New York District of Circle K International
Board Meeting Minutes

May 2015 – District Officer Training Conference Board Meeting
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Saturday May 2, 2015 | Fine Arts Room 225, Binghamton University

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Attendance

Presiding Officer
District Governor Walaa Ahmed

Voting Board Members in Attendance
District Secretary Jerry Cimo
District Treasurer Joshua Hill
District Editor Alyssa Famolari
Capital Division Lieutenant Governor Aaron Skulsky
Hudson Valley Division Lieutenant Governor Sean Coyle
Iroquois Division Lieutenant Governor Edward Kroll
Liberty Division Lieutenant Governor Diane Choi
Long Island Division Lieutenant Governor Edgar Hu
Seneca Division Lieutenant Governor Terrell Merritt
The Southern Tier Division Lieutenant Governor Tina Lee
Western Division Lieutenant Governor David Wu

Guests in Attendance
Past Capital Division Lieutenant Governor Elizabeth McGuirk

Kiwanis Committee Members in Attendance
District Administrator John Keegan
Assistant District Administrator Alison Mandel
Assistant District Administrator Greg Faulkner
Assistant District Administrator Rich Hall
I. Call to Order
   A. Meeting was called to order at 9:16 AM EDT
   B. Fine Arts Room 225, Binghamton University

II. Pledge of Allegiance – Capital Division Lieutenant Governor Aaron Skulsky

III. Circle K International Pledge – Hudson Valley Division Lieutenant Governor Sean Coyle

IV. Approval of Post DCON Board Meeting Minutes
   A. District Governor Walaa Ahmed entertained the motion to approve the Post
      DCON Board Meeting Minutes
   B. So Moved Sean Coyle
      1. Lieutenant Governor Aaron Skulsky seconded
   C. No Discussion
   D. Motion passes with 7 in affirmation, 0 opposed, and 0 abstention

V. Approval of District Officer Training Conference Board Meeting Agenda
   A. District Governor Walaa Ahmed entertained a motion to approve the District
      Officer Training Conference Board Meeting Agenda
   B. So Moved Sean Coyle
      1. District Editor Alyssa Famolari seconded
   C. District Governor Walaa Ahmed entertained an amendment to start Board
      Training at 9:30 AM EDT rather than 10:30 AM EDT
         1. So moved Sean Coyle
            a. District Secretary Jerry Cimo seconded
         2. No Discussion
         3. Motion passes with 10 in affirmation, 0 opposed, 0 abstention
   D. No Discussion
   E. Motion passes with 10 in affirmation, 0 opposed, and 0 abstention

VI. Introductions
   A. District Governor Walaa Ahmed – Thanked everyone for coming and for putting
      in so much effort, especially so close to finals. Wants the board to be in agreement
      in our goals and visions. Board meetings do not have to be boring, be sure to stay
      engaged. The board will be discussing things important to the New York District.
      Parliamentary procedure and Robert’s Rules are something everyone will learn
      together, and we all must practice it. Parliamentary procedure will eventually
      become second nature to everyone. Teamwork and communication are vital, and
      thus every board member should have everyone’s phone numbers added from the
      directory into their phones.
   B. Assistant District Administrator Greg Faulkner’s email has changed, and the Board
      Directory will also be updated with District Administrator’s phone numbers

VII. Board Training
   A. Lieutenant Governor’s met with Assistant District Administrators Rich Hall and
      Greg Faulkner in Room 248 for the Lieutenant Governor training session
   B. The Executive Board met with Alison Mandel and John Keegan in Room 225 for
      the Executive Board training session

VIII. Lunch Break
A. Call to order
   1. Meeting was called to order at 1:51 PM EDT
   2. Fine Arts Room 225, Binghamton University

IX. Old Creative Discussions
   A. CKIx Attendance and Travel
      1. Voting Board Members registered for CKIx:
         a. Jerry Cimo, Edward Kroll, Diane Choi, Tina Lee, David Wu, Alyssa Famolari, Sean Coyle, Terrell Merritt, Josh Hill, and Walaa Ahmed (11 total)
      2. There is a total of 23 New York District Circle K members registered to attend CKIx, not including District Administrator John Keegan and Assistant District Administrator Greg Faulkner
      3. The Onto International Convention Committee will be updating the district with transportation logistics within the next week

