

DISTRICT BOARD OF TRUSTEES MEETING

February 6, 2016

The second meeting of the 2015-16 District Board of Trustees was held on February 6, 2016 at the Kiwanis District Office, Harrisburg, PA. Governor Jennifer Vare presided. The meeting was called to order at 9:30AM.

All board members were present with Trustee Kate Feryo calling in by phone.

The inspirational thought/invocation was provided by Trustee Keith Smith.

Guests included Circle K District Administrator Kelly Shaup, Laws and Regulations Chair Matt Wise, Past Lt. Governor Judy Raub, Past Lt. Governor Tracy Smith, Past Governor/Formula Chair Cathy Szymanski and Administration Chair Paul Kasoff.

Membership & New Club Building (Pages p1-p11B)

Formula Chair Cathy Szymanski led a discussion on new club building.

The Philadelphia new club building blitz on April 24-27, 2016 was discussed. Cathy appealed for support of this effort and explained the effort. As part of that effort, Governor Vare indicate that Kiwanis International asked that the District consider waving the interim dues collected from new clubs. After discussion, the board did not take any action on this request.

Governor Vare asked Formula Chair to add all board members as new club openers if she would like them to be working on new club opening.

Information was provided from Lt. Governor Evaluation Reports #1 about existing clubs. Information was specifically discussed on the East Shore Club and the Zelenople Harmony.

A membership incentive contest was discussed. See the page marked p11A. The board approved this proposed plan.

A corporate member database was discussed. See the page marked p11B. The basic idea is to gather information on who are our corporate members and why they belong to Kiwanis. This information will then be shared with all clubs to give them ideas for potential members.

The Kiwanis and JCI partnership was discussed. Executive Director Kevin Thomas was to write a letter to Kiwanis clubs and JCI Clubs. As he prepared to write the letters, he did research. After research and email exchanges, it his recommendation that before any letters are sent that a meeting be set up between the Kiwanis District Leadership and JCI State Leadership to establish some plans and joint efforts between the organizations.

Changes to the membership portion of the board meeting agenda were discussed. No changes were considered at this time

Consent Agenda (Pages p12-p54)

All items in the consent agenda were approved by proper motion, second and vote.

Discussion and Action items

Reports were reviewed on the 2014-15, 2015 District Convention and 2015-16 Budgets. Those reports can be seen as page p55-p57.

A final report was provided on the District holiday party. It is page p61.

A report was provided on the District shirts. See page p62-p63.

The travel program by the Kiwanis International travel partner AHI was discussed. Information was provided to the board. Executive Director Kevin Thomas recommended the District actively promote these programs to gain the financial benefit to the District offered by AHI travel. By consensus, the board agreed.

Vacancies were discussed in 2016-17 Trustees and Lt. Governor positions as were plans to fill vacancies. The resignation of 2015-16 Division 13N Lt. Governor Lisa Smith was discussed. A Division 13N Council meeting will be called to fill the vacancy as well as get a Lt. Governor in place for the 2016-17 year.

Potential redivisioning was discussed. By approved motion, Trustees were instructed to come to the April district board meeting with any recommendations they might have for redivisioning in their region.

2016-17 Club officer education was discussed. Governor –elect John Gräb will be following up with Education Chair Dennis Bouchard to begin finalizing plans and dates for the 2016-17 year. Lt. Governor training will be June 10-11, 2016 at Bucknell University. Training for 2016-17 Trustees will be scheduled by Governor-elect John Gräb.

A report from the committee looking at District awards was considered. The report is page p99-p100. Trustee Kate Feryo presented the report. After review and discussion, the committee was directed, if possible, to have details for its recommendations in place for the April district board meeting with idea of changes going into effect for the 2016-17 year.

The Midwinter conference program and forums were reviewed. See pages P70, P71, P71A and P71B. Midwinter Conference registration totals, sponsorships received and shout outs were reviewed.

Key Leader was discussed. Emphasis was placed on having Trustee support and promotion of Key Leader events since we are running two events.

Trustee Mike Coolbaugh provided an update on the 2016 District Convention.

The Kiwanis International convention in Toronto was discussed. See pages p79 – 80. By proper motion, second and vote, the board approved the governor having a hospitality room for the convention.

Clubs not paying dues for the 2015-16 year were discussed and reviewed.

A new contract for the District Executive Director was discussed. The committee has met but has not yet finalized a proposal. A proposal will be developed on or before the Midwinter conference with goal of having a new agreement by the Midwinter Conference.

A meeting of District Service Leadership Plan Administrators was discussed. This will be finalized after the new District I-Plan (Strategic) is further refined so that their input into the plan can be gathered; this will be sometime in the spring.

Circle K Administrator Kelly Shaup provided an update on the development of a Circle K Board background check policy. A policy has been developed that the Circle K District board will consider. If the Circle K board approves the policy, it will then be submitted to the Kiwanis District board for approval.

Trustee Mike Coolbaugh will be scheduling a meeting of the committee developing a crisis communication plan.

Dates for the 2016-17 Board meetings were reviewed. See page p87.

Discussion took place on the April 2016 Board meeting date and location. Governor Jen Vare will be doing a survey to determine if there is a need to change the time and location.

Information was provided on the Kiwanis Day at The Phillies. See page p88.

Criminal history and child abuse clearances of board members, Lt. Governors and District Chairs were reviewed. Follow up will be done as needed for those not yet submitted.

District Bylaws Amendments were considered in a discussion led by laws and regulations chair Matt Wise. The recommendations of the Laws and Regulations Committee can be seen as pages p91-p92. The District Board approved all the recommendations of the District Laws and Regulations committee. A discussion was then held on a provision of the bylaws that was inadvertently left out of the new District Bylaws that was in the old bylaws and should have been included in the new bylaws; see page p92A for the provision. After discussion, the board adopted a motion to offer an amendment at the District Convention that will put that provision into the new District Bylaws.

District strategic planning was discussed. This plan is called the I-Plan. On December 11-12, 2015, a committee of Kiwanians appointed by Governor Jen Vare met in Newark, NJ with six other North American Districts. This meeting was facilitated by Kiwanis International. The purpose of the meeting was to begin the development of a District I-Plan under the rubric of the Kiwanis International I-Plan. See pages p93-p98 for the initial work of the committee. This plan will be refined and developed further by the committee and then submitted to the District Board for approval. After District Board approval, the plan will be submitted to Kiwanis International.

The District Foundation Nominating Committee was discussed. Governor-elect John Gräb will chair this committee.

Governor Jen Vare talked about missing board meeting reports from board members and district chairs. She will be doing follow ups to try to get all who should be submitting reports to do so.

As part of the I-Plan development, a new position, District Public Relations coordinator, is being created. The District is presently looking for qualified candidates and board members were asked to share the names of anyone they think might be a good fit for the position.

With no further business, the meeting was adjourned.

Respectfully submitted,

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

Kevin E. Thomas

District Executive Director

Club Id	Club Name	Cntry/St	Sta	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend	
																	15	16	
K23	Pennsylvania																		
K2301	Division 1																		
K02090	Bradford	PA		52	52	52	53										1.92	+1	
K04813	Cambridge Springs	PA		11	11	11	11										0.00		
K03089	Conneaut Lake	PA		9	9	8	8										-11.11	-1	
K01165	Corry	PA		11	11	11	11										0.00		
K16877	East Erie County	PA		14	16	16	16										14.29	+2	
K11844	Edinboro	PA		32	31	31	31										-3.13	-1	
K00040	Erie	PA		44	45	45	45										2.27	+1	
K17440	Fort LeBoeuf	PA		13	13	13	13										0.00		
K16577	Meadville Golden K	PA		21	22	22	21										0.00		
K00701	Meadville	PA		51	51	51	51										0.00		
K08353	Mills Creek-Erie Area	PA		22	24	25	25										13.64	+3	
K00812	Warren	PA		42	40	41	42										0.00		
K14943	West Erie County	PA		14	15	14	14										0.00		
Division 1 Totals:				336	340	340	341										1.49	+5	
K2304	Division 4																		
K17667	Allegheny North	PA		8	8	10	10										25.00	+2	
K02616	Glenshaw	PA		16	16	16	16										0.00		
K02234	Mars	PA		14	14	14	14										0.00		
K01574	Sewickley	PA		16	16	16	16										0.00		
K09194	Zelienople-Harmony	PA		6	6	6	6										0.00		
Division 4 Totals:				60	60	62	62										3.33	+2	
K2305	Division 5																		
K04358	Baldwin	PA		8	9	9	8										0.00		
K18576	Pittsburgh Airport Area, The	PA		15	14	13	13										-13.33	-2	
K00003	Pittsburgh	PA		15	15	15	15										0.00		
K03643	Sheraden, Pittsburgh	PA		36	38	38	38										5.56	+2	
K03431	Squirrel Hill, Pittsburgh	PA		10	10	10	10										0.00		
K00797	Washington	PA		11	13	13	13										18.18	+2	
Division 5 Totals:				95	99	98	97										2.11	+2	

Club Id	Club Name	Entry/St	Sts	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend
Pennsylvania (Continued)																		
K23	Division 6																	
K05219	Freeport	PA		23	23	23	23										0.00	
K00744	Kitanning	PA		8	8	8	8										0.00	
K00526	McKeesport-White Oak	PA		21	21	21	21										0.00	
K06034	Penn Hills	PA		15	15	16	16										6.67	+1
K01502	Vandergrift	PA		15	15	15	15										0.00	
K02401	Verona-Rosedale	PA		11	11	11	11										0.00	
K01702	Wilkinsburg	PA		16	16	16	16										0.00	
	Division 6 Totals:			109	109	110	110										0.92	+1
K2308	Division 8																	
K00165	Greensburg	PA		26	26	26	26										0.00	
K00930	Jeannette	PA		12	12	12	12										0.00	
K12374	Ligonier Valley	PA		6	6	6	6										0.00	
K04899	Scottdale	PA		28	26	26	21										-25.00	-7
K00672	Uniontown	PA		14	14	14	14										0.00	
	Division 8 Totals:			86	84	84	79										-8.14	-7
K2310	Division 10																	
K03661	Homer City	PA		12	10	10	10										-16.67	-2
K00786	Indiana	PA		43	44	44	44										2.33	+1
K05545	Johnstown East Hills	PA		10	10	10	10										0.00	
K00057	Johnstown	PA		30	33	33	33										10.00	+3
K17732	Punxsutawney	PA		9	8	8	8										-11.11	-1
K03869	Somerset	PA		11	15	15	15										36.36	+4
K07473	Westwood, Johnstown	PA		24	24	24	24										0.00	
	Division 10 Totals:			139	144	144	144										3.60	+5
K2311	Division 11W																	
K00005	Altoona	PA		49	49	49	49										0.00	
K01561	Clearfield	PA		21	18	18	18										-14.29	-3
K00521	Du Bois	PA		14	14	14	14										0.00	

Club Id	Club Name	Ctry/St	Sts	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend	
K23	Pennsylvania (Continued)																		
K2311	Division 11W (Continued)																		
K05383	Eldorado, Altoona	PA		19	22	22	22										15.79	+3	
K01118	Phillipsburg	PA		54	54	54	54										0.00		
K11511	Tyrone	PA		17	18	18	18										5.88	+1	
	Division 11W Totals:			174	175	175	175										0.57	+1	
K2312	Division 12N																		
K18236	Bald Eagle and Nittany Valleys	PA		34	34	34	34										0.00		
K11987	Jersey Shore Area	PA		14	14	14	14										0.00		
K18578	Liberty	PA		26	26	26	26										0.00		
K01483	Lock Haven	PA		51	51	51	51										0.00		
K05677	Mansfield	PA		9	12	12	12										33.33	+3	
K03692	Mill Hall	PA		23	23	23	23										0.00		
K18323	Montoursville	PA		35	36	36	36										2.86	+1	
K12388	Muncy Area	PA		12	13	13	13										8.33	+1	
K18331	Pennsylvania Kiwanis 2.0	PA		15	15	15	15										0.00		
K11634	Sullivan County	PA		23	23	23	19										-17.39	-4	
K12268	Towanda-Wysox Area	PA		8	8	8	8										0.00		
K11942	Valley (The), Athens	PA		16	16	16	16										0.00		
K17560	Wellsboro	PA	CR														0.00		
K00130	Williamsport	PA		77	78	80	80										3.90	+3	
	Division 12N Totals:			343	349	351	347										1.17	+4	
K2313	Division 12S																		
K15117	Buffalo Valley A.M.	PA		10	11	11	11										10.00	+1	
K04176	Dalmatia	PA		25	28	28	28										12.00	+3	
K02094	Danville	PA		6	6	6	6										0.00		
K02614	Lewisburg	PA		6	6	6	6										0.00		
K10901	Middleburg Area	PA		14	14	15	15										7.14	+1	
K02109	Mifflinburg	PA		33	30	30	30										-9.09	-3	
K02877	Milton/Warrior Run	PA		25	25	26	26										4.00	+1	
K07332	Northumberland-Point Township	PA		21	21	21	21										0.00		
K17242	Selinsgrove Area	PA		11	11	11	11										0.00		

Club Id	Club Name	Entry/St	Sta	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend
				15												16		
K23	Pennsylvania (Continued)																	
K2313	Division 12S (Continued)																	
K00450	Sunbury	PA		28	28	28	28										0.00	
	Division 12S Totals:			<u>179</u>	<u>180</u>	<u>182</u>	<u>182</u>	<u>182</u>									<u>1.68</u>	<u>+3</u>
K2314	Division 13N																	
K10953	Cumberland County	PA		14	14	14	14										0.00	
K14286	Dillsburg Area	PA		33	34	34	35										6.06	+2
K10616	East Shore, Hartsburg	PA		6	6	6	6										0.00	
K00048	Hartsburg	PA		45	45	45	45										0.00	
K07038	Hershey-Hummelstown	PA		18	19	21	22										22.22	+4
K02096	Middletown	PA		10	10	10	10										0.00	
K17073	Red Land-Fairview Township	PA		8	6	6	6										0.00	
K04380	Upper Allen-Cumberland Valley	PA		14	14	14	14										0.00	
K03384	West Shore, Cumberland County	PA		11	11	11	11										0.00	
K00136	York	PA		11	11	11	11										0.00	
	Division 13N Totals:			<u>168</u>	<u>170</u>	<u>172</u>	<u>174</u>	<u>174</u>									<u>3.57</u>	<u>+6</u>
K2315	Division 13S																	
K17930	Big Spring	PA		8	8	8	14										75.00	+6
K00311	Carlisle	PA		69	71	71	73										5.80	+4
K08272	Chambersburg-Downtown	PA		18	18	18	18										0.00	
K02550	Chambersburg	PA		33	34	34	34										3.03	+1
K04355	Gettysburg Adams	PA		17	17	17	17										0.00	
K18245	Greencastle-Antrim	PA		5	5	5	5										0.00	
K00613	Hanover	PA		25	27	27	28										12.00	+3
K12124	Shippensburg	PA		16	20	20	20										25.00	+4
	Division 13S Totals:			<u>191</u>	<u>200</u>	<u>200</u>	<u>209</u>	<u>209</u>									<u>9.42</u>	<u>+18</u>
K2316	Division 14																	
K01341	Berwick	PA		10	9	9	9										-10.00	-1
K01032	Bloomsburg	PA		38	38	38	38										0.00	
K00552	Hazleton	PA		22	24	24	24										9.09	+2

Club Id	Club Name	Entry/St	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep % Chg	Trend
K23	Pennsylvania (Continued)															
K2316	Division 14 (Continued)															
K00098	Pottsville	PA	33	37	37	37									12.12	+4
K01329	Shamokin	PA	5	5	5	5									0.00	
K09523	Valley (The), Conyngham	PA	25	25	24	24									-4.00	-1
	Division 14 Totals:		133	138	137	137									3.01	+4
K2317	Division 15															
K01133	Carbondale	PA	8	8	8	8									0.00	
K01672	Dallas	PA	19	19	19	18									-5.26	-1
K17301	Kingston	PA	13	13	13	13									0.00	
K18933	Lafin	PA	15	15	16	15									0.00	
K07851	Montrose Area	PA	22	22	22	23									4.55	+1
K05653	Mountaintop	PA	18	16	18	18									0.00	
K00950	Pittston	PA	15	16	16	16									6.67	+1
K00975	Plymouth	PA	8	8	8	8									0.00	
K00111	Scranton	PA	63	62	62	62									-1.59	-1
K03759	Swoyersville	PA	18	19	20	21									16.67	+3
K02905	Turkhanmook	PA	46	46	53	57									23.91	+11
K00129	Wilkes-Barre	PA	35	35	35	35									0.00	
K14447	Wyoming Area	PA	42	42	42	51									21.43	+9
	Division 15 Totals:		322	321	332	345									7.14	+23
K2318	Division 16															
K04149	Annville-Cleona	PA	17	17	16	16									-5.88	-1
K18534	Centennial Internet Club	PA	44	44	44	44									0.00	
K02913	Elizabethtown	PA	21	20	20	20									-4.76	-1
K00101	Greater Reading-Berks County	PA	23	23	23	23									0.00	
K18337	Lancaster	PA	7	8	8	8									14.29	+1
K00398	Lebanon	PA	40	41	41	41									2.50	+1
K14571	Litz Area	PA	18	18	18	20									11.11	+2
K03389	New Holland	PA	43	43	43	43									0.00	
K12868	Norlanco-Rheems	PA	22	22	22	22									0.00	
K16979	Palmyra Area	PA	10	10	10	10									0.00	

Club Id	Club Name	Cntry/St	Sts	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend		
				15	16	18														
K23	Pennsylvania (Continued)																			
				245	246	245	247												0.82	+2
Division 16 Totals:																				
K2319	Division 17																			
K00034	Easton	PA		36	37	38	38												5.56	+2
K05762	Easton-Suburban	PA		10	10	10	10												0.00	
K06915	Nazareth Area	PA		12	12	12	12												0.00	
K07736	Palmer Township, Palmer	PA		47	47	49	49												4.26	+2
K08268	Poconos - Daybreak, Monroe County (The)	PA		31	30	30	30												-3.23	-1
K00799	Stroudsburg	PA		48	48	48	47												-2.08	-1
K16731	West End-Monroe County	PA		8	8	8	8												0.00	
Division 17 Totals:				192	192	195	194												1.04	+2
K2320	Division 18																			
K05241	Allentown Northeast	PA		26	23	23	24												-7.69	-2
K00004	Allentown	PA		20	21	21	21												5.00	+1
K03769	Ermaus	PA		36	36	36	36												0.00	
K12547	Lehigh Valley Industrial Park Allentown-Bett	PA		7	7	7	7												0.00	
K14579	Southern Lehigh, Center Valley	PA		7	7	7	7												0.00	
K10376	Upper Perkiomen Valley	PA		17	17	17	17												0.00	
Division 18 Totals:				113	111	111	112												-0.88	-1
K2321	Division 19																			
K01532	Ambler	PA		24	24	24	24												0.00	
K11637	Boyetown Area	PA		17	17	17	17												0.00	
K18396	King of Prussia	PA	CSD	23	23	23													0.00	-23
K01490	Lansdale	PA		30	30	30	30												0.00	
K18921	Norriton Circle	PA		15	16	17	18												20.00	+3
K01083	Pottstown	PA		15	15	14	14												-6.67	-1
K17426	Upper Bucks	PA		12	14	14	14												16.67	+2
Division 19 Totals:				136	139	139	117												-13.97	-19
K2323	Division 21																			

Kiwanis International
Monthly Membership Comparison

Club Id	Club Name	Entry/St	Sta	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend
K23 Pennsylvania (Continued)																		
K2323 Division 21 (Continued)																		
K15465	Bensalem	PA		15	15	15	15										0.00	
K07229	Council Rock	PA		8	8	8	8										0.00	
K01619	Glenside	PA		24	25	25	25										4.17	+1
K17446	Hatboro-Horsham	PA		10	10	10	10										0.00	
K03273	Jenkintown	PA		27	26	25	25										-7.41	-2
K04181	Levittown-Bristol	PA		35	37	37	39										11.43	+4
K01468	Old York Road	PA		29	29	29	29										0.00	
K04649	Phil-Mont, Philadelphia	PA		13	12	12	13										0.00	
K05710	Southampton	PA		23	23	23	23										0.00	
K17952	Washington Crossing-Yardley	PA		18	24	24	24										33.33	+6
Division 21 Totals:				202	209	208	211										4.46	+9
K2324 Division 22																		
K03053	Baltimore Pike, Delaware County	PA		13	12	12	12										-7.69	-1
K00022	Chester	PA		6	6	6	6										0.00	
K18732	Kennett Square	PA		7	6	6	6										-14.29	-1
K01612	Main Line (The)	PA		15	16	15	15										0.00	
K01421	Phoenixville	PA		46	47	48	47										2.17	+1
K16041	University City, Philadelphia	PA		12	12	14	14										16.67	+2
K03918	Upper Main Line (The), Wayne	PA		13	13	13	13										0.00	
K03452	West Chester	PA		7	8	8	8										14.29	+1
Division 22 Totals:				119	120	122	121										1.68	+2
K2326 Division 11E																		
K01182	Beliefonte	PA		53	53	54	54										1.89	+1
K01259	Huntingdon	PA		15	15	15	15										0.00	
K14968	Juniata County	PA		22	22	22	22										0.00	
K00772	Lewistown	PA		46	46	46	46										0.00	
K10590	Mount Union Area	PA		8	8	9	9										12.50	+1
K18334	Nittany	PA		8	10	10	10										25.00	+2
K17258	Penns Valley Area	PA		10	10	10	10										0.00	
K01367	State College	PA		43	45	45	45										4.65	+2

Kiwanis International
Monthly Membership Comparison

Club Id	Club Name	Cntry/St	Sts	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	% Chg	Trend				
				15														16				
K23	Pennsylvania (Continued)																					
Division 11E Totals:				205	209	211	211											2.93	+6			
K2329	Division 2																					
K00912	Clarion	PA		15	15	15	15											0.00				
K00606	Franklin	PA		46	47	47	48											4.35	+2			
K00848	Greenville	PA		31	31	31	31											0.00				
K04567	Hermitage	PA		12	12	12	14											16.67	+2			
K00192	New Castle	PA		11	11	11	11											0.00				
K02377	New Wilmington	PA		25	25	25	23											-8.00	-2			
K00673	Sharon	PA		21	21	22	21											0.00				
K08572	Titusville	PA		16	16	16	16											0.00				
K02510	Transfer	PA		13	15	15	15											15.38	+2			
K02825	West Middlesex	PA		32	31	31	31											-3.13	-1			
Division 2 Totals:				222	224	225	225											1.36	+3			
Pennsylvania Totals:				176													3769	3819	3843	3840	1.88	+71



January 2016 Board Report

Ten New Clubs. That is Governor Jen and The Formula's Goal for this year. She has conveyed this message to her team together we will make this will happen.

The other goal is to bring in **800 new members in the 2015-2016 year.** The lieutenant governors at training agreed this can be and will be done. Each region needs to open at least one new club this year. Please remember that club satellites do not count as a new Kiwanis Club. I will begin each report with these numbers so that we are constantly striving to reach these numbers.

Only 56 of our 175 Kiwanis clubs have a membership chair identified. Please communicate with your LTG's. Every club needs to have a membership chair if we are going to meet our goals.

Governor Jen and I work very closely on membership. We both have a passion for growth and both of us realize that Pennsylvania District needs to get moving on membership. I ask you to contact your formula team in your region. Please contact me if you do not know who they are, or they are not responding to you. David and I are willing and able to travel to your regions and or divisions to help with strengthening clubs or opening new clubs.

