



New York District of Circle K International

February Board Meeting
Minutes

February 23rd- 24th, 2018

CKI[®]
Circle K
International

February Board Meeting

Agenda

February 23rd- 24th , 2018 | Desmond Hotel in Albany, NY

- I. Call to Order
- II. Pledge of Allegiance
- III. CKI Pledge
- IV. Introductions
- V. Old Business
 - A. Approval of the January Board Meeting Minutes
 - B. Successor Packages
 1. Will load onto thumb drive, will be collected at DCON and distributed to new board
 2. Jack is checking them, so if you haven't finished, you need to
- VI. Board Member Reports
 - A. District Governor Jack Curzon
 1. Report in drive
 - B. District Secretary Julia Dressler
 1. District Goals Progress Report
 - C. District Treasurer Kate Wong
 1. Expense Report
 2. Dues Updates
 - D. District Editor Becca Lopez
 1. Circling the Empire
 - E. Lieutenant Governor Updates
 1. Estimated DCON attendance
 2. Report on divisional(s) held since January Board
 3. Divisional Elections
 - a) Date, Location

- b) Who are candidates/who was elected?
 - c) Who is running for endorsement/has been endorsed?
 - 4. Do you have unpaid clubs you are still expecting to pay?
 - 5. What clubs haven't held elections? When will they?
 - 6. Charter Updates
- VII. New Business
- A. Vacant convention chairs?
 - B. Hotel Shuttles
 - 1. Karl arriving late Friday
 - C. Service Fair Status
 - D. DCON Scripts
 - 1. Review your parts, make additions where necessary
 - E. Workshops
 - 1. LTG Workshop led by Nikita, Sandra, and Kristian
 - a) Other LTGs are expected to attend as guests, you may be able to answer questions, and you may have one on one time
 - F. Elections/Amendments
 - 1. House of Delegates Prep
 - 2. Caucusing
 - 3. Elections packet, made by Laws and Regs
 - G. District Chair 2018-2019 Applications
- VIII. Upcoming Events
- A. Pre-DCON
 - B. DCON
 - C. CKIx
- IX. Intentions for next year
- X. Open Forum
- XI. Remarks from the Kiwanis Committee
- XII. Adjournment

Attendance

Presiding Officer

District Governor Jack Curzon

Voting Board Members in Attendance

District Secretary Julia Dressler

District Editor Rebecca Lopez

Capital Division Lieutenant Governor Letian Zhang

Empire Division Lieutenant Governor Jachelle Luma

Hudson Valley Division Lieutenant Governor Ashley Cimato

Iroquois Division Lieutenant Governor Sandra Wong

Liberty Division Lieutenant Governor Kristian Mosquito

Long Island Division Lieutenant Governor Asad Moughal

Southern Tier Division Lieutenant Governor Nikita Lee

Western Division Lieutenant Governor Sayef Iqbal

Voting Board Members Not in Attendance

District Treasurer Kate Wong

Seneca Division Lieutenant Governor Tyler Reimold

Non-Voting Board Members in Attendance

Executive Advisor to Committees Ryan Coffey

Kiwanis Committee Members in Attendance

District Administrator John Keegan

Assistant District Administrator Alison Mandel

Assistant District Administrator Greg Faulkner

Assistant District Administrator Rich Hall

Meeting Minutes

- I. Call to Order
 - A. District Governor Jack Curzon called to order at 6:18pm
- II. Pledge of Allegiance
- III. CKI Pledge
- IV. Introductions
- V. Old Business
 - A. Approval of the January Board Meeting Minutes
 1. Liberty Division Lieutenant Governor Kristian Mosquito moves to approve the January Board Meeting Minutes
 - a) Empire Division Lieutenant Governor Jachelle Luma seconded
 - b) No Discussion
 - c) **Motion passes** with 7 in affirmation, 0 opposed and 0 abstentions
 - B. Successor Packages
 1. Will load onto thumb drive and distributed to new board at DCON
 2. Jack will be checking them, so if you haven't finished, you need to
- VI. Board Member Reports
 - A. District Governor Jack Curzon
 1. Report in drive
 - a) Most of focus has been on DCON prep and international
 - b) Mid-winter went well
 - (1) Rich: got great feedback! Thank you to interns!
 - (2) Ryan: Congrats to Rich and Allison on awards!
 - B. District Secretary Julia Dressler
 1. District Goals Progress Report
 - a) Service Hours

