

MINUTES OF THE OFFICIAL MEETING OF THE 2015-2016 DISTRICT BOARD OF
TRUSTEES OF THE FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL
FFA LEADERSHIP TRAINING CENTER
HAINES CITY, FLORIDA
8:30 A.M., SUNDAY, JUNE 14, 2015

Call to Order

Governor Shane Meagher called the board meeting to order at 9:12A.M

Pledge of Allegiance

Division 3 Lt. Governor Mariam Mckee led the Pledge of Allegiance.

Invocation

Division 26A Lt. Governor Jonathan Garcia led the Invocation.

Roll Call

District Secretary Jose Leoncio took roll call and recorded the 2015-2016 Board Members present.

2015-16 Board Members Present

District Governor Shane Meagher	LTG Div. 14B Drew Valenti	LTG Div. 26B Gianna Hasbun-Prinstein
District Secretary Jose Leoncio	LTG Div. 14C Annie Gibbs	LTG Div. 26C Jennifer Rivera
District Editor Carly Berthiaume	LTG Div. 15A Zachary Jones	LTG Div. 26D Beatriz Bueno Dorea
District Webmaster Caleb Neale	LTG Div. 15B Hannah Rosenbaum	DCON Chair Matthew Bonachea
Executive Assistant Gabriela Charlot	LTG Div. 16 Sarah Paust	District Admin. Donna Parton
LTG Div. 1 Sophie Kline	LTG Div. 17 Neemi Patel	Assist. District Admin. David McC Campbell
LTG Div. 2A Noah Majors	LTG Div. 18 Mira Chauhan	ICON & Finance Admin. Bob Parton
LTG Div. 2B Daniel Wyatt	LTG Div. 19A Gabriela Castellanos	ZA A Jack Gander
LTG Div. 3 Mariam Mckee	LTG Div. 19B Jennifer Madden	ZA B Sam Kerce
LTG Div. 4 Hannah Wacha	LTG Div. 20A Ijahala Pottinger	ZA D Bob Filichia
LTG Div. 5 Zachary Prioletti	LTG Div. 20B Alyssa Frank	ZA E Jim Powell
LTG Div. 6 Ashley Chamberlin	LTG Div. 21 Martha Hagan	ZA F Richard Osso
LTG Div. 7 Stacey Guillen	LTG Div. 22 Samantha Varela	ZA G Rene Richar
LTG Div. 8 Katherine Havemann	LTG Div. 23A Danielle Ginzburg	ZA H Pamela Edwards
LTG Div. 9 Reagan Wooster	LTG Div. 23B Kimberly Moya	ZA I Elizabeth Kominar
LTG Div. 10A Jenna Dovydaitis	LTG Div. 24A Jennifer Moscovitch	ZA J Richard and Gwen Leys
LTG Div. 10B Neil Laverde	LTG Div. 24B Sabrina Flores	ZA K Div. 25 Lana Nudel
LTG Div. 11 Sabrina Spotts	LTG Div. 25A Sabrina Cerquera	ZA K Div. 26 Dawn Campbell
LTG Div. 12 Dalton Carter	LTG Div. 25B Natalie Antenor	ZA L Dalton Yancey
LTG Div. 13 Francis Ameng	LTG Div. 25C Alexander Perez	
LTG Div. 14A Matthew Brink	LTG Div. 26A Jonathan Garcia	

Absentees

District Treasurer Michael Greenwald
LTG Div. 10C Giovanni Mella
ZA C Beverly Baird
ZA M Margaret Williams

Introduction of Guests

Kiwanis International Foundation President Bob Parton
Kiwanis Governor Chuck Gugliuzza
CKI Governor Jessica Cook
Kiwanis Governor-Elect Celia Earle
Kiwanis Treasurer Gary Frechette
CKI Club Building Chair Natalie Alvarez
Keystone Heights High School Faculty Advisor Michelle Wacha

Adoption of Agenda

Division 25C Lt. Governor Alexander Perez moved to adopt the agenda. Motion was seconded and carried.

Approval of House of Delegates Minutes

Division 25C Lt. Governor Alexander Perez moved to approve the House of Delegates minutes. The motion was seconded and carried.

Approval of Spring Board Meeting Minutes

Division 9 Lt. Governor Reagan Wooster moved to approve the Spring Board Meeting Minutes. The motion was seconded and carried.

Approval of Resignations

Division 14B Lt. Governor Drew Valenti moved to approve the resignation of Division 4 Lt. Governor Autumn Bell and Treasurer Mike Greenwald. Motion was seconded and carried.

