

PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
July 18, 2020

The eighth meeting of the 2019-20 Pennsylvania District Board of Trustees was held on July 18, 2020 via a zoom platform/conference call. The following board members were present: Governor Mike Haven, Governor-elect Don Smith, Trustees Barb Byers, Barb Harer, Matt Wise, Ben Osterhout, Mike Coolbaugh, Lillian Mateja and Executive Director Kevin Thomas. Ex-officio Board Members included Foundation President Jeff Rose and Circle K Governor Derek Nhieu. Guests included International Trustees Richard Olmstead, David Hurrelbrink and Cathy Szymanski, Lt. Governor & Trustee-elect Ryan Hartman, Membership Chair and Governor-elect candidate Sarah Zulueta, Lt. Governor-elect Conrad Schlesinger, Past Governors Jen Vare, Bob Raub and Judy Raub, Circle K Administrator Kelly Shaup, Education Chair and Past Trustee Susan Werner and Lt. Governor Bonnie MacDonald. Governor Mike Haven presided.

The minutes from the June 23, 2020 board meeting were considered for approval (P1-P2). A motion was made, seconded and approved to accept the minutes as presented.

The items on the consent agenda were considered for approval as presented (P3-P29) less the Governor, Key Club Administrator and Circle K Administrator reports which were removed for later consideration. A motion was made, seconded and approved to accept the items in the consent agenda less the referenced reports.

In relation to the Circle K Administrator's Report, Circle K Administrator Kelly Shaup was asked questions on what impact Covid-19 school closures and limits might have on program revenues. He indicated that certainly dues collection will be challenged and dues revenues will be down but presently it is impossible to predict. He indicated expenses are significantly down to date with little money being spent. InterPACK likely will not be held due to the unavailability of Camp Hidden Valley. The plan is to replace InterPACK with a day of service.

The Circle K and Key Club Administrator reports were approved.

A report was provided on District membership. See P30-P32. Membership Chair Sarah Zulueta provided information and updates based on her report. It was indicated the Valley Forge and West Chester clubs would be surrendering their charters.

The Members Matter Fund proposal was reviewed. See P33-P35. After review and discussion, the program was approved with open ended/subjective questions to be added to the application form which will be reviewed by a three-person committee to be appointed by Governor Mike Haven. As well, the scoring rubric will be refined.

The Financial Reports and Budget as of June 30, 2020 were reviewed. See P36-P41. Some documents shared with the board are not included because of the personal financial information.

Information was provided on the Payroll Protection Program loan/grant. See P42-P45.

The 2020-21 Key Club District Budget was presented for approval. See P46. The budget was approved as submitted by the board after discussion.

The District Audit situation was discussed. Some concerns were expressed about the ability of RKL, who has done our previous audits, to continue to do the audits. Governor Mike Haven will reach out to Audit Committee Chair Don Sanker about this. Governor-elect Don Smith will reach out to some firms in the area.

A report was provided on the District Not in Good Standing issue. See P47-P50.

A report was provided on the District's Kiwanis Kash Raffle. See P51.

An update was provided on Kiwanis Unclaimed property held by the Commonwealth of Pennsylvania. Our most recent claim has been approved. See P52-P55 for a summary. Additional unclaimed property is being held by the state. It was

decided by board agreement that we would continue to pursue unclaimed property for existing clubs with the District keeping 5% of any item under \$1,000 and 10% for \$1,000 and up.

Clubs pending charter suspension/revocation were reviewed. See P56.

Clubs not submitting an election report for 2020-21 were reviewed. At the time of the meeting, there were 47 clubs not submitting a report.

Club Officer Training was reviewed. See P57 for a report from Education Chair Susan Werner.

Vacant Lt. Governor positions were reviewed. See P58 for a listing of Lt. Governors as July 15, 2020.

Because of Covid-19 meeting restrictions, quorum meeting issues and other issues, the board confirmed by vote all Kiwanians listed in the positions on P58.

The report of the Nominating Committee for the Pennsylvania Kiwanis Foundation was received. See P59.

The report of the Virtual District Convention Committee was received. See P60-P64. The agenda for the Virtual Convention Business Session as well as the Virtual Convention forums were approved by the board.

The report of the Circle K Advisory Committee was received. See P65-P66.

The report of the Task Force on District Report Revision was received. See P67.

The procedure to review the Keystone Kiwanian before publication to the membership was discussed. After discussion, it was decided that after the editor has assembled the publication and before it is published, it will be sent to Public Relations Chair, Governor, Governor-elect and Executive Director for review and changes/corrections. There will be a 72-hour deadline for input from the time it is sent to each person. The Public Relations Chair will coordinate the effort and feedback to the editor.

The District received a request asking that we co-sponsor the Family Membership amendment to be offered at the 2021 Kiwanis International Convention. See P68-P69. After consideration and discussion, the board declined the opportunity to be a co-sponsor. The sentiment was that any potential gains in membership did not justify the loss in dues revenue we would sustain if this amendment is passed.

Co-Lt. Governor positions were discussed. Previously, the board had directed amendments be developed that would recognize the position of Co-Lt. Governors. However, the challenge of doing so, particularly on the International level, is a daunting task and likely would not be supported by the Kiwanis International board. Accordingly, it was recommended to the board that we develop District policies which effectively would recognize and internalize the operation of Co-Lt. Governors in a Division. After consideration, the board voted to not pursue bylaw amendments but directed that the appropriate policies be developed.

Comments were received from departing Board members.

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

Respectfully submitted,

Kevin E. Thomas
Executive Director/Secretary/Treasurer

PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
June 23, 2020

The seventh meeting of the 2019-20 Pennsylvania District Board of Trustees was held on June 23, 2020 via a zoom platform/conference call. The following board members were present: Governor Mike Haven, Governor-elect Don Smith, Immediate Past Governor Phil Weber, Trustees Roger Janes, Barb Harer, Matt Wise, Ben Osterhout, Mike Coolbaugh, Lillian Mateja and Executive Director Kevin Thomas. Trustee Barb Byers was not able to attend the meeting. Ex-officio board members Foundation President Jeff Rose and Circle K Governor Derek Nhieu were present. Guests included International Trustees Richard Olmstead, Dave Hurrelbrink, Cathy Szymanski, Circle K Administrator Kelly Shaup, Builders Club Administrator Tiffany Callaio, Membership Chair and Candidate for Governor-elect Sarah Zulueta, Past Governors Tom Shott, Bob Raub, Jen Vare & Judy Raub, Lt. Governor & Young Children Priority One Chair Emily Reed, Education Chair Susan Werner and Circle K Lt. Governor Dawson Alexander.

The minutes from the June 2, 2020 board meeting were considered for approval (P1). A motion was made, seconded and approved to accept the minutes as presented.

With the cancellation of the 2020 District Convention, several items were considered in relation to plans to handle District Convention Business virtually.

Since District elections and amendments will be voted on and considered by those Kiwanians who have Delegate-at-Large status, a discussion was held on Divisions with co-Lt. Governors. After discussion and review, the board affirmed that the Delegates at large are the District Board Members, Past Governors who are active members of a club in the District and one Lt. Governor for each Division. Where a Division has co-Lt. Governors, the co-Lt. Governors will have to decide between them who will be the delegate-at-large for that Division.

The report of the committee on handling District Convention Business was considered. See P2-P5. The board approved and accepted the report.

Standing rules for the virtual convention business session were considered. See P6-P7. The board approved these rules.

Executive Director Kevin Thomas informed the board that the rescheduling of the 2021, 2022 and 2023 conventions is complete and all necessary contracts are in place.

At the March 21, 2020 board meeting, authorization had been given to Kevin Thomas to consider three potential sites for the 2023 convention. However with subsequent events that have taken place, this consideration did not and will not occur. Board permission/authorization was given to Kevin Thomas to consider the potential 2023 sites for 2024 and that he may conduct a search for 2024 District Convention locations.

The Board considered the report on Club Guidebook Distribution. See P8. The board affirmed its decision to mail the guidebooks.

The report of the Club Leadership Education Committee was considered. See P9-P11. Comment was provided by Education Chair Susan Werner. The Board accepted this report.

The Finance Committee Report was considered. See P12. Comment was provided by Committee Chair Roger Janes. The Board accepted this report.

Consideration was given to purchasing a District Zoom account, particularly with the approaching virtual convention. See P13-P14 for information on two possible options. Membership Chair Sarah Zulueta provided comment. After consideration and review, the board authorized Kevin Thomas to purchase proposal 1 on an annual basis and directed him to cancel the Go-To-Meeting account.

The Kiwanis Kash Raffle was considered. See P15 for information and report. After consideration, the Board approved the recommendations in the report.

The Membership Incentive Committee Report was considered. See P16-P20. Comment was provided by Membership Chair Sarah Zulueta and Past Governor Jen Vare. After consideration and discussion, the Board referred the report back to the

committee for further development and documentation and that the committee provide a final report with all documents for the July 18, 2020 meeting.

A report on potential amendments to recognize the position of co-Lt. Governor was considered. See P21. The report was accepted and Kevin Thomas was authorized to proceed with the appropriate actions as outlined in the final paragraph of the report.

Consideration was given to a resolution approved by the Circle K District Board on injustice and inequality. The Kiwanis Board was being asked to consider co-sponsoring the resolution; see P22-P23 for the resolution. An amendment was offered that would clarify that support of this resolution in no way supports or condones rioting, looting or criminal activity related to protests; the amendment passed by a 7-3 vote. After further consideration and discussion of the amended resolution the question was called. The board did not approve a motion to co-sponsor the resolution. The vote was 5 in favor and 5 opposed.

The Board discussed the possibility of doing the July 18th board meeting in person but opted to have the meeting virtually. The meeting will commence at 9:00am.

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

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kevin E. Thomas".

Kevin E. Thomas
Executive Director/Secretary/Treasurer



The Foundation Board met on April 19th via Zoom video/call. The following are highlights of our meeting.

- The Foundation continues to complete the Strategic Plan. If it is not already on our web-site it will be very soon.
- The Foundation By-Laws have been restructured and will be presented to the District membership shortly for review so a vote can be held at our Business session at the Virtual DCON. A copy of the new by-laws will be presented to the District Board although the board does not vote on them
- The Foundation presented a Webinar in June with good results. And the Rose Sale committee presented two zoom meetings explaining some changes being made. Instead of matching scholarships grants will be awarded for Early Learning Development.
- Nominations for Foundation Directors ended on July 10 and a slate of four names have been presented for election.
- We are currently finishing up the Annual Report to be posted on the Foundation website. And information the Virtual DCON will be presented to Ryan for the slide portion of the Foundations Business session.

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

For more information on Foundation programs, visit www.pkfonline.org

If I can be of any assistance, please do not hesitate to contact me at jrose@pkfonline.org, or jroselvip@gmail.com

Respectfully Submitted

Jeff Rose
President

From: kellykin007@gmail.com,

To: zuluets@gmail.com,

Cc: deglert55@gmail.com, ebert162@aol.com, creby@frontiernet.net, mhaven62@yahoo.com, ckane3930@yahoo.com, knky@aol.com, lillianrafter@hotmail.com, benosterhout@pakiwanis.org, flyingicesticks@gmail.com, jroselvip@gmail.com, kjs154@yahoo.com, bdsmith@ptd.net, donsmith1022@gmail.com, kevin@pakiwanis.org, jen@pakiwanis.org, werner405@msn.com,

Subject: Tuesday July 14th Drawing and DCON Planning

Date: Tue, Jul 14, 2020 1:24 pm

Attachments: 2020 Reading Convention Meeting Minutes 2020_06_09.docx (26K)

Hello fellow committee members,
I hope that this email finds you all doing well and staying healthy.
Just a few notes and reminders:

- **We will not be holding a DCON planning meeting tonight**, but there will be a **live drawing of our July raffle prize via Facebook Live at 7:30PM** on our DCON 202021 Facebook page. You can tune in to see Sue Werner draw the winner of a \$35 gift certificate to the Sly Fox BrewPub at the Knitting Mills.
- The **grand drawing for \$250** will take place at the **House of Delegates Zoom Meeting on August 15th** and entries into this drawing can be purchased up until 9AM on August 15th.
- Please let me know if the second tuesday of the month will work for most folks to hold our committee meetings to plan the 2021 convention. **Our next meeting will be Tuesday September 8th at 6:30PM.** We will decide closer to that date if it will be in person or Zoom, so watch your emails.
- Sub-Committees should be meeting/discussing prior to the Sept. 8th meeting and be prepared to come with ideas regarding fundraising, speakers and activities to present to the committee.
- Minutes from our June 9th DCON planning meeting are attached. Please let Sarah and I know if there are any corrections.
- That's all for now...stay healthy!

Yours in Service,

Kelly Kinkaid

2019-20 Secretary/SLP Chairperson

Kiwanis Club of Greater Reading -- Berks County

2018-20 Pennsylvania PLGA President

2019-20 DCON Committee Co-chair

610-914-4517 (cell)

kellykin007@gmail.com



PA District Kiwanis International Report for:

Sponsored Organization or Program: Aktion Club

Co-Administrators: Barb Byers/Karen Sears

Report Date: July 10, 2020

Report Period Covered: March 15, 2020 -present

Updates since last report:

- **COVID-19 Impact**
 - The COVID-19 pandemic has had a profound impact on the activities and service that Aktion Club has been able to engage in. With day facilities closed due to the pandemic and overall staff shortages and limited community engagement, this has adversely affected the amount and type of service that Aktion Club members have been able to engage in.
 - Barb forwarded some online resources and information regarding online activities and supports to Aktion Club advisors to share with Aktion Club members.
 - Noted that there are a couple Aktion Clubs who have met virtually, however, most of the Aktion Clubs have been unable to meet virtually due to internet barriers and skill limitations.
 - This is something that we will need to consider moving forward if the pandemic goes on for several months.
 - The 24th Annual Aktion Club Convention has been cancelled in person and has moved to an online format. We will be using the District Zoom account for this and Save the Date information has already gone out for this Virtual Convention. The date for the Aktion Club Convention remains **Saturday, August 1 and it will be held from 10:00 – 12:00.**
 - The format for this Virtual Convention will be informal and we are working on finalizing the agenda.
 - We still want to give out the annual Aktion Club Awards of Member of the Year and Unsung Hero—however, thus far no nominations have been received.
- We are monitoring the clubs in which dues are pending. We have done some initial follow up regarding this, but COVID-19 has played a part in limited contact with the clubs regarding this.

