Club of Erie continues to send me weekly updates, which I appreciate. I am especially interested in one of their newer projects, The Lincoln Elementary School reading program.

The Fort LeBouef Kiwanis Club is growing and vibrant. This club has shown growth over the past two and one-half years, with a reputation as being the club with the third highest growth percentage in the District. They do keep me informed of important events. They also enjoy their new Ltg. Randy Gorske.

Conneaut Lake and West Erie County are happy where they are at.

Division 2

I do not have statistics from 2016-2017 for Division 2. However, since September there has been a growth of nine new members, which is a good sign.

I have had positive interactions with the Kiwanis Clubs of Clarion, Franklin, Hermitage, New Wilmington, Sharon, Transfer, and West Middlesex through club installations or the Governor's Dinner.

My plan is to make more visits when the snow and flooding subsides. I am looking forward to getting to know these clubs better.

New Castle is on its own island. We love them where they are at.

Membership Dues

Of the twenty-three clubs in Region 1, twenty have paid their dues. Of the three remaining clubs with unpaid dues, I have personally contacted each club. The Meadville Club will be addressing the issue at Monday's Board meeting (1/15/2018). The Transfer club feels that they have a billing discrepancy and will be contacting Indianapolis regarding the issue. I have messages and emails into the Titusville Club. I am waiting for a response.

Governor's Dinner

I felt that the Governor's Dinner was a success. The numbers may have been down a few from the previous year. However, I felt that governor did an excellent job of sharing her goals and being open to visiting with club members. It was obvious that relationship building was important to her.

The Region enjoyed the venue and wishes to continue meeting at that location if possible. It is convenient for all clubs except Bradford. Life goes on. Bradford still had five members represented.

Future plans

1. I plan to have a Regional Newsletter out before the Trustee meeting next week with some important info and updates.
2. I am planning for a Regional meeting in mid-April—date and location to be defined by February 5, 2018.
3. I continue to look for a Division 2 Ltg. My goal is to have one interested by April 1, 2018.
4. I will be promoting Mid-Winter Conference, SLP Conferences, Regional Training, and the International Convention.
5. I will be promoting the Kiwanis Raffle tickets
6. I will be promoting scholarships and the Kiwanis Foundation grants.

I hope that this gives you enough information for your upcoming meeting. If you have any questions, please don't hesitate to call or e-mail me.

See you next Saturday, without snow or flooding.



Board of Trustee Report

Date: January 2018

Trustee Name John Mazurowski Region 2

Lieutenant Governors:

Name: Barbara Byers Division: 5

Name: Vacant Division: 6

Name: Vacant Division: 8

Name: _____ Division: _____

Education

Regional Meeting: Fall Date: October 15, 2017 Spring Date: _____

Assessment of Meeting, if occurred:

Good attendance by the normal Region 2 gang, along with some new people.

Club Leadership Education Planned: Yes Not Yet NA Date(s) _____

Membership Growth

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

Pittsburgh North Side- Barbara Byers, teleconference January 10
Fox Chapel Area- John Mazurowski, TBD

Which clubs are being counseled in your Region, by whom

Kittanning- John Mazurowski

Service Projects

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

Distribution of Early Learning Guides

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

2018 District Convention- Keith, Tracy, and Shawn Smith:
- monthly coordination meetings
- magnet raffle
- business sponsorship solicitations
- afghan raffle



Board of Trustee Report

Page 2

Communication

Describe communications with the Formula Team

Good Formula presentation at our Regional meeting in October.
Unfortunate drop in formal communication this fall; personal communication is strong.
Looking forward to teleconference on January 22, 2018.

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

We celebrated the official merger of Divisions 4 and 5 into Division 4.
We need more help in our region with these positions:
- Lieutenant Governors in Divisions 6 and 8
- Club Counselors
- Club Openers

Describe communications with your clubs in the Region completed this quarter.

Newsletter in December to entire region, showing important events for Spring 2018.
We have an operational Regional website, www.reg2pakiwanis.org.
Wilkinsburg anniversary celebration.

Other Information:

Are there any concerns or additional information you want to share about the Region?

Thank you to everyone who attended the funeral service for Former Governor and Kittanning / Freeport club member Janet Cowan. "Janet was Janet" and we will miss her, her courage to do big things, and her personal efforts in supporting Kiwanis.



Board of Trustee Report

Date: 1-12-2018

Trustee Name Phyllis Palm Region 3

Lieutenant Governors:

Name: Alice Arnold Division: 11-E

Name: Rick Kistler Division: 11-W

Name: vacant Division: 10

Name: _____ Division: _____

Regional Meeting: Fall Date: October 7, 2017 Spring Date: TBD

Assessment of Meeting, if occurred:

7 clubs attended-Cathy B gave a session on club strengthening, Susan Grab presented on the Pa Foundation and Judy Raub shared District Goals and her "have you gotten your one" program. Division meetings ended up being brain storming sessions re ideas from each club. Alice Arnold was elected as District Trustee for 2018-2019.

All clubs were given written information how to go online to complete leader education

Club Leadership Education Planned: Yes Not Yet NA Date(s) _____

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

Currently investigating a new club for McAlisterville in Juniata County. Doing the community assessment and identifying leaders. Alice Arnold to assist with early work.

Which clubs are being counseled in your Region, by whom

Will begin a plan with Mount Union on 2/23. Alice Arnold, Janie Welshans and Phyllis Palm to attend first meeting with club. Ann Graves will be involved also. Additional support to be requested as process evolves. Plans underway to return to Johnstown to meet with all Division 10 clubs and then target Johnstown West to continue process begun in Fall. Kevin Thomas, Judy Raub, Phyllis Palm and Matt Wise to follow up.

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

In Mifflin County-Division 11-E- Kindergarden Readiness sessions using the Early Learning Guides will be held 1-3,1-17,2-10,2-24.Juniata County gave books to Head Start programs. State College sponsors Can-Clear services for families with young children and Nittany Club continues to sell wooden ornaments to support Early Learning programs through their club.

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

Bellefonte and State College clubs have had special membership events and meetings-SLP's in all divisions are participating in local club projects (pancake festivals, christmas parades,book bag give outs,). Clubs continue to donate to MNT.



Board of Trustee Report

Page 2

Describe communications with the Formula Team

Participated in all scheduled Phone conferences- submitted reports on time. 9/16- attended club counselor educational meeting in Boalsburg.

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

E-mail to all clubs frequently- several information updates sent out- met with 11-W for an update on 12-18. Phone contact with 11-E, having difficulty with responses to requests. Concerns with each division-11-E First LTG report submitted but mostly incomplete. Monthly reports being completed by 5 of the 8 clubs. Clubs of concern are Penna Valley (although they continue to support projects), Mount Union (down to 8 members but beginning strengthening process). 4 clubs are under charter strength. Because of job commitments and health issues the LTG is not visiting all clubs. Two clubs however are vigorously pursuing membership-Bellefonte and State College. Overall, 11-E has a membership gain YTD of plus 1 with a total of 122 members.
11-W No first report submitted- reminder sent several times. Club visits being done by LTG. Still some concern re integration of Clearfield members into the Philadelphia club. Altoona has added 3 members YTD with a total membership gain of 1 for this division and total members of 148.
10-Continued concern re vacant LTG position. See info re visit to Division on 11-9. Only three clubs out of 7 submitting monthly reports. Several update e-mails sent to all clubs. Limited communications back (Somerset). Indiana added a new member to bring them to 34. YTD membership for division is plus 1 with a total of 112.

Describe communications with your clubs in the Region completed this quarter.

Monitoring to be sure they all receive communication from the District Office. Visits to several in 11-E.
November 8, 2017 Gov. Judy Raub, Phyllis P and Ann Graves went to a division 10 meeting in Johnstown coordinated by Fred Smith. 5 clubs plus Johnstown High School Key Club members and advisor present. Gov. Judy spoke on District goals and importance of membership- Ann Graves spoke on club assessment, counseling, and retention and growth and Phyllis Palm spoke on need for leadership in Division 10 and reviewed current issues (club education, background checks, etc). each speaker asked how can we help you, what do you need from us? materials were distributed: 2 boxes of learning guides, leadership booklets, Formula handouts-thumb drives etc. had excellent discussions with the key Club and other members. a follow up e-mail was done to each club.

Are there any concerns or additional information you want to share about the Region?

To reiterate the need to go back to the clubs in Division 10.

Several issues are being addressed with Kevin Thomas re Charter for Key Club and dues for a Circle K club.

I do feel it is imperative that an LTG is found for Division 10 for next Kiwanis year.



Board of Trustee Report

Date: 1/14/18

Trustee Name Matthew Wise Region 4

Lieutenant Governors:

Name: _____	Division: _____
Name: <u>Penny Meyers</u>	Division: <u>12N</u>
Name: <u>Don Ulrich</u>	Division: <u>12S</u>
Name: <u>position vacant</u>	Division: <u>14</u>

Education

Regional Meeting: Fall Date: November 11, 2018 Spring Date: TBD

Assessment of Meeting, if occurred:

Meeting went very well. There were approximately 32 Kiwanians in attendance, with many experiencing their first regional meeting. Presentations focused on membership and service with several take-aways for attendees. Feedback received was very positive in nature, making sure to ask for more events like this in the future.

Club Leadership Education Planned: Yes Not Yet NA Date(s) _____

Membership Growth

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

We would like to look at South Williamsport (Div 12N) as a potential location for Kiwanis presence in Region 4. Division 12S has requested focus on strengthening existing clubs. Division 14 needs a LTG as well as a strong focus on existing clubs. A conversation is currently being had between Governor Judy, Executive Director Kevin Thomas, Formula Chair Cathy Szymanski, Div 14 formula representative Stef Stamatopoulos, and myself about a plan moving forward to visit clubs in Division 14 as a result of a phone call from the President of the Kiwanis Club of Hazleton (via Trustees John Mazurowski and Mike Coolbaugh).

Which clubs are being counseled in your Region, by whom

Jersey Shore (Penny Meyers), Lock Haven (Penny Meyers), Mifflinburg (Matt Wise), Danville (Don Ulrich/Matt Wise), Hazleton (TBD), Valley Conyngham (Stef Stamatopoulos). See above regarding a plan for Division 14. It should also be noted that our Formula call for the second quarter has just been scheduled and we will be further discussing club coaching in Region 4. An update will follow as this develops.

Service Projects

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

To be quite honest, this is an area that has not been on my radar for the last quarter. I do, however, know that several clubs in Region 4 participate in the distribution of the various learning guides provided by Kiwanis. In addition, a common service project for many clubs includes book give-aways and reading to kids.

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

For this particular quarter I was impressed by the attendance of clubs from Region 4 attending the regional meeting on November 11th. Moving forward, I think emphasis can be placed on such events by showing the value of attending. I will be pushing attendance at our upcoming mid-year conference as well. Admittedly, I have not done a great deal of research into knowing the SLP activity within the region and will make that a priority moving into the next quarter.



Board of Trustee Report

Page 2

Communication

Describe communications with the Formula Team

Communications are on-going. In addition to having quarterly calls, we have regular communication via email regarding clubs and any issues. We have a smaller team in Region 4 and I would like to make team development a priority in the next quarter.