Approval of Appointments

Division 23A Lt. Governor Danielle Ginzburg moved to approve the appointments of Division 4 Lt. Governor Hannah Wacha and Treasurer Palak Shah. Motion was seconded and carried.

Installation of Appointments

Kiwanis Governor-Elect Celia Earl installed Division 4 Lt. Governor Hannah Wacha.

Approval of Committee Chairs

Division 9 Lt. Governor Reagan Wooster moved to approve the appointment of the committee chairs:

- Awards and Contests – Jennifer Moscovitch
- District Large Scale Service Project (DLSSP) – Martha Hagan
- Education and Membership Development – Katherine Havemann
- Endowment – Drew Valenti
- Florida Opportunity Fund (FLOF) – Sarah Paust
- Governor's Project – Gianna Hasbun-Prinstein
- Legal, Elections, and Credentials – Mariam Mckee
- Marketing and Public Relations – Jonathan Garcia
- Scholarships – Alexander Perez
- Service and Major Emphasis – Hannah Rosenbaum
- Trick-or-Treat for UNICEF – Alyssa Frank

Approval of Committee Reports (Exhibit A)

No vote was needed for committee reports. The committee reports were read and filed.

Executive Committee Reports

Governor Shane Meagher

Since DCON, I have done a variety of things. Some examples include organizing the board shirts and nametags, with the assistance of Executive Assistant Gabriela. I organized Executive Committee communication, attended the Governors and Administrator's Training Conference in Atlanta, GA, as well as Florida CKI's District Officer Training Conference. More recently, I organized committees through committee applications, and established directives. I worked with Mrs. Paton in planning LTC, and made an appointment to fill the recent Treasurer vacancy. I have kept up with my International duties, and communication with Laken. In the time before August Board, I will prepare my ICON workshop, prepare for August Board training, attend LeadCon in Indianapolis and assist committees with understanding their directives. I will also advise the Governor's Project committee as they produce educational materials, and the Legal, Elections, and Credentials Committee as they work on elections procedures and the review of District Bylaws. This concludes my report.

Secretary Jose Leoncio

Since DCON, I created and sent out the DCON Board Meeting Minutes. I attended the Pompano Beach Regional Lt. Governor Training. I have created and updated the District Board Directory and the District Board Data Sheet. I have created and sent out Club Secretary Newsletters for the months of May and June. This newsletter was sent out to all Secretaries, Presidents, Faculty Advisors, and Kiwanis Advisors. It covers topics pertaining to the club secretary's role. I have utilized Facebook and Remind 101 to remind the club secretaries about pride report deadlines. The district hours spreadsheet has been updated for the months of March, April, and May. With the help of Webmaster Caleb, I have helped clubs and District Board Members solve all the OPR Issues. I have created the OPR Accounts for all the new appointment to the board. I have contacted all newly chartered clubs in the district welcoming them to the Florida District and provided them with instructions on how to register with the OPR System. In the coming weeks, I plan on assisting Lt. Governors with the clubs that have not submitted OIFs. This concludes my report.

Editor Carly Berthiaume

Since DCON, I have had the opportunity to contact Florida District club editors and presidents in my monthly informational emails. Also, I have periodically posted on the District's social media accounts. I will be taking as many photos as possible during LTC and at ICON in order to include them in the next issue of The Sunshine Source and on social media. I completed the June-July issue of The Sunshine Source and sent it to Webmaster Caleb to be posted on May 25th. I recently sent an updated version to him on June 4th with a correction in the awards section, which he replaced the previous version with on Florida's website. I began working on the August-September issue and will be contacting others soon for any required text, photos, or information. I assisted the Lieutenant Governors with their newsletters by sending lists of topics and links to include. I made corrections and offered advice, usually by attaching a document with my revisions. After reviewing the May newsletters, I provided a syntax key with common mistakes in grammar, spelling, capitalization, etc. that LTGs can review as part of their checklist before sending their newsletters for editing. The Executive Newsletter was sent on May 20th as decided in our conference call, and I followed that email up with a list for the LTGs of what to include in their June newsletters or informational emails. This concludes my report.

Webmaster Caleb Neale

Since my appointment at DCON I have resolved numerous issues with the OPR system and updated the district website to reflect the new board and Administrators and updated distribution groups to reflect committee chairs And advisors I've continued to keep the website up to date with all the resources and additions that have been provided to me by the Executive Committee. You'll also be pleased to hear that I am attempting to get the entire OPR system replaced with a much more stable and modern system. No promises yet but I'm working hard to make it happen I have also made Great inroads in the creation of our district mobile website Feel free to Check it out and come speak to me with feedback. Also if you'd like to have your password changed for your district email account please come see me. As always feel free to contact me at anytime with questions or concerns. This concludes my report.

