



New York District of Circle K International

February Board Meeting Minutes

February 8th, 2020

CKI[®]
Circle K
International

February Board Meeting

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Attendance

Present

Presiding Officer

District Governor Peony Tse

Voting Board Members in Attendance

District Secretary Naile Ruiz

District Treasurer Amna Bajwa

District Editor Jason Zhao

Capital Division Lieutenant Governor Zachary Stanke

Empire Division Lieutenant Governor Ayesha Alam

Iroquois Division Lieutenant Governor Ryan Gu

Liberty Division Lieutenant Governor Viktoriya Borisova

Long Island Division Lieutenant Governor Omar Gabr

Northern Division Lieutenant Governor Tyler Kearns

Seneca Division Lieutenant Governor Coehl Gleckner

Western Division Lieutenant Governor Alvina Khan

Kiwanis Committee Members in Attendance

District Administrator John Keegan

Assistant District Administrator Alison Mandel

Assistant District Administrator Greg Faulkner

Assistant District Administrator Richard Hall

Voting Board Members not in Attendance

Hudson Valley Division Lieutenant Governor Sophie Rhind

Southern Tier Division Lieutenant Governor Brendon Nguyen*

* Joined in through video call

Meeting Minutes

- I. Call to Order
 - A. Governor Peony called the meeting to order at 4:52 PM
 - B. Fort Orange 9, The Desmond Hotel in Albany
- II. Pledge of Allegiance
 - A. Led by Empire LTG Ayesha Alam
- III. CKI Pledge
 - A. Led by Iroquois LTG Ryan Gu
- IV. Social Contract
 - A. Make Space, Take Space/5-Second Rule
 1. Give others a chance to talk but also share your thoughts
 2. Wait 5 seconds before every question to gather all your thoughts
 - B. ELMO - "Enough Let's Move On"
 - C. Voice Timer: 45 seconds - Limiting discussion speaking time so others have a chance to join in too
 - D. Parking Lot - A symbolic place to move topics that you no longer have time to talk about during the meeting to go back to it later
- V. Executive Updates
 - A. District Treasurer Update: **Amna Bajwa**
 1. Fundraising Goal has been hit
 2. Working on helping clubs with dues, majority of the clubs are adding in 5-10 more members by DCON
 3. As a District, we have fundraised over \$31,000 this semester, but only \$28,000 counts under the term "fundraising"
 - B. District Secretary Update: **Naile Ruiz**
 1. Interclubs and K-family goals have been reached - 130%
 2. We have completed 12,916 service hours! This is a 2,500 hour increase in hours since our last board meeting, particularly because of increased MRF submissions, secretary one-on-ones, and LTGs emails and reminders to all their secretaries regarding what hours will count

3. What have LTGs done to raise their service hours?
- a) **Tyler:** (1) Talking to secretaries to make sure that numbers submitted are correct (2) Hosting a Series of Service in his Division
 - b) **Alvina:** (1) Sent emails to each individual clubs to report service hours progress and included tips on how to raise them (2) Went to each of the school's first meetings and talked to secretaries about goals/MRFs (3) Talked to clubs about strategies to raise service hours in their weaker areas (4) Made Service Hours Goals social media post
 - c) **Ryan:** (1) Setting up a monthly volunteering program with Oswego Animal Shelter (2) Oswego has been recognized as a volunteering organization within the school (3) Working with schools to submit MRFs
 - d) **Brendon:** (1) Had one-one-ones with presidents and talked about hours + service opportunities (2) Made Division goal graphics, included service project ideas (3) Emailed secretaries to correct any outdated numbers
 - e) **Ayesha:** (1) Talked with presidents to have in-house service projects (2) Planning service events in the next few weekends for Division
 - f) **Viktoriya:** (1) Made Division graphics with progress + ideas in relation to service hours (2) Hosting service projects during meetings (3) "Upcoming Events" document within the division to share events between clubs (4) Connected with Kiwanians in Queens and planned multiple service projects for Chinese New Year. Had well over 100 volunteers between Circle K and K-Family attendees (5) Encouraging club members to lead their own service projects
 - g) **Coehl:** (1) Reached out to service events RIT was interacting with to see if they can bring more people than usual in order to invite

more clubs (2) Fundraised through raffle baskets. Hoping to use the money to buy service project supplies for clubs (3) Talking to honor students to join the club and complete their service hours in the club

- h) **Zak:** (1) Recommended that RPI incorporates one-time events to spice things up (2) Suggested that UAlbany find events that they can do on a recurring basis
- i) **Omar:** (1) Contacting secretaries to reach out to organizations, especially Community Service Made Easy (2) Reporting hours outside of his division to his secretaries