Upcoming events/Plan of Action:

- Have Virtual Aktion Club Convention on **Saturday, August 1 from 10:00 – 12:00**
- Follow up with Aktion Clubs pending dues
- We continue to want to obtain table banners for each of us for various displays when we are promoting Aktion Club at events. This continues to be explored.

Assessment of District Officers:

Respectfully submitted,

Barb Byers

Karen Sears

PA District of Kiwanis International Report

Service Leadership Program: Builders Club
Administrator: Tiffany Callaio
Report Date: **3/12/2020**
Report Period Covered: **April to July 2020**

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

Active Clubs = 63
Suspended Clubs = 0
Inactive Clubs = 11
Membership # [NUMBER] as of [DATE].

Administrator's activities since last report: Emailed Builder Club advisors to see if anyone was doing anything during the pandemic. Only a few responded and they were not doing anything.
Helped Bear Creek School and Wilkes-Barre Kiwanis club fill out the paperwork to start a BC at Bear Creek. They officially are chartered.

Committee Members:

Comments regarding committee:

Concerns/issues: Losing too many builders club this year to lack of advisors.

Concerns/issues that require District Board action or knowledge:

I think this will be the issue going forward with the pandemic for all SLP programs. What are these schools going to do in the fall and will they allow the club members to do service? Many schools did not allow any clubs to get together to do any service this spring, so how do we help them to come up with projects in the fall? Also growing all SLP's might be a problem too, if the schools will not allow clubs to do projects. This will be our biggest challenge going forward.

Important Events/Dates with description:

Assessment of District Officers:



PENNSYLVANIA DISTRICT



May 2020

To: Pennsylvania Kiwanis District Board
From: Kelly Shaup, Circle K District Chair/ Pa Circle K District Administrator
Re: PA Circle K Updates

Hello!!!

Here is an update on important Circle K milestones since last March. Please feel free to let me know about any questions, suggestions, or concerns that you may have.

District Dues Status:

32 Total Chartered Clubs: 23 Active: 1 Suspended: 5 Inactive
474 members paid

Suspended Clubs:

South Hills: Orphaned Circle K club – Sponsoring Kiwanis Club folded?: no contacts

Inactive Clubs:

- Bloomsburg: Should go to charter revoked this September
King's (*): Orphaned Circle K Club: no student contacts
LaSalle (*): Orphaned Circle K Club: working to reestablish advisors and contacts
Misericordia (*): Orphaned Circle K Club: working to determine sponsoring Kiwanis club status
Univ of Pitt - Bradford: One more year to salvage: working with possible advisor to re-establish club

(*) – Clubs went directly from active to Inactive: It is probably because the sponsoring Kiwanis clubs were dropped.

Please note that the reports on Kiwanis International Website are different than what I can pull. For example, it will show 27 clubs as it does not include the 5 listed as Inactive. It also show the paid amount of members so 466 out of the expected 474.

Where are we compared to other districts? This data can be pulled from Kiwanis International and shows only dues paid members.

Table with 3 columns: District Name, Total Paid Members, and Clubs Paid. Rows include Cal-Nev-Ha, New York, Caribbean, PA, Capital, Carolinas, Michigan, and Georgia.



PENNSYLVANIA DISTRICT



New Circle K Club Building:

The current biggest hurdle is finding Kiwanis Clubs to sponsor new Circle K clubs. We are currently assessing old leads to see if we are still able to build. We have 2-3 strong leads at this time:

Lebanon Valley College:

Currently needs a Sponsoring Kiwanis Club and Advisors. Past Sponsoring Kiwanis Club has not responded to Past LTG Hannah's requests.

HACC – Gettysburg:

We had a group of student's pop up and say that they are ready to charter. Have not responded to new district board members requests for information.

Temple:

We may have a student group ready to go. Currently, Ltg. Hetal is looking into it.

District Convention:

As you know, we cancelled District Convention. Thank you to the Kiwanis Office for processing all returns. No fees from cancelling occurred. We did order our awards prior to cancellation and it should be our only invoice for convention.

We sent a letter to all sponsorships and ad sales with an offer to prevent a refund by placing their advertisement on our various social media sites as well as our webpage. We are still following up on the last few non responses.

Awards deadline were pushed back and we will be reviewing them shortly. The new PA Circle K Board has been selected via our governing docs (the board at that time selected the Governor and other officers). The only outstanding item that could not be resolved was an amendment for a dues increase. We were hoping to be able to meet in the summer (July) but the current restrictions may have the board push it until next convention.

New District Board of Officers:

The District Board is incomplete with 4-5 elected officers unfilled and the district chairs coming from the current Board members. Currently, we have Governor Derek Nhieu, Treasurer Fairouz Jahan (returning Board member), Liberty LTG Hetal Lad, Keystone LTG Dawson Alexander, and Three Rivers LTG Makaylia Gerver. Currently, Immediate past Key Club Governor Michalie Mazurkivich has offered to assist the District Board by completing the District Secretaries duties until attending school in the fall when she can be officially appointed.

We are currently missing a District Editor, Black Diamond LTG, Colonial, LTG, and Snowbelt LTG.

These openings have allowed for coverage to be north to south. In effect, this is creating three regions within the district. This way of Divisional organization may be the future if we do not see a dues increase and membership interest on the district board. The question may be posed to the District Board in December once the initial dues period closes.



Governor and Administrator Training (GATC):

As with most items since late February, it was offered online. Governor Derek and I attended the three day event. It was scheduled for a 2.5 hour introduction and then, two days for 6hours each with an hour and a half break. This was a very tough schedule to keep interest strong and the last day felt like a marathon.

Normally, this is the time that we would outline the year and district officer training. We had to push this collaboration into a different format and we are still catching up on some of the items that I would normally cover.

District Officer Training:

Our District Officer Training (DOT) was completed online. We scheduled 2 three hour sessions over two day with a one hour individual training. We created three additional 1 hour modules that were completed over the two following weeks of the initial training. We also had another individual meeting to cover individual goals with the officers.

Club Officer Training:

We were not able to combine Club Officer Training into District Officer Training this year. This is still a major goal of mine to get completed. Currently, I do not hear about many Sponsoring Kiwanis Clubs meeting to complete this goal and it needs to be moved to the District to get a consistent message and completion.

Over the next few weeks, the District Board should be finalizing their plan and rollout. I am expecting a monthly club officer training with an additional training for officers by position. This should run through the summer and hopefully will allow clubs to be prepared for the fall semester. We hope to eliminate clubs that do not meet until late into the semester, forget about dues, and other excuses that we receive.

CKIx:

The Circle K International Convention has been cancelled. They are looking to move it to a virtual convention. I hope that the Kiwanis District Board and Sponsoring Kiwanis clubs (and their advisors) can carve out some time to attend some part of the convention.


Membership Updates:

Last year, we started conversations with the District Membership Committee to see how we can work together to get the graduating seniors into Kiwanis. I am currently looking to get a survey to the students this fall that can help us to prepare a presentation for our next District Convention. I am also hoping to present some incentives for the District Board to consider for graduating seniors and the annual District Kiwanis Convention.

Sponsoring Kiwanis Club Updates:

I am hoping to increase communication with Sponsoring Kiwanis Clubs but there seems to be issues with information being received. We have had clubs not see the announcements of the new District Board. Some clubs are not seeing the advisor's newsletter or other correspondence from the students.

I would like the District Board to consider adding in a session to the Midyear and District Convention programs that the Sponsoring Kiwanis club can send their advisors and/or a representative from their club. If it could be at a time



where I am not competing with other programming, it would be greatly appreciated. I figure I can use about 20 minutes to outline items for the upcoming 6 months, review correspondence, and handle additional questions.

COVID Concerns:

Finally, this year is going to be challenging in the very least. I do not feel that I can accurately plan for long term items until a sense of normalcy returns. Too many items are out of our control and we advance into the "new normal". As of now, I am working with the board to get a monthly message set up with a very skimpy outline for the year.

Currently, the challenges that we face are colleges and universities fall schedules. Some schools (outside PA) have gone to an online fall, some have changed dates to allow for classes to be completed by Thanksgiving, and others are still determining what to do. The District Board is monitoring it as best as we can and adjusting what we can do. I am very fearful of an online Fall semester or campuses that are looking to restrict activities as they will have an impact on recruitment and service opportunities.

InterPACK may have to change as many campgrounds are still not open to reservations. We have about 6-8 weeks until we are forced to make a decision. If we are not able to meet as one group, we may look to expanding the Fall Rallies into a full day of service within the division or region. If this change has to occur, I may be calling on the Kiwanis Board to assist the students.

District Convention is also an interesting item to discuss. We are looking at sites that we can use without attrition clauses and our past cancelled venue as options. I am nervous to get into another contract until I hear more about what restrictions the schools are looking to enforce for their organizations. I am looking to have contingencies ready for a one day convention and a virtual convention in place.

Next Board Meeting: 7/23/2020 Call

Respectfully Submitted:

Yours in Service, Leadership, and Fellowship,

Kelly Shaup

Hello Pennsylvania Kiwanis,

My term began in the midst of the pandemic. This came with many adjustments for the PA Key Club district board and with regular happenings of PA Key Club. With that being said, I found myself appreciating this opportunity to serve the great Pennsylvania District more and having more time to work towards my goals for the year. My term is flying by and I cannot believe I am 4 months in already!

The District Board was briefly trained virtually in early April due to all Lieutenant Governor's being quarantined and only being able to do their basic duties online such as newsletters, emails, district committees, and phone calls. The District Board will be getting a better, in-depth training on July 24th-26th that will cover everything they will need to know during their term, such as holding Divisional Council Meetings, chartering and reactivating clubs, public speaking skills, and much more.

All Lieutenant Governor's were placed in two committees, the committees consist of communication, fall rally, growth & sustainment, recognition, service, technology, and theme & design. These committees meet at least once a month online and work towards their goals for the year. This year I implemented applications for committee chairs and secretaries to ensure they understand the extra responsibilities and can be held accountable if falling behind in their tasks. Furthermore, the Lieutenant Governor's have been placed in an additional District Convention committee that consist of Ice Breakers, Meet & Greet, Service Fair, and Workshops. These committees will begin meeting at the Summer Board Meeting and will have a meeting once a month until the District Convention.

During these 4 months, I have been working towards my main goals. These goals are increasing overall membership in which I have been working closely with the Recognition committee to implement new awards for growth, such as the DOME award, increasing overall service hours in which I have worked with the service committee to implement a google form for clubs to fill out that highlights remarkable service projects they have done, clubs were highlighted in the official Pennsylvania publication, the Keystonian, and all Lieutenant Governors have been giving clubs information to do safe, at home service projects during the pandemic. Another goal of mine is to increase Kiwanis family relations in which all Lieutenant

Governor's will be required to attend at least two meetings of another Kiwanis branch during their term and the Kiwanis Family point system was implemented in the district in which the clubs with the highest amount of points will be awarded at District Convention. Additionally, I would like to ensure the District is well-trained. The Lieutenant Governor's are receiving thorough training and will be given information to effectively train their clubs officers. Lastly, I wanted to have better organization throughout the year. The District Board Google Drive was extensively organized and a District Board calendar was implemented for the year.

This year I have also implemented a Governor's Major Emphasis project, the Yellow tulip Project. They are a non-profit organization whose mission is to end the stigma surrounding mental health and to inspire a conversation about mental health. I chose this organization because their mission means a lot to me and I want to encourage Pennsylvania Key Clubbers to open up about their mental health.

As far as my duties, I have been sending frequent emails to the District Board, creating monthly newsletters for The District Board and club Presidents and Vice Presidents, having monthly calls with all Lieutenant Governors, having executive board calls, attending committee meetings, creating the Executive Biweekly Update, and having calls with my District Administrator Bob Orlando.

The Pennsylvania District means the absolute world to me. Everything about my new job as Governor I enjoy and there is nothing I can say that truly illustrates my passion for Pennsylvania Key Club. Thank you Kiwanians for supporting me!

If you have any questions or concerns please feel free to contact me.
(570) 916-4223
governor@pakeyclub.org

Yours in Service,
2020-21 Governor
Ashley Wheeland

PA District of Kiwanis International Report

Service Leadership Program: Key Club

Administrator: Bob Orlando

Report Date: **July 9, 2020**

Report Period Covered: **March 17, 2020 ~ July 9, 2020**

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

Short term goals are to figure out how Key Club will be functioning on the club level once school starts. Long range goals and objectives focus on new club building.

