



# New York District of Circle K International

Pre-DCON Board Meeting  
Minutes  
March 22nd, 2019

**CKI**<sup>®</sup>  
Circle K  
International

## DCON Board Meeting

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Friday, March 22nd, 2019 | The Desmond Hotel, Albany, NY | 9:30AM-12PM

- I. Call to Order
- II. Pledge of Allegiance | CKI Pledge
- III. Con Con Updates
- IV. Executive Updates
- V. LTG Updates
  - A. Capital
  - B. Hudson Valley
  - C. Iroquois
  - D. Liberty
  - E. Northern
  - F. Western
  - G. Remarks
- VI. International Awards
- VII. New Business
- VIII. Upcoming Events
- IX. Silent Reflection
- X. Open Forum/General Updates
  - A. International Updates
- XI. Remarks from Kiwanis Committee Members
- XII. Remarks from District Board
- XIII. Closing Remarks from Governor
- XIV. Adjournment

## **Attendance**

### **Presiding Officer**

District Governor Ryan Coffey

### **Voting Board Members in Attendance**

District Treasurer Sayef Iqbal

District Editor Tyler Reimold

Capital Division Lieutenant Governor Zachary Stanke

Iroquois Division Lieutenant Governor Jordan Louie

Liberty Division Lieutenant Governor Odalis Gutierrez

Northern Division Lieutenant Governor Tyler Kearns

Western Division Lieutenant Governor Erick Morocho

### **Voting Board Members Not in Attendance**

District Secretary Kristian Mosquito

Long Island Division Lieutenant Governor Charles Hager

Seneca Division Lieutenant Governor Rebecca Lopez

### **Non-Voting Board Members in Attendance**

Executive Chair Peony Tse

Conferences and Conventions Co-Chair Amna Bajwa

Conferences and Conventions Co-Chair Viktoriya Borisova

Hudson Valley Division Liaison Sophie Rhind

### **Non-Voting Board Members Not in Attendance**

Executive Assistant Nikita Lee

Alumni/Kiwanis Family Relations Committee Chair Alaina Hinkley

Awards Committee Chair Ayesha Alam

Club Building & Strengthening Committee Chair Naile Ruiz

Marketing Committee Co-Chair Brendon Nguyen

Marketing Committee Co-Chair Julia Antignani

Service Initiatives Committee Chair Sami Sharifiy

Technology Committee Chair Omar Carrera



## **New York District of Circle K International**

### **Guests in Attendance**

Circle K International Vice President Julia Dressler  
Circle K International Trustee Stephania Gonzalez-Mena

### **Kiwanis Committee Members in Attendance**

District Administrator John Keegan  
Assistant District Administrator Alison Mandel  
Assistant District Administrator Greg Faulkner  
Kiwanis Committee Representative Eric Paul  
Kiwanis Committee Representative Sean O'Sullivan

## Meeting Minutes

- I. Call to Order: 9:30 am
  - A. Ryan: International Trustee Stephania Gonzalez Mena will be taking minutes on behalf of District Secretary Kristian.
- II. Pledge of Allegiance | CKI Pledge
  - A. Pledge of Allegiance led by Con-Con Co-Chair Amna
  - B. CKI Pledge led by Tyler
- III. Con Con Updates
  - A. Viktorya: Be there for all DCON attendees. Make sure that every person that walks through that door feels like a part of our family. Encourage everyone to bid on the baskets, read their pamphlets (it's not just advertisements)
- IV. Executive Updates
  - A. Tyler R.: No updates provided.
  - B. Sayef: Fundraising Total of \$14,116.34 ; 680 Dues Paid Members
    1. Amna: From the IT International Update, began to understand how large the NYCKI District is compared to other Districts.
    2. Ryan: Pay attention to the clubs that are senior-top heavy and put a greater emphasis on those clubs.
- V. LTG Updates
  - A. Capital (Zak)
    1. RPI is stable and Albany is good but they still need to have elections
    2. The person that was interested to be Siena charter president ceased communication but there may be another person interested.
  - B. Hudson Valley (Sophie)



## New York District of Circle K International

1. There is a past Past LTG working at SUNY Maritime who will be in attendance this weekend. We could have a potential charter through her
2. Three potential charters, some of their representatives will be in attendance this weekend
3. April 17th, one club in Hudson Valley will have a Service Gala.
4. Four Kiwanis events lined up, including Kingston Kiwanis Klassic will be happening soon, all are encouraged to attend.
5. Planning a graveyard cleanup
6. Touro got their International Dues in! The only club that's worrying is SUNY Ulster: two-year community college and their membership is graduating.