C. District Editor Update: **Jason Zhao**

- 1. Working on helping find successors for Club Editors
- 2. Will be working on NYCKI store

VI. Policy Code Amendments

A. Endorsements for Elected Executive

- 1. Iroquois LTG Ryan Gu moves to amend Section 8 Item 7 of the District Policy Codes to read: *"(b) A candidate's literature may not contain the names of current or past district board members, or any other candidates running for office, with the exception of awards and scholarships. (i) Any text on the candidate's campaign literature, including in pictures, may not include the names of the individuals mentioned above nor their specific titles. (c) A candidate may not use their literature, caucus speeches, or questions sections to suggest any potential endorsement or partnership from current or past district board members, or any other candidates running for office, including multi-party teams."*
- 2. Western LTG Alvina seconded
- 3. Discussion:
 - a) **Tyler:** The amendment is broad and doesn't include specifics about pictures. Maybe it should, so that we avoid that?

- b) **Zak:** It's broad to make sure that they don't have wiggle room
- c) **Tyler:** If policy code doesn't have examples, people might not know what they can or can't do
- d) **Amna:** It still has to be approved by the governor and administrator, so that will make up for that potential issue
- e) **Viktoriya:** What makes you think there is wiggle room?
 - (1) **Tyler:** If it's too broad, a candidate can argue that something doesn't fit within the limits of the Policy Code better and get away with violations
 - (2) **Peony:** We want candidates to submit their literature in advance so that we can check on them
- f) Northern LTG Tyler moves to amend the amendment to read: "*Any literature that may be seen to have potential endorsements or partnerships between the candidate and any of the individuals above are at will to be rejected by the District Governor and the District Administrator.*"
- g) Capital LTG Zak seconds
- h) Discussion
 - (1) **Tyler:** This is to safeguard that they know what can happen if a potential violation happen so that they are not able to argue
 - (2) **Peony:** Technically, Article 8, that says that governor and administrators would already be a catch-all
 - (3) Treasurer Amna calls the question
 - (a) Seneca LTG Coehl seconded
 - (b) **Motion fails** with 1 in favor, 3 opposed, and 8 abstentions
- 4. **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions
- B. Capital LTG Zak moves to amend Section 8 Item 7 Sub-item f of the District Policy Codes to read: "*Campaign literature and candidate promotion on social media is prohibited in all forms.*"

1. Iroquois LTG Ryan seconded
 2. Discussion
 - a) **Coehl:** If anyone has the skills to use social media, they should be able to use it; this is the same as someone who is good at graphic design because they will have an advantage with their campaign literature
 - b) **Rich:** What if someone puts up pictures to sabotage candidates?
 - (1) **Peony:** If it's the candidates doing, we could take the correct steps to stop that
 - c) **Zak:** It's simpler to get rid of it, people haven't used it to begin with and it eliminates additional regulations that we would have to do
 - d) **Alvina:** There would be too many things to worry about, we might as well not try to worry about it
 - (1) **Coehl:** Point of clarification
 - e) Secretary Naile calls the question
 - (1) Zak seconds
 - (2) **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions
 3. **Motion passes** with 10 in affirmation, 1 opposed, and 1 abstention
- C. Iroquois LTG Ryan Gu moves to amend Section 8 Article 8 : "Suspected violations of policies pertaining to elections should be brought to the attention of the Governor. The Governor shall inform the candidate that the charges have been raised. Any candidate found in violation of these policies may be subject to *penalties* upon a two-thirds majority vote of the District Board. The candidate will have the opportunity to respond to the charges before a decision is made by the District Board. *(a) Penalties may include, but are not limited to, reduced speech time, announcement of penalty to House of Delegates, and more.*"
1. Capital LTG Zak seconded
 2. Discussion

- a) **Ryan:** We are not allowed to disqualify anyone from running, per international, so we want to correct the wording to fit that
- b) Empire LTG Ayesha calls the question
 - (1) Northern LTG Tyler seconded
 - (2) **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions
- 3. **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions
- D. District Editor Jason Zhao moves to amend Section 5 Article 9 of the District Policy Code to read: “(a) Be the Editor of the District publication, called “NYCKI News” and be responsible for its content. (b) Publish at least four issues of a newsletter or *District Editor update email* primarily for the benefit of club editors and club webmasters. *This newsletter is distinct from “NYCKI News”.* (d) Submit monthly reports of activities to the District Governor, the District Administrator, the Kiwanis Committee members, and the International Trustee. These reports shall be in a format specified by the Governor, and should be received by the above no later than a monthly date set by the governor. (e) The Editor shall produce “NYCKI News” on a *monthly basis consisting of, but not limited to, resources, updates, and articles submitted by members of the District Board of Officers, committee chairs, and members.* (f) Reach out to and communicate with all club editors and webmasters by June 1, and at least once every month thereafter. Information to be discussed should include, but not be limited to:
 - (i) Encourage clubs to submit articles for the “NYCKI News”
 - (ii) Providing guidance for the creation of club newsletters
 - (iii) Promotion of district events
 - (iv) Offering yourself as a resource to assist the club editors and club webmasters throughout the year
 - (g) *Manage and Maintain the New York District Google Suite*
 - (h) *Manage and Update the New York District Directory*
 - (l) *Collaborate with District Officers on projects including, but not limited to, merchandise and resources, when seen fit*
 - (j) *Update the Editor’s Handbook*