Kiwanis International chose **Pennsylvania for a Club opening Blitz April 24-27,** in the Philadelphia area. We are excited that they chose Pennsylvania. Judy Raub, LTG Sarah and Matt have working on a plan for the event. This will be the third event of this kind that Kiwanis International has done. Sarah, Jen, David and I were fortunate to be part of the Seattle event and have ideas to make the Pennsylvania event even better. We hope you are all able to come to the blitz and go out and help invite new members to join one of the 10 new clubs that we will be opening during this event.

The 10 new club sites we have identified are:

- 1) South Philadelphia
- 2) Northeast Philadelphia
- 3) Springfield/Media area –
- 4) Ridley Park
- 5) Conshy / Plymouth Meeting
- 6) Melrose Park-Elkins Park- between Phil-Mont and Philadelphia
- 7) Doylestown
- 8) Collegeville
- 9) Chesterbrook –
- 10) Downingtown –

Sarah, Kate and Jen have done a lot of homework on these sites. Bill Brandamore is working with us on the statistics and demographics of each area. Many others have put quite a bit of work into this effort already. This is truly going to be amazing.

On January 30th there is a pre-meeting where we will have several people from KI coming in to train the Pennsylvania team on what we need to do.

In the information from the Formula section of the LTG reports. Several LTG's did not list which clubs need help and which clubs do not. For the clubs that have requested help, I will find a Formula Club Counselor to work with them and make sure they feel the love of our district.

Here are the clubs that I was told would be open this year:

- **Region One:**
 - Cochranon is an ongoing effort with Roger and Judy Janes.
 - Summit Township, Kiwanis Club of Erie will begin inviting new members to this club in February, the homework has been done and this is definitely a great area to open a new club
- **Region Two:**
 - Fox Chapel Division six, as far as I know this has not started yet
 - Connellsville Division eight, we do not have a LTG in this division and not sure if this is a place we should put a new club with no LTG in place
- **Region Three:**
 - Bedford division ten, we were to begin work in January on this club, however; a few things changed and Ann, Jen and I are looking at working on this in March.
- **Region Four:**
 - Hughesville Division 12N I am not sure but I believe this is not going to happen .
 - South Williamsport Division 12N, I have not heard anything and need to work with Bill on what the plan is.
 - Loyalsock Division 12N, same as above, I need to speak with Bill on what we need to do to make this happen.
- **Region Five:**
 - Southern York division 13 S or N. Have not heard anything about this club
 - Perry County, Colonial Park Division 13N have not heard anything on this club
 - Colonial Park Division 13 N not sure if this was on the list or not, thought I better add it.
 - Hamburg Division 16, I know Judy and her team are very active with Columbia they need a break before moving on to the Hamburg area. They are meeting this coming week so this report is outdated and I will have an up to date report on this club at the board meeting.
- **Region Six:**
 - Riverside and Old Forge Division 15
 - Kutztown Division 18
- **Region Seven:**
 - Philly Blitz

I will be speaking with the key club executive committee. They want to discuss with me a couple potential sites for new Kiwanis clubs. I am so super excited that the key club wants to help open clubs.

Recently opened clubs:

- Trustee Mike says **Wesley Village** is doing great, they have added a new member, they are working on projects on their own property. They have not set a charter celebration yet.
- **Norriton Circle** had their charter this past week. Everyone involved had a great time. They are adding members and doing a ton of service projects. Many of our existing clubs could learn from this group about service. A project does not have to be huge to make a difference. They are already well known in the community.
- **Pittsburgh Airport club** is doing ok, they need to work on getting some new members and perhaps some new projects. They may need a good shot in the arm of Kiwanis Excitement and passion.
- **Greencastle Atrium** had a membership interest form from the website this past week and they are working on getting him to join Kiwanis. Bob is having a difficult time getting them to return his calls. I am hoping they come to Mid-Winter and I can sit with them and discuss some ideas with them and see what else we can do to help them out.
- **Centennial Club** report from Bob: We've obtained our own GoToMeeting subscription. We had some technical issues that caused attendance to drop Meeting attendance is now improving. Stable at 44 members. Fund raising project being developed to roll out at ICON and we're planning on a physical face to face meeting in Toronto. We have an active membership chair Serge Viau, Eastern Canada and Caribbean District.

Again, if I can be of any help, please let me know.

Cathy Szymanski

cathy@szy.com

2 Incentives for District Growth

Club Strengthening:

All clubs with a +2 as of July 31st will be entered into a drawing to receive 1 of 2 Super Raffle Tickets. For every multiple of 2 above +2 they will receive 1 extra entry!

i.e.+2 is 1 entry, +4 is 2 entries, +6 is 3 entries

Member Incentive:

All current members that sponsor a new member between March 1st and July 31st will have their name entered into a drawing for 1 of 2 Super Raffle Tickets. For every new member added they will receive an extra entry into the drawing!

i.e. 1 sponsored member-1 entry, 2 members-2 entries

This is a potential prize of \$9000 just for adding a new member or strengthening the club by 2!!!

The last two years the prizes were about \$5000 and \$6000!

This would be supported by the District Board and funded by the District Budget line item for Membership Growth.

2/5/2016

From: Jen Vare <jvare8@yahoo.com>
To: Kevin <ketkiwanis@aol.com>
Subject: Fwd: While this is fresh on my brain!!!
Date: Fri, Feb 5, 2016 4:34 pm

Sent from my iPhone

Begin forwarded message:

From: Jen Vare <jvare8@yahoo.com>
Date: December 1, 2015 at 10:21:35 PM EST
To: Cathy Szymanski <cathy@szy.com>, Matt Wise <matthew.j.wise@outlook.com>
Subject: While this is fresh on my brain!!!
Reply-To: Jen Vare <jvare8@yahoo.com>

OK I have a letter going out to the full district tomorrow about Eliminate....so I dont want to do one on Membership for a few days or early next week, but lets bounce this around and see what we can come up with....

The idea is this....we have corporate members all over Kiwanis world. Some join just because they would rather it be in the business name, but there are many others that join because our missions align and their business will be better because of this.

I would love to build a list that members or club officers can access to see who is joining and why..... the list would look like this:

Club name	Corporate Member	Why they joined
Erie	PNC Bank	Grow up Great aligns with our Early Learning Fund
Norriton Circle	Public Library	Reading for children is important to Early Learning
Norriton Circle	Chickfila	For the past 66 years, we have built a foundational commitment to service – service to our customers, service to our franchised Restaurant Operators and their Team Members, and service to our communities

Where can we put this list to make it easily accessible? Or is it something we send out to leaders to funnel down to clubs say every couple of weeks???

