

**PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING**  
**BOARD MEETING MINUTES**  
**October 1, 2016**

The first meeting of the 2016-17 Pennsylvania District Board of Trustees was held on October 1, 2016. All board members were present except for Trustees Bill Henning and Sarah Zulueta. Governor John Gräb presided. Guest included District Public Relations Chair Bob Raub, Past Governor Mark Mishinski, past Trustee and past Lt. Governor Bonnie Houpt and Circle K Administrator Kelly Shaup.

Governor elect Judy Raub provided an opening thought.

The consent agenda for the meeting was considered. (See p9 to p56) Board member requests had sought the removal of the Past Governors Report (p31-p33) and the Immediate Past Governors report (p52-p53) from the consent agenda so they could be discussed in the discussion and action area of the agenda. All other items of the consent agenda were approved by proper motion, second and vote.

District Formula Chair Cathy Szymanski called into the meeting and provided a review of the membership and new club building activities. Three new clubs (Valley Forge, Conshocken, and Triboro) were opened this week. The effort in Southern Lancaster County was discussed. Plans for the upcoming year were reviewed. Cathy Szymanski asked board members to identify Kiwanians who might be good members to add to the Formula Team. A plan will be developed for under charter strength clubs. Executive Director Kevin Thomas pointed out that statistically September 2016 was our best in at least 5 years.

Governor John Gräb explained how the goal of 658 new members was determined by Kiwanis International President Jane Erickson. He, also, elaborated on the goal of at least 7 new clubs.

The JCI Partnership was discussed. See P8 for a letter to the Pennsylvania JCI president; to date the letter has not had a response. As well no further contact has come out of a visit from Kevin Thomas to their convention/meeting in Somerset. If no further response comes from the letter and contacts made, Kevin Thomas indicated that he plans no further action. Immediate Past Governor Jen Vare suggested outreach be made to Geneieve Barker and the Kiwanis Club of Phoenixville to see how they established a partnership in Phoenixville and will follow through on that.

The Immediate Past Governor's report (p31-p33) was discussed at the request of Executive Director Kevin Thomas. Two points of concern were raised. First, he indicated that he felt it was an unjustified concern to express concern that the minutes were late; essentially, had the meeting date not been changed this would not have happened; as well, this is the first time in recent memory that the minutes have been late. Second, question was raised about when Past Governor Vare was appointed to do an evaluation of his job performance as the board did not approve such an arrangement; traditionally when an evaluation is done, a committee has done the evaluation. Governor John Gräb indicated he would be appointing a committee to do this evaluation.

2016-17 club officer training was discussed with focus occurring on where live training was held and where it is being planned.

2016-17 Lt. Governor vacancies were reviewed. Divisions 4, 6, 8, 14, 17, 19 and 21 are presently vacant. Ideas and plans were discussed about filling these positions but no definitive plans were made. (Note: Since the meeting Kiwanians have agreed to serve as Lt. Governors for 17, 19 and 21).

A review took place of 2017-18 Lt. Governors and Trustees were reviewed. See p60-p61 for more information.

Redivisioning of Division 19 was discussed. Due to clubs surrendering their charters, Division 19 is down to 5 clubs and lacks a Lt. Governor. The idea has been proposed to move the remaining clubs to Divisions 18, 21 and 22. After discussion, it was agreed that Governor John Gräb would call the club presidents and secretaries of Division 19 to get their input on this idea and time would be devoted at the Region 7 meeting to discuss the idea with the clubs present. (Note: Since the meeting, a Kiwanian has agreed to be Lt. Governor of Division 19 so redivisioning will not be considered further at this time.)

Clubs not submitting a 2016-17 election report were reviewed. See p 67. The assumption will be made that the 2015-16 officers of these clubs will be continuing until otherwise informed. (Note: Since the meeting, several of the clubs on the list did provide information on their 2016-17 officers.)

A compilation of the evaluations from the 2016 District Convention was reviewed and discussed. See p68-p74 for that compilation.

A financial report on the 2016 District convention was reviewed. See p75 for this report. Kevin Thomas noted this was not a final report but when the final was issued, the convention would likely be showing a surplus of about \$4,000.

The 2017 Midwinter Conference will be a one-day conference at the Penn Stater Hotel on Saturday, March 18, 2017. A meeting of Lt. Governors and Trustees will be held on Friday evening, March 17<sup>th</sup>. Governor John Gräb and Executive Director Kevin Thomas will be meeting in October to discuss and put together a tentative budget and agenda for the board to approve via a conference call.

At the July 30, 2016 board meeting, the board tentatively approved having the 2019 District Convention in Williamsport subject to site inspection and final contract negotiation. Kevin Thomas reported that he has completed the site inspection. The convention would be at the Genetti Lycoming Hotel in downtown Williamsport. Due to its older historic nature, the Genetti presents some challenges none of which seem insurmountable but may require some operational changes. A proposal/contract is forthcoming.

Fall Region meetings were reviewed and discussed.

District Board members completed and signed conflict of interest statements at this meeting.

On behalf of the District and its various programs, Executive Director Kevin Thomas made several funding requests to the Pennsylvania Kiwanis Foundation Board of Directors. The memo for those requests can be seen as p82-p83. The District Board unanimously endorsed these requests.

A report of the balances in the various District accounts was reviewed and discussed by the board. The report is p84.

A transaction report showing District expenditures and receipts for July, August and September, 2016 was reviewed and discussed by the District Board.

The District audit report was discussed. District Audit Chair Mike Czerwonka indicated via an email that he hopes to visit the District office in October and have an audit completed by November 4<sup>th</sup>.

Since an audit has not been produced for several years, discussion was held on getting an independent audit. Discussions will be held with an accounting firm to see what they would be willing and able to do in this regard. Governor John Gräb, Governor-elect Judy Raub, Trustee John Mazurowski and Executive Director Kevin Thomas will participate in this discussion. Judy Raub will come up with some dates and times when all interested parties can meet.

Past Governor Mark Mishinski spoke on the Past Governors report and the recommendation for an independent audit (see p31-p33). Past Governor Mishinski indicated that the recommendations were made after hearing concerns from Immediate Past Governor Jen Vare. He wanted the board to understand that in no way does this reflect concern about any individual but rather making sure that the District has everything in proper order.

A budget was adopted for 2016-17. See p94. However the budget will be reviewed by the District Finance committee consisting of Governor John Gräb, Governor-elect Judy Raub, Trustee John Mazurowski and Executive Director Kevin Thomas will be reviewing the budget and will report back to the board at the earliest opportunity but not later than the next board meeting.

The District Holiday Party will be held and hosted at the home of John and Susan Gräb. Immediate past governor Jen Vare and Kiwanian Tracy Smith (per Jen Vare) are willing to help as they have in the past. A date will be determined for the party and more information will follow.

The District Super Raffle was discussed. It was decided to continue the raffle for 2016-17 with no changes except for an incentive being added. For every Kiwanian or Kiwanis Club selling and/or purchasing 10 tickets will be awarded one ticket for free. The cost of those ticket will be treated as a cost of doing the raffle. A report on the 2015-16 raffle can be seen as p95.

The possibility of exploring other fundraisers was discussed but no ideas will be pursued at the present time.

It was reported that Executive Director's contract, negotiated at the July 30<sup>th</sup> board meeting, has been signed and implemented.

The need to update the back-up signature on the District checking account was discussed. Currently, past governor Bill Brandamore is the back signature but since he is no longer a Kiwanian this will need to change. Past Governor Bob Raub agreed/volunteered to be the back -up signature for the checking account. The District Board approved this arrangement. The appropriate action will be taken with Mid Penn Bank.

The 2017 Key Club District Convention budget was submitted for approval. See P98. The District Board approved the budget as submitted.

A revised proposal on the division of the proceeds from the 50/50 drawing at the Kiwanis day at the Phillies was considered. See p99. The revised proposal was accepted and approved by the District Board.

In response to concerns raised by Executive Director Kevin Thomas on behalf of the District, it was reported that Kiwanis International has changed its policy on the District responsibility for the financial loss for a Key Leader event below 60 students for districts that conduct multiple Key Leader events. See p101-p102.

The District I-Plan (strategic plan) was discussed. No progress has been made in further development of the plan due to lack information and direction from Kiwanis International. A letter will be sent to Kiwanis International expressing concern about lack of follow-up support and asking for direction.

Concern has been raised about the lack of concise marketing materials for our work with Early Childhood Development. The board discussed this. Executive Director Kevin Thomas and Young Children Priority One Chair Emily Reed will develop these materials for consideration by all interested parties.

Background checks of District personnel were discussed. The vast majority of District officers, Lt. Governors and Chairs have completed checks. Youth Protection Manager Phil Weber and Kevin Thomas will review the list and follow-up where necessary for those that have not yet provided the checks.

The need to find a Kiwanian to serve on voluntary basis as legal counsel was discussed. All board members were asked to give thought to this and perhaps identify Kiwanians who might be able to fulfill this task. Trustee Phyllis Palm indicated she has a Kiwanian in mind to whom she will talk about fulfilling this role.

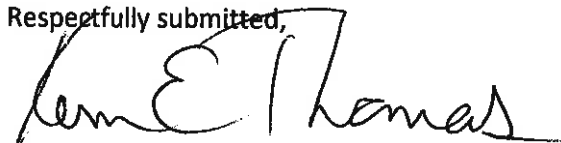
A crisis communication plan was brought up. A plan was considered at the last meeting but action on that plan was tabled. Concern was raised that there is a need for a plan in light of some recent events. Public Relations Chair Bob Raub indicated he has a plan which he will be offering to the board for its consideration.

A membership incentive contest will be considered at the January board meeting.

Because of a personal conflict which has arisen for him, Governor John Gräb indicated that the April 22, 2017 board meeting will need to be rescheduled or it will need to be held without him present. After discussion of dates, the board agreed to reschedule the April meeting to April 29, 2017.

With no further business to discuss the meeting was adjourned.

Respectfully submitted,



Kevin E. Thomas  
District Executive Director/Secretary/Treasurer

# Membership Totals Year-to-Date

Me

The grid below shows membership totals for the administrative year shown. The starting number and ending number are defined as shown below:

District Dashboard

**Starting Number:** The number of members at the beginning of the administrative year selected.  
**Ending Number:** If viewing the current year, the ending number will be the number of members as of the date this page is viewed. If viewing a previous year, the ending number will be the ending number for that administrative year.

Education Reports

Select District: Pennsylvania      Select Year: 2015-2016     

SLP Reports

The Formula

## Membership Totals

Starting # 3769      Current Total 3851      Net Change 82      Search:

Club Name	Club Key	Division	Starting #	Current Total	Net Change	Club Status	Money Owed	New Member Owed	Builders Club /KK/ks Owed
Allegheny North	K17667	K2304	8	10	2	A	0.00	0.00	0.00
Allentown	K00004	K2320	20	21	1	A	0.00	0.00	0.00
Allentown Northeast	K05241	K2320	26	24	-2	A	0.00	0.00	0.00
Altoona	K00005	K2311	48	48	-1	A	0.00	0.00	0.00
Ambler	K01532	K2321	24	24	0	A	0.00	60.00	0.00
Anrville-Cleona	K04149	K2318	17	15	-2	A	0.00	0.00	0.00
Bald Eagle and Nittany Valleys	K18236	K2312	34	41	7	A	0.00	120.00	0.00
Baldwin	K04358	K2305	8	6	-2	A	0.00	0.00	0.00
Baltimore Pike, Delaware County	K03053	K2324	13	12	-1	A	0.00	0.00	0.00
Bellefonte	K01182	K2326	53	50	-3	A	0.00	0.00	0.00
Bensalem	K15465	K2323	15	15	0	A	0.00	0.00	0.00
Berwick	K01341	K2316	10	9	-1	A	0.00	0.00	0.00
Big Spring	K17930	K2315	8	13	5	A	0.00	0.00	0.00
Bloomsburg	K01032	K2316	38	38	0	A	0.00	180.00	0.00
Boyertown Area	K11637	K2321	17	18	1	A	0.00	0.00	0.00
Bradford	K02090	K2301	52	55	3	A	0.00	0.00	0.00
Buffalo Valley A.M.	K15117	K2313	10	16	6	A	0.00	0.00	0.00
Cambridge Springs	K04613	K2301	11	10	-1	A	0.00	0.00	0.00
Carbondale	K01133	K2317	8	9	1	A	0.00	0.00	0.00
Carlisle	K00311	K2315	69	75	6	A	0.00	60.00	0.00
Centennial Internet Club	K18534	K2318	44	54	10	A	0.00	60.00	0.00
Central Bucks	K18061	K2323	0	20	20	A	0.00	0.00	0.00
Chambersburg	K02550	K2315	33	35	2	A	0.00	60.00	0.00
Chambersburg-Downtown	K08272	K2315	18	18	0	A	0.00	0.00	0.00
Chester	K00022	K2324	6	6	0	A	0.00	0.00	0.00
Clarion	K00912	K2329	15	15	0	A	0.00	0.00	0.00
Cresskill	K01584	K2341	14	14	0	A	0.00	0.00	0.00

Greentown	K01001	K2311	41	19	-7	A	0.00	0.00	0.00
Conneaut Lake	K03089	K2301	9	8	-1	A	0.00	0.00	0.00
Cory	K01165	K2301	11	11	0	A	0.00	0.00	0.00
Council Rock	K07229	K2323	8	7	-1	A	0.00	0.00	0.00
Cumberland County	K10953	K2314	14	13	-1	A	0.00	0.00	0.00
Dallas	K01672	K2317	19	18	-1	A	0.00	0.00	0.00
Dalmatia	K04176	K2313	25	28	3	A	0.00	0.00	0.00
Danville	K02094	K2313	6	6	0	A	0.00	0.00	0.00
Dillsburg Area	K14286	K2314	33	34	1	A	0.00	0.00	0.00
Du Bois	K00521	K2311	14	12	-2	A	0.00	0.00	0.00
East Erie County	K16877	K2301	14	15	1	A	0.00	0.00	0.00
East Shore, Harrisburg	K10616	K2314	6	5	-1	A	0.00	0.00	0.00
Easton	K00034	K2319	36	41	5	A	0.00	0.00	0.00
Easton-Suburban	K05762	K2319	10	10	0	A	0.00	0.00	0.00
Edinboro	K11844	K2301	32	29	-3	A	0.00	0.00	0.00
Eldorado, Altoona	K05383	K2311	19	22	3	A	0.00	0.00	0.00
Elizabethtown	K02913	K2318	21	25	4	A	0.00	60.00	0.00
Emmaus	K03769	K2320	36	35	-1	A	0.00	65.00	0.00
Erie	K00040	K2301	44	46	2	A	0.00	0.00	0.00
Fort LeBoeuf	K17440	K2301	13	14	1	A	0.00	0.00	0.00
Franklin	K00608	K2329	48	47	1	A	0.00	0.00	0.00
Freeport	K05219	K2306	23	23	0	A	0.00	0.00	0.00
Gettysburg Adams	K04355	K2315	17	16	-1	A	0.00	0.00	0.00
Glenshaw	K02616	K2304	16	18	2	A	0.00	0.00	0.00
Glenside	K01619	K2323	24	26	2	A	0.00	0.00	0.00
Greater Reading-Berks County	K10901	K2318	2	2	0	A	0.00	0.00	0.00
Greencastle-Antrim	K18245	K2315	5	5	0	A	0.00	0.00	0.00
Greensburg	K00165	K2308	26	22	-4	A	0.00	0.00	0.00
Greenville	K00848	K2329	31	35	4	A	0.00	8.00	0.00
Hanover	K00613	K2315	25	30	5	A	0.00	0.00	0.00
Harrisburg	K00048	K2314	45	39	-6	A	0.00	73.00	0.00
Hatboro-Horsham	K17446	K2323	10	10	0	A	0.00	0.00	0.00
Hazleton	K00552	K2316	22	24	2	A	0.00	60.00	0.00
Hermitage	K04567	K2329	12	14	2	A	0.00	0.00	0.00
Hershey-Hummelstown	K07038	K2314	18	25	7	A	0.00	0.00	0.00
Homer City	K03661	K2310	12	10	-2	A	0.00	0.00	0.00
Huntingdon	K01259	K2326	15	12	-3	A	0.00	0.00	0.00
Indiana	K00786	K2310	43	38	-5	A	0.00	120.00	0.00
Jeanette	K00930	K2308	12	12	0	A	0.00	0.00	0.00
Jenkintown	K03273	K2323	27	22	-5	A	0.00	0.00	0.00
Jersey Shore Area	K11987	K2312	14	14	0	A	0.00	0.00	0.00
Johnstown	K00057	K2310	30	33	3	A	0.00	0.00	0.00
Johnstown East Hills	K05545	K2310	10	8	-2	A	0.00	0.00	0.00
Juniata County	K14968	K2326	22	22	0	A	0.00	0.00	0.00
Kennett Square	K18732	K2324	7	6	-1	A	0.00	0.00	0.00
Kingston	K17301	K2317	13	13	0	A	0.00	0.00	0.00
Kitanning	K00744	K2306	8	8	0	A	0.00	0.00	0.00
Lafin	K18933	K2317	15	15	0	A	0.00	0.00	0.00
Lancaster	K18337	K2318	7	8	1	A	0.00	0.00	0.00
Lansdale	K01490	K2321	30	30	0	A	0.00	0.00	0.00
Lebanon	K00398	K2318	40	39	-1	A	0.00	0.00	0.00
Lehigh Valley Industrial Park Allentown-Bethlehem	K12547	K2320	7	8	1	A	0.00	0.00	0.00
Levittown-Bristol	K04181	K2323	35	40	5	A	0.00	0.00	0.00