- (1) Total: 9,645.11 ~ 48.23% of goal
- b) Funds Raised
 - (1) Total: \$16,816.09 ~ 56.05% of goal
 - (2) District Project: \$1,919 ~ 63.97% of goal
 - (3) Governor's Project: \$4,573.37 ~ 68.98% of goal
- c) Club Events
 - (1) Interclubs: 116 ~ 92.80% of goal
 - (2) Kiwanis Family Relations: 130 ~ 86.67% of goal
 - (3) Socials: 90 ~ 60% of goal
- d) District Event Attendance:
 - (1) DLSSP: 151 ~ 86.29% of goal
 - (2) NYS: 120 ~ 96% of goal
- 2. Will spend time at Pre-DCON board meeting about why we didn't reach our goals
 - a) Think about it over the next month so that we can give future board advice
- C. District Treasurer Kate Wong
 - 1. Expense Report
 - a) Can view in drive
 - 2. Dues Updates
 - a) Look through dues update form to check your clubs status
 - b) Johnny K: Women who publishes report husband past away so it may be a bit for the updated report
 - c) Current membership: 643 members
 - d) Active Club Count: 27 clubs
 - e) Unpaid Clubs: 17 clubs
 - f) % of clubs:
 - (1) With more than 50% membership decrease
 - (a) Russell Sage College
 - (b) St. John's University

- (c) Syracuse University
 - (d) Baruch College
 - (e) Adelphi University
 - (f) Molloy College
 - (g) Elmira College
- (2) With more than 10% membership decrease
- (a) Hudson Valley Community College
 - (b) SUNY Oswego
 - (c) City College of New York
 - (d) Stony Brook University
 - (e) Keuka College
 - (f) RIT
 - (g) Binghamton University
 - (h) Cornell University
 - (i) Ithaca College
- (3) Ideas to improve these clubs
- (a) targeting club leadership building - LTGs
holding Regional Training Conferences after
DCON, summertime
 - (b) LTGs to attend general club meetings or board
meetings of these struggling clubs
- (4) With less than 10% membership decrease
- (a) No clubs fall in this category
- (5) With less than 10% membership increase
- (a) No clubs fall in this category
- (6) With more than 10% membership increase
- (a) Rensselaer Polytechnic Institute
 - (b) Colgate University
 - (c) Fordham University
 - (d) New York University

- (e) Clarkson University
 - (f) St. Lawrence University
 - (g) SUNY Geneseo
 - (h) University of Rochester
 - (i) SUNY Cortland
 - (j) Canisius College
 - (k) University at Buffalo
- g) Jack: there is not any one reason that membership is down; this isn't isolated to NY or just CKI, membership is down a lot this year but we should still take responsibility and work to fix it
- (1) Each of you should look at how down you are for your specific division so that the new LTG can look at what happened
 - (2) International would like to do research about clubs that have lost more than 30% of membership
 - (a) As a subregion we are down 25% membership
 - (b) Karl has put together spreadsheet
 - (i) With our permission he will talk to those clubs
 - (ii) Jack gave them information so that when they are reaching out they understand the background of each club
 - (iii) Kristian: are they reaching out via call or email?
 - (a) Jack: didn't specify but if you would like to reach out instead of Karl let him know

D. District Editor Becca Lopez

1. Circling the Empire
 - a) One will come out in beginning of March
 - b) Final issue will come out right after DCON
 - c) Will reach out to you individually for articles
- E. Lieutenant Governor Updates
 1. Capital Division Lieutenant Governor Letian Zhang
 - a) Estimated DCON attendance
 - (1) 4 RPI, 1 Albany, 2 Russell Sage, 1 HVCC
 - (2) Total Attendance: 8 members
 - b) Report on divisional(s) since January Board
 - (1) Held Divisional on February 17th
 - (2) 10 members in attendance
 - (3) Made no-sew blankets
 - c) Divisional Elections
 - (1) Next Saturday from 11:30-1:30pm
 - (2) Candidate: Zak Stanke
 - d) Unpaid Clubs
 - (1) University at Albany
 - (a) No response
 - (2) Cobleskill
 - (a) Doesn't have a strong faculty advisor anymore
 - (b) Jasmine their secretary no longer is present
 - e) All club elections will be held after DCON
 - f) No charter updates
 2. Liberty Division Lieutenant Governor Kristian Mosquito
 - a) Estimated DCON attendance
 - (1) Baruch 2; CCNY 10-15; Fordham 2; Hunter 2-3; Lehman 1; NYU 4-6 (sum 21-29)
 - b) Report on divisional(s) held since January Board