Active Clubs = **156**

Suspended Clubs = **8**

Inactive Clubs = **12**

Membership # **10,240** as of **June 9, 2020**

Membership number does not include inactive clubs

Administrator's activities since last report:

- April 30 ~ May 1, District Administrator / KI conference, Zoom

Committee Members:

Cathy Szymanski – Zone 1

John Mazurowski – Zone 2

Ryan Hartman – Zone 3

Howard Cohen – Zone 7

Matt Alexander – Zone 4

Morgan Coolbaugh – Zone 5

Rebecca & Rick Sanker– Zone 6

Comments regarding committee:

N/A

Concerns/issues:

Over the past few years we have been cultivating a Fall Rally here in Pennsylvania. All events thus far have been at Hershey Park. Attendance has always increased year over year. The purpose of the rally was to offer clubs an opportunity to see what happens at district convention without the financial and time commitment of a three-day event. Unfortunately, we were forced to convert this year's physical event to a virtual event. But it IS being held. Hopefully a free event without the requirement of travel will allow for a large attendance.

At this point in time we are still planning on a physical district convention in March. However, we are making plans for a reduced attendance by cutting back on our room block commitments with the Hershey Convention Center. As our convention committees move forward with their work, we will be looking at developing a parallel virtual event should this become necessary.

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

With the cancellation of two district board meetings and international convention the program is flush with cash at this time. As such, we have revised our budget to reflect some of these reductions in expenses. I have submitted this revised budget for your review. While the cancellation of these events detracts from the leader's experience in the program, it does provide a silver lining for us. The upcoming \$10,000 audit is much easier to absorb this year. We have also been able to invest in two new areas for us:

Professions Leadership Training: We recently contracted the services of Kent Julian, a past keynote speaker at one of our conventions. Kent will conduct a one-week training seminar via Zoom for our district board members. Each day there will be a two-hour session focused on different topics. It will be interactive and includes a variety of resources. Check this [LINK](#) for an overview of the program. We have come up short with our leadership training over the years. We never had anyone on the committee with enough expertise in this area to give a worthwhile presentation. When we did attempt to provide leadership training, it was squeezed into a weekend trainer where student leaders were learning of their responsibilities. It never really got the time it deserved. This seminar will provide professional leadership training designed specifically for student leaders at a statewide level. We will evaluate the effectiveness and determine if this is an investment we want to move forward with in future years.

Zoom Subscription: We recently purchased a one-year subscription for conferencing and webinar services from Zoom. The plan is identical to the one Kiwanis just purchased. The reason we have purchased our own was due to scheduling conflicts. Our Summer Board Meeting / Training Conference overlaps scheduled Kiwanis CLE training. We will be using this for far more than our upcoming board meeting. There are eight standing committees and 7 convention committees that meet at least once per month on different virtual platforms. This subscription allows our student leaders to

have a very reliable and easy to use platform rather than relying on some of the free options that at times are not the most reliable and have far fewer options than Zoom has.

I do have long-term concerns regarding retention of clubs over the next two years. As of this date, we still do not have a good idea of what school will look like when and if we start back in September. I can't help but think there will be some severe limitations on extra-curricula programs. If clubs are not allowed to meet, we're going to have issues collecting dues. Furthermore, if we have clubs that go dormant for several months or an entire school year, the risk of them folding is high. This will be an issue that my committee will be investigating. I am also going to be convening my fellow District Administrators via virtual meeting to discuss this topic to see what, if anything, other districts are planning.

Important Events/Dates with description:

July 24, 25, 26, Summer Board Meeting / Training Virtual Meeting
October 10 ~ 11, Fall Board Meeting, Harrisburg, PA
January 9 ~ 10, Winter Board Meeting, Harrisburg, PA
March 19 ~ 21, District Convention, Hershey, PA

Assessment of District Officers:

Despite not receiving formal training yet and the fact that our board has not had a face-to-face meeting, they are actively communicating with the clubs in their divisions and they are also holding constructive committee meetings. I respect their tenacity in not letting current events hold back the Key Club program.

Additional information/comments:

N/A

K-KIDS REPORT
July 2020

As per my previous report we had 68 on the books, 54 active, and 14 orphaned.

Our current K-Kids Program is very successful and very well received throughout the district. With 66 clubs on the books, 50 active clubs, and 16 inactive or orphaned clubs.

Due to the COVID 19 pandemic I have been unable to receive updates, with the shut - down of schools in February 2020.

Thank you for your continued support of our K-Kids program.

Respectfully submitted,

Lillian Ann Mateja
K-Kids Administrator
PA District

Pennsylvania District Kiwanis

Trustee Region 1 Report

July 16, 2020

We have maintained regular phone and email contact with the four LTG'S supporting this region. As a result of their efforts, information was shared with local club officers included the cancellation of conventions, the removal of fees at the District and International level to stimulate membership, the report of volunteers who contacted the individual club leaders, the leadership education provided by KI and the coming leadership training within Region 1. As a region, we are trying to present a common theme that leadership education, and an opportunity to have active dialogue with other club leaders has value for the individual club and thus the individual member.

In this manner, news and items of interest from the District Office and KI are shared at the local club level. It is our goal for the individual clubs to recognize that they are part of a bigger whole and that help is available.

Overall, we are aware that some clubs have regular zoom/online meetings, some are having at least one socially distant in-person meeting per month. As a contrast, at least one is now having regular meetings with no changes to their normal schedule and others have stopped meeting entirely,

This is followed by a similar effort or lack thereof to do service and fund raising. Strong clubs remain strong and clubs with lack of strong leadership are floundering.

As a team, our goal is for each club to be aware that they are not alone and the Region, District and Kiwanis International are here to help if asked.

Respectfully submitted,

Roger M. Janes, Region 1 Trustee



Board of Trustee Report

Date: 7/10/2020

Trustee Name Barb Byers Region 2

Lieutenant Governors:

Name: Jen Grab Division: 5

Name: Sarah Hauge Division: 8

Name: Sarah Hauge (Acting) Division: 6

Education

Regional Meeting: Fall Date: _____ Spring Date: 5/2/2020

Assessment of Meeting, if occurred:

Spring Region 2 meeting held Saturday, May 2. This Regional meeting was held virtually via Zoom on this day due to COVID-19 pandemic. During this Region meeting, we had guest speaker from Western Region Make-A-Wish and pledged to work to raise money for 2 local "Wish Kids". Donations are being tracked

Club Leadership Education Planned: X Yes Not Yet NA Date: **Wed. July 29 6:00-8:30 pm (via Zoom)**

Membership Growth

Which New Clubs are actively being worked on in your Region?

(Please note date of next meeting and potential organizational meeting date with each club)

COVID-19 has halted this discussion. I was scheduled to go to Philly to assist and get trained on Club recruitment and opening for the Aston Area at the end of July, but this was cancelled due to COVID-19 and restricted travel for KI staff.

We were targeting a "mini-Pittsburgh" blitz to Boost a couple of clubs and build 1-2 clubs in August - September. (My plan was to try to build the North Side club and rebuild the Penn Hills club and Boost Wilkinsburg and McKeesport - White Oak). This activity has been pushed back accordingly.

I did participate in a couple of conference calls with Sarah Zulueta, District Membership Chair, Jen Vare and KI reps Rogena and Emily to discuss planning strategies for these Club Openings and trainings. I will be participating in calls to schedule appointments to learn/shadow to hear how they are done (when these are scheduled). This will help me better prepare for club growth in Western PA. #westernpaneedskiwanis

Which clubs are being counseled in your Region, by whom

All of the clubs in Region 2 (with the exception of Sheraden) need a great deal of support and reassurance. This was the case before the COVID-19 pandemic and really is the case at this time. Some clubs have begun meeting online and some are meeting in person (ensuring social distancing) and some are not meeting at all.

I want to thank Bob and Judy Raub for their outreach to the clubs and their guidance and conversations to the Region 2 clubs. Although their findings were not a surprise to me, it was heartening to see some of the clubs consider doing or trying something different. This solidifying the trajectory that Region 2 was on for planning. Their recommendations of the clubs to engage with for strengthening (Baldwin, Washington, Sewickley, possibly Squirrel Hill). I will be actively working with these clubs as they allow.

#westernpaneedskiwanis

Service Projects

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

No specific Early Learning events per se. However, the McEP 19rt-White Oak club purchased the palate of Disney books and has partnered with a church group that has a food distribution. They are giving out books to families while at the food

Wilkinsburg is also considering some type of distribution—the logistics are being considered. We had a Zoom planning meeting for Division 6 to discuss these potential partnerships and activities/service projects...more planning meetings will be considered.

It should be noted that Sheraden has their Spring Pancake Breakfast on June 27. They did things a little differently to accommodate for social distancing guidelines. There was more take out and they reworked their Auction Baskets. The venue also changed. Overall, this was a success and they are thinking about changing it up to keep this style of pancake breakfast in the future. They have also scheduled their inaugural Golf Outing for Saturday, August 8 (hoping they do not have to cancel).

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

Some of the Region 2 clubs participated in the Region 2 meeting in May. Most of the clubs that would have participated in person joined this virtual meeting.

Some of the Region 2 clubs took advantage of #GivingTuesday for Make-A-Wish and doubled their donation on this day. (Glenshaw made the targeted \$550.00 donation amount!!!)



Board of Trustee Report

Page 2

Communication

Describe communications with the Membership Committee

See above regarding communications with the Membership Committee and club building/strengthening planning discussions. I participated in the May Membership Matters webinar series.

With

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

Regarding the COVID-19 pandemic, I spoke with, texted and emailed LTG's regarding reaching out to their respective clubs to check in on them on a personal level as well as on a club level. There seemed to be a little hesitation with the outreach, but it was unclear as to why.

Strengths in Region 2 clubs remains their servant heart. Some have showed resilience during this pandemic, coming up with creative ways to meet and serve their communities. However, many are struggling.

I spoke of overall Region 2 concerns above.

Describe communications your clubs in the Region complete this quarter.

I have communicated with the clubs via email and phone. I also regularly post on the Region 2 Facebook page and am trying to increase usage of social media. Sarah Haugse uses the new Facebook Page for Division 8.

I have participated in some virtual club meetings as my schedule allowed (Sewickley and Glenshaw)

Other Information:

Are there any concerns with the Region that the District needs to know about?

Region 2 continues to need a great deal of assistance and support to maintain clubs, then grow/strengthen clubs as well as build new clubs. Region 2 also needs some more certified trainers as I am the only current district trainer. I will put out a plea to request potentially interested people for trainers.

P. 20

We are continuing to work on reviewing District Reports to attempt to gather better information, reflection and

Pennsylvania District Kiwanis

Trustee Region 3 Report

July 17, 2020

I have maintained regular phone and email with many of the clubs in the region. Communication with the LTG's for 10 and 11W has been difficult. Neither one will be returning as LTG, so I am searching for replacements. Rick Kistler has someone who is interested, but I have not been able to contact her (President of Philipsburg club). LTG for 11W, Kevin Fondelier, has indicated to me that there is no one interested in the position. In addition, I am the LTG for 11E. I have approached numerous people and there is no interest in filling the position. I am continuing to search.

As a region, most of our clubs are using zoom for meetings and board meeting. This is working our well, but they miss seeing everyone in person. Zoom has worked not just for communication within the region, but we have branched out to other areas of the state.

Blueberry fundraisers have happened in many clubs (with adjustments) but service has been difficult. The Penns Valley club started an outside library - offering free books for children. There are service projects that will need to be changed or stopped at this time.

Leadership education is a theme that club leaders interested in. During the scheduled training session for Region 3, we will record the training for members to view (if they are not able to attend in person).

I am writing a newsletter that will go out to the entire region and it will provide District and International Kiwanis information to the clubs.

Respectfully submitted,

Barbara Harer, Region 3 Trustee

7/20/2020

Cloud Recording - District Board Meeting is now available

From: no-reply@zoom.us,
To: ketkiwanis@aol.com,
Subject: Cloud Recording - District Board Meeting is now available
Date: Sat, Jul 18, 2020 1:21 pm

Hi Kevin Thomas,

Your cloud recording is now available.

Topic: District Board Meeting
Date: Jul 18, 2020 08:46 AM Eastern Time (US and Canada)

For host only, click here to view your recording (Viewers cannot access this page):
https://us02web.zoom.us/recording/detail?meeting_id=e4mpmYcFQdeqwKpAzjEvYw%3D%3D

Share recording with viewers:
https://us02web.zoom.us/rec/share/6JBwN7TB_U1LToHU92LHc7wjM5rUaaa81yIW8vNeyxswWTX0fHazA0J8yRM-t7e7 Password: 8l+73.9L

Thank you for choosing Zoom.
-The Zoom Team



Board of Trustee Report

Date: 7/15/2020

Trustee: Lillian Mateja Region: 7

Submitted by:

Lieutenant Governors

Name: Jennifer Vare Division: 19

Name: Bonnie MacDonald Division: 21

Name: VACANT Division: 22

Education

Regional Meeting: Fall Date: _____ Spring Date: Virtual Morning Tea May 30th _____

Assessment of Meeting, if occurred:

Regional meeting was held on May 30th, we had 15 members in attendance, with a visit from the Sherden Club. We discussed our Kiwanis world during COVID 19, membership, service projects during COVID.

Club Leadership Education Planned: Yes Not Yet Date(s): July 20th
NA

Membership Growth

Which New Clubs are actively being worked on in your Region?

(Please note date of next meeting and potential organizational meeting date with each club)

New club being organized for the Aston/Brookhaven Area by Sarah Zulueta for Fall of 2020, this club preparation has been ongoing since summer of 2019, due to COVID -19 plans to recruit have been stalled.

As previously discussed in the 09/2019 report, club mergers did not take place between Valley Forge, Upper Main Line and University City and South Philadelphia.

Valley Forge and West Chester Kiwanis clubs will be turning in their charters. Most members will be moving to other existing clubs, these members will notify us when moves are completed.

South Philadelphia and University City Kiwanis clubs have made the effort to continue their clubs and move forward with service and membership recruitment.

Sarah Zulueta the District membership chair has given these clubs the tools to boost the memberships of their clubs.