Lewistown	K00772	K2326	46	43	-3	A	0.00	0.00	0.00
Liberty	K18578	K2312	28	28	0	A	0.00	0.00	0.00
Ligonier Valley	K12374	K2308	6	6	0	A	0.00	0.00	0.00
Lititz Area	K14571	K2318	18	20	2	A	0.00	60.00	0.00
Lock Haven	K01483	K2312	51	54	3	A	0.00	0.00	0.00
Main Line (The)	K01612	K2324	15	12	-3	A	0.00	0.00	0.00
Mansfield	K05877	K2312	9	13	4	A	0.00	0.00	0.00
Mars	K02234	K2304	14	15	1	A	0.00	80.00	0.00
McKeesport-White Oak	K00526	K2306	21	22	1	A	0.00	0.00	0.00
Meadville	K00701	K2301	51	50	-1	A	0.00	0.00	0.00
Meadville Golden K	K16577	K2301	21	20	-1	A	0.00	0.00	0.00
Middleburg Area	K10891	K2313	14	15	1	A	0.00	0.00	0.00
Middletown	K02096	K2314	10	7	-3	A	0.00	0.00	0.00
Mifflinburg	K02108	K2313	33	32	-1	A	0.00	0.00	0.00
Mill Hill	K03682	K2312	23	18	-5	A	0.00	0.00	0.00
Millcreek-Erie Area	K08353	K2301	22	25	3	A	0.00	8.00	0.00
Milton/Warrior Run	K02877	K2313	25	31	6	A	0.00	0.00	0.00
Montoursville	K18323	K2312	35	34	-1	A	0.00	0.00	0.00
Montrose Area	K07851	K2317	22	24	2	A	0.00	0.00	0.00
Mount Union Area	K10590	K2326	6	6	0	A	0.00	60.00	0.00
Mountaintop	K05853	K2317	18	19	1	A	0.00	0.00	0.00
Muncy Area	K12368	K2312	12	13	1	A	0.00	0.00	0.00
Nazareth Area	K06915	K2319	12	13	1	A	0.00	0.00	0.00
New Castle	K00182	K2329	11	11	0	A	0.00	0.00	0.00
New Holland	K03388	K2318	43	41	-2	A	0.00	0.00	0.00
New Wilmington	K00577	K2328	2	2	0	A	0.00	0.00	0.00
Nittany	K18334	K2326	8	13	5	A	0.00	65.00	0.00
Norlarco-Rheems	K12868	K2318	22	23	1	A	0.00	0.00	0.00
Norriton Circle	K18821	K2321	15	20	5	A	0.00	0.00	0.00
Northumberland-Point Township	K07332	K2313	21	19	-2	A	0.00	0.00	0.00
Old York Road	K01468	K2323	29	29	0	A	0.00	0.00	0.00
Palmer Township, Palmer	K07736	K2319	47	52	5	A	0.00	0.00	0.00
Palmyra Area	K18879	K2318	10	12	2	A	0.00	0.00	0.00
Penn Hills	K06034	K2306	15	19	4	A	0.00	70.00	0.00
Penns Valley Area	K17258	K2326	10	10	0	A	0.00	0.00	0.00
Pennsylvania Ekiwanis 2.0	K18331	K2312	15	14	-1	A	0.00	0.00	0.00
Phil-Mont, Philadelphia	K04649	K2323	13	13	0	A	0.00	0.00	0.00
Philipsburg	K01118	K2311	54	52	-2	A	0.00	0.00	0.00
Phoenixville	K01421	K2324	46	56	10	A	0.00	240.00	0.00
Pittsburgh	K00003	K2305	15	18	3	A	0.00	150.00	0.00
Pittsburgh Airport Area, The	K18576	K2305	15	12	-3	A	0.00	120.00	0.00
Pittston	K00950	K2317	15	16	1	A	0.00	0.00	0.00
Plymouth	K00975	K2317	8	7	-1	A	0.00	0.00	0.00
Poconos - Daybreak, Monroe County (The)	K08268	K2319	31	32	1	A	0.00	0.00	0.00
Pottstown	K01083	K2321	15	12	-3	A	0.00	0.00	0.00
Pottsville	K00098	K2316	33	37	4	A	0.00	0.00	0.00
Punxsutawney	K17732	K2310	9	5	-4	A	0.00	0.00	0.00
Red Land-Fairview Township	K17073	K2314	6	6	0	A	0.00	0.00	0.00
Scottdale	K04899	K2308	28	21	-7	A	0.00	0.00	0.00
Scranton	K00111	K2317	63	63	0	A	0.00	60.00	0.00
Selinsgrove Area	K17242	K2313	11	11	0	A	0.00	0.00	0.00
Sewickley	K01574	K2304	16	14	-2	A	0.00	0.00	0.00

Sharon	K00673	K2329	21	19	-2	A	0.00	0.00	0.00
Sheraden, Pittsburgh	K03643	K2305	36	41	5	A	0.00	0.00	0.00
Shippensburg	K12124	K2315	16	18	2	A	0.00	0.00	0.00
Somerset	K03869	K2310	11	15	4	A	0.00	270.00	0.00
South Philadelphia	K19067	K2324	0	15	15	A	750.00	0.00	0.00
Southampton	K05710	K2323	23	22	-1	A	0.00	180.00	0.00
Southern Lehigh, Center Valley	K14579	K2320	7	7	0	A	0.00	0.00	0.00
Squirrel Hill, Pittsburgh	K03431	K2305	10	9	-1	A	0.00	0.00	0.00
State College	K01367	K2326	43	41	-2	A	0.00	0.00	0.00
Stroudsburg	K00799	K2319	48	35	-13	A	0.00	60.00	0.00
Sullivan County	K11634	K2312	23	24	1	A	0.00	0.00	0.00
Sunbury	K00450	K2313	28	26	-2	A	0.00	12.00	0.00
Swoyersville	K03759	K2317	18	20	2	A	0.00	0.00	0.00
Titusville	K08572	K2329	16	18	2	A	0.00	260.00	0.00
Towanda-Wysox Area	K12268	K2312	8	0	-8	CSD	0.00	0.00	0.00
Transfer	K02510	K2329	13	16	3	A	0.00	0.00	0.00
Tunkhannock	K02905	K2317	46	62	16	A	0.00	0.00	0.00
Tyrone	K11511	K2311	17	18	1	A	0.00	0.00	0.00
Uniontown	K00672	K2308	14	11	-3	A	0.00	0.00	0.00
University City, Philadelphia	K16041	K2324	12	18	6	A	0.00	85.00	0.00
Upper Allen-Cumberland Valley	K04380	K2314	14	13	-1	A	0.00	0.00	0.00
Upper Bucks	K17426	K2321	12	14	2	A	0.00	0.00	0.00
Upper Main Line (The), Wayne	K03918	K2324	13	14	1	A	0.00	0.00	0.00
Upper Merion Valley	Club Key K00376	Division K2328	Starting # 17	Current Total 18	Net Change 1	Club Status A	Money Owed 0.00	New Member 180.00	Bulliders Club /KKids Owed 0.00
Valley (The), Athens	K11942	K2312	16	16	0	A	0.00	0.00	0.00
Valley (The), Conyngham	K09523	K2316	25	23	-2	A	100.00	0.00	100.00
Vandergriff	K01502	K2306	15	15	0	A	0.00	0.00	0.00
Verona-Rosedale	K02401	K2306	11	9	-2	A	0.00	60.00	0.00
Warren	K00812	K2301	42	39	-3	A	0.00	0.00	0.00
Washington	K00797	K2305	11	11	0	A	0.00	0.00	0.00
Washington Crossing-Yardley	K17952	K2323	18	25	7	A	0.00	0.00	0.00
West Chester	K03452	K2324	7	8	1	A	0.00	0.00	0.00
West End-Monroe County	K16731	K2319	8	8	0	A	0.00	0.00	0.00
West Erie County	K14943	K2301	14	15	1	A	0.00	0.00	0.00
West Middlesex	K02625	K2329	32	29	-3	A	0.00	0.00	0.00
West Shore, Cumberland County	K03384	K2314	11	11	0	A	0.00	0.00	0.00
Westwood, Johnstown	K07473	K2310	24	20	-4	A	0.00	0.00	0.00
Wilkes-Barre	K00129	K2317	35	26	-9	A	0.00	0.00	0.00
Wilkinsburg	K01702	K2306	16	17	1	A	0.00	20.00	0.00
Williamsport	K00130	K2312	77	87	10	A	0.00	0.00	0.00
Wyoming Area	K14447	K2317	42	57	15	A	0.00	130.00	0.00
York	K00136	K2314	11	13	2	A	0.00	0.00	0.00

Showing 1 to 173 of 173 entries

### Charter revoked clubs (last 3 years)

Search:

Club Name	Club Key	Division	Starting #	Ending Number	Net Change	Club Status	Money Owed	New Member Owed	Bulliders Club /KKids Owed
Allegheny-Clarion Valley	K09863	K2329	16	0	-16	CR	0	0	0





# Kiwaniis

PENNSYLVANIA DISTRICT

September 8, 2016

Mr. Peter Urscheler, President  
Pennsylvania Jaycees  
116 Gay Street #307  
Phoenixville PA 19460

Dear Peter:

I am hoping this letter finds you well.

As you may know, Kiwanis and JCI have formed a service partnership. Here is a link to some information on that partnership taken from the [Kiwaniisone.org](http://www.kiwanisone.org) website.

<http://www.kiwanis.org/docs/default-source/community-partners/jci-partner-toolkit-single-pages.pdf?sfvrsn=4>

My purpose in writing you today is to see if I can set a time for myself and perhaps some of our leadership team to meet with you and perhaps some of your Pennsylvania JCI leadership team. We would like to learn more about the service and work of JCI in Pennsylvania and share information on the work and service of Kiwanis in Pennsylvania. As well we would like to see if there is common ground for us to work on a collaborative project or projects. We have seen the wonderful collaboration that has taken place in Phoenixville and would like to see if we can build on this.

Enclosed, you will find information on the work we are doing in the area of early childhood development. As well, you will find information on our Service Leadership Programs. To learn even more, I invite you to visit our webpage, [pakiwanis.org](http://pakiwanis.org).

Enclosed is my business card. I look forward to hearing from you.

Very truly yours,

Kevin E. Thomas  
Executive Director  
Pennsylvania District Kiwanis International

**PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING  
BOARD MEETING MINUTES  
July 30, 2016**

The fourth meeting of the 2015-16 Pennsylvania District Board of Trustees was held on July 30, 2016. All board members were present except for Trustees Ann Graves and Bill Henning. Bill Henning participated by telephone. Governor Jen Vare presided. Ex-officio board member and District Foundation President Ben Osterhout was present.

Governor elect candidate Judy Raub provided an opening thought.

The consent agenda was considered for review. By proper motion and second, the board approved the consent agenda less the Executive Director's report which was removed from the consent agenda. The consent agenda was approved. The consent agenda items are pages p17 to p73.

The Executive Director's report (p65) was pulled from the consent agenda and discussed but no action was taken. The suggestion for conference calls will be put into practice. The Executive Director will be present for contract negotiations but will not be permitted to stay for a vote.

Guests present were invited to make remarks. Guests included Kelly Shaup, Judy Raub, Bill McCabe, Tiffany Callaio and Paul Kasoff.

The 2016-17 Circle K District operating budget was considered and discussed. The budget was approved as presented. See pages p74-75.

The 2016-17 Key Club District operating budget was considered and discussed. The budget was approved as presented. See page p76.

Cathy Szymanski called in to discuss membership and The Formula. New club building plans and growth were discussed extensively and statistics were discussed. Growth meetings are being planned. Special efforts are being undertaken to complete new club sites under development. Club mergers were discussed. See pages p3 to p16 for more information.

Key Leader was discussed. Two camps will take place in 2017 as we have a Kiwanian who is willing to provide a financial guarantee.

Changes to the Circle K District policy code were considered and discussed. The changes were approved by proper motion second. See pages p77-p100.

A considerable discussion took place on the District financial operation including the fact that \$50,000 in reserve money has not been returned to the reserve account. After discussion, it was decided that Governor-elect John Grab would work with Executive Director Kevin Thomas to develop information to provide more information and clarity to the board for financial reporting. Efforts will, also, be undertaken by the Executive Director to work with Audit Chair Mike Czerwonka to get audits completed since they have not been produced in recent years. As well Governor-elect John Grab will get information on the cost of separate audit. See p101 to 102.

An update was provided on the District Super raffle. We are slightly ahead of last year but need to put on a strong push for the convention and the period leading up to the convention.

Extensive discussion occurred with only board members over an agreement/contract for Executive Director Kevin Thomas to stay on as Executive Director. After extensive discussion, a new contract was reached between the District Board and Kevin Thomas. The agreement was approved pending final review of verbiage by all board members and Kevin Thomas

The operating procedures committee chaired by Trustee Ann Moffitt was brought up for discussion. The work of the committee is moving forward and more information will be provided at the October board. As part of that work, the committee will research ideas for increased non-dues revenue and a legacy society separate from the Pennsylvania Kiwanis Foundation.

Back up signatures on the Kiwanis District checking account was discussed. This will be part of the work undertaken by the operations committee.

Clubs not submitting an election report were reviewed and discussed. At the time of the meeting, 50 clubs had not submitted an election report.

2016-17 Lt. Governor vacancies were discussed. At the time of the meeting, Divisions 4, 6, 8, 14, 17, 18, 19 and 21 were still vacant. Names, courses of action and possibilities were discussed.

With some 2016-17 Lt. Governors coming to the position in different manners, a motion was approved to appoint/verify all Lt. Governors currently in place for 2016-17 (see p104-p106)

Attendance and ad sales at the 2016 Scranton District Convention was reviewed. The program and forums were reviewed. Since we did not pick up a sufficient portion of the contracted room block, there will be attrition concerns to be addressed in one fashion or another.

The location of the 2019 District Convention was discussed. The Kiwanis Club of Williamsport has expressed an interest in hosting the convention as part of their 100<sup>th</sup> anniversary celebration. The District board authorized by motion, second and vote to have the Executive Director explore the capability and cost of the facilities in Williamsport to host a convention and report back to the board at its next meeting.

2016-17 club officer training was reviewed and discussed.

Fall Region Meetings and Governor's Official Visits were discussed and dates were confirmed.

The Foundation nominating committee has come up with the following slate of candidates for election to the Foundation Board of Directors. They are: Emily Reed, Dillsburg Area; Paul Kasoff, Lansdale; Margie Smith, Wilkinsburg; Kristina Badali, Baldwin; Rick Relyea, Mifflinburg.

It was reported that no progress has been made in further developing the District I-Plan (strategic plan) due to lack of direction, information and response from Kiwanis International.

An incident/crisis communication plan was discussed. See p126-139 for the proposed plan. After considerable discussion, a motion to table the plan was introduced and seconded. The motion to table was approved with two board members voting no.

In keeping with the Kiwanis International graphic standards, a new District logo was submitted to the board for its approval. See p140. The new logo was unanimously approved. The District Board discussed a new district pin in light of the new District logo. It was decided to not do a new pin once the current inventory is exhausted as each year the District Governor has a pin.

Due to lack of response from JCI leadership, no progress has been made in partnering with the Pennsylvania JCI (Jaycees). Executive Director Kevin Thomas plans to stop by their convention in Somerset on August 6<sup>th</sup> and will write the JCI leadership after that meeting as necessary and needed.

A proposed memorandum of understanding between the Montgomery County Intermediate Unit and the Kiwanis Clubs of Montgomery was reviewed. See p143-p147. A motion was introduced, seconded and approved to have Governor Jen Vare sign the agreement provided that the Kiwanis Clubs of Montgomery County approve the agreement as well.

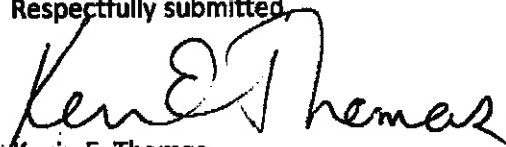
It was announced that past trustee Don Smith has agreed to accept the District Partnership Chair position. This is a three-year appointment.

The need to find a Kiwanian willing to serve as District legal counsel was discussed.

In light of his efforts to raise funds and awareness on the Eliminate project and his commitment to Kiwanis, the District Board agreed to award a Kiwanis Hero in Service award to Charles Kaylor of the Kiwanis club of Greensburg.

With no further business to discuss the meeting was adjourned.

Respectfully submitted,



Kevin E. Thomas

District Executive Director/Secretary/Treasurer

September 21, 2016

Dear Pennsylvania Kiwanis Board,

It was wonderful to meet many of you at your District Convention in August. The Circle K District Board and I had a wonderful time serving alongside Kiwanians at the Children's Advocacy Center, listening to the Summit on Early Childhood Learning, participating in the Early Childhood Learning Walk, and talking with you over a delicious bowl of ice cream. Thank you again for allowing me to speak on behalf of Circle K; I hope it gave you a glimpse into what Pennsylvania Circle K has been doing, and what we hope to achieve by the end of our term.

- **What Circle K has been up to** – Our third official board meeting was held August 14, after Kiwanis District Convention, where we finalized plans for our Fall Officer Trainers and our fall leadership conference, InterPACK. Our first Fall Officer Trainer was held September 17 at Alvernia University, where we had 15 members and Kiwanis Advisors in attendance. At the Trainers, we completed Caitlin Smiles service projects, participated in group team-building activities, and provided information on the officer positions to foster our three tenets of Service, Leadership, and Fellowship. We have also continued encouraging clubs to participate in our District Service Project (Early Childhood Learning) by working alongside Kiwanis Family clubs and distributing the Early Learning Guides. We have also encouraged clubs to fundraise for my Governor's Project, which is funding the production of the Early Learning Guides. Lastly, we have produced three Editions of *The Krier*, our District newsletter, since the last report.
- **Upcoming events for Pennsylvania Circle K** – Our second Fall Officer Training will be held September 24 at the University of Pittsburgh – Greensburg, where even more members are expected to attend. Our fall leadership conference, InterPACK, will be held October 21-23 at the Hidden Valley Scout Reservation in Loysville, Pennsylvania. We are currently planning service projects for Kiwanis One Day and Shine On for Shelby to take place over the weekend, as well as leadership exercises and fun activities to fit our *Survivor* theme. The Pennsylvania Kiwanis Family is always welcome Circle K events and we hope to see many of you there!
- **District Board vacancies** – We have received an application for the position of District Editor and hope to have the appointment approved this weekend. We will still have vacancies in the positions of Black Diamond Lt. Governor, Colonial Lt. Governor, and Snowbelt Lt. Governor. We ask that Kiwanis Advisors identify passionate Circle K members who would be a good fit for the District Board and pass the word to them so that we may fill Lt. Governor positions in Divisions who are in great need.
- **Club Building** – Bloomsburg University has officially chartered! We hope to soon finalize the chartering process at Luzerne County Community College, York College, and Penn State - York.