So here is my thoughts on the letter...

~~~~~

Dear Kiwanis Leaders,

You have many amazing members in your clubs. Most people join Kiwanis because of how your club is living our motto of serving the children of the world.

While opening the Norriton Circle club we found that there were corporate members joining Kiwanis because of our shared philosophy on serving the communities, supporting children and our Early Learning Initiatives. Which got us thinking why keep this information to ourselves? For example the East Norriton Chick-Fil-A joined because their foundational committment is service-service to the customer, service to their team members and service to their communities. Why would they not want to join Kiwanis an International Service Organization with 100 years of service to our communities.

We know that there are many corporate members in Pennsylvania, but we would love a little more information from you about who they are and why they joined.

Do you have a corporate member in your club?

If your answer is yes, please fill in the form below and return it to \_\_\_\_\_(Robin?) by \_\_\_\_\_



After the District Office compiles the list of corporate members we will send the full list back to each club so that you can see if any of the businesses match one in your town! Why not go to your local Chick-Fil-A tomorrow and ask to speak with someone about joining your club?

Thanks for your help in sharing Kiwanis with all of Pennsylvania!

## DISTRICT BOARD OF TRUSTEES MEETING

October 3, 2015

The first meeting of the 2015-16 District Board of Trustees was held on October 3, 2015 at the Kiwanis District Office, Harrisburg, PA. Governor Jennifer Vare presided. The meeting was called to order at 9:30AM.

The inspirational thought/invocation was provided by Trustee Judy Janes.

All board members were present.

Guests included Circle K District Administrator Kelly Shaup, Lt. Governor Bill McCabe, Past Lt. Governor Tracy Smith and Administration Chair Paul Kasoff.

### Membership & New Club Building (See the pages p2-p12)

Formula Chair Cathy Szymanski called into the meeting.

Clubs organized in the 2013-14 and 2014-15 year were verbally reviewed as no written reports were received.

Initial clubs to be organized in 2015-16 were discussed. Region 1 is looking Smethport and Cochranon. Region 2 has no specific targets but some focus may go to Connellsville and Fox Chapel. Region 5 has a plan in place for Columbia; the East Shore area and Hamburg were discussed. The Old Forge area was discussed in Region VI. Hughesville in Region IV was discussed as well as South Williamsport and Loyalsock. Region VII is Northwest Philadelphia and Central Bucks.

Clubs that were in need of special counselling include Greencastle, Lehigh Valley Industrial Park, West Shore, Hatboro-Horsham, Kennett Square, Nittany, Kittanning and King of Prussia.

The Kiwanis and JCI partnership was discussed. Executive Director Kevin Thomas will work on information to share with Kiwanis clubs and JCI clubs.

### Consent Agenda (See the pages p13-p68)

All items in the consent agenda were approved by proper motion, second and vote. (Note: The Club Leadership Education agenda was removed from the consent agenda for discussion later.)

### Discussion and Action Items

Club Leadership Education was discussed after being removed from the consent agenda. Governor Jen Vare will follow up with Education Chair Dennis Bouchard about the numbers, attendance and possible follow up to get more officers to take the online training.

Vacancies in 2015-16 Lt. Governor positions were discussed; divisions 4 and 8 are vacant. At the present time, there are no candidates for those divisions. Discussions will be held about the Division 5 and 6 Lt. Governors doing some communication outreach to those divisions.

The vacancy in the Region III trustee was discussed. A motion was introduced, seconded and approved to appoint Ann Graves from the Kiwanis Club of State College as Region III Trustee subject to her agreeing in a conversation with Governor Jen Vare.

A review of the candidates for 2016-17 Trustee positions took place. See page 69. Rules and procedures on the Election of Trustees were discussed and will be updated for upcoming elections in accordance with district bylaws.

2016-17 Lt. Governors were reviewed. See page 72.

Discussion was held on potential redivisioning. Trustees are to talk to Lt. Governors and other past leaders in their regions about any potential need for redivisioning and this will be discussed at the next meeting.

Potential changes to Lt. Governor reports were reviewed based on a potential report form submitted by Lt. Governor Sarah Zulueta; input was offered by board members that will be relayed to Sarah by Jen Vare. A final version of the report will be considered on a conference call on November 10, 2015.

The 2015 District Convention was reviewed. See pages 77-78. There was a general consensus to not have formal entertainment on Saturday at the Governor's banquet.

November 10<sup>th</sup> was established as a date for a conference call to approve the Midwinter Budget and program.

The possibility of doing a shoe drive at Midwinter was discussed. See pages 79-80 for information. A motion was approved, with one abstention, to authorize further investigation of this project and report to board on the feasibility of doing this on a November 10<sup>th</sup> conference call.

Proposals for the 2017 and 2018 District Conventions were discussed. A motion was introduced, seconded and approved to have the 2017 District Convention at the Doubletree Lancaster and the 2018 District Convention at the Doubletree Pittsburgh Greentree.

The possibility of a joint convention with the New Jersey District was held. There have been informal discussions about this possibility. It was decided to do nothing with this until if or when a formal request is received from the New Jersey District Board of Trustees.

Board members completed and signed conflict of interest statements.

The District Investments and Account Balances reports were reviewed; see pages 95-100.

A proposed District budget was considered for the 2015-16 year; see page 101 for the proposed budget.

A motion was introduced, seconded and approved to adopt the proposed budget. Another motion was then introduced to allow the Trustees and the Immediate Past Governor to receive a stipend of up to \$100 per board meeting to defray the travel and attendance expense of board meetings. The motion was seconded and approved.

Based on the approval of the previous motion, another motion was introduced to amend the adopted 2015-16 District operating budget to move \$3,200 from the miscellaneous line item to a line earmarked for Trustee/Immediate Past Governor Board Meeting. The motion was seconded and approved. The amended budget is page 101A.

The District Holiday Party was approved for December 18, 2015.

The District Raffle was approved for the 2015-16 year with no changes to its operation.

A report was provided on District shirts. See page 105-106.

It was reported that the District Electric Choice program is in not taking traction and rates are increasing. Executive Director Kevin Thomas reported that because of the increases folks are not renewing. The Electric Choice program appears not to be a viable fundraiser for the District and active promotion will be discontinued.

With the pending retirement of Robin Cook, the board considered a proposal regarding the position of District administrative secretary. It is page 107. The proposal was approved by the District Board.

The contract for District Executive Director Kevin Thomas expires on September 30, 2016. A committee consisting of Governor Jen Vare, Governor-elect John Gräb, Immediate Past Governor Bob Raub and Trustee Keith Smith will enter into negotiations with Kevin Thomas regarding a new agreement to present to the board at the January board meeting.

The 2016 Key Club District Convention budget was brought up for approval. It is page 108. The budget was approved

An update was provided on strategic planning. Kiwanis International will be having a meeting on December 11-12 in Newark, New Jersey to help Districts develop their own plan based on the Kiwanis International strategic plan and Pennsylvania will be invited to that meeting.

An update was provided on our work with Early Childhood Development.

An effort is underway to establish a date for an SLP Administrators conference.

Board members were encouraged to provide support in getting clubs to submit their new form of standard club bylaws.

Background checks of District Board members, Lt. Governors and District Chairs were reviewed. Follow up will be conducted with those not having submitted their clearances. A motion was introduced, seconded and approved to amend the District policy on background checks to have them come to the District office for review by the District Executive Director. If a check is not clear, it will then be sent by Executive Director to the District Youth Protection chair for further review and possible action.

A discussion was held between the board and Circle K Administrator Kelly Shaup on a potential policy for the Circle K District board members as it relates to the need for volunteer background checks and Pennsylvania state law. After the discussion, Administrator Shaup felt he had enough direction to work with the Circle K board and Kiwanis committee to develop a policy for them to consider and adopt.

The Pennsylvania District 2015-16 Distinguished Club award was presented for approval. See page 124. The award was approved by the board.

Trustee Kate Feryo will provide a report on recommendations for District awards at our next meeting.

A discussion took place on an Emergency Communication policy. A committee will be appointed to develop a proposed plan. The committee will consist of Jen Vare, John Grab, Mike Coolbaugh, Kevin Thomas plus the Administrators/Chairs of the Circle K, Key Club, Aktion club and Key Leader administrators or someone from their committees as determined by the administrators of those committees.

A proposal was considered for partnering with EDC Educational Services; see pages 119-123. Governor Jen Vare and Kevin Thomas will schedule a meeting with Denita Richardson to explore the proposal further.

Partnering with Barnes and Noble on a District wide bookfair program was discussed. After discussion, approval for the program was given pending review of materials and program implementation requirements at the November 10, 2015 board conference call.

Board members were reminded of the Commonwealth of Pennsylvania Kiwanis license plate program.

A discussion was held on the format and nature of future board meeting agendas.

With no further business, the meeting was adjourned.

Respectfully submitted,

Kevin E. Thomas  
District Executive Director

**PENNSYLVANIA DISTRICT BOARD OF TRUSTEES  
CONFERENCE CALL MINUTES  
November 10, 2015**

The Pennsylvania District Board of Trustees held a conference call on November 10, 2015 at 8:00pm.

The following board members were on the call. Governor Jen Vare, Governor-elect John Gräb, Immediate Past Governor Bob Raub, Executive Director Kevin Thomas, Trustee Judy Janes, Trustee Bill Henning, and Trustee Mike Coolbaugh.

The following actions were taken or were discussed.

1. Approved the 2016 Midwinter Agenda. (See Exhibit A attached)
2. Approved the 2016 Midwinter Conference program and fees (Exhibit B)
3. Gave formal approval to the new Lt. Governor Evaluation report #1. (Exhibit C)  
(Suggestions were offered to be incorporated into a 2016-17 version of this report.)
4. Appointed Ann Graves of the Kiwanis Club of State College as Region III trustee for the 2014-15 year.
5. Tabled any action on a potential partnership with EDC Education Services until the District Board meeting on January 23, 2016.
6. Approved a partnership with Barnes and Noble to encourage clubs to have book fairs at Barnes and Noble locations. The District will be send information informing clubs of this opportunity and club information will be provided to local Barnes and Noble store managers so they can reach out to clubs about a book fair. (Visit the following link for more information on Barnes and Noble book fairs:  
<http://www.barnesandnoble.com/h/bookfairs/materials-non-profit-organization>)
7. Approved June 18, 2016 as the date of the Kiwanis game at the Phillies/Citizen's Bank Park. Clubs will receive \$6.00 back for every ticket sold. The Pennsylvania District will receive \$2.00 per ticket for every ticket sold.
8. Governor Jen asked board members to give thought to each being assigned 18-20 clubs to call to ask them how the club is doing, what support they need and other questions or relevance.

With no further discussion, the meeting was adjourned at 8:45PM.

Respectfully submitted,

Kevin E. Thomas  
District Executive Director

**International Convention**

**January 2016**

**The 101<sup>st</sup> international convention will be held in Toronto Canada from June 23-26, 2016**

**PA Kiwanis will be at the Hilton.**

**I have submitted an article for the Keystone Kiwanian.**

**Plan to have a table at Mid-Winter and also emailing clubs with information as it becomes available on the international web site for Registration and Schedule of events.**

**Submitted by Bonnie Houpt**

**Kristina Badali**  
**Pennsylvania District Webmaster**  
**Chair Board Report**  
**January 2016**

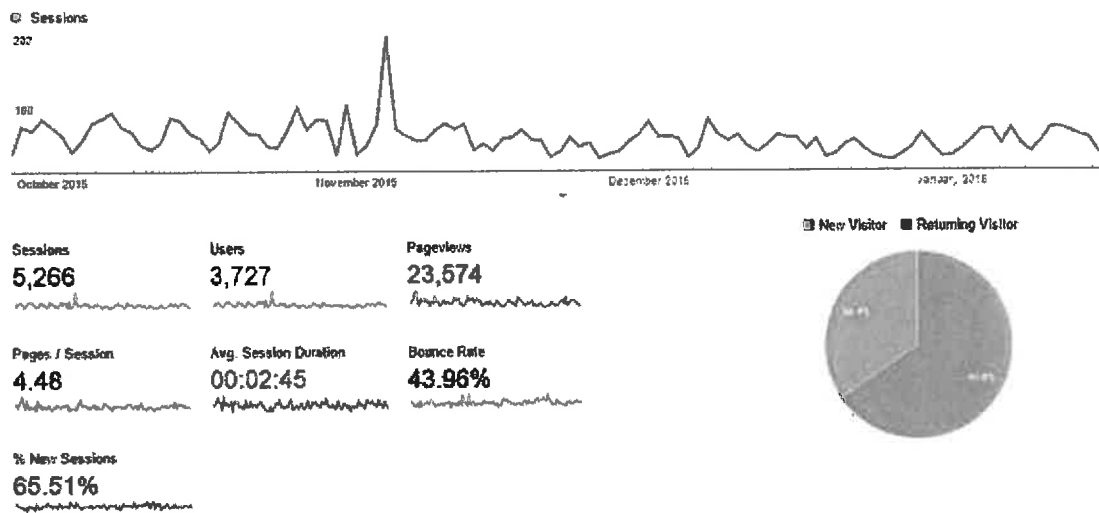
**Accomplishments during reporting period:**

- Continued to update website with relevant international, district, and club information from information sent for posting as well as researched online and social media including mid-winter conference information.

**Plans for next reporting period:**

- Continue to update website with relevant international, district, and club information from information sent for posting as well as researched online and social media.
- Design and implement plan to update club contact information with district leadership.

**General Statistics for September 25<sup>th</sup> to January 16<sup>th</sup>:**



**Top Pages**

| Page                                         | Pageviews      | Unique Pageviews | Avg. Time on Page |
|----------------------------------------------|----------------|------------------|-------------------|
|                                              | <b>23,574</b>  | <b>16,244</b>    | <b>00:00:48</b>   |
| 1 /                                          | 2,901 (12.31%) | 2,075 (12.75%)   | 00:01:15          |
| 2 /clubs-and-divisions/                      | 1,135 (4.81%)  | 694 (4.27%)      | 00:00:20          |
| 3 /events/pamidynter/                        | 804 (3.41%)    | 455 (2.81%)      | 00:01:35          |
| 4 /contact-us/                               | 477 (2.02%)    | 389 (2.41%)      | 00:01:08          |
| 5 /events/                                   | 374 (1.58%)    | 265 (1.63%)      | 00:00:25          |
| 6 /district-leadership/2015-16-it-gov-emors/ | 294 (1.24%)    | 138 (0.85%)      | 00:01:30          |
| 7 /clubs-and-divisions/list-clubs/?region=5  | 243 (1.01%)    | 103 (0.63%)      | 00:00:25          |
| 8 /about-pa-kiwanis/                         | 229 (0.97%)    | 168 (1.03%)      | 00:00:51          |
| 9 /clubs-and-divisions/list-clubs/?region=6  | 215 (0.91%)    | 81 (0.50%)       | 00:00:23          |
| 10 /clubs-and-divisions/list-clubs/?region=7 | 210 (0.89%)    | 93 (0.57%)       | 00:00:28          |

**Risk Management Committee Report**

**1/19/2016**

**Risk Management Committee Report  
For 1/23/16 Board Meeting**

**Submitted by: Mike Smith, Chairman**

**Activity since last report of 9/19/15**

- There have been no committee meetings.

**Inquires since last report:**

- 0

**Future Events**

- Mike Smith will be leading a workshop at the Mid-Winter Conference

**Contact info:**

**Mike Smith**

**mike@gstgroup.com**

**Cell: 215.479.5900**

**Work: 800.220.2088 ext 111**

**Home: 610.834.1768**



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

**To:** jvare8 <jvare8@yahoo.com>; John Grab <grabjh@aol.com>; Bob Raub <rraub@aol.com>; Kevin Thomas <ketkiwanis@aol.com>; Kate Feryo <theferyos@verizon.net>; Ann Graves <amn Graves@comcast.net>; Jjanes1 <jjanes1@zoominternet.net>; amoffitt <amoffitt@keystonehumanservices.org>; Smith, Keith <keithsmithconsulting@yahoo.com>; Bill Henning <bill.henning@comcast.net>; sgt283 <sgt283@gmail.com>

**Subject:** Board Report

**Date:** Tue, Jan 12, 2016 10:00 am

---

District Board,

At this point there is not a lot to report.

After I receive a final report from Kiwanis International I will compile our District statistics and send it to all of you. This will probably be sometime in March as they will need time to get all donations credited and also District rankings. I will also have limited access to computers from the latter part of January till March. In the meantime, if I get an interim giving report, I will forward it. If anyone or club would still like to donate our District will still get the credit. I have not seen a report, but I would say we are still about \$4 million short of the \$110 million goal.

We did have a good fall with 2 Bronze Clubs (\$350 pre member), 1 Model Club (\$750 per member), and 1 Platinum Club (\$1,500) per member. We also got 10 club pledges ranging from \$250 to \$2,000. Some of these are on the December report. We also had a private donor pledging \$25,000 to become our 2nd private party major donor. This donor had already given part of this over the past 5 years.

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



## **Recognition during the fulfillment phase of The Eliminate Project**

Thanks to the dedicated work of thousands of volunteers and the enthusiastic response of Kiwanians, the five-year active fundraising phase of The Eliminate Project brought us to within 95 percent of our goal amount. In human terms, that means we have helped protect more than 58 million mothers from the tragedy of maternal and neonatal tetanus. More amazingly, hundreds of millions of babies have been spared a painful death because of Kiwanians just like you.

During our active fundraising phase, we raised nearly half of our goal in paid gifts. The other half is represented by pledges from individuals, clubs and districts. Fulfilling those pledges will represent the greatest focus of the next phase of the campaign—the fulfillment phase. Ultimately, the project will be declared complete when the final vaccination has been dispensed that will eliminate maternal and neonatal tetanus from the face of the earth.

The fulfillment phase of the Eliminate Project is every bit as critical to our success as the active fundraising phase. In fact, some would say more critical. This is when we finish what we, together, started five years ago. We have a promise to keep. Let's get it done!

### **Recognition policy changes**

During the fulfillment phase which began on January 1, 2016, club and individual recognition changed somewhat. Those changes are summarized here.

#### **Global Service Society recognition (Club recognition)**

If a club makes a pledge after December 31, 2015, it will only receive Global Service Society recognition (Model Club, etc.) if it is in a district with an active pledge. Clubs in Canada may make club pledges during the period of the government match which ends on December 31, 2016.

#### **Individual recognition**

##### **Centennial Award**

The Centennial Award will not be available after December 31, 2015, except to donors who made a pledge for the award prior to December 31, 2015 or to any club or individual who makes a Centennial Award gift or pledge directly to the Kiwanis Foundation of Canada during the Canadian government matching period which ends on December 31, 2016.

##### **George F. Hixson Fellowship**

The Hixson Fellowship will be available only for donations to the Children's Fund of the Kiwanis International Foundation.

##### **Impact donors**

Impact 175 and 350 lapel pins will be available upon request while supplies last.

##### **Lead and Major Gifts**

Lead and Major Gift recognition will remain available to all individuals.

**ELIMINATE**  
maternal/neonatal tetanus  
 **Kiwaniis** |  **unicef**

**Walter Zeller Fellowship**

- After December 31, 2015, donors may pledge for a Zeller only if they belong to a club with an active club pledge or a district with an active district pledge. Pledges must be completed within two years or by December 31, 2020, whichever comes first.
- Canadian donors may pledge for a Zeller Fellowship during the time of the Canadian government match, which ends on December 31, 2016.
- Any donor who contributes a single gift of US\$1,250 will qualify for a Zeller Fellowship regardless of their club or district affiliation.
- Diamond-level Zeller Fellowships will continue for those individuals who are Walter Zeller Fellows.
- Mother's Day Zellers are no longer available.

**Donor Legacy Book**

Clubs will be recognized in the Donor Legacy Book based on their pledges and giving as of December 31, 2015. Individuals will be recognized in the Donor Legacy Book based on their personal giving and any club gifts credited to them as of December 31, 2015. Gifts given in honor or memory of an individual will not count toward that individual's giving total. Lead and Major Gift donors will be recognized for the amount they have pledged as of December 31, 2015.

## **Report of the Youth Protection Committee**

**January 15<sup>th</sup>, 2016**

**To: District Governor Jen Vare, District Trustees and other District Officers and Chairs**

- **In November, 2015, Governor Jen issued a memo to all District officials who had not, as of the end of October, submitted their clearances as required by District policy. It was effective in obtaining nearly all of the outstanding clearances.**
- **As of the beginning of 2016, the status of compliance with District policy is as follows:**
  - **Trustees:**
    - **All Trustees have their clearances on file at District offices except for one.**
  - **Lieutenant Governors:**
    - **All Lieutenant Governors have their clearances on file, except for two that submitted them to me, but I cannot find them and have asked these Lt. Govs. to re-send copies to District.**
  - **District Chairs:**
    - **All those holding committee chairs in the District have their clearances on file, except one.**
  - **Foundation Trustees: all PAKF officers and trustees are in compliance with the PAKF policy, which is identical to District policy.**

**I have passed the names of the few individuals indicated above to Governor Jen and District Executive Kevin Thomas for further action.**

- **Training. I will be presenting a session at the Mid-Winter conference on Youth Protection training at the club level. With the help of fellow committee members Mike Coolbaugh and Matt Wise, I have developed a 20 - 25 minute 'essentials' presentation. The length was designed to fit the time typically allotted for a speaker at most Kiwanis Club meetings. The presentation has about 12 PowerPoint slides that could either be projected or passed out to attendees, and has a script for the presenter. This presentation was developed in response to requests from clubs for a Youth Protection training package.**

The target audience at the Mid-Winter conference are Lt. Governors and others willing to do a bit of travel within their Divisions or Regions, as well as for their own clubs.

- **Kiwanis International Policy Revisions.** On October 1, 2015 KI adopted the following revisions to the Youth Protection Policy:
  - District SLP Chairs and their assistants must have clear criminal background checks conducted and verified by Kiwanis International.
  - SLP Advisors at the club level must obtain new background checks upon their appointment to that position.
    - It is my interpretation that, for example, if Jane Doe was a club member without any prior SLP responsibilities, but had both PA State Police and Child Abuse clearances, were she to be named the Advisor for a new or existing SLP sponsored by her club, she would have to obtain a new set (i.e., reset the 5-year clock). In an e-mail exchange with KI, I learned there is allowance for how 'current' the existing clearances are. In the above example, if Jane were to have clearances that were obtained within the past year or less, she would most likely not have to re-certify.
  - A SLP Charter will not be granted unless the petition indicates that the Kiwanis Advisor(s) has clear background clearances in accordance with the above.

Respectfully Submitted,

Phil Weber  
District Chair

January 27, 2016

To: Governor Jen Vare & the Pennsylvania District Board

From: Phil Weber, District Youth Protection Chair

Re: Report Addendum

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Since my report issued for the February 6<sup>th</sup> District Board meeting, I received new information from Kiwanis International regarding a change to the implantation of KI Youth Protection policy. The following was adopted at the most recent International Board meeting:

Effective October 2016, all Kiwanis Club Service Leadership Program Advisors must obtain clearances from Safe Hiring Solutions through Kiwanis International. These clearances will be valid for no more than two years. KI will not recognize background checks for SLP Advisors obtained through other agencies.

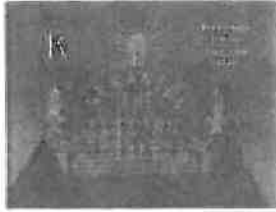
For our District, the implication is that a Club SLP Advisor must obtain state (and if applicable FBI) clearances per Pennsylvania Law *and* clearance from KI.

I exchanged e-mails with Suzanne Lentz of KI to obtain a better understanding of the revised policy. In short, it is unrealistic for KI to adopt and maintain different clearance policies based on state and/or District.

This requirement affects only Kiwanians who are their Club's SLP Advisors. *It does not affect any other club position.* Nor does this affect SLP Faculty Advisors, whether or not they are members of Kiwanis. Nor does this affect the District's Youth Protection Policy. Note that KI Youth Protection Policy has always required SLP Club Advisors to have clear background checks.

I have reviewed this policy change with Bob Orlando, and we have come up with a potential solution for District Kiwanis clubs to mitigate the effect of this KI policy change upon those who have volunteered to be SLP Advisors. We believe that Kiwanis support of any SLP club represents a valid expenditure from the Club's "External" or "Project" (or its Foundation) account, rather than its "Internal" or "Administrative" account. We believe that the cost of SLP Advisors' background checks through KI represents a legitimate expense in support of the SLPs. Therefore, these costs could be paid from the "Project" account from the club's fundraising activities (rather than internally generated), and it would be appropriate for the Club to pay for its SLP advisors' KI background checks. A similar situation is where a Club pays for the surety bond for its Treasurer, rather than having the Treasurer pay for it himself or herself.

I will be reviewing this change during my session at Mid-Winter. However because of the nature of this change, I ask that I (or another District official) review this at the Friday night session with District leaders. I will also prepare a detailed article for the Keystone Kiwanian.



# PA Kiwanis Convention 2016

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## District Convention Committee Report to the District Board January 23, 2016

Our Pennsylvania Kiwanis 2016 District Convention Committee has been hard at work planning the 2016 District Convention which will be held in the Electric City, Scranton from August 11-14, 2016. The site will be the Hilton Scranton & Conference Center 100 Adams Avenue, Scranton, Pa. 18503.

Since the 2016 Scranton Jazz Festival coincides with the convention the committee decided that this year's theme would be Jazz Music.

### Fundraising:

- Trumpet; \$5,000+
- Clarinet: \$2500 - \$4,999
- Saxophone: \$1000 - \$2499
- Blue Guitar: \$500 - \$999.00
- Piano: \$100 - \$499
- Electric City Blinkies - \$25.00

### Schedule of Events:

Thursday August 11<sup>th</sup> - Large scale service projects at The NEPA Children's Advocacy Center and The Ronald McDonalds House.  
Evening welcome picnic at PNC Field Home of the New York Yankees Triple A Baseball where we will see the Scranton Wilkes-Barre RailRiders take on the Lehigh Valley Iron Pigs.

Friday August 12<sup>th</sup> - Early Childhood Development Summit  
Heroes In-Service & SLP Luncheon  
Night on the town with discount Jazz Festival Tickets



**Saturday August 13<sup>th</sup> – Early Learning Walk**

**Blood Drive**

**Afternoon Shopping Spree (the shops will donate a portion of the sales)**

**Governors Banquet and Installation**

**Sunday August 14<sup>th</sup> – Farewell Breakfast**

**Keynote Speakers:**

**John Schertzer, Chief Programming Officer Kiwanis International**

The committee has been meeting regularly and will continue to meet monthly from now until convention. Our goal is to provide an entertaining and educational experience to all attendees.

Yours in service,

**Michael Coolbaugh – Wyoming Area**

**Mary Anne Maloney-Evans – Scranton**

**Convention Co-Chairs**



## **Pennsylvania District**

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

January 16, 2016

### **Overview:**

The first issue of the new Kiwanis year was published in late October. Work is currently being done on the second issue and I am shooting for it to be ready by Midwinter.

### **Statistics:**

Issuu (online host of *The Keystone Kiwanian*) is able to track how many people read the publication, how they read the publication, and more. Here are some stats and definitions.

**Reads: 906**

Someone who has opened the publication for more than two seconds

**Impressions: 2,130**

When the publication was displayed to a viewer from imbedding on social media or on Issuu.

**Link Outs: 28**

When someone pastes the link onto social media.

**Countries (but not limited to):** United States, Canada, Bahamas, Malaysia, United Kingdom

### **Goals:**

1. Publish *The Keystone Kiwanian* four times during the 2015-2016 year.

I expect 50% of this goal to be completed by late February. I would like to keep the following schedule for the year:

- April/May: Kiwanis Midwinter, Key Club DCON, Circle K DCON
- August: ICON and Summer Recap

2. Publish a joint publication with the Key Club and Circle K District Editors.

