



# New York District of Circle K International

**February 2017  
Board Meeting Minutes**

# February Board Meeting

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Saturday, February 18, 2017 | Albany , NY

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**New York District of Circle K International**

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## Attendance

### Presiding Officer

District Governor Jerry Cimo

### Voting Board Members in Attendance

District Secretary Jack Curzon

District Treasurer Edgar Hu

District Editor Terrell Merritt

Empire Division Lieutenant Governor Jachelle Luma

Liberty Division Lieutenant Governor Sara Louie

Long Island Division Lieutenant Governor Gianfranco Trotta (*Attended via Google Video Chat*)

Southern Tier Division Lieutenant Governor John Tirino

Western Division Lieutenant Governor Mohit Gogna

### Voting Board Members Not in Attendance

Iroquois Division Lieutenant Governor Edward Kroll

Seneca Division Lieutenant Governor Katey Sackett

### Non-Voting Board Members in Attendance

Conferences & Conventions Chair Ryan Coffey

### Non-Voting Board Members Not required to Attend

### Kiwanis Committee Members in Attendance

District Administrator John Keegan

Assistant District Administrator Alison Mandel

Assistant District Administrator Rich Hall

Assistant District Administrator Greg Faulkner

## Meeting Minutes

- I. Call to Order
  - A. District Governor Jerry Cimo called to order at 9:32 am
  - B. Raddison Hotel in Albany, NY
- II. Pledge of Allegiance
  - A. Led by District Editor Terrell Merritt
- III. CKI Pledge
  - A. Led by District Treasurer Edgar Hu
- IV. Old Business
  - A. Approval of January Board Meeting Minutes
    - i. District Secretary Jack Curzon moves to approve the minutes
      - a. Liberty Division Lieutenant Governor Sara Louie seconds
      - b. Motion **passes** with 8 in affirmation, 0 opposed, and 0 abstentions
  - B. Resignations
    - i. Capital Division Lieutenant Governor Shannon Perrone officially resigned yesterday, prior she had been unreachable
- V. District Convention
  - A. Workshops
    - i. Officer & LTG Training Workshops
      - a. Jerry & Tina - President and VP
      - b. Jack - Secretary
      - c. Edgar - Treasurer
      - d. Terrell - Editor
      - e. Sara, Mo, & Ed - LtG
      - f. Description, name, general formatting to Ryan in the next week
        1. Short version of descriptions to Alison for the convention program
  - B. DCON Sub-chairs
    - i. SAA 1 head, 5 members
      - a. Guard caucusing rooms and HOD, assist with delegate certification and registration
      - b. Cannot be delegate, cannot be running



## New York District of Circle K International

1. Needs to be finalized in the next week, send suggestions to Jerry and Ryan
- ii. Parliamentarian
  - a. Usually the Laws and Regulations Chair, they need know Parli-Pro well so they can answer any questions
- iii. Elections
  - a. Counts ballots and announces results
- iv. Credentials
  - a. Delegate certification
- ii. Greg - Resolutions need to be written and read
  - a. Rich - Normally done by Laws and Regulations Chair
- C. Service Fair
  - i. One application right now, we want at least ten service projects, one from each division
    - a. LtGs should be talking to clubs to find one that can host one
  - ii. Application deadline is March 6th
- D. Transportation
  - i. Hotel has agreed to send vans to stations to pick up those arrive by public transit
    - a. Jack will send arrivals schedule to hotel ahead of time
- E. Career Networking
  - i. Kiwanians/ Adults you know?
    - a. Gives them an incentive to come
    - b. Give Jerry/Ryan contact info
    - c. Jack - NYK District Board would be a good start
- F. Fun Ideas / Games
  - i. Polaroid Cameras
    - a. One raffle ticket in registration packet for a free shot, any additional are 1 dollar
  - ii. Dance
    - a. Sara - Theme makes it better, need a real DJ



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1. Mo's bestie is a club DJ, asking if he is willing, could maybe cover half of his registration?
  - iii. Ryan - Eliminating teams, going with more of a play fair, slightly worried about new attendees, so bring him any suggestions you have
  - iv. Talent Show should be auditioned, have host club judge acts and select 3 acts
    - a. Greg - intersperse with some awards to incentivize attendance?
- G. Baskets with Club Swag
- i. Rich - In addition to a piece of club swag, they should have other items in the basket
  - ii. Mo - Have a list of requirements for the list?
    - a. Greg - List of suggestions and ideas would be good
  - iii. Baskets are by club, we need to create a list of suggested items to send to clubs who are bringing items
- H. Entry Song
- i. Everyone should have received a form from Jack to request the song you want
- I. Host Club – NYU
- J. Announcements
- i. Club Roll Call - Friday
    - a. Each club in attendance @ opening session
      1. 5 sentences about division
      2. or 2-3 sentences per club
        - l. Jack - If we talk about every club, even for just 30secs, that will take 20 mins not including transition time
      3. Held informal vote and decided to give short divisional update and then list off clubs in division
  - ii. President Walk Ins – Saturday
    - a. Announce each president's name in attendance
    - b. Information or just name