Dickinson College is in the process of rebuilding, and is making great strides with great Kiwanis support and recent Key Club graduates. We are still in need of assistance to reestablish contact with the clubs of Allegheny College, Thiel College, Philadelphia University, and Lebanon Valley College. Any contacts you may have for any of these clubs would be greatly appreciated in the process of reestablishing communication.

Again, I would like to thank you all for your continued support of Circle K. The District Board and I hope to make this Circle K term the best we can, and I am confident that with help from Kiwanians like yourselves, we will accomplish this. I look forward to seeing some of you at InterPACK!

Yours in Service, Leadership, and Fellowship,

Devyn King

Pennsylvania District Governor 2016-2017

Circle K International

[www.pacirclek.org](http://www.pacirclek.org)

[governor@pacirclek.org](mailto:governor@pacirclek.org)





**Pennsylvania Kiwanis Foundation Report to the Pennsylvania Kiwanis District Board  
October 1, 2016**

Pennsylvania Kiwanis Board,

It is with great honor that I submit to you my first report as President of the Pennsylvania Kiwanis Foundation. I am proud to share with the 2016-17 Board Members:

President: Kristina Badali  
Vice-President: Paul Kasoff  
Secretary: Maureen Gallo, ex-officio  
Treasurer: Dale Brackin

Term Ending 9/30/2017

Dale Brackin  
Bill Frantz  
Roger McFadden  
Rosemary McFee  
Marty Schaefer  
Jen Vare, ex-officio

Term Ending 9/30/2018

Rick Arnold  
Bill Cater  
Dick Eby  
Susan Grab  
Mark Mlshinski

Term Ending 9/30/2019

Kristina Badali  
Paul Kasoff  
Emily Reed  
Rick Relyea  
Margie Smith

The Foundation board will be meeting on Saturday, October 1<sup>st</sup>, but since this report is due to the District before the board meeting, I am unable to share with you any outcomes including our annual budgeting discussion. The following items will be considered during the budget discussion:

- District Office Support
- Budgeting for Early Learning Guides and Initiatives
- Scholarships for Circle K and Key Club Members
- Scholarships for students to attend Key Leader events
- Funding for Service Leadership Programs

Other notes:

- We are excited to have a joint meeting on Saturday, October 1<sup>st</sup> with the Pennsylvania Kiwanis Board to discuss our goals and future planning. We hope this time will be utilized effectively for both boards to collaborate together for the year.
- The 2015-16 Foundation Audit has been completed. The 990 and BCO returns have been filed timely.
- The 2015-16 Foundation Board approved in August two grant requests for the Phoenixville Kiwanis Club and Caitlin's Smiles.
- As a reminder, our board approved effective October 1, 2014, a policy that will provide \$250 grant to new chartered clubs for use in their service account.

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](http://www.pkfonline.org). If I can be of any assistance, please do not hesitate to contact me at [kbadali@pakiwanis.org](mailto:kbadali@pakiwanis.org).

Respectively submitted,

Kristina L. Badali  
President

**To: Gov. John Gräß  
District Officers  
District Trustees**

**From: Phil Weber, District Youth Protection Chair**

**RE: Report to the District Board, October 1, 2016**

- 1. All District Officers and Trustees, and all PA Foundation officers and Trustees, are in compliance with their respective policies on Youth Protection**
- 2. A presentation on Youth Protection Guidelines, highlighting the changes effective October 1, 2016, was made at the District Convention in August. John Shertzer, Chief Program Officer at Kiwanis International, sat in on the presentation, and provided constructive feedback.**
- 3. I will be attending Kiwanis International Youth Protection Manager training at KI headquarters on October 8<sup>th</sup>.**
- 4. There will be an article submitted for each of this year's editions of the Keystone Kiwanian. Publication is at the discretion of the Editor.**
- 5. I may, tentatively, attend the PA Circle K conference on October 22<sup>nd</sup> to talk with CK leadership about the Youth Protection Guidelines and the unique situation in Pennsylvania with regard to youth protection. Under PA law, anyone 18 years or older is considered an adult, which has raised questions about possible overlap with Kiwanis guidelines.**

**Respectfully Submitted,**

**Phil Weber**



**Report on Administration**

**To: PA District Board**

**From: Paul L. Kasoff**

**Date: 22 September 2016**

**Attached find a pdf file of Year-To-Date Monthly Club Reporting through this date.**

**We have made a considerable amount of progress since my July 2016 Report; however, we still have 36 Clubs that have made no effort. Boyertown had indicated they our returning their Charter effective this month. Shamokin, while almost current, is no longer displayed in the KI report. By the way, as of this date, the Year-To-Date information and Club Election status reports are not downloadable. I am awaiting a response from KI.**

**Please note that the Home Club and Trustee Club highlighting reflects 2015-16 status.**

**Also note that the following Clubs have not submitted Election results:**

**Jeannette**

**Punxsatawny**

**Kingston**

**Old Forge**

**Southern Lehigh Industrial Park**

**Upper Perkiomenville**

**Chester**

**Respectfully submitted,**

**Paul L. Kasoff, Chair**

**Attachment**

PA Kiwanis Club Monthly Report Status

As at 09.22.2016

One	Division	Club	October	November	December	January	February	March	April	May	June	July	August	September
23 Clubs	Division 1	Bradford	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Cambridge Springs	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Conneaut Lake		X	X	X	X	X	X	X	X	X	X	
	Division 1	Corry	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	East Erie County	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Edinboro	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Erie	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Fort LeBoeuf	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Meadville	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Meadville Golden K	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Millcreek-Erie Area	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	Warren	X	X	X	X	X	X	X	X	X	X	X	
	Division 1	West Erie County	X	X	X	X	X	X	X	X	X	X	X	
	Division 2	Clarion												
	Division 2	Franklin				X	X	X	X	X	X	X	X	X
	Division 2	Greenville												
	Division 2	Hermitage		X	X	X	X	X	X	X	X	X	X	X
	Division 2	New Castle		X	X	X	X	X	X	X	X	X	X	X
	Division 2	New Wilmington												
	Division 2	Sharon		X	X	X	X	X	X	X	X	X	X	X
	Division 2	Titusville												
	Division 2	Transfer		X	X	X	X	X	X	X	X	X	X	X
	Division 2	West Middlesex		X	X	X	X	X	X	X	X	X	X	X
Two	Division 4	Allegheny North	X	X	X	X	X	X	X	X	X	X	X	
22 Clubs	Division 4	Glenshaw	X	X	X	X	X	X	X	X	X	X	X	
	Division 4	Mars												
	Division 4	Sewickley												
	Division 4	Baldwin		X	X	X	X	X	X	X	X	X	X	
	Division 5	Pittsburgh												
	Division 5	Pittsburgh Airport Area, The	X	X	X	X	X	X	X	X	X	X	X	
	Division 5	Sheraden, Pittsburgh	X	X	X	X	X	X	X	X	X	X	X	
	Division 5	Squirrel Hill, Pittsburgh												
	Division 5	Washington												
	Division 6	Freeport	X	X	X	X	X	X	X	X	X	X	X	
	Division 6	Kittanning	X	X	X	X	X	X	X	X	X	X	X	
	Division 6	McKeesport-White Oak	X	X	X	X	X	X	X	X	X	X	X	
	Division 6	Penn Hills												
	Division 6	Vandergrift	X	X	X	X	X	X	X	X	X	X	X	
	Division 6	Verona-Rosedale	X	X	X	X	X	X	X	X	X	X	X	
	Division 6	Wilkinsburg												
	Division 8	Greensburg												
	Division 8	Jeannette												
	Division 8	Ligonier Valley	X											
	Division 8	Scottsdale												
	Division 8	Uniontown												









# Kiwanis

Pennsylvania District

Laws and Regulations Committee  
Matthew J. Wise, chair

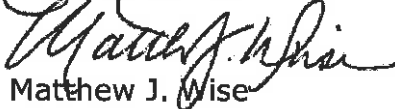
## Report to District Board of Trustees October 1, 2016

1. Update to District Bylaws:
  - a. As per the last district board meeting (February 2016), the District Bylaws were amended in conjunction with the recommendations made in the report of this committee for consideration by the District Board.
  - b. In addition, Governor Jen asked that this committee include language to detail the requirements in order to hold the position of Lieutenant Governor. This item was inadvertently omitted in the last bylaw update.
  - c. These bylaws were submitted for consideration at the House of Delegates of the 99<sup>th</sup> Annual Pennsylvania District Convention and subsequently approved.
  - d. These approved bylaws were submitted, as approved, to Kiwanis International. Since then, Kiwanis International has sent us notice indicating that we need to have a conversation about the requirements in order to hold the position of Lieutenant Governor. Since these were sent just this week, Kevin Thomas and I will enter into discussions with them to determine a successful resolve. Hopefully we will be able to maintain the document as-is to eliminate the need to adopt amendments to this same section of bylaws for a third year in a row. It should be noted that Kiwanis International recognizes the fact that we did, in fact, send them a copy of our amendments to proof in June 2016. These were never returned with comment.
2. As you are all aware, there was a bit of a kerfuffle surrounding the appropriate process to introduce and adopt a resolution for endorsement of Cathy Szymanski as candidate for Kiwanis International Trustee. I would like to take this time to relay the following information for the record:
  - a. It should first be noted that an endorsement of a candidate for International Office is not an election and should not be treated as such. There would be no need to have a nomination and seconding speech, or an election to follow. Simply, this happens at the Kiwanis International House of Delegates, in this case, in Paris during the 102<sup>nd</sup> Convention in July 2017.
  - b. The decision to submit a resolution was based on past precedent. In the past, resolutions of endorsement have been considered a resolution of appreciation, which falls under Article VI, Section 18, letter c: "No later than thirty (30) days prior to the district convention, the Executive Director shall make available to each club in the district a copy of all proposed resolutions other than those of memoriam and appreciation."
  - c. In addition, questions have been raised as to the decisions made to rule a delegate's point of order to be out of order. In fact, the chair ruled the

delegate's motion out of order prior to any other motions being considered. This results in providing the option, in accordance to Robert's Rules of Order, for the delegate to appeal the decision, which in turn, would require a vote on the point of order by the entire House of Delegates. This appeal was not raised.

- d. Following this ruling, a delegate made a motion to suspend the rules. A second was raised and the motion was put to a vote. To my knowledge there were two "no" votes and the rest were in support of the motion.
- e. There were several additional questions raised and addressed to Kiwanis International about these proceedings. Kiwanis International promptly addressed these with the District and provided us with some valuable insight into what other Districts do for this process. To date, there is not a clear process as provided by Kiwanis International for the endorsement of a candidate for International Office, other than that an endorsement must be made. It has been told to us that Kiwanis International will work on developing a standard for this in the future. I agree that this will truly prevent such issues from occurring.
- f. Kiwanis International has also indicated that since the proceedings of the House of Delegates are closed, the actions taken by the house are considered official.
- g. To be clear, Kiwanis International has approved the signed resolution of endorsement.

Yours in service,



Matthew J. Wise



**Webmaster Chairperson Report to the Pennsylvania Kiwanis District Board  
October 1, 2016**

Pennsylvania Kiwanis Board,

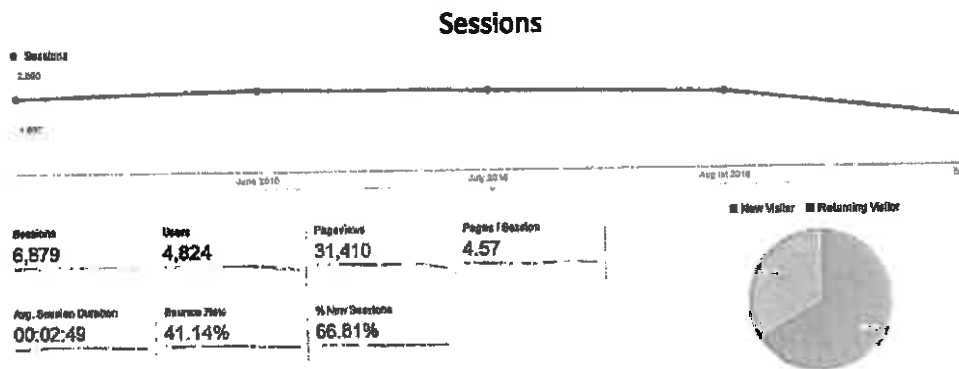
During the past reporting period, I have accomplished the following:

- Continued to update the District Website with relevant international, district, and club information from the District Office and Leadership as well as content from the international website and magazine.
- Executed a District Website "blitz clean-up" with responsible individuals to assist in providing updates to the website for the 2016-17 year. Changes will start to be made the last week of September in preparation for the October 1, 2016 new year.

Plans for the next reporting period include:

- Continue to update the District Website with relevant international, district, and club information.
- Work with the District Office and Leadership to establish a clear schedule and expectations to clean-up club and officer data. Note: E-mail discussions have occurred on this process, but I believe a phone call and clear documentation will assist in this effort is needed to finalize the challenge of having information in multiple places.
- Work collaboratively with the District Public Relations chair to continue to assist with district public relations initiatives.

Below are general statistics for May 2016 to August 2016:



**Top Pages Visited**

Page	Pageviews	% Pageviews
1. /	3,500	11.14%
2. /clubs-and-divisions/	1,525	4.80%
3. /events/padcon/	1,087	3.40%
4. /contact-us/	570	1.81%
5. /events/	437	1.39%
6. /district-leadership/2015-16-ll-governors/	401	1.30%
7. /events/registration-form/?id=200	387	1.26%
8. /clubs-and-divisions/list-clubs/?region=7	333	1.06%
9. /events/padcon	322	1.03%
10. /about-pa-kiwanis/	311	0.99%

Respectively submitted,

*Kristina L. Badali*

**Kristina L. Badali**  
**Webmaster Chairperson**  
[kbadali@pakiwanis.org](mailto:kbadali@pakiwanis.org)

**From:** mcbether <mcbether@ptd.net>

**To:** Bob Fredericks <fredericksrobert3@gmail.com>; Barry Halbritter <barry@midstatetool.com>; Janet Cowan <jecowan10@aol.com>; lillianrafter <lillianrafter@hotmail.com>; greeneyesd <greeneyesd@hotmail.com>; cometalaw <cometalaw@aol.com>; Delores Shott <tdshott@msn.com>; chetmack <chetmack@verizon.net>; Karen Sherwood <ksherwood@reynolds.k12.pa.us>; Judith Pacileo <pacjud42@aol.com>; jvare8 <jvare8@yahoo.com>; Barryjones <Barryjones@aol.com>; Bonnie Houpt <bonnie.houpt@gmail.com>; Iris Jewell <irismjewell30@gmail.com>; Susan Grab <scg1952@aol.com>; Bill Henning <bill.henning@comcast.net>; Christine Williams <westmor@zoominternet.net>; andrea crider <andrea.crider@f-trust.com>; Lois Eberly <eberly.lois@gmail.com>; Helen Milliron <helen.milliron@gmail.com>; marty494 <marty494@aol.com>; Matt Wise <matthew.j.wise@outlook.com>; LtGovMegan0809 <ltgovmegan0809@aol.com>; Kathryn Mackes <mccard20@gmail.com>; Mary <travel22@verizon.net>; Bob Raub <mraub@aol.com>; cater <cater@att.net>

**Cc:** John Grab <GRABJH@aol.com>; judy <judy@abckeystone.org>; jvare8 <jvare8@yahoo.com>; Sarah Zulueta <zuluets@gmail.com>; Phyllis Palm <ppalm60@verizon.com>; jjanes1 <jjanes1@zoominternet.net>; John Mazurowski <johnmazurowski@yahoo.com>; Bill McCabe <irishimages@hotmail.com>; Bill Henning <bill.henning@comcast.net>; amoffitt <amoffitt@keystonehumanservices.org>; Kevin Thomas <Ketkiwanis@aol.com>; Kristina Badali <kbadali@gmail.com>

**Subject:** Giving Report

**Date:** Tue, Sep 27, 2016 3:23 pm

**Attachments:** Pennsylvania Monthly Giving Report - August, 2016.xlsx (778K)

---

Good afternoon,

Attached is the latest giving report as of August 23. I received it on the 14th of September but my computer has been down.

For your information we still have 19 matches for Zellers, Presidential Zellers, and Diamond Zellers at \$625 each. Send to me for tracking.