Both the Key Club and the acting Circle K editors agreed to do a joint publication and we are working on our respective pieces.

3. Increase awareness and participation in the creation of *The Keystone Kiwanian*.

I would like to thank the Kiwanis Clubs of McKeesport-White Oak, Easton, and Lewistown for their contributions. Please continue to encourage your clubs to submit articles!!!

Brett Cutright  
Pennsylvania eKiwaniis  
Pennsylvania District  
Kiwaniis International  
570/441-9383  
bec1896@gmail.com



# Kiwanis<sup>®</sup>

## International Foundation

### International Foundation Report to the District Board January 23, 2016

On behalf of the Kiwanis International Foundation board, I am pleased to share with you this update on the Kiwanis International Foundation.

I am pleased to report that the Pennsylvania District was honored in 2014-15 for achieving the President's Challenge of a 10% increase in unrestricted giving over our 3-year average. Honored are Governor Robert Raub, Secretary Kevin E. Thomas, and District Chair Benjamin Osterhout. Divisions that also achieved the President's Challenge were Division 2, Division 12S, Division 16, and Division 17.

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 Kiwanis International Foundation a philanthropic priority. I hope to be able to report 100% of our leadership supports the Kiwanis International Foundation.

There is not a "per member" giving requirement, but we encourage clubs to be "Today Clubs", which means that their combined club and individual giving to the Kiwanis International Foundation Children's Fund is at least \$10 per member.

Clubs can hit one of these per-member giving levels by giving to any area of our foundation. Whether it's club gifts or individual gifts, any Gift of Today will be counted toward your club's per-member giving average.

These club recognitions are awarded annually at the end of the Kiwanis year. Eligible clubs will be determined by the Kiwanis International Foundation. Recognition will be sent to district leadership for presentation. There are four recognition levels: Blue, Silver, Gold and Diamond. To achieve one of these four levels, clubs must reach the following per-member giving average:

- Blue, US\$10
- Silver, US\$25
- Gold US\$50
- Diamond, US\$100

Silver clubs for 2014-15 included: Lancaster, Lewisburg, Pottstown, and West End-Monroe County.

Gold clubs for 2014-15 included: Dalmatia, Mansfield, and Norlanco-Rheems.

(there were only 21 in Kiwanis International).

Diamond club for 2014-15 was: Nazareth Area (only 1 of 7 in Kiwanis International)

The next grant cycle applications are due to the Kiwanis International Foundation office by April 15, 2016.



Foundation Report to the District Board  
January 23, 2016

Our District Foundation board is working hard to strengthen the programs of Kiwanis throughout Pennsylvania and around the world.

This year, we are doubling our support for Key Leader, providing \$75 scholarships to up to 160 participants (an increase of 80 participants this year).

Scholarships for our Service Leadership Program members will be due on April 1. Applications are available at [www.pkfonline.org](http://www.pkfonline.org).

We participated in the Lancaster Extraordinary Give on November 20, 2015, and raised \$2,039.35 for Foundation programs.

We are hosting a silent auction at the Midwinter Conference and are working with companies and organizations seeking donations so that clubs and individuals are not asked for this.

We are planning a direct mail piece that will be mailed to Kiwanis members in late February.

As a reminder, our board approved effective October 1, 2014, a policy that will provide a \$250 grant to new chartered clubs for use in their service account. To date, we have presented 2 new club grants: Kennett Square and most recently in Norriton Circle.

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 [benosterhout@pakiwanis.org](mailto:benosterhout@pakiwanis.org).

Ben Osterhout  
President

To: The PA District Board of Trustees

Report on Administration

First Quarter, 2015-2016

All:

Sorry for the delay in providing this report.

The information available from the International website does not allow for a download of information for Year-To-Date (YTD) Data. It only provides a visual status with links to actual Club reports.

So I have created the attached spreadsheet, sectioned by Region & Division, for your review. The Dates represent those the reports were submitted. Most are within or near the cut-off of the 10<sup>th</sup> of each month for the preceding month. I have marked the Home Clubs for Trustees with the cell fill and Lt. Gov. Home Clubs in bold, for reference.

Sorry to report that some clubs in that status are either behind or not reporting. Congratulations to Regions with better than average reporting, but ALL need to encourage the Secretaries to perform their accepted duties.

I continue to have discussions with Indianapolis about the reports and hope to have some greater functionality designed into the system. I have not begun a discussion with them about the current Monthly Report format, which in my opinion, leaves an awful lot to be desired, and fails to address what I would consider pertinent topics. The ideas if incorporated, should not overwhelm Secretaries, and might offer insight to both District and International about Club performance..

Any questions or suggestions on my chosen report format will be welcome and encouraged.

Respectfully submitted this 21<sup>st</sup> January 2016.

Paul L. Kasoff  
Administrative Chair

P28A

PA Kiwanis Club Monthly Report Status

| One      | Division   | Club                         | October  | November | December |
|----------|------------|------------------------------|----------|----------|----------|
| 23 Clubs | Division 1 | Bradford                     | 11/10/15 | 12/03/15 | 01/08/16 |
|          | Division 1 | Cambridge Springs            |          |          |          |
|          | Division 1 | Conneaut Lake                |          |          |          |
|          | Division 1 | Corry                        |          |          |          |
|          | Division 1 | East Erie County             | 11/09/15 | 12/09/15 | 01/10/16 |
|          | Division 1 | Edinboro                     | 11/06/15 | 12/07/15 | 01/06/16 |
|          | Division 1 | Erie                         |          |          |          |
|          | Division 1 | Fort LeBoeuf                 |          |          |          |
|          | Division 1 | Meadville                    | 11/11/15 | 12/11/15 | 01/11/16 |
|          | Division 1 | Meadville Golden K           | 11/05/15 | 12/04/15 |          |
|          | Division 1 | Millcreek-Erie Area          | 11/05/15 | 12/13/15 | 01/08/16 |
|          | Division 1 | Warren                       | 11/16/15 | 12/10/15 | 01/09/16 |
|          | Division 1 | West Erie County             |          |          |          |
|          | Division 2 | Clarion                      |          |          |          |
|          | Division 2 | Franklin                     |          |          |          |
|          | Division 2 | Greenville                   |          |          |          |
|          | Division 2 | Hermitage                    | 11/19/15 | 12/21/15 |          |
|          | Division 2 | New Castle                   | 11/17/15 |          |          |
|          | Division 2 | New Wilmington               |          |          |          |
|          | Division 2 | Sharon                       | 12/26/15 | 12/26/15 | 12/26/15 |
|          | Division 2 | Titusville                   |          |          |          |
|          | Division 2 | Transfer                     | 11/11/15 | 12/11/15 | 01/11/16 |
|          | Division 2 | West Middlesex               | 11/10/15 | 12/15/15 | 01/08/16 |
| Two      | Division 4 | Allegheny North              | 11/12/15 | 12/08/15 | 01/10/16 |
| 22 Clubs | Division 4 | Glenshaw                     |          | 01/11/16 |          |
|          | Division 4 | Mars                         |          |          |          |
|          | Division 4 | Sewickley                    |          |          |          |
|          | Division 5 | Baldwin                      | 12/12/15 | 12/12/15 | 01/13/16 |
|          | Division 5 | Pittsburgh                   |          |          |          |
|          | Division 5 | Pittsburgh Airport Area, The | 11/05/15 | 11/19/15 |          |
|          | Division 5 | Sheraden, Pittsburgh         | 11/06/15 | 12/08/15 | 01/06/16 |
|          | Division 5 | Squirrel Hill, Pittsburgh    |          |          |          |
|          | Division 5 | Washington                   |          |          |          |
|          | Division 6 | Freepport                    | 11/04/15 | 11/30/15 | 12/29/15 |
|          | Division 6 | Kittanning                   | 11/07/15 | 12/04/15 | 01/05/16 |
|          | Division 6 | McKeesport-White Oak         | 11/05/15 | 12/29/15 | 12/29/15 |
|          | Division 6 | Penn Hills                   |          |          |          |
|          | Division 6 | Vandergrift                  |          |          |          |
|          | Division 6 | Verona-Rosedale              |          |          |          |
|          | Division 6 | Wilkinsburg                  |          |          |          |
|          | Division 8 | Greensburg                   | 11/09/15 |          |          |
|          | Division 8 | Jeannette                    |          |          |          |
|          | Division 8 | Ligonier Valley              |          |          |          |
|          | Division 8 | Scottdale                    |          |          |          |
|          | Division 8 | Uniontown                    |          |          |          |

|          |              |                                |          |          |          |  |  |  |  |
|----------|--------------|--------------------------------|----------|----------|----------|--|--|--|--|
| Three    | Division 10  | Homer City                     | 11/10/15 | 12/02/15 | 12/29/15 |  |  |  |  |
| 20 Clubs | Division 10  | Indiana                        |          |          |          |  |  |  |  |
|          | Division 10  | Johnstown                      |          |          |          |  |  |  |  |
|          | Division 10  | Johnstown East Hills           |          |          |          |  |  |  |  |
|          | Division 10  | Punxsutawney                   | 11/04/15 | 01/12/16 | 01/12/16 |  |  |  |  |
|          | Division 10  | Somerset                       | 11/09/15 | 12/10/15 | 01/11/16 |  |  |  |  |
|          | Division 10  | Westwood, Johnstown            | 11/11/15 |          |          |  |  |  |  |
|          | Division 11E | Bellefonte                     | 12/09/15 | 12/09/15 | 01/18/16 |  |  |  |  |
|          | Division 11E | Huntingdon                     |          |          |          |  |  |  |  |
|          | Division 11E | Juniata County                 | 11/05/15 | 12/06/15 | 01/07/16 |  |  |  |  |
|          | Division 11E | Lewisston                      | 12/11/15 | 12/11/15 | 01/01/16 |  |  |  |  |
|          | Division 11E | Mount Union Area               | 11/07/15 | 12/18/15 |          |  |  |  |  |
|          | Division 11E | Nittany                        |          |          |          |  |  |  |  |
|          | Division 11E | Penns Valley Area              |          |          |          |  |  |  |  |
|          | Division 11E | State College                  | 11/12/15 | 12/10/15 | 01/10/16 |  |  |  |  |
|          | Division 11W | Altoona                        | 11/11/15 | 12/12/15 | 01/16/16 |  |  |  |  |
|          | Division 11W | Clearfield                     |          |          |          |  |  |  |  |
|          | Division 11W | Du Bois                        | 11/11/15 | 12/06/15 |          |  |  |  |  |
|          | Division 11W | Eldorado, Altoona              | 11/10/15 | 12/14/15 | 01/11/16 |  |  |  |  |
|          | Division 11W | Philipsburg                    | 11/10/15 | 12/09/15 | 01/11/16 |  |  |  |  |
| Four     | Division 11W | Tyrone                         | 12/20/15 | 12/20/15 |          |  |  |  |  |
| 30 Clubs | Division 12N | Bald Eagle and Nittany Valleys | 11/11/15 | 12/03/15 | 01/08/16 |  |  |  |  |
|          | Division 12N | Jersey Shore Area              | 12/09/15 | 12/09/15 | 12/09/15 |  |  |  |  |
|          | Division 12N | Liberty                        |          |          |          |  |  |  |  |
|          | Division 12N | Lock Haven                     |          |          |          |  |  |  |  |
|          | Division 12N | Mansfield                      | 11/10/15 | 12/10/15 | 01/09/16 |  |  |  |  |
|          | Division 12N | Mill Hall                      | 01/05/16 |          |          |  |  |  |  |
|          | Division 12N | Montoursville                  | 11/15/15 | 11/23/15 | 01/19/16 |  |  |  |  |
|          | Division 12N | Muncy Area                     |          |          |          |  |  |  |  |
|          | Division 12N | Pennsylvania Ekiwanis 2.0      | 11/06/15 |          | 01/06/16 |  |  |  |  |
|          | Division 12N | Sullivan County                | 11/16/15 |          |          |  |  |  |  |
|          | Division 12N | Towanda-Wysox Area             |          |          |          |  |  |  |  |
|          | Division 12N | Valley (The), Athens           |          |          |          |  |  |  |  |
|          | Division 12N | Williamsport                   | 11/09/15 | 12/08/15 | 01/06/16 |  |  |  |  |
|          | Division 12S | Buffalo Valley A.M.            |          |          |          |  |  |  |  |
|          | Division 12S | Dalmatia                       | 11/09/15 | 12/08/15 | 01/07/16 |  |  |  |  |
|          | Division 12S | Danville                       | 11/07/15 | 12/02/15 | 12/31/15 |  |  |  |  |
|          | Division 12S | Lewisburg                      | 11/11/15 | 12/09/15 | 01/10/16 |  |  |  |  |
|          | Division 12S | Middleburg Area                | 11/07/15 | 01/03/16 | 01/03/16 |  |  |  |  |
|          | Division 12S | Mifflinburg                    | 01/03/16 | 01/03/16 | 01/03/16 |  |  |  |  |
|          | Division 12S | Milton/Warrior Run             | 11/03/15 | 12/08/15 | 01/04/16 |  |  |  |  |
|          | Division 12S | Northumberland-Point Township  | 11/10/15 | 01/04/16 | 12/11/15 |  |  |  |  |
|          | Division 12S | Selinsgrove Area               | 12/15/15 |          |          |  |  |  |  |
|          | Division 12S | Sunbury                        | 11/29/15 | 01/07/16 | 01/07/16 |  |  |  |  |
|          | Division 14  | Berwick                        |          |          |          |  |  |  |  |
|          | Division 14  | Bloomsburg                     |          |          |          |  |  |  |  |

P28C

PA Kiwanis Club Monthly Report Status

|              |                               |          |          |          |  |  |  |  |  |
|--------------|-------------------------------|----------|----------|----------|--|--|--|--|--|
| Division 14  | Hazleton                      | 11/05/15 | 12/04/15 | 01/06/16 |  |  |  |  |  |
| Division 14  | Pottsville                    |          |          |          |  |  |  |  |  |
| Division 14  | Shamokin                      |          |          |          |  |  |  |  |  |
| Division 14  | Valley (The), Conyngham       | 11/08/15 | 12/05/15 |          |  |  |  |  |  |
|              |                               |          |          |          |  |  |  |  |  |
|              |                               |          |          |          |  |  |  |  |  |
|              |                               |          |          |          |  |  |  |  |  |
|              |                               |          |          |          |  |  |  |  |  |
| Five         |                               |          |          |          |  |  |  |  |  |
| 28 Clubs     |                               |          |          |          |  |  |  |  |  |
| Division 13N | Cumberland County             | 11/19/15 |          |          |  |  |  |  |  |
| Division 13N | Dillsburg Area                | 11/24/15 | 12/21/15 |          |  |  |  |  |  |
| Division 13N | East Shore, Harrisburg        |          |          |          |  |  |  |  |  |
| Division 13N | Harrisburg                    | 11/06/15 | 12/07/15 |          |  |  |  |  |  |
| Division 13N | Hershey-Hummelstown           | 11/16/15 | 12/10/15 | 01/10/16 |  |  |  |  |  |
| Division 13N | Middletown                    |          |          |          |  |  |  |  |  |
| Division 13N | Red Land-Fairview Township    | 11/06/15 | 12/02/15 | 01/10/16 |  |  |  |  |  |
| Division 13N | Upper Allen-Cumberland Valley | 11/06/15 | 12/10/15 | 01/10/16 |  |  |  |  |  |
| Division 13N | West Shore, Cumberland County |          |          |          |  |  |  |  |  |
| Division 13N | York                          | 11/05/15 | 11/05/15 | 12/01/15 |  |  |  |  |  |
| Division 13S | Big Spring                    | 12/09/15 |          |          |  |  |  |  |  |
| Division 13S | Carlisle                      | 11/11/15 | 12/17/15 | 01/18/16 |  |  |  |  |  |
| Division 13S | Chambersburg                  |          | 01/03/16 |          |  |  |  |  |  |
| Division 13S | Chambersburg-Downtown         |          |          |          |  |  |  |  |  |
| Division 13S | Gettysburg Adams              | 11/04/15 | 12/07/15 | 01/08/16 |  |  |  |  |  |
| Division 13S | Greencastle-Antrim            |          |          |          |  |  |  |  |  |
| Division 13S | Hanover                       | 12/10/15 | 12/10/15 | 01/08/16 |  |  |  |  |  |
| Division 13S | Shippensburg                  | 11/11/15 | 12/08/15 | 01/11/16 |  |  |  |  |  |
| Division 16  | Annville-Cleona               | 11/09/15 | 12/10/15 |          |  |  |  |  |  |
| Division 16  | Centennial Internet Club      | 11/15/15 | 12/10/15 | 01/08/16 |  |  |  |  |  |
| Division 16  | Elizabethtown                 | 11/13/15 | 12/12/15 | 01/11/16 |  |  |  |  |  |
| Division 16  | Greater Reading-Berks County  | 11/09/15 |          |          |  |  |  |  |  |
| Division 16  | Lancaster                     | 12/06/15 | 01/06/16 | 01/06/16 |  |  |  |  |  |
| Division 16  | Lebanon                       | 11/06/15 | 12/04/15 | 01/08/16 |  |  |  |  |  |
| Division 16  | Litz Area                     | 11/11/15 | 12/02/15 | 01/11/16 |  |  |  |  |  |
| Division 16  | New Holland                   | 11/17/15 | 12/22/15 | 01/14/16 |  |  |  |  |  |
| Division 16  | Norlanco-Rheems               | 11/27/15 |          |          |  |  |  |  |  |
| Division 16  | Palmyra Area                  | 11/10/15 | 12/10/15 | 01/11/16 |  |  |  |  |  |
| Six          |                               |          |          |          |  |  |  |  |  |
| 26 Clubs     |                               |          |          |          |  |  |  |  |  |
| Division 15  | Carbondale                    |          |          |          |  |  |  |  |  |
| Division 15  | Dallas                        |          |          |          |  |  |  |  |  |
| Division 15  | Kingston                      |          |          |          |  |  |  |  |  |
| Division 15  | Lafin                         | 11/19/15 | 12/14/15 | 01/13/16 |  |  |  |  |  |
| Division 15  | Montrose Area                 | 11/04/15 | 11/30/15 | 12/15/15 |  |  |  |  |  |
| Division 15  | Mountaintop                   |          |          |          |  |  |  |  |  |
| Division 15  | Pittston                      | 11/09/15 |          |          |  |  |  |  |  |
| Division 15  | Plymouth                      | 11/05/15 | 11/30/15 | 12/29/15 |  |  |  |  |  |
| Division 15  | Scranton                      |          |          |          |  |  |  |  |  |
| Division 15  | Swyersville                   | 11/11/15 | 01/03/16 | 01/03/16 |  |  |  |  |  |
| Division 15  | Tunkhannock                   | 11/17/15 | 11/21/15 | 12/16/15 |  |  |  |  |  |
| Division 15  | Wilkes-Barre                  | 11/07/15 | 12/10/15 |          |  |  |  |  |  |
| Division 15  | Wyoming Area                  | 11/11/15 | 12/10/15 | 01/11/16 |  |  |  |  |  |
| Division 17  | Easton                        | 11/07/15 | 12/04/15 | 12/29/15 |  |  |  |  |  |



PA Kiwanis Club Monthly Report Status

|             |                                                   |          |          |          |  |  |  |  |  |  |
|-------------|---------------------------------------------------|----------|----------|----------|--|--|--|--|--|--|
| Division 17 | Easton-Suburban                                   |          |          |          |  |  |  |  |  |  |
| Division 17 | Nazareth Area                                     |          |          |          |  |  |  |  |  |  |
| Division 17 | Palmer Township, Palmer                           | 11/05/15 | 12/03/15 | 01/05/16 |  |  |  |  |  |  |
| Division 17 | Poconos - Daybreak, Monroe County (The)           |          |          |          |  |  |  |  |  |  |
| Division 17 | Stroudsburg                                       |          |          |          |  |  |  |  |  |  |
| Division 17 | West End-Monroe County                            |          |          |          |  |  |  |  |  |  |
| Division 18 | Allentown                                         | 11/13/15 | 12/14/15 | 01/20/16 |  |  |  |  |  |  |
| Division 18 | Allentown Northeast                               | 11/16/15 | 12/09/15 | 01/07/16 |  |  |  |  |  |  |
| Division 18 | Emmaus                                            | 12/02/15 | 12/08/15 |          |  |  |  |  |  |  |
| Division 18 | Lehigh Valley Industrial Park Allentown-Bethlehem | 11/12/15 | 12/11/15 | 01/11/16 |  |  |  |  |  |  |
| Division 18 | Southern Lehigh, Center Valley                    |          |          |          |  |  |  |  |  |  |
| Division 18 | Upper Perkiomen Valley                            |          |          |          |  |  |  |  |  |  |
| Division 19 | Amblor                                            | 11/11/15 | 12/18/15 | 01/15/16 |  |  |  |  |  |  |
| Division 19 | Boyertown Area                                    |          |          |          |  |  |  |  |  |  |
| Division 19 | Lansdale                                          | 11/15/15 | 12/07/15 | 01/10/16 |  |  |  |  |  |  |
| Division 19 | Norriton Circle                                   |          |          |          |  |  |  |  |  |  |
| Division 19 | Pottstown                                         | 11/05/15 | 12/05/15 | 01/08/16 |  |  |  |  |  |  |
| Division 19 | Upper Bucks                                       | 11/22/15 | 01/06/16 |          |  |  |  |  |  |  |
| Division 21 | Bensalem                                          |          |          |          |  |  |  |  |  |  |
| Division 21 | Council Rock                                      | 01/06/16 | 01/06/16 | 01/06/16 |  |  |  |  |  |  |
| Division 21 | Glenside                                          | 11/10/15 | 12/14/15 | 01/15/16 |  |  |  |  |  |  |
| Division 21 | Hatboro-Horsham                                   | 12/09/15 | 12/10/15 |          |  |  |  |  |  |  |
| Division 21 | Jenkintown                                        | 12/10/15 | 01/07/16 |          |  |  |  |  |  |  |
| Division 21 | Levittown-Bristol                                 | 11/08/15 | 12/08/15 | 01/10/16 |  |  |  |  |  |  |
| Division 21 | Old York Road                                     | 11/15/15 | 12/11/15 | 01/11/16 |  |  |  |  |  |  |
| Division 21 | Phil-Mont, Philadelphia                           | 11/20/15 | 12/03/15 | 01/12/16 |  |  |  |  |  |  |
| Division 21 | Southampton                                       | 11/06/15 | 11/24/15 | 12/28/15 |  |  |  |  |  |  |
| Division 21 | Washington Crossing-Yardley                       | 01/17/16 | 01/17/16 | 01/17/16 |  |  |  |  |  |  |
| Division 22 | Baltimore Pike, Delaware County                   | 12/01/15 |          |          |  |  |  |  |  |  |
| Division 22 | Chester                                           |          |          |          |  |  |  |  |  |  |
| Division 22 | Kennett Square                                    | 01/05/16 | 01/05/16 | 01/05/16 |  |  |  |  |  |  |
| Division 22 | Main Line (The)                                   | 01/13/16 | 01/13/16 | 01/13/16 |  |  |  |  |  |  |
| Division 22 | Phoenixville                                      | 11/04/15 | 12/08/15 | 01/04/16 |  |  |  |  |  |  |
| Division 22 | University City, Philadelphia                     |          |          |          |  |  |  |  |  |  |
| Division 22 | Upper Main Line (The), Wayne                      | 01/11/16 | 01/11/16 | 01/11/16 |  |  |  |  |  |  |
| Division 22 | West Chester                                      |          |          |          |  |  |  |  |  |  |
| 173 Clubs   | Trustee Home Club                                 |          |          |          |  |  |  |  |  |  |
|             | Lt Gov Home Club                                  |          |          |          |  |  |  |  |  |  |

P28E

PA District Kiwanis International Report for:

Sponsored Organization or Program: Aktion Club

Administrator: Luida Shearer

Report Date: January 14, 2016

Report Period Covered: from 9-24-15 to 1-14-16

Administrator's goals, objectives and outcomes in the administrative or program year:  
# Active Clubs 23 # Inactive Clubs 4 Membership 199\* as of 1-6-16

Administrator's activities since last report:

- Plans are underway for the 20<sup>th</sup> anniversary celebration of the Pa. District Aktion Club convention in August. We are grateful to have been awarded a grant by the the Kiwanis District Foundation and hope to be able to help Aktion Clubs attend the convention to participate in this milestone convention. Since our District was the first to hold a District Aktion Club convention it is important that the event be well recognized.
- We are in the process of compiling information to be passed on to the new Aktion Club District Administrator at the appropriate time.

Committee Members (list by Region or Zone)

- 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
- 

Comments regarding committee

Other Committee Members and their duties/responsibilities:

Concerns/issues:

As marked above with the number of members (199\*) not all clubs have submitted their dues for the 2015-2016 year. This is not unusual. Dues will be trickling in to Kiwanis International over the next few months and we should see a significant increase in the total number of Aktion Club members here in Pennsylvania by the next board meeting.

Royal Aktion Club has turned in their charter due to what appears to be a problem

with the new agency they began working with a while back. That agency was not prepared to do the amount of work done by the previous agency and apparently the Kiwanis Club and/or advisor was not able to provide the work either. As a result the club has submitted their charter to KI. Getting the club back on line does not seem to be an option at this time.

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

Important Events/Dates with description:

As mentioned above the 20<sup>th</sup> annual Pa. District Aktion Club Convention will be held Saturday, August 6, at Laurel Lodge in Altoona. We hope to use the grant from the District Foundation to financially help those clubs who cannot attend because of limited funding to be able to join in the celebration this year.

Assessment of District Officers:

## PA District of Kiwanis International Report

Service Leadership Program: Builders Club  
Administrator: Tiffany Callaio  
Report Date: 1/15/2016  
Report Period Covered: Oct to January

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

# Active Clubs = 60  
# Suspended Clubs = 0  
# Inactive Clubs = 15  
Membership # [NUMBER] as of [DATE]. This year KI asked for the clubs to give their membership numbers. Out of the 32 clubs that did put their numbers, we have 1241 members.

Administrator's activities since last report: Have sent out emails to the faculty advisor's and Kiwanis advisors to make sure my database is up to date. Sent out the fall newsletter to all advisors. Sent out email about the contests in April and Key Leader dates for April and May.

Committee Members: Amy Casagrande and Keith Smith

Comments regarding committee: Still would like to have more committee members from across the state.

Concerns/issues:

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

Important Events/Dates with description:

Assessment of District Officers:

**Additional information/comments: Since the last board meeting we have 3 new Builders Clubs. One in the Hazleton Area School District, one in Donegal Area School District and one in New Cumberland School District.**

## PA District of Kiwanis International Report

Service Leadership Program: **K-Kids**

Administrator: **Kady Blass**

Report Date: **January 2016**

Report Period Covered: **September 22, 2015- January 12, 2016**

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

### **October's Immediate Goals with outcomes:**

- 1) Complete advisor database as best as possible with goal of at least hearing some response from each club. The advisor database was updated as currently as possible and submitted to Kiwanis International so that all advisors would be on their mailing list. Any changes have continued to be communicated since it's submission.
- 2) Setup (choose an avenue and a date/time) an online forum for advisors to check in with questions or ideas to share. We will be trialing an online chatroom for a K-Kids Advisor roundtable discussion on January 21 from 8-8:30 pm. Advisors will be asked to come with questions they have or email me in advance with topics they wish to see covered.

### **January's Immediate Goals:**

- 1) Communicate concerns from PA advisors to Kiwanis International and report back results to those advisors.
- 2) Assist and encourage clubs with the awards process.
- 3) Conduct the first Advisor Roundtable and evaluate the whole experience (chat room used, questions asked, format, time/date, pros/cons)

### **Goals for the year and current progress:**

- 1) Develop and recruit a functioning and active committee in conjunction with Builder's Club to assist with outreach in each region. Tiffany and I have slowly been working on this. We have gathered 3 names (Regions 2, 5 and 6) thus far.
- 2) Maintain regular communication with advisors to achieve best results: I have continued my monthly email communications with advisors and also followed through with any emails sent to me from advisors in a very timely fashion.
