



New York District of Circle K International

**April 2016 - DOTC
Board Meeting Minutes**

DOTC Board Meeting

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Saturday, April 23, 2016 | Binghamton University in Binghamton, NY

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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

Capital Division Lieutenant Governor Brian Kenny

Empire Division Lieutenant Governor Jachelle Luma

Hudson Valley Division Lieutenant Governor Anthony Echevers

Iroquois Division Lieutenant Governor Edward Kroll

Liberty Division Lieutenant Governor Sara Louie

Long Island Division Lieutenant Governor Gianfranco Trotta

Northern Division Lieutenant Governor Emily Haller

Southern Tier Division Lieutenant Governor John Tirino

Western Division Lieutenant Governor Mohit Gogna

Voting Board Members Not in Attendance

Seneca Division Lieutenant Governor Katey Sackett

Guests in Attendance

Binghamton University Circle K Member Karandeep Singh*

Kiwanis Committee Members in Attendance

District Administrator John Keegan

Assistant District Administrator Alison Mandel

Assistant District Administrator Greg Faulkner

Assistant District Administrator Rich Hall

** Karandeep Singh joined the meeting in progress as marked at VI-G in the minutes.*

Meeting Minutes

- I. Call to Order
 - A. District Governor Jerry Cimo called to order at 9:09 am
 - B. Binghamton University in Binghamton, NY
- II. Pledge of Allegiance
 - A. Led by District Treasurer Edgar Hu
- III. CKI Pledge
 - A. Led by Lieutenant Governor Gianfranco Trotta
- IV. Introductions
 - A. Name Cards
 - i. Went around the room and each attendee introduced themselves briefly
 - B. Binders
 - C. Parliamentary Procedure Recap
 - i. The person who seconds the motion will have the first chance at discussion
- V. Old Business
 - A. Approval of the Post DCON Board Meeting Minutes
 - i. Northern Division Lieutenant Governor Emily Haller moves to approve the Post DCON Board Meeting Minutes
 - a. Capital Division Lieutenant Governor Brian Kenny seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
 - B. Election Report Forms
 - i. Terrell read off the clubs that still need to submit ERFs
 - a. HVCC, Siena, Colgate, Columbia, SUNY Potsdam, SUNY Cortland, Buffalo State
 - ii. Get them in ASAP so we can communicate effectively with our clubs
 - C. Committee Chair Applications
 - i. Great amount of applications (39 total)
 - ii. Encourage those not picked for the positions to stay involved and help them to work toward other leadership positions
 - a. Jerry will also be reaching out to them



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- iii. Those who applied for a chair that were not chosen will automatically be able to join committees as members
- iv. Wait to announce appointments to anyone until Jerry has contacted them

VI. New Business

A. Executive Assistant

- i. Capital Division Lieutenant Governor Brian Kenny moves to appoint Tina Lee as Executive Assistant
 - a. Iroquois Division Lieutenant Governor Ed Kroll seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions

B. Committee Chair Appointments

- i. Capital Division Lieutenant Governor Brian Kenny moves to appoint Michelle Feng as Alumni & Kiwanis Family Relations Chair
 - a. District Editor Terrell Merritt seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- ii. District Secretary Jack Curzon moves to appoint Nicole Chan as Awards Chair
 - a. Southern Tier Division Lieutenant Governor John Tirino seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- iii. District Secretary Jack Curzon moves to appoint Julia Antignani as Club Building and Resources Chair
 - a. Liberty Division Lieutenant Governor Sara Louie seconded
 - b. No Discussion
 - c. **Motion passes** with 12 in affirmation, 1 opposed, and 0 abstentions
- iv. District Secretary Jack Curzon moves to appoint Ryan Coffey as Conferences and Conventions Chair
 - a. Long Island Division Lieutenant Governor Gianfranco Trotta seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions



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- v. Southern Tier Division Lieutenant Governor John Tirino moves to appoint Jenna Spak as Historical Chair
 - a. District Secretary Jack Curzon seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- vi. Capital Division Lieutenant Governor Brian Kenny moves to appoint Ashley Cimato as Laws and Regulations Chair
 - a. Southern Tier Division Lieutenant Governor John Tirino seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- vii. Iroquois Division Lieutenant Governor Edward Kroll moves to appoint Karandeep Singh as Marketing Chair
 - a. Capital Division Lieutenant Governor Brian Kenny seconded
 - b. No Discussion
 - c. **Motion passes** with 12 in affirmation, 0 opposed, and 1 abstentions
- viii. District Editor Terrell Merritt moves to appoint Christina Maragioglio as Service Initiatives Chair
 - a. Empire Division Lieutenant Governor Jachelle Luma seconded
 - b. No Discussion
 - c. **Motion passes** with 12 in affirmation, 0 opposed, and 1 abstentions
- ix. District Treasurer Edgar Hu moves to appoint Miguel Uy as Technology Chair
 - a. Iroquois Division Lieutenant Governor Edward Kroll seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- C. New York District Project
 - i. Still need to pick a name, will motion without one for now
 - ii. Iroquois Division Lieutenant Governor Edward Kroll moves to set homelessness as the 2016-2017 District Project
 - a. Northern Division Lieutenant Governor Emily Haller seconded
 - b. No Discussion



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- c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- D. District Goals
 - i. District Secretary Jack Curzon moves to set the 2016-2017 District goals as follows
 - 1. Total Service Hours - 20,000
 - 2. District Project Service Hours - 1,000
 - 3. Governor's Project Service Hours - 1,000
 - 4. Total Funds Raised - \$35,000
 - 5. Membership - 1,234
 - 6. DLSSP Attendance - 130
 - 7. New York Speaking Attendance - 100
 - 8. District Convention Attendance - 250
 - 9. Month Report Form Submissions - 100%
 - 10. Interclub Events - 100
 - 11. Kiwanis Family Relations Events - 150
 - 12. Fellowship Events - 150
 - a. Hudson Valley Division Lieutenant Governor Anthony Echevers seconded
 - b. No Discussion
 - c. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
 - Total
- ii. Didn't discuss a chartering goal in the pre-meeting
- iii. Iroquois Division Lieutenant Governor Ed Kroll moves to set the 2016-2017 chartering goal as net +10 clubs
 - a. District Editor Terrell Merritt seconded
 - b. Discussion
 - 1. District Editor Terrell Merritt - we set standards high last year and did well, so it is possible to accomplish this
 - 2. District Secretary Jack Curzon - Asked for a point of clarification: will clubs currently in the chartering process will be included in this number or not?



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- I. If their official charter date does not fall under summer charters it will be included in this number
- II. Also noted that we should be sure to strengthen those already chartered this past year
3. Hudson Valley Division Lieutenant Governor Anthony Echevers - Emphasized that we should help those in the process of being chartered or ready to be chartered
4. Capital Division Lieutenant Governor Brian Kenny - Asked for a point of information: what clubs are ready to be chartered?
 - I. District Governor Jerry Cimo - Siena not officially chartered, although recognized on campus, CUNY Baruch recognized but not chartered, Cortland still has a while to go
 - A. Capital Division Lieutenant Governor Brian Kenny - Having trouble getting a response from his contact, she may not be the president anymore.
5. Assistant District Administrator Greg Faulkner - We need to consider active clubs that may be gone without support in the next year
6. Capital Division Lieutenant Governor Brian Kenny moves to amend the original motion and set the 2016-2017 Chartering goal as: chartering 3 clubs not already in the process of being chartered and revitalizing 3 clubs on top of completing the chartering for clubs already in the process
 - I. Iroquois Division Lieutenant Governor Edward Kroll seconded
 - II. Discussion
 - A. Iroquois Division Lieutenant Governor Edward Kroll - Clarified that this would mean, on top of those already in the process of chartering, we would need to charter 3 new clubs, and reactivate 3 suspended clubs
 - B. Hudson Valley Division Lieutenant Governor Anthony Echevers - Things work differently with different school's system when it comes to chartering