Which clubs are being counseled in your Region, by whom

Active Coaching

Since the state wide shutdown, most coaching has been done via conference calls and zoom meetings in Divisions 19 & 21

Division 22 –Main Line (Sarah) via Zoom , South Philly (Sarah) via Zoom , University City (Lillian) via Zoom , Chester (Sarah/Lillian) via Zoom

Service Projects

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

Our clubs have been doing service projects involving food pantry's, Assisted Living Facilities, as well as raising funds to help provide PPE products to those in need.

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

SLPs are invited to attend all virtual meetings when possible. Due to COVID -19 most of our SLP's are in hiatus.

Communication

Describe communications with the Membership Team

Communication with Membership team has been via Zoom and coordinated thru Sarah.



Board of Trustee Report

Page 2

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

During our 1st quarter, communications were in person, email or text, during the 2nd & 3rd quarters, communication was stilted due to COVID -19. At this time, via the club monthly reports I have learned that less than 50% of this regions clubs meet at all, the percent that do meet are doing so virtually.

The LTG's and Trustee have only communicated briefly during these strange and usual times.

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

Communication to the clubs have been thru email.

Other Information:

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

My transition to Region 7 Trustee has been a difficult one with only one active LTG and acting LTG in Sarah (with the many hats). Sarah and Jen have supported our regions efforts to grow, provide service and brand Kiwanis to the communities we serve.

I'm hoping we can build a stronger Kiwanis in Region 7, when this pandemic comes to an end.

Executive Director's Report – July 18, 2020

1. Attached is my schedule for the period April 1, 2019 to June 30, 2019. I will be pleased to answer questions about any activity.
2. It would not be my expectation that we will have a membership gain for the 2019-20 year.
3. The club president is the single most important office in Kiwanis International. I'd rather have 160 effective club presidents over 20 effective Lt. Governors. I would rather have 20 effective Lt. Governors than 7 effective Trustees. I'd rather have 7 effective trustees than 1 effective governor. The trouble is we have very few effective and visionary club presidents. Where we do, the culture and expectation of the club creates the leader as much as the leader creates the culture and expectation. And until we create and/or can get more clubs to create that culture and until we can create a better model and expectation of club president leadership, everything else is for not, I think. All the membership money and education money we spend, both on the District and International levels, should be reevaluated in that light. The October issue of the Kiwanis Magazine should not be dedicated to the new Kiwanis International president. It should highlight the 10 or 15 most effective clubs and their presidents in the previous year.
4. The board should know that Frank Iati, who has led the audit of our financial records, has left the firm of RKL, LLP.
5. For the foreseeable future, the office will continue to operate with either myself or Michelle in the office but rarely, if ever, both of us. Typically, I will be in Mondays and Wednesdays; Michelle will be in Tuesdays and Thursdays. On the days we are not in the office, we will be working from home. The office will continue to be closed on Fridays.
6. If high schools and colleges do not return to in person classes, the Circle K and Key Club programs will be challenged to collect dues and that will challenge the financial viability of both programs in the spring and summer months of 2021. The Kiwanis District Board will need to be involved in any resolution of this challenge should it arise.
7. I am pleased with the performance of this board as it relates to our need to meet more frequently as the result of the challenges brought about by the Covid-19 crisis. Thanks to each of you for your commitment of time to these meetings and Governor Mike Haven's leadership in those meetings.

Please let me know how I might help you. Thanks for all each of you do

Respectfully submitted,



Kevin E. Thomas

District Executive Director/Secretary/Treasurer

AOL Calendar

ketkiwanis@aol.com
Printed: 7/14/2020 3:29:37 PM

April 2020

| 29 | Sun 30 | Mon 31 | Tue 1 | Wed 2 | Thu 3 | Fri 4 | Sat |
|----|-------------------------|-------------------------------|---|------------------------------|-------|-------------------------------|-----|
| | 1pm Don Smith/Emily ... | | | | | 3pm Key Club Meeting | |
| 5 | 6 1pm Peter Sorenson | 7 | 8 2pm Young Children C... 4pm Convention Call | 9 3:30pm Kiwanis Kash ... | 10 | 11 Good Friday | |
| 12 | 13 | 14 6:30pm 2020 Conventi... | 15 | 16 | 17 | 18 2pm Northeast Coalition | |
| 19 | 20 | 21 | 22 12:20pm Kiwanis Club... | 23 | 24 | 25 off | |
| 26 | 27 off | 28 off | 29 off | 30 off | 1 | 2 off | |

AOL Calendar

May 2020

| | Sun 27 | Mon 28 | Tue 29 | Wed 30 | Thu 1 | Fri 2 | Sat |
|----|-------------------------------------|--|-------------------------------|--|-------|-----------|-----|
| 26 | off | off | off | off | | off | |
| 3 | 4 6:30pm Membership ... | 5 3pm District Secretarie ... 7:30pm Board Meeting | 6 | 7 11am Mini-Grant Kiwanis 12pm Kiwanis e-Meeti... 12pm Kiwanis E-Meeti... | 8 | 9 | |
| 10 | 11 6:30pm Membership ... | 12 6:30pm Reading Conv... | 13 2pm Young Children C... | 14 12pm Jenkintown 4pm Crowne Plaza Call | 15 | 16 | |
| 17 | 18 Car 6:30pm Membership Call | 19 | 20 | 21 | 22 | 23 off | |
| 24 | 25 Memorial Day | 26 off | 27 off | 28 off | 29 | 30 off | |
| 31 | 1 | 2 7:30pm Board Meeting | 3 | 4 | 5 | 6 | |

Aol Calendar.

June 2020

ketkiwanis@aol.com
 Printed: 7/14/2020 3:33:42 PM

| | Sun 1 | Mon 2 | Tue 3 | Wed 4 | Thu 5 | Fri 6 | Sat |
|--------------------|-----------------------------|--|---------------------------------|-----------------------------------|--|-------|-----|
| 31 off | | | 7:30pm Board Meeting | | 12:30pm Kiwanis e- M... 12:30pm Kiwanis Meet... 3pm Conventio Subfiti... | | |
| 7 | 8 | 9 | 10 2pm Young Children C... | 11 Off 6:30pm Training Call | 12 | 13 | |
| 14 P. 28 | 15 6:30pm Membership ... | 16 | 17 7pm Virtual convention... | 18 7pm Finance Committ... | 19 | 20 | |
| 21 Father's Day | 22 | 23 5pm District Secretary ... 7:30pm Board Meeting | 24 | 25 8pm No small matters | 26 | 27 | |
| 28 | 29 | 30 7pm Virtual District Co... | 1 3:30pm Education Me... | 2 12pm Kiwanis IN-PER... | 3 | 4 | In |

From: mhaven62@yahoo.com,
To: ketkiwanis@aol.com,
Subject: Governor's Report July 13, 2020
Date: Mon, Jul 13, 2020 9:46 am

Governor's Report

July 13, 2020

PA District Board Members,

I'm pleased to say the District is doing well (all things considered). As we're all aware, with DCON being cancelled we're in full gear to provide Educational Events, District Business as needed and continue to utilize on-line resources to bring our PA Kiwanis Family together throughout the month of August. In many ways I believe the COVID-19 has nudged many members/clubs to work more closely together and become more creative in conducting Events and Business as needed to Serve our members and Communities.

We are very fortunate to have so many District Leaders take action in many ways to ensure that the District is moving forward With positive momentum from Membership Retention and Growth, to DCON being held Virtually, Fund Raising and Service Events, Zoom/Video recordings from Club Meetings, Educational Trainings to bringing KI VP/Trustee Candidates so all District Members so They have the opportunity to see, hear, ask questions and be a part of the upcoming KI Elections by offering their choices.

Many Members and Leaders have been working diligently to implement and/or support many initiatives to ensure We continue in a forward direction as we move closer to the 2019/20 years end. From Kevin/Michelle keeping the District Business Running as smoothly as possible, Committee Chairs/Member's stepping up to be more creative and ensure members needs are Met as best possible. (DCON/Membership/CLE in particular.)

Calls to Club Leaders are on-going throughout the District from various Representatives on behalf of the District, as well as KI Representatives in hopes that each Club and it's members know and believe they're appreciated and that we're all in this unique Situation together to offer support and a listening ear if needed.

I've participated in many calls with various committees and clubs throughout the past few weeks and am so thankful to have the privilege to work side by side with Fellow Kiwanians willing to accept whatever challenges are placed before them with Determination to achieve positive results.

In Service,
Gov Mike



Submitted by Sarah Zulueta, District Membership Chair 2019-2020

Membership Committee

The follow is the Membership Committee that support current Regional leadership teams:

- Region 1 – Valerie Rose, Fort LeBeouf
- Region 2 – Tara Lawry, Sewickley
- Region 3 – Joy Ashley, Nittany
- Region 4 – Matt Wise, BENV
- Region 5 – Ben Osterhout, Elizabethtown / Norlanco-Rheems
- Region 6 – Tiffany Callaio, Wyoming

Updates

- **As of 9/30/2020**, Sarah Zulueta will be ending her term as District Membership Chair as she is running for PA Governor Elect 2020-2021. In preparation **Tiffany Callaio** from the current Membership Committee has accepted the **appointment position of PA Membership Coordinator, but official change needs to be submitted by Governor Elect Don Smith to Kiwanis International, which has not occurred since March 2020 when Tiffany accepted the position via email to Don. At this time Tiffany has not been invited to the new official KI District Membership trainings held by Brian Tenclinger and she has not received any of the Northeast Committee Chair information because of this hold up. Therefore she cannot effectively plan for 2020-2021.**
- **New membership coordinators needed for Region 4 and Region 5 for October 1, 2020.**

District Membership Status

Our PA membership numbers as of 7/1/2020, shows a total net change of +115 which is a net increase of 3.58% with 160 clubs:

| | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | Apr-20 | May-20 | Jun-20 | Total |
|------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|
| PA Total | 3211 | 3279 | 3290 | 3302 | 3312 | 3311 | 3312 | 3311 | 3322 | 3326 | 3.58% |
| Net Change | | 68 | 11 | 12 | 10 | -1 | 1 | -1 | 11 | 4 | 115 |

The membership committee is asked to work with the Lt. Governor's to get a sense of the add/drops expected by September 30, 2020. More information will be provided to the Board as the survey information is obtained.

New Club Openings

The potential new club opening of **Kiwanis Club of Aston Area** is put on hold due to several area closures in Montgomery and Delaware County due to the Covid-19 pandemic. The goal is to restart this effort in the new Fiscal year.

There are plans for a new club opening event in September for North Side in Pittsburgh, but due to closures and other competing priorities, it may be challenging goal for this year.

Membership Matters Talk Series

In the month of May, we held a Membership Matters Talk series to open conversations with PA members during the time of sheltering in place and support clubs who were not meeting via zoom or other technology.

On average we received about 43 attendees each Monday night in May. The recorded sessions are on www.pakiwanis.org/membership-matters.

Other Activities

Distinguished Kiwanian Award

The Membership committee is reviewing the Distinguished Kiwanian Award to revamp requirements and communication for this award. The recommendation will be presented at the board meeting in September 2020 to allow for the requirements to be executed for next fiscal year starting Oct 1, 2020.

Membership Matters Fund

A subcommittee was formed at the direction of the Board to review ideas that will provide financial support to members that may be struggling a hardship due to Covid-19 closures and other factors. The goal is to ensure financial reasons are not the main reason a member drops from the roster on Oct 1. The subcommittee consisting of Governor Mike Haven, Governor Elect Don Smith, Sarah Zulueta, Membership Chair, Lillian Mateja, Region 7 Trustee, Judy Raub, Past Governor, Jen Vare, Past Governor, Jeff Rose, PA Foundation President, Shawn Smith, Sheraden Club President and Ryan Hartman, Co-LTG 13N/S have met and laid out additional score cards and brief overview of the process as asked of the committee during the June 2, 2020 board meeting. This is under review and a vote should take place at the July 18, 2020 meeting.

Virtual District Convention (VCON 2020)

The Membership Chair has been actively been working on VCON forums to be delivered in a webinar style in August to replace in-person District convention forums. One forum being run will be called Club Fixer Upper lead by Sarah Zulueta and Matt Wise on fixing club's internal process to be ready to "sell it" to make the club more attractive to prospective members aka "prospects".

From: zuluets@gmail.com,

To: ketkiwanis@aol.com, donsmith1022@gmail.com, mhaven62@yahoo.com, phil.div18.kiwanis@gmail.com, barbara.marie.byers@gmail.com, rmjanes1@hotmail.com, benosterhout@pakiwanis.org, bharer@southhills.edu, matthew.j.wise@outlook.com, sgt283@gmail.com, lillian.kiwanis@gmail.com,

Cc: jen@pakiwanis.org, shawn@smithcm1.com, jraub919@aol.com,

Subject: Fwd: Cliff notes for MMF

Date: Fri, Jul 10, 2020 2:10 pm

Attachments: members matter rubric.pdf (184K), MMF Cliff notes.docx (17K)

To the Board:

As per the last board meeting, attached is additional info related to **Membership Matter Fund Proposal** that was requested of the MMF committee to provide. We have included:

- The Cliff Notes on the entire proposal, as I understand our board report may have been too long and too detailed, this provides a nice summary.
- The score card draft that was prepared by the committee to show how the application will be scored, which was requested by us.

We ask the Board to send us any questions or feedback prior to the July 18th board meeting so we can address them beforehand to streamline the board meeting, where we will ask for a vote for this fund to start marketing and being set up.

Thanks for your time.