- 3) Be present and available with information for Kiwanis clubs and schools interested in starting a K-Kids: Officially have 3 new clubs chartered since October 2015 and have continued to answer questions and provided information to clubs who have expressed an interest in starting a K-Kids.

# Active Clubs = **60**

# Suspended Clubs = **0**

# Inactive Clubs = **11**

Membership # **1124** as of January 12, 2016

Administrator's activities since last report:

- Attended Region 5 Fall Meeting/Governor's Visit
- Distributed monthly communications to all K-Kids Advisors
- Submitted all updated advisor contact information to Kiwanis International

Committee Members:

-Tiffany and I have gathered 3 different names showing interest in being on our joint K-Kids/Builders committee.

Keith Smith (Region 2)

Emily Reed (Region 5)

Amy Casagrande (Region 6)

Nothing formal has been done in regards to the committee at this point.

Comments regarding committee:

-None at this point. This will be a work in progress for a while.

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:

Additional information/comments:

## PA District of Kiwanis International Report

Service Leadership Program: Circle K

Administrator: Kelly Shaup

Report Date: January 14, 2016

Report Period Covered: October 2015 – December 2015

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

We will be working within four areas over the next year.

### **Promoting Individual Growth and Leadership and Setting the Foundation**

Idea:

We are looking to reset the District Calendar into a more student friendly format.

Later in the year, we will be looking at resetting the expectations for officer transitions for a better district officer transition over for next year.

Current Progress:

Most of the past changes have worked out and next year's calendar is being worked on. We will work to continue our summer service social series to allow students that are in the state some opportunities to complete service over the summer.

### **Promoting District Growth**

Idea:

We are looking for stabilization in the District Officer role. Over the last two years, the board has received multiple resignations and been forced into action to remove inactive officers. Some resignations will occur as life events and college life occurs. The current numbers seem to reflect issues with understanding expectations prior to joining, and lack of training. The goal is to have no hole in the elected board members by the end of the Circle K administrative Year.

We are hoping to look at areas to focus on growth. Many clubs appear to be on an island with significant travel time between them. We are going to look at clubs that may be able to shorten the travel time and increase the fellowship aspect.

Current Progress:

We have not had another resignation since the last Kiwanis Board meeting. It has given a bit of stability over the last few months and has helped with the planning and advancement of the board goals.

The status of possible new clubs and hopefully reactivated clubs are:

New: Alvernia was caught with the changes in chartering paperwork and is finalizing the last few items. Luzerne County community College is in the middle of paperwork. PSU – York has popped up and are supposed to be close.

We have re-established communication with Carnegie Mellon and Lebanon Valley. Our expectation is that they will be moved to active this year. Leads are popping up and we are working to develop them into active clubs as fast as we can. (Bloomsburg, Art institute in Pittsburg, PSU – Altoona, PSU – Scranton, Keystone, and Bucknell) We are actively tracking down clubs that have lost communication over the summer.

### **Bridge to Kiwanis**

Idea:

We are looking to increase attendance and increase communication between K-Family partners. We are going to re-evaluate our invitation timelines with better expectations.



**Current Progress:**

Invitations for the District Convention are going out after the weekend of our meeting. We are hoping to attach more K-family guests than last year.

# Active Clubs = 28 Active

# Suspended Clubs = 3

# Inactive Clubs = 5

Membership # 642 as of 1/14/16

728 last year's end (9/23/15)

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

October 1<sup>st</sup> – new Keystone LTG initial meeting

October 3<sup>rd</sup> – Attended Kiwanis Board meeting

October 6<sup>th</sup> – Home Club Divisional Officer Induction meeting

October 12<sup>th</sup> – New District Secretary and Black Diamond LTG initial meeting

**November:**

Attended InterPACK

**December:**

Attended I-Plan meeting

Attended home club: Breakfast with Santa set up and event

Attended District Holiday Party

**Committee Members:**

Cathy Hagadorn - Snowbelt Division Zone Advisor (NW corner) Resigning by DCON

Kristina Badali – Three Rivers Zone Advisor (SW Corner)

Mariza Shavelle – Liberty Zone Advisor (SE Corner)

**Comments regarding committee:**

The Kiwanis Committee is in the process of rebuilding under the new Administrator. There are a variety of openings that need to be filled (Asst. Admin, 3 Zone Advisors (Keystone (middle of the state North), Colonial (middle of the state South), and Black Diamond (Northeast corner)). We are also looking to add three specialist or special counselors for particular fields – IT, Financial Concerns, and Training programs (names will most likely change).

**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. Job descriptions and expectation are being updated. I have not received any new interest but am hoping that the events scheduled at District Convention will help.

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

Youth Protection guidelines for the Circle K District

Update: Board has been reviewing and should be updating their policy code on Jan 24<sup>th</sup> or their next meeting on March 4<sup>th</sup>.

**Important Events/Dates with description:**

Spring Flings (spring divisional rallies): TBD and finalized on Jan 24<sup>th</sup>.

Each individual division will meet and review topics and concerns.

Spring Officer Training (SPOT): Sunday Feb 28 (Pittsburg): Sunday March 13 (State College)

Newly elected officers will have an opportunity to be trained at two different times.

District Convention: March 4-6: Tuffrees resort: State College

Annual meeting of the PACK.

GATC: April 7-10

Governor and Administrators Training Conference

Assessment of District Officers:

The current district board has been getting stronger over the year. The Kiwanis Committee is working on help them execute and overcome the lack of past PACK board experience. They are excellent in planning and creating task lists, but their execution is a bit off. The same thing goes for historical items as the lack of experience does not always allow for improvement or changes from the previous years. Overall, they are getting stronger, accept help and criticism, and are posed to end their administration year very strong.

Current Openings:

District Editor

## PA District of Kiwanis International Report

Service Leadership Program: **KEY CLUB**  
Administrator: **BOB ORLANDO**  
Report Date: **JANUARY 23, 2016**

# Active Clubs = **162**  
# Suspended Clubs = **0**  
# Inactive Clubs = **22**  
Membership # **7,197** as of **1/6/16**

Administrator's activities since last report:  
**District Board Meeting Jan 9-10**

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:

**We recently welcomed John Mazurowski to the committee after committing to server in the role as Zone 2 Administrator.**

Concerns/issues:

**The only current concern that we have is the number of dues paid members. We are much behind in our dues paid membership number at this point in the year when compared to past years. There are a number of clubs we are currently working with where we know that dues payments have already been sent or are in the process of being paid. There are a few other clubs where committee members and / or Kiwanis sponsors have notified the school faculty advisor that dues need to be paid and information as to why dues are necessary is being shared. There are also two large clubs from Zone 6 that do not have their dues payment reflected in K.I.'s numbers. We are awaiting the last dues payment report at the end of January to see improvement in these dues payments. On February 1st we will have a letter being sent to all non-dues paying clubs as well as their sponsoring Kiwanis club. This letter will inform them of the current non-payment status and will also include a review of why dues are important. Copies of these letters are attached to this report.**

Concerns/issues that require District Board action or knowledge: (Note: include budget where necessary): **None**

Important Events/Dates with description:

- **District Convention March 11, 12, 13. The Penn Stater Hotel and Convention Center, State College, PA**
- **2016-2017 Board Trainer April 15, 16, 17. God's Mountain Retreat, Waymart, PA. PA District Board meeting will take place at this site during this weekend as well.**

Assessment of District Officers:

**I can honestly say that this years' district officers have been exceptional. The executive officers have shouldered a vast amount of responsibility and work and have led the entire board in changes and improvements to the Key Club program. I cannot say enough good things about this group of officers.**

Additional information/comments:

- **Officer Training: Dare I say this?? Ugh!!! Officer training HAS been taking place throughout the district. Our attempts at having a video version of the training that took place at DCON 2015 went up in flames after the production company ran into technical issues with the sound of the recordings they took. After realizing that our video was not going to be ready for the District, Zone Administrators and LTG's put together training as soon as the school year started. Our current executive officers are meeting at the District Office on February 5 to record a training video which will be put up on our You Tube channel. The training will be available to all clubs starting in March of 2016 and officers can take the training at a time and place that works best with their schedule. Kiwanis International has shown great interest in our efforts to put this training together and will be watching closely for what we put out to our members.**
- **Orphaned Key Clubs: This administrative year our district board worked very hard to identify all Key Clubs that lost their sponsoring Kiwanis club and thus had become "orphaned." The district board identified Kiwanis clubs in close proximity to these Key Clubs and made contacts with them and asked that they take over sponsorship. I am very happy to report that ALL Key Clubs that have become "orphaned" over the last few years now have Kiwanis sponsors.**
- **The move to convert standard forms and documents over to on line submission forms continues. Clubs can now file their monthly reports on line and submit this report though our website. New club officer reports have also been converted to an on line submission. The hope is that more clubs will now report their new officer information and make communications between them and their LTG much smoother than past years.**
- **There is an effort underway to address communication problems that exist between certain clubs and the district board. A directory of faculty and Kiwanis advisors has recently been updated after several months of research by board members and myself. We have taken K.I. MUC contact information, corrected invalid names and addresses. This updated**

**directory has been shared with the board and will be presented to K.I. We are not compiling a list of “non-communicating” Key Clubs and efforts will be made by the Kiwanis Committee to revive ties through contact with the faculty advisors and sponsoring Kiwanis clubs.**

- **Early Childhood Learning has been accepted as our 2016-2017 Youth Servers Youth (YSY) project. This has been in place as our 2015-2016 YSY project and great strides are being made by clubs throughout the district to participate with Kiwanis to address this fundamental educational concern here in Pennsylvania.**
- **Kiwanis Growth has been one of the focuses of our K-Family committee. There are three clubs in Zone 6 that have recently lost their Kiwanis sponsor and there has been talk of interest in working with parents of these clubs to form a new Kiwanis club. The committee will be making a report and submitting it to Cathy Szymanski in order to share with the Formula Team.**

# Kiwanis

Pennsylvania District

January 23, 2016

## Key Leader Committee Report to District Board

The dates and locations for our 2016 Key Leader events are as follows:

**Camp Conrad Weiser (Wernersville, PA)      April 22-24, 2016**  
**Camp Allegheny (Stoysville, PA)              May 13-15, 2016**

**Cost: \$175 per student or \$150 for Key Club/Builders Club members**

Registration is completed online at [www.key-leader.org](http://www.key-leader.org) and will be open in January and will close two weeks prior to each event or when each camp reaches 80 participants. Last year, Key Leader sold out five weeks prior to the event. Please encourage clubs to register their students early.

### Update

Since the last board meeting, our focus has been on promoting the Key Leader program. Our goal is to have 160 student participants this year.

District Chair Stef Stamatopoulos attended and spoke at all Regional meetings held between October and November 2015. As part of our efforts, a flyer containing basic information for the event was included in the fall Kiwanis mailing. In December, 40 clubs were directly contacted and asked to consider providing scholarships for participants. These clubs will subsequently be contacted in January with information regarding how to find interested students and how to complete the registration process.

In December, a flyer promoting the event was emailed and mailed to Key Club advisors and officers.

Over the next several weeks, we will continue to work with Kiwanis clubs to find and register participants. Additionally, information regarding Key Leader will be available at both Kiwanis Mid-Winter and Key Club District Convention in February and March respectively.

We wanted to say thank you. Thank you to the PA Kiwanis Foundation for providing scholarships of \$75 to each participant! This generous gift allows Key Leader to be an opportunity for all students. Thank you to our Key Leader advocates! District Board members and previous Key Leader chaperones have been amazing advocates for the program this year, sharing information about the program and encouraging clubs to get involved. Thank you to all those who continue to support and promote Key Leader! Without everyone's support and commitment, this event would not be possible.

We are looking forward to hosting two amazing Key Leader events this year. But most importantly, we are excited to see 160 students graduate from the program prepared to make a positive impact within their communities and the world.

Respectfully submitted,

*Key Leader Team*



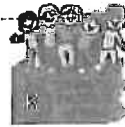
## October Board of Trustee Report

Comment [jay1]:

Trustee Name Judy Janes Region 1

Lieutenant Governors Kathy Durner Division 1

Bruce Peterson Division 2



### Strengths of Regional Meeting:

Speakers, Jen and Steph Stamm were well received. Covered topics well. Attendance was excellent from both Divisions. Clubs participated in Mile of Dimes. The Iroquois Club provided super venue and service. Received compliments from participating clubs regarding program and time management. Worked well time-wise for Gov. Jen to cover both Governor's message and formula presentation.

### What would you do differently next time?

Would be very happy to duplicate this successful evening.

### 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)

Cochrannton

### Which clubs are being counseled in your Region, by whom?

Meadville by Roger and Judy Janes

No other requests have been received from Div. 2

### Describe other contact and communications with the Formula Team

Division One Installations: Kathy discussed membership needs in addition to installations.

Division Two Meeting: Nov. 4. Attended by six clubs. Membership needs and suggestions very well covered by Bruce Peterson. I also participated.

Titusville: I installed officers and presented a packet of Formula forms to new president.

Franklin, Nov. 19: Spoke to group regarding Early Childhood Learning and presented packet of Formula forms to president. (Limited time).

### Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division

Close communications. Membership increased in both Divisions. Both Kathy and Bruce did very detailed Club Evaluation Reports. Concern is finding LTG's to serve for next term for Div. One and Two.

### Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event?

Meadville has sponsored two major events in past 3 years. Bradford sponsored one. Major event at District Convention in Erie 2015.

### How are clubs/SLPs participating in Mile of Dimes?

Several clubs participated and brought dimes to Regional Meeting. No count on \$\$.

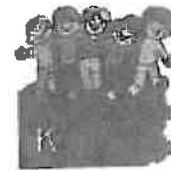
### Do you think the current distribution of clubs in each Division in your Region is accurate? Do you see any needs for redivisioning?

Division 2 was redivisioned in 2014 to combine Div. 2 East and West because of difficulty in finding LTG's.

Div. One has 13 Clubs, Div. Two has 10. Both cover a very wide area. Do not suggest changes at this time because of difficulty in finding LTG's.



January 2016 - Board of Trustee Report



Trustee Name KEITH SMITH Region 2  
 Lieutenant Governors NONE Division 4  
DEBBIE WHITFIELD Division 5  
JOHN MAZUROWSKI Division 4  
NONE Division 8

Strengths of Regional Meeting: CANCELLED

What would you do differently next time? N/A

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) NONE

Which clubs are being counseled in your Region, by whom? GLENSHAW (SMITH), PINE HILL (SMITH)  
MC KEEPORT WHITE OAK (SMITH), WASHINGTON (WHITFIELD), FREEPORT (MAZUROWSKI) BRANHAM (SMITH)  
PEW AIRLINE PARK (DEBBIE)

Describe other contact and communications with the Formula Team  
JUST AT OUR MONTHLY MEETINGS

Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division DEBBIE & JOHN  
ARE BOTH DOING A GOOD JOB. CONCERN NO LTR DIV 4 TP. WHO WILL REPLACE JOHN & DEBBIE.

Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event? NO. ?

How are clubs/SLPs participating in Mile of Dimes? ?

Do you think the current distribution of clubs in each Division in your Region is accurate? Do you see any needs for redivisioning?  
NO BUT I DON'T KNOW WHAT TO DO. DIV 4 SHOULD MOVE TO DIV 5  
DIV 6 COULD REORGANIZE SOME DIV 8. SOME DIV 8 SHOULD MOVE TO DIV 5  
ILL GET A LIST OUT (SEE BACK PAGE)



Div 4

|                 |            |
|-----------------|------------|
| GLENSHAW        | Move to 5  |
| ALLAGANY MATH   | " "        |
| SEVICALLY       | " "        |
| ZELERONIA - Nam | DISBANDING |
| MANS            | Move To 5  |

Div 5

|               |      |
|---------------|------|
| BALOWIN       | } OK |
| PITTSBURGH    |      |
| " Adams Area  |      |
| SPRADEN       |      |
| Squirrel Hill |      |
| WASHINGTON    |      |

Div 6

|                     |      |
|---------------------|------|
| FACCONANT           | } OK |
| KITTANIA (?)        |      |
| McKESPANT WHITE OAK |      |
| PENN HUR            |      |
| VANDERCAIFF         |      |
| VERANO ROCK DALE    |      |
| WILKINT BUCK        |      |

Div 8

|                |       |
|----------------|-------|
| GREENBERG      | DIV 6 |
| HEWLETTE       | DIV 6 |
| LIGONIA VALLEY | DIV 6 |
| SCOTTDALE      | DIV 6 |
| UNION TOWN     | DIV 5 |



## January Board of Trustee Report



Trustee Name Ann Graves Region 3  
 Lieutenant Governors Phyllis Palm Division 11E  
Roger Cartright Division 11W  
Kevin Fondelier Division 10

Strengths of Regional Meeting: It was a good well attended meeting.

What would you do differently next time? I was only an advisor to the meeting planning. I was not trustee for most of the pre-m planning so this was done by Lt. Gov.s – a good move. The day of the meeting was changed and that made a positive difference. previous LTG's did not like the idea of a Friday evening meeting.

Which New Clubs are actively being worked on in your Region? We are working to start a new club in Bedford. We were going to start working on this in January, but the time had to be changed, so now it is being projected to begin in March.

Which clubs are being counseled in your Region, by whom? I am meeting with Clearfield Kiwanis at the end of January. I am the only club counselor at this point in Region 3. They have indicated they would like some help. None of the other clubs have indicated that. I've heard nothing from Div. 10.

Describe other contact and communications with the Formula Team - Regular contact with Cathy Szymanski. I am the only Formula team member in Region 3. It has been difficult to find anyone else.

Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division  
 I have met with LTGs in my region – planned a date at least for April for Spring meeting. Both Divisions 11E and W are in good hands and have good LTGs. Division 10 continues to be problematic with several clubs in need of help. There is a long history of concerns for this division. The current LTG seems to be very agreeable, but I haven't seen a lot of results there yet.

Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event? I believe there should be such an event in both Altoona and Johnstown. However, I don't know if any have been planned. Both places have clubs strong enough to support this, but I don't know how well those clubs have plugged into supporting early childhood education. State College area has done pretty well, as there are many local community folk also into this, supported by Penn State University, as well.

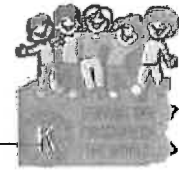
How are clubs/SLPs participating in Mile of Dimes? Division 11E is doing well. I don't know about the others.

Do you think the current distribution of clubs in each Division in your Region is accurate? Do you see any needs for redivisioning?

I am wondering if there needs to be some serious thought given to Div. 10. Folks there have told me they did better when they related to a region to the west of them, rather than to 11E and W. I know there is a good distance geographically between Div. 10 and Divs 11, although 11W is pretty spread out as well. Other than Johnstown clubs, there is little participation in regional events.



## October Board of Trustee Report



Trustee Name Bill Henning Region 4

Lieutenant Governors Mike Haven/Robert Gilson Division 12N

Shirley McPherson Division 12S

Dale & Judy Younker Division 14

Strengths of Regional Meeting: Having small seminar type presentations seemed to be enjoyed.

What would you do differently next time? Looking at moving meeting to Williamsport in hope of attracting more.

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) N/A

Which clubs are being counseled in your Region, by whom? Danville – myself and Shirley

Describe other contact and communications with the Formula Team – being part of the team, in regular contact

Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division – 12N seems to be doing well, Bob is very involved with Northern clubs and is helping with others, 12S – Shirley stays connected with the clubs and we're working on Danville (only 5 members). 14 – I hear very little from Dale or Judy, concerned with overall condition of division (Pottsville seems to stand on it's own).

Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event? 12 South seems to be very strong in distributing books. 12 North has a number of clubs using books – I will see if there is interest in scheduling events.

How are clubs/SLPs participating in Mile of Dimes? – seems to be fairly good, some feelings that members are asked too often for contributions to many causes.

Do you think the current distribution of clubs in each Division in your Region is accurate? Do you see any needs for redivisioning? – Division 12 N has 2 Lt. Gov. and that seems to help, Division 12S seems pretty large but Shirley seems to be handling the numbers alright. I'm concerned with Division 14, there aren't that many clubs but there seems to be very little going on.



## January Board of Trustee Report



Trustee Name Michael Coolbaugh Region 6  
Lieutenant Governors Chuck Pirone Division 15  
Bill McCabe Division 17  
Jeff Rose Division 18

### Strengths of Regional Meeting:

We had 65 members in attendance which is double the normal attendance. Probably helped that there was an election. Topics covered were The Formula, The Eliminate Project, Key Leader, The Early Learning Initiative, and Remarks from Governor Jen. Each Division held Division Council Meetings where the Trustee Candidates had the opportunity to speak. Certificates were presented to clubs that had net growth for 2014-15.

What would you do differently next time?

Which New Clubs are actively being worked on in your Region? None that I am aware of.

Which clubs are being counseled in your Region, by whom? Walt Howell continues to work with all clubs in Division 17. LVIP is being counseled by Jeff Rose and I am in contact with the new Laflin-Wesley Village Club on a regular basis.

Describe other contact and communications with the Formula Team Since I am a Formula Member I participate on the Formula calls and contact the Formula chair when needed.

Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division The LTG's in the Region are doing an excellent job. We communicate by email and phone calls when necessary.

Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event?

How are clubs/SLPs participating in Mile of Dimes? Some of the clubs in the region are taking up collections at regular meetings, some are receiving donations from members, and others are soliciting donations from their communities with collection containers in local businesses.

Do you think the current distribution of clubs in each Division in your Region is accurate? Yes Do you see any needs for redivisioning? Not at this time.



# October Board of Trustee Report



Trustee Name Kate Feryo Region 7  
 Lieutenant Governors Bonnie Houpt & Karen Sears Division 19  
Joe Wilson Division 21  
Sarah Zulueta Division 22

### Strengths of Regional Meeting:

Very good guest speakers, featured aspects of K family, Builders Club speaker was well received, it was low cost to attendees, nice facility, some different topics from the last regional meeting, Positive responses to those in attendance.

### What would you do differently next time?

More promotion among clubs, disappointed in numbers of attendees, do we need to have a meal? If so, perhaps increase the Price and have someone else do the work (i.e restaurant), going to try to move it from a Saturday morning. A Sunday afternoon Or Friday evening are choices. I'm going to try Friday night for the Spring Regional to see how it's received. At this point, I have solid "maybe" on May 13<sup>th</sup> in the King of Prussia area (Bahama Breeze, Maggianos, Champps, or Normany Farms) from like 6-8pm and also use it as an info session, informal social event as a follow up to the Philly Formula event in April. I'm just not sure people will want to pay something like \$30-\$40 for a sit down price fix dinner or rather a more causal feel with paying ala carte off a menu.

Which New Clubs are actively being worked on in your Region? Roxborough/Manyaunk – but progress has been slow lately. I haven't been to an info session since the fall. We just chartered Norriton Circle – excellent club! (please note date of next meeting and potential organizational meeting date with each club)

Which clubs are being counseled in your Region, by whom? Kennett Square – Sarah & Kate, Pottstown & Landsale – Karen,

Describe other contact and communications with the Formula Team – gearing up for the big Philly Formula event in April. Recent phone conference regarding preliminary training on Jan. 30<sup>th</sup>. Sent message to Regional Officers announcing the event and asking for support.

Describe communications w/the LTGs in your Region, strengths, weaknesses and concerns in each Division – really excellent LTG's in my region. Great communicators and supportive of each other. Membership decline is a significant concern in both Division 19 & 22. Willingness for continued divisional leadership is stronger in 22 than 19. Nice support of SLPs across the region.

Are there any Early Learning events being scheduled in your area? Are there strong clubs that should be contacted to set up an event? I would really love to see Phoenixville do an event. I think it would be received well and they have very good relationship with the school district. I will be speaking about Early Learning at the Div. 19 Awards Ceremony this weekend.

How are clubs/SLPs participating in Mile of Dimes? Great participation at the fall regional meeting. We got a nice response and good amount of collection. As the holidays set in, the pace slowed down. Hope to send out some reminders about Mid-Winter coming up, so keep those banks filling up and remember to bring with you. Key Clubs and Circle K's are responsive!

Do you think the current distribution of clubs in each Division in your Region is accurate? Do you see any needs for redivisioning? I didn't end up bringing this up with much seriousness to the leadership or clubs as it would have caused some stress considering assignment of new clubs in our region has been a bit interesting. Plus, it might not make sense geographically, I'm not sure it's worth the hassle of changing? Although I love having Phoenixville part of Division 22, it would probably make more sense for it to be with Pottstown, K of P, Norriton Circle, but since its part of Chester County, it also makes sense to keep with 22. Phoenixville is right on the line of Chester and Montgomery counties. If you're looking for suggestions if you're planning to restructure Region 7, perhaps consider breaking it up by county? The counties that make up are region are: Bucks, Chester, Montgomery, Delaware, and Philadelphia. We could combine Chester/ DE county + South Philly for one division, then Montgomery/Central Philly for the 2<sup>nd</sup>, and Bucks/NE Philly for the 3<sup>rd</sup>. (see map)

Executive Director's Report – January 23, 2016