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- C. District Governor Jerry Cimo went through the list of clubs in the process of chartering and the point they are at
- III. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- c. District Governor Jerry Cimo moves to amend the language of the preceding motion from “revitalize” to “reactivate”
 - 1. Capital Division Lieutenant Governor Brian Kenny seconded
 - 2. Discussion
 - I. District Governor Jerry Cimo - It is hard to measure under the term revitalize as it is not a defined term, better to assign this as reactivate so measurable action can be made
 - 3. **Motion passes** with 13 in affirmation, 0 opposed, and 0 abstentions
- E. Lieutenant Governor Updates
 - i. Jerry -Focus on club status reports, communication, club officer training, and predecessor communication
 - ii. Capital Division Lieutenant Governor Brian Kenny
 - a. Elizabeth McGuoirk helped him to get in contact with clubs
 - b. Calling to see whats going on with HVCC
 - c. Russel Sage had elections, they’re doing well and submitted the ERF
 - d. State University at Albany - doing great, it was interesting to see a club so independent of the district
 - e. SUNY Cobleskill - doing excelling, Brian went to their executive board meeting, if they go to club tabling events, they get additional money for their budget
 - f. Siena - working on getting in contact, having a hard time
 - g. Is is possible to move some Capital clubs into Iroquois as it is growing?
 - 1. Rich - We have tried to stay with Kiwanis divisions, but have moved them in the past, as they grow keep this in mind as it makes more sense
 - 2. Brain - There are clubs in the division that are much closer to other division’s clubs, so this would allow for easier visits



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3. Jerry - Has thought about this, maybe focus on the current charters and get a better sense of the situation, really focus on HVCC since they are only two years and their year is ending, reach out to their sponsoring club because they are great
 - I. Rich - 2 year schools are hard to maintain because of the turnover in students
 - II. Johnny K - Going to call advisor at Cobleskill to see if he has any Hartwick connections
- iii. Empire Division Lieutenant Governor Jachelle Luma
 - a. Vaughn College and Queens focusing on accumulation of more members
 - b. Both have an e-board in place
 - c. Working on communication with Vaughn College
 1. Jerry - Form a relationship with this Kiwanis club, they communicated last year
 - d. Will start planning officer training after this weekend
- iv. Hudson Valley Division Lieutenant Governor Anthony Echevers
 - a. Had meeting with both presidents via Skype
 1. Went over status of clubs, talked about interclubbing, and Kiwanis
 2. Going to Poughkeepsie Kiwanis' meeting on Thursday to interact with them, let his club presidents meet in person
 - b. Marist is rebuilding, having problems with the student association in terms of dues, working on recruiting members and will hold elections in the next two weeks, good relationship with their Kiwanians
 - c. New Paltz - strong club, had elections a while back, looking to do club officer training in the next week,
 1. Only thing missing is building back a strong relationship with their Kiwanis, and this has improved from recent years.
 - d. Jerry - good that you're focusing on Marist, maybe think about Vassar as it is close with Marist
- v. Iroquois Division Lieutenant Governor Edward Kroll



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- a. Day of Service/Regional Training Conference
 - 1. Oswego, Syracuse, and Utica attended
 - 2. 30 in attendance, little unorganized but overall good
- b. Colgate, student activities board told them no to chartering last semester, because there is already a Rotary club
 - 1. They have been building up members and interest, going to talk to student activities again now with a stronger base
- c. Oswego is recognized and paperwork is submitted
- d. Utica - Trying to formulate plan for when to pay dues, Chris Martz waived the \$100 rechartering fee for them, will be officially reactivated in the fall
- vi. Liberty Division Lieutenant Governor Sara Louie
 - a. Baruch, Hunter, Lehman
 - 1. New or starting over, working on getting members, working with them this summer
 - b. Columbia needs an e-board, helping look for a club president
 - c. CCNY and NYU are doing good, NYU appointing editor
 - d. Working on making connections with Key Club LtG
 - e. Regional Training Conference with Long Island
 - 1. June 11th
 - 2. Anyone is welcome
 - f. Still need to meet with Kristina, she is putting together materials
- vii. Long Island Division Lieutenant Governor Gianfranco Trotta
 - a. Retention is a problem
 - b. Molloy recently chartered, working on getting attendee for ICON
 - c. Adelphi figured out how to access MUC
 - d. Stonybrook is doing fine
 - e. Not much contact with Hofstra
 - f. Communicated with Edgar a lot
- viii. Northern Division Lieutenant Governor Emily Haller
 - a. Northern needs to focus on strengthen bonds between schools