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

I communicate regularly with LTGs in Region 4 and we have instituted quarterly leadership team meetings to discuss administrative issues, membership growth and strengthening, upcoming events and projects, etc. My largest concern lies with Division 14 and the continued lack of LTG. It is beginning to present a larger problem in that I fear the clubs are losing site of the benefit of being a Kiwanis Club in Pennsylvania. This also needs to be a priority in the next quarter, especially in beginning preparations for the new administrative year. Division 12S is very strong. While there are a few clubs in need of additional support, there is a great sense of camaraderie within the Division. Division 12N has always been very unique, mainly due to geographic locations of the clubs. This is the first year in the last 5 years that we have returned to a single LTG here and I remain interested to see how this compares to years past. At least half of the clubs in 12N would benefit from a focus on strengthening and growth.

Describe communications with your clubs in the Region completed this quarter.

Now at the end of the first quarter of my service as Region 4 Trustee, I have given a growth presentation to the Kiwanis Club of Mifflinburg in Division 12S (which I believe to have been very well-received). I would like to do this to more clubs within the Region and will be discussing this with the Region 4 leadership team at our next meeting on February 24th. In addition, I have sent introductory communication to the clubs of the region and have met individually with many during the regional meeting in November.

Other Information:

Are there any concerns or additional information you want to share about the Region?

I do not have any additional concerns, other than those listed above. I do, however, realize that now that my first quarter of service has been completed I need to be better at outreach to the clubs (even via the LTGs). As such, I need to develop quarterly goals for visits, communication, service, and growth.

We also need to discuss the planning and successful completion of a CLE event in the Spring of 2018. This region has not had one in several years (live) and in an ideal world, we will have a live session that provides a different, and more valuable, take-away for the attendees than that of the online course. I believe strongly in the impact of learning together and networking opportunities.

Finally, I would like to discuss with the LTGs the added benefits of having regular Division Council meetings. Division 12S does have these, but there has not been one for several years in 12N and 14.



Board of Trustee Report

Date: 1/11/2018

Trustee Name Ben Osterhout Region 5

Lieutenant Governors:

Name: Emily Reed Division: 13N

Name: Susan Gabriel Division: 13N

Name: Susan Warner Division: 16

Name: Rodney Stoops Division: 13S

Education

Regional Meeting: Fall Date: November 10, 2017 Spring Date: _____

Assessment of Meeting if occurred:

Good attendance from across the region. Good program from Sarah Zulueta.

Club Leadership Education Planned: Yes Not Yet NA Date(s) _____

Membership Growth

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

13N -- Working on a club in either Dallastown or Red Lion (York area)
16 -- Reading City

Which clubs are being counseled in your Region, by whom

13N -- Linglestown by Bob Raub

Service Projects

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

None that I am aware of

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

Region 5 will be the host area for the Circle K convention in March in Gettysburg



Board of Trustee Report

Page 2

Communication

Describe communications with the Formula Team

Regular calls and updates with the Formula team

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

Monthly call (either conference call or 1-on-1)

Concerns -- Big Spring (13S) and Middletown (13N). Will focus on in Q1 of 2018.

Describe communications with your clubs in the Region completed this quarter.

Email messages

Attended Kiwanis Club of the West Shore Prayer Breakfast
Regional Meeting

Other Information:

Are there any concerns or additional information you want to share about the Region?

Harrisburg 100th Anniversary -- 2/24/18



Board of Trustee Report

Date: 1/15/2018

Trustee Name Michael Coolbaugh Region 6

Lieutenant Governors:

Name: Tiffany Callaio Division: 15

Name: Tim O'Donnell Division: 17

Name: Young Chang Division: 18

Name: _____ Division: _____

Education

Regional Meeting: Fall Date: 11/4/2017 Spring Date: _____

Assessment of Meeting, if occurred:

Our meeting was held at the University of Scranton with approximately 30 members in attendance. Our main topics were Club Strengthening, Adopt a Day Care, and Sponsored Youth Programs. We also had remarks from Governor Judy and Jeff Rose gave a report on the Pennsylvania Kiwanis Foundation. These topics gave those in attendance the opportunity to interact with the presenters along with the other members in attendance.

Club Leadership Education Planned: Yes Not Yet NA Date(s) _____

Membership Growth

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

We are continuing work on the Back Mountain club in Division 15. We presently have 7 applications with checks. Another meeting is being will be held in the next few weeks.

Which clubs are being counseled in your Region, by whom

Walt Howell continues to counsel clubs in Region 17

Service Projects

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

The only club that I am aware of that is currently involved in Early Learning events is Wyoming Area in Division 15. They have adopted a local Day Care and read there weekly.

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

The Key Clubs in the region continue to participate in the District Early Learning programs through their Youth Serving Youth projects.



Board of Trustee Report

Page 2

Communication

Describe communications with the Formula Team

I Have been in contact with the fomula team through email and phone calls pertaining to club growth and opening new clubs.

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

Division 15 LTG has copied me on all emails sent to clubs in her division and continues to call or text when she has questions or concerns about the clubs in her division.
Communication with Divisions 17 and 18 LTGs is sporadic and at times my emails go unanswered.

Describe communications with your clubs in the Region completed this quarter.

I have communicated with clubs in the region by email or personal phone calls. I also have attended club meetings or special events in the region.

Other Information:

Are there any concerns or additional information you want to share about the Region?



Board of Trustee Report

Date: 1/16/2018

Trustee Name Sarah Zulueta Region 7

Lieutenant Governors:

Name: Dennis Pennington Division: 19

Name: Bonnie MacDonald Division: 21

Name: Lillian Mateja Division: 22

Name: _____ Division: _____

Education

Regional Meeting: Fall Date: _____ Spring Date: TBD 4/26, 4/27 or 4/28

Assessment of Meeting, if occurred:

Spring regional is targeted to be at the end of April. Location will hopefully be hosted by Division 21 in North Philly or Buck County.

Club Leadership Education Planned: Yes Not Yet NA Date(s) Normally in July 2018

Membership Growth

Which New Clubs are actively being worked on in your Region?
(Please note date of next meeting and potential organizational meeting date with each club)

No active new clubs in Region 7 are being worked on.

Which clubs are being counseled in your Region, by whom

Clubs being coached: Div 19 - Pottstown (Dennis) and Upper Bucks (Bonnie Houpt). Div 21 - Council Rock and Phil-Mont (Bonnie M). Division 22 - Baltimore Pike and West Chester (Lillian) and Main Line (Sarah). Club Coaching Training was held Nov 18, 2017, and Q2 meeting scheduled 2/1/18.

Service Projects

Are there any Early Learning events being scheduled in your area? (add Project Description, Sponsoring Club and Dates)

MLK Day event occurred - Jan 15, 2018 for Region 7 (Clubs Main Line, UC, and Conshohocken)
Baltimore Pike - Feb TBD- Early Learning guides 2 boxes provided for event with local school.

How are clubs/Service Leadership Programs participating in District/Regional Special Projects?

All SLPs are invited to Regional events via facebook. Email communication goes to each club President and Secretary via LTGs and Trustee on upcoming events. They usually are asked to speak at our Regional events.



Communication

Describe communications with the Formula Team

Nov. 18, 2018 - Coaching Workshop held in Norristown run by both Region 7 Trustee and Matt Wise, Vice Chair -Formula. Email communication monthly occur with Formula team and next Regional call scheduled Feb 15, 2018.

Describe communications w/the Lt. Governors in your Region and strengths, weaknesses and concerns in each Division

Region 7 LTG meet monthly with Trustee via conference call each month, on the 4th Monday of the month (unless rescheduled in advance). Focus of each meeting is identifying specific LTG tasks for that month as we move through the Kiwanis FY calendar, identify clubs in trouble and continuous discussion over milestones to hit for next month. The meetings did not happen in Dec due to the holidays and next one scheduled end of Jan. They seem to be working along with one on one calls with each when needed.

Division 19 - Dennis has been visiting clubs and the clubs are all current with monthly reports. He enjoys the LTG role and eager to learn and grow clubs. Overall his communication with leadership can be improved to be more effective.
Division 21 - Bonnie has been doing well visiting all clubs and makes every effort to all club events. She is helping to actively counsel Council Rock and is getting more experience with coaching techniques that has improved. Bonnie is getting use to all the LTG requirements and just need to work on time management.
Division 22 - Lillian a veteran LTG is consistently a presence at all Division 22 club meetings and events. She is willing to guide the clubs when asked. She has done a great job in coaching Baltimore Pike, who added 2 members in the Nov/Dec.

Describe communications with your clubs in the Region completed this quarter.

Region 7 received communication from Trustee in October at the start of the year and trustee sends email to Presidents on upcoming Regional events to distribute to their clubs as an added reinforcement from LTGs. Next communication will be regarding the Region 7 Social "Kiwanis Night at the Flyers" (Flyer attached)

Other Information:

Are there any concerns or additional information you want to share about the Region?

The region is focused on the part of the FORMULA that works to strengthen clubs. In my opinion Division 21, although has more members than any of the two Divisions (19 and 22) in the Region, but has shown the least growth. The focus will be to continue to work with LTG Bonnie to invigorate that area and support their clubs. Trustee has offered coaching programs at club meetings to help clubs develop action plans for growth. Last presentation was Dec 11th at Southampton club in Div 21. The clubs in Division 21 are receptive to change but find it difficult for club members to take ownership.

We are working on more socials for the Region to bring "More fun" into Kiwanis as a membership strategy. The first ever Regional social - Quizzo event on Oct 3, 2018 was a success and also helped to raise funds for the Oct 28th Kiwanis One Day Regional Project Rise Against Hunger. The next is Kiwanis Night at the Flyers.

#KidsNeedKiwanis

FEB
20
2018

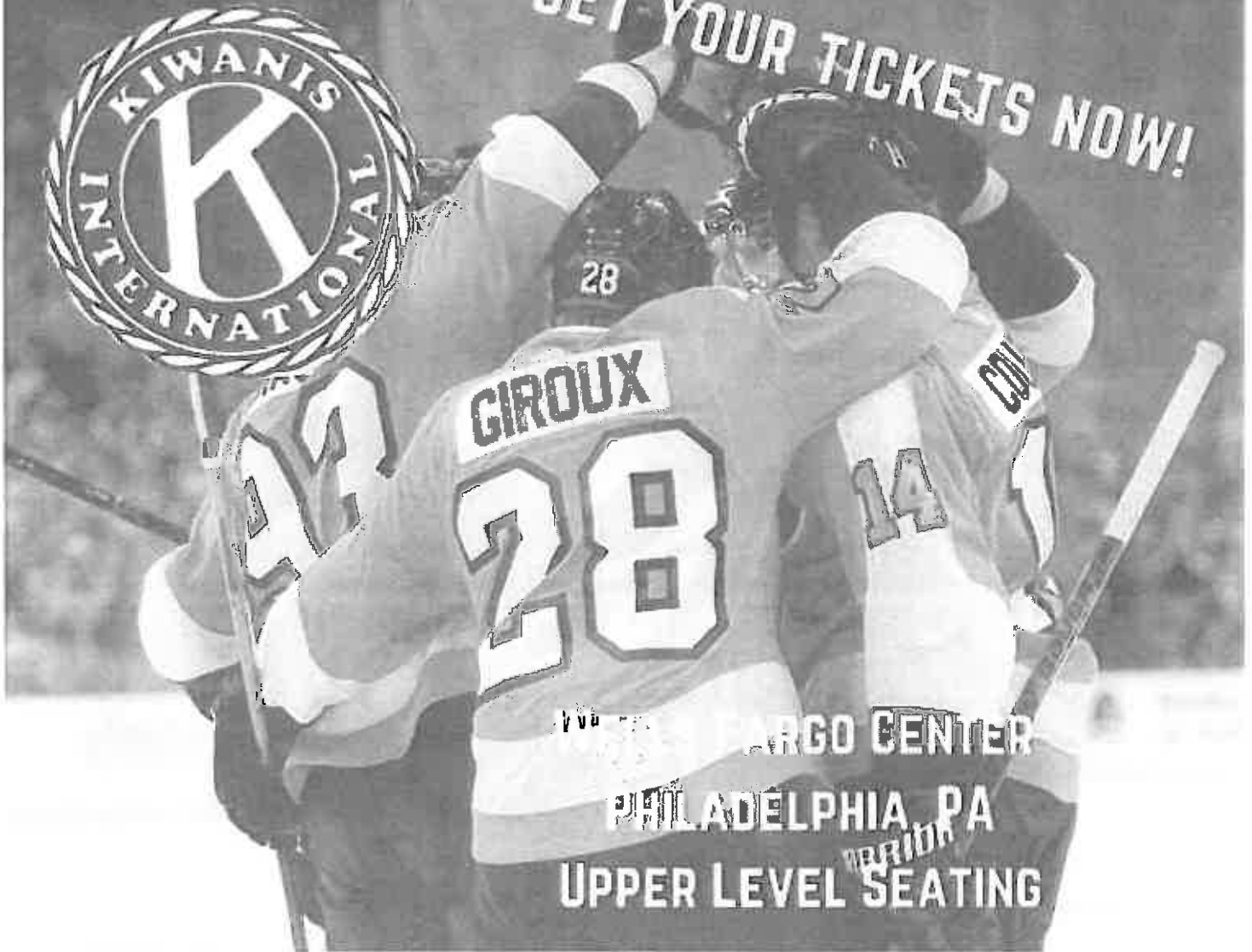
KIWANIS NIGHT AT THE FLYERS

FLYERS VS MONTREAL

7:00 PM

COST: \$40

GET YOUR TICKETS NOW!