Ethan R. McBeth  
Past District Governor  
Kiwanis International  
District Coordinator  
The Eliminate Project  
1 Ridgewood Manor  
Manheim, PA 17545  
Email: [mcbether@ptd.net](mailto:mcbether@ptd.net)  
Cell Phone: 717-371-8652

**Division Gifts**

Division	Pledged	Paid
Division 2		\$ 104.00
Division 5		\$ 200.00
Division 15		\$ 38.89
Division 16		\$ 2,000.00
Division 17		\$ 38.89
Division 18		\$ 3,285.82
Division 19		\$ 179.00

**District Gifts**

District	Pledged	Paid
Pennsylvania		\$ 290.31
Pennsylvania Kiwanis Foundation	\$ 50,000.00	\$ 30,000.00
<b>Total</b>		\$ 30,290.31

**SLP Gifts Summary**

Clubs	Pledged	Paid
Builders Clubs		\$9,543.32
Circle K Clubs		\$11,653.77
Aktion Clubs		\$4,818.59
Key Clubs		\$122,212.42
K-Kids Clubs		\$11,470.64
<b>Total Cash Received</b>		<b>\$159,698.74</b>

**SLP Gifts**

Club Name	Club #	Pledged	Paid
Pennsylvania Builders District	B23		\$40.00
Lower Macungie Middle School	B00130		\$881.20
Abington Junior High School	B00935		\$666.25
Pottstown Middle School	B01455		\$215.10
Riverview Junior High School	B01745		\$81.94
Valley Forge Middle School	B03243		\$33.00
Robert K Shafer Middle School	B03350		\$200.00
Perkiomen Valley Middle School East	B03543		\$2,492.08
Spring-Ford Middle School	B03555		\$295.00
Nazareth Area Middle School	B03595		\$333.55
Central Mountain West Middle School	B03599		\$161.75
Northern York County Middle School	B03858		\$58.00
Stroudsburg Junior High School	B03911		\$1,474.00
East Pennsboro Middle School	B04039		\$349.69
Mount Nittany Middle School	B04649		\$176.05
Easton Area Middle School 5-6	B04727		\$357.00
Jersey Shore PA Middle School	B04815		\$85.98
Saint Rosalia Academy	B04885		\$770.23
Graystone Academy	B04896		\$43.00
Harbor Creek	B05054		\$357.50
Linton Middle School	B05097		\$472.00
Pennsylvania Circle K District	C23		\$1,000.00

University of Pittsburgh, Johnstown	C70139	\$318.01
Pennsylvania State University-University Park	C70456	\$849.32
Indiana University of Pennsylvania	C71148	\$548.03
Lycoming College	C71678	\$534.52
Allegheny College	C71755	\$545.00
Elizabethtown College	C71763	\$31.04
Millersville University	C72092	\$588.45
Kutztown University	C72333	\$280.00
University of Pittsburgh	C72428	\$189.26
Thiel College	C72440	\$477.09
Carnegie Mellon University	C72471	\$185.95
West Chester University	C72490	\$3,300.00
Clarion University	C72516	\$404.57
Edinboro University	C72522	\$85.00
Duquesne University	C72547	\$1,002.33
Susquehanna University	C72564	\$496.35
Lebanon Valley College	C72841	\$13.35
Temple University	C72990	\$140.00
Penn State	C73060	\$7.00
Central Penn College	C73092	\$348.50
South Hills School of Business and Technology	C73183	\$310.00
Hazleton	D00024	\$50.00
Indiana	D00028	\$460.00
State College	D00030	\$840.11
Allentown Northeast	D00031	\$1,100.00
Crawford County	D00056	\$300.00
Abington	D00082	\$1,125.00
The Pocono's	D00083	\$100.00
Erie	D00182	\$177.83
Community Connections	D00317	\$80.65
Royal	D00439	\$585.00
Pennsylvania Key Club District	H23	\$5,300.31
Pennsylvania Key Club Division 15N	H2316	\$40.00
Pennsylvania Key Club Division 15S	H2317	\$40.00
Shikellamy High School	H80017	\$1,000.00
Manheim Township High School	H80161	\$3,154.00
Westmont Hilltop High School	H80176	\$693.25
Phoenixville Senior High School	H80238	\$140.00
Reading Senior High School	H80299	\$934.30
Bradford Senior High School	H80313	\$1,250.00
Cornell High School	H80325	\$548.46
Moon High School	H80326	\$2,102.56
Upper Moreland High School	H80384	\$448.00
Williamsport Area High School	H80482	\$331.28
Clearfield Area High School	H80508	\$1,950.00
Midd-West High School	H80745	\$143.52
Indiana Senior High School	H80894	\$4,223.96
Quaker Valley High School	H80992	\$235.00
Parkland High School	H81253	\$448.07

Abington High School	H81365	\$851.00
Mifflinburg High School	H81496	\$473.00
Middletown Area High School	H81781	\$704.50
Elmer L Meyers High School	H81884	\$140.00
Wyoming Area High School	H82027	\$2,104.96
Emmaus High School	H82488	\$760.31
State College High School	H82837	\$2,900.00
Huntingdon Area High School	H82841	\$446.85
Carlisle Senior High School	H82923	\$644.66
Danville High School	H82939	\$690.00
Loyalsock Township Senior High School	H82968	\$407.00
Cedar Cliff High School	H82990	\$1,242.35
South Western High School	H83003	\$912.24
Lake Lehman High School	H83090	\$1,845.00
South Williamsport Area High School	H83370	\$1,973.40
North Penn High School	H83617	\$2,701.00
Montoursville High School	H83683	\$1,425.38
Beaver Area Senior High School	H84114	\$552.00
Pittston Area High School	H84198	\$1,504.40
Mansfield High School	H84541	\$76.38
North Penn High School	H85062	\$256.19
Nazareth Area High School	H85150	\$1,752.55
Wilmington Area High School	H85532	\$300.00
William Tennent Senior High School	H85752	\$175.00
Conrad Weiser High School	H85884	\$605.00
East Stroudsburg South High School	H85904	\$435.39
Cedar Crest High School	H85982	\$1,055.23
Governor Mifflin Senior High School	H86164	\$199.56
Hanover Area Jr - Sr High School	H86165	\$2,835.00
Eisenhower High School	H86557	\$955.50
Cumberland Valley High School	H86595	\$1,271.79
Hatboro-Horsham Senior High School	H86747	\$43.00
Kiski Area Sr High School	H86947	\$750.00
Sewickley Academy Senior School	H86955	\$200.00
Susquehanna Township High School	H87059	\$2,273.76
Central Dauphin High School	H87251	\$411.40
Boyertown Area Senior High School	H87384	\$1,345.41
Gateway Senior High School	H87440	\$450.00
Daniel Boone High School	H87738	\$504.00
Jersey Shore Area Senior High School	H87810	\$860.50
Elizabethtown Area High School	H87838	\$618.26
Red Land High School	H87889	\$1,775.01
Bellefonte Area High School	H87944	\$874.33
Central Dauphin-East High School	H87969	\$356.50
Liberty Jr/Sr High School	H88081	\$834.00
Muncy High School	H88264	\$861.00
Souderton High School	H88279	\$1,762.59
Annville-Cleona High School	H88322	\$472.02
Whitehall High School	H88324	\$2,059.07

Hershey High School	H88356	\$2,421.34
Mars Area High School	H88460	\$46.58
Warren Area High School	H88537	\$1,275.00
Central Bucks East High school	H88554	\$2,651.00
Donegal High School	H88603	\$67.61
Shippensburg Area Senior High School	H88742	\$1,408.99
Hollidaysburg Area High School	H88814	\$2,058.00
Corry Area High School	H88934	\$2,357.62
Harry S Truman High School	H88937	\$175.00
Kittanning Senior High School	H88938	\$202.81
Wilson Senior High School	H89107	\$789.49
Northern York High School	H89115	\$2,187.71
Hanover High School	H89237	\$2,803.05
Big Beaver Falls Area Senior High School	H89297	\$90.00
Titusville High School	H89443	\$125.00
McDowell High School	H89459	\$1,765.40
Reynolds Jr.-Sr. High School	H89584	\$304.25
Brandywine Heights High School	H89587	\$717.07
Pottsville Area High School	H89625	\$550.66
Allegheny-Clarion Valley High School	H89665	\$122.00
Conestoga High School	H89688	\$1,673.87
Hatboro-Horsham Senior High	H89747	\$111.00
Perkiomen Valley High School	H89933	\$135.00
Great Valley High School	H90042	\$170.00
East Juniata High School	H90058	\$161.05
North Allegheny Intermediate High School	H90702	\$3,097.56
West Allegheny High School	H90896	\$1,430.00
North Allegheny Senior High School	H90918	\$1,879.85
Freeport Area Senior High School	H91003	\$985.30
Harbor Creek High School	H91024	\$1,542.50
Pennridge High School	H91122	\$1,214.76
Liberty High School	H91135	\$118.85
General McLane High School	H91293	\$1,145.65
Dallas High School	H91360	\$1,029.62
Renaissance Academy	H91422	\$620.87
Stroudsburg High School	H91616	\$1,557.00
Penns Valley Area High School	H91666	\$402.36
Central Bucks South High School	H91682	\$500.00
Palmyra High School	H91832	\$2,245.30
Warrior Run High School	H91987	\$346.50
Hermitage House Youth Services	H92306	\$257.59
Saegertown High School	H92438	\$1,347.46
Punxsutawney Area High School	H92610	\$4,717.00
Quakertown High School	H92657	\$1,103.00
Sci Tech High	H93273	\$346.87
Bucks County Technical High School	H93648	\$325.68
East Pikeland Elementary	P00304	\$1,777.68
McKlinley Elementary School	P00325	\$921.12
Rydal Elementary School	P00381	\$3,005.97

Elk Lake Elementary School	P00823		\$145.00
South Mountain Elementary	P01068		\$1,119.70
Dillsburg Elementary School	P01292		\$600.00
Horace Mann Elementary School	P01315		\$780.40
Cheston Elementary	P01523		\$204.91
East Stroudsburg Elementary	P01626		\$533.07
Highland	P01646		\$45.95
Shawnee Elementary School	P01653		\$203.68
Hershey Intermediate	P02147		\$ 119.43
Pittston Area Martin L Mattei	P02180		\$337.72
School Street Elementary	P02302		\$138.37
Roberto Clemente Elementary Charter School	P02405		\$1,462.64
Lincoln Elementary	P02434		\$75.00
	<b>Total</b>	<b>\$</b>	<b>\$159,698.74</b>



2873 Old Post Road, Suite 12  
Harrisburg, PA 17110  
717/540-9300  
pakiwanis.org

October 1, 2016

### Overview:

The fourth issue of *The Keystone Kiwanian (KK)* was published in the middle of September. I would like to give a big thanks to the following clubs that submitted articles over the past year.

- McKeesport-White Oak
- Easton
- Lewistown
- Freeport
- Dillsburg
- Milton-Warrior Run
- Erie
- Sheraden
- Williamsport
- Bradford
- Northumberland-Point Township
- South Philadelphia

A special thank you needs to go out to **Patti Loomis** (Edinboro) and **Marlaine Muraska** (Sheraden) for proofreading all year. I'm happy that they will be staying on the Journalism Committee next year. I also want to thank Jen and Kevin for their continuous support over the past year.

Please keep promoting The KK and encouraging clubs to submit articles and/or photos. You are also all welcome to submit your own articles as well from your home club, division, or region!

### 2015-2016 Goals:

1. Publish *The KK* four times during the 2015-2016 year.  
This has been completed.
2. Publish a joint publication with the Key Club and Circle K District Editors.  
This has been completed.
3. Increase awareness and participation in the creation of *The KK*.  
This goal was achieved but there is a lot more work to be done!

### 2016-2017 Goals:

1. Publish *The KK* four times (Nov, Feb, May, and Sep) during the 2016-2017 year.
2. Publish a joint publication with the Key Club and Circle K District Editors (pending cooperation).
3. Publish a story and/or photo from a **minimum** of 24 clubs throughout the year. 12 club articles were published in 2015-2016.

Brett Cutright  
Pennsylvania eKiwanis  
Pennsylvania District  
Kiwanis International  
570/441-9383  
bec1896@gmail.com





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Brett Cutright  
Pennsylvania eKiwaniis  
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bec1896@gmail.com

## Past Governor's Association

**To:** Jennifer Vare, governor  
John Grab, governor designate  
Judith Raub, governor elect  
Kevin Thomas, executive director

**From:** Mark E. Mishinski, chairman

**Date:** August 12, 2016

**Re:** Recommendation from the Past Governors Association

---

This memo is to officially notify you that at the annual meeting of the Past Governor's Association on Friday, August 12, 2016 in accordance with the Bylaws of the Pennsylvania District of Kiwanis International Article V, section 2b, the governors present voted unanimously to recommend the Pennsylvania District Board contract an independent auditor for the purpose of conducting a complete and comprehensive audit of the district finances at the conclusion of the 2015-2016 administrative year.

# Kiwanis

## Pennsylvania District

Mark E Mishinski  
Governor 2013-2014  
575 Lincoln Street  
Hazleton, PA 18201-4852

October 1, 2016

### **Past Governor's Association Report to the District Board**

In accordance with the Pennsylvania District Bylaws, Article V, section 2b the Past Governor's Association met on Friday, August 12, 2016 at the district convention in Scranton, Pa. There were 11 past district governors in attendance along with Kiwanis International Trustee Koshiro Kitazato. The past governors in attendance were: Willi Schaefer, Janet E. Cowan, Donald J. Sanker, Thomas F. Shott, Michael J Frailey, Ethan R. McBeth, Susan Gräb, Cathy Szymanski, Mark Mishinski, Bob Raub and William Cater.

Kiwanis International Trustee Koshiro Kitazato provided the governors with information concerning recent changes and new programs from Kiwanis International such as the I plan. Additionally, Kit engaged in a conversation about some of the differences between the North American clubs and those in the European Federation and ASPAC.

District Governor Jen Vare provided an update of the current status of the Pennsylvania District and recent concerns from the district board. She also indicated that she has plans to open several clubs prior to the completion of the current administrative year.

With a contested election this year for the office of governor elect, both Judy Raub and Jeff Rose presented their platforms to the members present.

Executive Director Kevin Thomas updated the assemblage on his view of the current status of the district as well as updates concerning the Early Learning Initiatives and the potential for a positive growth year.

President Ben Osterhout spoke about the status of the Pennsylvania Kiwanis Foundation. Among other items, he stressed the need of major gifts as part of the Legacy Society. He provided updated fliers for the Legacy Society and related the great work by an intern from the University of Pittsburgh thanks to the efforts of Vice President Kristina Badali

Cathy Szymanski provided a formula update and plans for additional club growth this year and into the future.

The next chair of the Past Governor's Association, Bob Raub, provided the members with an update about what he will be doing as district publicity chair and some additional information about his future plans with Kiwanis.

Respectfully submitted,



Past Governor's Association Chair  
Governor 2013-2014

*Kiwanis is a global organization of volunteers dedicated to*



*changing the world one child and one community at a time.*

# Past Governor's Association Annual Meeting

---



*Hilton Scranton Hotel  
Governor Scranton Board Room  
Friday, August 12, 2016  
4:30 PM - 6:30 PM*

## *Agenda*

- 4:30 PM .....Welcome & Introductions..... Mark Mishinski
- 4:40 PM .....Address of the International Trustee Councilor .....Koshiro "Kit" Kitazato
- 4:50 PM .....Address of the Governor.....Jen Vare
- 5:00 PM .....Address of the Governor Elect..... John Grab
- 5:10 PM .....Candidate for Governor Elect.....Judith Raub
- 5:20 PM .....Candidate for Governor Elect..... Jeff Rose
- 5:30 PM .....Address of the Executive Director ..... Kevin Thomas
- 5:50 PM .....Pennsylvania Kiwanis Foundation..... Ben Osterhout
- 6:00 PM ..... Formula Update ..... Cathy Szymanski
- 6:10 PM ..... Next Chair of the Past Governors Association ..... Bob Raub
- 6:20 PM ..... Closing Remarks ..... Mark Mishinski

**PA District Kiwanis International Report for:**

**Sponsored Organization or Program:** Aktion Club

**Co-Administrators:** Barb Byers/Karen Sears

**Report Date:** October 1, 2016

**Report Period Covered:** Initial report of new Co-Administrators

**Administrator's goals, objectives and outcomes for the administrative or program year:**

- Become familiar with Aktion Club needs and supports
  - Attend Administrators' Training given by KI
  - Communicate with former Administrators for transition and continuity
- Enhance email communication between Aktion Clubs and Administration
  - Use to promote activities/events of Aktion Clubs
  - Enhance idea sharing and potential collaboration
  - Increase networking and Interclubs
  - Solidify Region Committee members for Aktion Clubs
    - Work to promote regular meetings of committee for ideas and needs sharing
- Develop a newsletter for Aktion Club (tentatively thinking about calling it "*Call to Aktion*") – timeframes of publication To Be Determined
  - Will request news articles from clubs/advisors
  - Show off projects/Information sharing
- Coordinate participation/attendance at Eastern Training Leadership Conference (TLC) sponsored by KI – date To Be Determined
- Coordinate District Convention event for August 2017– To Be Determined
  - Altoona venue that has been used in the past is not available.

**Administrator's activities since last report:**

- Initial appointment of new Co-Administrators and initial transition meeting with previous Administrator at District Convention
- Becoming familiar with Aktion Club information, contacts
- Submitted PA Kiwanis Foundation request for funding for 2016-2017 year

**Committee Members (list by Region or Zone) – below are previous Committee Members; will work to secure Committee Representation from each Region to begin to solidify this Committee**

- Region 1 – Randy Gorske
- Region 2 – Jean Harkins
- Region 3 – Ron Shearer
- Region 4 – Resigned, looking for replacement
- Region 5 – TBA
- Region 6 - Linda Hoover
- Region 7 – TBA

**Concerns/issues:**

- Will work to determine overall status of PA District Aktion Clubs (Active versus Suspended and status as well as Potential New Club Growth) for the next District Board meeting

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

- For your information District Administrator records and files will be exchanged at the 2016 Aktion Club convention. This will make the transfer work smoothly and will ensure there is no disruption in service to our members. Until then we will all work hard to make the Pennsylvania District Aktion Clubs the best in Kiwanis International. – *unsure where the files/records are at this time...*
- Our district convention is an important event for our members. Location is a big factor in attendance knowing that clubs in the west are unable to travel to the east and vice versa; thus it has been held in Altoona since it is in the center of the state. Costs have been kept to a minimum due in large part to the generosity of Barry Halbritter allowing us to use Laurel Lodge without charge for our weekend convention. However, this venue is not available in August 2017. We are working to discern best place for Aktion Club District Convention, including Lancaster (in conjunction with the 100<sup>th</sup> Kiwanis District Convention), but there are many details to consider.

**Important Events/Dates with description:**

**Assessment of District Officers:**

Respectfully submitted,

*Barb Byers*

*Karen Sears*

## PA District of Kiwanis International Report

Service Leadership Program: Circle K  
Administrator: Kelly Shaup  
Report Date: **September 22, 2016**  
Report Period Covered: **July 2016 – September 2016**

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

#### **Goals for the 2016-2017 Administration year.**

Collection of Membership Develop and Education materials from clubs  
Received a packet of information from the mid 90's with many old items  
DOT and DOT+ updated with last year's feedback - Completed  
Start a Historical compilation of the district  
Not started: Looking for it ramp up in Oct/Nov  
Establish new club building standards  
Currently with the PA Circle K Club Building District Committee  
Creating a new online Monthly Report Form  
Online form and tracking released in May:  
initial monthly report had increased responses: diminished as clubs are mostly quiet over summer  
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

# Active Clubs = 29 Active

# Suspended Clubs = 2

# Inactive Clubs = 4

Membership # 737 as of 9/22/16

The Membership update center has updated for the 16-17 administration year that begins on Oct 1.