Sarah Zulueta

Pennsylvania District Membership Growth Chair 2019-2020

Secretary, Kiwanis Club of the Main Line 2018-2020

Kiwanis Club of University City

Email: zuluets@gmail.com

Cell: 215-279-0199

Members Matter Fund

The current committee is working currently on these next steps:

- Develop criteria and scorecard to determine applicant eligibility for grant.
- Develop campaign including flyers on program for social media.
- Answering specific questions or concerns from the board as noted at the board meeting

Cliff Notes

- To support existing members who are suffering financial hardship related to the Covid-19 pandemic or other factors that would contribute to the member's inability to pay the membership dues/fees Oct 1, 2020
- The fund is proposed to be a NEW PA District Budget for remainder of 2020 and a line item on the PA District Budget for 2020-2021, once the fund is depleted it is the boards discretion to continue accepting donations &/or match more funds
- The fund would be supported by nontax-deductible donations from Kiwanis members & friends of Kiwanis
- To show support & value of the fund it would be beneficial for the Current Board to consider matching funds for a temporary time frame & with a maximum cap. Suggestion \$2000.

What do District next steps look like if approved:

- A. Accept and process funds
- B. Approve a confidential committee appointed by the Governor
 - would be appointed of 3 non-board members
 - unbiased & handle all matters with discretion when reviewing applications and grants.
- C. This MMF committee would handle the review of applications from members or clubs.
 - The granted amount can be partial or full amount depending on the request, determined need and scorecard results.
 - Grants depend on amount total raised.
- D. Grants would be issued from the District Checking Account to the Club

The Dues Process for those not sure:

1. Club members are requested to pay their annual dues in numerous ways (District is not getting involved in their collection of dues)
2. From October 1-10 clubs must delete any members not staying active for the next administrative year.
3. On October 10 Kiwanis International sends an invoice to each club for \$112 x # members
4. Kiwanis International then sends a check for \$35 x # PA Kiwanis members to the District

What Kiwanis Members will need to know & how

1. Using a flyer district make an announcement on social media that we are collecting donations
 - a. How can we accept donation?
 - b. Venmo, Paypal, Check, Website, Cash?
2. Approximately 2 weeks later email the letter to members explaining how to receive the Dues Grant with application
3. Date all decisions will be made no later than? (October 1st?)



Applicant Name _____

Annual Club Dues: _____

For the following answers use this scoring guide:

Requested Funds: _____

- 1-3 5 Points
- 3-5 10 Points
- 5-10 15 Points
- 10+ 20 Points

____ Years in Kiwanis

____ Service Projects

____ Fundraisers

____ Meetings

Total points _____ (80 max)

Applicant receives 2 Points for each SLP involved with:

____ K-Kids

____ Builders

____ Key

____ Key Leader

____ Circle K

____ Aktion

Total points _____ (12 max)

Applicant receives 5 Points for each hardship:

____ Financial

____ Illness

____ Loss or Change of Job

____ Other: _____

Total points _____ (20 max)

TOTAL POINTS _____ (112 max)

<25 points = \$0

25-100 points = \$35 (PA Membership)

>100 points = \$112 (Maximum grant)

Grant \$ awarded: _____

***This score card & all applicant materials are held at the strictest confidence level to allow for privacy of our members & the communities in which they serve.**

Kiwanis International Pennsylvania District

BALANCE SHEET

As of June 30, 2020

| | TOTAL |
|-----------------------------------|--------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 101 Cash checking account | 29,189.21 |
| 105 Cash saving account | 564.48 |
| 108 - Cash Investments | 0.00 |
| Total Bank Accounts | \$29,753.69 |
| Other Current Assets | |
| 110 Accounts receivable 2 | 300.00 |
| 114 Employee loan | 0.00 |
| 115 Loan receivable - PA Circle K | 0.00 |
| 118 Inventory in Office | 662.00 |
| 125 Prepaid expenses | 1,554.22 |
| 126 Prepaid rent | 1,450.00 |
| Total Other Current Assets | \$3,966.22 |
| Total Current Assets | \$33,719.91 |
| Fixed Assets | |
| 146 Furniture and equipment | 34,368.79 |
| 147 Accumulated depreciation | -34,368.79 |
| Total Fixed Assets | \$0.00 |
| Other Assets | |
| 151 Marketable securities | 0.00 |
| 152 Allowance for market value | 0.00 |
| 278 Net Asset Increase (Decrease) | 0.00 |
| Total Other Assets | \$0.00 |
| TOTAL ASSETS | \$33,719.91 |

Kiwanis International Pennsylvania District

BALANCE SHEET

As of June 30, 2020

| | TOTAL |
|--|-------------------|
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 Accounts Payable | 3,250.00 |
| Total Accounts Payable | \$3,250.00 |
| Other Current Liabilities | |
| 200 Bank credit line | 9,640.48 |
| 201 Accunts payable 9/30/18 | -0.01 |
| 202 Credit Card Payable | -35,768.96 |
| 203 Social Security Payable | 337.80 |
| 204 FIT Payable | 540.00 |
| 205 PIT payable | 167.40 |
| 206 LIT payable | 268.19 |
| 207 PUT payable | 0.00 |
| 208 Medicare Payable | 79.06 |
| 214 Deferred revenues | 13,962.00 |
| 220 Accrued Salaries and Vacation | 9,480.00 |
| 225 Loan payable - Key Club | 0.00 |
| 226 Loan payable - PA Circle K | 0.00 |
| 230 Due to Action Clubs | 5,548.78 |
| 231 Due to Region V | 0.00 |
| 233 EP Builders Club | 0.00 |
| 234 Other Liabilities | 1,965.90 |
| Total Other Current Liabilities | \$6,220.64 |
| Total Current Liabilities | \$9,470.64 |
| Long-Term Liabilities | |
| 800 Key Club Payments Received | 0.00 |
| 801 Circle K Payments Received | 0.00 |
| 802 Pennsylvania Kiwanis Foundation | 160.00 |
| 804 Key Club American Express Pay | 0.00 |
| 805 Circle K AMEX Payment | -955.47 |
| 806 Foundation American Express Payments | 0.00 |
| 808 Centennial Club CC Payments | 0.00 |
| Total Long-Term Liabilities | \$ -795.47 |
| Total Liabilities | \$8,675.17 |
| Equity | |
| 275 Unrestricted net assets | -73,179.00 |
| 32000 Restricted Net Assets - Key Leader | 29,180.03 |

Kiwanis International Pennsylvania District

BALANCE SHEET

As of June 30, 2020

| | TOTAL |
|-------------------------------------|--------------------|
| Net Income | 69,043.71 |
| Total Equity | \$25,044.74 |
| TOTAL LIABILITIES AND EQUITY | \$33,719.91 |

2019-20 Kiwanis District Budget

2019-20 Budget Report
6/30/2020

| | 2019-20 Approved Budget | | 2019-20 Actual | | Variance | Notes |
|---|-------------------------|---------------|----------------|-----------|----------------|--|
| | Amount | Total | Amount | Total | | |
| REVENUES | | | | | | |
| MEMBERSHIP DUES | | | | | | |
| District Dues (Full Year - 3,150 members) | \$ 110,250.00 | | \$104,375 | | \$ (5,875.00) | 95% \$ (5,875.00) While I would expect some additional dues money we will not reach out budgeted amount |
| Partial year prorated dues | \$ 7,000.00 | | \$4,095 | | \$ (2,905.00) | 59% \$ (2,905.00) |
| Sub-Total | | \$ 117,250.00 | | \$108,470 | \$ (8,780.00) | 93% \$ (8,780.00) Same comment as dues |
| SLP & OTHER SUPPORT FOR SERVICES | | | | | | |
| Key Club | \$ 15,000.00 | | \$15,000 | | \$ - | 100% \$ - |
| Circle K | \$ 850.00 | | \$850 | | \$ - | 100% \$ - |
| Foundation - Office Support and Services | \$ 7,000.00 | | \$6,000 | | \$ (1,000.00) | 86% \$ (1,000.00) Foundation only wanted to spend \$6,000 in this area |
| Foundation - SLP Administrators | \$ - | | \$1,000 | | \$ 1,000.00 | #DIV/0! \$ 1,000.00 Foundation was willing to provide this support |
| Sub-total | | \$ 22,850.00 | | \$22,850 | \$ - | 100% \$ - |
| MISC. INCOME | | | | | | |
| Misc. Income | \$ 2,775.00 | | \$372 | | \$ (2,403.00) | 13% \$ (2,403.00) We will reach this amount in July |
| Interest | \$ 130.00 | | \$87 | | \$ (43.00) | 67% \$ (43.00) We will not reach the full amount budgeted |
| Sub-total | | \$ 2,905.00 | | \$459 | \$ (2,446.00) | 16% \$ (2,446.00) |
| DISTRICT EVENTS | | | | | | |
| Holiday Party or other Fundraising | \$ 1,000.00 | | | | \$ (1,000.00) | 0% \$ (1,000.00) |
| District Raffle | \$ 15,000.00 | | \$100 | | \$ (14,900.00) | 1% \$ (14,900.00) Raffle just starting but will not reach budget amount |
| Mid-Winter Convention | \$ 16,860.00 | | \$3,602 | | \$ (13,258.00) | 21% \$ (13,258.00) Cancelled |
| District Convention | \$ 52,000.00 | | \$12,875 | | \$ (39,125.00) | 25% \$ (39,125.00) Cancelled |
| Sub-total | | \$ 84,860.00 | | \$16,577 | \$ (68,283.00) | 20% \$ (68,283.00) |

2019-20 Kiwanis District Budget

| | | | | | | | | | |
|--|--------------|--|--|----------|---------------|-----------|---------|---------------|--|
| Sub-total | | | | | \$ 14,300.00 | \$1,177 | 8% | \$ 13,123.00 | |
| SLP LEADERSHIP SUPPORT | | | | | | | | | |
| Circle K Administrator | \$ 2,000.00 | | | \$105 | | | 5% | \$ 1,895.00 | |
| Builders Club Administrator | \$ 400.00 | | | \$31 | | | 8% | \$ 369.00 | |
| K-Kids Administrator | \$ 400.00 | | | | | | 0% | \$ 400.00 | |
| Aktion Club Administrator | \$ - | | | | | | #DIV/0! | \$ - | |
| Key Leader Administrator | \$ - | | | | | | #DIV/0! | \$ - | |
| Sub Total | | | | | \$ 2,800.00 | \$136 | 5% | \$ 2,664.00 | |
| MEMBERSHIP GROWTH & DEVELOPMENT | | | | | | | | | |
| Membership Growth & Development | \$ 4,000.00 | | | \$1,902 | | | 48% | \$ 2,098.24 | |
| Awards | \$ 1,000.00 | | | \$81 | | | 8% | \$ 919.00 | |
| Sub-total | | | | | \$ 5,000.00 | \$1,983 | 40% | \$ 3,017.24 | |
| DISTRICT EVENTS | | | | | | | | | |
| Holiday Party or other fundraiser | \$ 100.00 | | | | | | 0% | \$ 100.00 | |
| Mid-Winter Conference - State College | \$ 16,860.00 | | | \$1,427 | | | 8% | \$ 15,433.00 | |
| District Raffle | \$ 7,800.00 | | | \$240 | | | 3% | \$ 7,560.29 | |
| District Convention | \$ 46,000.00 | | | \$534 | | | 1% | \$ 45,465.89 | |
| Sub-total | | | | | \$ 70,760.00 | \$2,201 | 3% | \$ 68,559.18 | |
| FINANCIAL RESTORATION | | | | | | | | | |
| Interest Expense | \$ 2,200.00 | | | \$1,275 | | | 58% | \$ 925.00 | |
| Audit | \$ 12,500.00 | | | \$11,912 | | | 95% | \$ 588.00 | |
| Debt Reduction | \$ 10,000.00 | | | \$10,000 | | | 100% | \$ - | |
| Rebuild Reserve Fund | \$ 3,000.00 | | | | | | 0% | \$ 3,000.00 | |
| Sub-total | | | | | \$ 27,700.00 | \$23,187 | 84% | \$ 4,513.00 | |
| TOTAL EXPENSES | | | | | \$ 223,000.00 | \$101,341 | 45% | \$ 121,659.34 | |
| BALANCE | | | | | \$ 4,865.00 | \$60,977 | | | |



Kiwaniis[®]

PENNSYLVANIA DISTRICT

TO: Board of Trustees, Kiwanis International Pennsylvania District
FROM: Kevin Thomas, Executive Director/Secretary/Treasurer
RE: Payroll Protection Program Update
DATE: July 15, 2020

Here is an update on the payroll protection program.

1. As of July 15, 2020, all money received (\$13,962.50) has been used for salary, rent and payroll taxes except for \$63.36.
2. I expect that the loan will be fully forgiven and treated as a grant. Please see the enclosed information on automatic forgiveness for loans under \$150,000. As soon as I am aware the one-page application is available, it will be completed and submitted.
3. In line with information I received courtesy of Phil Weber, the loan is being treated as deferred revenue for now. Please see the document from CR&Y Public Accountants.

Please let me know if you have any questions or concerns.

7/13/2020

PPP FYI

From: gcarter@Centricbank.com,

To: gcarter@Centricbank.com,

Cc: LMoyer@Centricbank.com,

Subject: PPP FYI

Date: Fri, Jul 10, 2020 9:40 am

Attachments:

Good morning everyone.

I just wanted to share this piece of information with you just as an FYI.

This new act would allow PPP loans of \$150,000 or less to be automatically forgiven once the borrower completes a one-page forgiveness document..

As I hear more I will let you know and if passed this application and instructions will be on our Centric Bank website..