   B. Committee Chair & Vacancy Appointments
      1. Conferences and Conventions Chair
         a. District Governor Walaa Ahmed entertained a motion to appoint Briana Saur as Conferences and Convention Chair
         b. So moved David Wu
            a. Lieutenant Governor Edgar Hu seconded
         c. No Discussion
         d. Motion passes with 11 in affirmation, 0 opposed, 0 abstention
      2. Aaron Skulsky moved to appoint the following:
         a. Jeffery Cheng as Alumni and Kiwanis Family Relations Committee Chair
         b. Ashley Cimato as Awards Committee Chair
         c. Luisanna Sosa as Social Initiatives Committee Chair
         d. Jack Curzon as Technology Committee Chair
         e. Sara Louie as Marketing Committee Chair
         f. Cindy Weng as Membership Development and Education Chair
         g. Josh Hill as Financials and Fundraising Chair
         h. Sara Lee as Governor’s and District Project Taskforce Chair
            a. Lieutenant Governor Diane Choi seconded
         i. No Discussion
         j. Motion passes with 11 in affirmation, 0 opposed, and 0 abstention
      3. Empire Division Lieutenant Governor
         a. District Governor Walaa Ahmed entertained the motion to appoint Alisha Morgan as Empire Division Lieutenant Governor
            a. So moved Sean Coyle
               i. Lieutenant Governor Aaron Skulsky seconded
         b. Discussion
            i. Alisha is a CKI Alumni who graduated from Queen’s College one year ago
            ii. She is a new member of St. John’s Circle K
4. Northern Division Lieutenant Governor
   a. District Governor Walaa Ahmed entertained the motion to appoint Annina Quarantello as Northern Division Lieutenant Governor
      i. Terrell Merritt so moved
      ii. Lieutenant Governor Sean Coyle seconded
      b. No Discussion
   c. **Motion passes** with 9 in affirmation, 0 opposed, and 2 abstentions

5. Executive Assistant
   a. District Governor Walaa Ahmed entertained the motion to appoint Elizabeth McGuoirk as Executive Assistant
      i. So moved Jerry Cimo
      ii. Lieutenant Governor Diane Choi seconded
   b. No Discussion
   c. **Motion passes** with 11 in affirmation, 0 opposed, and 0 abstentions

X. New Creative Discussion
   A. District Goals
   1. District Governor Walaa Ahmed entertains the motion to assign the New York District Circle K 2015-2016 Service Year Goals as:
      a. 25,000 service hours
      b. 100% Monthly Report Form submissions
      c. 1,234 total members
      d. 5 new clubs chartered
      e. $52,000 total funds raised
      f. 100 in attendance at the District Large Scale Service Project
      g. 150 in attendance at New York Speaking
      h. 200 in attendance at District Convention
      i. So moved Sean Coyle
         a. Lieutenant Governor David Wu seconded
      j. No discussion
      k. **Motion Passes** with 11 in affirmation, 0 opposed, and 0 abstentions
   2. District Governor Walaa Ahmed entertained the motion to set the New York District Circle K Eliminate Project Fundraising Goal at $16,000
      a. So moved Diane Choi
         a. Lieutenant Governor Edward Kroll seconded
      b. Discussion
         a. Elizabeth McGuoirk – The Eliminate Project is ending soon, and members may want to fundraise for other causes
         b. Jerry Cimo – Suggests setting a goal for all International Initiatives including UNICEF Six Cents
c. Sean Coyle - Reminds us that clubs will still fundraise for what they care about most, not necessarily what has been going on the longest, or is the newest

Sean Coyle moved to amend the motion to set a $10,000 fundraising goal for The Eliminate Project

a. Lieutenant Governor Aaron Skulsky seconded
b. No Discussion
c. Motion passes with 10 in affirmation, 0 opposed, and 0 abstentions

d. **Motion passes** with 10 in affirmation, 0 opposed, and 0 abstentions

XI. New York District Project

A. Walaa Ahmed entertained the motion to set the New York District Circle K District Project as the Thirst Project.

B. So moved Tina Lee
   1. Lieutenant Governor Edward Kroll seconded

C. No Discussion

D. **Motion passes** with 11 in affirmation, 0 opposed, and 0 abstentions

XII. Board Shirts / Badges

A. District Board polo shirts will be light blue, and the CKI seal will be on the left chest with each member’s name and position on the right chest