### Administrator's activities since last report:

#### Major Highlights;

August – PA Kiwanis Convention

Assisted with initial Old Forge Kiwanis Club recruitment

Wyoming Area Kiwanis Duck Derby

Attended various home club meetings.

### Committee Members:

Kristina Badali:

Snowbelt Covering Snowbelt Zone Advisor (NW Corner): Webmaster Administrative Advisor

Mariza Shavelle:

Liberty Zone Advisor (SE Corner): Covering Keystone Zone Advisor (N central)

Shawn Smith "the Intern:

Three Rivers Zone Advisor (SW Corner)

Megan Thomas:

Colonial Zone Advisor (S Central)

### Comments regarding committee:



The Kiwanis Committee is starting to fill up. Megan Thomas has inquired about joining us and will be serving in the schools in the Colonial division. We are still looking for member to fill out the committee with 2-3 more needed. We are looking for people in the NW portion, N central, and NE parts of the state.

**Concerns/issues:**

I have concerns on filling the spots on the committee in order to get the proper coverage. Any people who may be interested should be forwarded to me. Many of the regions without Kiwanis Committee members are areas that have issues in finding Circle K members to be officers.

We are looking at some divisions that haven't had leadership from clubs in that division for a couple years now. In order to get growth and stability, we are looking at ways to encourage members to take the step forward onto the district Board.

**Concerns/issues that require District Board action or knowledge:** (Note: include budget where necessary):  
At this time, I do not have many concerns to bring to the board. The new year is upon us. Dues collection is fast approaching. We will know more about any issues by mid – November.

For our fall officer trainers, transportation has been listed as an issue for attendance. We are looking at ways to overcome this challenge. We hope that the club's advisors sponsoring Kiwanis clubs may be able to assist in overcoming this challenge

We have been evaluating our activities in order to appeal to other members of the K-family. We have revised our district convention schedule to do so. The board is working hard to push attendance at all events and I am awaiting word of what issues may prevent attendance.

**Important Events/Dates with description:**

InterPACK: October 21-23: Hidden Valley Scout Reservation – Loysville, PA  
Fall Conference: Camping retreat with service, fellowship, and leadership development  
Major district wide event for the fall semester

**Assessment of District Officers:**

During this reporting period, the officers were hard at work getting ready for the fall activities. Governor Devyn report has the majority of their activities. The board has a buzz around them and I am looking forward to the results that will come from their efforts.

**Current Openings:**

District Editor (pending approval of appointment)  
LTGs for Black Diamond, Colonial, and Snowbelt

**Respectfully Submitted:**

**Kelly Shaup**

## PA District of Kiwanis International Report

Service Leadership Program: **KEY CLUB**

Administrator: **BOB ORLANDO**

Report Date: **September 14, 2016**

Report Period Covered: **July 25, 2016 ~ September 14, 2016**

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

- **Improved communications with clubs. This has been a constant challenge for the district for several years now. I will be working with the committee to develop a plan to increase the amount of communications between club officers and LTG's as well as between Zone Admins and Faculty Advisors. This not only ensures proper administration of the program but also has a direct effect on dues collection.**
- **Development of new advisor kit unique to PA District.**
- **Increase the communications between Kiwanis Advisors and committee.**

**# Active Clubs = 159**

**# Suspended Clubs = 2**

**# Inactive Clubs = 22**

**Membership # 11,112 as of September 14, 2016**

Administrator's activities since last report:

**PA District Kiwanis Convention August 12 – 14, Scranton, PA**

Committee Members:

**Cathy Szymanski – Zone 1**

**John Mazurowski – Zone 2**

**Ryan Hartman – Zone 3**

**Matt Alexander – Zone 4**

**Mike Coolbaugh – Zone 5**

**Stef Patounas – Zone 6**

Comments regarding committee:

**The committee works great together and is very involved with Key Clubs in their area.**

Concerns/issues:

**None**

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

Given that so little time has passed since the last meeting and for the fact that not much goes on during these last months of summer, I am re-posting my comments from last meeting here:

- The committee has finalized review of a Transportation Release Form (see attached for final draft) This document was provided to all districts by K.I. Our committee provided suggested changes to coincide with what we are doing here in PA.
- Contracts are being executed for our 2018 meeting dates. Dates to follow after confirmations received.
- Our Student Membership Development Committee is starting a multi-year new club building program which is focused on both traditional and non-traditional (charter schools, cyber schools, etc..) that do not have Key Club programs. This years' goal is to take 10 schools to the charter stage by March 31, 2016.
- Our students are also forming a committee to determine ways in which they can increase attendance at our annual District Convention.
- Training for club officers is now on line and available to all Key Club officers to take at a time that is conducive to their schedule. The training videos can be seen by visiting our website. There is a link to the training on the home page.
- Plans are underway to convert the way we collect award and recognition submissions for District Convention. With the exception of Oratorical, Scrapbook, Poster and Video contests, all submissions will be made electronically to the district prior to the convention. The deadline for all submissions will be February 28. All judging of these submissions will be handled by the Kiwanis Committee. Therefore, come convention, all awards and recognition will be complete and ample time will have been had to review proper spelling of names; investigate questions or issues with submissions and organize all awards. This will take a significant amount of work off committee members at the convention itself and reduce the likelihood of mistakes and oversights.
- Communications with clubs continues to be a challenge for most of our LTG's. Many clubs do not submit their Officer Report Forms or monthly reports. Many advisors are not replying to LTG's in their attempts to obtain information about clubs and in a good deal of cases, we do not have any contact information for anyone at the club level. In an effort to confront and turn back this growing trend, the Kiwanis Committee is working on a data base that will allow us to generate reports which will show clubs with missing or outdated contact information. Once these areas have been identified, Zone Administrators will work with their LTG's on an action plan to collect missing information and re-establish healthy communications with the club. Involvement of the sponsoring Kiwanis club will play a vital role in this process.

Important Events/Dates with description:

**Fall Meeting**

**Dates: Friday October 7 - Saturday October 8**

**Arrival Time: Between 10 am - 10:30 am**

**Departure Time: Approx. 12 noon**

**Location: Harrisburg Hilton, Downtown Harrisburg (This will be the site of the 2017 PA District Convention)**

**This weekend will include a tour of the Pennsylvania Capitol building. Our district board meeting will be held in the Senate Majority Caucus Room**

Assessment of District Officers:

**Our officers are starting to gel. This past reporting period we had to make the decision that no Administrator nor Governor like to make, and that was removal from the District Board for not fulfilling obligations. Governor Morgan and I followed the District Bylaws and specifically Article X, Section 4 and attempted to set a meeting with the Lt. Governor who was not performing his duties. After this individual failed to contact us and set a meeting time for review, we declared the seat vacant and sent the individual a letter stating so. On a good point, the entire district board voted in favor of this removal (as per bylaw requirements) because they were picking up the slack for what this individual was failing to do. Ryan Hartman, Zone 3 Administrator did have contact with the young man's father and his father felt that his some was deserving of this action and backed what we had done. All-in-all, I believe the situation was a good learning experience for all involved and provided leadership experience for our governor and board.**

Additional information/comments:

**None**

## TRANSPORTATION RELEASE FORM

Pennsylvania District

A student who will be transported to and from a Kiwanis-family event must have this form completed and signed by a parent or guardian.

Student's name \_\_\_\_\_ Date of birth \_\_\_\_\_

The Kiwanis International transportation guideline reads: When transporting youth, the best practice is at least three people in the vehicle at all times, along with documented approval from a parent or guardian for the transportation arrangements. When both of these conditions cannot be met, at least one should be. All transportation decisions should be made in accordance with local laws and school policies.

Understand that private drivers – which may include my child, a student, an advisor, a Kiwanis member, a Kiwanis volunteer, or a parent of another student participating in the activity – may be used to transport students. The Pennsylvania District of Key Club International hereby confirms that all adult volunteers associated with the Kiwanis Committee on Key Club who, in turn, will be providing transportation for Key Club members, have a cleared background check provided by the Commonwealth of Pennsylvania and Kiwanis Internationals' contracted vendor for performing background checks; Safe Hiring Solutions.

Please initial all statements where you acknowledge your acceptance:

\_\_\_\_\_ I give permission for my child / ward to ride to and from activities with another student.

\_\_\_\_\_ I give permission for my child to transport students to and from activities.

\_\_\_\_\_ I give permission for my child to ride in a school bus or chartered bus to and from activities.

\_\_\_\_\_ I give permission for my child to ride in a vehicle driven by an adult volunteer with the Kiwanis District of Pennsylvania to and from activities.

I agree that neither Kiwanis International, The Pennsylvania Kiwanis District nor the Kiwanis volunteer may be held liable in any way for any injury or property damage as result of my child's transportation to or from said event. I agree to hold harmless the event and persons from any claim by me, or my family, estate, heirs or assigns arising out of transportation to or from the event or any other time during the event where travel is provided.

I further state that I understand the terms herein are contractual and not a mere recital and that I have signed this document of my own free will.

I have read the foregoing release, authorization, and agreement before affixing my signature below, and warrant that I fully understand the contents thereof.

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Best Contact Number

## PA District of Kiwanis International Report

Service Leadership Program: **K-Kids**

Administrator: **Kady Blass**

Report Date: **September 2016**

Report Period Covered: **July 20, 2016- September 22, 2016**

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

- 1) Advisor Contact Information: As always, this is not an easy task, but I am always striving to keep our advisor contact information up to date for both KI and myself.
- 2) Club Growth: Continue to communicate with potential K-Kids sites- right now working with the Allentown Kiwanis Club and answering their questions about starting up a K-Kids.

# Active Clubs = 57

# Suspended Clubs = 0

# Inactive Clubs = 14

Membership # 1149 as of September 22, 2016 (2016-2017 numbers not available yet)

Administrator's activities since last report:

- Prepared K-Kids Display for Kiwanis Convention
- Conducted K-Kids & Builders Club Workshop at Kiwanis Convention
- Prepared K-Kids Video to share (in addition to our speaker) at the Heroes Luncheon at Kiwanis Convention
- Communicated with Kiwanis Clubs interested in opening a K-Kids (mainly Allentown Kiwanis Club)
- Started process of updating advisor contact information for new school year

Committee Members:

- Tiffany and I have agreed that this is not something worth investing our time in at this point. There is not enough work to be distributed to a committee, so we would rather re-direct that time and energy into helping to build these programs.

Comments regarding committee:

- None at this point.

Concerns/issues:

- None at this point in time.

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

- None at this point in time.

Important Events/Dates with description:

- None known at the moment.

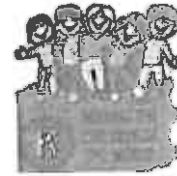
Assessment of District Officers:

- N/A

Additional information/comments:



## October Board of Trustee Report



Trustee Name Judy Janes Region One

Lieutenant Governors Kathy Durner Division One \_\_\_\_\_

Bruce Peterson Division Two \_\_\_\_\_

Did you or are you having a Fall Regional? If so when?  
October 21 at the Iroquois Club, Conneaut Lake.

*Strengths of Spring Regional Meeting:*  
Good barbecue. Good attendance. Good speakers.

*What would you do differently next time?* Nothing

*How are you working with the next leadership team for your Region?* Officer training program was held on July 27. Kathy and Randy Durner are working with new officers to help them increase membership and strengthen their clubs. Roger and I have attended Cambridge Springs, 60<sup>th</sup> birthday event and Edinboro's 30<sup>th</sup> BD event. Roger is president-elect of Meadville noontime, and he is working hard to build this Meadville Club back to past high levels.

*What are you doing to help fill any gaps in leadership in your Region?*  
The Trustee position will be filled by Kathy Durner. We are recruiting for LTG positions in both Divisions. Possibly have a prospect in Division One. Trustee election will take place at the Regional Meeting, October 21.

*Did you have Club Leadership Education? If not when will you? How many attended?* On August 27 we had a successful club officer training with 18 attending.

*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) Cathy and David are working on Summit.

*Which clubs are being counseled in your Region, by whom?* Kathy and Randy Durner are working with Warren and Ft. LeBouef. Roger and Judy working with Meadville.

*Describe other contact and communications with the Formula Team.* Kathy and Randy participated in Formula call. Cathy Szymanski and Matt Wise will do a program at the Region Meeting, October 21.

*Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division*  
Some concerns about the location of a new club.

*Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event?* Several clubs are working with early childhood learning.

*Do you have any concerns in your Region that we need to be aware of? Such as Club concerns, Division concerns, LTG concerns etc* Kevin is aware of area concerns regarding of location of prospective new club.

**From:** mazurowski <jjmazurowski@comcast.net>

**To:** kevin <kevin@pakiwanis.org>; grabjh <grabjh@aol.com>

**Cc:** keithsmithconsulting <keithsmithconsulting@yahoo.com>

**Subject:** Region 2 Report

**Date:** Sun, Sep 25, 2016 9:28 pm

---

Hi Kevin, Governor John-

Here are items of interest from Region 2. Please poke me if there is a specific format or additional material required.

#### REGION 2 MEETING.

Set for October 15. King's Restaurant has agreed on furnishing a meeting room. We will order breakfast and lunch from an abbreviated menu. So far the agenda will include introductions, 2016-2017 distinguished criteria and goals (Grab), branding (Raub), Formula (Szymanski), iPlan (Grab), club reporting (Muraska), icebreaker (Mazurowski), division activities (Mazurowski), etc.

Invitations sent to President and Secretary of every club in Region 2 (Divisions 4, 6 and 8), as listed in [www.pakiwanis.org](http://www.pakiwanis.org). Division 5 has an LTG, so invitation went to LTG Barb Byers.

#### NEW CLUBS / FORMULA.

(Fox Chapel) Comprehensive list of contacts sent to Cathy Szymanski for initial telephone calls / emails.

(Mt Lebanon) Received a call from Mr. DePlato in Lockport NY indicating that his son in Mt Lebanon would like to start a club. The son, Justin DePlato, is a Professor at Robert Morris University.

#### HELPING CLUBS.

(Kittanning) Attended several meetings this summer, understanding but little action. Club is functional but small and busy with projects. I will visit the Key Club on September 30 and get contact forms for Key Clubber parents and mention benefits for Key Club alumni.

(McKeesport) I am out of town, LTG Barb Byers of Division 5 will perform installation on September 27.

(Wilkesburg) I will be attending the installation ceremony on September 29.

(Sheraden) I am attempting to attend installation on October 6.

(Freeport) Installation to be held on October 10. PA LCB issue with fundraiser (selling peanuts) has not been resolved.

#### SLP.

Three of three Key Club LTGs / Officers will attend the fall district meeting along with myself.

#### SAD NEWS.

(Wilkesburg) We lost Jim Richard and Nancy Goldstein in September. They were both instrumental in the club. Jim has been called "Mr. Wilkesburg." I am very lucky to have spoken with Jim a number of times at length.

Sincerely submitted-

**JOHN MAZUROWSKI**

Region 2 Trustee- Incoming

Pennsylvania District

Kiwanis International

607-368-7045



October Board of trustee report

Trustee name- Phyllis Palm Region 3

Division 10- Kevin Fondelier, LTG

Division 11-E- Janie Welshans, LTG

Division 11-W- Roger Cartright. LTG

Fall Regional meeting- will be held October 29, 2016 at Laurel Lodge, Duncansville, Pa- 11 am to 1:30 pm

Strengths of Spring Regional meeting- an opportunity to provide incoming officer education

How are you working with the next leadership team? Scheduled visits to clubs in 11-E while still LTG so that incoming LTG would be introduced. Accompanied her to her first two officer installations. Met with her and reviewed her role in depth following Bucknell conference. Will schedule a meeting with all three LTG's within two months. Other two LTGs are repeating.

There are no gaps in leadership in the region

Did you have club leadership education- yes, for incoming Presidents and secretaries at the Spring regional meeting. Many of the secretaries plus several presidents are repeating. Did not have as good attendance as desired.

There are no new clubs actively being worked on in Region 3

To my knowledge there are no clubs being counseled in Region three.

Communication with Formula Team- e- mailed team and described an effort to investigate possibility of a club forming at The villages at Penn State. Have made initial contact, toured facility, provided director of resident services with Kiwanis information. Awaiting a reply for follow up.

Describe communications w/the LTGs in region 3. - This is a difficult task as at least one LTG does not respond to e mail, and another one dislikes e -mail. So I will need to use the phone to engage them more often. I am planning to discuss their preferences for communication with them at the fall meeting and schedule a meeting for all three of them with me shortly thereafter. Have sent them several communications re the Fall meeting.

I am not aware of any early learning events scheduled. I am taking Learning Guides home from the Board meeting for the Mt Union Club who has not yet distributed any appreciable number and wishes to do so.

Concerns- Division 10 has clubs who are not thriving and are struggling. I will need to learn more re this. All clubs in Region 3 need to actively pursue membership and become active with a membership chair.

