



New York District of Circle K International

Summer Board Meeting
Minutes
July 29th, 2017

CKI[®]
Circle K
International

Summer Board Meeting

Agenda

Saturday, July 29, 2017 | Queens College in New York, NY

- I. Call to Order
- I. Pledge of Allegiance
- II. CKI Pledge
- III. Introductions
- IV. Old Business
 - A. Approval of the DOTC Board Meeting Minutes
 - B. District Committees
 - C. MBRFs
 - D. Board Update Emails
 - E. Slack, Trello, Google Drive
 - F. CKIx comments
 - G. KDCON
 - H. District Project Goal Update
- V. Board Member Reports
 - A. District Secretary Julia Dressler
 - B. District Treasurer Kate Wong
 - C. District Editor Becca Lopez
 - D. Lieutenant Governor Updates
 - E. Alumni & Kiwanis Family Relations
 - F. Awards
 - G. Club Building and Strengthening
 - H. Conferences & Conventions
 - I. Laws and Regulations
 - J. Marketing



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- K. Service Initiatives
- L. Technology
- VI. New Business
 - A. District Events
 - 1. DLSSP
 - 2. New York Speaking
 - 3. DCON
 - B. Upcoming Board Meetings
 - 1. DLSSP
 - 2. Tri-K
 - 3. January Board
 - 4. February Board
 - 5. Pre-DCON
 - C. Board Apparel and Badges
 - D. Business Cards
- VII. Adjournment

Attendance

Presiding Officer

District Governor Jack Curzon

Voting Board Members in Attendance

District Secretary Julia Dressler

District Treasurer Kate Wong

District Editor Rebecca Lopez

Capital Division Lieutenant Governor Letian Zhang

Empire Division Lieutenant Governor Jachelle Luma

Iroquois Division Lieutenant Governor Sandra Wong

Liberty Division Lieutenant Governor Kristian Mosquito

Seneca Division Lieutenant Governor Tyler Reimold

Southern Tier Division Lieutenant Governor Nikita Lee

Western Division Lieutenant Governor Sayef Iqbal

Voting Board Members Not in Attendance

Hudson Valley Division Lieutenant Governor Ashley Cimato

Long Island Division Lieutenant Governor Asad Moughal

Non-Voting Board Members in Attendance

Alumni Kiwanis Family Relations Chair Michelle Feng

Awards Chair Grace Rosado

Conferences & Conventions Co-Chair Peony Tse

Historical Sub-Chair Ethan Samowitz

Laws & Regulations Chair Tracy Tin

Marketing Co-Chair Edgar Hu

Service Initiatives Chair Ryan Coffey

Non-Voting Board Members Not in Attendance

Executive Assistant John Trino

Club Building & Strengthening Jackie Healy

Conferences & Convention Co-Chair Sarah Moughal

Technology Chair Andrew Hoover

Marketing Co-Chair Rongfei Jang



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Guests in Attendance

City College of New York Circle K Member Justin Bennett
Queens College Circle K President Amanda Migdal

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 10:00am
 - B. Queens College in New York, NY
- II. Pledge of Allegiance
 - A. Led by Iroquois Lieutenant Governor Sandra Wong
- III. CKI Pledge
 - A. Led by Capital Lieutenant Governor Letian Zhang
- IV. Introductions
 - A. Introductions
 1. Each member in attendance shared name and position
 - B. Parliamentary Procedure Recap
 1. Jack reviewed procedure
- V. Old Business
 - A. Approval of the DOTC Board Meeting Minutes
 1. Empire Division Lieutenant Governor Jachelle Luma moves to approve the DOTC Board Meeting Minutes
 - a) Western Division Lieutenant Governor Sayef Iqbal seconded
 - (1) No Discussion
 - (2) **Motion passes** with 10 in affirmation, 0 opposed, and 0 abstentions
 - B. District Committees
 1. We have started adding members, however we will have rolling applications for some committees going forward.
 - C. MBRFs
 1. Due on the 5th of every month
 2. Pull it up on your computer today to reference for your report
 3. Submit on nycirclek.org/mrf
 - D. Board Update Emails
 1. Will keep them in plain text instead of mail chimp to keep them straight forward
 2. Will never send out more than 1 a month
 - a) All other contact will be more one-on-one emails or via slack
 - E. Slack, Trello, Google Drive
 1. All board members now have access to slack



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- a) Will give Exec board members access to LTG Slack Channel so they can post updates
 2. Committee Chairs are welcome to add committee members to their boards on trello
 3. Everyone now has access to drive and all have their own folders within as well
- F. CKIx Comments
1. Kristian- great experience, meet people from all around the world
 2. Kate- LSSP was a great time and great opportunity to meet the community
 - a) Julia- those who went, please remember to report service hours to your club
 3. Johnny K- What did you think of the speakers
 - a) Split, liked some, disliked others
 4. Jack- enjoyed having convention with Key Club but would like to see them work more on the dynamic
- G. Kiwanis DCON
1. Held at Lake Placid, last weekend of August
 2. Becca, Ryan, Sandra, Jack, Tracy, and 3 non board members will be attending
 - a) Will be split between interns and guests
- H. Governor's Project Goal Update
1. Liberty Lieutenant Governor Kristian Mosquito moves to amend our Governor's project fundraising goal from \$3,000 to \$7,000
 - a) No Second
 - b) Motion killed
 2. Ryan- Can committee chairs participate in vote on the Governor's Project goal update?
 - a) Greg- In order for that to occur you would need to have voting members at house of delegates vote on it so there is no way to do so now
 - b) Johnny K- You can move to allow them to speak on the motion, just not vote
 3. Liberty Lieutenant Governor Kristian Mosquito moves to allow all members partake in discussion on the Governor's Project goal update
 - a) Capital Lieutenant Governor Letian Zhang seconded
 - b) No discussion