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1. Jack - If they are walking to the front anyways, there would be enough time in-between to say where they go to school and their major
- K. Thursday Arrival
  - i. John won't be there until Friday
  - ii. Mo has Friday classes
- L. Board Farewell
  - i. Board videos should be show in private, not in general session
  - ii. Year in review and DCON recap shown during meals in Saturday and Sunday sessions
- M. St. Baldrick's
  - i. Trying to get one of Sean's club members to speak
  - ii. Greg - We should create a press release
- N. Don Forsyth Scholarship
  - i. Applications are Due March 6th for scholarship of \$4,900
  - ii. Application is all online, need two recommendation letters
- VI. Conferences and Conventions Chair Ryan Coffey and Kiwanis Committee left board room to meet with hotel over convention arrangements
- VII. Board Reports
  - A. District Secretary - Jack Curzon
    - i. MRF/Goals Update
      - a. Service Hours
        1. Total Service Hours - 13,658.34
          - I. Percent of goal 68.29%
        2. District Project Hours - 2,036.45
          - I. Percent of goal 203.65%
        3. Governor's Project Hours - 285.5
          - I. Percent of goal - 28.55%
      - b. Funds Raised
        1. Total Funds Raised - \$21,211.19
          - I. Percent of goal - 60.60%





## New York District of Circle K International

- c. Club Events
    - 1. Interclubs - 106
      - I. Percent of goal - 106.00%
    - 2. Kiwanis Family Relations - 108
      - I. Percent of goal - 72.00%
    - 3. Fellowship Events / Socials - 118
      - I. Percent of goal - 78.67
  - d. District Event Attendance
    - 1. District Large Scale Service Project - 160
      - I. Percent of goal - 123%
    - 2. New York Speaking - 110
      - I. Percent of goal - 110%
  - e. Other Goals
    - 1. Membership
      - I. Goal - 1,234
      - II. Current Membership 817
    - 2. Monthly Report Form Submission Rate - 88.10%
- B. District Treasurer - Edgar Hu
- i. Dues Update
    - a. Buff State, Columbia, Hartwick, LIU Post, Marist, Niagara, Queens, U Buff, and Utica are not payed in the system yet
- C. District Editor - Terrell Merritt
- i. CTE Update
    - a. 2 more issues
      - 1. One should be done in the next week
      - 2. The last one the week after DCON
- D. Long Island Division - Franco Trotta
- i. LTG Elections
    - a. 1st weekend of March at Hofstra
    - b. 2 people interested, Asad and Jackie
  - ii. District Convention Attendance



## New York District of Circle K International

- a. Estimated 15
- iii. Club Elections / Club Status Report
  - a. Hofstra after LtG elections
  - b. Molloy after DCON
- E. Western Division - Mohit Gogna
  - i. LTG Elections
    - a. Two people running, Julia and Sayef
    - b. March 4th
  - ii. District Convention Attendance
    - a. Estimated 25
  - iii. Club Elections / Club Status Report
    - a. Most after DCON
- F. Liberty Division - Sara Louie
  - i. LTG Elections
    - a. March 3rd at Baruch
    - b. Two people interested in running, Kristian and Justin, both from CCNY, planning on holding runoff before divisional
  - ii. District Convention Attendance
    - a. Estimated 30
- G. Empire Divison - Jachelle Luma
  - i. LTG Elections
    - a. First weekend of March most likely at Queens
    - b. Not sure who is interested
  - ii. District Convention Attendance
    - a. Estimated 8-9
  - iii. Club Elections / Club Status Report
    - a. Vaughn is usually before DCON
- H. Southern Tier - John Tirino
  - i. LTG Elections
    - a. Feb 25 at Ithaca, Nikita is running
  - ii. District Convention Attendance



## New York District of Circle K International

- a. Estimated total 20-22
  - iii. Club Elections / Club Status Report
    - a. Most clubs before DCON, Elmira is usually after
  - I. Northern, Capital, Hudson Valley
    - i. Reported by Jerry
    - ii. LTG Elections
      - a. Jerry hosting
        - 1. H.V. is March 4th at New Paltz, a few people on the fence about running
        - 2. Capital is March 3rd at RPI, at least one person definitely running
        - 3. Northern may be at DCON
    - iii. District Convention Attendance
      - a. H.V. - 15
      - b. Capital - 20
      - c. Northern - 10
  - J. Seneca Division - Katey Sackett
    - i. Reported by Terrell
    - ii. LTG Elections
      - a. Feb 25 at SJF, Tyler is running
    - iii. District Convention Attendance
      - a. Estimated 12
    - iv. Club Elections / Club Status Report
      - a. Most clubs before DCON
- VIII. Things to come
- A. District Elections Packet
    - i. Sent in early March
    - ii. Anyone running at DCON needs to have a service agreement signed
    - iii. If you are running let Jerry know so he doesn't put you as a proctor in the caucusing rooms
  - B. Letters to your successor
    - i. Going to put together a document to be distributed to the new board



**New York District of Circle K International**

- C. Bylaw & Policy Code Amendments at DCON
  - i. Jack will send out link again for you to make any suggested edits
- IX. Adjournment
  - A. District Editor Terrell Merritt moves to adjourn the meeting
    - i. Southern Tier Lieutenant Governor John Tirino seconds
    - ii. Motion **passes** with 8 in affirmation, 0 opposed, and 0 abstentions
  - B. District Governor Jerry Cimo adjourned at 11:31pm
- X. District award grading by the voting board, followed adjournment of the meeting

Minutes taken by \_\_\_\_\_



\_\_\_\_\_  
**Jack Curzon**

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New York District Secretary  
Circle K International