1. Attached is my schedule for the period October 1, 2015 to December 31, 2015. I will be pleased to answer questions about any activity.
2. I want to remind everyone that even though we have “The Formula Team”, growth, particularly new club building, 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.
3. At the recent meeting I attended in Toronto, a discussion occurred about the new monthly report form; the changes have generally not been well received. The form was redesigned to gather information on the I-Plan and to attract more corporate partners. However, no input was sought beyond the International office and board. In my opinion, there are several reasons for this. I will not go into all of them here. However, one of them is that there isn't presently any group in the organization to represent concerns and offer input on this type of change that can be quickly addressed and from whom input can be sought. I intend to offer a fix for that by, again, establishing a District Secretaries committee.
4. Since some of you have dealt with him in past, you should know Scott Smith has left Kiwanis International employment. He will continue to be associated with Kiwanis International through his private company, Club Resources, LLC.
5. The AHI Travel programs offer a nice opportunity for some fundraising for the District. I think we should embrace that opportunity by promoting their travel programs.
6. Kiwanis International will be bringing up the COLA dues increase proposal again in a modified format. Last year, the Kiwanis International Board brought forth an amendment that would have allowed the Kiwanis International Board to increase dues, if deemed necessary, by an amount tied to an index but not more than 5% at any one time. This proposal was not approved by the delegates at the Indianapolis convention. The Kiwanis International Board is bringing this type of amendment up again in a modified format with the hope that the modifications will gain delegate approval in Toronto.
7. Even with the \$10.00 per member dues increase approved last year, Kiwanis International will still have an operational deficit. Prior to the deficit, the operational deficit stood at \$4.4 million. Now it likely will be \$1.1 million. Of course, much of this deficit, if not all, is the result of investments being made through The Formula.
8. Thank you for what each of you do for Kiwanis and for all your work.

Please feel free to call on me any time for assistance.

Respectfully submitted,



Kevin E. Thomas

District Executive Director/Secretary/Treasurer

# Aol Calendar.

## October 2015

| 27        | Sun 28                                                        | Mon 29                                      | Tue 30                                   | Wed 1                                                        | Thu 2                                        | Fri 3                  | Sat               |
|-----------|---------------------------------------------------------------|---------------------------------------------|------------------------------------------|--------------------------------------------------------------|----------------------------------------------|------------------------|-------------------|
|           | 6pm Elizabetht...                                             |                                             | 11:30am Strou...<br>6pm Scranton         | NYC                                                          | NYC                                          |                        | Kiwanis board ... |
| 4         | 5                                                             | 6<br>7:30am Shipp...                        | 7                                        | 8<br>11:30am Harri...<br>12pm Kiwanis ...<br>8pm Conferen... | 9<br>Key Club Boar...                        | 10<br>Key Club Boar... |                   |
| 11<br>off | 12<br>Holiday                                                 | 13<br>7am Satellite ...<br>5:30pm Juniat... | 14<br>Seven Srpings                      | 15<br>11:30am Call ...<br>1pm John Grab                      | 16<br>Personal day                           | 17<br>off              |                   |
| 18<br>off | 19<br>1:30pm Tara D...<br>5:45pm State ...<br>8:30pm Formu... | 20                                          | 21                                       | 22<br>12pm Kiwanis ...                                       | 23<br>Midwinter Plan...<br>6pm Region Ill... | 24<br>Region 7         |                   |
| 25        | 26<br>2pm Kiwanis a...                                        | 27                                          | 28<br>9:15am Midwi...<br>6pm West Sho... | 29<br>9:15am Midwi...                                        | 30<br>Personal day                           | 31<br>off              |                   |

# AOL Calendar.

## November 2015

| 1         | Sun 2                 | Mon 3                                                      | Tue 4                 | Wed 5                 | Thu 6              | Fri 7                 | Sat |
|-----------|-----------------------|------------------------------------------------------------|-----------------------|-----------------------|--------------------|-----------------------|-----|
| off       | personal day          |                                                            |                       | 6pm Club mee...       | InterPACK          | off                   |     |
| 8<br>off  | 9<br>Holiday          | 10<br>7am Satellite ...<br>6pm Scranton<br>8pm Conferen... | 11<br>6pm Selinsgrove | 12                    | 13                 | 14<br>Region 6        |     |
| 15        | 16<br>8pm Formula ... | 17<br>7:30am West ...<br>5pm Norriton ...                  | 18                    | 19<br>8am Cumberla... | 20<br>personal day | 21<br>off             |     |
| 22<br>pff | 23<br>Vacation        | 24<br>Comp day                                             | 25                    | 26<br>Holiday         | 27<br>holiday      | 28<br>off             |     |
| 29<br>off | 30<br>Comp day        | 1<br>Comp day                                              | 2                     | 3                     | 4                  | 5<br>Foundation Bo... |     |



# AOL Calendar.

## December 2015

| 29        | Sun 30                                                | Mon 1                  | Tue 2                  | Wed 3                  | Thu 4              | Fri 5            | Sat |
|-----------|-------------------------------------------------------|------------------------|------------------------|------------------------|--------------------|------------------|-----|
| off       | Comp day                                              | Comp day               |                        |                        | 8am PA Ameri...    | Foundation Bo... |     |
| 6         | 7<br>Personal                                         | 8<br>8am Satellite ... | 9                      | 10<br>12pm Kiwanis ... | 11<br>Plan         | 12<br>plan       |     |
| 13        | 14                                                    | 15<br>5pm Gift wrap... | 16<br>1:30pm Val Tulli | 17<br>2pm John Mc...   | 18<br>Holiday Part | 19               |     |
| 20        | 21<br>Vacation<br>11:30am Bell r...<br>7pm Susqueh... | 22<br>Vacation         | 23<br>Vacation         | 24<br>Holiday          | 25<br>Holiday      | 26               |     |
| 27<br>off | 28<br>vacation                                        | 29<br>vacation         | 30<br>Vacation         | 31<br>Vacation         | 1<br>Holiday       | 2<br>off         |     |

# Kiwanis

Pennsylvania District / PAKiwanis.org



Robert F. Raub  
Immediate Past District Governor  
602 Rose Petal Lane  
Mount Joy, PA 17552

January 23, 2016

## Immediate Past Governor's Report to the District Board

During the past quarter, my activities on behalf of the Pennsylvania District of Kiwanis have reduced greatly. I wasn't quite expecting such a dramatic decrease in events and obligations that I had grown to anticipate as your District Governor.

As Immediate Past District Governor, I had more time to invest working with the Formula Team. I spent several days canvassing the Borough of Columbia with Club Opener Judy and Lieutenant Governor Stef inviting business owners and others to information meetings that have been scheduled in October through December. I attended several information meetings in Columbia. As a new club counselor for Division 13S, I met with 13S Lieutenant Governor George as well as President Brian Bailie of the Greencastle and President Bob Kranc of the Big Spring Kiwanis Clubs. Continued involvement with the Greencastle club is needed to evaluate the next steps to support strengthening that club. Big Spring added 6 members to their roster correcting a long standing error in their membership numbers. I was honored to attend the Club Counselor Summit meeting in Atlanta, GA recently. There, I joined with about 40 other Club Counselors and we learned techniques and processes for counselling clubs. On the second day, Kiwanis members representing clubs from the Georgia District joined us and became our practice subjects where we employed the techniques we learned. It was truly education and inspirational.

I have served on the committee to review and propose a new employment contract for our District Executive and have met with committee members to discuss the work that needs to be done before the committee and recommend to the board, a replacement contract for Kevin.

I accomplished some last minute business of the District Governor for the 2014 – 2015 Kiwanis year. I attended, along with Ethan McBeth, District Eliminate Chair, a meeting of the Greensburg Kiwanis Club where I presented Charlie Kaylor a Legion of Merit in recognition of his "walk across Pennsylvania" to bring awareness and raise funds for the Eliminate project. I also presented the Charter to the new Norriton Circle Kiwanis Club.

# Kiwanis

Pennsylvania District / PAKiwanis.org



Robert F. Raub  
Immediate Past District Governor  
602 Rose Petal Lane  
Mount Joy, PA 17552

I have supported Kiwanis clubs by attending their events such as the Dillsburg Pancake Breakfast and Bradford's Kiwanis Kapers.

Normal club activities have taken over much of my available time as I attended the Region V regional meeting and Governor's visit. I have been very involved with my Elizabethtown Kiwanis Club's "shoe drive." Thanks to the many Kiwanians and clubs that supported E-town's shoe drive by bringing shoes to the District Holiday Party, regional meetings and other places where Kiwanians gather. I participated in the Elizabethtown Holiday Parade. I have also to serve as Club Secretary for the Norlanco Rheems Kiwanis Club. I am also serving our Division as a member of the 2016-2017 District Convention Committee. My reward for service as District Governor is greater service to Kiwanis in these new roles.

Thank you to all who continue to support my leadership within the District. It remains an honor to serve alongside many other service minded individuals.

Respectfully submitted,

*Signed*

Bob Raub, Governor 2014 – 2015  
Pennsylvania District of Kiwanis



*Kiwanis is a global organization of volunteers dedicated to*



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

PSQB

# Kiwanis

Pennsylvania District



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

## **January 23, 2016 Board Meeting Governor Report to the Board**

Since the last board meeting, I have been actively involved in numerous phone calls, emails and meetings with district, Formula and international leadership.

I enjoy working closely with the Board of Directors, Lieutenant Governor Team and the District membership to accomplish each of the goals of the District.

### Formula and District Growth

- Participated in the District and North America Region 1 Formula conference calls
- Planning and discussions with Formula Chair Cathy Szymanski, Matt Wise, Trustee Kate, LTGs Sarah, Karen, Joe, and Bonnie for the Philly New Club Opening Blitz in Region 7 during the month of April
- Attended the International New Club Opening Event in Seattle Oct 18-21<sup>st</sup> to learn more about our April event, strengthen my own club opening skills and help open clubs
- Active New Club Opening
  - Norriton Circle officially chartered in September and celebrated with a celebration on January 11, 2016 They chartered with 15 and have since added 4 members
  - Central Bucks: communications with some of the former Warrington potential members, and hosted a meeting with 3 stranded Key Clubs in Central Bucks on December 1, 2015. A meeting will be held in February with the Key Club Officers and the Key Club LTG to hopefully finish the club by March.
- Active Club Counseling
  - Lansdale Club has had me come and speak twice now, once in the summer and on 11/12, but has not taken the initiative to move forward with plans for strengthening.
  - Philmont club is using a new, young membership committee and have communicated with me some ideas for support and bringing in new members. Attended their meeting 11/4
- Attended a meeting on October 1<sup>st</sup> with the Norristown Area School District to discuss their membership in either King of Prussia or Norriton Circle.
- I continue to work closely with Formula Chair Cathy to determine how we will accomplish the goals of 2015-16. Discussions have taken place about club counselors, new club opening and the PA Formula Team. I feel that it is important that we not only make sure the team is working effectively towards the common goal, but we stay motivated through communication.
- The offer continues if there is a club, Division or Region that needs my assistance in membership efforts I will make every effort to attend or be of assistance via phone call or email.

### Early Learning

- Completed LTG Education with LTG Div 10 Kevin Fondelier on 10/23 with Kevin Thomas
- Planned Midwinter Conference with Kevin Thomas on 10/28 and secured the forums for Midwinter.
- Attended Kiwanis Internationals I-Plan 100 Pilot Weekend USA 1 +ECC, December 11-12, 2015 with Gov Elect John Grab, Kevin Thomas, Cathy Szymanski, Ben Osterhout, Kelly Shaup, Matt Wise and Stephanie Rose. Evaluated the I-Plan documents as we wrote them and will help implement them into our future.
- I attended a Scranton 2016 Convention meeting and hope to attend all those in upcoming. The committee is off to a great start and will be moving quickly through plans in the coming months.
- Participated in a conference call to review the Executive Director Contract
- Participated in selling Rose's with Levittown Bristol, packaged roses with Division 21
- Attended Key Club's District Board Meeting on 10/9
- Attended Circle K's Interpack 11/7
- Visited with the following clubs since the last board meeting: Shippensburg, Philmont, Lansdale, Juniata Valley, Washington Crossing Yardley, Upper Bucks Martini and Manicure Night, Old York Road Beef and Beer, Abington Aktion Club Banquet of Thanks, and Lansdale Prayer Breakfast

Respectfully Submitted,

Jen Vare  
Governor 2015-2016



**PENNSYLVANIA DISTRICT KIWANIS INTERNATIONAL**

**2014-15 Budget Report**

Final

| ACCT DESCRIPTION |                                                                      | 2014-15 Approved Budget | 2014-15 Actual Recps/Exps |            |
|------------------|----------------------------------------------------------------------|-------------------------|---------------------------|------------|
| 300              | District Dues                                                        | \$ 141,000.00           | \$ 139,747.00             | 99%        |
| 301              | Prorated New member dues                                             | \$ 7,000.00             | \$ 7,245.00               | 104%       |
| 390              | Interest                                                             | \$ 55.00                | \$ 20.35                  | 37%        |
| 393              | Key Club Contribution for Services                                   | \$ 9,250.00             | \$ 9,250.00               | 100%       |
| 392              | Foundation Contribution for services                                 | \$ 5,500.00             | \$ 5,500.00               | 100%       |
| 394              | Miscellaneous                                                        | \$ 2,000.00             | \$ 2,609.00               | 130%       |
|                  | Power Up Fundraising program                                         | \$ 100.00               | \$ 193.50                 | 194%       |
| 396              | Circle-K Contribution for services                                   | \$ 850.00               | \$ 850.00                 | 100%       |
| 397              | Past Lt. Governors Contribution                                      | \$ 200.00               |                           | 0%         |
|                  | International Convention Sales                                       | \$ 500.00               | \$ -                      | 0%         |
|                  | Midwinter Conference                                                 | \$ 19,500.00            | \$ 18,799.00              | 96%        |
|                  | District Convention                                                  | \$ 48,970.00            | \$ 57,525.82              | 117%       |
|                  | Holiday Party                                                        | \$ 1,600.00             | \$ 1,211.15               | 76%        |
|                  | District Raffle                                                      | \$ 19,000.00            | \$ 16,500.00              | 87%        |
| 351              | Shirts                                                               | \$ -                    | \$ 175.60                 | #DIV/0!    |
| 304              | Web Page Advertising                                                 | \$ 3,400.00             | \$ 4,266.00               | 125%       |
|                  | Key Club District Convention                                         | \$ 159,600.00           | \$ 142,866.00             | 90%        |
|                  | Circle K District Convention                                         | \$ 15,000.00            | \$ 14,850.78              | 99%        |
|                  | <b>Total Revenue</b>                                                 | <b>\$ 433,525.00</b>    | <b>\$ 421,609.20</b>      | <b>97%</b> |
| 400              | Salaries*                                                            | \$ 81,500.00            | \$ 80,620.36              | 99%        |
| 408              | Payroll Taxes                                                        | \$ 6,900.00             | \$ 6,778.29               | 98%        |
| 690              | Member & New Club Development                                        | \$ 1,500.00             | \$ 22.86                  | 2%         |
| 437              | Building Lease                                                       | \$ 20,300.00            | \$ 19,838.00              | 98%        |
| 409              | Employee Benefits                                                    | \$ 8,000.00             | \$ 6,368.09               | 80%        |
| 425              | Postage                                                              | \$ 2,300.00             | \$ 2,661.43               | 116%       |
| 430              | Telephone and Internet                                               | \$ 2,500.00             | \$ 2,704.52               | 108%       |
| 424              | Insurance                                                            | \$ 1,900.00             | \$ 1,533.50               | 81%        |
| 402              | Retirement Contribution                                              | \$ 5,500.00             | \$ 3,500.00               | 64%        |
| 442              | Supplies & Printing                                                  | \$ 2,000.00             | \$ 1,936.13               | 97%        |
| 438              | Equipment Maintain.                                                  | \$ 1,400.00             | \$ 1,271.45               | 91%        |
| 439              | Equipment                                                            | \$ 3,700.00             | \$ 2,996.07               | 81%        |
| 655              | Dist. Conv. - 2014-15 Lt. Govs                                       | \$ 3,300.00             | \$ 2,941.75               | 89%        |
| 644              | Governor's Expenses                                                  | \$ 7,000.00             | \$ 2,810.50               | 40%        |
| 645              | Int. Conv. - Governor                                                | \$ 700.00               | \$ 700.00                 | 100%       |
| 648              | Exec Dir/Sec/Treas Expenses                                          | \$ 7,500.00             | \$ 7,407.38               | 99%        |
| 649              | Sec/Treas - Int. Conv.                                               | \$ 700.00               | \$ 632.00                 | 90%        |
| 653              | Lt. Governor Expense                                                 | \$ 5,500.00             | \$ 3,993.16               | 73%        |
| 640              | Int. Conv -Trustee/Lt. Governor****                                  | \$ 6,000.00             | \$ 5,276.55               | 88%        |
| 657              | Gov.-elect Expenses                                                  | \$ 3,250.00             | \$ 1,867.31               | 57%        |
| 691              | Awards                                                               | \$ 1,575.00             | \$ 647.66                 | 41%        |
| 675              | Keystone Kwanian Editor                                              | \$ 1,000.00             | \$ 500.00                 | 50%        |
| 680              | Circle K Administrator                                               | \$ 1,700.00             | \$ 1,986.97               | 117%       |
| 683              | Builders Club Admin.                                                 | \$ -                    | \$ 380.00                 | #DIV/0!    |
| 684              | K-Kids Admin.                                                        | \$ 500.00               | \$ 500.00                 | 100%       |
| 685              | Aktion Club Admin.                                                   | \$ 500.00               | \$ 209.64                 | 42%        |
| 686              | Key Leader                                                           | \$ 500.00               | \$ 100.00                 | 20%        |
| 678              | Lt. Gov. Education Conference                                        | \$ 3,700.00             | \$ 4,098.71               | 111%       |
| 440              | Interest Expense                                                     | \$ 1,600.00             | \$ 1,859.35               | 116%       |
| 677              | Web Page Fees/Maintenance                                            | \$ 1,400.00             | \$ 1,380.00               | 99%        |
|                  | Midwinter                                                            | \$ 18,500.00            | \$ 17,957.81              | 97%        |
|                  | District Convention                                                  | \$ 47,000.00            | \$ 53,173.43              | 113%       |
|                  | Key Club District Convention                                         | \$ 159,600.00           | \$ 139,420.00             | 87%        |
|                  | Circle K District Convention                                         | \$ 15,000.00            | \$ 15,320.66              | 102%       |
|                  | Raffle                                                               | \$ 9,500.00             | \$ 8,375.00               | 88%        |
| 422              | Contingent                                                           | \$ 30.00                | \$ 86.00                  | 287%       |
|                  | <b>TOTAL EXPENSES</b>                                                | <b>\$ 433,555.00</b>    | <b>\$ 401,852.58</b>      | <b>93%</b> |
|                  | Excess/Deficit                                                       | \$ (30.00)              |                           |            |
|                  | *Includes Salary for Executive Director and Administrative Secretary |                         |                           |            |
|                  | ****\$475.00 stipend per person                                      |                         |                           |            |
|                  | <b>Surplus/Deficit from all operations</b>                           |                         | <b>\$ 19,756.62</b>       |            |
|                  | <b>Surplus/Deficit without Key Club and Circle K events</b>          |                         | <b>\$ 16,780.50</b>       |            |

2015 Actual

| 2015 DISTRICT CONVENTION BUDGET REPORT    |                                                       |                      |                        |
|-------------------------------------------|-------------------------------------------------------|----------------------|------------------------|
| Final                                     |                                                       |                      |                        |
|                                           | ACCOUNT                                               | 2015 Proposed Budget | 2015 Actual Recps/Exps |
| <b>REVENUE</b>                            |                                                       |                      |                        |
| Registration Fees:                        |                                                       |                      |                        |
| 335                                       | Kiwanians (clubs @ 3 @\$25.00)                        | \$ 13,050.00         | \$ 12,975.00           |
|                                           | Kiwanians (Beyond 3 per club@\$20.00)                 | \$ 1,320.00          | \$ 2,100.00            |
| 336                                       | Spouses (@\$15.00)                                    | \$ 400.00            | \$ 480.00              |
| 346                                       | Sponsored Groups (@\$10.00)                           | \$ 100.00            | \$ 70.00               |
| 338                                       | Advertising                                           | \$ 5,000.00          | \$ 7,990.00            |
| 339                                       | Tours                                                 | \$ 1,000.00          | \$ 4,250.00            |
| 341                                       | Thursday - Presque Isle (150@\$15.00)                 | \$ 2,250.00          | \$ 3,010.00            |
| 348                                       | Friday Early Learning Breakfast (300@\$10.00)         | \$ 3,000.00          | \$ 1,880.00            |
| 342                                       | Friday Lunch (150@\$18.00)                            | \$ 2,700.00          | \$ 3,517.00            |
| 349                                       | Saturday Foundation Breakfast (150 @ \$16.00)         | \$ 2,400.00          | \$ 2,506.00            |
|                                           | Saturday Lunch                                        | \$ -                 | \$ 720.00              |
| 344                                       | Saturday Banquet (250@\$25.00)                        | \$ 6,250.00          | \$ 7,003.00            |
| 345                                       | Sunday Breakfast (150@\$16.00)                        | \$ 2,400.00          | \$ 2,452.00            |
| 340                                       | Host Committee Fundraising/sponsorships/exhibitors*** | \$ 8,000.00          | \$ 7,932.00            |
| 347                                       | Merchandise/Clothing Sales                            | \$ 1,100.00          | \$ 640.82              |
|                                           | Miscellaneous                                         | \$ -                 | \$ -                   |
|                                           | <b>TOTAL REVENUE</b>                                  | <b>\$ 48,970.00</b>  | <b>\$ 57,525.82</b>    |
| <b>EXPENSES</b>                           |                                                       |                      |                        |
| 535                                       | Administrative Secretary                              | \$ 500.00            | \$ 500.00              |
| 536                                       | Audio Visual Aids & Equipment                         | \$ 3,000.00          | \$ 2,170.85            |
| 537                                       | Badges, Ribbons & Registration Materials              | \$ 275.00            | \$ 469.65              |
| 538                                       | Board of Trustees & Lt. Governors (@\$265.00)         | \$ 3,000.00          | \$ 3,273.78            |
| 540                                       | Circle-K Governor                                     | \$ 500.00            | \$ 473.71              |
| 541                                       | Credentials Material                                  | \$ 125.00            | \$ 89.65               |
| 570                                       | Credit Card Processing Fees                           | \$ 1,000.00          | \$ 1,208.51            |
| 542                                       | District Governor                                     | \$ 500.00            | \$ 500.00              |
| 543                                       | District Executive Director                           | \$ 500.00            | \$ 500.00              |
| 544                                       | Entertainment/Speakers                                | \$ 4,000.00          | \$ 2,077.00            |
| 545                                       | Rentals & Setup fees                                  | \$ 1,250.00          | \$ 3,597.00            |
| 546                                       | Frames                                                | \$ 50.00             |                        |
