

PENNSYLVANIA DISTRICT BOARD OF TRUSTEES MEETING
BOARD MEETING MINUTES
August 10, 2021

The eighth meeting of the 2020-21 Pennsylvania District Board of Trustees was held on August 10, 2021, via a zoom platform/conference call. All board members were present except for Trustee Ryan Hartman. Guests included Lt. Governors Conrad Schlesinger, Dan Spierer & Karen Sears, District Convention Chair Kelly Kinkaid, Trustee-elects Penny Meyers & Miranda Burton, Membership Growth Chair Tiffany Callaio and Counselling International Trustee Dan Leikvold. Governor Don Smith presided.

In light of increasing Covid-19 case numbers the board met to consider revisions to the District Convention Covid-19 practices and procedures. See P1-P6.

The board considered two options. See P4 and P5 for those options.

After discussion and consideration, the board opted to adopt option 1 with the removal of the word strongly in provision 1.

The final and revised policy is on P6. This policy will be sent to all in person convention attendees.

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

Respectfully submitted,

A handwritten signature in blue ink that reads "Kevin E. Thomas". The signature is written in a cursive, slightly slanted style.

Kevin E. Thomas
Executive Director/Secretary/Treasurer

From: ketkiwanis@aol.com,

To: kevin@pakiwanis.org,

Bcc: barbara.marie.byers@gmail.com, bharer@southhills.edu, donsmith1022@gmail.com, lillian.kiwanis@gmail.com, matthew.j.wise@outlook.com, mhaven62@yahoo.com, mirandaburton49@yahoo.com, pmmeyers@outlook.com, rhartman14@gmail.com, rmjanes1@hotmail.com, sgt283@gmail.com, xstitch20@verizon.net, zuluets@gmail.com, administrator@pacirclek.org, amn Graves@comcast.net, barbara.marie.byers@gmail.com, boborlando67@gmail.com, creby@frontiernet.net, creby@icloud.com, eberlydesigns@comcast.net, flyingicesticks@gmail.com, jennifer.crowell@gmail.com, jennifer.crowell@hey.com, jraub919@aol.com, jroselvip@gmail.com, kellykin007@gmail.com, kjs154@yahoo.com, ladyp@coaxpa.com, ladyp@zoominternet.net, matthew.j.wise@outlook.com, nancysmith.ns61@gmail.com, russlw@gmail.com, russw63@yahoo.com, tcallaio@outlook.com, werner405@msn.com, administrator@pacirclek.org, barrieann.george@gmail.com, cdschlesinger@comcast.net, danspirer@yahoo.com, ebert162@aol.com, flyingicesticks@gmail.com, ivymaydaycareandpreschool@gmail.com, karen.sherwood11@gmail.com, kjs154@yahoo.com, kstebick@nwirc.org, mcpherrins@gmail.com, mirandaburton49@yahoo.com, msjcklyn@gmail.com, shawn@smithcm1.com, us4martins@yahoo.com, xstitch20@verizon.net, barry@midstatetool.com, beeindy@hotmail.com, billbrandamore@comcast.net, braub@pakiwanis.org, carlnopal@aol.com, cathy@szy.com, dhsiggins@cox.net, egillmore2@gmail.com, grabjh@aol.com, jen@pakiwanis.org, jraub919@aol.com, maryinkiwani@gmail.com, mfraileykiwanis@gmail.com, mmish@ptd.net, phil.div18.kiwanis@gmail.com, scg1952@aol.com, sjd4317@comcast.net, tdshott@verizon.net, wetzler@kcnet.org,

Subject: Re: District Board Meeting

Date: Mon, Aug 9, 2021 5:15 pm

Attachments: District Convention Covid-19 practices.pdf (87K), District Convention Covid-19 practices option 1.docx (21K), District Convention Covid-19 practices option 2.docx (21K)

Board Members:

As you know, tomorrow evening at 8:00PM we will be having a board meeting to discuss revisions to the Covid-19 procedures and practices in relation to District Convention. The Zoom information is at the bottom of this message.

Attached is you will find the current policy and two possible options with strike-through and red showing proposed changes.

We could opt to do nothing and stay with the current policy. We could opt to go with one of the two option shown here. Or we could opt to pursue another possible option not shown here.