Have a great weekend all☺

Greg

ABA, Groups Support Automatic Forgiveness for PPP Loans under \$150K



Greg S. Carter

VP, Financial Center Manager

Centric Bank

4320 Linglestown Rd, Harrisburg, PA 17112

O 717.909.8346 | M 717.557.1824 | F 717.657.5036

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CAMPBELL, RAPPOLD & YURASITS LLP • 1033 South Cedar Crest Blvd. Allentown, PA 18103 • (610) 435.7489 • www.crycpas.com



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Practical Advice for your Not-For-Profit Organization



ACCOUNTING FOR PAYCHECK PROTECTION PROGRAM AND ECONOMIC INJURY DISASTER LOAN

With the provisions of the CARES Act and other COVID-19 related programs, many Not-for-Profit Organizations received funding through the Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL) Program. As a result, questions have arisen on how to record the funds in the financial statements of the organization.

While there is clearly a loan agreement in place related to the PPP funds, there are two alternatives available for a not-for-profit organization to record the receipt of PPP funds in the financial statements. The NPO has the option to record the receipt as debt or as a deferred income liability.

As debt: If choosing to treat the proceeds as debt, the NPO would debit cash and credit a loan payable when the funds are received. As the funds are spent, the expense would be recognized without any offsetting income. The amount of funds that are legally released from obligation upon forgiveness approval by the Small Business Administration (SBA) would then be recorded as a forgiveness of debt on the statement of activities at the point of forgiveness. Any unforgiven amount would remain a loan payable and would be paid back in accordance with the terms of the agreement.

As deferred income liability: If a NPO expects to meet the PPP eligibility criteria and concludes that the PPP loan represents, in substance, a grant, the NPO can choose to report the funds as a deferred income liability. The NPO would debit cash and credit deferred income liability. The funds are in essence accounted for as a conditional contribution. Under this option, the government assistance (grant) is not recognized until there is reasonable assurance that the conditions attached to the assistance will be met. Once there is reasonable assurance that the conditions will be met, revenue is recorded on a systematic basis over the period of recognition of the eligible expenses. In other words, if it is fairly certain that the NPO will fully qualify for forgiveness, the income can be recognized in conjunction with the occurrence of the eligible expense.

It is important to note that governmental entities are required to report the funds as a liability until the liability is legally released (forgiveness is issued by SBA), as indicated in GASB Technical Bulletin 2020-1.

Funds received under the EIDL program are treated as loans, as these funds are required to be repaid. However, if the organization received an Economic Injury Disaster Loan Emergency Advance (up to \$10,000), the emergency advance payment does not have to be repaid and is therefore recognized in the statement of activities as a grant.

CARES ACT FUNDING AND IMPACT ON SCHEDULE OF FEDERAL AWARDS

With the provisions of the CARES Act and other COVID-19 related programs, many Not-for-Profit Organizations received funding through the Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL) Program. As a result, questions have arisen on the impact, if any, on the Schedule of Expenditures of Federal Awards (SEFA) and Uniform Guidance requirements.

Because the funds under these programs are from the federal government, guidance has been issued as to whether the funds received need to be included on the Schedule of Expenditures of Federal Awards (SEFA) and are subject to Uniform Guidance. The SBA has concluded that PPP loans issued to nonprofits do not represent federal financial assistance as contemplated by Uniform Guidance. Therefore, these loans will not be presented on the SEFA and will not be subject to Single Audit requirements. However, SBA loans issued under the EIDL program will be considered federal financial assistance and are required to be on the SEFA. Organizations that expend \$750,000 or more of federal assistance in its fiscal year are subject to Single Audit requirements.

It is pertinent to note that the Office of Management and Budget (OMB) has issued guidance (Memorandum M20-26) that payroll costs and other expenditures paid with PPP loans or any other Federal CARES Act programs must not also be charged to current federal awards as it would result in the federal government paying the same expenditures twice.



ABA BANKING JOURNAL

MAGAZINE ▾

NEWSBYTES

PODCAST

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ABA.COM

ABA, Groups Support Automatic Forgiveness for PPP Loans under \$150K

ON JULY 9, 2020

COMMERCIAL LENDING, NEWSBYTES, POLICY

The American Bankers Association joined a broad coalition of nearly 150 trade associations and advocacy groups today in strong support of a bipartisan bill that would expedite the forgiveness process for most borrowers who received loans through the Small Business Administration's Paycheck Protection Program. Sponsored by Sens. Kevin Cramer (R-N.D.), Bob Menendez (D-N.J.), Thom Tillis (R-N.C.) and Kyrsten Sinema (D-Ariz.) the Paycheck Protection Program Small Business Forgiveness Act would allow PPP loans of \$150,000 or less to be automatically forgiven once the borrower completes a one-page forgiveness document.

The bill is expected to ease the forgiveness process for approximately 86% of PPP borrowers, in addition to saving an estimated \$7 billion and hours of paperwork, the groups said. "This bipartisan legislation would ensure our nation's small business owners can focus their time, energy, and resources back into their business and communities instead of allocating significant time and resources into completing complex forgiveness forms," they noted. "Small businesses and their employees are the backbone of our nation's economy and communities. Their time and resources would be better focused on getting the economy safely back up and running, not processing burdensome paperwork."

A group of 51 state bankers associations also submitted a letter today in support of the bill. "Banks of all sizes will continue to support their business customers and do their part to spur the economic recovery to come," the associations said. "In order to help our nation's smallest small businesses, we urge Congress to quickly pass the Paycheck Protection Program Small Business Forgiveness Act to provide necessary relief to millions of small businesses."

An ABA analysis of PPP loan data released by SBA last week found that the program had supported more than 51.1 million jobs as of June 30. Loans made by the nation's banks accounted for 95% of that total—an estimated 48.5 million jobs. Additionally, banks far outpaced credit unions, fintech firms and Farm Credit System lenders in their efforts to make PPP loans, accounting for more than 90% of all loans made and dollars lent.

NEWSBYTES

- JUL 13 CFPB Study Finds Mixed Results for 'Credit-Builder' Loans
- JUL 13 ABA: More Detail Needed in FinCEN Analysis of CTR Burden
- JUL 12 Banks of All Sizes Supported Nearly 48.5 Million Jobs through PPP
- JUL 10 Agencies Propose Rule to Increase Flexibility for Grandfathered Group Health Plans

SPONSORED CONTENT

JULY 6, 2020

Legal Notice – Equifax, Inc. Customer Data Security Breach Litigation



JULY 1, 2020

The Impact of the Coronavirus on Community Financial Institutions – Where We Are, What We've Learned and Where We Go from Here



JULY 1, 2020

Exceptional Times Call for Exceptional Digital Customer Service



JUNE 10, 2020

COVID-19 and Its Impact on Your Allowance

PODCAST

- JUL 08 Podcast: Healing 'Pain Points' for Multigenerational Family Businesses
- JUL 01 Podcast: A Trans-Pacific Banking Perspective
- JUN 25 Podcast: OCC's Brooks Plans to Unveil 'Payments Charter 1.0' This Fall
- JUN 17 Podcast: Minority Banks and Financial Inclusion

2020-21 Proposed Budget

| 2020-21 Budget Proposal | | | |
|---|-------------------------|-------------------------|--------------------------|
| ACCT DESCRIPTION | 2020-21 Proposed Budget | 2019-20 Approved Budget | Actual Receipts/Expenses |
| REVENUE | | | |
| District Dues | \$ 64,000.00 | \$ 71,500.00 | \$ 64,601.00 |
| Interest | \$ 125.00 | \$ 100.00 | \$ 126.00 |
| GATC Stipend | \$ - | \$ 400.00 | \$ 400.00 |
| TOTAL REVENUE | \$ 64,125.00 | \$ 72,000.00 | \$ 65,127.00 |
| EXPENSES | | | |
| Board Travel | \$ 3,000.00 | \$ 4,000.00 | \$ 3,149.00 |
| Board/Executive Board Meetings | \$ 21,000.00 | \$ 23,000.00 | \$ 13,056.00 |
| Governor's Expense | \$ 600.00 | \$ 500.00 | \$ 538.20 |
| Secretary/Treasurer | \$ 150.00 | \$ 150.00 | |
| Editor & Webmaster | \$ 150.00 | \$ 150.00 | |
| Lt. Governors | \$ 350.00 | \$ 400.00 | \$ 129.69 |
| Web Page Service | \$ 500.00 | \$ 500.00 | \$ 480.00 |
| Printing and Supplies | \$ 600.00 | \$ 700.00 | \$ 201.00 |
| Mailings-Postage | \$ 200.00 | \$ 250.00 | |
| Governor-International | \$ - | \$ 1,300.00 | |
| Lt. Governors & District officers International | \$ - | \$ 12,000.00 | \$ 5,039.24 |
| KCI-Lodging | \$ - | \$ 1,200.00 | |
| Adults - International | \$ - | \$ 3,500.00 | |
| Immediate Past Governor-Int. | \$ - | \$ 800.00 | |
| Contest Awards/Banner Patches | \$ 600.00 | \$ 750.00 | \$ 451.22 |
| Administrators Expenses | \$ 500.00 | \$ 500.00 | \$ 250.00 |
| GATC/Key Club Spring Conference | \$ - | \$ 400.00 | \$ 794.00 |
| District Office Operation | \$ 15,000.00 | \$ 15,000.00 | \$ 15,000.00 |
| District Convention Operation Subsidy | \$ 5,000.00 | \$ 5,000.00 | |
| Audit/Legal | \$ 10,000.00 | \$ 1,500.00 | |
| Miscellaneous | \$ 6,475.00 | \$ 400.00 | \$ - |
| TOTAL EXPENSES | \$ 64,125.00 | \$ 72,000.00 | \$ 39,088.35 |
| General Budget Surplus/(Deficit) | | | |
| PAKC CASH | | | |
| International Convention | | | |
| District Convention | | | |
| Fall Rally | | | |
| Total Surplus/(Deficit) | | | |

District in not in Good Standing Report

- Please see the attached enclosures
- Keith Eldridge at RKL, LLC has declined to do the Key Club Audit. I have asked the firm of Boyer and Ritter to consider doing the audit to complete this audit. I am awaiting their response. If anyone knows a CPA or CPA firm, Kiwanian or not, who might be able to get this done for us, I am open to talking with them.
- The 990's are about 2/3 complete. I was going to wait to file them until such time as the audits were complete but I am just going to complete and submit them.

7/14/2020

Re: Request for Financial Statement Exam and Tax Return for 2018-19-US Districts

From: bparker@kiwanis.org,
To: ketkiwanis@aol.com,
Cc: jfregeau@kiwanis.org, bbroderick@kiwanis.org, ssoderstrom@kiwanis.org, joatess@kiwanis.org, bkinder@kiwanis.org,
Subject: Re: Request for Financial Statement Exam and Tax Return for 2018-19-US Districts
Date: Thu, Jul 9, 2020 3:17 pm

Kevin ... According to the documents that I have received, Kiwanis has received and accepted the financial statement examination for the Kiwanis District (which includes the records of Circle K) and the District Foundation for the year ending 9-30-2019.

And as you mention below in your email, Kiwanis still needs the financial statement examination report and the tax return for the Key Club District for the year ending 9-30-2019. If you have these documents, please send them to me as soon as possible.

Bill Parker, Controller
Kiwanis International
3636 Woodview Trace
Indianapolis, IN 46268
1-800-KIWANIS (549-2647) toll free
317-875-8755 main
317-217-6146 direct
bparker@kiwanis.org
"Serving the Children of the World"

From: Kevin Thomas <ketkiwanis@aol.com>
Sent: Wednesday, July 8, 2020 3:53 PM
To: Bill Parker <bparker@kiwanis.org>
Subject: Re: Request for Financial Statement Exam and Tax Return for 2018-19-US Districts

Bill:

I previously submitted and I believe you have everything you need in the message below except for the Key Club information which we are working to get to you.

Could you please confirm?

Thank you.

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

-----Original Message-----

From: Bill Parker <bparker@kiwanis.org>

P. 48

From: ketkiwanis@aol.com,

To: KEldredge@rklcpa.com,

Subject: Re: [EXTERNAL] Various Matters

Date: Tue, Jun 23, 2020 3:29 pm

Attachments:

Hi Keith:

Thanks for the response for letting me know about Frank's departure. We will look elsewhere for the Key Club work.

With the PPP loan, I think I have a handle on the loan itself at least for now. What I am most interested in is making sure that we enter/reflect it in our books properly so that it is accurately reflected in our balance sheet and financial statements. If the consulting group can help me with that, yes please have someone get in touch with me. If not, then I will make some good educated guesses and we will make adjustments later when we do our annual audit/review.

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

-----Original Message-----

From: Keith Eldredge <KEldredge@rklcpa.com>
To: 'Kevin Thomas' <ketkiwanis@aol.com>
Sent: Tue, Jun 23, 2020 2:54 pm
Subject: RE: [EXTERNAL] Various Matters

Kevin,

Frank has left the firm. I'm not sure what he had set-up with you on Key Club, but with the fact we have been working remotely and we are short staffed, it might be better if you found another firm to help you with the review for the Key Club.

We have people that can help you with the PPP Loan. That is our consulting group. Would you like me to have someone reach out to you?

Thanks

Keith L. Eldredge, CPA, CCIFP
Partner, Small Business Services Group





Kiwanis[®]

PENNSYLVANIA DISTRICT

April 8, 2020

Bob Broderick, Chief Financial Officer
Kiwaniis International

Dear Bob:

On behalf of the Pennsylvania District, I wanted to take a few moments to update you on the progress we have made in relation to the items related to Circle K and Key Club that have caused the Pennsylvania District to be placed not in good standing.