### Executive Director's Report – October 1, 2016

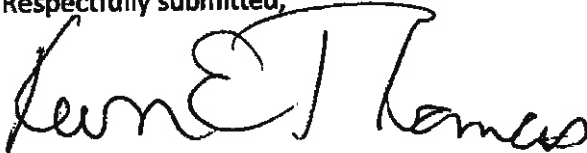
1. Attached is my schedule for the period July 1, 2016 to September 30, 2016. I will be pleased to answer questions about any activity.
2. Your promotion, early registration and support of our Midwinter Conference, District Convention and other events/fundraisers are really vital. We need all board members to be out front and a cheerleader and active participant in everything.
3. While not large on a dollar scale, our fundraising for convention is really rather remarkable. From what I know, no other District in Kiwanis International does this (at least on our scale) and many of them are really struggling with their conventions. Not counting in kind donations, we fundraise over 25% of the convention budget. This allows us to do some things we otherwise could not do, keep costs down for our attendees and keep the convention solidly in the black.
4. It is my opinion The Formula continues to work. Based on what I can see and what I know at the moment, I am very cautiously thinking for the 2015-16 we will see a small membership gain and if it trends to a loss, I think that loss will be a small one. If pressed and based on what I see and know right now, I think we will settle out at somewhere between +30 and -30. As a matter of comparison, the 2014-15 had a loss of 136, the 2012-13 year had a loss of 249 and the 2012-13 year, which was the last one before the Formula was put in place, had a loss of 531 members. So clearly, we are trending in the right direction. However, breaking even is not sufficient. We need vigorous growth and need to move there in the 2016-17 year.
5. Accordingly, I want to remind everyone that even though we have "The Formula Team", growth, particularly new club building and club counseling, is the responsibility of all board members. The years where we have had the greatest success with new club building were the years where we had a lot of involvement by the Trustees, Governor, Governor-elect and Executive Director. Membership growth and expansion work is in everyone's job description.
6. A word on the audit. Until the last few years, the system, which was board approved, worked very well. Mike Czerwonka and Fitzpatrick & Czerwonka have literally have saved us tens of thousands of dollars over 20 years. The concerns the board has raised need addressed but know it has been a system that worked for years. Given the money saved, it was and is responsible stewardship.
7. Feel free to call or email Michelle with any requests or needs you might have. She is doing good work for us. She provides great customer service and takes the initiative to find information. Being new and not knowing the ins and outs of Kiwanis, she might make a mistake from time to time but she won't do it twice and she'll always let me know so that if it is a problem I can address it. Her email address is [michelle@pakiwanis.org](mailto:michelle@pakiwanis.org) and she can, also, be reached at

717-540-9300. She works four days a week, generally Monday thru Thursday, from 9:00am to 4:30pm but that can vary from time to time.

8. Thank you for what each of you do for Kiwanis.

Please feel free to call on Michelle or me at any time for assistance and please feel free to utilize Robin for the same.

Respectfully submitted,

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

Kevin E. Thomas

District Executive Director/Secretary/Treasurer

# Aol Calendar.

July 2016

ketkiwanis  
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26	Sun 27	Mon 28	Tue 29	Wed 30	Thu 1	Fri 2	Sat
		6pm Jersey Shore Are...			off		

3	4	5	6	7	8	9	
	Holiday		7:30am Christmas In J...				
10	11	12	13	14	15	16	
		6pm Lewistown		6pm Scranton			
17	18	19	20	21	22	23	
	9pm formula call	4pm Conference Call		8am Cumberland Cou...		Key Club Board meeting	
24	25	26	27	28	29	30	
						Board Meeting	
31	1	2	3	4	5	6	
	12:40pm ELIC Call	10am Paul Jonas - Hill...		12pm Kiwanis lunch mtg		Aktion Club Convention	

# Aol Calendar

## August 2016

	Sun 1	Mon 2	Tue 3	Wed 4	Thu 5	Fr 6	Sat
31		12:40pm ELIC Call	10am Paul Jonas - Hil... 9pm Formula Call	12pm Kiwanis lunch mtg			Aktion Club Convention
7	8	9	10	11	12	13	
			District Convention	District Convention	District Convention	District Convention	District Convention
14	15	16	17	18	19	20	
District Convention	12pm Dentist				9am Emily Reed		
21	22	23	24	25	26	27	
		4pm YCPO Call 8pm Conference call	4:30pm Conference Call		Erie 100th 9am Emily Reed	Erie and off	
28	29	30	31	1	2	3	
off	vacation	vacation	vacation 10am Kenneth Fry	vacation 12pm Kiwanis lunch mtg	vacation	off	

# Aol Calendar

## September 2016

	Tue 31	Wed 1	Thu 2	Fr 3	Sat
28	vacation 10am Kenneth Fry	vacation 12pm Kiwanis lunch mtg	vacation	off	
29	vacation				
30	vacation				
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7	1pm Bethany Childre...	5pm Conference Call			
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11	off				
12	6pm Barnstormers				
13	Quarryville				
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18	5pm Edinboro Annive...				
19	9pm Formula Call				
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21	Valley Forge 6pm Convention meet...				
22					
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25	off				
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28	1:30pm John McHale 4:30pm Conference Call				
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# Kiwanis

Pennsylvania District



Jennifer A. Vare  
Governor 2015-2016  
115 W 11th Ave Apt 1  
Conshohocken, PA 19428

## October 1, 2016 Board Meeting Immediate Past Governor Report to the Board

### Formula and District Growth

- Participated in the District and Pennsylvania Leadership with International support Formula conference calls
- Promoted the District incentive for membership growth to clubs reaching a +2 and members sponsoring new members
  - Completed the program and sent email listing those clubs that achieved the +2 and the winners of the contest
- Active New Club Opening
  - Met with LTG Sarah Zulueta and the new South Philadelphia Club to support and answer questions during their organizational meeting
  - Attend biweekly meetings for the Conshohocken and Valley Forge clubs
  - Worked with Kiwanis International Vice President Jim Rochford to plan a visit to the area to help finish 2 clubs
  - Communicating with potential new members of both clubs and organizing meetings
  - Out in the community inviting new members numerous days
- Active Club Counseling
  - Norriton Circle-met with the board and supported and offered advice to help make their decisions to move the club forward, including restructuring the meeting, setting membership goals, finding a membership chair, etc
  - Montgomery County clubs—set up a table at a large community festival to make people aware of Kiwanis and to invite them to meetings

### Early Learning

- Promotion of the PA District Foundation Early Learning Fund
- Mile of Dimes: raised \$12,385.34 over the past year with more money to be mailed in during the weeks ahead
- Met with the Montgomery County Head Start to discuss what Kiwanis is and how we support Early Learning. Currently continuing to strategically work with them to start a partnership
- Met with the Ambler Kiwanis Club and 2 local libraries to discuss potential partnerships

### Other comments, events and information

- Attended and participated in the Annual District Convention in Scranton. While it was a hot weekend in Scranton and the hotel I believe that our membership was pleased. I thank our convention committee and all presenters who made it such a success.
- Participated in monthly calls with Sue Petrisin, 2015-2016 International President and North America Region 1 Governors

- Spoke with Mike Czerwonka, District Audit chair. Mike noted that he has not completed an audit for the District in years and would be working to have one by the 10/1 board meeting. I am extremely concerned as to why we have not completed the audit annually as it is part of our bylaws. I encourage every future District board to be proactive in viewing and discussing the annual audit.
- I am also concerned that the minutes and action items for the July 30, 2016 Board Meeting were not completed in a timely fashion. I had asked Executive Director Kevin Thomas for both items in at least 2 communications since July 30<sup>th</sup>. Our Bylaws state: **ARTICLE IV. DISTRICT BOARD Section 9. Within thirty (30) days after any District Board meeting, the Executive Director shall provide a draft of the meeting minutes or a summary of the actions taken to Kiwanis International, and a copy shall be made available to clubs in the district. The district shall provide a copy of the official minutes of each board meeting to Kiwanis International within thirty (30) days after approval by the District Board.**
- At the House of Delegates there was a concern brought to the House that our International Trustee Candidate Cathy Szymanski had not followed the bylaws and policies in order to be considered a candidate. To date we have received 3 letters addressing concerns, 1 of which was sent to Kiwanis International. Kevin and I have submitted the signed resolution that was adopted by the House to KI so Cathy is officially a Candidate for International Trustee. I strongly suggest that all Board members, LTGs and Chairs read and know the bylaws and policies to prevent future mistakes
- I will be completing a performance review of Executive Director Kevin Thomas as one has not been completed since 2012.

Respectfully Submitted,

Jen Vare  
Governor 2015-2016





**Pennsylvania District of  
Kiwanis International  
October 1, 2016 Board Meeting  
Report from Governor-Elect/Designate  
John H Gräb**

**August 3, 2016 – Attended 2016 Scranton Convention final meeting prior to Convention, Kudos to the Convention Co-Chairs and the entire Convention Committee for their work for this Convention.**

**August 6, 2016 – Attended the 2016 Aktion Club Convention at Laurel Lodge located near Duncansville, PA. Although attendance was lower than expected, Luida Shearer and Darlene Anderson planned and executed a great Convention for those attending. A HUGE thank to both Luida and Darlene for their committee to the growth of Aktion Clubs in the Pennsylvania District. Reluctantly accepted resignation from both these ladies for their leadership over the years, as well. Appointed Barb Byers and Karen Sears as new District Administrators for Aktion Club.**

**August 11-14, 2016 - Attended the 2016 District Convention in Scranton, along with International Trustee, Kit Kitazato, and his wife, Fusea. After being elected Governor-Designate, introduced International President Designate, Jane Erickson, theme for the 2016-17 Kiwanis year. ENERGIZE THE DREAM, that all children will be happy, healthy, loved, and safe.**

**August 15, 2016 – Attended the annual Mifflinburg Steak Out.**

**August 19, 2016 – Met with Kevin to discuss plans for the 2016-17 Kiwanis year.**

**August 26, 2016 – Attended the 100<sup>th</sup> Celebration of the Kiwanis Club of Erie. I was asked to offer a Toast to the club and the club members for their years of service, and commitment to improving the children and communities of Erie and those surrounding Erie.**

**August 31, 2016 – Attended the NorLanCo-Rheems Steak out.**

**September 18, 2016 – Attended the 30<sup>th</sup> Anniversary of the Kiwanis Club of Edinboro. Offered comments on the future of Kiwanis, and some goals for the upcoming year. Was privileged to present Charter member, Ray Dengel, a Zeller from the Club in honor of this service to the Club for all the hard work he has done through the years for his club.**

**September 21, 2016 – Attended a Lancaster Convention meeting to plan for the upcoming 100<sup>th</sup> District Convention.**

**September 22, 2016 – Visited with past District Governor and International Trustee, Jim Richard’s, family in Pittsburgh. Jim was greatly admired for all his contributions to the Kiwanis efforts through his years of membership.**

**September 26, 2016 – Attended the officer installation for the Kiwanis Club of Dillsburg. Assisted Division 13N Co-LTG, Susan Gabriel; and offered comments on plans for the next Kiwanis year.**

**September 30, 2016 – Will be leading and presenting at the Region V Fall meeting with Region V Trustee, Ann Moffitt.**

**OFFICIAL BANK/DEPOSITORY**

I am recommending we continue to use the Mid Penn Bank as our depository/bank for 2016-17. In all aspects, Mid Penn has provided outstanding customer service and has helped us control costs where possible. Presently, there is no justification or reason for changing banks.

Respectfully submitted,

Kevin E. Thomas  
Executive Director

**TRUSTEE ELECTIONS AND CANDIDATES**

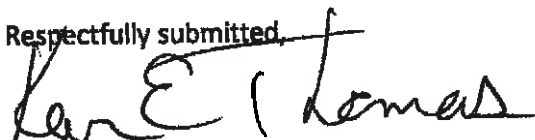
There are two regions with trustee terms that expire on September 30, 2017. They are Region I (Current Trustee Judy Janes) and Region V (Current Trustee Ann Moffitt). Both regions have candidates to fill the position for a term which begins on October 1, 2017 and expires on September 30, 2020. Both candidates meet all requirements to serve in the position and have filed all the appropriate forms. The candidates are:

Region I: Kathy Durner, Kiwanis Club of Bradford

Region V: Ben Osterhout, Kiwanis Clubs of Norlanco-Rheems, Elizabethtown and PA E Kiwanis

Both regions will hold elections at the upcoming region meetings.

Respectfully submitted,

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

Kevin E. Thomas

District Executive Director/Secretary/Treasurer

**Confirmed or Possible 2017-18 Lt. Governors**

**Division 12S: Don Ulrich (Kiwanis Clubs of Mifflinburg and Selinsgrove) (Confirmed)**

**Division 22: Stephanie Rose (University City) or John Dempsy (Main Line) (Nothing Confirmed)**

**Clubs not submitting a 2016-17 Election Report**

<b><u>Division:</u></b>	<b><u>Club:</u></b>
Division 2	New Castle
Division 6	Vandergrift
Division 8	Greensburg
Division 8	Jeannette
Division 8	Ligonier Valley
Division 8	Scottdale
Division 10	Homer City
Division 10	Johnstown
Division 10	Punxsutawney
Division 10	Westwood, Johnstown
Division 13N	West Shore, Cumberland County
Division 14	Berwick
Division 14	Pottsville
Division 15	Kingston
Division 18	Southern Lehigh, Center Valley
Division 19	Ambler
Division 22	Chester
Division 22	Kennett Square
Division 22	Main Line (The)

## 2016 District Kiwanis Convention Evaluations

	Total Respondents	Average Score
Housing Accommodations	71	4.41
Welcome Picnic and Baseball Game at PNC Field	61	3.85
Early Childhood Development Summit Breakfast	46	3.91
Kiwanis Heroes & SLP Luncheon	59	4.34
Foundation Breakfast	55	4.18
Governor's Banquet	69	4.32
Farewell Breakfast	48	4.23
Large Scale Service Project	18	4.06
Lt. Governor Make-Up Training	9	4.22
Welcome Picnic Presque Isle	58	4.07
Reception Hosted by Governor Jen Vare	40	4.15
Early Childhood Development Breakfast Summit	47	4.34
2015-16, 2016-17 Lt. Governors Meeting	26	3.50
Heroes in Service and SLP Luncheon	50	4.38
Orientation for First Time Attendees	12	4.08
I-Plan: I Plan for My District, My Club, And Me!	23	4.09
Your Kiwanis Image and Positive Public Relations	23	4.04
The Formula: A TED Talk on How to LOVE Your Club More	6	4.00
Club Idea Exchange	12	4.25
Ronald McDonald House	3	3.33
Business and the Kiwanis Family	6	3.17
Support Goes Both Ways: Kiwanis, Circle K, and Key Club	20	4.35
Updating Your Kiwanis Website	12	4.08
Administrative Reminders and Updates	10	4.40
Discovering Beautiful Pennsylvania	8	4.50
Past Governors Meeting	4	3.50
Meet the Candidates	51	3.75
Early Learning Walk	10	4.20
Foundation Breakfast	55	4.47
The Formula: What is the Secret to Membership	4	4.75
The 10 Essential Leadership Lessons	24	4.92
I-Plan: I Plan for My District, My Club, And Me!	6	4.00
K-Kids and Builders Club 101	6	4.50
History and Architecture of Scranton	11	4.18
Youth Protection Updates and Roundtable	11	4.36
Key Leader	3	5.00
Your Kiwanis Image and Positive Public Relations	10	4.30
Early Learning Reading to Children	15	4.87
LHV National and State Heritage Area	6	4.33
Past Lt. Governor's Meeting	19	3.79
Business General Session	21	3.52
Governor's Banquet and Installation	66	3.62
Governor's Banquet Hospitality Reception Hosted by J Gräb	46	4.02
Farewell Breakfast	48	4.67
<b>Total Evaluations</b>	<b>87</b>	

Business Meeting should be about business. Speakers should be limited to under 10 minutes. If you can't say it in 10 minutes then you are not the correct speaker for the job (applies to speaker from Japan and a few others). I know a lot of people love the meetings the way they are. I don't. (Michael Riskin, LVIP)

Need sweet items too (Meet the Candidates)

Business General Session: Playing the Japanese and Canadian national anthems - shouldn't we have played the U.S. national anthem rather than "God Bless America"?  
Yes!

Facility was ok but I wouldn't go out of my way to stay there again.

Great Hotel = Good Air Not Working = Bad Aktion Club workshop on speaking in public

Business General Session: No reason at all for resolution concerned raised about Int. Trusteel I can't express enough my disappointment in Gov. Jen's handling of this past year! It overflowed into convention business and created a very difficult atmosphere for those not on the "Favored" list. The convention itself was well done with many kudos to the committee for their hard work. Many thanks and deep appreciation to our Executive Director Kevin for his skills and leadership.

Early Childhood Breakfast: I felt like the tables were too close together. Could not move around easily to get juice or sit down. Servers had to try and squeeze through. So it was with every event held in the Casey Ballroom. Maybe discuss with local govt. to see if there will be major road construction by the venue.

The "Meet the Candidates" form failed to let me know the candidates and explore their views, values, and direction as to where they plan the Kiwanis clubs of the PA District. Overall the convention was well run and I enjoyed the convention.

Housing Accommodations: rating would be higher if air conditioning could keep up with demand. Early Childhood Summit Breakfast: Food was cold. Farewell Breakfast: Stephanie Jallon is 5+1 Large Scale Service Project: Assign volunteers to specific tasks and time frame, perhaps in shifts rather than at one time. Meet the Candidates: Whether contested or not, each candidate should address all those in attendance with an introductory message. I did not like the candidates rotating from table to table, as I was unable to hear all the responses to the questions. The questions were too "fluffy" - no substance. There was not enough time to provide a full answer. The "hostesses" did not set a welcoming tone for the evening. Business Session: 2 "keynote" speeches was 1 too many. John Shertzer is a hidden gem - an excellent and motivational speaker. Any delegate who approaches the microphone must identify him or herself and their club as they should realize they speak for themselves and not the collective group.

Housing Accommodations: Too warm in some places. Farewell Breakfast: S. Jallon is a superb speaker! Meet the Candidates: Great Job! 10 Essential Leadership Lessons: Superb! Youth Protection: Well Done! Business General Session: Took too long. Good convention. Well planned and organized. Thanks to all who participated in that. Good forums with good speakers. Good facility, except for the AC problem. Restaurant ok, but should not limit lunch to fixed price buffet. Offer choices. SLP speakers were all excellent - our kids are great. Congratulations to Governor-Designate John, Governor-Elect Designate Judy, and all 2015-16 and 2016-17 officers!



Enjoyable convention except for air conditioning issue in hotel.

Meet the Candidates: terrible format. Candidates did not really have an opportunity to engage with members. So noisy that we couldn't even hear conversation at our table. Food was good, however. Dining room too cramped except for Gov. dinner.

Meet the Candidates session format didn't give the candidates a chance to have good conversation - too noisy - Didn't think the session was helpful to the candidates.

Good Job! Poor Air Conditioning: Tables too close together, not enough beverages (for meals). Foundation Breakfast: All about Ben. Need to involve board members. Need bottled water available. Need some upbeat music or entertainment at banquet. Need more space in rooms for people to move around - disability and wheelchairs too. Need to reach out to all - seems way too in-group/out-group - so many have known each other for a long time, newbies left out. Let's do some intentional mingling (party).