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- c) **Motion passes** with 10 in affirmation, 0 opposed, and 0 abstentions
- 4. Liberty Lieutenant Governor Kristian Mosquito moves to amend our Governor's project fundraising goal from \$3,000 to \$7,000
 - a) District Editor Rebecca Lopez seconded
 - b) Discussion
 - (1) Sayef- doubling our goal doesn't make sense, thinks \$5000 is more realistic that way we don't get rid of all the progress that has been made so far
 - (2) Tyler- goals should not be realistic, we could get to \$7000
 - (3) Letian- we should be safe and put it at \$5000, then if we exceed it, it will look better
 - (4) Kristian- doubling from 3 to 6,000 would make sense, we should push it more
 - (5) Kate- It makes sense to raise the goal but you are only fundraising for one project. We should encourage supporting our other initiatives as well
 - (6) Sayef- doesn't think we should focus that much on one project, give club's freedom to choose what they are passionate about
 - c) **Motion fails** with 2 in affirmation, 7 opposed, and 1 abstentions
- 5. Southern Tier Lieutenant Governor Nikita Lee moves to amend our Governor's project fundraising goal from \$3,000 to \$5,500
 - a) Empire Division Lieutenant Governor Jachelle Luma seconded
 - b) Discussion
 - (1) Tyler- \$5,500 is a weird number, might as well make it \$6000
 - (2) Kate- it will reflect poorly if we change number, one club having one event should not make us change our goal
 - (3) Ryan- should change it to \$6,630 to nod to the fact that there are still 663 million people without access to clean drinking water
 - (4) Kristian- might as well make the goal larger since we have an international project with UNICEF WASH so funds raised for that would count toward Governor's Project as well
 - (5) Julia- shouldn't raise goal too high because we should also focus on just raising awareness



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- c) Western Lieutenant Governor Sayef Iqbal moves to amend the motion to raising our Governor's Project fundraising goal from \$3,000 to \$6,000
- d) Liberty Lieutenant Governor Kristian Mosquito seconded
- e) Discussion
 - (1) Kristian- it is simply doubling our original goal so it makes sense
 - (2) Letian- how can you expect other club's to reach CCNY's success? You can't expect all club's to or want to focus so much on the Governor's Project
 - (3) Becca- No guarantee any club can raise as much as CCNY
 - (4) Kristian- but with about 40 clubs that would ask every club to raise about \$100
 - (5) Julia- Sayef, what changed your mind? Earlier you stated we shouldn't double
 - (a) Sayef- Realized a lot of clubs will get involved and Kristian brought up how UNICEF WASH funds could also fall under Governor's Project
 - (6) Kate- if we double we only need each club to have one project, which is attainable for any club
 - (7) Becca- we are already almost halfway through the service year, we have only had one club involved
 - (8) Ryan- Spoke at Key Club DCON about thirst project and they raised \$700 with his help, could that \$700 go to our fundraising goal?
 - (a) Kate- asking if you can report money on behalf of CCNY?
 - (b) Jack- would say yes since he helped
 - (c) Becca- but if key club reported it, it would be counted twice
 - (9) Ryan- would any board member be willing to raise it to \$6,630 (as a nod to the 663 Million people without access to clean water) contingent on him being able to report the \$700
 - (10) District Secretary Julia Dressler moves to amend the amendment to the motion to change the Governor's Project Fundraising Goal to \$6,630, contingent on Ryan



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being able to report an additional \$700 raised from his talk at Key Club DCON, if not the fundraising goal will be raised to \$6,000

(a) Seneca Lieutenant Governor Tyler Reimold seconded

(b) No Discussion

(c) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions

(11) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions

f) **Motion passes** with 9 in affirmation, 0 opposed and 1 abstentions

I. Board Member Reports

1. District Secretary Julia Dressler

a) District Goal Progress

(1) Service Hours: 2057, 10.3%

(a) In 2016-2017, we had 4705 by July, 3072 in april alone

(b) In 2015-2016, we had 5070 by july, 3191 in april alone

(c) We are way lower than normal, need to work together to catch up and start of the year with a bang

(2) Interclubs: 20, 16%

(3) K Family Events: 26, 17.3%

(4) Socials: 9

(5) Total funds raised: \$2800, 9.3%

(a) Governor's Project: \$2800, 93%

(b) District Project: \$0

b) MRF Progress

(1) Following divisions have perfect submissions: Iroquois, Hudson Valley and Southern Tier

(2) All other divisions have at least one school that hasn't adjusted to at least one of the forms