They are:

1. In relation to Circle K, we have included their records in the annual audit of the Kiwanis District. A copy of that audit report, as accepted and approved by the Kiwanis District Board, is included with this letter.
2. In relation to Circle K, their financial information was reported and included in the Kiwanis 990 filing for the year ending September 30, 2019. A copy of the return as submitted is included with this letter.
3. In relation to Key Club, we have converted their financial from the antiquated Unilink accounting system to Quickbooks. This has allowed us to produce unaudited and unadjusted financial statements for 2017-18, 2018-19 and 2019-20 Key Club financial years. Those statements are included with this letter.
4. Records have been submitted to accounting firm RKL to perform an audit for Key Club. RKL is the firm that produced the audit for Kiwanis. They will be doing an audit for 2017-18, 2018-19 and 2019-20. We will remit to you a copy of those audits. Presently, we do not have an estimated date for completion but will provide that to you at the earliest opportunity.
5. We have begun work for remitting the required form 990 for all those years for Key Club. We will be able to remit using form 990 EZ. Copies of the forms will be provided to you.

Please let me know if you have any questions, concerns or comments.

Stay safe in these most unusual of times.

Very truly yours,

Kevin E. Thomas
District Executive Director/Secretary/Treasurer

Cc District Board of Trustees, Bill Parker

KIWANIS KASH RAFFLE REPORT

- New tickets printed.
- Letter ready to be sent out to club secretaries. That letter will go out the week of July 18th
- Information/flyers are being prepared for website sales and for promotion on Facebook
- Tickets are available for board members and other District leaders to sell. Please email ticket requests to kevin@pakiwanis.org and/or Michelle@pakiwanis.org and/or Jen@pakiwanis.org

Unclaimed Property Summary

- Total recovered for Kiwanis to date: \$16,646.29
- Total recovered in most recent recovery: \$7,557.80
- Breakdown of most recent recovery:
 - Kiwanis Foundation of Philadelphia: \$170.32 (To PA Foundation less 5%)
 - Kiwanis Club of Plymouth Township: \$2,364.56 (To District)
 - Kiwanis Club of Pottsville: \$35.00 (To club less 5%)
 - Kiwanis Club of Blossburg: \$48.65 (To District)
 - Kiwanis Club of Riegelsville: \$144.13 (To District)
 - Kiwanis Club of Old York Road: \$4,795.14 (To Club less 5%)
- Total to be retained for the District \$2,807.36
- Please see the most recent listing of additional Kiwanis Unclaimed Property; those that would be eligible for the District or Foundation to receive are so marked. Question to be determined: Should we continue to attempt recovery for active clubs and keep 5% or should we just alert them to the fact the money is there?



UNCLAIMED PROPERTY

Home (/) / Unclaimed Property (/unclaimed-property/) / Search Results

Green rows show properties where you must contact the office to determine eligibility.

White rows show **single owner** property records, click on those that you are entitled to claim.

Gray rows show **joint owner** property records, click on those that you are entitled to claim.

Accounts appearing on this page will remain visible and claimable even after a claim has been initiated. The property will be removed from the Web site once Treasury has received sufficient documentation to prove entitlement.

To learn more about an account and how to claim it, check the box next to the name and then press 'Request Claim Form'. The rows are color coded to assist in your claim inquiry as single and joint owner properties may not be combined on a claim inquiry form.

Search Results

24 records for **KIWANIS**

| Claim | Last Name | First Name | M.I. | City | St | Zip | Holder | Amount |
|--------------------------|--------------------|------------|----------|------------------|----|-----------|---------------------------------------|-------------|
| <input type="checkbox"/> | KIWANIS | CLUB | OF ALTOO | Altoona | PA | 16602 | Sheetz Inc. | Over \$100 |
| <input type="checkbox"/> | KIWANIS | CLUB | OF NORRY | Northumberland | PA | | Butter Krust Baking Co | Under \$100 |
| <input type="checkbox"/> | KIWANIS | CLUBOF | STROUDSB | East Stroudsburg | PA | 18301-000 | Pnc Bank Na (formerly Midlantic Bank) | Over \$100 |
| <input type="checkbox"/> | KIWANIS | DALLAS | | Dallas | PA | 18612 | Commonwealth Telephone Co. Llc | Under \$100 |
| <input type="checkbox"/> | KIWANIS APARTMENTS | | | Bradford | PA | 16701 | First Energy Corporation | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB | | | Indiana state. | PA | 15701 | County Of Indiana | Under \$100 |

Only the first 400 rows for **KIWANIS** are displayed. Refine your search by entering first name, middle initial, city, state, zip code, or County Of Indiana

| | | | | | | | |
|--------------------------|--|----------|--------------|----|------------|--------------------------------|-------------|
| <input type="checkbox"/> | KIWANIS CLUB OF ANN ARBOR | | Ann Arbor | MI | 48104 | Clipper Magazine Llc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF ATLANTIC CITY | | Mays Landing | NJ | 08330 | Desales University | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF GLENSHAW | | Pittsburgh | PA | 15223-0000 | Pa Treasury - Office Of Budget | Over \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF GRAHAM COMPANY | District | Philadelphia | PA | 19102 | Liberty Mutual Group Inc | Over \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF HAZLETON | | Hazleton | PA | 18201 | Ppl Services Corporation | Over \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF KING | District | Devon | PA | 19333 | Wells Fargo Merchant Services | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF MARS | District | Valencia | PA | 00000 | Resolute Fp Us Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF MARS | District | Valencia | PA | 16059 | Resolute Fp Us Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF MILLCREEK | | Erie | PA | 16508 | St Marys Home Of Erie | Over \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF MOUNTAIN TOP | | Mountain Top | PA | 18707 | Paypal Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF OLD YORK ROAD FND INC | | Willow Grove | PA | 19090-0000 | Energy Transfer Partners Lp | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF OLD YORK ROAD FOUNDATION | | Willow Grove | PA | 19090 | Suncoke Energy Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF OLD YORK ROAD FOUNDATION | | Willow Grove | PA | 19090 | Suncoke Energy Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF OLD YORK ROAD FOUNDATION | | Willow Grove | PA | 19090 | Suncoke Energy Inc | Over \$100 |

Only the first 400 rows for **KIWANIS** are displayed. Refine your search by entering first name, middle initial, city, state, zip code, or

| | | | | | | | |
|--------------------------|-----------------------------|--|------------------|----|--------|-----------------------|------------|
| <input type="checkbox"/> | KIWANIS CLUB OF STROUDSBURG | | East Stroudsburg | PA | 18301- | Pocono Medical Center | Over \$100 |
|--------------------------|-----------------------------|--|------------------|----|--------|-----------------------|------------|

| | | | | | | |
|--------------------------|--------------------------------------|-------------|----|-------|----------------------------------|-------------|
| <input type="checkbox"/> | KIWANIS CLUB OF UNIONTOWN | Uniontown | PA | 15401 | Crown Hotel Partners | Under \$100 |
| <input type="checkbox"/> | KIWANIS CLUB OF UPPER MAIN LIN | Berwyn | PA | 19312 | Safeway Inc | Under \$100 |
| <input type="checkbox"/> | KIWANIS WYOMING COUNTY | Tunkhannock | PA | 18657 | Dawson Geophysical Company | Over \$100 |

Only the first **400** rows for **KIWANIS** are displayed. Refine your search by entering first name, middle initial, city, state, zip code, or state.

RESET

REQUEST C P. 55 FORM

NEW SEARCH

Clubs Pending Charter Suspension/Revocation

- Hazleton: \$1,334 International Dues; \$705.00 District Dues and Convention Fee
- Norriton Circle: \$187.00 International Dues
- Central Bucks: \$75.00 International Dues; \$225.00 New member fees
- Valley Forge: \$770.00 International Dues; \$425.00 District Dues and Convention Fee

7/14/2020

FW: google drive for PPT

From: werner405@msn.com,

To: ketkiwanis@aol.com, zuluets@gmail.com, mhaven62@yahoo.com, donsmith1022@gmail.com,

Cc: ppalm60@verizon.net, barbara.marie.byers@gmail.com, lillian.kiwanis@gmail.com, flyingicesticks@gmail.com, administrator@pacirclek.org, tcallaio@outlook.com, matthew.j.wise@outlook.com, pmmeyers@outlook.com, ryan@ryanhartman.org, kellykin007@gmail.com, sgt283@comcast.net, RMJANES1@hotmail.com, bharer@southhills.edu,

Subject: FW: google drive for PPT

Date: Tue, Jul 14, 2020 6:45 am

Greetings!

Here is the most up to date list of training dates for PA and the link to the PowerPoint for the training. Sarah or Kevin, can you create the registration links for each region except Region 4. They are setting a new date and will get that to me as soon as they have it. Trainers, please click on the link and make sure you can open the PowerPoint and download it.

Region 1: August 1 @ 9AM; **Roger Janes Host**; needs second person to help

Region 2: July 29 @ 6PM; **Barb Byers Host**; Matt Wise

Region 3: August 8 @ 9AM; **Phyllis Palm Host**; Barb Harer panelist (Has own Zoom account to use)

Region 4: July 16 @ 6PM (setting new date); **Matt Wise Host**; Penny Meyers & Tiffany Callaio Panelists

Region 5: July 25 @ 9AM; Kelly Kinkaid; Emily Reed; **Ryan Hartman Host**

Region 6: July 27 @ 6PM; Kelly Shaup; Tiffany Callaio; **Mike Coolbaugh Host**

Region 7: July 20 @ 6PM; **Lillian Mateja Host**; Sarah Zulueta

Link to PowerPoint:

<https://drive.google.com/file/d/1vwWv9fm1jP4OzNmMkmS8qgG6shtRlcW4/view?usp=sharing>

Thanks for all you do.

Susan Werner

2020-21 Lt. Governors

7/15/2020

Division 1 – Tom Bowes and Kim Stiebick

Division 2 – Karen Sherwood and Bruce Peterson

Division 5 - Shawn Smith

Division 6 – Sarah Haugse (Acting)

Division 8 – Sarah Haugse

Division 10 –

Division 11W –

Division 11E –

Division 12N – Conrad Schlesinger

Division 12S – Shirley McPherrin

Division 13N – Emily Reed

Division 13S – Barrie Ann George

Division 14 –

Division 15 – Jackie Kasa

Division 16 – Mike Ebert

Division 17/18 – Enos Martin

Division 19 –

Division 21 – Dan Speir

Division 22 -

From: jsurmick@gmail.com,

To: kevin@pakiwanis.org, michelle@pakiwanis.org,

Cc: us4martins@yahoo.com, jroselvip@gmail.com, mhaven62@yahoo.com, pfweber@gmail.com, zuluets@gmail.com, flyingicesticks@gmail.com, donsmith1022@gmail.com,

Subject: Foundation Board Director Candidates 2020-2021

Date: Sun, Jul 12, 2020 9:31 am

Attachments: Pennsylvania-Kiwanis-Foundation-Director-Application-Jason McConney.docx (23K), Pennsylvania Kiwanis Foundation Director Application Flynn.docx (24K), Jill Rend Pennsylvania-Kiwanis-Foundation-Director-Application 2020.docx (24K), Pennsylvania Kiwanis Foundation - Director Application Rose.docx (375K)

Good morning,

Of the 5 open positions for the Pennsylvania Kiwanis Foundation Board, Enos and I received 4 applicants. Their applications are attached.

Jason McConney is a first-time candidate.

Jeff Rose is running for his second consecutive term for the Foundation.

Jackie Flynn is running for her second consecutive term for the Foundation.

Jill Rend is completing an appointed term and is running for her first term on the Foundation.

I am also sharing with Emily Reed as she is working on this part of the presentation for the Foundation and DCON.

Enos and I recommend Jason McConney, Jeff Rose, Jackie Flynn, and Jill Rend as candidates for the Pennsylvania Kiwanis Foundation Board of Directors.

In service,

Janine Surmick

Vice President, Pennsylvania Kiwanis Foundation Board of Directors

(412) 478-7898

jsurmick@gmail.com

jsurmick@pkfonline.org

Report of Virtual District Convention Committee
June 30, 2020

The planning committee for the Virtual District Convention met on June 30, 2020 at 7:00PM via Zoom. All Committee members were present for the meeting and were joined by Ryan Hartman.

Ryan will be handling the Zoom technical aspects for the opening session as well as the business session.

The proposed agenda for the Business and Awards session on Saturday, August 15, 2020 at 1:00pm was reviewed. It is included with this report. The Committee agreed to move forward on the session with this agenda and will ask the board to approve this agenda at the July 18, 2020 District Board Meeting.

The Convention Opening Session will take Monday evening, August 10, 2020 and last about 45 minutes. Mike Haven will be working to procure speakers for the session. An agenda will be submitted to the board on July 18th.

Forums were discussed. Forums will be held throughout August. Enclosed is the information reviewed. It is hoped that the forums can be finalized during the week of July 6, 2020.

The October 3, 2020 Board Meeting and Officers Installation will be an in-person by invitation only event to limit attendance. Only Board Members, Lt. Governors and Chairs will be invited as well as a few others from the Governor's and Governor-elect's home clubs. Tentative times for the board meeting will be 12pm to 4:00pm and the installation dinner 6:00pm to 8:30pm. All events will be in the Grand Ballroom of the Genetti Lycoming Hotel in Williamsport.

Jeff Rose updated the committee on Foundation efforts as they relate to the virtual convention.

Discussion was held on various technical aspects in conducting events virtually including the use of the Zoom Webinar feature, the use of cell phone chats among leaders to monitor debate/speakers and the best manner to handle voting, if necessary; in that regard, two Survey Monkey links will be set up, one for delegates-at-large that register for the business session and one for all others who register for the business session.

The committee did not establish a time for a future meeting but that will be necessary.