Early Childhood Breakfast: Food was cold. / 10 Essential Leadership Lessons: 5+ Excellent! / Early Learning and Reading to Children: Excellent! / Business Session: too hot / Great venue. Everything was so convenient! Wireless connectivity was awful!

Business and the Kiwanis Family: Good start, needs some tweaking. / Meet the Candidates: Good idea, just too rushed. / Hilton did a great job. Obviously HVAC system was overtaxed. All staff were friendly and helpful. Convention meals were good.

Kevin - Another excellent PA District Convention! Thanks to you and the Convention Committee! And thanks to Michelle for all her help! / The friendly service and the intent to please by the staff of the Scranton Hilton was truly exceptional! An excellent venue! / K-Image and PR was very good - need to continue emphasis on solid PR with local communities served by Kiwanis. / Updating K website was disappointing - lacked enthusiasm. / Meet the Candidates - a good idea, but more time required for candidates to express themselves - rowdy behavior by some Kiwanians disruptive! / John Shertzer was an exceptional speaker both for the 10 Leadership Lessons and the Business Meeting. / Key Leader session - Kiwanian turnout (only 3 Kiwanians) was abysmal - Stef did a fine job! These are where tomorrow's Kiwanians are coming from! / Business session - clearly some pre-meditated intrigue and subterfuge. While I have no problems challenging by-laws, this episode was clearly intended otherwise. We don't need that kind of drama or politics - it's divisive! / Farewell Breakfast speaker, Stef Jallen, was outstanding! What a model for all of us - stop complaining and just DO IT!

The hotel and staff were amazing! Air conditioning, not so much... totally beyond anyone's control! The convention committees did an awesome job on all levels! Kudos to the team!!

Hilton staff was extremely friendly and helpful. At Lt. Governor and Trustee meeting current president decided to give out trophies to certain people thus fracturing the existing team. Service project did not seem to be well-organized - very few of the needed tools and did not seem to fully use the manpower available. Pledge of Allegiance was never done during convention.

I brought a guest with me this year and she thought the entire weekend was amazing, informative, and fun.

The convention was very well planned - the flow was excellent - the information complete. The speakers were well-prepared. The highlight for me was when Patrick spoke re Aktion club. So inspiring. His enthusiasm rubbed off and left many of us proud to be a Kiwanian. Gov. Jen can be proud of the outcomes she has with her goals. I am looking forward to a new Kiwanis year with enthusiasm.

Great conferencel I came back with a lot of new information, met new people, and had a fabulous time. I liked the "all-in-one" registration and fees. That made everything much easier to track. The speaker for the closing breakfast was outstanding. Keep up the good work, Kiwanis!

The meeting room was too small and crowded for meals.

Convention was very well planned and nicely executed. Scheduling was very good. The only issue which wasn't within the scope of Kiwanis was the Hilton's air conditioning system which made most events and activities quite uncomfortable.

We needed more water in places that were easily visible. It was a fun convention!

The hotel was very hot (I know they did everything they could to make it as comfortable as possible), but there were times it was still uncomfortable both in the bedrooms and meeting/meal rooms.

Good session and location. Poor temperature control (but that was out of our hands). Service room should have been more focused on. Shorten the length of the business session.

I found most of the sessions boring and did not attend. I wish there were some more interesting sessions. I also wish there was a young Kiwanian social. It would be a great way to meet some Kiwanis members that are closer in age to me.

Could have used a little more elbow room at the meals. Service room closer to the main flow of the convention. The Mayfield Room (region interests) also seemed hidden. House did not seem properly organized (voting at the end and having to wait for vote count seemed off. Nominations after candidate speaking seemed backwards). Even with these notes, enjoyed the convention greatly in spite of the heat.

Sunday Speaker was the best! Truly inspirational!

The restaurant Saturday lunch was very good.

Air conditioning issues and tables for meals were too close together. Convention ran smoothly.

While somewhat calmed down from various conversations heard this past weekend, Jennifer Vare was overheard several times talking poorly of current and past officers of our organization. We overheard a few times this past weekend that Kiwanis is in trouble and has not had good leadership in some time. I am not sure what this had to do with what Jen said to the Szymanskis at the General Session, however it did not go unnoticed and the conversations I had with several individuals all had the same take away from what we heard on more than one occasion. I fear the consequences for her insolence will affect us for years to come. If this is the best our District has to lead us, I too concur that we need to either find better leadership or work on other ways to support the District.

There were not enough directional signs the the Hilton and the main entrance was hidden. No indication that Kiwanis was there. It was difficult to understand the Japanese trustee and to hear him. A lot of money spent and not wisely spent to get him to convention. The Governor's Post Party was not posted and must have ended early as we could not find the location at 10:45 p.m. Thought it was to run until 11? It was good seeing old friends.....

Too many emails from Cathy Szymanski

Although it was extremely hot, it was wonderful that everything was found on one floor. I liked that all the meals started on time and, except for the Gov's Banquet, we did not have to wait until there were long lines before we could begin. Like that the Gov. Banquet had 4 lines going at once. People got fed sooner. The tables were too close to each other but people managed. I loved hearing from the Lt. Governor of PA. In my opinion, most clubs need help with fundraising and worthwhile projects. Perhaps before the convention each attendee (or each club) could write down their top 2 or top 5 fundraisers or projects. These could then be compiled or handed out. Perhaps a discussion forum could go over some of the ideas.

Please do not think I skipped the workshops. I was overseeing Registration most of the time.

The lack of air in the hotel made some things difficult. There needed to be a little more organization at the "Meet the Candidate" reception. Things can be fun but in a more professional manner.

"meet the Candidates" format was great. Good to see this level of "spirit" from our members.

Best location ever! Everything on one floor. Way too hot in general session. Tables too close in meals. Overall, awesome.

Other than the AC, over which there was no control, the convention was outstanding. Workshops addressed the SLPs and PR. The updates on the Formula and the IPLAN were informative. Meals were above par, the ice cream social was different, but enjoyable. John Shorter was an outstanding speaker and presenter.

I wish I could have attended more. Work still in a small staffed business.

Leaders should not argue in the workshops with attendees. In the future the presenters should be given tip on what not to do and what to do. Bob Raub should not be presenting anything, his lack of communication skills was reflected on how many people were talking and left with the fact that he is not a person to train anyone. John and Susan did a great job and it appears our District once again will be heading in a positive direction. There has been too much chip on one's shoulder in recent years. Great job Kevin and the team on planning.

I liked meeting each candidate during the "Meet the Candidates" session. It appeared at times that the noise level made it very hard to hear announcements and hard to hear the candidate at the table and questions submitted to the candidate at our table. Not quite sure if two minutes was enough time to meet each candidate. Adjusting to three minutes would be helpful. Not sure if entrance of the candidates was explained and understood properly. They seemed confused as how to enter and introduce themselves.

Thanks to the committee for their hard work! It was unfortunate that the oppressive heat put a damper on the accommodations and general mood. We had a great time in spite of the weather. Great job with the speakers! Nice focus on the SLP aspect of Kiwanis throughout the weekend. The negative tone at the Business session when it was time for amendments was very disappointing and quite frankly embarrassing.

Too many speakers at the Business General session. Would have preferred keynote address by John Shertzer and International speakers to be a separate event earlier in the convention. With that said, John Shertzer's workshop and address were excellent!

This year's "Meet the Candidates" format was excellent. Meeting in small groups and being able to personally address each candidate was important. We were able to ask questions other than those prepared on the sheets. / The staff at the facilities were friendly, accommodating, and helpful. Rooms accommodations were comfortable except for air. / I felt I learned a lot more about the I-Plan, branding our clubs, and membership ideas. The youth protection updates were helpful as they continue to change. / Kiwanians continued to be generous as I volunteered at the Mile of Dimes table and as they handed over more change out of their pockets. / This year, as I worked at the District raffle table, I found that more clubs seemed to purchase a ticket and the number of individuals purchasing seemed to decrease. Perhaps a restructuring needs to be considered to sell more tickets. A few people commented to me while I was at the table that \$100 was too much for them. / I continued to enjoy the conversations and conferences they provide fresh information and new ideas to support my club. / Thank you for all that you do to prepare for these conventions. On the 6 hour drive home, my 3 friends and I brainstormed ideas for our 2018 convention to be held in Pittsburgh.

The microphones in the Early Learning breakfast were terrible. You had excellent speakers but they didn't speak into the mics. Many around me were disappointed that they couldn't hear and it was a chore straining to listen. Sharing one mic for 5 people was ridiculous. Shame on the Hilton.

As a first timer to the convention, the GD reception was not explained at all on what was happening.

I only attended on Saturday. The General Business meeting was excellent, however the lack of air conditioning made the session more than uncomfortable. I was disappointed in the fact that you played the national anthem of Japan, we sang the national anthem of Canada, but we sang "God Bless America" rather than our national anthem. It was a slight affront to our nation. The planning committee did an exceptional job in planning the convention and making it work. Kudos to all of them.

Condense schedule so that the convention can be completed with a two night stay versus three to reduce costs. Eliminate speeches during business session. Not necessary.

Could not control the heat but overall it was a great setting and the topics were worthwhile attending.

It would have been nice to include all of the candidates involved in "Meet the Candidates". I would have thought that someone running for Endorsement for International Trustee would've been in rotation.

The planning committee did a great job planning - a lot of time went into the events and activities. / I think we need a "revamp" on sessions and workshops. It is the same material presented over and over. New content is needed. We need to think about what new people or outsiders to Kiwanis would think if they attended our sessions. Thought needs to go into the "wow" factor. / Poor lighting and Power Point continue to be issues with convention sessions. This needs to be addressed. Power Points should be cued up and ready to go with no switching back and forth as well as lighting on the speaker for picture taking. / Friday night Meet the Candidates was a good change but candidates did not have enough time at the table to talk. In addition, some of the candidates said they just received the information the day before on what was going to happen so they were not prepared. / House of delegates was hot and I know that it was not the fault of us but the hotel. However, the endorsement of the candidate for trustee was handled poorly. Parliamentary procedure was done incorrectly to allow the candidates to be endorsed by the District. We have rules for a reason for endorsement and it is unfair to "suspend the rules" incorrectly to allow for the candidate to be endorsed. If the candidate wanted to run for trustee, proper procedures should have been followed and communicated. / Speaker at the house of delegates was good. Would have liked to have seen him actively talking about what he does at KI and his impact for the organization.

2016 Actual

2016 DISTRICT CONVENTION BUDGET REPORT			
30-Sep-16			
	ACCOUNT	2016 Proposed Budget	2016 Actual Receipts/Expenses
<b>REVENUE</b>			
Registration Fees:			
335	Kiwanians (clubs @ 3 @\$25.00)	\$ 13,000.00	\$ 12,750.00
	Kiwanians (Beyond 3 per club@\$20.00)	\$ 1,500.00	\$ 1,440.00
336	Spouses (@\$15.00)	\$ 400.00	\$ 330.00
346	Sponsored Groups (@\$10.00)	\$ 80.00	\$ 110.00
338	Advertising *	\$ 5,500.00	\$ 8,310.00
339	Tours	\$ -	\$ -
341	Thursday - Railriders (100@\$25.00 & 25@\$30.00)	\$ 3,250.00	\$ 3,794.00
346	Friday Early Learning Breakfast (175@\$10.00 & 25@ \$13.00)	\$ 2,025.00	\$ 1,204.00
342	Friday Lunch (100@\$22.00 & 40@\$25.00)	\$ 3,200.00	\$ 3,233.00
349	Saturday Foundation Breakfast (100@ \$18.00 & 25@\$21.00)	\$ 2,325.00	\$ 2,455.00
344	Saturday Banquet (225@\$33.00)	\$ 7,425.00	\$ 6,698.00
345	Sunday Breakfast (100@\$18.00 & 25@\$21.00)	\$ 2,325.00	\$ 2,195.00
340	Host Committee Fundraising/sponsorships/exhibitors*** *	\$ 5,000.00	\$ 3,744.38
347	Merchandise/Clothing Sales	\$ 600.00	\$ 1,465.00
<b>TOTAL REVENUE</b>		<b>\$ 46,630.00</b>	<b>\$ 47,728.38</b>
<b>EXPENSES</b>			
535	Administrative Secretary	\$ 500.00	\$ 417.45
536	Audio Visual Aids & Equipment	\$ 4,000.00	\$ 3,047.43
537	Badges, Ribbons & Registration Materials	\$ 450.00	\$ 222.93
538	Board of Trustees & Lt. Governors (@\$265.00)	\$ 3,100.00	\$ 1,521.92
540	Circle-K Governor	\$ 500.00	\$ 367.72
541	Credentials Material	\$ 100.00	\$ 89.65
570	Credit Card Processing Fees	\$ 1,250.00	\$ 893.91
542	District Governor	\$ 500.00	\$ 407.71
543	District Executive Director	\$ 500.00	\$ 500.00
544	Entertainment/Speakers	\$ 2,000.00	\$ 1,250.00
545	Rentals & Setup fees	\$ 1,000.00	\$ 2,825.00
546	Frames	\$ 75.00	\$ 69.96
547	Gift - International Representative	\$ 150.00	\$ 150.00
551	International Representative	\$ 600.00	\$ 483.08
552	Key Club Governor	\$ 500.00	\$ 367.72
553	Mailing - Postage	\$ 150.00	\$ 150.00
558	Program (Printing)	\$ 1,150.00	\$ 965.00
562	Thursday - Railriders (125@\$30.00)	\$ 3,750.00	\$ 4,385.00
563	Tours	\$ -	\$ -
564	Transportation	\$ 1,200.00	\$ -
550	Friday Early Learning Breakfast(200@\$12.83)	\$ 2,566.00	\$ 2,292.70
565	Friday Luncheon (140@\$25.65)	\$ 3,586.80	\$ 4,145.58
566	Saturday Breakfast (125@\$21.80)	\$ 2,725.00	\$ 2,942.93
567	Saturday Banquet (225 @ \$37.20)	\$ 8,370.00	\$ 8,179.00
568	Sunday Breakfast (125@\$21.80)	\$ 2,725.00	\$ 2,916.00
550	Hospitality	\$ 2,500.00	\$ 2,696.91
569	Miscellaneous	\$ 1,821.20	\$ 1,319.79
<b>TOTAL EXPENSES</b>		<b>\$ 45,769.00</b>	<b>\$ 42,607.39</b>
<b>Excess/(Deficit) Revenues vs. Expenses</b>		<b>\$ 861.00</b>	<b>\$ 5,120.99</b>
* Includes anticipated revenue			
*** Does not include in kind sponsorships			
P75			



# Kiwaniis<sup>®</sup>

## PENNSYLVANIA DISTRICT

**TO:** Pennsylvania Kiwanis Foundation Board of Directors

**FROM:** Kevin E. Thomas, District Executive Director

**RE:** 2016-17 Foundation funding requests

**DATE:** September 17, 2016

As you prepare a budget for the 2016-17 year, I would like to ask your consideration be given to funding the following items.

1. I am requesting, on behalf of the Kiwanis District Board, that the District Foundation renew its contribution of \$6,000.00 to the District operation and general budget. The District office serves as the foundation headquarters and we supply support services for the foundation; in a separate document, you will find a list of those services. Without the contribution of the Foundation, it would be a challenge to sustain those services. Both the Key Club District and Circle K District make annual contributions to the District for the support and direction they receive; the Key Club District's annual contribution is \$10,000.00 and the Circle K District's annual contribution is \$850.00. I would anticipate requesting this money sometime in October although it may be possible to defer it until a later time.
2. I am asking the foundation continue its support of the Early Childhood Development guides and if possible consider a funding increase. Our work with Early Childhood Development has become a signature project of Kiwanis in Pennsylvania and the guides are a very important piece of that work; without them, our efforts would be significantly diminished. We presently have distributed 161,475 guides since August, 2011; attached with this request you will find information on the guide distribution. We have an inventory of 6,000 split as follows: 2,000 Kindergarten Here I Come (4-5 Years) and 4,000 Everyday I Learn Through Play (0-2 years); we have exhausted the supply of Learning is Everywhere (2-4 years). **I am asking the Foundation budget at least \$27,000 to allow for the printing of at least 35,000 guides and if possible, increase funding to \$31,000 to allow the printing of 40,000 guides.** Since we are presently out of Learning is Everywhere and low on Kindergarten Here I Come, we would need to get those printed as soon as possible (October?). We likely could defer a reprint of Learning is Everywhere to January or perhaps slightly longer. Regardless of the level funded, I would anticipate that the following ratios will be ordered on any reprint: 40% Learning is Everywhere, 35% Kindergarten Here I Come and 25% Everyday I Learn Through Play.

I know that there has been an expression that these guides are not getting to where they should be. Perhaps that was the case early on in the program on a limited basis. However based on conversations and letters I have received (some of which I have shared with Past President Ben Osterhout) I am confident that they are getting to the most at risk children and we are working with agencies that can identify those children clearly and quickly.

I expect you will get a letter from Emily Reed as well requesting this funding and elaborating on the importance of this funding.

3. At your meeting in March, we had discussed Kiwanis participation in the PA One Book project; enclosed is information shared at that time as well as additional information. While I do not recollect a

specific vote being taken on the project, there was general consensus at the time that this would be a good way for the Foundation to expand beyond the guides in its support of early childhood development.

As you will see from the enclosed material on the program, this effort would reach some of the most at risk young children in Pennsylvania and to implement in its entirety it would cost about \$18,500. Kiwanis would be able to have representatives present at the events being held where the books will be distributed. The books would be labeled with the appropriate Kiwanis information. Kiwanians will be asked to read the book to the children present and will be involved in the distribution of the books at the events.

I am pleased to report to you that I have quietly procured \$12,000 in club funding for this effort in 2017. Accordingly, I am requesting the Foundation budget the remaining \$6,500 so that Kiwanis can have full ownership of this program in 2017.