- (1) February Divisional at Fordham: 47 in attendance, ate pasta, Kiwanians talked about distracted driving, talked about leadership positions and DCON
 - c) Divisional Elections
 - (1) March 2nd, Baruch College
 - (2) LTG Candidate: CCNY President Grace Rosado
 - (3) Running for endorsement
 - (a) EATC Ryan Coffey - District Governor
 - (b) Liberty LTG Kristian Mosquito - District Secretary
 - d) Do you have unpaid clubs you are still expecting to pay?
 - (1) Hunter - board will pay upfront and will fundraise through the year
 - (2) Lehman - Members already on MUC, Kiwanis just needs to send check
 - e) What clubs haven't held elections? When will they?
 - (1) Baruch, Hunter and Lehman - Promised prior to DCON
 - (2) CCNY - March 22 (tentatively)
 - (3) Fordham - March 14th
 - (4) NYU - February 26th
 - f) Charter Updates
 - (1) Cam from Pace might attend DCON. Next LTG will have to work on chartering with him.
 - (a) May reach out to Kiwanis to get him funded
3. Long Island Division Lieutenant Governor Asad Moughal
- a) Estimated DCON attendance
 - (1) Adelphi - 6 members; Hofstra - 0; Molloy - 3 Members; Stony Brook - 16- 18 Members
 - (2) Total: 25 - 27 Members
 - b) Report on divisional(s) held since January Board
 - (1) Divisional held last week at Molloy. Adelphi, Molloy and Stony Brook were present. Presented the logistics

of DCON, LTG position and higher office elections and held a elemental wars fellowship.

c) Divisional Elections

(1) TBD, possibly at Molloy or Adelphi

(2) Charles Hager from Adelphi is a possible LTG candidate

(3) Jorge Vilca is considering running for International Trustee and will most likely run for endorsement

d) Do you have unpaid clubs you are still expecting to pay?

(1) Hofstra still needs to pay International dues; they are having fundraising but need help.

e) What clubs haven't held elections? When will they?

(1) No clubs have held elections yet, will encourage to hold before DCON

f) No charter updates

4. Iroquois Division Lieutenant Governor Sandra Wong

a) Estimated DCON attendance

(1) 3 Syracuse, 3-4 Oswego

(2) Don't know about colgate

b) Report on divisional(s) held since January Board

(1) February Divisional

(2) Oswego and Syracuse attended and talked about leadership positions

c) Divisional Elections

(1) March 3rd at Syracuse from 11am-2pm

(2) Jordan Louie is running for LTG

d) No unpaid clubs

e) What clubs haven't held elections? When will they?

(1) Syracuse will have them February 27th

(2) Oswego: will hold after DCON

- (3) Colgate: unsure
- f) No charter Updates
- 5. Empire Division Lieutenant Governor Jachelle Luma
 - a) Estimated DCON attendance
 - (1) SJU: 4 members, QC: 1 potential, Vaughn: unknown
 - b) No divisionals held since January Board
 - c) Divisional Elections
 - (1) This Friday at 5:30pm at St. John's
 - (2) LTG Elect is Justin Bennett
 - (a) Will talk to Kiwanis Club about sponsoring Justin to come to DCON
 - d) Do you have unpaid clubs you are still expecting to pay?
 - (1) Queens has paid just waiting for it to show up
 - (2) Vaughn
 - (a) In contact with advisor but she is being difficult
 - (b) School is still expected to pay for dues
 - e) What clubs haven't held elections? When will they?
 - (1) Unsure about when they will be held but will encourage to do before DCON
 - f) No charter Updates
- 6. Hudson Valley Division Lieutenant Governor Ashley Cimato
 - a) Estimated DCON attendance
 - (1) New Paltz: 9 members and worked with SA to get funding
 - b) No divisionals held since January Board
 - c) Divisional Elections
 - (1) New Paltz, either March 3rd or 4th
 - (2) Tom McCarthy and Sophie Rind are LTG Candidates
 - d) Do you have unpaid clubs you are still expecting to pay?