as seen necessary (k) Perform such other duties as may be assigned by the Governor or the Board of Officers"

1. Western LTG Alvina seconded
2. Discussion
 - a) **Jason:** This past year, we have been trying to revamp the editor position to have more direct contact with members of the District. This proposal would replace Circling the Empire with NYCKI news as the official District newsletter.
 - b) **Rich:** We've been calling it Circling the Empire for over 50 years, it's an official publication. Alumni won't want the name to be changed, it means a lot to them
 - c) **Coehl:** I like the idea of Circling the Empire as more of a marketing tool to let alumni and Kiwanians know what we have been up to, but NYCKI news can be added to the policy codes as a way to reach out to members more
 - d) **Johnny K:** NYCKI news is different from Circling the Empire. Even if it's something that you want to do, CTE still has to be done alongside that
 - e) **Jason:** CTE is an overall compilation of what has been happening in the District, NYCKI News is a more condensed, casual way of sharing information. In the past, we've only received 2,000 views of all the past 5 year's CTE. For NYCKI News, we've reached 700-800 people per email. This is faster and more efficient.
 - f) **Amna:** We can have our official newsletter marketed to admins and alumni, and continue to send out NYCKI news
 - g) **Viktoriya:** Let's add a part about what we can do and vote at the very last board meeting the morning of DCON
 - h) Seneca LTG Coehl calls the question
 - (1) Treasurer Amna seconded

(2) **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions

3. Northern LTG Tyler moves to postpone the amendment until the following board meeting
 - a) Capital LTG Zak seconds
 - b) **Motion passes** with 12 in affirmation, 0 opposed, and 0 abstentions

VII. Business

A. DCON Responsibilities

1. **Peony:** DCON script

B. Kiwanis Mentorship Program

1. **Tyler:** Wants to table at the Kiwanis Networking Session at DCON and have people sign up right there. International is accepting Kiwanians without background checks for now but will be including a 1-3 month grace period
2. **Rich:** Share a presentation with him to add to the Mid-Year Agenda

C. Potential Keynote Speakers for DCON

1. **Viktoriya:** The founder of Community Service Made Easy
2. **Alvina:** Keith Cummings and his presentation on Bullying
3. **Peony:** If anyone has any more ideas, reach out to her asap

D. DCON Chairs

1. Looking for people to be Sergeant-at-Arms, Elections Chair, Resolutions Chair, and a Parliamentarian for DCON. If you know anyone that's interested, message Peony

VIII. Upcoming Events

- A. **Kiwanis Mid-Year Conference:** Friday to Sunday, February 21-23, 2020
- B. **Pre-DCON Board Meeting:** Friday, March 6, 2020
- C. **District Convention (DCON):** Friday to Sunday, March 6-8, 2020
- D. **CKIx**
 1. July 19-22, 2020
 2. Flamingo Las Vegas in Las Vegas, Nevada

3. [CKIx Registration Website](#)

- IX. Open Forum/General Updates
- X. Remarks from Kiwanis Committee Members
 - A. **Alison** needs DCON program by Monday after Mid-Year Conference
- XI. Remarks from District Administrator **John Keegan**
 - A. We have to be on time at DCON. Figure out how much time you're going to talk before dinner so that the food doesn't get cold
- XII. Closing Remarks from Governor **Peony**
 - A. We have decided that candidates will be limited to one (1) involvement opportunity at DCON, like a workshop, service table, etc. No candidate can be team leader because they get double the exposure
 - B. All the candidate's literature should be sent to Peony by Feb 21st. We will try to send out an email with all the literature during the last email that Concon sends out Friday morning
 - C. We are also in the process of collecting Unsung Hero names
- XIII. Adjournment
 - A. Meeting adjourned at 7:00 pm

Minutes taken by



Naile Ruiz
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New York District Secretary
Circle K International