WELLS FARGO CENTER
PHILADELPHIA, PA
UPPER LEVEL SEATING



FOR TICKETS RESERVE AT
[HTTPS://KIWANISNIGHTFLYERS.EVENTBRITE.COM](https://kiwanisnightflyers.eventbrite.com)

FOR MORE INFORMATION CONTACT:
SARAH ZULUETA, REGION 7 TRUSTEE, ZULUETS@GMAIL.COM

www.kiwanis.org

Executive Director's Report – January 20, 2018

1. Attached is my schedule for the period October 1, 2017 to December 31, 2017. I will be pleased to answer questions about any activity.
2. Your promotion, early registration and support of our Midwinter Conference, District Convention and other events/fundraisers are really vital. We need all board members to be out front and a cheerleader and active participant in everything.
3. As I stated at this time last year, I don't view the process by which clubs pay dues to be a healthy one for future sustained organizational growth. I'm convinced that it results in unnecessary member deletions and know that it results in "sandbagging" or new members not being added. While I do not profess to solely have the answer, I think a better system might be a flat per club fee. I would suggest that we ought to study this and perhaps come up with a proposal to put forward to Kiwanis International.
4. I would suggest that Governor Judy have conference calls with Lt. Governors and Trustees every 6-8 weeks where in messages of importance and common concerns/problems would be discussed.
5. Thank you for what each of you do for Kiwanis and for all your work. Please feel free to call on me any time for assistance.

Respectfully submitted,

A handwritten signature in black ink that reads "Kevin E. Thomas". The signature is written in a cursive style with a large, stylized "K" and "T".

Kevin E. Thomas

District Executive Director/Secretary/Treasurer

October 2017

	Sun 2	Mon 3	Tue 4	Wed 5	Thu 6	Fri 7	Sat
1	Off		12pm Carlisle	12pm Easton			
8	9	10	11	12	13	14	Aktion Club convention
	7pm Dina movie premier	8pm YCPO Committee...					
15	16	17	18	19	20	21	
			10:30am Pre-K Spotlig... 6pm Juniata County	PA State Resource Fa... 5:30pm Midwinter plan...			
22	23	24	25	26	27	28	
	9pm Pennsylvania qua...	8am Pre-K for PA Lea... 12pm Pottsville Club	6pm Wilkinsburg 90th	11:45am Harrisburg club	Key Club Board	Key Club Board	
29	30	31	1	2	3	4	Off
	6:30pm Greater Readl...		5:30pm Division 12S				

Aol Calendar

November 2017

ketkiwanis
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	Sun 30	Mon 31	Tue 1	Wed 2	Thu 3	Fri 4	Sat
29	6:30pm Greater Readf...		5:30pm Division 12S			Off	
5	6	7	8	9	10	11	
Off			10:30am Amy Moritz 8pm YCPO Committee...	2:45pm Frank Nolan 8:30pm Board confere...	6:30pm Region V Mee...	Region 4 meeting	
12	13	14	15	16	17	18	
		7:30am West Shore Pr...	Las Vegas	District Secretary	1am District Secretary	District Secretary	
19	20	21	22	23	24	25	
District Secretary	off			Holiday	off		
26	27	28	29	30			
	off	off	6:30pm West Shore Club				

December 2017

	Sun 27	Mon 28	Tue 29	Wed 30	Thu 1	Fri 2	Sat
26	off	off	6:30pm West Shore Club				
3	4	5	6 8:30am Camp Hill Hig...	7 6:30pm Kiwanis Club ...	8 off	9	
10	11 11am Val Tulli 4pm Call to discuss W...	12 2pm YCPO Webinar	13	14 12pm Williamsport	15	16	
17	18 6pm State College	19 9am Child Care Camp... 4pm Bell Ringing	20 6pm West Shore Club ...	21	22	23	
24	25 Holiday	26 off	27 off	28 Janet Cowan Memorial	29 off	30	
31	1 Holiday	2 Off	3	4 12pm Kiwanis Lunch ...	5	6 Key Club Board	

**To: Governor Judy Raub
Immediate Past President John Gräb
Trustees
Executive Director Kevin Thomas**

From: Governor-elect Phil Weber

Re: Report

In the period October 1, 2017 through January 13, 2018:

- **I attended the Region 7 Governor's visit.**
- **I attended Governor-elect training at Kiwanis offices in early November.**
- **I have secured most SLP and committee chairs for my term.**
- **Due to my wife's health, I have not been able to keep current with those responsibilities normally complete by this time, and some issues remain open. Normally, I would have attended a Governor-elect session at Kiwanis offices in parallel with District SLP chairs the weekend of January 12 - 14, but circumstances prevented me from doing so.**

Respectfully Submitted,

**Phil Weber
January 13, 2018**

Pennsylvania Kiwanis Foundation Report to the Pennsylvania Kiwanis District Board
January 18, 2018

Pennsylvania Kiwanis Board,

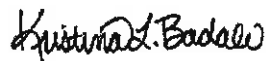
Our Pennsylvania Kiwanis Foundation board is working hard to strengthen the programs of Kiwanis throughout Pennsylvania and around the world. A few updates to our activities to share:

- **Foundation Scholarships** – Scholarships will be available online at www.pkfonline.org by January 20th. Scholarships include Neiman Endowed Graduate Scholarship, Kiwanian Dependent Child Scholarship, Circle K Scholarship, and Key Club Scholarships. Applications are due by April 15th.
- **Pennsylvania Kiwanis Foundation Shared Kiwanis Club Scholarship Program** – The Pennsylvania Kiwanis Foundation Shared Kiwanis Club Scholarship Program was developed to increase rose sale fundraising participation efforts as well as the number of scholarships offered to students. Clubs that sold over 100 dozen of roses in the 2017 Annual Rose Sale will be receiving information to apply to participate in the program.
- **Participation in the Lancaster Extraordinary Give** – We participated in the Lancaster Extraordinary Give on November 17, 2017 and raised \$2,452.36 for Foundation programs. This is the highest amount raised to date in participating in this program.
- **Mid-Winter Silent Auction** – We are hosting a silent auction at the Mid-Winter Conference and are working with companies and organizations to seek donations so that clubs and individuals are not asked.
- **Approved Club Grants** – The revised club grant form and process will be available at www.pkfonline.org by January 20th. Clubs should use this form to submit grants to the Foundation.
- **Board Member Resignation** – The board received a resignation from Director GERALYN FAUSNAUGHT due to family health issues. At this time the Foundation Board has decided not to fill the vacant board member position.
- **Foundation Audit** – The 2016-17 Foundation Audit has been completed. The 990 and BCO returns have been filed timely and the IRS notice of error has been resolved.
- **Direct Appeal Mailings** – We are in progress planning two mailing pieces including to clubs and individual Pennsylvania Kiwanis members. The first will be sent to individuals by the end of January 2018. Please encourage individuals to give to the Foundation and support our programs. Every donation helps to make an impact.

The Foundation needs the support of all Pennsylvania Kiwanis members. The Foundation cannot continue to provide program support without financial resources. Please encourage clubs and members to make the Pennsylvania Kiwanis Foundation a philanthropic priority.

For more information on Foundation programs, visit www.pkfonline.org. If I can be of any assistance, please do not hesitate to contact me at kbadali@pakiwanis.org.

Respectfully submitted,



Kristina L. Badali
President

**Immediate Past Governor's Report
District Board Meeting
Pennsylvania District of Kiwanis International
Saturday, January 20, 2018
District Office**

As the Immediate Past Governor, I serve as an ex-officio member of the Pennsylvania Kiwanis Foundation. I attended the first meeting on Saturday, October 7, 2017. Several issues arose needing both PKF and the PA district input. Among these were the consolidation of donor names. Donors to the Foundation may, at times, use different names when donating. This has a tendency to create an inaccurate list of possible names with similar addresses when doing District wide solicitations. Moving forward, the utilization of Tapestry™ software will alleviate this problem. Those entering names and donations will require the training of both District and PKF personnel responsible for entering this data. Another discussion approaches the method for nomination of PA Kiwanians interested in becoming members of the PKF Board. There has been a number of Kiwanians elected who in a few short months tender their resignations. This has had a negative impact on the operation of various PKF committees. The aligning of PKF grant application standards to those standards being used by Kiwanis International was discussed with a committee appointed to answer questions. Recommendations have been presented electronically to the Board and will be voted upon at the March 18, 2018, meeting at Mid-Winter Conference. A was budget was approved with a substantial deficit.

The Board met again on Saturday, December 2, 2017, in Harrisburg. Two new members who had submitted applications to fill vacancies due to resignations were appointed. Both new members brought skill sets that will enhance their abilities to serve the PKF Board.

PKF Board members, Emily Reed, Susan Gräb, and myself; assisted Kevin with the distribution of the PAONE book, "Daniel Finds a Poem," at the Grantville Holiday Inn. This is one of the several endeavors of PKF to continue to address the goal of achieving the District's goal of providing tools for Early Childhood Learning and Development. The publication of the Early Learning Guides is also part of this project.

I was able to attend the 90th anniversary celebration of the Kiwanis Club of Wilkinsburg. Kevin and I presented a proclamation to the wife and family of the late District Governor and Kiwanis International Trustee, Jim Roberts. Jim commitment to Kiwanis was equaled by his commitment to his local community of Wilkinsburg. Jim, as a Kiwanian and a devoted servant to his community set a great example for all those who choose to be a Kiwanian.

November 17, 2017, Susan and I traveled to take part in the Chartering of the Kiwanis Club of Collegeville. This new club was due to the hard and untiring work of Region VII Trustee, Sarah Zuleta, and Past Governor, Jen Vare. Canvassing the

community and engaging prospective new members for a Kiwanis Club is not an easy task. Sarah and Jen are to be commended for their efforts.