### C. Iroquois (Jordan)

1. Past Key Clubber Ryan is the LTG-elect for Iroquois
  - a) He is very excited and ready to go!
  - b) Will be in attendance this weekend.
2. Working on transitional material, will be combining the materials that Sandra passed on to me with my own.
3. Colgate is good with but they're seldom involved with other clubs,
  - a) Will work on mediating that; but, they are also fairly new so we will work on getting them up there.
4. Potential charter at Cazenovia, will pass on that information to Ryan.

### D. Liberty (Odalis)

1. Held Divisional around two weeks ago, Viktorya was elected as the new Liberty LTG!
2. Working on transitional material
3. Pace University is in the process of chartering and will be in attendance this weekend!

### E. Northern (Tyler K.)



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1. This year, greater attendance at DCON than in the past
2. Northern Division is on an upswing
3. Working on getting the members more involved with the District through divisionals
4. Hopefully, one or two new clubs in the near future

### F. Western (Erick)

1. Three clubs in DCON attendance this year, greatest attendance than we have ever had at DCON
2. Current Key Club LTG is looking to charter at D'youville College, where he intends to enroll
3. Approximately 74 dues-paid members at UBuff
4. Canisius will host first ever day of service next week!

### G. Remarks

1. Ryan: Charles successfully chartered at LIU Post, they have six representatives coming up this weekend. We have potential charters in Brooklyn and in Queens.
2. Sayef: Do all clubs need to put down a credit card for incidentals?
  - a) Johnny K: No, the district is responsible for incidentals but if any do occur, they will hunt down the responsible party.

## VI. International Awards

- A. Julia: All distinguished awards must be submitted online no later than Friday, April 19 at 12 pm ET. Only members in "good standing" can apply; check your club and district bylaws to understand the requirements.
- B. Ryan: All board members should apply for International Distinguished Awards to highlight the amazing work that the New York District has accomplished throughout this service year.
- C. Stephania: Applications are very clear and specific, make sure to follow the instructions very closely!

## VII. New Business

- A. Review Speaking Parts



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### B. Be on Time for Walk-In

1. Ryan: Be here on time! 7:15 pm, we will start at 7:30 pm on the dot!

### C. Transitional Meeting

1. Date: 1-3 pm on Sunday.
2. Transition Advice
  - a) Ryan: Scheduled weekly phone calls (4 minimum) for transitions! A good idea is to cover important material on a stage-by-stage process relevant to the service year calendar.
  - b) Viktorya: It can be overwhelming, so break it off bit-by-bit to ease them onto their role (like a momma bird chewing food to it's baby's mouth. Try to relate to them as much as possible, remember that you were once in their shoes.
  - c) Erick: Push successors to go with their predecessor to Kiwanis meetings and events - try to push this to the club presidents as well Make sure your transitional materials are complete and uploaded to the drives.
  - d) Amna: Provide motivation to your successors!
  - e) Greg: Your successors will make mistakes, but that's ok and even good ... they need room to grow from them.
  - f) Sophie: Make sure that historical documents are also accessible in club drives.
  - g) Julia: "Surprise, you have a two-year term!" In other words, make yourself available to answer any kinds of questions that they have. You're their support system.

### D. Caucus Responsibilities

1. Ryan: Erick has been working on a list of acceptable and non-acceptable caucus questions ... do not be afraid to call a question out of order. Some of the meeting rooms have changed, pay close attention to this! We will have three people from RIT





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serving as sergeant at arms in the caucus rooms. The candidate does not choose which person is going to ask questions, the presiding LTG does. They have 30 seconds for the intro. For speeches, knock when they have 30 seconds left and then call time when the time is up. Presiding officers can only ask questions when no one else in the room has their hands up.

2. Erick: Out of context questions are out of order; also, delegates are cannot be asked about dropping down, hostile questions, or questions about their opponents.
3. Julia: Clubs that are in the process of chartering but are not yet chartered, can attend House and Caucus but they cannot ask questions.

### E. House of Delegates

1. Ryan: All voting board members serve as delegates at large (this does NOT include the LTGs-elect). Emphasize that everyone needs to be there on time!

### F. Review amendments proposed

1. Ryan: Will be sending out all of the amendments that will be voted on Sunday.

### G. Discussion on District Project

### H. Chair Applications

1. Peony: They will open up after DCON. If you know anyone who is interested, please encourage them to apply and inform them of what each role entails. Know that those members that do not get selected for the Chair Position, their applications get transferred over to a general member committee role. Act as a scout and be honest!