(a) Sat down with all LTGs last night about plan of action and all know where they have to go from here

c) Committee Meeting Minutes

(1) Only received from Awards Committee and Service Initiatives Committee



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- (2) Missing Con-Con, Marketing, K Family and Technology so far since they have had meetings
- d) MRF Incentive
 - (1) Looking to do MRF Incentive by division but don't know how to make it fair since some divisions only have one or two schools
 - (a) Jachelle- raffle with the Divisions that have done them all
- 2. District Treasurer Kate Wong
 - a) Expense Report
 - (1) Past few months have been spent on board traveling, DOTC, DCON, Postage and Misc.
 - b) Dues Incentive
 - (1) Remember, goal is to increase membership by 20%
 - (2) Try to get clubs to submit dues early to make the Early Bird deadline
 - (3) International dues are calculated by the size of the club, most clubs will pay either \$450 or \$600
 - c) Dues Deadlines
 - (1) Early bird deadline is Oct 1st
 - (2) Regular deadline is Nov 1.
 - (3) Inactive as of Nov 30 if dues aren't paid
 - (a) If Inactive in the past they need to pay or they will likely become suspended
 - (4) Important to make sure treasurers have access to MUC as that is where they must pay dues
 - (a) Kate has reached out to 5 treasurer's or so and haven't been able to log in yet
 - d) Voucher Submission
 - (1) Email to Kate, Jack and Johnny K
 - (2) Reimburse for any fees in regards to Circle K
 - (3) Jack- if you ever submit a physical voucher Kate won't have copy then and her records won't be up to date; always make a copy for Kate if it is a physical voucher
 - (a) Edgar- could also just take a pic and send it to Kate
 - (4) Peony- Can committee chairs get money for travel?
 - (a) Edgar- last year committees didn't use budget so could use budget toward that, some board member normally drives you
 - (b) Tyler- there is only so much money to allocate



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- (c) Jack- you can already use the money that is allocated to your committee for travel at your discretion
 - (i) Kate- just remember you'd be taking money away from committee
- (d) Peony- wouldn't feel comfortable taking money away from Con Con committee
- (e) Jack- money would come from the \$300 for the committee not the budget toward conventions
 - (i) Couldn't change the budget until next year because it has already been approved but at end of this year let Johnny K know and could potentially add Committee Chair travel to budget
- (5) Fundraising Report Form
 - (a) Made a new form
 - (i) Only NYU and RPI have used it
- 3. District Editor Becca Lopez
 - a) Circling the Empire
 - (1) first edition went out June 15th, one for each season
 - (2) will email you for articles and if everyone could cooperate and respond that would be great
 - (3) Johnny K- make sure it's posted on the website
 - b) Directory and mailing lists
 - (1) Missing Ethan and Rongfei's info
 - (2) Will reach out to each of you about your newsletters
 - (a) Make sure you CC me on them so I can give feedback
 - c) ERF Progress
 - (1) 34 clubs have them submitted
 - (a) Missing at least one club's ERF from each division, excluding Seneca and Hudson Valley
 - (2) Need you all to push to get them in as soon as possible
 - (3) To address those who may not see newsletters as important: you need them to stay in touch with all members of division and keep clubs updated on all that is going on
 - (a) Kate- do you want them updating the ERF during the year?



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- (i) Becca- would rather them contact the LTG and then have them submit the ERF, more beneficial to have LTG find out first
- 4. Lieutenant Governor Updates
 - a) Jack- currently inactive are Utica, Queens, Marist and Hartwick; suspended are Buffalo State and LIU Post, please touch on these schools during your reports
 - b) Western Lieutenant Governor Sayef Iqbal:
 - (1) Communications with K-Family
 - (a) has not been in contact recently
 - (b) has been invited to Niagara Frontier South Kiwanis Divisional
 - (c) main advisor is Eric Paul and will be reaching out to him soon to update him on progress
 - (2) Communications with Clubs
 - (a) Reached out to each Club President through skype to talk about club fairs, dues, divisional, kiwanis relations, and district events
 - (3) Club Building Updates
 - (a) has 4 Clubs
 - (i) UB and Canisius doing well
 - (ii) Niagara U does things differently and is struggling a little bit
 - (iii) Buff State has president but has someone else willing to step up, hasn't been pushing them as much but once August hits we will push getting Buff State up and running
 - (4) Next Divisional
 - (a) Will be held right after Labor Day at Canisius College
 - c) Capital Lieutenant Governor Letian Zhang
 - (1) Communications with K-Family:
 - (a) no contact with Key Club
 - (b) invited to Steak Roast with Troy Kiwanis but can't attend
 - (c) Is on Kiwanis email list to keep in the loop
 - (2) Communications with Clubs:



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- (a) In Contact with three out of five clubs: RPI, HVC and Russell Sage
- (b) Has no contact info for University at Albany, working to find contact
- (c) Isn't in contact with Cobleskill but they have a good secretary so he isn't too worried
- (3) Club Building Updates:
 - (a) RPI and Cobleskill both have good secretaries
 - (b) Needs to get HVC to fill out MRFs
 - (c) Russell Sage has no Secretary but Club President has stepped up and will fill out MRFs while looking for someone to fill position
- (4) Next Divisional:
 - (a) September, once everyone gets school schedules
- d) Seneca Lieutenant Governor Tyler Reimold
 - (1) Communications with K-Family:
 - (a) Works closely with Kiwanis Counterpart, however, Kiwanis Division as a whole has not been very involved with CKI in the past
 - (b) Has briefly met Key Club LTG
 - (2) Communications with Clubs:
 - (a) Is in contact with all clubs
 - (i) Have had very open communication
 - (3) Club Building Updates:
 - (a) Brockport Secretary resigned but has an awesome President
 - (b) St. John Fisher President and VP quit
 - (i) Immediate Past President is very active
 - (4) Next Divisional:
 - (a) Has officers training via skype with Sandra August 7th
 - (b) Next in person divisional is September or October
 - (i) Will be scheduled around Kiwanis event since he has to come from out of state
- e) Empire Lieutenant Governor Jachelle Luma



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- (1) Communications with K-Family:
 - (a) Has met two counterparts
 - (b) Haven't met all Kiwanis Counterparts year
 - (c) Working with one Kiwanis Club to charter Brooklyn college in the future
- (2) Communications with Clubs:
 - (a) Has contact information for all clubs
 - (i) However, Vaughn is unresponsive
- (3) Club Building Updates:
 - (a) All clubs are active except Queens
 - (b) Possible charter at Brooklyn College
- (4) Next Divisional:
 - (a) Once in contact with all clubs, will plan President's Summit
 - (b) Divisional to be focused on service for District or Governor's Project
- f) Iroquois Lieutenant Governor Sandra Wong
 - (1) Communications with K-Family:
 - (a) In contact with all Key Club and Kiwanis Counterparts
 - (2) Communications with Clubs:
 - (a) Has good contact with all Club Officers
 - (3) Club Building Updates:
 - (a) Colgate recently submitted chartering paperwork
 - (b) Utica is inactive
 - (i) Once school year starts they will hopefully get them active again
 - (c) Syracuse and Oswego are starting to plan semester
 - (i) Will attend both club fairs to help recruit
 - (a) Jack- side note: you can get free brochures to use at Club Fairs from Kiwanis, will send along the link in Slack



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- (4) Next Divisional:
 - (a) Officers training via Video Chat on August 7th
- g) Southern Tier Lieutenant Governor Nikita Lee
 - (1) Communications with K-Family:
 - (a) Has attended few kiwanis meetings and will go to high school Key Club once school starts up
 - (i) Club Advisor is new Kiwanis LTG
 - (b) Need to contact Key Club counterpart
 - (c) Kiwanis Club is having garage sale August 12th and will attend
 - (d) Will talk with Kiwanis Clubs in the area to see if they have building where we can hold Day of Service
 - (2) Communications with Clubs:
 - (a) Will call officers individually to motivate them for the new school year
 - (b) Plans to attend all club fairs
 - (3) Club Building Updates:
 - (a) Hartwick is inactive and will probably be suspended because they are having a lot of trouble and current President is losing motivation
 - (b) Cortland just chartered May 5th and will get President to fill out ERF/MRF and will help with recruitment
 - (c) Elmira and Ithaca are doing a little low on service hours so will help them get more hours
 - (4) Next Divisional:
 - (a) Early September will hold officer training for division
 - (b) Talked to Josh (Kiwanis Counterpart) about maybe doing rebuilding of patio that was built by Kiwanis
 - (i) Will work with City Council and do that for divisional
- h) Liberty Lieutenant Governor Kristian Mosquito
 - (1) Communications with K-Family:
 - (a) In contact with both Division 10 and Division 11 Key LTGs
 - (b) Met and attend many events with METropolitan Kiwanis Division and Kiwanis LTGs



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- (c) Attended Key Club Division 11 Divisional, Metropolitan Kiwanis Division Election, Kiwanis Fundraiser, Anti-Bullying Walk, Home Club Sponsoring Kiwanis Meeting
- (d) Will attend Installation for Kiwanis next
- (2) Communications with Clubs:
 - (a) Has been in contact with all officers at least once
 - (b) Understands that CKI is not priority right now
 - (c) Has had monthly meetings with Presidents to try to figure out clubs and atmosphere
 - (d) Plans on attending August club planning meetings
- (3) Club Building Updates:
 - (a) Most clubs are doing fine
 - (b) Hunter College needs a Vice President
 - (c) Lehman had whole new board elected recently but should be fine under leadership of new President
 - (d) Baruch has new President and maybe completely new board
 - (e) Pace University wants to charter
 - (i) May make an umbrella club for time being
 - (f) Columbia may try to charter
 - (g) Will try to attend first meeting for all clubs, esp. those who need him
- (4) Next Divisional:
 - (a) Originally planned with Jachelle and Asad but not working
 - (b) May postpone or just do Liberty divisional for summer
 - (c) In October will do Light the Night as a division
- i) Northern Division Liaison Nikita Lee
 - (1) Communications with K-Family:
 - (a) Hasn't communicated with any of their counterparts yet