To answer the inevitable question now, yes since we have a commitment for \$12,000 and since the District Board has already backed this project, we can move ahead without Foundation funding. However, we will have to decide what pieces of the program we will fund if we can't provide full funding of the program and accordingly our impact and presence will be diminished.

If the Foundation approves the funding, I would propose that representatives from the Foundation and District boards be chosen to finalize the planning and participation in this event.

4. The third area that I am asking the Foundation board to consider is renewing its support of Circle K for at least \$3,000.00 for officer training, InterPACK and Convention. I believe you have or will be getting a letter from Circle K Administrator Kelly Shaup providing more support for this request so I will not go into much further detail here except to say that Circle K critically needs the Foundation's support in this regard to insure the success of the events and to keep costs to the Circle K participants at the lowest possible level. Without that support, I am afraid that Circle K will be challenged to sustain all of these events. The need for these funds, if approved, would likely be split over the months from October to March.
5. I would ask the Foundation to consider renewing its \$5,000.00 funding for Key Club District training and Key Club District Convention. As with Circle K, I believe you have or will be getting a letter from Key Club Administrator Bob Orlando providing more support for this request so I will not go into much further detail here except to say that Key Club needs the Foundation's support in this regard to insure the success of training and convention and to keep costs to the Key Club participants at the lowest possible level. Without that support, Key Club will be challenged to sustain all of these events. The need for these funds, if approved, would likely be in March.
6. Finally and while Stef will be sending a separate funding request, I can't emphasize enough the importance of the Foundation renewing its funding of Key Leader scholarships. Without that support, the viability and continuation of the program would be brought into question from my perspective.

If you have any questions or concerns, please feel free to contact me.





**PENNSYLVANIA DISTRICT KIWANIS INTERNATIONAL**

**2015-16 Budget Report**

**30-Sep-16**

ACCT DESCRIPTION		2015-16 Proposed Budget		2015-16 Actual Recps/Exps		
300	District Dues (3,971@\$35.00)	\$	139,000.00	\$	126,818.00	91%
301	Prorated New member dues	\$	7,200.00	\$	7,778.00	108%
390	Interest	\$	20.00	\$	113.54	568%
393	Key Club Contribution for Services	\$	9,500.00	\$	9,500.00	100%
392	Foundation Contribution for services	\$	6,000.00	\$	6,000.00	100%
394	Miscellaneous	\$	1,500.00	\$	934.00	62%
	Power Up Fundraising program	\$	100.00	\$	237.50	238%
396	Circle-K Contribution for services	\$	900.00	\$	900.00	100%
397	Past Lt. Governors Contribution	\$	-			
	International Convention Sales	\$	-			
	Midwinter Conference	\$	17,425.00	\$	16,084.37	92%
	District Convention	\$	50,000.00	\$	47,728.38	95%
	Holiday Party	\$	1,350.00	\$	1,288.51	95%
	District Raffle	\$	17,000.00	\$	14,400.00	85%
351	Shirts	\$	500.00	\$	254.00	51%
304	Web Page Advertising	\$	3,800.00	\$	950.00	25%
	<b>Total Revenue</b>	\$	<b>254,295.00</b>	\$	<b>232,986.30</b>	<b>92%</b>
400	Salaries	\$	77,700.00	\$	78,121.00	101%
408	Payroll Taxes	\$	6,600.00	\$	6,598.46	100%
690	Member & New Club Development	\$	1,000.00	\$	480.51	48%
437	Building Lease	\$	18,000.00	\$	18,000.00	100%
409	Employee Benefits	\$	7,000.00	\$	7,000.00	100%
425	Postage	\$	2,300.00	\$	1,307.09	57%
430	Telephone and Internet	\$	2,700.00	\$	2,791.69	103%
424	Insurance	\$	1,600.00	\$	1,725.00	108%
402	Retirement Contribution	\$	5,500.00	\$	5,500.00	100%
442	Supplies & Printing	\$	2,000.00	\$	2,328.00	116%
438	Equipment Maintain.	\$	1,200.00	\$	839.62	70%
439	Equipment	\$	3,200.00	\$	3,060.42	96%
655	Dist. Conv. - 2015-16 Lt. Govs	\$	3,600.00	\$	2,658.27	74%
644	Governor's Expenses	\$	7,000.00	\$	1,949.45	28%
645	Int. Conv. - Governor	\$	700.00			0%
648	Exec Dir/Sec/Treas Expenses	\$	7,500.00	\$	7,500.00	100%
649	Sec/Treas - Int. Conv.	\$	700.00	\$	762.00	109%
653	Lt. Governor Expense	\$	5,500.00	\$	4,799.93	87%
641	Trustees Board Meeting Expense	\$	3,200.00	\$	400.00	13%
640	Int. Conv -Trustee/Lt. Governor****	\$	5,500.00	\$	326.99	6%
657	Gov.-elect Expenses	\$	3,250.00	\$	-	0%
691	Awards	\$	1,100.00			0%
675	Keystone Kiwanian Editor	\$	1,000.00	\$	1,000.00	100%
680	Circle K Administrator	\$	1,800.00	\$	1,306.25	73%
685	Aktion Club Administrator	\$	625.00	\$	90.28	14%
683	Builders Club Admin.	\$	525.00	\$	525.00	100%
684	K-Kids Admin	\$	525.00	\$	473.31	90%
686	Key Leader	\$	525.00	\$	85.00	16%
678	Lt. Gov. Education Conference	\$	4,000.00	\$	4,034.15	101%
440	Interest Expense	\$	1,900.00	\$	1,971.58	104%
677	Web Page Fees/Maintenance	\$	1,400.00	\$	822.22	59%
	Midwinter	\$	17,425.00	\$	17,397.92	100%
	District Convention	\$	48,000.00	\$	42,607.39	89%
	Raffle	\$	8,625.00	\$	7,410.00	86%
422	Contingent	\$	1,095.00	\$	-	0%
	<b>TOTAL EXPENSES</b>	\$	<b>254,295.00</b>	\$	<b>223,871.53</b>	<b>88%</b>
	<b>Excess/Deficit</b>	\$	<b>-</b>	\$	<b>9,114.77</b>	
	*Includes Salary for Executive Director and Adminstrative Secretary					
	****\$475.00 stipend per person					

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	*Includes Salary for Executive Director and Administrative Secretary					
	****\$475.00 stipend per person					

Report for the Board  
Super Raffle Update Year 3  
October 1, 2016, submitted by Jen Vare

- Year to year comparisons
  - 2014: 188 tickets sold for a total of \$18,800, Profit \$9400\*
  - 2015: 165 tickets sold for a total of \$16,500, Profit \$8250\*
  - 2016: 144 tickets sold for a total of \$14,400, Profit \$7200\*
    - \*Note these profits are without actual ticket production cost and the license fee
- Tickets have cost about \$55 maximum each year of the raffle using Admit One Products; that includes, printing, tax and shipping
- The license fee is \$125 annually and can be used for any District game of chance throughout the year
- Every year we kicked off officially at Midwinter, sometimes selling a few tickets before Midwinter via Facebook alerts, etc
- Every year we have encouraged leaders to sell tickets, the amount of tickets sold by leaders has typically been about the same
- In year 2 we added a link on the website to order tickets using a credit card and continued that in year 3
- An email blast with a flyer goes out to each club officer and the flyer is sent in the Midwinter packet and District Convention packet
- Promotional pieces are sent via Facebook tagging as many members as possible
- When orders come to the District Office they are opened, scanned and sent to me. I fill in tickets, send an email with a picture of the ticket and offer to mail them the stub if interested.
- Most people were fine with the picture which saves us money by not mailing every stub

**Key Club Convention Budget**

<b>PENNSYLVANIA KEY CLUB</b>				
<b>2017 Proposed Convention Budget</b>				
	<b>2017 Proposed Budget</b>	<b>2016 Budget</b>	<b>2016 Actual Recps/Exps</b>	
<b>REVENUE</b>				
Registration Fees (425@\$85.00)	\$ 36,125.00	\$ 36,000.00	\$	33,250.00
Program Ad Sales	\$ 2,100.00	\$ 2,300.00	\$	2,060.00
District Foundation Contribution	\$ 5,000.00	\$ 2,500.00	\$	2,500.00
General Budget Subsidy	\$ 5,000.00	\$ 5,000.00	\$	5,000.00
Attendees Meal & Lodging	\$ 90,000.00	\$ 100,000.00	\$	82,616.00
<b>Total Revenue</b>	<b>\$ 138,225.00</b>	<b>\$ 145,800.00</b>	<b>\$</b>	<b>125,426.00</b>
<b>EXPENSES</b>				
ASCAP	\$ 130.00	\$ 130.00	\$	123.00
Audio Visual Equipment	\$ 20,000.00	\$ 7,000.00	\$	5,275.27
Ballots/Printing	\$ 300.00	\$ 400.00		
Board Appreciation Awards	\$ 100.00	\$ 125.00	\$	63.60
Contest Judges (Refreshments)	\$ 900.00	\$ 850.00		
Copying	\$ 225.00	\$ 225.00		
Credit Card Processing Fees	\$ 850.00	\$ -	\$	848.15
Interpretation Services	\$ 4,100.00	\$ 3,750.00	\$	3,991.80
D.J.	\$ 400.00	\$ 500.00	\$	325.00
Registration T-Shirts/Gift	\$ 1,600.00	\$ 1,500.00	\$	1,556.50
Guests (Meals & Lodging)	\$ 1,000.00	\$ 1,400.00	\$	551.20
Keynote Speaker	\$ 3,200.00	\$ 3,000.00	\$	2,950.00
Friday Meet & Greet	\$ 1,550.00	\$ 1,100.00	\$	1,504.28
Registration Material	\$ 600.00	\$ 700.00	\$	375.00
Parents Reception	\$ 700.00	\$ 675.00	\$	450.00
Past Officers Pin	\$ 175.00	\$ 150.00	\$	228.39
Postage	\$ 175.00	\$ 150.00	\$	200.00
Program	\$ 1,800.00	\$ 1,900.00	\$	1,756.52
Radios	\$ 50.00	\$ 100.00	\$	-
Ribbons	\$ 100.00	\$ 100.00		
Security	\$ 1,300.00	\$ 1,500.00	\$	705.28
Rental Fees	\$ 1,300.00	\$ 2,000.00	\$	2,508.88
Speakers Gifts	\$ 400.00	\$ 400.00		
Supplies (Tape, Paper, Frames, etc)	\$ 100.00	\$ 125.00	\$	80.93
Saturday Morning Break or Sundae Bar	\$ 4,000.00	\$ 3,000.00	\$	4,482.50
Decorations	\$ 150.00	\$ 200.00		
Miscellaneous	\$ 3,020.00	\$ 14,820.00	\$	1,886.50
Hotel Attendees Meals & Lodging	\$ 90,000.00	\$ 100,000.00	\$	94,493.80
<b>Total Expenses</b>	<b>\$ 138,225.00</b>	<b>\$ 145,800.00</b>	<b>\$</b>	<b>124,356.58</b>
<b>Excess (Deficit) Revs vs Exps.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$</b>	<b>1,069.42</b>
<b>Pricing</b>				
Quad:	\$207.00			
Triple:	\$231.00			
Double:	\$279.00			
Single:	\$422.00			

# Bensalem Kiwanis Foundation

P.O. Box 1849 Bensalem, PA 19020

August 16, 2016

Kevin E. Thomas  
Pennsylvania District Kiwanis International  
2793 Old Post Road; Ste. 12  
Harrisburg PA 17110

Dear Kevin:

Enclosed is our check for \$3,128.25 made to the Pennsylvania District Foundation which represents 60% of the proceeds we received from the 50/50 drawing at the Kiwanis Day at the Phillies game on June 18<sup>th</sup>. We were not offered participation last year because of our low ticket sales. This year, the Phillies contacted us on June 14<sup>th</sup> to tell us that we were being considered for this and asked for an updated W-9. We didn't know if we were being included until it was flashed on the jumbotron at the game.

Two years ago when we met and agreed to the 60/40 split there was a much wider participation from clubs around the district. This year 70% of the tickets sales for the game came out of our club. Accordingly, we wish to alter the arrangement. We feel that the 60/40 split should continue unless our club generates more than 40% of the tickets. When that happens we feel that we should retain the portion of the proceeds equal to the percentage of tickets sales we generated.

As a point of information, all monies that we receive from Phillies Charities is deposited to the accounts of the Bensalem Kiwanis Foundation a 501.3(c) corporation and used only for charitable purposes.

Please present our request to the Pennsylvania District's board of directors. Do not hesitate to contact us should you have questions or comments.

Best regards,



Earl L. Wolf  
Kiwanis Club of Bensalem  
Bensalem Kiwanis Foundation

ELW/wrms

Enc.:



[www.BensalemKiwanis.org](http://www.BensalemKiwanis.org)  
215.642.6257



From: Dick Peterson <dpeterson@kiwanis.org>

To: Kevin Thomas <ketkiwanis@aol.com>

Cc: Stef Stamatopoulos <stef@stefstam.com>; jen <jen@pakiwanis.org>; GRABJH <GRABJH@aol.com>; jraub919 <jraub919@aol.com>; Jane Erickson <bewelljane@cox.net>; drochford <drochford@rochfordlaw.com>; Stan Soderstrom <ssoderstrom@kiwanis.org>; Arthur Riley <rxarthur@aol.com>; koshiro.kitazato <koshiro.kitazato@nifty.com>

Subject: Re: Camp Allegheny

Date: Thu, Sep 15, 2016 11:32 am

Dear Kevin, Thank you so much for your thoughts. Since we instituted the district guarantee procedure in 2008, at the request of the KI Board's Finance Committee, we have always tried to be fair and uniform with all districts who support Key Leader. We absolutely agree with your donor that all district funds can be better used to support scholarships to fill the spaces at events. I have repeated that thought at every training and in every discussion with district leaders. We cherish the strong support that the Pennsylvania District has long given to Key Leader with the successful event at Conrad Weiser which I have attended in past years. I was also very happy to be at the new event at Camp Allegheny this spring which was the best enrollment ever recorded for a Key Leader in the western part of the state.

With regards to the 2016 invoice, we have conferred and are still asking for its payment. It is consistent with the procedure that we have used since 2008, and it was the agreement that the Pennsylvania district board approved prior to this year's event. Any other district with a district guarantee has paid under this policy this year.

As a part of our review of your message, we have agreed to change this procedure starting with the 2017 events. The new procedure will state the following:

*Since the 2008 events, a district financial guarantee was instituted to help cover the costs of each event. The revision to this policy starting with 2017 events is as follows: A district board would be asked to underwrite any event income less than the 60 student participants at a rate of 75% at the Key Club rate and 25% at the non-Key Club rate. If a district hosts two events, then their guarantee would be for 110 students combined, with any event at least 45 students.*

(The application of the two rates is always confusing, but those numbers correspond to our most recent analysis of attendance. For example—if an event had 48 students enrolled, they would be short 12 students. The district would be billed for 9 students at \$225 and 3 student at \$250.)

The two changes in the new procedure will be to bring the Key Club/non-Key Club numbers in agreement with our current numbers and to support districts like PA who support more than one camp. We heard your points very strongly and took them into consideration for this change. We believe this supports strong district who are trying to grow the program and reach more students, while still following the directive of the Board to be financially responsible with each event we offer.

Please express our thanks to all the PA volunteers who work so hard to make Key Leader possible for the growing number of students from throughout the district. Dick

On Mon, Sep 12, 2016 at 1:15 PM, Kevin Thomas <ketkiwanis@aol.com> wrote:

Dick:

Stef Stam shared with me the invoice for the Camp Allegheny Key Leader event. The invoice was for \$4,275.00, which represented 1/2 the loss Kiwanis International had at the Camp Allegheny Key Leader event. She asked me to get involved since the money is flowing through the District.

Dick, I understand that the invoice you sent to Stef represents the Kiwanis International board policy on the financial loss from a Key Leader event that is under sixty members. While I appreciate the concern, I must tell you that the present policy is at best a short sighted one and fails to reward success where that success is occurring.

While only 42 students attended the Camp Allegheny Key Leader in 2016, 89 students attended the 2016 Camp Conrad Weiser event Key Leader event run by the Pennsylvania District. That means the Camp Conrad Weiser event was 29 students over the 60 break even mark. By the math applied to generate the invoice sent with your message, that means that Camp Conrad Weiser event generated a surplus of \$6,887.50 with the caveat being added that figure only represents

1/2 the actual surplus. So based on the math from Kiwanis International, the surplus at Camp Conrad Weiser more than offset the loss at Camp Allegheny. Accordingly, logic suggests the Pennsylvania District should owe nothing for Camp Allegheny and I might even suggest it is owed money particularly since all the events in the last 3 years run under the leadership of Stef Stam at Camp Conrad Weiser have generated surpluses.

Now, of course, I am not suggesting Kiwanis International send us money. But what I am suggesting is the present policy is short sighted in that it only looks at a single event and only penalizes Districts without rewarding them. The policy and billing practice should be based on all the events in a district so that if a district has a very successful Camp as we do at Camp Conrad Weiser that is factored or accounted for in considering any loss at an event that fails to get to 60 students as Camp Allegheny did.

As I believe you know, we do have a Kiwanian that has stepped forward and said that they will cover this loss. So the reality is the Pennsylvania District will incur no loss. However as the guarantor has pointed out to me, this money would be far better utilized on scholarships next year that will help insure a full Camp Allegheny rather than on any perceived loss on the part of Kiwanis International.

But even more importantly if Kiwanis International continues with this policy and if the we lose our financial guarantee, the District will have no choice but to shut down Camp Allegheny unless we have a certain prospect of getting to 60 students. That would be a big loss for the students who would no longer have the possibility of attending a Key Leader event. That would, also, be less likely to happen if the Kiwanis International policy were the one I suggested here rather than the one that it presently is.

Dick, thanks for letting me express these thoughts.

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

—  
**Dick Peterson, CCD - Leadership Development Manager, Kiwanis Key Club**  
3636 Woodview Trace, Indianapolis IN 46268 (317-217-6124/1-800-KIWANIS) [dpeterson@kiwanis.org](mailto:dpeterson@kiwanis.org)

2016 Key Leader events listing—Registration now open!!! [key-leader.org](http://key-leader.org)