- (1) Newberg Kiwanis was going to help but then had never done it
 - (2) Said they sent check at beginning of week so once updated it should be good
 - (3) 14 members should be put in the system
 - e) What clubs haven't held elections? When will they?
 - (1) New Paltz will have elections on 27th and the 6th
 - f) No charter updates
7. Western Division Lieutenant Governor Sayef Iqbal
- a) Estimated DCON attendance
 - (1) UB: 6, Niagara: 2, Canisius: 6
 - b) No divisionals held since January Board
 - c) Divisional Elections
 - (1) March 3rd or 10th at UB
 - (2) Erick Morocho is running for LTG
 - (3) District Secretary Julia Dressler is running for endorsement
 - d) Do you have unpaid clubs you are still expecting to pay?
 - (1) Niagara has submitted, just waiting for it to be processed
 - e) What clubs haven't held elections? When will they?
 - (1) Canisius will have elections before DCON
 - (2) UB and Niagara will have elections after
 - f) No charter updates
8. Southern Tier Division Lieutenant Governor Nikita Lee
- a) Estimated DCON attendance
 - (1) Unsure at the moment
 - (2) Elmira will have 5 members
 - b) Report on divisional(s) held since January Board
 - (1) Held divisional February 4th at Ithaca College

- (2) 4 out of 5 clubs in attendance, about 10 in attendance
 - (3) Participated in Painting
 - c) Divisional Elections
 - (1) March 9th from 6-8pm at Cornell University
 - (2) 2 candidates
 - (a) Erin Herbstrict, Binghamton
 - (b) Kaylea Burgess, Elmira
 - (3) No one is running for endorsement
 - d) Do you have unpaid clubs you are still expecting to pay?
 - (1) Potsdam is unpaid
 - (2) St.Lawrence has paid but still no contact
 - e) What clubs haven't held elections? When will they?
 - (1) None have held them yet but all will be held before DCON
 - (2) Binghamton: March 12th and Clarkson: March 3rd
 - f) No charter updates
9. Seneca Division Lieutenant Governor Tyler Reimold
- a) Estimated DCON attendance
 - (1) RIT and U of R are both planning on attending
 - (a) Unsure of how many they are sending
 - b) Report on divisional(s) held since January Board
 - (1) Had divisional at U of R with 3 clubs in attendance
 - c) Divisional Elections
 - (1) March 9th
 - (2) District Editor Rebecca Lopez will be running for LTG
 - d) Do you have unpaid clubs you are still expecting to pay?
 - (1) Brockport and St John Fisher are unpaid and unable to pay
 - e) What clubs haven't held elections? When will they?

(1) Unsure, will encourage before DCON

f) No charter updates

VII. New Business

A. Policy Code Changes

1. Definition for what happens for 3 or more candidates is different then what it says in the bylaws

a) If 4 candidates or more, you have one vote for each elimination

(1) That is if one person in the primary does not have 50% right away

b) Should change to match the bylaws

2. Liberty Division Lieutenant Governor Kristian Mosquito moves to amend Section 8 Item 5 of our NY District Policy Codes to read, " A majority vote shall determine the winner of an office. If no candidate receives a majority vote, the candidate receiving the lowest number of votes shall be eliminated. This procedure shall be continued until one receives a majority of the votes cast."

a) Iroquois Division Lieutenant Governor Sandra Wong seconded

b) No discussion

c) **Motion pass** with 7 in affirmation, 0 opposed and 0 abstentions

Break on Friday at 7:09pm for dinner

Reconvene on Friday at 7:47pm

B. Vacant convention chairs?

1. Choosing from within con con

2. Karl has offered to be parliamentarian

a) Will check to confirm

C. Hotel Shuttles

1. Free shuttles within 3 miles

2. Public Transport options are train, megabus and greyhound
 - a) All should try to get to albany airport and shuttle from there
3. Will try to send shuttle to Collins Circle
4. Karl will be arriving late Friday
5. Potential drivers to pick people up
 - a) Becca (6), Letian (4), Nikita (4), Ashley (4), Julia (4)