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- b. Potsdam needs to work on membership
 - 1. Having trouble with the e-board
 - 2. Do more fellowship events to build membership
 - 3. Jerry - They are losing their advisor, looking for new one
- c. Considered chartering SUNY Canton, have tried but the student government said no because their community service is already strong
- d. Clarkson getting a new faculty advisor as well
- ix. Southern Tier Division Lieutenant Governor John Tirino
 - a. Cortland is having trouble with student association
 - b. Hartwick could not get recognized on their campus last year
 - 1. Club President Olivia suggested charting a club at a nearby SUNY school
 - 2. Probably not a good idea to start satellite club
 - c. Wants to meet with Chris from Hartwick to help show their student association the benefits of the club
 - 1. Alison is going to Cortland Kiwanis meeting in May to see if one of their members works at the college and can help out, the club was recognized before
 - 2. Greg - Have we looked into the possibility of chartering the University level of SUNY rather than specific colleges?
 - I. This would allow membership on all 20 campus, maybe do this from Albany
 - II. There is a university student senate that represents the whole university that we could go to
 - 3. John - The student association at Cortland could still deny their club funding
 - I. Greg - They could get funding from the University level, downside is this may discourage members to build their own club, so we would need to set a policy

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4. Ed - This could help CKI become a preferred club as they would be available on all SUNY campuses and maybe help us strengthen ties with SUNY University
 5. Terrell - 9 SUNY clubs chartered, with 2 in the process, so this majority could give us leverage with the school on chartering for the rest
 6. Ed - These schools' clubs tend to be strong as well
 7. Jerry - Table this for now
 - d. Hosted joint Day of Service with Iroquois, only one club was able to attend for varying reasons of schedule conflict.
 - x. Western Division Lieutenant Governor Mohit Gogna
 - a. Needs to focus on Canisius and Buff State
 - b. Helping Buff state to fill e-board, membership around 10
 - c. Visited Canisius with Walaa and David, they have a lot of events planned
 - d. Niagara and U Buff are both strong
- F. Lunch Recess 11:58am-1:08pm
- G. Binghamton University Circle K Member Karandeep Singh joined the meeting
- H. DLSSP
- i. Date?
 - a. Set top three preferences for weekends
 1. September 16-18th
 2. September 23-15th
 3. September 9-10th
 - ii. Kamp Kiwanis in Taberg, NY
- I. CKIx 2016
- i. Toronto, Canada
 - ii. June 22-26, 2016
 - iii. Registration & Attendance
 - a. 17 people registered from New York
 - b. Early Bird registration rate of \$300 extended to May 15th
 - c. Several new clubs have members planning on attending



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- iv. Travel & Housing
 - a. Make sure you have your passport
 - b. Be sure to fill out OTIC Chair Walaa Ahmed's rooming survey
- v. T-Shirts
 - a. OTIC will be handling this, feel free to reach out to them with suggestions
- J. New York Speaking
 - i. November 4-6, 2016
 - a. Final date, hotel is booked
 - ii. Georgian Lakeside Resort in Lake George
 - a. We have requested the Terrace room, waiting to hear back from hotel
 - iii. We will be deciding the theme at Summer Board
- K. Tri-K
 - i. November 11-13, 2016
 - a. Date not final
 - ii. Location?
 - a. Yet to be set
- L. Kiwanis District Convention
 - i. August 18-21, 2016
 - ii. Buffalo, NY
 - iii. Kiwanis are looking into setting up something where in addition to Jerry and the three board members he can take, others can attend as "interns" who help out during the weekend in return for free attendance
 - iv. Who is interested
 - a. Definitely available - Jack, Edgar, Jachelle, Sara, Ed, Mohit
 - b. Maybe Available - Anthony, Terrell
- M. District Convention
 - i. Need to pick location
 - a. Rich clarified the pricing for each hotel
 - b. Anthony - Raddison is more comfortable, Hilton is more presentable, we need to make sure there are no mess-ups with food again