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- (2) Communications with Clubs:
 - (a) Will reach out to Presidents and Skype in for first meetings
- (3) Club Building Updates:
 - (a) Will work to get all of their MRFs in
- (4) Next Divisional:
 - (a) Doesn't mind making the drive for one divisional in the fall and one divisional in the spring
 - (i) Becca- sidenote, works for Kiwanis Cares and could get them to come do a presentation for divisionals
- 5. Lunch Recess 11:43am - 1:01pm
- 6. Alumni & Kiwanis Family Relations Committee Chair Michelle Feng
 - a) Kiwanis Family Picnic
 - (1) Held Saturday, August 12th
 - b) Open to possible event ideas for rest of year
 - (1) Julia would like possible upstate K Family Picnic
 - c) Appointed Sub-Chairs for each branch of the K Family
 - d) Will work on linked in group that Past Governor Jerry Cimo started
- 7. Awards Committee Chair Grace Rosado
 - a) Awards Survey
 - (1) Will have everything the same as last year
 - (2) All that fill it out will be entered in raffle for Gift Card
 - b) Allison- people may not feel comfortable nominating themselves for Awards
 - (1) Jack- Get some responses from survey, last year it was changed so that it is more fair and not based on good essays from other people
 - (2) Julia- maybe require both letter from themselves and a nominator?
 - (3) Ryan- can we change scholarship application format?
 - (4) Johnny K will ask foundation but is doubtful
 - c) Held first meeting on July 26th to get to know everyone
 - d) Membership Recognition Program
 - (1) Possible award for Member of the District
 - (2) Each President nominate a member and then pick who would be the best as a committee
 - (3) Will keep all other awards the same
 - e) Committee membership is a lot from downstate
 - (1) Would like a more diverse group



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- (a) Jack- Upstate LTGs look out for members to join committee
- 8. Conferences & Conventions Co-Chair Tse Peony
 - a) DLSSP Planning Update
 - (1) Registration
 - (a) Form is created but is being edited
 - (b) Some are uncomfortable with housing with opposite gender
 - (c) Will arrange housing based on who is comfortable with what
 - (d) Will include busing reservation for downstate, will have to pay via paypal when they register in order to prevent people from dropping out last minute
 - (e) Will be up very soon
 - (f) Jack- need to talk about cost, last year had grant to help reduce cost
 - (i) Johnny K- price this year would need to be \$30 (includes tees)
 - (ii) Letian- should plan for the worst case scenario and raise price
 - (iii) Rich- People normally won't come to events if they don't pay right away; We could charge the \$30 and then if we get the grant either pocket the money for later, give refund, give to cause
 - (iv) Ryan- should charge \$15 regular fee, \$15 bus, don't include t-shirts and have them purchase them separately; We could pick up \$5 per person since camp charges \$20 per person
 - (v) Johnny K- Camp charges almost \$3,000 for food alone
 - (vi) Ryan- Last year we had 160 people, paid \$4 per meal
 - (vii) Ryan- What happened to the \$2000 we received from Kiwanis last year?
 - (viii) Johnny K- This year \$2000 from Kiwanis is going to scholarships
 - (ix) Ryan- Doesn't like the idea of tripling the cost in one year



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- (x) Rich- The problem is we shouldn't have only charged that much last year, it's unsustainable; We don't want to lose money
 - (xi) Becca- Members don't know that we apply for that grant; Should charge more and the extra money if we get grant could go anywhere
 - (xii) Jack- Last year we already had the grant at this time
 - (xiii) Peony- Talk more about this later on
- (2) Website
- (a) New website just for DLSSP?
 - (i) Not necessary
- (3) Social Media
- (a) FB event page
 - (b) Graphics
 - (c) FB Cover photo
 - (i) Please make as your cover photo once it is released
 - (d) Will not have snapchat filters for this convention because most people don't have service anyway
- (4) Service
- (a) CONCON is not handling this task this year
 - (b) Service Initiatives Committee will take that responsibility
- (5) Transportation
- (a) LTGs should start talking to Kiwanis for sponsoring
 - (b) Everyone will need to have confirmed mode of transportation
- (6) T-Shirts
- (a) Marketing Committee will help design t-shirts
- (7) NYS and DCON themes addressed later in meeting
9. Laws and Regulations Committee Chair Tracy Tin
- a) Haven't had committee meeting yet
 - (1) Will in the next week
 - b) Will begin reaching out to Club Presidents to look at club bylaws
 - c) Will work with committee to review our District Bylaws
 - d) CKIx HOD Update



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- (1) One subregion had situation where it was a tie when voting for their trustee and there was nothing in place to solve a tie breaker
 - (2) We will work on brainstorming different ways to solve tie-breaker to add to our bylaws as well as submitting amendment to international
 - (a) Rich- At DCON we keep the Governor's ballots separate and keep it as the tiebreaker; not in bylaws, but is tradition
 - e) Possibly changing our voting process to digital
 - (1) Johnny K- We don't have enough people voting
 - (2) Possibly do it online?
 - (3) Allison- There is no way to make sure that everyone votes once and only once
 - (4) Rich and Greg- It takes us literally 5 min to count the votes; there is no need
 - f) NYCKI Policy Code Amendment accepted
 - (1) Last year we submitted a change in breakdown of time submission for candidacy and it has recently been approved by international
10. Marketing Committee Co-Chair Edgar Hu
- a) Posting schedule update
 - (1) Currently posts sporadically but will hand over to committee member shortly
 - b) Post submission/request process
 - (1) At the moment you can simply email the request to Edgar
 - (2) Once Rongfei is back and school starts she will take care of more of the submission process and logistics of it all
 - c) Snapchat takeover process
 - (1) Make sure to snapchat NYCircleK while at events
 - d) Videos
 - (1) DLSSP Promo
 - (a) Someone on committee will make and it should be released shortly
 - (2) Governor's Project promo
 - (a) Filming tomorrow at the walk
 - (b) Will be released for Service Saturday
 - e) DLSSP Promo Plan
 - (1) Make shirt design
 - (2) Facebook Page