Respectfully submitted,



Kevin E. Thomas,
Executive Director

District Business and Awards Session
August 15, 2020 @ 1:00pm
(Tentative and Subject to revision/change)

- I. Call to order – Mike Haven, Governor
- II. Opening Ceremonies (Invocation/thought & Pledge to Flag)
- III. Opening remarks – Mike Haven
- IV. Introduction of Session Parliamentarian
- V. Presentation of District Community Communication and Spiritual event awards
- VI. Roll Call of Delegates-at-Large present – Kevin Thomas
- VII. Adoption of Session Rules
- VIII. Presentation of Midwinter Awards
 - A. Signature Project Awards
 - B. 2018-19 Kiwanis International Distinguished Member Recognition
 - C. 2018-19 Distinguished Club Awards
- IX. Address/Remarks – David Hurrelbrink, Kiwanis International Trustee
- X. 2019-20 Pennsylvania District Distinguished Kiwanians
- XI. Consideration of amendment(s) to District Bylaws
- XII. Report of Executive Director/Secretary/Treasurer
- XIII. Election of Foundation Directors and Foundation general remarks – Jeff Rose
- XIV. Foundation Awards – Jeff Rose and Company
- XV. Nomination and Election of 2020-21 Governor-elect
 - A. Nomination of Sarah Zulueta
 - B. Second of Sarah Zulueta nomination
 - C. Remarks – Sarah Zulueta
 - D. Vote
- XVI. Final Reading 2020 drawing and Reading 2021 Announcement

- XVII. Nomination and Election of 2020-21 Governor
 - A. Nomination of Don Smith
 - B. Second of Don Smith nomination
 - C. Vote
- XVIII. Remarks – Don Smith (Governor-elect/designate)
- XIX. Kiwanis Hero is Service awards
- XX. Closing Comments – Mike Haven

Virtual District Convention Forum Schedule



August 2020

| Sun. | Mon. | Tue. | Wed. | Thu. | Fri. | Sat. |
|------|--|------|---|---|------|--|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 7 pm KICKOFF | 11 | 12 7 pm SLP: K-Family Konnection | 13 | 14 | 15 1 pm - 3 pm Business Meeting |
| 16 | 17 7 pm Membership: Club Fixer Upper | 18 | 19 | 20 7 pm Technology: Tools and Resources to Managing your Club | 21 | 22 |
| 23 | 24 7 pm Dues Got you down? | 25 | 26 7 pm Administrative Updates | 27 | 28 | 29 |
| 30 | 31 7 pm Service: Impacting your Communities | | | | | |

Forums Descriptions

Technology

- **Tools and Resources to Manage Your Club** - (Tiffany Callaio and Sarah Zulueta)
Learn how to organize your club through technology. Technology can be daunting, but we break down efficient uses of existing technologies and websites.

Membership

- **Club Fixer Upper: Learn Club Strengthening Techniques to Sell your Club!**
(Sarah Zulueta and Matt Wise)
As members have been sheltering in place for month's it a great time to "Fix up" your club! Fix up your small and mighty club into a community gem that everyone wants to buy into and make that lasting impact! Learn how to address club challenges and make your club attractive to any "buyer" through in-depth club analysis, membership surveys and community analysis.

Fundraising

- **Dues got you Down?**
(Jennifer Vare)
Dues are important but it may be a burden for our members during a challenging time. Learn some creative techniques to decrease the dues burden as a club.

Service

- **Impacting your Communities with service**
(Moderator: Brian Root, Panelists: Marianne Muraska, Sheraden and Mark Freeman, Lititz) Hear how clubs are making an impact in their communities and making a name for themselves. Get some ideas on how your club can impact your community with meaningful and unique service. Signature Project winners discuss their community impact.

Service Leadership Programs

- **The K-Family Konnection**
(Moderator: Barb Byers)
Meet and/or reacquaint yourself with SLP Administrators and members from each branch of our K-Family. Hear how we can all work together in K-Family spirit and "collaboration" in various ways to serve each other and our respective communities.

Administrative

- **Administrative Updates**
(Kevin Thomas)
Learn about new administrative updates that impact your clubs!

**Pennsylvania District Kiwanis International
District Board Circle K Advisory Committee
Report to the District Board
July 18, 2020**

Advisory Committee Members: Matt Wise, Mike Coolbaugh, Barb Byers, Barb Harer, Kevin Thomas, and Kelly Shaup.

Purpose of Committee: At its meeting on January 18, 2020, the Pennsylvania Kiwanis District Board appointed this committee to engage with the District's Circle K Administrator Kelly Shaup to hear about issues and challenges facing the program and working to identify and address the greatest needs.

Notes, Facts, and Identified issues

Even after several month hiatus, many of the previously identified issues still exist, including the below-listed items of most immediate concern. With COVID-19 still a concern on the activities and service of Circle K and many sponsoring Kiwanis Clubs, it is even more critical that they be addressed. In our last report to the board these fell into the following categories: Circle K Club officer training, relationship building, membership growth, lack of funding, transition from Key Club to Circle K.

It is also imperative that effective and motivational board training be provided. While we have learned ways in which to create efficiencies through technology, nothing can replace the face-to-face leadership training that allows for relationships to foster. Indeed, this has been repeatedly mentioned by our Circle K Kiwanis Committee, it is becoming more and more apparent with the conversations we have with various individuals throughout Kiwanis that this is something we must support as a District.

Based on conversations with various Kiwanians from across Kiwanis International, it is evident that Pennsylvania is not alone in our concerns. However, it should be noted that Pennsylvania Circle K ranks 4th in membership numbers throughout Kiwanis International.

Next Steps:

At our most recent call, the committee determined that in addition to the group of individuals previously identified, we should also host a joint meeting between this committee and the official Circle K Kiwanis Committee and Zone Administrators to listen to their perspective on the state of Circle K in Pennsylvania. District Administrator, Kelly Shaup, will work at setting this up based on dates provided by this committee.

We will meet to discuss the feedback from all individuals contacted and systematically address ways in which the Pennsylvania District and Pennsylvania District Board can further support Pennsylvania Circle K.

Items that have risen to the top of this list are considered items of most immediate concern:

- CKI club officer training and leadership development.
- Strengthening the relationship between the sponsoring Kiwanis clubs/advisors and the Circle K clubs.
- Strengthening the relationship between the Key Club District Board and Circle K District Board for continuity of service and leadership roles.

Recommendations and requested action:

At this time, we have no specific policy-related recommendations to, or requests of, the Board, however we would like to make sure the Board is informed that we will be developing a specific set of recommendations that relate to ways in which we can financially support various training opportunities, both through the Pennsylvania District of Kiwanis as well as the making similar recommendations and requests to the Pennsylvania Kiwanis Foundation.

We also welcome feedback and questions you might have as we continue our work.

The Circle K Kiwanis Committee is also looking for someone who would be willing to serve in the role of New Club Mentor to help sponsoring clubs work with their Circle K clubs. If anyone is interested, please contact Kelly Shaup directly.

**Pennsylvania District Kiwanis International
District Report Revision Task Force
Report to the District Board
July 18, 2020**

Task Force Members: Matt Wise, Barb Byers, Phil Weber, Sarah Zulueta

Purpose/Issue to Address: At its meeting on January 18, 2020, the Pennsylvania Kiwanis District Board appointed this task force to review the current Trustee reports. REVISED: At the meeting of March 21, the District Board approved a change in scope of the committee to include reports to the Board for the Governor, Governor-elect, Immediate Past Governor, District Trustees, District Chairs, Sponsored Leadership Program Administrators and Lieutenant Governors.

Discussion:

The committee met again on July 7, 2020 to discuss our next steps based on the approval of change in scope of the committee's charge. We developed a sample document that encompasses the issues pertaining to the individual positions and decided that each position should be able to effectively address the following matters:

- Successes in past quarter.
- Issues addressed in Leadership Position.
- Issues that the board needs to address, or on which it must act.
- Open narrative.

A very rudimentary draft document has been developed and the committee will reach out to select members of each category listed (Governors, Trustees, Chairs, Administrators, and Lieutenant Governors) to obtain feedback and reactions.

The purpose of the revised reports will be to allow not only for accountability of the position, but also to allow the individuals serving in said positions to share their individual thoughts and opinions on various matters as they relate to their leadership role.

Next Steps:

1. Our committee has begun conversations with the stakeholders involved (see above list). Our guiding questions from our previous report, as well as some other pertinent questions that are relevant based on the stakeholder in questions, would be used to guide these discussions – to include how the reports can be best utilized in both hierarchical directions.
2. We will meet at the end of July to discuss the results of these discussions and adapt each report into a draft form.
3. If there is an opportunity to present these reports to the board in August, we will do so for their feedback and meet again based on the results of this discussion.
4. It is our goal to have a final proposal to the Board on or before the September Board meeting with the hope that we begin utilization at the onset of the 2020-21 administrative year.

June 15, 2020

District Secretary Kevin,

We are writing to ask your district to consider co-sponsoring the Family Membership amendment to be offered by the Pacific Northwest District at the 2021 International Convention in Salt Lake City. This amendment was on the agenda for the 2020 convention, and was being co-sponsored by the Pacific Northwest, Texas Oklahoma, Ohio and New England and Bermuda districts. Unfortunately, the Covid 19 pandemic resulted in cancellation of this convention. While we were unable to put forth our amendment for consideration at International Convention in Indianapolis our districts are committed to bringing this amendment in front of the delegates in 2021 in Salt Lake City.

WHAT IS THE FAMILY DUES AMENDMENT?

The amendment would provide a discount in the amount of one half of both international and district dues as well as no magazine subscription for up to three family members in the same club and household of a Kiwanis member who pays full dues. Our goal is to make this an additional tool for Kiwanis members to use when growing clubs and increasing our global impact and ability to serve the children of the world.

WHY NOW?

It may seem like it is early to be having a conversation about amendments for next Kiwanis year, but the process to submit amendment proposal happens within the first month of the Kiwanis year. We are hoping to provide information, start the conversation early and answer any question in the next few months before the deadline. This letter provides information on our amendment for discussion with your board and to provide information on how to co-sponsor if your district so chooses.

MORE ABOUT THE AMENDMENT

We urge you to read the enclosed Frequently Asked Questions (FAQs) as it contains much information about the Amendment. Email addresses are provided for the four districts expected to be co-sponsors in Salt Lake City. Some of the highlights are:

- This amendment is based on the very successful plan implemented by Lions International in 2006 and the pilot programs of three districts who trialed this family membership initiative in 2012-2017 (one district was 2013-2018). All three districts felt the pilot was successful, has potential to be a great tool for membership recruitment and are enthusiastic co-sponsors of the amendment.
- In 2018 this amendment proposal was offered by the Pacific Northwest District (PNW) and co-sponsored by the Ohio, Southwest and New England & Bermuda districts. It received 53% support by the House of Delegates in Las Vegas. In 2019 it was again offered by the PNW district and co-sponsored by the Texas Oklahoma, Ohio New England & Bermuda districts. The vote in the House of Delegates increased to 60.6% in favor.
- This amendment provides a CHOICE to districts to offer this reduction in dues. Supporting this amendment as a tool does not mean that your district has to offer this as an option. However, your district would need to amend its bylaws to reduce its dues in order to receive the 50% discount in International dues.
- While Kiwanis International staff are worried about a loss in revenue, the data we have supports the amendment. We believe the membership gains will more than make up for any temporary revenue loss.

HOW CAN YOUR DISTRICT CO-SPONSOR?

It's important to note that co-sponsoring is a much more meaningful action than simply "supporting" the amendment. All co-sponsors appear within the amendments offered in the House of Delegates and in the official booklet of amendments provided to each delegate.

If you are interested, steps for co-sponsorship are as follows:

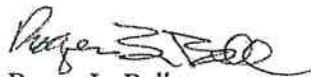
1. Add the subject of Family Membership Amendment to either your District Convention's House of Delegates or to your next District Board meeting agenda.
2. Provide a copy of the Family Membership amendment and the FAQs to your convention delegates and/or your district board prior to the vote.
3. Complete the vote in your House of Delegates or District Board meeting. Ensure your motions and minutes reflect verbiage similar to: "(Kiwanian) moved and (Kiwanian) seconded that that the (District Name) of Kiwanis cosponsor the Pacific Northwest's proposed amendment for family membership at the 2021 International Convention. The motion was unanimously approved."
4. Email Diana O'Brien, Governance Specialist at Kiwanis International, (dobrien@kiwanis.org) with a copy of your board meeting minutes reflecting the aforementioned information by October 31, 2020. Please also send the email to support@kiwanisfamilymembership.org

For further information, please visit: www.kiwanisfamilymembership.org. We have the following information for you to consider (plus much more):

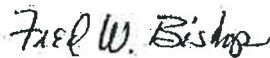
- Digital copies of the amendment, FAQs and this letter for distribution to your district board
- Cover page with rationale
- Data from the pilot districts

If you have any questions, please email: support@kiwanisfamilymembership.org

Thank you for your consideration,



Roger L. Bell
2017-2018 District Governor
Pacific Northwest District
rogerrdarat@gmail.com



Fred Bishop
2004-2007 International Trustee
New England & Bermuda District
fredwbishop@comcast.net



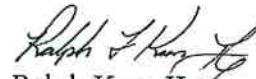
W. A. Snellgrove
2011-2012 District Governor
Ohio District
governor_bill@columbus.rr.com




Michael Iafrato
2016-2017 District Governor
Southwest District
miafrato@gmail.com



Bill Flinta
2016-2017 District Governor
Ohio District
gobuckspbfb@sbcglobal.net



Ralph Keen II
2018-2019 District Governor
Texas-Oklahoma District
rkeenii63@gmail.com



Elyse Denorfia
2018-2019 District Governor
New England & Bermuda District
elyse.kiwanis@gmail.com