On a personal note, I again was able to ring for the Salvation Army. Other members of my club also participated from 10:00 am until 7:pm at a location in Hershey. The evening shifts from 4:00 pm until 7: pm, we were joined by members of the Hershey High School Kiwanis Key Club. On a sad note, Susan and I ventured to Kittaning, PA, to attend a memorial service for past District Governor, Janet Cowan. The clergyman who gave the eulogy did an outstanding job in defining Janet and her commitment again to her Kiwanis role and to her community. Janet, like Jim, understood the importance of a Kiwanis Club in their respective communities.

I also participated in a number of conference calls involving PKF. I serve on the Finance Committee, chaired by Rick Arnold. The PKF Board, similar to the District Board, are facing the challenges of declining membership, and as a result, declining contributions the PKF undertakes to improve local communities.

A club chartered during my year, the Kiwanis Club of the Linglestown Area, is striving to grow and to bring the Kiwanis effort and spirit to this area. They club inherited to Kiwanis Key clubs, one at Central Dauphin and another at Central Dauphin East. Both were very active in the past, but lack of Kiwanis involvement has led to some redevelopment. Past Governor, Bob Raub, is the Formula agent assisting with the growth and development of this club.

Submitted by;
John H Gräb
Immediate Past Governor



District Audit Committee

Report to the District Board

January 16, 2018

The Audit Committee has remained active over the past few months monitoring the progress of the District's audits which are in progress as well as the continued status of restoring our 501(c)4 not-for-profit status.

The Committee was pleased to see Kevin Thomas' completed IRS Form 1024 on December 22, 2017. The Committee was also pleased to see the January 8th letter of transmittal that was prepared. Based on the advice provided by the RKL auditor per Kevin's email consultation they both agreed that Kevin should complete and file form as soon as possible. It should be noted that this document is accompanied with a completed Form 8718, User Fee for Exempt Organization Determination Letter Request that indicates a fee of \$ 850.00 be included with the form. Hopefully the same have all been transmitted in full as at this writing, with RR Requested.

The Audit Committee was provided with the District's response to inquiries from Kiwanis International about our lost non-profit status. The letter to Stan Soderstrom at Kiwanis International provided information as to the status as of September 25, 2017. We are unaware if additional follow up was provided to Stan or if it is needed.

The Committee has not been in receipt of a power of attorney or other authorization to permit requesting information from the IRS regarding the recently completed IRS Forms 990. As previously stated, the Committee is not aware that these forms have been filed with the IRS.

Members of the Committee met with representatives from RKL to include Frank Iati, the CPA performing the audit. Frank shared preliminary financial details (balance sheets and Profit and Loss information) to the Committee. Frank also provided some discussion surrounding initial recommendations that RKL intends to make to the District Board upon completion of the audit.

Because of the significance of the preliminary findings the Committee shared a summary of comments made by the auditors with the District Governor. Based on the information provided, Governor Judy, has invited the auditors to attend the District Board meeting on January 20th. The Committee understands that they will attend the meeting to discuss preliminary results of their work and to answer questions that may arise. In this manner, all members of the board will hear from the "experts" in order to be better informed and prepared to understand the District's financial situation in anticipation a final audit report is provided.

The Board should note that no Auditor has been engaged to perform the work related to the year ended September 30, 2017. It is not known if there remains a 990 filing requirement by February 15, 2018, for that year, since we do not have not-for-profit standing; however, we believe it reasonable to assume the same will need to be completed and submitted at some time in the very near future.

We look forward to working with the 2017-2018 Finance Committee and the conclusion of these past audits.

Respectfully submitted,

Paul Kasoff, Committee Chair

Robert F. Raub,

Keith Smith

2016-17 Budget Report				
Final				
ACCT DESCRIPTION	2016-17 Approved Budget (Rev)		2016-17 Actual Recs/Exps	
District Dues	\$	127,000.00	\$	124,865.00 98%
Prorated New member dues	\$	7,800.00	\$	6,810.00 87%
Interest	\$	150.00	\$	113.38 76%
Key Club Contribution for Services	\$	10,000.00	\$	10,000.00 100%
Foundation Contribution for services	\$	6,000.00	\$	6,000.00 100%
Miscellaneous	\$	1,500.00	\$	3,767.00 251%
Power Up Fundraising program	\$	150.00	\$	95.50 64%
Circle-K Contribution for services	\$	850.00	\$	850.00 100%
Midwinter Conference	\$	19,262.50	\$	14,868.00 77%
District Convention	\$	48,000.00	\$	55,555.50 116%
Holiday Party	\$	1,465.00	\$	1,465.00 100%
District Raffle	\$	15,000.00	\$	11,300.00 75%
Shirts	\$	250.00	-\$	232.91 -93%
Web Page Advertising	\$	1,000.00		0%
Total Revenue	\$	238,427.50	\$	235,457.47 99%
Salaries	\$	81,500.00	\$	84,088.57 103%
Payroll Taxes	\$	6,923.00	\$	8,397.61 121%
Member & New Club Development	\$	1,500.00	\$	245.29 16%
Building Lease	\$	18,300.00	\$	18,294.36 100%
Employee Benefits	\$	1,110.00	\$	1,507.33 136%
Postage	\$	1,000.00	\$	906.30 91%
Telephone and Internet	\$	3,100.00	\$	3,331.14 107%
Insurance	\$	1,800.00	\$	846.00 47%
Retirement Contribution	\$	3,500.00	\$	3,500.00 100%
Supplies & Printing	\$	1,500.00	\$	1,316.33 88%
Equipment Maintain.	\$	1,000.00	\$	766.06 77%
Equipment	\$	3,100.00	\$	2,589.62 84%
Dist. Conv. - 2015-16 Lt. Govs	\$	3,000.00	\$	2,642.41 88%
Governor's Expenses	\$	6,000.00	\$	4,390.52 73%
Int. Conv. - Governor	\$	700.00	\$	700.00 100%
Exec Dir/Sec/Treas Expenses	\$	8,000.00	\$	8,000.00 100%
Sec/Treas - Int. Conv.	\$	700.00	\$	503.38 72%
Lt. Governor Expense	\$	3,350.00	\$	3,263.83 97%
Trustees Board Meeting Expense	\$	1,000.00	\$	1,220.00 122%
Int. Conv -Trustee/Lt. Governor****	\$	3,000.00	\$	2,731.55 91%
Gov.-elect Expenses	\$	3,000.00	\$	1,901.76 63%
Gov-elect	\$	700.00	\$	700.00 100%
Awards	\$	500.00	\$	570.43 114%
Keystone Kiwanian Editor	\$	1,000.00	\$	1,000.00 100%
Circle K Administrator	\$	1,800.00	\$	1,614.42 90%
Aktion Club Administrator	\$	625.00	\$	316.44 51%
Builders Club Admin.	\$	525.00	\$	225.00 43%
K-Kids Admin	\$	525.00		0%
Key Leader	\$	525.00	\$	185.00 35%
Lt. Gov. Education Conference	\$	4,100.00	\$	4,278.07 104%
Interest Expense	\$	2,000.00	\$	2,041.36 102%
Web Page Fees/Maintenance	\$	1,400.00	\$	805.00 58%
Midwinter	\$	19,262.50	\$	14,164.03 74%
District Convention	\$	44,000.00	\$	47,554.73 108%
Holiday Party	\$	208.00		0%
Raffle	\$	7,725.00	\$	3,988.83 52%
Contingent	\$	449.00	\$	130.00 29%
TOTAL EXPENSES	\$	238,427.50	\$	228,695.37 96%
Excess/Deficit	\$	-	\$	6,762.10
*Includes Salary for Executive Director and Administrative Secretary				
****\$475.00 stipend per person				

2017-18 Budget Report				
31-Dec-17				
ACCT DESCRIPTION	2017-18 Approved Budget		2017-18 Actual Recs/Exps	
District Dues	\$	124,000.00	\$	85,835.00 69%
Prorated New member dues	\$	7,800.00	\$	1,010.00 13%
Interest	\$	130.00	\$	14.71 11%
Key Club Contribution for Services	\$	10,500.00		0%
Foundation Contribution for services	\$	6,000.00		0%
Miscellaneous	\$	2,000.00	\$	1,223.22 61%
Power Up Fundraising program	\$	110.00		0%
Circle-K Contribution for services	\$	850.00		0%
Midwinter Conference	\$	15,000.00	\$	256.00 2%
District Convention	\$	55,000.00	\$	8,400.00 15%
Holiday Party	\$	1,450.00	\$	310.00 21%
District Raffle	\$	14,000.00		0%
Shirts	\$	200.00	\$	- 0%
Total Revenue	\$	237,040.00	\$	97,048.93 41%
Salaries	\$	83,000.00	\$	21,161.25 25%
Payroll Taxes	\$	8,300.00	\$	1,665.35 20%
Member & New Club Development	\$	1,500.00	-\$	167.06 -11%
Building Lease	\$	18,700.00	\$	4,591.27 25%
Employee Benefits	\$	1,110.00	\$	710.24 64%
Postage	\$	1,000.00		0%
Telephone and Internet	\$	3,100.00	\$	985.33 32%
Insurance	\$	1,700.00	\$	2,023.00 119%
Supplies & Printing	\$	1,500.00	\$	303.50 20%
Equipment Maintain.	\$	900.00	\$	53.50 6%
Equipment	\$	3,100.00	\$	941.68 30%
Dist. Conv. - 2017-18 Lt. Govs	\$	2,800.00	\$	2,225.52 79%
Governor's Expenses	\$	3,000.00		0%
Int. Conv. - Governor	\$	700.00		0%
Exec Dir/Sec/Treas Expenses	\$	7,000.00	\$	2,780.50 40%
Sec/Treas - Int. Conv.	\$	700.00	\$	196.92 28%
Lt. Governor Expense	\$	3,500.00	\$	2,728.50 78%
Trustees Board Meeting Expense	\$	1,100.00	\$	434.96 40%
Int. Conv -Trustee/Lt. Governor****	\$	3,000.00		0%
Gov.-elect Expenses	\$	1,500.00		0%
Gov-elect	\$	700.00		0%
Awards	\$	600.00		0%
Keystone Kiwanian Editor	\$	1,000.00	\$	500.00 50%
Circle K Administrator	\$	1,800.00	\$	105.00 6%
Aktion Club Administrator	\$	625.00		0%
Builders Club Admin.	\$	525.00		0%
K-Kids Admin	\$	525.00		0%
Key Leader	\$	525.00		0%
Lt. Gov. Education Conference	\$	4,400.00		0%
Interest Expense	\$	2,100.00	\$	603.52 29%
Web Page Fees/Maintenance	\$	700.00	\$	500.34 71%
Audit	\$	7,000.00	\$	7,000.00 100%
Midwinter	\$	15,000.00	\$	43.89 0%
District Convention	\$	49,000.00		0%
Holiday Party	\$	225.00		0%
Raffle	\$	7,000.00	\$	125.00 2%
Contingent	\$	1,105.00	\$	- 0%
TOTAL EXPENSES	\$	240,040.00	\$	49,512.21 21%
Excess/Deficit	\$	(3,000.00)	\$	47,536.72
*Includes Salary for Executive Director and Administrative Secretary				
****\$475.00 stipend per person				

Kiwanis International NTL HDQ K23 PA District

Statement of Financial Position

	<u>September 30,</u> <u>2016</u>
Assets	
Assets	
Cash	\$ 33,435
Investments	559
Inventories	865
Prepaid expenses	2,433
Security deposit	<u>1,450</u>
Total Assets	<u><u>\$ 38,742</u></u>
Liabilities and Net Assets	
Liabilities	
Accounts payable	60,083
Accrued payroll and payroll taxes	5,473
Line of credit	<u>39,640</u>
Total Liabilities	<u>105,196</u>
Unrestricted Deficit in Net Assets	<u>(66,454)</u>
Total Liabilities and Net Assets	<u><u>\$ 38,742</u></u>