D. Service Fair Status

1. So far only one response but three so far
2. 15 tables max but 10 tables is ideal

E. DCON Scripts

1. Review your parts, make additions where necessary
 - a) Some of you will have to write parts yourselves so make sure to check it out beforehand

F. Workshops

1. LTG Workshop led by Nikita, Sandra, and Kristian
 - a) Other LTGs are expected to attend as guests, you may be able to answer questions, and you may have one on one time
2. Thank you for pushing workshops! Got a great number of applicants
 - a) You will be invited to attend the review sessions which start next week

G. Elections/Amendments

1. House of Delegates Prep
 - a) District bylaw amendment proposal endorsements
 - (1) None may be put forth since we are within 60 days of convention
 - b) International bylaw amendment proposal endorsements
 - (1) International Board is proposing to get rid of Subregions

- (a) Would change back to original system where trustees from district run in general and the top trustees get elected
 - (b) International Trustee at Large will be removed and replaced with a normal trustee
 - (c) Jack: only argument against is that it will increase costs
 - (d) Rich: are trustees limited to number of events they can attend in districts?
 - (i) Jack: I assume that it is only one since we only request them for DCON
 - (e) Kristian: what if some districts have tons of candidates that are qualified and then they have tons of trustees from one district?
 - (i) Currently there would be nothing prohibiting this
 - (f) Sayef: doesn't this allow for some districts to have huge hold on international?
 - (i) Rich: good point
 - (g) Jack: could set limit on how many people from district go on the international board
 - (h) Check document in drive for details about the amendment
- (2) Jack would like to propose amendment to help with International finances
- (a) In Article 21 Section 1 of International Bylaws: set out costs that clubs have to pay each year, most of our clubs pay \$600 international dues
 - (b) Dues are based on size of university, not club, which encourages club growth

- (c) Easier to say large student body have large club but not always the case
- (d) Should lower international fees
 - (i) Clubs typically are getting money from Kiwanis or working hard on fundraisers when the money and time should be spent elsewhere
- (e) In order to change International dues we need to propose how to cut their budget
- (f) International budget
 - (i) See budget in drive
 - (ii) Total board expenses: approx. \$67,000
 - (iii) Board meetings: approx. \$20,000
 - (iv) District Visits: approx. \$25,000
 - (v) Each International board member has approx. \$1,800 spent on them over the year
 - (vi) The money spent on bringing them to conventions is unnecessary
 - (a) Doesn't really help with relationships/unity
 - (vii) Telling them we should cut travel is probably not going to go over well
 - (viii) Kristian: should look at travel per district not board member
 - (a) approx. \$727 per district; and they only pay for travel
 - (b) Karl is taking a bus to NY, so there is no way his travel cost comes even close to that



New York District of Circle K International

- (ix) Rich: in the past we have had relationship with Trustee, that doesn't happen anymore
 - (a) Sometimes they are really helpful when there are problems on the board but that doesn't happen very often
- (x) GATC is a huge cost as well
 - (a) approx. \$28,000 on all admins and governors
 - (b) Only cover hotel and meals
 - (c) Jack: personally it wasn't important for me but I understand smaller districts may find training helpful
- (xi) Membership kits: spend approx. \$24,000 on printing membership kits
- (xii) Postage: approx. \$11,000
 - (a) Probably for free brochures
 - (b) should move to flyers and have clubs print them
- (xiii) Julia: who prepares budget?
- (xiv) Johnny K: Jameson, board doesn't have a say on the budget; remember they can pass this at international and then have it be shut down by Kiwanis Board
- (xv) Jack: we simply need to propose to lower and then share a solution
- (xvi) Rich: or you could make resolution at house to require I board to come up

with a report on how to reduce fees and what budget lines would be changed; have them report back in a year of how to reduce fees