B. All board members must email District Governor Walaa Ahmed with their size and what name they would like on the shirt

XIII. Tech Savvy

A. NYCKI News
   1. Every week there will be a NYCKI News email campaign sent out by District Governor Walaa Ahmed to the entire district to update members with news and other important announcements and information

B. New York District Map
   1. We will be updating our website at www.nycirclek.org with a new map that illustrates the locations of all of our clubs across the district

XIV. Future District Events

A. International Convention
   1. New York District Shirts
      a. Lieutenant Governor Tina Lee will design our district shirts for CKIx with the help of newly appointed Marketing Committee Chair Sara Louie

   2. Delegate registration is due May 15th
      a. Circle K District Governors are delegates at large during the CKIx House of Delegates
      b. Delegate registration is an online form which all registrants were emailed, and must be filled out by your Club President

B. Summer Board
   1. Where/When
      a. Summer Board will be from July 24-26
b. The location is not yet determined, but we will try to accompany the majority of where people will be located during the Summer
c. It will likely be in the New York City area, as it is where the majority are located

2. Committee Chair Training
   a. Committee Chairs are strongly encouraged to attend Summer Board
   b. Committee Chair training will take place during Summer Board

C. Regional Training Conference
   1. We will not be having Regional Training Conferences for the 2015-2016 service year

D. DLSSP
   1. The District Large Scale Service Project (DLSSP) will be the weekend from September 25 – 27
      a. The newly appointed Conferences and Conventions Committee Chair and her committee will reach out to YMCAs throughout central New York for potential locations of DLSSP, specifically near Albany, Ithaca, Binghamton, Elmira, and Syracuse
      b. If you would like to help the Conferences and Conventions Committee plan DLSSP please contact District Governor Walaa Ahmed
   2. Club Officer Training at DLSSP
      a. We will hold a one or two hours Club Officer Training workshop at DLSSP this year
      b. We will be handing out resources compiled into one binder for each club at the workshop
      c. Topics of discussion at this workshop include understanding dues, recruitment and retention, tabling, fundraising, and club officer duties
      d. The Club Officer Training workshop will be useful to clubs so they can use a lot of our training materials at the start of the academic year
      e. This will give members a chance to attend training at our cheapest District event

E. New York Speaking
   1. New York speaking will be in Lake George, NY this year at the Georgian Resort Hotel
   2. New York Speaking is booked to be from November 6 – 8, 2015

F. Kiwanis Convention
   1. New York District Kiwanis is having their annual District Convention from August 14 – 16, 2015 in Albany, NY
   2. Up to three New York District Circle K Board members can attend
   3. If you are interested in attending please reach out to District Governor Walaa Ahmed
XV. Remarks from the Kiwanis Committee

A. Assistant District Administrator Greg Faulkner – This was a great weekend, and he has great feeling about the board and what is in store for this year.

B. Assistant District Administrator Alison Mandel – It is great that we talked about goals and committee chairs ahead of the board meeting. She is always here to help with issues and please call her any time if you need anything.

C. District Administrator John Keegan – Do not call him after 10:00 PM and not before 10:00 AM. If his wife answers the phone, ensure to make conversation and not just hang up—she likes to hear about how we are doing. If you have any problems with Kiwanis please talk to him first, because he can help you.

XVI. Adjournment

A. District Governor Walaa Ahmed entertained the motion to adjourn the meeting

B. So moved Terrell Merritt
   1. District Editor Alyssa Famolari seconded

C. No Discussion

D. Motion passes with 11 in affirmation, 0 opposed, 0 abstention

E. The meeting was adjourned at 2:22 PM EDT

Minutes taken by

Jerry Cimo – jerry.cimo@nycirclek.org
New York District Secretary
Circle K International