Kiwanis International NTL HDQ K23 PA District

Statement of Activities

	Year Ended December 31, 2016
Revenues	
Dues	\$ 134,831
Conventions and events	59,120
Contribution for services from related parties	16,375
Investment income (loss)	171
Other revenue	<u>18,540</u>
Total Revenues	<u>229,037</u>
Management and General Expenses	<u>250,711</u>
Change in Unrestricted Net Assets	(21,674)
Deficit in Unrestricted Net Assets at Beginning of Year	<u>(44,780)</u>
Deficit in Unrestricted Net Assets at End of Year	<u><u>\$ (66,454)</u></u>

Kiwanis International NTL HDQ K23 PA District

Schedule of Management and General Expenses

	<u>2016</u>
Salaries and wages	\$ 79,536
Payroll taxes	6,497
Member and new club development	970
Building rent	18,000
Employee benefits	8,086
Postage	1,333
Telephone and internet	2,862
Insurance	1,725
Retirement contribution	5,500
Supplies and printing	2,908
Equipment maintenance	874
Equipment rent	2,825
District convention - lieutenant governor	2,893
Governor's expenses	2,049
International convention - governor	-
Executive director expenses	8,432
International convention - secretary treasurer	762
Lieutenant governor expenses	1,985
Trustee board meeting expense	456
International convention - trustees	3,690
Governor and Lieutnant governor-elect expenses	-
Awards	272
Keystone Kiwanian editor	1,000
Circle K administrator	1,306
Aktion club administrator	85
Builders club administrator	285
K-Kids administrator	748
Key leader	85
Lieutenant governor education conference	4,234
Interest	3,239
Web page fees and maintenance	1,035
District convention	42,805
Midwinter convention	18,467
Raffles	7,385
Key Club and Circle K support	11,857
Miscellaneous	6,525
	<u> </u>
Total Management and General	<u><u>\$ 250,711</u></u>

Kiwanis International NTL HDQ K23 PA District

Statement of Financial Position

	2015	September 30, 2014	2013
Assets			
Assets			
Cash	\$ 11,890	\$ 18,230	\$ 39,415
Investments	559	53,265	48,824
Inventory	2,343	2,726	2,726
Security deposit	1,450	1,450	1,450
Total Assets	\$ 16,242	\$ 75,671	\$ 92,415
Liabilities and Unrestricted Deficit in Net Assets			
Liabilities			
Accounts payable	\$ 15,976	\$ 48,203	\$ 55,236
Due to related clubs	-	-	-
Accrued payroll and payroll taxes	5,376	4,130	4,787
Line of credit	39,670	39,770	39,770
Total Liabilities	61,022	92,103	99,793
Unrestricted Deficit in Net Assets	(44,780)	(16,432)	(7,378)
Total Liabilities and Unrestricted Deficit in Net Assets	\$ 16,242	\$ 75,671	\$ 92,415

Kiwanis International NTL HDQ K23 PA District**Statement of Activities**

	Years Ended September 30,		
	2015	2014	2013
Revenues			
Dues	\$ 144,754	\$ 151,029	\$ 134,811
Conventions and events	72,905	70,679	65,124
Contribution for serviced from related parties	7,150	15,500	14,500
Investment income (loss)	(3,317)	5,182	13,886
Other revenues	23,543	24,548	4,125
Total Revenues	245,035	266,938	232,446
Management and General Expenses	273,383	275,992	277,964
Change in Unrestricted Net Assets	(28,348)	(9,054)	(45,518)
Excess (Deficit) in Unrestricted Net Assets at Beginning of Year	(16,432)	(7,378)	38,140
Deficit in Unrestricted Net Assets at End of Year	\$ (44,780)	\$ (16,432)	\$ (7,378)

Kiwanis International NTL HDQ K23 PA District

Schedule of Management and General Expenses

	Years Ended September 30,		
	2015	2014	2013
Salaries and wages	\$ 83,967	\$ 90,753	\$ 94,376
Payroll taxes	8,005	7,604	7,902
Member and new club development	274	1,445	788
Building rent	19,838	19,503	19,313
Employee benefits	8,442	9,178	7,931
Postage	3,103	1,291	7,503
Telephone and internet	2,888	2,448	2,685
Insurance	1,534	1,840	1,971
Retirement contribution	3,500	7,500	3,500
Supplies and printing	1,293	5,427	1,521
Equipment maintenance	823	1,097	1,521
Equipment rent	2,739	3,559	3,011
District convention - lieutenant governor	4,242	3,108	2,897
Governor expenses	1,310	3,503	7,768
International convention - governor	400	1,500	600
Executive director expenses	11,504	9,531	10,295
International convention - secretary and treasurer	745	1,052	285
Lieutenant governor expenses	6,829	2,224	5,983
Trustee board meeting expense	100	-	-
International convention - trustees	4,547	(37)	6,625
Governor elect expenses	2,695	2,104	1,804
Awards	648	1,213	1,821
Keystone Kiwanian editor	1,000	2,000	2,500
Circle K administrator	1,987	2,027	1,481
Aktion club administrator	209	157	578
Builders club administrator	380	-	120
K-Kids administrator	692	-	438
Key leader	150	232	290
Lieutenant education conference	3,788	3,347	3,410
Interest	2,611	2,524	2,852
Web page fees and maintenance	1,150	460	345
District convention	49,861	43,722	61,474
Midwinter convention	20,969	20,058	4,865
Raffles	8,035	6,727	-
Key Club and Circle K Support	8,363	17,842	9,187
Miscellaneous	4,762	1,053	324
	<u>\$ 273,383</u>	<u>\$ 275,992</u>	<u>\$ 277,964</u>

2017 DISTRICT HOLIDAY PARTY FINANCIAL REPORT

1/17/2018

REVENUE:

Registration Fees (31 @ \$30.00):	\$930.00
Cash Donations:	\$280.00
Baskets and 50/50:	<u>\$240.00</u>
Total Revenue:	\$1,450.00

EXPENSES:

Credit Card processing fees:	\$ 8.50
50/50 Winning Prize:	<u>\$ 60.00</u>
Total Expenses:	\$ 68.50
Net/Surplus:	\$1,381.50

From: Kevin Thomas <ketkiwanis@aol.com>
To: glenvandyke63 <glenvandyke63@gmail.com>
Subject: Re: Good Life New Fund Raising Program
Date: Thu, Nov 30, 2017 5:47 pm

Glen:

Thank you for this information and update.

I'll look to learn more from you.

Kevin E. Thomas, District Executive Director
Pennsylvania District Kiwanis International
2793 Old Post Road, Suite 12
Harrisburg PA 17110-3683
P: 717-540-9300
F: 717-540-1018
E-mail: Kevin@pakiwanis.org
www.pakiwanis.org

—Original Message—

From: Glen Van Dyke <glenvandyke63@gmail.com>
To: Kevin Thomas <ketkiwanis@aol.com>
Sent: Mon, Nov 27, 2017 7:43 pm
Subject: Good Life New Fund Raising Program

Kevin:
I was at convention for Good Life a couple of weeks ago and they announced a special program which they are planning to open up in Jan. 2018 which is going to be the best fund raising program that the world has ever seen. They already has companies with thousands of members that can hardly wait to join the program. Along with it, we also have a new \$2,000 VIP card coming out which is going to go viral very quickly. The card will have all the same benefits as the \$200 card, but will cost \$10. 250,000 of the cards have already been ordered by the company, and I am hoping to be able to obtain at least 1,000 cards for my organization as soon as they are available.

I will be in touch with you regarding any details as soon as they are released.

Glen

—
Van Dyke Marketing
glenvandyke63@gmail.com
570-966-1804
267-640-1788



November 9, 2017

Governor Judy Raub and Executive Director Kevin Thomas,

Thank you for your submission of the request for funding from the Pennsylvania Kiwanis Foundation for the 2017-18 year. We appreciate the time and details you put into your request.

I wanted to inform you that the Board of Directors met at our October Board Meeting and approved the total request for \$6,000 in support of the District Office based on the conditions outlined below:

1. **eTapestry Software** – The usage of the eTapestry Software be added to the “District Offices Services for the Foundation” upon completion of the installation and training to the District Office Staff. After implementation, the services list should be modified to reflect where this software will be used including to record donations received and produce monthly reports.
2. **Collaboration to Review Processes, Procedures, and Services for the Foundation** – We request the District Office, as well as Kiwanis Leadership, to continue to work collaboratively in our efforts to refine our processes, procedures, and services for our Foundation’s operations. This includes evaluating ways to be more effective and efficient as requested by the Foundation Board as well as revisions to the District Office services for the Foundation as requested/needed.

Please kindly reply to this e-mail with your acceptance of the conditions listed above. Once we receive the e-mail, we will authorize payment to the appropriate sources based on the schedule defined below.

If you have any questions or if I can be of any assistance, please contact me at the information below.

Sincerely,

Kristina L. Badali, President
Pennsylvania Kiwanis Foundation
kbadali@pakiwanis.org
412.953.7776 – Cell



Summary of Pennsylvania Kiwanis Foundation 2017-18 Funds: Pennsylvania District Kiwanis

Event/Activity	Brief Description	Funding Approved	Distribution Timeframe	Program Funding Sent To
District Operation/General Budget	<ul style="list-style-type: none"> • District Office serves as Foundation headquarters with services • Funding to be used to support Foundation services as well as assist with offsetting the cost of general Pennsylvania Kiwanis and Service Leadership services. 	\$ 6,000	October 2017	Pennsylvania Kiwanis District Office – Kiwanis

Total Funding: \$6,000



Kiwaniis

PENNSYLVANIA DISTRICT

January 2018

Judith A. Raub
PA District Governor
602 Rose Petal Lane
Mount Joy, PA 17552

Governor's District Board Report through January 19, 2018

Dear fellow board members:

This period covers from September 24, 2017 through January 19, 2018.

Well, I made it through all our Region meetings and it was a great experience. Hats off to the Trustee's for organizing them – all a bit different, all were well attended, all had great energy. I also want to thank the Lt. Governor's for supporting their Trustee's in this endeavor. My message for all Region meetings was and remains GROWTH and COMMUNICATION. These two items together will help our District and some of the issues we currently face.

Along with the Region meetings, I have also attended and participated in various special events throughout the district to include but not limited to: Collegeville Area charter night, special holiday invitations, Division inter-clubs, prayer breakfast and club anniversaries; as well as attending and participating in the AKTION Club convention in October; the Dillsburg – Farmers Fair Parade and the Elizabethtown Holiday Parade. As Governor I have attended Circle-K INTERPAK and a few Key Club District Board meetings. It's about building and keeping relationships.

I have also attended the funeral of Past District Governor, Janet Cowan.

There were a few extra Divisional meetings I attended in areas that do not have an LTG in the hopes of raising awareness and the need to fill these vacant positions. To date we have not had any luck

PA DISTRICT LEADERSHIP

I keep this topic in my report for the simple reason that gaps in our leadership have and will continue to have a negative affect on our district. It puts more work on our Trutees and with communication and growth being our primary focus this ends up not being one of our strengths.