- (g) Unable to endorse as a district but we could do it as a board however they may be confused as to why this is not being put forth by our district
- (h) Jack: could attempt to bring to an international council meeting and have them endorse
 - (i) They are a little dramatic but they would be willing to participate
 - (ii) Thinks that he would have lots of support regardless of size
- (i) Johnny K: due you have a recommendation for amount that it should be cut by?
- (j) Jachelle: travel can't be combined and reduced?
 - (i) Jack: most likely but it's probably separately since they get more depending on position
- (k) Moving forward
 - (i) Get more info about expenses
 - (ii) See how much could be cut
 - (iii) At PRE DCON: bring forward amendment
 - (iv) Amendments need to be submitted sometime in may

- (v) Figure out how this can be voted on by International Council
- (vi) Will only work if everyone understands, can't seem like NY is being sneaky
- (l) Everyone is interested in moving forward

Recess on Friday at 8:32pm

Reconvene on Saturday at 9:30am

- 2. Caucusing
 - a) LTGs will run rooms, if you are a candidate you cannot run room
 - b) On thursday night/friday morning they will go over training
- 3. Elections packet, made by Laws and Regs
 - a) Candidate schedule for the weekend
 - b) Service agreements
 - c) What to expect
 - d) Include district election guide
 - e) Send it out in email to everyone who is potentially running once it is finished
- H. District Chair 2018-2019 Applications
 - 1. Committees will be working from this year's applications and making changes they see fit
 - 2. Will be prepared by EATC Ryan for release by DCON
- I. Second tab of Registration form will break down how many people are coming from division and club
 - 1. Right now we are only at 57
 - 2. Last year at this time we were at 75-80
- J. Don Forsyth Scholarship
 - 1. Please keep pushing application
- K. Monday at 8:30pm there will be a service committee webinar
 - 1. Please attend if you are free!

VIII. Upcoming Events

A. Pre-DCON

1. Who is arriving

a) Thursday night

(1) Becca, Letian, Asad, Ryan, Jachelle, Sandra, Kristian, Julia, Sayef

b) Friday afternoon

(1) Nikita: no idea, hopefully in time for dinner; will try to get people to leave earlier

(2) Ashley: unsure

2. Desmond Hotel, Albany

3. Friday morning meeting and prep

B. DCON

1. March 16-18

2. Desmond Hotel, Albany

C. CKIx

1. July 4-8, 2018

2. Chicago, Illinois

a) Chicago Marriott Downtown Magnificent Mile

3. Registration

a) Early bird- \$250

(1) Before May 1st @ 12pm EST

b) Regular- \$300

(1) May 2nd, 2018- June 1st @12pm EST

c) No onsite registration due to required background checks

4. Hotel is \$159 per night plus taxes and fee

5. Travel coordinated independently


a) Will look at possible bus after DCON

IX. Intentions for next year

A. Rebecca: LTG for Seneca

- B. Lefian: Graduating
 - C. Sayef: District Treasurer
 - D. Asad: General Body Member
 - E. Ryan: District Governor
 - F. Nikia: apply for EA
 - G. Jachelle: Graduating
 - H. Sandra: AmeriCorps
 - I. Kristian: District Secretary
 - J. Ashley: Graduating
 - K. Julia: District Governor
 - L. Jack: Graduating
- X. Open Forum
- XI. Remarks from the Kiwanis Committee
- A. Johnny K: It has been an interesting year; disappointed with membership but am hoping that you work hard to fix; make sure you are prepared for DCON, make members feel welcome; wish you all the best
 - B. Have fun at convention!
 - C. Allison: Try to print anything you need for convention beforehand
 - D. Rich: If people have issues with registration have them talk to me
 - E. Johnny K: people have to fill out medical form once they get here so that we can shred them
 - F. Allison: Send out delegate registration form so they can get it filled out before hand
- XII. Adjournment
- A. District Editor Rebecca Lopez moved to adjourn at 10:31 am
 - 1. Capital Division Lieutenant Governor Lefian Zhang seconded
 - 2. No Discussion
 - 3. **Motion passes** with 11 in affirmation, 0 opposed and 0 abstentions

Minutes taken by



Julia Dressler

Julia.Dressler@nycirclek.org

New York District Secretary

Circle K International