## VIII. Upcoming Events

### A. CKIx: Orlando: June 26-30 2019: Leaving the 21st

1. \$250 Registration Fee



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2. Travel and Hotel not included (Hotel 159 per night)
- B. District Large Scale Service Project: Sept 20th-22nd
  - C. NYS: Nov 1st-3rd
  - D. District Convention: March 22-24th
  - E. Other Events
    1. April 6th - Alaina is hosting an upstate pasta trivia night.
    2. April 12th - CCNY hosting their Thirst Gala
    3. March 30th - Canisius hosting their Day of Service
    4. TBD - UBuff Banquet
    5. April 6th - Kiwanis is hosting their baby shower. Kiwanis Family Picnic happening on the same day.
- IX. Silent Reflection
- X. Open Forum/General Updates
- A. International Updates:
    1. Stephania: MARCH WEBINAR: Our next international webinar is coming up! Learn everything you want about international involvement and office from President Laura and VP Julia! It will be on March 28th at 10 pm EST! They will review the new elections process, their experiences running for an International Position and how members can get involved on the International level through the committee system. TOMORROW FUND: Congratulations, the NY District Project for Homeless Shelter Kits was selected as a recipient of a tomorrow fund grant!
      - a) CKIx: REGISTRATION: Registration for CKIx is now live! It will be June 26-29 in Orlando, Florida, and registration will be \$250 until April 19 and \$300 until May 24th. Registration will then close until June 26th for on-site registration, at which point it will be \$350. The earlier you register the better! While the Disney location might be daunting for room costs, hotel rooms are only \$159+tax per night, which is only a fraction of



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their normal price. While you promote CKIx attendance, please do not download pictures or use the Disney logo without permission due to copyright laws and issues.

COMMITTEES: At CKIx members can be a part of a Special International Committee such as Sergeant-at-Arms, Elections, Workshops, Credentials, and Resolutions. Members can apply to be on said committee upon registering for CKIx. TEAM LEADER APPLICATIONS: Also, Team Leader Applications are also still open. As a team leader, you will help guide a group of members through fellowship activities and throughout the day of service. Applications close on April 10th, but interviews are happening even now, so the sooner you apply, the better! Please share this out with anyone who may be interested!

b) Thank you for welcoming me into this District and making it feel like my second home!

2. Julia: Please make sure that you are preparing your successors on how to properly charter a club because it is a long process. Thank you for welcoming me with open arms!

### XI. Remarks from Kiwanis Committee Members

- A. Greg: We have an increase in attendance this year ... over 200 attendees! Prepare through your scripts and try not to read from them because that comes off as unprepared to the membership.
- B. Eric: Remember that you are leaders, everyone is looking at you as an example! Please not to act "clicky" ... no acronyms or inside jokes on the podium!
- C. Johnny K: Be there for the attendees and reach out to the Kiwanis Committee if you need anything.

### XII. Remarks from District Board



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- A. Viktoryia: Interact with the membership! This is your moment to create new friends and reconnect with DLSSP ... be the voice that Amna and I cannot be at this time when we are preparing the details for this weekend. If you have a problem and/or are missing something, please contact them!
  - B. Greg: Any emergencies, please contact the Kiwanis Committee!
  - C. Julia: Even though Stephania and I are guests, we have both been to our share of DCONs, please use us as a resource if you need anything!
  - D. Jordan: If you have new members coming and you know that you will be very busy this weekend ... try your best to check in with them and also encourage another club to take them under their wing .... this will pay off in the long-run.
- XIII. Closing Remarks from Governor (Ryan)
- A. 2020 DCON: March 6-8
  - B. District Project: As a recommendation to next year's board, instead of getting rid of last year's project, consider having a mix of multi-year projects to help with promotion and resource creation process
  - C. District Project:
    - 1. Editor Tyler moves to endorse a multi-year approach to District Projects.
      - a) Western LTG Erick Seconds the motion.
      - b) No Discussion.
      - c) **Motion passes** with 7 in affirmation, 0 opposed, and 0 abstentions
- XIV. Adjournment: 12:00 pm

Minutes taken by:

Stephania Gonzalez-Mena  
Subregion F International Trustee  
Circle K International

Minutes edited by:

Kristian Mosquito



**New York District of Circle K International**

New York District Secretary  
Circle K International