REGION 1 – Trustee Kathy Durner; Division 1 – Randy Gorske; Division 2 – OPEN

REGION 2 – Trustee John Mazurowski; Division 5 (merged 4 and 5)– Barb Byers; Division 6 and 8 remain OPEN;

REGION 3 – Trustee Phyllis Palm; Division 10 – OPEN; Division 11E – Alice Arnold; Division 11W – Rick Kistler

REGION 4 – Trustee Matt Wise; Division 12N – Penny Meyers; Division 12S – Don Ulrich; Division 14 – OPEN

REGION 5 – Trustee Ben Osterhout; Division 13N – Susan Gabriel and Emily Reed; Division 13S – Rodney Stoops; Division 16 – Susan Werner

REGION 6 – Trustee Mike Coolbaugh; Division 15 – Tiffany Callaio; Division 17 – Tim O’Donnell; Division 18 – Young Chang

REGION 7 – Trustee Sarah Zulueta; Division 19 – Dennis Pennington; Division 21 – Bonnie MacDonald; Division 22 – Lillian Mateja

Bob and I hosted the 5th Annual Holiday Party on January 13th – we had 33 people in attendance. It was our pleasure to host this year’s district fundraiser. We had plenty of food, drinks, conversation and laughs. We raised approximately \$1500.00 to include 50/50, Chinese auction/raffle, and additional donations from Phyllis Palm, Phil Weber, Barb Byers, Kevin Thomas. Thank you to all who participated.

GROWTH

As I participated in the Region meetings throughout our District I introduced my **ONE** campaign. With some details – take a pin, take an application, ask someone to join you and your club to support and enhance your communities. I had many takers and many excited about participating in this campaign. Specifically – every new member and their sponsor will be invited to attend a “private” reception with Bob and I prior to the Governors banquet at District Convention (I am still working out the details and then will need to share them with Kevin and the convention committee (maybe) but that is my thought and promise for recognition.)

I, along with a few other PA District members, attended a Chicago Blitz in early October for the purpose of opening 6 – 8 new Kiwanis clubs in that area (just like the Philly Blitz). I felt it was mildly successful from the standpoint of the group I was assigned to. Some of the same issues that were talked about from Philly were still relevant and present in Chicago. There were not enough appointments pre-made and not enough “local team members” available. So, if nothing else comes from a New Club opening endeavor, it has to be the following: do your prep work, put your “sales TEAM in place”, make your prospect lists, make your phone calls, set up appointments, practice your pitch, make it fun and it will be successful. As Governor, I have also been invited to attend a similar happening in Orlando earlier this month and then in Vegas later on. I have declined participation in both of these New Club Opening Events. I declined for many reasons, but the top 2 are the following: one is the District is expected to pay for my transportation and possibly some other expenses but as a District, we just don’t have that kind of extra money; and the 2nd reason is that we need to be opening clubs in our own District which I need to be supportive and participating in our efforts and I can’t do that if I am not here.

Personally, I am still working on the Quarryville area. I continue to meet with our original application members, invite new community members and “advertise” about upcoming happenings. We have an “organizational meeting scheduled for January 31st. Other than that, there have been no real changes.

Our District was given a club growth number, by Kiwanis International President Jim Rochford, of 8 new clubs during my year. As many of you know the best we have done in the past several years was during Past Governor Jen Vare’s year and what we refer to as the Philly Blitz – where we opened 6 new clubs.

I would, at this time, like to comment on the December 2017 membership report that Kevin sent out on January 4, 2018. We have done a good job in bringing in new members, not so much in new club openings as he stated.

I feel there is somewhat of a misrepresentation to the numbers. As stated above Kiwanis International sets a goal for all districts for growth and that number is divided monthly, by an algorithm that they have previously used. This process provides the District with a monthly new member add number from October 1, 2017 through September 30, 2018. The Pennsylvania District Membership Metrics below was provided by Kiwanis International.



Pennsylvania District Membership Metrics

Club openings

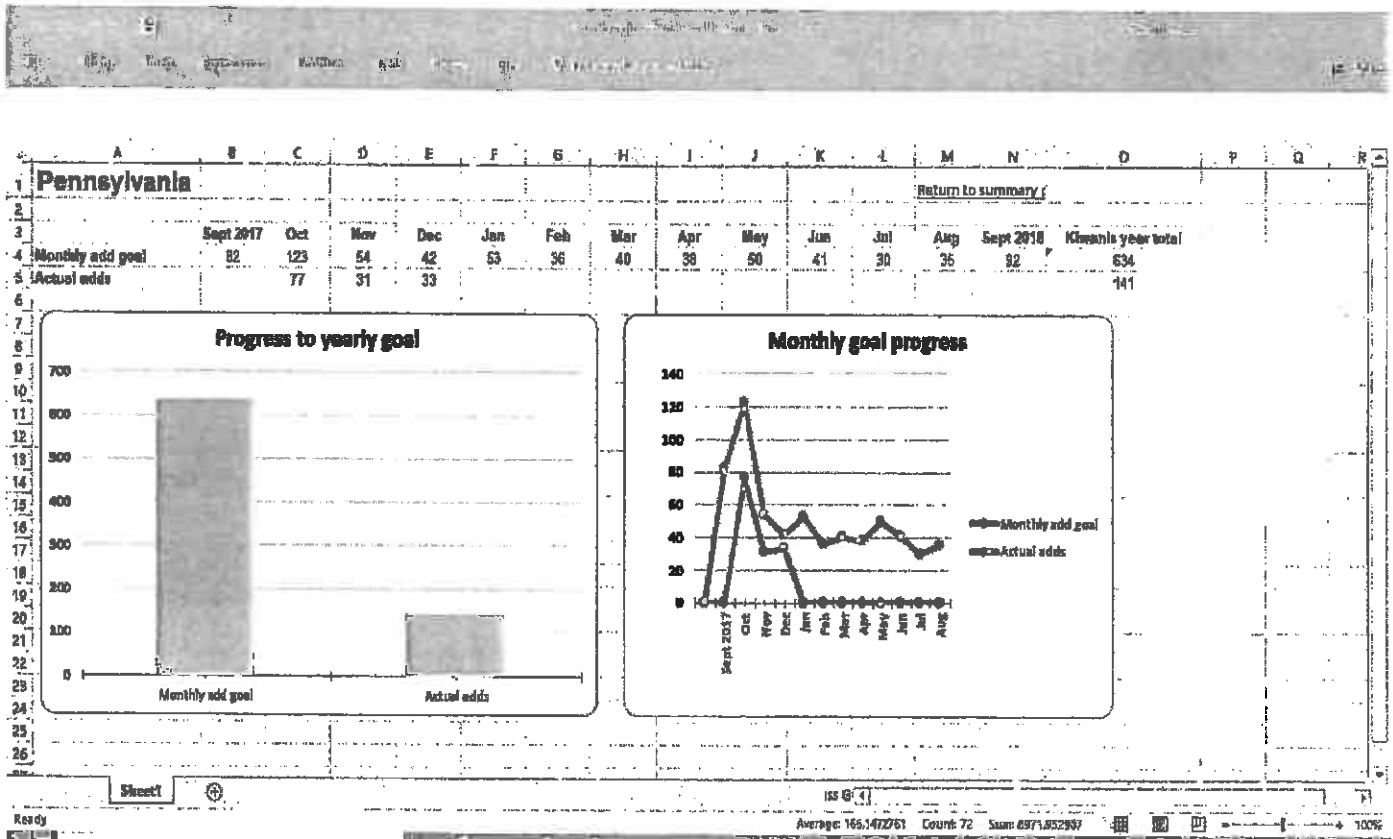
- 8 – goal
- 10 – stretch goal
- 0 – openings (10/31)

Membership adds

- 634 – goal
- 108 – current adds (11/30)

Monthly add goals

- 123 (77) – October
- 54 (31) – November
- 42 – December
- 53 – January
- 36 – February
- 40 – March
- 38 – April
- 50 – May
- 41 – June
- 30 – July
- 35 – August
- 92 – September



The chart below presents a clearer and more accurate picture of our new member add performance.

CURRENT DECEMBER 31, 2017 for PENNSYLVANIA			
	New Member Adds ONLY	Monthly Actual Net Gain/Loss	Actual Net Members
Members as of Oct 1, 2017			3495
October Goal *	123		
October Actual	77		
October gain/deficit	(46)	(24)	
Members as of Nov 1, 2017			3548
November Goal *	54		
Adjusted November Goal	100		
November Actual	31		
November gain/deficit	(69)	(24)	
Members as of Dec 1, 2017			3555
December Goal *	42		
Adjusted December Goal	111		
December Actual	33		
December gain/deficit	(78)	(11)	
Members as of Jan 1, 2018			3577
January Goal *	53		
Adjusted January Goal	131		
January Actual			
January gain/deficit	(131)		

The purpose of the above chart is to keep the new member adds in front of us but to also remind us that it is a cumulative process. What happens in one month gets added to the following month which is represented in the adjusted monthly goals number. We must focus on the adjusted monthly goal number. This reflects a more accurate picture to where we stand as a District.

Another item that should be stressed is the reason for membership drops as entered by club secretaries. Secretaries should use the choices available in the drop-down box (provided in PortalBuzz) to accurately reflect why someone is dropping out of Kiwanis. Lack of attendance should not be the "GO-TO" choice. Select the best reason for each situation.

* *

Governor-Elect Phil and I have continued to hold monthly conference calls to discuss District items such as Growth, Finances, the 2018 Convention, and other topics as questions arise. These calls have been a great communication

tool and has kept the lines of communication and mutual support open. I appreciate these communications and discussions as this dialogue provides continuity in our voice.

* *

Contract Committee – the contract committee has met several times. A proposed contract will be discussed at the January Board meeting. The Board should approve a contract to be presented in ample time and prior to the March 31, 2018 deadline.

* *

Audit Committee – I continue to be in communication with the Audit Committee as well as with the auditors. I have asked a representative from the audit company to attend our January board meeting and present their findings and status thus far. Their final report will be presented to the Board at a later date.

* *

Finance Committee – We have not met either in person or via phone conference since our GoToMeeting on August 29th. This needs to become a regular, almost monthly conversation, so we can understand the District finances. I carried over last year's Finance Committee into this year but not in any official capacity, I would like to make a few changes to this. Trustee John Mazurowski, Governor-Elect Phil Weber, Kevin Thomas, myself and that Governor-Elect Phil Weber would be the Chair of that committee. This committee needs to be prepared to implement the approved recommendations from the audit committee.

* *

Keystone Kiwanian: We have had our first Keystone Kiwanian edition under our new Editor, Linda Eberly from the Kiwanis Club of Norlanco-Rheems. I commend Linda on the professional look and content of our newsletter. Thank you to Linda for her expertise and time she has put into this new look. I would like to include a Trustee and LTG corner in the newsletters moving forward so please remember to send her articles and happenings within your clubs. The following Keystone Kiwanian DEADLINE DATES for the remainder of this year are February 19, May 21, and August 20. There will be no exceptions, so the newsletter is able to be proofed and distributed in a timely manner.

* *

WEBSITE: Thank you to Liz Smolinski – our District Webmaster, for her continued expertise and work in transitioning the District website to a new platform. This has been a tedious task at best and we have had some issues with the online registration portions. We believe this is being resolved and will continue to monitor issues as they arise. Thank you to Kevin and Michelle for working with Liz for needed support and information to move this process forward.

I am looking forward to the next several months as my story will continue as District Governor.