In mid-July, the Covid case numbers in Pennsylvania were down to as few as 100 a day. Today's number was 1,277. The Covid deaths remain in the low double digits and have not seen a significant increase.

We have 158 Kiwanians registered to attend in person, 13 guests and one SLP member.

Presently, the Hilton has not revised their masking requirements of guests. It is my understanding that the Hilton will be sold out on Friday and Saturday night. So there will be lots of folks from lots of places walking around unmasked and while they won't be in our meetings, they will be near and through our meeting areas.

I would, also, remind the board that we have no liability insurance coverage in the event we are hit with a Covid-19 claim. And while we are having folks sign waivers and while it is very unlikely that such a claim could move forward, the best way to insure that is to be proactive if the situation warrants that.

Right now, this will be the only item on our agenda.

Kevin E. Thomas, District Executive Director
 Pennsylvania District Kiwanis International
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-----Original Message-----

From: Kevin Thomas <ketkiwanis@aol.com>
To: kevin@pakiwanis.org <kevin@pakiwanis.org>
Sent: Wed, Aug 4, 2021 3:41 pm
Subject: District Board Meeting

Board Members, Lt. Governors, Chairs and Past Governors:

A special District Board Meeting will be held on Tuesday, August 10, 2021 at 8:00PM. The meeting will be virtual and the Zoom link for the meeting is at the end of this message.

The purpose of the meeting will be to review Covid-19 protocols for the District Convention. Attached you will find the protocols presently in place. The Board will consider if any revisions are necessary in light of increasing Covid numbers. Presently, this is the only item on the agenda.

All board members who are able should attend this meeting. All others receiving this notice are welcome to attend but participation is not necessary.

Please let me know if you have any questions.

Thanks for your attention to this and your service to Kiwanis.

Kevin E. Thomas, District Executive Director
Pennsylvania District Kiwanis International
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Harrisburg PA 17110-3683
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www.pakiwanis.org

Hi there,

You are invited to a Zoom webinar.
When: Aug 10, 2021 08:00 PM Indiana (East)
Topic: District Board Meeting - August 10, 2021 8:00PM

Please click the link below to join the webinar:
<https://us06web.zoom.us/j/88486440668?pwd=Ni9jZUxINVgwMjVrdzFoUzFRcEY0UT09>
Passcode: 150453

Or One tap mobile :

US: +13126266799,,88486440668#,,,,*150453# or +16468769923,,88486440668#,,,,*150453#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 253 215 8782 or +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833

Webinar ID: 884 8644 0668

Kiwanis District Convention Covid-19 procedures and practices

1. All fully vaccinated individuals will not be required or asked to wear a face mask. Unvaccinated Kiwanians shall wear a face mask and observe social distancing. In accordance with the Objects of Kiwanis and the expectations of a Kiwanian, vaccination records will not be checked and we will rely on the honesty of all Kiwanians. Fully vaccinated is defined as having had the second Pfizer, the second Moderna or the Johnson & Johnson shot 14 days prior to attending the convention.
2. The District will work with the Hilton Harrisburg hotel to ensure that hand sanitizer stations are available throughout all events and frequent reminders shall be made to utilize those stations.
3. No one will be permitted to attend an event without signing and submitting a Covid-19 Liability Waiver and agreeing to the procedures approved by the District board.
4. All meetings and functions shall be set in such a way as to allow for three-foot social distancing between seats. There will be no more than six people at a banquet table.
5. District sponsored hospitality rooms will only be permitted if the Executive Director feels appropriate distancing is possible.
6. Large private gatherings in hotel rooms shall be strongly discouraged.
8. A hybrid/remote option shall be offered for all general sessions/business sessions. Workshops and smaller meetings may or may not have hybrid options depending on financial feasibility and/or the need for participation.
9. The Governor, Executive Director, District Board Members and the Convention planning committee shall be responsible for enforcing these policies at all events.