| 547                                       | Gift - International Representative                   | \$ 150.00            |                        |
| 551                                       | International Representative                          | \$ 500.00            | \$ 473.31              |
| 552                                       | Key Club Governor                                     | \$ 500.00            | \$ 473.71              |
| 553                                       | Mailing - Postage                                     | \$ 150.00            |                        |
| 558                                       | Program (Printing)                                    | \$ 1,100.00          | \$ 1,128.90            |
| 562                                       | Thursday - Presque Isle (150 @ \$11.00)               | \$ 1,650.00          | \$ 2,328.50            |
| 563                                       | Tours                                                 | \$ 1,000.00          | \$ 2,479.70            |
| 564                                       | Transportation                                        | \$ 1,200.00          | \$ -                   |
| 550                                       | Friday Early Learning Breakfast(300@\$16.47)          | \$ 4,941.00          | \$ 3,263.40            |
| 565                                       | Friday Luncheon (150@\$21.94)                         | \$ 3,424.50          | \$ 4,473.00            |
| 566                                       | Saturday Breakfast (150@\$19.01)                      | \$ 2,851.50          | \$ 2,825.55            |
|                                           | Saturday Lunch                                        | \$ -                 | \$ 2,205.00            |
| 567                                       | Saturday Banquet (250 @ \$31.74)                      | \$ 7,935.00          | \$ 8,833.80            |
| 588                                       | Sunday Breakfast (150@\$19.01)                        | \$ 2,851.50          | \$ 2,825.55            |
| 550                                       | Hospitality                                           | \$ 2,000.00          | \$ 2,683.20            |
| 569                                       | Miscellaneous                                         | \$ 4,016.50          | \$ 4,319.66            |
|                                           | <b>TOTAL EXPENSES</b>                                 | <b>\$ 48,970.00</b>  | <b>\$ 53,173.43</b>    |
|                                           | <b>Excess/(Deficit) Revenues vs. Expenses</b>         | <b>\$ -</b>          | <b>\$ 4,352.39</b>     |
| *** Does not include in kind sponsorships |                                                       |                      |                        |

**PENNSYLVANIA DISTRICT KIWANIS INTERNATIONAL**

**2015-16 Budget Report**

**31-Dec-15**

| ACCT DESCRIPTION |                                                                    | 2015-16 Proposed Budget | 2015-16 Actual Recps/Exps |            |
|------------------|--------------------------------------------------------------------|-------------------------|---------------------------|------------|
| 300              | District Dues (3,971@ \$35.00)                                     | \$ 139,000.00           | \$ 100,555.00             | 72%        |
| 301              | Prorated New member dues                                           | \$ 7,200.00             | \$ 1,723.00               | 24%        |
| 390              | Interest                                                           | \$ 20.00                | \$ 19.18                  | 96%        |
| 393              | Key Club Contribution for Services                                 | \$ 9,500.00             |                           | 0%         |
| 392              | Foundation Contribution for services                               | \$ 6,000.00             |                           | 0%         |
| 394              | Miscellaneous                                                      | \$ 1,500.00             | \$ 150.00                 | 10%        |
|                  | Power Up Fundraising program                                       | \$ 100.00               | \$ 92.00                  | 92%        |
| 396              | Circle-K Contribution for services                                 | \$ 900.00               |                           | 0%         |
| 397              | Past Lt. Governors Contribution                                    | \$ -                    |                           |            |
|                  | International Convention Sales                                     | \$ -                    |                           |            |
|                  | Midwinter Conference (75 @ \$75.00)                                | \$ 5,625.00             | \$ 1,570.00               | 28%        |
|                  | District Convention                                                | \$ 50,000.00            |                           | 0%         |
|                  | Holiday Party                                                      | \$ 1,350.00             | \$ 1,260.58               | 93%        |
|                  | District Raffle                                                    | \$ 17,000.00            |                           | 0%         |
| 351              | Shirts                                                             | \$ 500.00               | \$ 50.00                  | 10%        |
| 304              | Web Page Advertising                                               | \$ 3,800.00             | \$ 450.00                 | 12%        |
|                  | Key Club District Convention                                       | \$ 159,600.00           |                           | 0%         |
|                  | Circle K District Convention                                       | \$ 15,000.00            |                           | 0%         |
|                  | <b>Total Revenue</b>                                               | <b>\$ 417,095.00</b>    | <b>\$ 105,869.76</b>      | <b>25%</b> |
| 400              | Salaries                                                           | \$ 77,700.00            | \$ 22,188.43              | 29%        |
| 408              | Payroll Taxes                                                      | \$ 6,600.00             | \$ 1,074.22               | 16%        |
| 690              | Member & New Club Development                                      | \$ 1,000.00             |                           | 0%         |
| 437              | Building Lease                                                     | \$ 18,000.00            | \$ 4,500.00               | 25%        |
| 409              | Employee Benefits                                                  | \$ 7,000.00             | \$ 3,848.66               | 55%        |
| 425              | Postage                                                            | \$ 2,300.00             | \$ 247.63                 | 11%        |
| 430              | Telephone and Internet                                             | \$ 2,700.00             | \$ 657.95                 | 24%        |
| 424              | Insurance                                                          | \$ 1,600.00             | \$ 1,363.00               | 85%        |
| 402              | Retirement Contribution                                            | \$ 5,500.00             | \$ 3,500.00               | 64%        |
| 442              | Supplies & Printing                                                | \$ 2,000.00             | \$ 1,197.08               | 60%        |
| 438              | Equipment Maintain.                                                | \$ 1,200.00             | \$ 68.72                  | 6%         |
| 439              | Equipment                                                          | \$ 3,200.00             | \$ 941.68                 | 29%        |
| 655              | Dist. Conv. - 2014-15 Lt. Govs                                     | \$ 3,600.00             | \$ 4,515.43               | 125%       |
| 644              | Governor's Expenses                                                | \$ 7,000.00             | \$ 304.65                 | 4%         |
| 645              | Int. Conv. - Governor                                              | \$ 700.00               |                           | 0%         |
| 648              | Exec Dir/Sec/Treas Expenses                                        | \$ 7,500.00             | \$ 2,508.22               | 33%        |
| 649              | Sec/Treas - Int. Conv.                                             | \$ 700.00               |                           | 0%         |
| 653              | Lt. Governor Expense                                               | \$ 5,500.00             | \$ 4,290.23               | 78%        |
|                  | Trustees Board Meeting Expense                                     | \$ 3,200.00             |                           | 0%         |
| 640              | Int. Conv -Trustee/Lt. Governor****                                | \$ 5,500.00             |                           | 0%         |
| 657              | Gov.-elect Expenses                                                | \$ 3,250.00             | \$ 210.35                 | 6%         |
| 691              | Awards                                                             | \$ 1,100.00             |                           | 0%         |
| 675              | Keystone Kiwanian Editor                                           | \$ 1,000.00             |                           | 0%         |
| 680              | Circle K Adminstrator                                              | \$ 1,800.00             | \$ 120.00                 | 7%         |
| 683              | Builders Club Admin.                                               | \$ 525.00               | \$ -                      | 0%         |
| 684              | K-Kids Admin.                                                      | \$ 525.00               | \$ -                      | 0%         |
| 685              | Aktion Club Admin.                                                 | \$ 625.00               | \$ -                      | 0%         |
| 686              | Key Leader                                                         | \$ 525.00               |                           | 0%         |
| 678              | Lt. Gov. Education Conference                                      | \$ 4,000.00             |                           | 0%         |
| 440              | Interest Expense                                                   | \$ 1,900.00             | \$ 864.70                 | 46%        |
| 677              | Web Page Fees/Maintenance                                          | \$ 1,400.00             | \$ 345.00                 | 25%        |
|                  | Midwinter                                                          | \$ 5,625.00             | \$ 6.70                   | 0%         |
|                  | District Convention                                                | \$ 48,000.00            |                           | 0%         |
|                  | Key Club District Convention                                       | \$ 159,600.00           |                           | 0%         |
|                  | Circle K District Convention                                       | \$ 15,000.00            |                           | 0%         |
|                  | Raffle                                                             | \$ 8,625.00             |                           | 0%         |
| 422              | Contingent                                                         | \$ 1,095.00             | \$ -                      | 0%         |
|                  | <b>TOTAL EXPENSES</b>                                              | <b>\$ 417,095.00</b>    | <b>\$ 52,753.65</b>       | <b>13%</b> |
|                  | <b>Excess/Deficit</b>                                              | <b>\$ -</b>             | <b>\$ 53,116.11</b>       |            |
|                  | *Includes Salary for Executive Director and Adminstraive Secretary |                         |                           |            |
|                  | ****\$475.00 stipend per person                                    |                         |                           |            |





**Ameritas Investment Corp.**  
Member FINRA/SIPC

009275 FIDX1F01 000000 AT 01

PENNSYLVANIA DISTRICT KIWANIS  
ATTN: KEVIN THOMAS  
2793 OLD POST RD STE 12  
HARRISBURG PA 17110

**STATEMENT FOR THE PERIOD DECEMBER 1, 2015 TO DECEMBER 31, 2015**

PENNSYLVANIA DISTRICT KIWANIS - Corporation  
Account Number: AK7-145858

**YOUR ACCOUNT EXECUTIVE IS**  
DONALD J SANKER  
RR#: AW0

For questions about your accounts:  
Local: 412.241.7312  
In-State: 800.335.9858  
National: 800.335.9858

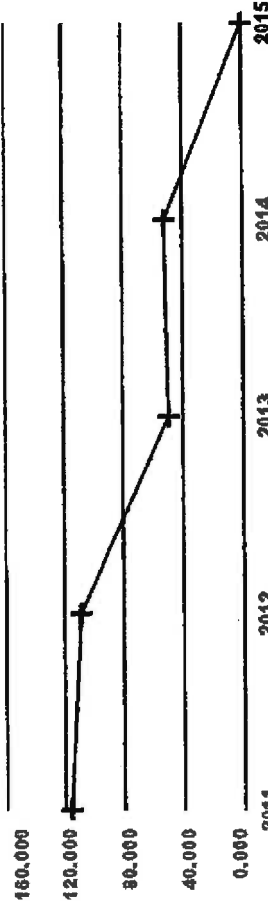
**TOTAL VALUE OF YOUR PORTFOLIO** **\$559.18**

**FOR YOUR INFORMATION**

Your Ameritas Investment Corp. - AIC Registered Representative connects you with a broad spectrum of products, services, and reporting options to help you meet your unique financial needs and goals. For quality investment solutions, knowledgeable service, and solid advice, connect with your AIC Representative today.

**CHANGE IN VALUE OF YOUR PORTFOLIO**

\$ Thousands



*Change In Value Of Your Portfolio information can be found in Miscellaneous Finnotes at the end of this statement.*

Account carried with National Financial Services LLC, Member NYSE, SIPC

**Ameritas Investment Corp.**

MN\_CEBPSPBBBBBZL\_BBBBB 20151231

Statement for the Period December 1, 2015 to December 31, 2015  
 PENNSYLVANIA DISTRICT KIWANIS - Corporation  
 Account Number: AK7-145858



**Ameritas Investment Corp.**  
 Member FINRA/SIPC

## Account Overview

|                                      | Current Period  | Year-to-Date    |
|--------------------------------------|-----------------|-----------------|
| <b>CHANGE IN ACCOUNT VALUE</b>       |                 |                 |
| BEGINNING VALUE                      | \$559.18        | \$52,201.22     |
| Additions and Withdrawals            | \$0.00          | (\$49,300.00)   |
| Income                               | \$0.00          | \$1,845.52      |
| Taxes, Fees and Expenses             | \$0.00          | \$0.00          |
| Change in Investment Value           | \$0.00          | (\$4,187.56)    |
| <b>ENDING VALUE (AS OF 12/31/15)</b> | <b>\$559.18</b> | <b>\$559.18</b> |

*Refer to Miscellaneous Footnotes for more information on Change in Investment Value.*

|                       | Current Period | Year-to-Date      |
|-----------------------|----------------|-------------------|
| <b>INCOME TAXABLE</b> |                |                   |
| Taxable Dividends     | \$0.00         | \$1,845.52        |
| <b>TOTAL TAXABLE</b>  | <b>\$0.00</b>  | <b>\$1,845.52</b> |
| <b>TOTAL INCOME</b>   | <b>\$0.00</b>  | <b>\$1,845.52</b> |

*Taxable income is determined based on information available to NCS at the time the statement was prepared, and is subject to change. Final information on taxation of interest and dividends is available on Form 1099-Div, which is mailed in February of the subsequent year.*

## ACCOUNT ALLOCATION



Money Markets 100.0%

| Money Markets | Percent | Prior Period | Current Period |
|---------------|---------|--------------|----------------|
| TOTAL         | 100.0 % | \$559.18     | \$559.18       |

*Account Allocation shows the percentage that each asset class represents of your total account value. Account Allocation for equities, fixed income, and other categories may include mutual funds and may be not of short positions. NCS has made assumptions concerning how certain mutual funds are allocated. Closed-end mutual funds and Exchange Traded Products (ETPs) based on an exchange may be included in the equity allocations. The chart may not reflect your actual portfolio allocation. Consult your broker/dealer prior to making investment decisions.*

| ACCOUNT                | PA KINAWABIS FAMILY ACCOUNT BALANCES - 2011 |                     |                     |                     |                      |                     |                     |                     |                      |                     |                     |                     |                      |                     |                     |                     | FOUR YEAR AVERAGE |                      |               |
|------------------------|---------------------------------------------|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|-------------------|----------------------|---------------|
|                        | AMOUNT<br>12/31/2011                        | AMOUNT<br>3/31/2012 | AMOUNT<br>6/30/2012 | AMOUNT<br>9/30/2012 | AMOUNT<br>12/31/2012 | AMOUNT<br>3/31/2013 | AMOUNT<br>6/30/2013 | AMOUNT<br>9/30/2013 | AMOUNT<br>12/31/2013 | AMOUNT<br>3/31/2014 | AMOUNT<br>6/30/2014 | AMOUNT<br>9/30/2014 | AMOUNT<br>12/31/2014 | AMOUNT<br>3/31/2015 | AMOUNT<br>6/30/2015 | AMOUNT<br>9/30/2015 |                   | AMOUNT<br>12/31/2015 |               |
| Kwanita Checking       | \$ 66,965.43                                | \$ 69,090.67        | \$ 29,451.03        | \$ 30,903.16        | \$ 56,751.70         | \$ 26,063.85        | \$ 18,439.80        | \$ 13,076.31        | \$ 50,298.99         | \$ 62,818.00        | \$ 38,495.00        | \$ 28,063.64        | \$ 67,376.82         | \$ 11,463.82        | \$ 10,136.43        | \$ 97,691.00        | \$ 84,898.13      | \$ 42,094.68         |               |
| Kwanita Reserve        | \$ 124,077.83                               | \$ 134,718.92       | \$ 151,201.58       | \$ 103,478.08       | \$ 109,031.00        | \$ 115,543.25       | \$ 110,706.40       | \$ 84,867.21        | \$ 30,173.05         | \$ 62,244.00        | \$ 53,065.00        | \$ 54,862.57        | \$ 52,201.22         | \$ 25,064.83        | \$ 61,865.12        | \$ 62,651.00        | \$ 25,064.83      | \$ 558.18            | \$ 77,307.24  |
| Key Club Checking      | \$ 18,000.00                                | \$ 148,033.83       | \$ 11,301.67        | \$ 7,814.31         | \$ 20,946.18         | \$ 172,594.88       | \$ 16,500.29        | \$ 1,214.15         | \$ 34,467.30         | \$ 132,147.00       | \$ 15,806.00        | \$ 4,086.32         | \$ 20,297.48         | \$ 463.73           | \$ 16,994.23        | \$ 132,445.00       | \$ 20,018.36      | \$ 45,877.35         |               |
| Key Club Reserve       | \$ 4,075.10                                 | \$ 18,000.00        | \$ 35,000.00        | \$ 3,500.00         | \$ 55,000.00         | \$ 35,000.00        | \$ 10,000.00        | \$ 10,000.00        | \$ 10,000.00         | \$ 10,000.00        | \$ 10,000.00        | \$ 10,000.00        | \$ 10,000.00         | \$ 31,260.00        | \$ 31,260.00        | \$ 31,260.00        | \$ 31,260.00      | \$ 21,828.00         |               |
| Circle-K Checking      | \$ 6,103.27                                 | \$ 6,380.12         | \$ 4,367.00         | \$ 4,465.66         | \$ 8,417.55          | \$ 15,581.85        | \$ 1,019.85         | \$ 5,486.77         | \$ 7,010.05          | \$ 12,788.00        | \$ 1,823.00         | \$ 1,450.98         | \$ 8,855.14          | \$ 5,823.00         | \$ 1,772.78         | \$ 5,823.00         | \$ 5,721.13       | \$ 5,263.89          |               |
| Circle-K Reserve       | \$ 3,417.86                                 | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86          | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86          | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86          | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86         | \$ 3,417.86       | \$ 3,417.86          |               |
| Aldien Club Checking   | \$ 43,801.85                                | \$ 40,262.98        | \$ 16,378.20        | \$ 18,663.00        | \$ 29,268.35         | \$ 18,164.86        | \$ 44,911.82        | \$ 21,024.00        | \$ 44,216.36         | \$ 48,853.00        | \$ 45,145.00        | \$ 38,000.00        | \$ 38,000.00         | \$ 48,594.50        | \$ 48,594.50        | \$ 48,485.00        | \$ 18,824.85      | \$ 21,858.82         | \$ 30,718.81  |
| Foundation Checking    | \$ 540,730.22                               | \$ 683,073.12       | \$ 577,904.00       | \$ 615,743.48       | \$ 647,753.07        | \$ 660,380.90       | \$ 694,141.41       | \$ 733,864.00       | \$ 772,468.21        | \$ 789,818.08       | \$ 820,481.00       | \$ 822,841.40       | \$ 822,841.40        | \$ 822,841.40       | \$ 822,841.40       | \$ 822,841.40       | \$ 822,841.40     | \$ 822,841.40        | \$ 822,841.40 |
| Foundation Investments | \$ 812,744.59                               | \$ 1,021,873.07     | \$ 811,874.05       | \$ 650,020.63       | \$ 912,180.38        | \$ 1,095,068.98     | \$ 898,720.35       | \$ 873,000.88       | \$ 871,888.08        | \$ 1,098,334.20     | \$ 894,300.00       | \$ 844,188.95       | \$ 1,014,177.38      | \$ 1,210,530.53     | \$ 877,050.84       | \$ 851,499.16       | \$ 819,499.86     | \$ 883,082.85        |               |

**2015 DISTRICT HOLIDAY PARTY FINANCIAL REPORT**

**REVENUE:**

|                                     |                   |
|-------------------------------------|-------------------|
| Registration Fees ( 30 @ \$30.00 ): | \$900.00          |
| Baskets and 50/50:                  | <u>\$736.00</u>   |
| <b>Total Revenue:</b>               | <b>\$1,636.00</b> |

**EXPENSES:**

|                        |                   |
|------------------------|-------------------|
| Food/Materials:        | \$175.42          |
| 50/50 Winning Prize:   | <u>\$250.00</u>   |
| <b>Total Expenses:</b> | <b>\$375.42</b>   |
| <b>Net/Surplus:</b>    | <b>\$1,260.58</b> |

### District Shirt Update

12/31/15

- 75 Shirts sold independent of the Midwinter conference and District Convention
- 11 shirts sold at Midwinter conference; 18 sold at District convention
- Currently 83 shirts on hand (see inventory sheet enclosed). Inventory was recently replenished
- Approximately \$110.00 was earned for the Midwinter conference from the shirts sold there; approximately \$180 earned for District Convention (Price of shirt sold there vs. cost of shirts from supplier).
- At this time we are seeing a loss of \$125.00 on the shirts as a District fundraiser. This is because of having to pay for all the shirts we ordered. The cost of those shirts, less the cost of those sold at Midwinter and District Convention, went against shirt sales.
- All shirts sold between now and Midwinter will go to bottom line (profit) until such time as we have to replenish inventory.
- Inventory replenishment costs will be immediately debited against shirt sales with appropriate adjustments made for shirts sold at convention and conferences.

## DISTRICT SHIRT INVENTORY (12/31/15)

### LADIES

|                |           |
|----------------|-----------|
| <b>Small</b>   | <b>5</b>  |
| <b>Medium</b>  | <b>15</b> |
| <b>Large</b>   | <b>8</b>  |
| <b>X-Large</b> | <b>7</b>  |
| <b>2X</b>      | <b>3</b>  |
| <b>3X</b>      | <b>1</b>  |
|                |           |

### MENS

|                |           |
|----------------|-----------|
| <b>Small</b>   | <b>4</b>  |
| <b>Medium</b>  | <b>11</b> |
| <b>Large</b>   | <b>11</b> |
| <b>X-Large</b> | <b>10</b> |
| <b>2X</b>      | <b>6</b>  |
| <b>3X</b>      | <b>3</b>  |



December 8, 2015

Kevin Thomas  
2793 Old Post Rd Ste 12  
Harrisburg, PA 17110-3683

Dear Mr. Thomas:

Welcome to the world of Kiwanis Travel! This letter serves as our introduction to you, a key member in the leadership of Kiwanis International. We are AHI Travel, a Chicago-based travel company founded in 1962 and working primarily with not-for-profits for leisure travel.

AHI is honored to have been chosen as the official travel provider for Kiwanis International. In that role we will offer two basic services. First, Kiwanis members will be able to join fellow members on educational leisure programs to fascinating destinations around the globe, all operated and fully escorted by our expert travel staff. You will find a selection of some of these 2016 programs enclosed.

Secondly, we will offer pre-and post-convention travel options for you and your district members for Toronto in 2016 and for Paris in 2017. For Toronto, you can explore magnificent Niagara Falls prior to the convention and afterward, explore the cultural heart of Canada with visits to Montreal and captivating Quebec City. I have also enclosed flyers for those programs. For Paris, you will have a choice of historic Normandy or beautiful Provence in the South of France.

We know how influential you are in the decision making process with your district members. In an effort to increase your members' participation with Kiwanis Travel, we offer your district 5% commission on all paid passengers for the pre- and post- convention trip programs. Your district would also be eligible for one free trip for each 10 paid passengers. Shared commission and one for 10 offer is only on pre and post-convention travel.

This is an exciting time of growth for Kiwanis and we are pleased to be a part of it. I would like to discuss these possibilities with you at your convenience. I will be sending you an email soon to make arrangements for that discussion. I hope to meet you in person this January in Toronto. *Many thanks for your interest!*

Sincerely,

A handwritten signature in cursive script that reads 'Bob'.

Bob Carpenter  
Vice President, Sales  
AHI Travel

**2016 MIDWINTER CONFERENCE SCHEDULE**

*(Subject to Change. All events open to registered Kiwanians and registered guests)*

**FRIDAY, FEBRUARY 26, 2016**

- 2:00 - 7:30PM: Check in and registration**  
(Note: Official resort check in time is 4:00pm.)
- 2:00 - 7:30PM: Conference Store and Kiwanis Store**
- 2:00PM: Display/Information tables**
- 7:00 - 8:00PM: Midwinter Kickoff Session**  
Welcome and opening Remarks - Governor Jen Vare  
Kiwanis One Day Presentation  
Key Leader Presentation  
The State of the District in The Formula Year 3: The year of envisioning
- 8:15 - 9:30PM: Kiwanis Leadership and Service**  
Room 1: Exercises in Leadership  
Room 2: Hands on Service with and for youth  
Room 3: Early Childhood Development and the Mile of Dimes
- 9:45 - 11:00PM: Kiwanis Hospitality in the Condos**

**SATURDAY, FEBRUARY 27, 2016**

- 7:30 – 8:30AM: Breakfast Buffet**
- 8:30 – 9:20AM: Forums Round 1**
- 9:30 – 10:20AM: Forums Round 2**
- 10:30 – 11:20AM: Forums Round 3**

(Forums will include presentations on The Formula/membership, service, strategic planning, early childhood development/learning, youth protection, diversity, risk management and more.)

- 11:30AM-1:00PM: Lunch on your own**
- 1:00 – 2:30PM: Idea Exchange**
- 1:00 – 2:30PM: 2015-16 Lt. Governor and Trustee meeting**
- 2:30 – 7:00PM: Free time to explore Nemaquin Resort**



**7:00 – 9:30PM:**           **Conference Banquet**  
Inspirational Thought  
Dinner  
Presentations on 2016 Toronto International Convention and 2016 Scranton  
District Convention  
Special Presentations  
Remarks: Lindsey MacGregor, Key Club District Governor  
                  Melissa Campbell, Circle K District Governor  
                  Art Riley, Kiwanis International Trustee  
                  Jen Vare, Kiwanis District Governor

**9:45 - 11:30PM:**       **Kiwanis Hospitality in the Condos**

**SUNDAY, FEBRUARY 28, 2016**

**8:30-10:30AM:**       **Closing Session and Buffet Breakfast**  
Inspirational Thought  
Closing Address – Kay Hollinger, President, Kiwanis Club of Norriton Circle  
Inspirational Video  
Closing Remarks by Governor Jen

## **Forum Session 1**

### **The Importance of the I's in Kiwanians**

*Presenters Cathy Szymanski PA Formula Chair and Lanton Lee Kiwanis International Regional Strategist*

Informing our new members through an effective orientation program and providing them a meaningful induction ceremony into our clubs are the beginning of providing a great member experience. In this session learn how to put both these I's into a Kiwanian's experience.

### **Too Much Service? Say What?**

*Presenter: Sarah Zulueta, LTG Division 22*

Does your club do too little or too much service? How can too much service to the community be an issue? Come out to hear how to balance service, fellowship and fundraising efforts that work for your club. Every club is different but we all have the same goal to engage existing members and attract new members! Have the right balance of great service project can help with this goal!

### **Strengthening Clubs in a Diverse World**

*Presenter: Ann Graves, Region 3 Trustee*

A discussion centered workshop around helping our clubs to become more welcoming to the greater diversity in our society. We will talk about Kiwanis objects one and two - giving primacy to human and spiritual values and living the Golden Rule in all our human relationships. How can we become more aware of the needs of our increasingly diverse society and encourage our clubs to embrace that diversity, making for stronger clubs and welcoming to new members?

### **I-Plan**

*Presenter: Ben Osterhout and ???*

Is this connected to the I-Phone? What is this New I-Plan? How will it affect my Club? What does the I stand for? Come out to hear all the answers to your burning questions!

## **Forum Session 2**

**The Art of Tailgating** *Presenters Cathy Szymanski PA Formula Chair and Lanton Lee Kiwanis International Regional Strategist*

In this session we will have fun learning the key steps to planning a tailgate party and how The Formula of Love It, Share It, Live It relate to planning the ultimate tailgate.

**Books, books, and more books.** *Presenter: Emily Reed, PA Young Children Priority One Chair*

Literacy should be an integral part of every child's life. Kiwanis members can be a part of fulfilling this role. Participants will learn how to choose quality books at various levels. Examples will be provided. Tips for read-alouds will be shared as well as what to do when a child reads to you.

**Is Your Club Boring or Soaring?** *Presenters: Keith Smith, Region 2 Trustee and Mike Coolbaugh Region 6 Trustee*

2 fun leaders share how their clubs have FUN while serving, meeting and fundraising. You will take home many fabulous ideas to make your club the one that everyone in the community wants to join! No one will question your dues when you move your club from Boring to Soaring!