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- c. Jack - The hotel staff at the Raddison were not impressive and were responsible for many of the issues during the weekend
- d. John - With the Raddison they will not budge on picking up people from the bus station which is very difficult and hectic on our side in terms of coordinating
- e. Emily - With both hotels there was problems with meals that those with dietary restrictions had nothing to eat
- f. Mohit - Had to walk through one workshop room to get to another at Raddison
- g. Rich - We got lucky with the Raddison that they had room to accommodate all the last minute registrations we had, which the Hilton would not have be able to do
- h. Anthony - With the Raddison we mostly have it to ourselves
- i. Brain - U Albany may be able to taxi that weekend as they can get reimbursed for certain travel by their school
- j. Rich - How impactful is the difference in room pricing for our clubs?
- k. Ed - Are there other hotels we can look into?
 - 1. Rich - We can if anyone has suggestions, we can get bids and decide at a later date. We have usually held it in Albany due to ease of travel for most clubs.
 - 2. Ed - Inquired about Desmond hotel
 - l. Pricier, very large in comparison to our event, meeting rooms are cleared out bedrooms
- l. Terrell - Benefits and drawbacks to both, with the Hilton there were a lot of other large events going on at the same time as ours, in general liked being at the Hilton but physically it is very large for our attendance size, Raddison rooms are close together and easy to find
- m. Jerry - There is another, larger room at the Hilton that would serve best as a hall for our sessions. That in combination with the benefits of travel with Hilton put it at the top.



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- n. Rich - The difficulty with looking into new hotels is they usually ask for a guarantee on numbers early on, and we can't give that guarantee until much later than they request
 - o. Jerry - Edgar had an idea to give a discount to workshop presenters which can help increase attendance
 - p. Held informal vote on hotel choice
 - 1. Majority in favor of Raddison, some in favor of exploring other hotel options
 - I. Rich - We can provide the specifics to use when getting bids from other hotels.
 - 2. Johnny K - The Raddison and Hilton are expecting our decision by Monday, we may lose our dates with them if we don't confirm
 - 3. Brian moves to choose the Raddison as the DCON Hotel for the 2016-2017 year
 - I. Ed seconded
 - II. No Discussion
 - III. Motion **passes** with 13 in affirmation, 0 opposed, and 0 abstentions
 - q. March 17-19, Johnny K will confirm with hotel on Monday
- N. Summer Board Meeting
- i. Anthony will not be available
 - ii. Date?
 - a. July 29-31
 - iii. Location?
 - a. Sara - May have access to house in Pennsylvania for free
 - b. Emily - We might be able to stay at her house on Long Island
 - 1. Brian - could find local library for meeting
 - c. Brian - we could go camping, he has 22 person tent
 - 1. Greg - could probably get us a tent, could check with the National Guard, they have offered to us before



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- 2. Rich - availability may be hard in the summer, we can't confirm anything now because there is a lot to set up
- d. Greg - One of the schools on Long Island offers rentable dorms, not sure about pricing. Also consider an NYC Hostel?
 - 1. Jack - We could use NYU meeting space
- e. Brian - YMCA?
 - 1. Johnny K - There may be events going on in the summer
- f. Sara - Depending on date her uncle has a brownstone in Manhattan that could accommodate us
- g. Ed - Syracuse University offers free hoteling to groups using their meeting space
 - 1. Ed will send more info to Jerry about this
- O. Board Shirts & Badges
 - i. Badges
 - a. Jerry - Brain suggested one of the older version of the same tags with the seal on them
 - 1. We looked at the different version and gave input to Jerry
 - 2. Jerry will take into consideration and make decision.
 - ii. Other Apparel?
 - a. Windbreakers
 - 1. Jerry is going to look into it and make a choice
- VII. Remarks from the Kiwanis Committee
 - A. Johnny K - Good meeting, pleased with everyone's initiative, have a good summer. Be sure to get your passport!
 - B. Rich and Allison - Good meeting
- VIII. Adjournment
 - A. Capital Division Lieutenant Governor Brian Kenny moves to adjourn the meeting
 - i. Iroquois Division Lieutenant Governor Edward Kroll seconds
 - ii. Motion **passes** with 12 in affirmation, 0 opposed, and 1 abstentions
 - B. District Governor Jerry Cimo adjourned at 2:18pm

Minutes taken by



Jack Curzon

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New York District Secretary

Circle K International