Kiwanis District Convention Covid-19 procedures and practices – Option 1

1. ~~All fully vaccinated individuals will not be required or asked to wear a face mask.~~ Unvaccinated Kiwanians shall wear a face mask and observe social distancing for the protection of themselves and others. Fully vaccinated individuals are not required to wear a mask but are strongly encouraged to do so for the protection of themselves and others. In accordance with the Objects of Kiwanis and the expectations of a Kiwanian, vaccination records will not be checked and we will rely on the honesty of all Kiwanians. Fully vaccinated is defined as having had the second Pfizer, the second Moderna or the Johnson & Johnson shot 14 days prior to attending the convention.
2. The District will work with the Hilton Harrisburg hotel to ensure that hand sanitizer stations are available throughout all events and frequent reminders shall be made to utilize those stations.
3. No one will be permitted to attend an event without signing and submitting a Covid-19 Liability Waiver and agreeing to the procedures approved by the District board.
4. All meetings and functions shall be set in such a way as to allow for three-foot social distancing between seats. There will be no more than six people at a banquet table.
5. District sponsored hospitality rooms will only be permitted if the Executive Director feels appropriate distancing is possible.
6. Large private gatherings in hotel rooms shall be strongly discouraged.
8. A hybrid/remote option shall be offered for all general sessions/business sessions. Workshops and smaller meetings may or may not have hybrid options depending on financial feasibility and/or the need for participation.
9. The Governor, Executive Director, District Board Members and the Convention planning committee shall be responsible for enforcing these policies at all events.

Kiwanis District Convention Covid-19 procedures and practices – Option 2

1. ~~All fully vaccinated individuals will not be required or asked to wear a face mask. Unvaccinated Kiwanians shall wear a face mask and observe social distancing.~~ Regardless of vaccination status, all Kiwanians attending the District Convention shall wear a mask or face covering. In accordance with the Objects of Kiwanis and the expectations of a Kiwanian, vaccination records will not be checked and we will rely on the honesty of all Kiwanians. Fully vaccinated is defined as having had the second Pfizer, the second Moderna or the Johnson & Johnson shot 14 days prior to attending the convention.
2. The District will work with the Hilton Harrisburg hotel to ensure that hand sanitizer stations are available throughout all events and frequent reminders shall be made to utilize those stations.
3. No one will be permitted to attend an event without signing and submitting a Covid-19 Liability Waiver and agreeing to the procedures approved by the District board.
4. All meetings and functions shall be set in such a way as to allow for three-foot social distancing between seats. There will be no more than six people at a banquet table.
5. District sponsored hospitality rooms will only be permitted if the Executive Director feels appropriate distancing is possible.
6. Large private gatherings in hotel rooms shall be strongly discouraged.
8. A hybrid/remote option shall be offered for all general sessions/business sessions. Workshops and smaller meetings may or may not have hybrid options depending on financial feasibility and/or the need for participation.
9. The Governor, Executive Director, District Board Members and the Convention planning committee shall be responsible for enforcing these policies at all events.

Kiwanis District Convention Covid-19 procedures and practices

1. Unvaccinated Kiwanians shall wear a face mask and observe social distancing for the protection of themselves and others. Fully vaccinated individuals are not required to wear a mask but are encouraged to do so for the protection of themselves and others. In accordance with the Objects of Kiwanis and the expectations of a Kiwanian, vaccination records will not be checked and we will rely on the honesty of all Kiwanians. Fully vaccinated is defined as having had the second Pfizer, the second Moderna or the Johnson & Johnson shot 14 days prior to attending the convention. Masking policies are subject to change if local and/or state and/or federal regulations change.
2. The District will work with the Hilton Harrisburg hotel to ensure that hand sanitizer stations are available throughout all events and frequent reminders shall be made to utilize those stations.
3. No one will be permitted to attend an event without signing and submitting a Covid-19 Liability Waiver and agreeing to the procedures approved by the District board.
4. All meetings and functions shall be set in such a way as to allow for three-foot social distancing between seats. There will be no more than six people at a banquet table.
5. District sponsored hospitality rooms will only be permitted if the Executive Director feels appropriate distancing is possible.
6. Large private gatherings in hotel rooms shall be strongly discouraged.
8. A hybrid/remote option shall be offered for all general sessions/business sessions. Workshops and smaller meetings may or may not have hybrid options depending on financial feasibility and/or the need for participation.
9. The Governor, Executive Director, District Board Members and the Convention planning committee shall be responsible for enforcing these policies at all events.