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- (3) Facebook Header
- f) Historical Sub-Chair Ethan Samowitz
 - (1) Working with Marketing Committee
 - (2) Will create content and look into past events that we have held
 - (3) Could interview people at conventions
 - (4) May take up Humans of Circle K
 - (a) Sayef is admin for Humans of Key Club and can help
- 11. Service Initiatives Committee Chair Ryan Coffey
 - a) Service In the Summer
 - (1) Marketing created header
 - (2) Helped connect members from Sandra's Division to other Circle K clubs during the summer
 - b) Project presentations
 - (1) Will share at the end of the meeting
 - (2) LTGs can take workshops and present them at trainings to inform people on amazing projects we have
 - c) Service Project Tomorrow
 - (1) Decorate sidewalk with chalk
 - (2) Advocate and hand out mini water bottles
 - (3) Wear Thirst Project shirts or blue t-shirts
 - (4) Be energetic and engaging
 - (5) This is one of the first times doing this project in NYC so be patient if people aren't receptive right away
 - (6) Will have about 15 people in attendance
 - (a) Ethan, Sayef and Kate can not attend
 - (b) Everyone else should arrive around 9:30-10:00am
 - d) Service Saturdays
 - (1) Members write blog post about service project and we work with Marketing Committee to post them every Saturday
 - (2) If you notice it's a club from your division make sure to share them in your division group to help recognize them
 - e) Warm beginnings project
 - (1) We will collect baby products
 - (a) Find a store and hand out flyers as customers walk in asking them to donate and when they come out we collect any products they bought for the cause



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- (i) Good to collect items this way as college students won't really go out to buy baby products
 - (ii) Rich- We could also visit senior centers and see if they are willing to donate knitted bags and blankets
 - f) K Family Picnic
 - (1) We are handling the ice breaker portion
 - (a) Let us know if you have any ideas of some that you would like to have included
 - g) In House Service Projects
 - (1) We will have a list for September that you can share with their clubs
 - h) Collaboration with Con-Con on DLSSP
 - (1) We will handle all of the service activities for DLSSP
 - i) Time Capsule
 - (1) Ryan- Might be a good idea to write letters to ourselves that we can read at the end of the year to see how we've grown
12. Technology Committee
- a) Chair Andrew Hoover is not present
 - (1) District Governor Jack Curzon gives brief update
 - b) Website Post Submissions
 - (1) When submitting request for social media make sure to have Andrew put on website as well
 - c) Division Pages
 - (1) You all have a division tab on the website
 - (2) Let Andrew know of any materials you would like to have posted

VI. New Business

A. District Events

1. DLSSP

- a) Sept 22-24, 2017
- b) Kamp Kiwanis in Taberg, NY
- c) Board Meeting Friday or Saturday?
 - (1) Jack- In the past it has been Saturday Afternoon or Friday Evening
 - (2) Ryan- Liked Friday evening
 - (3) Jack- Liked Friday evening



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- (4) Jachelle- Friday evening was convenient because it was right after everyone arrived
- (5) Kristian- Make sure to have it late enough at night so everyone is there
 - (a) Ryan- Last year it was at midnight
 - (b) Jack- Will survey when everyone is arriving to make sure the most people can attend
- d) Registration cost
 - (1) Liberty Division Lieutenant Governor Kristian Mosquito moves to set registration cost for DLSSP 2017 to \$30
 - (a) Capital Division Lieutenant Governor Letian seconded
 - (b) Discussion
 - (i) Sayef- Get rid of t-shirt and reduce the cost
 - (ii) Julia- We could have everyone bring their own shirts and we could tie-dye or paint them to save money
 - (iii) Peony- Tie-dye and fabric paint wouldn't work before hand because they wouldn't dry in time but we could make them later on
 - (iv) Kate- Why do we want the t-shirts? Better to lower cost and not have t-shirts at all
 - (v) Sayef- People attend because it's the first event and very cheap; Charging \$30 is a huge raise in price
 - (vi) Becca- We should still make t-shirts an option
 - (vii) Nikita- Could we get enough people to buy the t-shirts?
 - (viii) Jack- Pricing is tiered based on how many we order
 - (ix) Peony- Advertising it as an extra expense might drive people away from t shirt
 - (x) Ryan- Two situations, with grant keep price the same, if we don't get the grant raise the price
 - (xi) Julia- No matter what we should raise the price because if we don't we will end up having to do a huge increase in price if we don't get the grant in future years