Yours in Kiwanis service,

Judy Raub

Judy Raub, Governor 2017-2018

District Board Report January 2018

Elizabeth Smolinski
2017/18 District Webmaster
esmol1994@gmail.com



Kiwaniis®

Executive Summary



Hello District Board,

Over the past few months, I managed the current site, overcame the learning curve of a new CMS system (PortalBuzz), and fixed event registration issues. My goal is to have the new website up and running by the beginning of May. To expedite the process, I will work with Michelle and Kevin to maintain the current website while I direct my full attention the new website . In the report, you will see the following:

- Webmaster Accomplishments
- New Website Project Plan
- Sneak Peek of the Site & New Pages

We work hard to keep the information on the current website up to date while we are moving things over to the new website. Please keep in mind the new website may not be exactly the same as the current website – and that's okay! I'm excited to give you a sneak peek and will look for feedback in a few months when we're finalizing the site.

I appreciate your patience as I complete this in the timeframe that works within my personal and professional schedule. I want to make sure this website migration is as successful as possible without rushing the process. This will set our District up for long term success with our marketing & membership efforts. If you have any questions, please reach out.

Thanks,

Liz

Accomplishments



- On-Going Website Maintenance specifically around events & seasonal activities including:
 - Circle K District Convention
 - Mid-Winter Convention
 - Holiday Party
- New event registration set up via PortalBuzz & Stripe
- Communication with Governor Judy Raub and PR Chair Bob Raub about new website & timeline expectations
- Discovery process executed to understand which website pages should stay and which can be removed
- Learned how to efficiently use PortalBuzz to execute the website migration thoroughly

New Website Project Plan

PA-Kivwauis.org Site Migration

Week of	Week of	Week of	Week of	Week of	Week of	Week of	Week of	Week of	Week of	Week of					
1/15	1/22	1/29	2/5	2/12	2/19	2/26	3/5	3/12	3/19	3/26	4/5	4/12	4/19	4/26	5/5

Website & Content Migration to Content Website Business to be done for Migration

Content Migration to PortalBuzz

Content Migration to PortalBuzz

Deliver 301 Redirect Strategy to NewLife

Set Up kivwauis.org Domain on PortalBuzz

Set Up New Site

Current Home Page

The screenshot shows the homepage of the Kiwanis Pennsylvania District website. At the top left is the Kiwanis logo and the text "KIWANIS PENNSYLVANIA DISTRICT". A navigation menu includes "About Us", "District Relationship", "Clubs and Clubs", "Events", "Resources", "Committee", and "Contact Us". A large banner image shows hands being clasped together. Below the banner is a central box with the text: "Register Online Today for Upcoming Pennsylvania Kiwanis District Events!". To the right of this box is a section titled "Reporting from Paris" with a sub-header "All News" and a paragraph: "The 102nd Annual Kiwanis International Convention was held in Paris this summer." Below this is another section titled "Pennsylvania District Kiwanis Holiday Party - 2018" with a sub-header "All News" and a paragraph: "You are invited to join 74 District Kiwanis at the...". At the bottom right, there is a small image of a person and the text "Kiwanis is a global organization of volunteers dedicated to improving the world, one child and one community at a time." Below this is a quote: "Each community's needs are different—so each Kiwanis club is different. By working together, members achieve what one person cannot accomplish alone. Kiwanians believe that when you give a child the chance to learn, experience, dream, grow, succeed, and thrive - great things happen."

New Home Page



Kiwanis International Pennsylvania

Kiwanis is a global organization of volunteers dedicated to improving the world one child and one community at a time.

click to play

[CLICK HERE FOR SNEAK PEEK VIDEO](#)

Current vs. New Event Registrations

Registration Form Circle K District Convention - Registration Form

Pennsylvania District Circle K
57th Annual District Convention Registration Form

March 2-4, 2018 - Wyndham Hotel, Gettysburg, PA

Early Bird Deadline: February 1st, 2018

Registration Deadline: February 15th, 2018

Type of Registration

I am completing this registration for...

Club Information

Circle K Kiwanis Club
Event ID:

Primary Registration Contact Person Information

First Name

Last Name

Address

City

State

Zip Code

Phone Number

Pennsylvania Kiwanis Midwinter Conference Registration Form March 17, 2018 Penn Stater Hotel and Conference Center, State College, PA

Registration Information and Instructions

1. This is not a hotel reservation form. Hotel rooms are available at the Penn Stater Hotel at the rate of \$122.00 per night plus tax. Reservations may be made by calling 1-800-338-7355. Hotel rooms will be held until February 15, 2018 after that time, they will be available only on a space available basis and rates may increase.
2. Because of the need to provide guarantee numbers to the hotel, all cancellations must be in writing and received by March 13, 2018.
3. To be admitted to any session and workshops, you must be registered.
4. Only Circle K, Key Club, Builders Club, Ki Beta or Alkerm Club members may sign up for the sponsored group registration.
5. Contact information: Registration Form - 717-549-9300 or info@kiwanispa.com
6. Contact information: Kiwanis District Office - 717-549-9300 or info@kiwanispa.com

2018 Midwinter Conference - Registration Form

Registration

Person Name

Country

LESTAMIC

State/province

Email

City

Phone

Address

Postal code

Current vs. New Contact Us Page

Home < Contact Us

Contact Us
Please fill out this form to contact the PA District Office. If you are looking to join a club, please visit the club and contact their membership individual.

Your Message
Subject

Message

Your Contact Information

Name
Phone
Email Address
Address
City
State
Zip

Please choose

Send in form

PA District Office
3790 Old Post Road, Ste. 12
Harrisburg, PA 17110-3683
Contact Numbers
Phone: 717-540-9200
Fax: 717-540-1078

szymaniak
Find out if the Cloud will work for you!

Contact Us
Please fill out this form to contact the PA District Office.

Name
Email
Subject
Message
Caption
Image
Image

Address
3790 Old Post Road, Ste. 12
Harrisburg, PA 17110-3683

Phone
Phone: 717-540-9200
Fax: 717-540-1078

Email
mailto:info@pa.gov

District Leadership Positions

2017 -18 Positions

Lt. Governor Vacancies: Divisions 2, 6, 8, 10 and 14

2018-19 Positions

Governor-elect: No declared candidate(s). No inquiries fielded in the District Office.

Trustees: All positions filled

Lt. Governors: No positions filled as reported to the District office

2017 Actual

2017 DISTRICT CONVENTION BUDGET REPORT		
ACCOUNT	Final	
	2017 Approved Budget	2017 Actual Rev./Exp.
REVENUE		
Registration Fees:		
Kiwanians (clubs @ 3 @\$25.00)	\$ 12,500.00	\$ 12,075.00
Kiwanians (Beyond 3 per club@\$20.00)	\$ 1,500.00	\$ 1,100.00
Spouses (@\$15.00)	\$ 400.00	\$ 300.00
Sponsored Groups (@\$10.00)	\$ 100.00	\$ 120.00
Advertising *	\$ 6,500.00	\$ 6,395.00
Strasburg Railroad Dinner (74@\$55.00)	\$ 4,070.00	\$ 4,070.00
Thursday Opening Party (80 @ @\$22.00; 70@\$25.00/person)	\$ 3,510.00	\$ 2,818.80
Friday Early Learning Breakfast (80@\$12.00; 70@\$15.00)	\$ 2,010.00	\$ 1,310.86
Friday Lunch (80@\$24.00; 70@\$27.00)	\$ 3,810.00	\$ 3,871.41
Saturday Foundation Luncheon (80@24.00; 70@\$27.00)	\$ 3,810.00	\$ 3,216.41
Saturday Banquet (80@\$33.00; 145@\$36.00)	\$ 7,860.00	\$ 7,544.09
Sunday Breakfast (80@\$16.00; 45@\$19.00)	\$ 2,135.00	\$ 2,096.94
Host Committee Fundraising/sponsorships/exhibitors***	\$ 6,500.00	\$ 9,090.00
Past Lt. Governors	\$ -	\$ 250.00
Merchandise/Clothing Sales	\$ 1,200.00	\$ 1,296.89
TOTAL REVENUE	\$ 55,905.00	\$ 55,555.40
EXPENSES		
Administrative Secretary	\$ 500.00	\$ 465.64
Audio Visual Aids & Equipment	\$ 4,000.00	\$ 704.90
Badges, Ribbons & Registration Materials	\$ 375.00	\$ 453.13
Board of Trustees & Lt. Governors (@\$265.00)	\$ 2,600.00	\$ 2,869.34
Circle-K Governor	\$ 450.00	\$ 529.17
Credentials Material	\$ 100.00	\$ -
Credit Card Processing Fees	\$ 1,100.00	\$ 1,041.23
District Governor	\$ 500.00	\$ -
District Executive Director	\$ 500.00	\$ 27.50
Entertainment/Speakers	\$ 1,500.00	\$ 250.00
Rentals & Setup fees	\$ 1,000.00	\$ 1,290.00
Frames	\$ 75.00	\$ 57.24
Gift - International Representative	\$ 150.00	\$ -
International Representative	\$ 500.00	\$ 496.17
Key Club Governor	\$ 450.00	\$ 496.17
Mailing - Postage	\$ 200.00	\$ -
Program (Printing)	\$ 1,050.00	\$ 960.07
Thursday - Picnic (150@\$26.00)	\$ 3,900.00	\$ 3,832.07
Strasburg Railroad (76@\$48.32)	\$ 3,672.32	\$ 3,672.32
Transportation	\$ -	\$ -
Friday Early Learning Breakfast(150@\$15.47)	\$ 2,320.50	\$ 1,870.44
Friday Luncheon (150@\$27.97)	\$ 4,195.50	\$ 4,432.76
Saturday Foundation Lunch (150@\$27.97)	\$ 4,195.50	\$ 3,904.05
Saturday Banquet (225 @ \$37.15)	\$ 8,358.75	\$ 8,106.30
Sunday Breakfast (125@\$20.34)	\$ 2,542.50	\$ 2,500.43
Hospitality	\$ 2,750.00	\$ 3,760.66
Rounding Subsidy	\$ 80.00	\$ -
Housing subsidy	\$ 7,000.00	\$ 5,005.00
Miscellaneous	\$ 1,839.93	\$ 830.14
TOTAL EXPENSES	\$ 55,905.00	\$ 47,554.73
Excess/(Deficit) Revenues vs. Expenses	\$ -	\$ 8,000.67
* Includes anticipated revenue to be received		
*** Does not include in kind sponsorships of \$1,500.00		

Club Key Number	Club division	Club name	Inspiration		Image		Impact		Investment		Sponsor		Total points	Eligible for recognition
			District Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	ed new	in each area	hip	members		
K00812	K2301	Warren	11	20	20	20	19	X	X				70 X	
K02090	K2301	Bradford	14	20	20	20	14	X	X				68 X	
K11844	K2301	Edinboro	11	18	12	13		X	X				54 X	
K00786	K2310	Indiana	14	20	12	19		X	X				65 X	
K00130	K2312	Williamsport	11	20	16	14		X	X				61 X	
K02877	K2313	Milton/Warrior Run	14	20	13	13		X	X				60 X	
K18534	K2318	Centennial Internet Club	20	12	10	15		X	X				57 X	
K00034	K2319	Easton	14	20	20	14		X	X				68 X	
K00772	K2326	Lewistown	14	16	12	13		X	X				55 X	

District Name	Key Number	Club Name	Distinguished Member
Pennsylvania	K00701	Meadville	Roger M Janes Pepicelli, Alan Fuller, Chris
Pennsylvania	K01619	Glenside	Darlene E Anderson Prendergast, Steven Bright, Denise
Pennsylvania	K04181	Levittown-Bristol	Jennifer A Vare Sowards, William Bateman, Barbara
Pennsylvania	K14447	Wyoming Area	Robert M Orlando Reno, Victoria Reno, Valerie
Pennsylvania	K14447	Wyoming Area	Tiffany Callaio Mitten, Christine Vietz, Stephanie
Pennsylvania	K16041	University City, Philadelphia	Mrs Stephanie Rose Makishi, Naomi Perch, Alison
Pennsylvania	K18236	Bald Eagle and Nittany Valleys	Penny M Meyers Boone, Denise Miller, Diane

District Office Lease

Based on initial information received on lease space and prices in the Harrisburg area, it is recommended to the board that the Executive Director be authorized to do site inspections of locations and enter into negotiations for 900 to 1,000 square feet of office space in the Greater Harrisburg Region. The goal would be to reduce lease costs by a minimum of \$4,500.00 per year.