**Youth Protection Club Training.** *Presenter: Phil Weber, PA Youth Protection Manager*

The Youth Protection Committee will present a Youth Protection Training package designed for club training in about 20 minutes. A discussion of club practices and latest changes to Kiwanis International Policies will follow.

### **Forum Session 3**

**Club Clinic** *Presenters: Cathy Szymanski PA Formula Chair and Lanton Lee Kiwanis International Regional Strategist*

My club needs help with .....? In the session you will have the opportunity to ask for help and discuss ideas that will help your club be more successful.

**Making a Difference for Young Children: Literacy and the Use & Distribution of the Early Learning Guides.** *Presenters: Judy Janes, Trustee Region 1 and Kate Feryo, Trustee Region 7*

How parents and grandparents can use the guides to help prepare the child for a lifetime of learning. Innovative ideas for effective distribution of the guides.

**We have great ideas from convention, but don't let me forget them!**

*Presenter: Matt Wise, the man with many titles!*

How often do we become energized at a conference or convention only to go home to the daily grind and lose some of that energy...and sometimes that great idea! Through an interactive workshop, members will generate ideas and receive an action plan to implement ideas and best practices upon return from Mid-Winter.

**"Boring but important - Kiwanis Insurance Program" Presenter:**

*Mike Smith, PA Risk Manager*

An overview of the Kiwanis International General Liability and Directors & Officers Liability Insurance Program

## TORONTO OBSERVATIONS

(Unless otherwise specified, all prices are in Canadian dollars or the Loonie)

- If you fly to Toronto, you have three choices to get from the airport: Limo, Taxi and the UP Train. The limo and taxi will cost you around \$58.00 one way. They are the easiest to access after you clear customs and baggage claim. The train involves 10 minutes more of walking to get to it (after a relatively long walk from the plane through customs and baggage claim.) It costs \$27.00 one way and \$44.00 if you buy a round trip ticket. The train makes 2 quick stops before it ends at Union Station in downtown Toronto which is very near the convention center. From there you will have to walk to your hotel or take a cab. After doing both, I would recommend a taxi or limo if you have someone to share the ride.
- If you drive to Toronto remember that is the 3<sup>rd</sup> largest city in North America so traffic congestion will be a reality. As well, parking is expensive. There is an open air municipal lot just a couple of blocks from the Hilton which will cost \$28.00 per day with no in and out privileges. Valet Parking at the Hilton is \$40.00 per day with unlimited in and out privileges. Self-parking in the private garage associated with the Hilton is about \$60.00 per day with no in and out privileges.
- Convert some (a small amount since you can use a credit card almost anywhere) U.S. currency to Canadian and use a credit card whenever possible. Most of the Canadian businesses will take US currency at par value. With the Canadian dollar only with about .68 to the U.S. dollar, that means you overpay tremendously if paying U.S. currency for any purchase.
- If you are a Verizon customer, for \$2.00 per day you can get unlimited talk, data and text. Do it. Otherwise you'll pay a bloody fortune to use your smart phone. My understanding is ATT has a similar program but it may be more expensive.
- We are at the Hilton Hotel with Montana, New Jersey and Missouri-Arkansas. It is a very good situation for us. It is twelve minute walk from the convention center and there is a covered walk, called The Path, to use in the event of bad weather, although because of twists and turns it will take 15 to 20 minutes. The subway has an entrance and stop just outside the Hilton that takes you quickly and efficiently to Union Station which is at the convention center; you can buy a weekly pass for the subway which is an excellent system and a great way to get around Toronto. There will, also, be a shuttle bus service to the convention center; the pick-up point for the shuttle will be at the Sheraton, which is across the street from the Hilton. There are many restaurants nearby from fast food to high end; Toronto has over 9,000 restaurants. There are two restaurants in the hotel including a Ruth's Chris Steakhouse and there is full service Starbucks in the hotel. Room rate is \$201 Canadian plus tax but at the current exchange rate it is about \$139.00 US plus tax.

- I am recommending we not have a District dinner or organized meal. To do so at the hotel would be expensive even factoring in the exchange rate. The restaurants/venues outside the hotel capable of doing it do not offer much of a cost savings alternative and might represent a logistics challenge in getting folks there. With all the choices available in downtown Toronto, folks should be free to spend what they want, where they want.
- Here's an idea to consider if Governor Jen and others want to consider it. For the last several years, we have not had a hospitality room. I think the Hilton offers an opportunity to do so. They have junior suites on each floor; they are king bedded rooms with a fair amount of open space. By themselves, they might be a little small to do hospitality. But each suite is attached to an adjoining separate sleeping room which if used would allow some extra space. The junior suite costs \$251.00 per night. The Governor's costs are covered for 4 nights at the regular room rate by Kiwanis International so only \$51.00 of the junior suite's cost per night would not be covered by Kiwanis International. If a junior suite was reserved in the Governor's name and someone else that was going was willing to take the adjoining room, a hospitality suite might work. There are grocery and liquor stores nearby. Perhaps a "donation" bowl could be set up to help defray costs.
- The District Caucus time will need to be determined but probably Thursday late afternoon offers the least conflict so my recommendation is that we have it from 4:00pm to 5:30pm on Thursday, June 23<sup>rd</sup>.
- The Convention Center is, well, a convention center. Nothing exciting or remarkable. Registration, exhibits and forums will be in the south hall and the general/business sessions will be in the north hall. The South Hall is a little unique in that it was built down so you enter at the highest level (500) and descend into the ground; registration will be in the lowest level (800). As with all halls of this type, there is walking involved. But if necessary, mobility scooters can be reserved. Hopefully the buses will be able to unload outside the North Hall for the general sessions; if they can't, they'll be extra walking involved.
- While we are there, an International Jazz Festival will be in town at the same time.
- Some information shared by the International staff follows.

Toronto is a good convention destination. You will like it. This was my third visit and the first in many years. I was favorably impressed. I hope you will join me there this summer.

Respectfully submitted,

Kevin Thomas

## **Proposed 2016-17 District Board Meeting Dates & Locations**

**October 1, 2016**

**January 28, 2017**

**April 22, 2017**

**June 24, 2017**

**Right now all meetings would be held at the District office. However, opportunities may exist to meet at other locations. If and as they present themselves, the board will discuss the possibility of meeting at other locations.**

**From:** Earl and Jackie Wolf <wolffonline@comcast.net>  
**To:** Kevin Thomas <Ketkiwanis@aol.com>  
**Subject:** Kiwanis Night at the Phillies 2016  
**Date:** Tue, Jan 19, 2016 5:33 pm

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Kevin,

The game is June 18th with Arizona time 3:05pm . As of today the website is open for purchase of tickets for the June 18th game only. Other games are available for purchase and Kiwanis will receive the donation back per ticket sold. All other game tickets must be purchased through me in order for Kiwanis to receive credit. The remuneration per ticket sold will be the same as last year, \$6.00 to club \$2.00 to PA District.

The website address:

[www.Phillies.com/kiwanis](http://www.Phillies.com/kiwanis)

all club names are listed in the drop down. Purchaser must choose the club they want to receive credit for the sale.

I have ordered new flyers for you to distribute in Mid-winter packet. I should have them shipped to you shortly.

If you need any additional information please let me know. Please note, in order to qualify for first pitch we must sell 500 tickets for the June 18th game.

Talk soon,

Regards\  
Earl



# Kiwanis

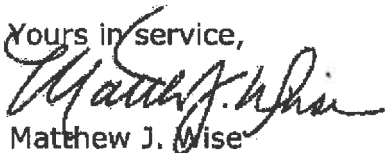
Pennsylvania District

Laws and Regulations Committee  
Matthew J. Wise, chair

## Report to District Board of Trustees January 23, 2016

1. The District received communication from Kiwanis International indicating that there were minor changes made to the Standard Form for District Bylaws, of which we just amended and accepted during the House of Delegates at the 2015 District Convention in Erie. Upon further review of the list, the committee has determined the following to be true and make subsequent recommendations.
  - a. Article IV. District Board, Section 3
    - i. Current: If the first meeting is held prior to October 1, any action taken shall become effective on October 1, unless otherwise specified.
    - ii. Proposed: If the first meeting is held prior to October 1, any action taken shall become effective on October 1, unless a **later date** is specified.
  - b. Article IV. Conventions, Section 1
    - i. Current: The annual convention of the district shall be held at such place and date, between March 15 and September 15...
    - ii. Proposed: The annual convention of the district shall be held at such place and date, between March 15 and September **25**...
  - c. The remainder of adjustments have either been already adopted or alternatives were approved by Kiwanis International prior to the board approval of the District Bylaws, which were subsequently adopted during the House of Delegates.
  - d. **Recommendation: It is the recommendation of this committee that the Board approve the above amendments and present them as a one-sheet summary to the House of Delegates during the 2016 Annual Convention to be held in Scranton.**
2. Kiwanis International recommended to use that we made an amendment to Article V – Committees.
  - a. The KI recommendation is to remove the listing of committees as well as the listing of additional standing committees required by the District.
  - b. During the initial review in March and April 2015, the Committee worked with KI and received approval to include the items in our bylaws, as is.
  - c. **Recommendation: It is the recommendation of this committee that the Board approve leaving the committees listed in the bylaws, as removal of committees from the Bylaws may be a contentious issue at the House of Delegates and therefore could jeopardize the integrity of the bylaws document. The committee will follow up with Kiwanis International at the direction of the Board.**

3. In a review by Kiwanis International, it has been discovered that Article X references "See Section 4 for the schedule of prorated dues..."
  - a. In reality, this should say "See Section 6 for the schedule of prorated dues..."
  - b. Recommendation: It is the recommendation of this committee that the board approve the new wording of Article X, Section 5 to read: "See section 6 for the schedule of prorated dues..."**
  
4. The committee was made aware of several grammatical and formatting issues.
  - a. Page 2 – Section 2.B.: remove line between "elected" and semi-colon.
  - b. Page 3 – Section 8.A.: add period to the end of the sentence.
  - c. Page 6 – Section 6: replace colon with period after the number.
  - d. Page 9 – Section 9: replace colon with period after the number.
  - e. Page 10 – Section H: remove draft word.
  - f. Page 13 – Section 3: replace colon with period after the number.
  - g. Recommendation: Since the board is reviewing several other amendments at this meeting, the committee recommends that these items be approved of at this time. A complete list can/will be provided to the House of Delegates during the 2016 Annual Convention to be held in Scranton, per the direction of the District Board.**
  
5. The PA District Policy Code was adopted in April 2015. Since then, several amendments to the Youth Protection policy have been made as well as a few new policies adopted.
  - a. The committee is currently working on adding these new policies and amended policies in to the Official Policy Code Document.
  - b. Work on this will be completed by the April meeting of the Board of Trustees.

Yours in service,  
  
Matthew J. Wise

assume office on the first day of October following their election; no trustee may be elected to serve more than one three year term except for implementation purposes or if serving as a replacement for an unexpired trustee term. The term of the Executive Director shall be determined by the Board of Trustees and shall be set forth in a contract. For implementation purposes and with the first election only, trustees may be elected for terms of less than three years. Trustees serving only one or two years on the Board of Trustees shall be eligible to stand for election for a full three year term.

SECTION 4. The duties of the officers shall be as follows:

- (a) The Governor shall be the executive officer of the district and shall preside at all conventions and at all meetings of the Board of Trustees. He or she shall be an ex-officio member of all standing and special committees. Under the direction and supervision of the Board of Trustees of Kiwanis International, the Governor shall have the duty of furthering the objects of Kiwanis International and of promoting the interests of the clubs within the district. It shall be the Governor's duty to attend any convention of Kiwanis International.
- (b) The duties of the Governor-elect shall be such as are from time to time assigned by the Board of Trustees and/or Governor. He or she shall be assigned as a back up signature in case of the incapacity of the Secretary/Treasurer.
- (c) The Trustee shall assist the Governor in the work of the district. They shall represent the Governor and shall have full responsibility under the direction of the Governor in supervising the district executive work in their respective regions. The Trustee shall also perform such other duties as may be assigned to them by the Governor or the Board of Trustees.
- (d) The Secretary/Treasurer shall perform the following duties: (1) Keep a record all receipts and disbursements made in the manner authorized by the Board of Trustees. (2) Sign all checks for approved expenditures. (3) Maintain the books of the District which at all times shall be open to the inspection of the Governor, Board of Trustees and any authorized auditor. (4) Keep all records of the district, the minutes of the convention and the minutes of all meetings of the Board of Trustees. (5) Collect all funds due the district and deposit the same in the district depository and furnish a monthly statement of all receipts and expenditures to the Governor and Governor-elect. (6) Be bonded in such amount as shall be fixed by the Board of Trustees, the premium of which shall be paid by the district. (7) Submit to the proper officials and committees all communications received from Kiwanis International. (8) Cooperate with the Governor in forwarding all official reports required by Kiwanis International. (9) Report to the annual convention and at such other times as the Governor and Board of Trustees shall require. (10) Perform such other duties as may be assigned by the Governor and the Board of Trustees.

SECTION 5. Lieutenant Governor and Lieutenant Governor-elect:

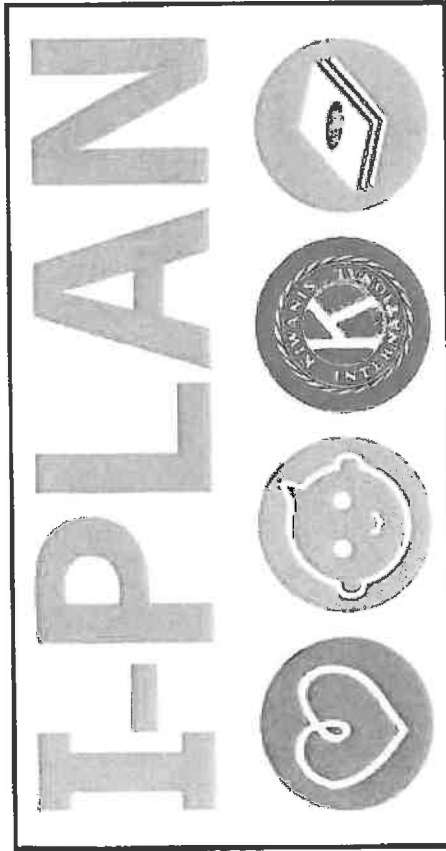
- (a) Each division in the district shall have a Lt. Governor and Lieutenant Governor-elect, who shall not be considered a District Officer.
- (b) Each Lt. Governor and Lieutenant Governor-elect shall be an active, privileged or senior member in good standing in the division from which he or she is elected; shall have been a member of one or more Kiwanis clubs for at least four years; shall be, or have been a club president; or shall have served as a club secretary for at least two (2) years; and shall be active in the affairs of his or her club and his or her division.
- (c) Lt. Governors and Lieutenant Governors-elect shall not be members of the District Board of Trustees, but they shall be entitled to attend all meetings of the district, of the District Board of Trustees, and of the division from which they are elected. Lt. Governor-elects shall be furnished all information from the district office as is furnished to the Lieutenant Governors. Lieutenant Governors-elect shall devote their time to familiarizing themselves with the duties and responsibilities of the office of Lieutenant Governor and the operation of their division and the district.
- (d) The Lieutenant Governors shall assist the Governor and the Board of Trustees in the work of the district. They shall represent the Governor and shall have full responsibility under the direction of the Governor and Board of Trustees in supervising the district executive work in their respective divisions. The Lieutenant Governors shall also perform such other duties as may be assigned to them by the Governor or the Board of Trustees.

## ARTICLE VI Board of Trustees

SECTION 1. The Board of Trustees shall consist of the Governor, the Governor-elect, the Immediate Past Governor, Trustees and the Secretary/Treasurer Executive Director. Additionally, the Circle-K District Governor and the Key Club District Governor and a representative of the Pennsylvania Kiwanis Foundation Board shall be non-voting, exofficio members of the Board of Trustees.

SECTION 2. The management and control of the affairs of the district not otherwise provided for in these bylaws shall be vested in the Board of Trustees, subject to the direction of the Board of Trustees of Kiwanis International.

SECTION 3. The Board of Trustees shall hold at least four (4) meetings during each fiscal year, one not later than October 31, at such time and place as designated by the Governor, and another in connection with the district convention at such time and place as shall be determined by the Board of Trustees. If the first meeting shall be held prior to October 1, any action taken shall become effective on October 1. All meetings shall be held within the district except that the Board of Trustees may meet at the International Convention. Any meeting of the Board of Trustees may be held by teleconference and/or video conference provided that all board members and other persons are able to fully participate in the teleconference and/or video conference.



## I-Plan 100 Retreat

Name: \_\_\_\_\_

District: Pennsylvania District

Date: 12/11 - 12/12/2015

**Motto:** Serving the Children of the World

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

**Vision:** Kiwanis will be a positive influence in communities worldwide...So that one day all children will wake up in communities that believe in them, nurture them and provide the support they need to thrive.

**Vivid Description:**

Our global network includes a *dynamic family of clubs, individual supporters, alumni, donors, NGO partners and corporate sponsors.*

Every community around the world has an opportunity to participate in or benefit from a Kiwanis experience.

Based upon a **legacy of service**, this **global network** is dedicated to **building community and improving lives** by providing opportunities for *service, fellowship, leadership, and philanthropy* according to *local needs, cultures, and member interests.*

**Our District's Vivid Description:**

|                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Strengths (internal)</b></p> <ul style="list-style-type: none"> <li>• District Office</li> <li>• Pre K Efforts</li> <li>• SLP Clubs - Leadership</li> <li>• District Foundation</li> <li>• Communication from District to the Members</li> <li>• Transparency (re: Clearances, etc.)</li> <li>• Only 60% of our revenue is from dues</li> <li>• PA eKiwaniis 2.0</li> <li>• Formula Team</li> <li>• Balanced Budgeting</li> </ul> | <p><b>Opportunities (external)</b></p> <ul style="list-style-type: none"> <li>• SLP Alumni</li> <li>• Early Learning Investment Commission</li> <li>• Communities not served (new areas)</li> <li>• Average Age</li> <li>• Technology</li> <li>• PA eKiwaniis 2.0</li> <li>• JCI</li> <li>• TV Ads/PSAs</li> </ul> |
| <p><b>Weaknesses (internal)</b></p> <ul style="list-style-type: none"> <li>• Lack of Leadership Succession Planning</li> <li>• Attendance at conventions, regional and divisional events</li> <li>• Robin retiring and no immediate replacement</li> <li>• Dues</li> <li>• Territorial Issues</li> <li>• "Tradition"</li> <li>• Lack of PSAs</li> <li>• Use of Acronyms</li> </ul>                                                      | <p><b>Threats (external)</b></p> <ul style="list-style-type: none"> <li>• Age</li> <li>• Technology - people finding service projects</li> <li>• Dues</li> <li>• Robin retiring</li> <li>• Acronyms</li> <li>• "Tradition"</li> <li>• SLP Exposure</li> </ul>                                                      |



**Priority #1: Inspiration-Membership and Engagement**

District Goal: To strengthen, retain and support a growing network of Kiwanis membership.

| Strategies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Metrics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Meaningful Education</li> <li>2. Promote family model</li> <li>3. Open new clubs</li> <li>4. Explore flexible dues payments</li> <li>5. Consistently evaluate Division and Region structure</li> <li>6. Revitalize those clubs that can OR want to be (don't invest time in those that don't want to be).</li> <li>7. Value the time of our volunteers</li> <li>8. Building strategic partnerships that are actionable</li> <li>9. Alumni networks</li> <li>10. SLPs</li> <li>11. Succession planning for leadership</li> <li>12. Regular and consistent message to clubs and members - "There isn't a Kiwanis Way, there is Kiwanis Service."</li> </ol> | <ol style="list-style-type: none"> <li>1. Ask in advance of live CLE training the needs of confirmed attendees and develop a formulative post-survey.</li> <li>2. Develop one that <b>does not</b> impact district finances</li> <li>3. Minimum of 10 new clubs annually.</li> <li>4. Assemble panel to evaluate.</li> <li>5. Yearly review form.</li> <li>6. Utilize The Formula team.</li> <li>7. Schedule calls, meetings, etc. based on feedback received.</li> <li>8. Does it build Kiwanis AND the Partner?</li> <li>9. Conversion to Kiwanis.</li> <li>10. TBD</li> <li>11. Seeing people in place.</li> <li>12. All leaders using the consistent message.</li> </ol> |



**Priority #2: Impact--Meaningful Service**

District Goal: To perform meaningful service, with service to children as our priority.

| Strategies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Metrics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Improve our early childhood development initiatives.</li> <li>2. Educating clubs on District Service Initiatives and encourage conversation on best practices.</li> <li>3. Utilize our SLPs to fullest potential.</li> <li>4. Encourage the use of assessments and The Formula team.</li> <li>5. Increase meaningful hands-on service.</li> <li>6. Define what a signature project is.</li> <li>7. Training of members on how to plan a project (back to basics).</li> </ol> | <ol style="list-style-type: none"> <li>1. Measure impact for money spent.</li> <li>2. Increase in social media use to share projects.</li> <li>3. Percent of new SLPs.<br/>Number of non-sponsored SLPs.</li> <li>4. Number of clubs performing community and self assessments and requesting assistance from The Formula.</li> <li>5. Recognition of meaningful club projects.</li> <li>6. Define what is meaningful.<br/>Number of methods to communicate to clubs.</li> <li>7. Putting the pieces together.</li> </ol> |



**Priority #3: Image-Our Kiwanis Image**

To enhance the Kiwanis image throughout Pennsylvania and our K-Family.

District Goal:

| Strategies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Metrics                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Proper use of the Kiwanis Brand Guide.</li> <li>2. Promote the use of the name "Kiwanis" while doing Kiwanis service.</li> <li>3. All Kiwanis projects encourage the use of the Kiwanis logo and brand.</li> <li>4. Increase knowledge of our mission, both internally and externally, through education.</li> <li>5. Encourage clubs to utilize all forms of media.</li> <li>6. Unify all Kiwanis Brands (i.e. SLPs).</li> <li>7. Maintaining clean and clear Kiwanis image.</li> <li>8. Align our recognition/awards with our goals.</li> <li>9. Encourage communication between all of K-Family to maintain consistent image.</li> </ol> | <ol style="list-style-type: none"> <li>1. Education, Standardization, Re-evaluating.</li> <li>2. Media hits.</li> <li>3. Appearance in paper.</li> <li>4. New followers.</li> <li>5. New members?</li> <li>TBD....</li> </ol> |





**Priority #4: Investment-Financial Viability**

District Goal: To ensure financial viability and responsible stewardship of ALL District resources.

| Strategies                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Metrics                                                                                                                                                                                                                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. Grow and strengthen recorded/reported membership.</li> <li>2. Continually perform risk assessment of the K-Family events, conventions and meetings.</li> <li>3. Identify and cultivate relationships that increase revenue for all branches of the K-Family.</li> <li>4. Continue the strong working relationship between the District Board and the District Foundation Board.</li> <li>5. Coordination of the frequency at which we ask members for money (and the type of request).</li> <li>6. Educate members about Foundation deferred gift options.</li> <li>7. Explain the value and return on giving to the K-Family functions (i.e. Annual Giving, Administrative Account, etc.)</li> <li>8. Develop financial education (how to plan fundraising, etc.)</li> </ol> | <ol style="list-style-type: none"> <li>1. Balanced budget.</li> <li>2. Number of people participating.</li> <li>3. Number of members<br/>Number of conventions<br/>Number of sponsorships</li> <li>4. Add fundraising planning to CLE.</li> </ol> <p>TBD***</p> |

January 2016 Board Meeting  
Summary – PA Kiwanis Awards

Committee: Kate Feryo, Matt Wise, Patti Loomis, Tracey Smith, Chaz Chase

At a board meeting last year, I was charged with gathering a small group together to review the current award to determine if any adjustments should be made. This data was gathered in March 2015, however due to personal circumstances was never compiled and reported to the board until this point. Please accept the following for consideration as a summary of each item.

Review of Current District Awards

- 1) PA District Club Newsletter Contest – It is proposed to alter this award to include social media and online resources. Consider the name “Club Communications Contest” with a traditional newsletter category and a digital communications category (including website & social media). The focus of the award is recognizing clubs who keep members up to date with events, projects, and news.
- 2) PA District Club Brochure Contest – It is proposed that the focus of this contest be adjusted to include submission of a business card format. The card and/or the brochure should highlight important information such as how to contact the club, website info, and connection to social media. The current categories/ colored divisions remain an appropriate system.
- 3) Distinguished Kiwanian Award – this award continues to be appropriate and is a nice mix of achievable criteria with a bit of a higher standard. The only suggestion to consider is adjusting the perfect attendance from 9 consecutive months to 9 out of 12 months.
- 4) George F. Laning Interclub Award – This award continues to be appropriate, however clubs seem to have gotten away from it. Perhaps rather than a set number of interclub events, the achievement can be related to a percentage & remove the ability for the LTG to serve as an extra person to count for a club. It is a good idea to remind clubs of the criteria and purpose. Consider a type of “trophy” or item (rather than a banner patch) that can be passed around year to year to the club in the division with the most interclubs as a fun incentive sort of similar to a club hosting the LTG banner.
- 5) District Multiple Service Award – no information available. This appears to be based upon monthly reports submitted by club secretaries. Not much input on this award. Perhaps re-visit a single-service award similar to Circle K. We would need to develop criteria.
- 6) Prayer Breakfast Award – This award seems to be “outdated”. The number of clubs participating decrease each year. Not many clubs continue this practice, and clubs are now a bit more inclusive in their religious affiliations. Although this ties into the human & spiritual values object of Kiwanis, it doesn’t seem necessary to have a specific award for it.
- 7) Distinguished Club – This award is determined by Kiwanis International & the criteria changes each year.

- 8) Kiwanis Hero in Service Award – appropriate to maintain the current standards and procedures.
- 9) Membership Growth Awards – no information available. It's now based upon the Formula materials. We need to work with the Formula team and LTG's to review this award and see how criteria will be distributed to club leaders.

In general, the group seemed to be in support of keeping the banner patches as recognition. Many clubs like them and display with pride. Something like a certificate is rarely able to be displayed as meeting places are varied and don't typically support the ability to hang things in a permanent manner.