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- (xii) Rich- even with no t-shirts, next year minimum for just the camp is \$20
- (xiii) Jack- if we get Pepsi grant within this week we can make out price contingent on the grant, otherwise we can't push back registration
- (xiv) Ryan- Last year we profited from DLSSP, we should be able to use last year's money
- (xv) Rich and Johnny K- Not how our budget works
- (xvi) Nikita- we should charge \$20 so we pay camp minimum and make t-shirt optional
- (xvii) Sayef- Don't set t-shirt cost rn until we know the interest
- (xviii) Peony- We can make bundles on the registration form, i.e. just registration, registration and t-shirt, etc.
- (xix) Rich- What do you think the highest that we can charge without losing interest?
- (xx) Kate- If we even put \$20 instead of \$15 members will wonder if it's worth it
- (xxi) Tyler- No matter how much we increase people will drop
- (xxii) Rebecca- In the past hasn't it been \$30 without including t-shirt? Technically, we are dropping price compared to past years
- (xxiii) Ryan- Circle Kers have short memories; they will only remember how little they paid last year
- (xxiv) Jack- It's not an option to go below \$20
- (xxv) Allison- Do we have to use their food? we used to bring our own food and it was a lot cheaper; We originally switched to their food because they weren't buying new food originally and couldn't keep old food
- (xxvi) Ryan- where do extra money that was budgeted for CKIx? Could we use that for DLSSP



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- (xxvii) Rich- We save that money for any other expenses we may inquire; also if we bring food we have to cook it
- (xxviii) Johnny K- Will they let us cook?
- (xxix) Rich- They might not want us in the kitchen; last year they did buy food to feed us in addition to any food they had
- (xxx) Jack- If we decide to buy our own food we can have a lower price but in the meantime we need to decide
- (xxxi) Rich- Last year they went overboard with food, if we explain we are on a tight budget maybe they could change the price
- (xxxii) Nikita- If we buy our own food set at \$15, if not \$20

(2) Southern Tier Lieutenant Governor Nikita Lee moves to set the price of registration (excluding t-shirt) at \$20 with the provision that Con Con Committee, Kiwanis Committee and District Governor Jack Curzon can at their discretion change the price

(a) District Editor Rebecca Lopez seconded

(b) Discussion

- (i) Jack- is their flexibility in the cost of food?
- (ii) Rich- We could figure out lunch on our own easily
- (iii) Becca- Could talk to Rebecca wednesday
- (iv) Tyler- what about t-shirts
- (v) Jack- Leave to Con-Con to figure out

(c) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions

(3) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions

e) Team Leaders

(1) Ryan- We will need a lot of people to help out so please consider being a leader

(a) Will use Service Initiative Committee Members and Conferences and Convention Committee Members as last resorts

2. New York Speaking

a) November 3-5, 2017

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- b) Georgian Lakeside Resort in Lake George
- c) Cost last year for stay was about 60 per person for quad
- d) Theme and tagline
 - (1) Held Closed Discussion
 - (2) Western Division Lieutenant Governor Sayef Iqbal moves to advise the Voting Board to make the theme for 2017 New York Speaking as decided upon by the Committee of the Whole
 - (a) Conferences and Conventions Committee Co-Chair Peony Tse seconded
 - (b) No Discussion
 - (c) **Motion passes** with 23 in affirmation, 0 opposed and 0 abstentions
 - (d) District Governor Jack Curzon temporarily suspends Committee of the Whole
 - (3) Liberty Division Lieutenant Governor Kristian Mosquito moves to accept the Committee of the Whole's recommendation for 2017 New York Speaking
 - (a) Capital Division Lieutenant Governor Letian Zhang seconded
 - (b) Discussion
 - (i) Ryan- Are we keeping the theme a secret?
 - (ii) Peony- Is it worth it to keep it a secret?
 - (iii) Jack- The theme gets announced at DLSSP anyway but in the meantime let's all keep the theme between us
 - (c) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions
- e) Keynote Speaker ideas
 - (1) Possible UNICEF WASH Speaker for NY Speaking
 - (2) Greg- Barbara Bush Jr. possible speaker for DCON
 - (a) Gathers students from different majors and tackle a problem
 - (3) Peony- Katie Meyler, CEO and Founder of More Than Me
 - (a) Time Magazine Person of the Year
 - (b) Peony has connection to someone who has personal relationship with Katie
 - (c) If we fundraise for her campaign then she would probably come
 - (d) About More Than Me-



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- (i) Katie went to Liberia to teach literacy and came into contact with girl who was prostituting herself
 - (ii) Her organization gives girls opportunity to go to school tuition free, provides them with health care, social workers, meals, clean facilities
 - (iii) Liberia government has President who want to implement it in every school
 - (iv) We would participate in campaign where we sell bracelets made by girls to raise money
- (4) Nikita- Bernadette Lim, Founder of Nonprofit, Women Speak
- (a) Past KIWINs District Governor
 - (b) In our age group so she would be relatable
- (5) Jack- Will hold voting board call within next month to try to figure it out