As well and after conducting the search, the Executive Director will enter into discussions with our current Landlord to see if they would be willing to reduce costs by about \$3,500 per year.

Ideally, all for this will be completed by the April 21st board meeting and a final recommendation will take be made to the board at that meeting and a new office lease agreement will be approved. Should events not make that possible or if the board rejects any recommendation made, a board conference call will need to be scheduled prior to June 30th to approve a new lease arrangement.

Respectfully submitted,

A handwritten signature in black ink that reads "Kevin E. Thomas". The signature is written in a cursive, flowing style.

Kevin E. Thomas
District Executive Director

COUNTY	GUIDES DISTRIBUTED	Participating Clubs	Total Distributed	Clubs Not Participating
Adams	675	Allegheny North	1500	Berwick
Allegheny	13850	Allentown	375	Buffalo Valley
Armstrong	1800	Allentown Northeast	7225	Carbondale
Berks	2300	Allentown-Salisbury	150	Central Bucks
Blair	1375	Altoona	175	Centennial Internet
Bradford	800	Ambler	100	Council Rock
Bucks	6200	Annville Cleona	1050	Easton-Suburban
Butler	250	Bald Eagle Nittany Valleys	4050	Eldorado, Altoona
Cambria	1800	Baldwin	550	Homer City
Carbon	11425	Baltimore Pike	450	Jeannette
Centre	8225	Bellefonte	350	Kennett Square
Chester	4275	Bellfonte H.S. Key Club	300	Kingston
Clarion	4350	Bensalem	425	Liberty
Clearfield	4675	Big Spring	300	Lock Haven
Clinton	4200	Blairsville	150	Middleburg Area
Columbia	925	Bloomsburg	925	Montoursville
Crawford	3950	Boyetown	450	Montrose Area
Cumberland	3475	Bradford	3050	Nazareth Area
Dauphin	11528	Cambridge Springs	150	New Castle
Delaware	1125	Carlisle	700	New Wilmington
Elk	200	Chambersburg	475	Palmer Township
Erie	10950	Chester	300	Penns Valley
Fayette	150	Circle K District	300	Pittsburgh
Forest	425	Clarion	4350	Pittsburgh Airport
Franklin	475	Clearfield	525	Pittston
Herkimer County, NY	600	Conneaut Lake	200	Sharon
Huntingdon	625	Conshohocken	300	Squirrel Hill
Indiana	600	Corry	400	Sunbury
Jefferson	500	Cumberland County	600	Towanda-Wysox
Juniata	1650	Dallas	300	Upper Perkiomen Valley
Lackawana	1800	Dalmatia	225	Vandergrift
Lancaster	6050	Danville	1300	Verona-Rosedale
				Washington

COUNTY	GUIDES DISTRIBUTED	Participating Clubs	Total Distributed	Clubs Not Participating
Lebanon	5025	Danville H. S. Key Club	100	West Shore
Lehigh	9825	Dillsburg Area	18575	Yardley Washington Crossing
Lehigh/Northampton	2625	District Office	600	Valley Forge
Luzerne	4600	Doylstown	600	Triboro
Lycoming	2750	Dubois	4150	Wesley Village, Lafin
McKean	3650	East Erie County	3175	
Mercer	2025	East Norriton	300	
Mifflin	4600	East Shore	2775	
Monroe	3325	Easton	19375	
Montgomery	11325	Edinboro	3425	
Montour	1400	Elizabethtown	1850	
Northampton	7250	Elk County	200	
Northumberland	1475	Emmaus	1100	
Perry	400	Erie	1675	
Philadelphia	5350	Fort LeBoeuf	675	
Schuylkill	4550	Franklin	500	
Snyder	400	Freeport	1050	
Somerset	400	Gettysburg Adams	675	
Sullivan	525	Glenshaw	5950	
Tioga	825	Glenside	4350	
Union	825	Greater Reading-Berks	1500	
Venango	650	Greensburg	400	
Warren	3950	Greenville	150	
Warren/Forest	575	Hanover	525	
Westmoreland	1425	Harrisburg	1653	
Wyoming	400	Hatboro-Horsham	500	
York	20150	Hazleton	225	
Promotion/Event Driven	1675	Hermitage	825	
Various	750	Hershey-Hummelstown	1925	
Total by County:	213953	Huntingdon	250	
		Indiana	450	
		Jenkintown	250	
		Jersey Shore	200	

COUNTY	GUIDES DISTRIBUTED	Participating Clubs	Total Distributed	Clubs Not Participating
	1350	Johnstown		
	75	Johnstown East Hills		
	1650	Juniata County		
	150	King of Prussia		
	450	Kittanning		
	450	Lancaster		
	2450	Lansdale		
	1950	Lebanon		
	2775	Lehigh Valley		
	1600	Levittown-Bristol		
	150	Lewisburg		
	4600	Lewistown		
	150	Ligonier Valley		
	200	Linglestown		
	550	Lititz Area		
	150	Main Line		
	600	Mansfield		
	250	Mars		
	75	McKeesport		
	3100	Meadville		
	400	Meadville Golden K		
	2725	Middletown		
	675	Mifflinburg		
	150	Mill Hall		
	1050	Millcreek Area		
	900	Milton-Warrior Run		
	375	Mount Union		
	200	Muncy		
	150	Murrysville		
	1850	New Holland		
	400	Nittany		
	1050	Norlanco-Rheems		
	925	Norriton Circle		

COUNTY	GUIDES DISTRIBUTED	Participating Clubs	Total Distributed	Clubs Not Participating
		Northumberland-Pt. Twsp.	200	
		Oakland	150	
		Oil City	150	
		Old Forge, NY	600	
		Old York Road	975	
		PA e-Kiwanis	175	
		Palmyra	1925	
		Parkland	300	
		Penn Hills	2550	
		Pennridge	300	
		Phil Mont	200	
		Philpsburg	3100	
		Phoenixville	1850	
		Plymouth	75	
		Poconos Daybreak	350	
		Pottstown	825	
		Pottsville	4550	
		Promotion/Event Driven Event	1675	
		Punxsutawney	500	
		Red Land	3450	
		Scottdale	875	
		Scranton	1800	
		Selinsgrove	400	
		Sewickley	950	
		Shamokin	150	
		Sheraden	1000	
		Shippensburg	850	
		Somerset	400	
		Southampton	825	
		South Philadelphia	3400	
		Southern Lehigh	825	
		State College	3900	
		Stroudsburg	1175	

COUNTY	GUIDES DISTRIBUTED	Participating Clubs	Total Distributed	Clubs Not Participating
		Stroudsburg Key Club	700	
		Sullivan County	525	
		Swyersville	700	
		Titusville	300	
		Towanda-Wysox	200	
		Transfer	450	
		Tunkhannock	400	
		Tyrone	1200	
		Uniontown	150	
		University City	1325	
		Upper Allen	525	
		Upper Bucks	2875	
		Upper Main Line	225	
		Valley Athens	500	
		Valley Conygham	650	
		Warren	4900	
		Wellsboro	225	
		West Chester	2825	
		West End, Monroe County	100	
		West Erie County	150	
		West Middlesex	600	
		Westwood Johnstown	375	
		Wilkes-Barre	1125	
		Wilkesburg	1075	
		Williamsport	2350	
		WITF Ready Set Kindergarten	150	
		Wyoming Area	1525	
		York	600	
		Other	1550	
		Total by Club:	213953	



Kiwanis International
3636 Woodview Trace
Indianapolis, IN 46268 USA
www.kiwanis.org

December 21, 2017

Dear Kiwanis Leader,

For 2018, we plan to introduce some changes to the delivery of the Key Leader program that will give Kiwanis districts and clubs more control over the delivery of the program. At the same time this should simplify the administration of the program from the Kiwanis Youth Programs at Kiwanis International.

Over the last four weeks, we realized we were faced with a significant projected program deficit for the year ahead. We elected to pause any 2018 event decisions until we could conduct an in-depth analysis of the Key Leader program and its delivery, reviewing all expenses and cost drivers.

In our analysis, we found that only about a third of our events each year are attracting adequate attendee numbers to be financially viable. In addition, our internal overhead has grown to a point where too much burden is placed on the program. Further, we focused on opportunities for improvement around date and site selection practices, event pricing (along with currency exchange and fluctuation), simplified registration, the ability to work with local Kiwanis district and club foundations for underwriting, and coordination with local Key Club districts.

To address these issues and opportunities, beginning with events in February 2018, we will fully adopt the pricing model and structure we have piloted during the last few years, and we will establish practices that allow for more "localized" ownership of events.

Under this new model, rather than charging a per-person fee, pricing is set for the Key Leader program as a package that includes curriculum, materials and a facilitator. This allows the district or other event hosts the freedom to select date and location and to manage registration of the event, thus removing Kiwanis International from those roles. This follows the successful model that has been utilized for Key Club and Circle K district events since the inception of both programs.

With this new partnership model, we will be able to aggressively market to and pursue more non-Kiwanis event hosts, bringing in revenue that can go back into Kiwanis programs. Kiwanis event hosts will, of course, receive a significant discount over non-Kiwanis customers, and any district wishing to deliver three or more Key Leader events in a year will be eligible for an even greater discount.

Again, most importantly, this model will allow districts more control of their Key Leader event decisions, and *they* will benefit from any profit achieved. Along with more flexibility, the district has more ownership of the event delivery.

In addition, this is the perfect time for a reminder about the Kiwanis Children's Fund district grant program (which provides up to 15% of a district's total undesignated giving). This can be used to support a Key Leader event and is something you might consider as you look at your options. It is our hope that all eligible funds be utilized.

We know that the pause we initiated on November 20 has created some uncertainty among those districts planning events for early 2018, but we appreciate those constructive comments and forward-looking suggestions we've received from various district leaders and Key Leader volunteers.

We thank you in advance for your understanding and patience as we are working hard to ensure Key Leader continues to be the premier leadership program for high school students.

Best regards,

A handwritten signature in black ink, appearing to read "SD Soderstrom". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Stan D. Soderstrom
Executive Director



January 15, 2018

Mrs. Judy Raub, Governor
Kiwanis International NTL HDQ K23 PA District
2793 Old Post Road
Harrisburg, PA 17110

Dear Judy:

RKL is pleased to present this proposal to provide professional services for Kiwanis International NTL HDQ K23 PA District for the year ended September 30, 2017. Our objective is to provide quality and timely services that exceed your expectations. RKL will commit to a not to exceed fee of the following:

Audit of the financial statements Kiwanis International NTL HDQ K23 PA District for the year ended September 30, 2017		\$8,800
Preparation of 990 return		\$1,500

RKL is committed to serving the not-for-profit community. These fees are discounted by 35% of our standard fees.

If you have any questions concerning our proposal, please feel free to contact us. We look forward to developing a strong working relationship with Kiwanis International NTL HDQ K23 PA District.

Sincerely,

RKL LLP

Keith L. Eldredge, CPA, CCIFP
Partner

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