3. DCON

- a) March 16-18, 2018
- b) Voting board and Con Con chairs need to arrive Thursday the 15
 - (1) Will need to work to get out of classes because board meeting is held Friday morning
- c) Held at the Desmond Hotel in Albany
 - (1) Will be there twice before convention so we will know our way around
 - (2) \$9 per room increase
 - (3) IF we pay for rooms through Alumni Association we don't have to pay tax, however we would have to combine cost of registration and hotel
 - (a) Should we do this for NYS and DCON?
 - (b) Letian- RPI is subsidised for registration and hotel so that wouldn't help
 - (c) Rich- Every school pays differently
 - (i) A lot of clubs put in registration and forget about hotel and are then scrambling; Some just want to write one check
 - (ii) We need to give options
 - (iii) Room prices are different; Some fit more in a room
 - (d) Letian- RPI has to book room through their service



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- (i) Rich- Incorrect, all rooms go through him
- (e) Ryan- Allow clubs to choose; If schools don't have tax exempt then they can pay through alumni; We can just have an option on registration that if their school doesn't have tax exempt they can pay the Alumni Association
- (f) Rich- How will schools know how much they will pay? Not all schools have tax exempt
- (g) Ryan- We are talking about students paying out of pocket, those are the ones we want to help tax exempt
- (h) Rich- More and more people don't have checks which is why we had to go to paypal
- (i) Jack- If they would like to pay through foundation we will still have separate payment online; Circle Kers will have to work to find their own roommates and then have one of them pay the price for a full room
- (j) Johnny K- Reminder, we are trying to help them save money since we raised price
- (k) Rich- Schools are going to pay higher price unless they have tax exempt
- (l) Ryan- Students must figure it out and we will only accept full room payments
- (m) Becca- We can have form bring to them to separate page and they can choose if they would like to pay with our tax exempt
- (n) Rich- Need to have disclaimer on the form stating that if they do not pay through us they will pay tax; Also it's a plus for us because it will force people to find roommates
- (o) Rich- Give option on form for them to state that other person already made room payment
- (p) Jack- LTGs will really need to help them find roommates
- (q) Jachelle- Is it possible to have an app to help them find roommates?
 - (i) Jack- Pretty big project



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- (r) Rich- Whoever pays for the room needs to list ALL roommates, if they don't pay through paypal they will have to reserve on their own
- (s) Jack- If it doesn't work for NYS we don't have to use it for DCON; Have concept but will leave to Con Con to flesh out the details
- d) Which International Board member do we want to request?
 - (1) Options are generally, President, Vice President, Subregion F Trustee or Trustee at-large
 - (2) Johnny K- We have had President so many time; Used to be every District got a turn
 - (3) Jack- Will still invite Trustee even if we don't formally request him
 - (4) Informal vote
 - (a) President Justin Crofoot- 3 votes
 - (b) Vice President Eric Yan- 8 votes
 - (c) Subregion F Trustee Karl Uzcategui- 2 votes
 - (d) Trustee-at-Large Sebastian Vazquez- 1 vote
- e) Theme and tagline
 - (1) District Governor Jack Curzon reconvenes Committee of the Whole
 - (2) Ideas and Discussion
 - (a) Peony- Fairy Tale or Fantasy, Dungeons and Dragons, Knights and Fantasy
 - (b) Rich and Johnny K-Those themes makes it look ridiculous, we need to represent ourselves well; Fairy Tale will make us look childish
 - (c) Allison- Schools won't want to fund students to attend Fairy Tale Convention
 - (d) Jachelle- Super hero or Villain
 - (e) Nikita- Service through Time, how circle k has grown
 - (i) Peony- What DCON number we are at?
 - (ii) Rich- 57?
 - (iii) Peony- Save Service through Time for milestone years
 - (f) Jack- Not critical that we make a decision now
 - (3) District Governor Jack Curzon dismisses Committee of a Whole



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(4) Empire Division Lieutenant Governor Jachelle Luma moves to table the decision of 2018 District Convention theme

- (a) Liberty Division Lieutenant Governor Kristian Mosquito seconded
- (b) No Discussion
- (c) **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions

B. Upcoming Board Meetings

1. DLSSP

- a) Will get tracker out so that we can decide when exactly we have board meeting during convention

2. Tri-K

- a) November 17-19
- b) Desmond Hotel, Albany
- c) Limited space, usually restricted to voting board
- d) Board meeting with Kiwanis and Key Club
- e) Jack- Are we able to have part of our formal board meeting with Kiwanis and Key Club?

(1) Rich- Yes, as long as we choose portions of our board meeting that all branches would be interested in

3. January Board

- a) No dates until next board meeting
- b) Possibly hold at Cornell

4. February Board

- a) Voting Board only
- b) Awards Judging
- c) Desmond Hotel, Albany
- d) Wait until we get closer for date

5. Pre-DCON

- a) Desmond Hotel, Albany

C. Board Apparel and Badges

1. Name badges handed out

- a) Please wear at all Kiwanis events

D. Business Cards

1. Bring a few with you everywhere

E. District and Governor's Project advocacy training led by Service Initiatives Committee

1. We all need to be able to talk to our clubs knowledgeably about projects

VII. Adjournment



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- A. Liberty Division Lieutenant Governor Kristian Mosquito moves to adjourn at 4:08pm
 - 1. Western Division Lieutenant Governor Sayef Iqbal seconded
 - 2. No Discussion
 - 3. **Motion passes** with 10 in affirmation, 0 opposed and 0 abstentions



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Minutes taken by



Julia Dressler

Julia.Dressler@nycirclek.org

New York District Secretary

Circle K International