Executive Assistant Gabriela Charlot

Hi everyone! Since DCON I have been doing a few things. Towards the beginning I tracked all of Lieutenant Governor's introductory emails and organized them into a spreadsheet. I've also tracked the newsletters that were sent out for May and June. Lastly, I organized the board shirt orders into a spreadsheet so that everyone got the proper size and style. I'm really excited to working more with the district board!

Old Business

No old business to report.

New Business

August Board Meeting: The August Board Meeting will be held in Orlando, FL on August 7-9. Committee reports and documents will be approved by the Board at the August Board Meeting.

5 Year Financial Pledge: Division 16 Lt. Governor Sarah Paust moved to approve a five year pledge for The Eliminate Project that will total \$250,000. Motion was seconded and carried.

International Trustee Remarks

Governor Shane read International Trustee Laken Kelly's remarks.

"Hello, Florida District Board!

"I hope that you are all having an amazing time at your first board meeting this weekend. If you have not realized it already, this is going to be one of the most amazing experiences like this, and you're still just getting started! Prior to International Convention, I wanted to share some of the following information about the Key Club International Board's progress:

"Recently, the Key Club International Board met to discuss a resolution that declared that all of the funds raised in future Trick-or-Treat for UNICEF campaigns will go towards The Eliminate Project for a specific amount of years. The resolution was passed, and the Key Club International Board has pledged that all of the money from Trick-Or-Treat for UNICEF campaigns will be allocated to The Eliminate Project for the next five years or until the project's completion.

“Additionally, the International Board Committees have been hard at work finishing their final directives. The Education and Development Committee recently finished creating a resource for 2015-16 District Officers to use as a reference when applying for distinguished awards. This resource will be released soon, so please be on the lookout. The Education and Development Committee has also played a role in the implementation of an online listing of dates on the Key Club International website, and has provided feedback on a fundraising resource being created by staff members at Kiwanis International.

“The Growth and Communication Committee has been focusing on preparing for the twitter chat, which was held Tuesday, May 19th, at 8:00pm and was a huge success. The chat was a great opportunity to connect with other Key Clubbers, learn about Key Club topics and ask any Key Club-related questions. This is a tradition that will very likely be continued by future International Boards, so keep a look out from your next trustee with information about the Key Club International twitter chats.

“Finally, if you are attending International Convention, please refer to the email that I sent you a few weeks ago with all of the information that you need. A very similar email also should have been forwarded to you by ICON Chair, Ian MacDonald, so you can use the information from either of those emails to answer the majority of your questions.

“If you find yourself with any questions about International Convention or any other aspects of your position, please feel free to contact me at lakenkelly@nydkc.org. While we may only have a little more than a week left to work together, I am still more than happy to help and would love to speak to you about any of your comments or concerns.”

Kiwanis Governor Remarks

Kiwanis Governor Charles Gugliuzza gave his remarks. He thanked the Board for their leadership and that a leader does not always lead from the front. A leader sometimes will have to lead from the middle and back. He reminded the Board to always help each other. Lastly, he told the Board to remain positive and lead the negative behind.

Kiwanis Governor-Elect Remarks

Kiwanis Governor-Elect Dr. Celia Earle gave her remarks. She thanked everyone for stepping up to the plate in their leadership role. She stated that the future looks bright. She reminded the Board it is going to get rough, however you need to manage your time well. She thanked the Board and Administrators for their dedication and commitment. Lastly, she said that she expects greatness to come from the Board.

Circle K Governor Remarks

CKI Governor Jessica Cook gave her remarks. She thanked the Board for inviting CKI to their board meeting. She enjoyed being here. She encouraged everyone to work with their local CKI Club.

Zone Administrators' Remarks

Zone Administrators Lana Nudel, Renee Richar, and Jack Gander gave their remarks.

District Administrator's Remarks

District Administrator Donna Parton echoed what everyone has said. Also, she presented the Leader of Leaders Award to Governor Shane Meagher for his commitment and hard work.

Key Club Pledge

Division 10B Lt. Governor Neil Laverde led the Key Club Pledge.

Adjournment

District Governor Shane Meagher adjourned the meeting at 10:27 A.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jose Leoncio", is written over a light gray rectangular background.

Jose Leoncio
District Secretary

EXHIBIT A – Committee Reports

Awards Committee Report (Chair: Jennifer Moscovitch)

Since committees were established, the Awards and Contest Committee has discussed potential new awards, improvements to current awards applications, and amendments to pre-existing awards' criteria. We have also in the process of establishing new awards, such as "Key Clubber of the year". One primary goal is to streamline the appearance of the applications and our webpage. The Pre-DCON awards deadline and judging dates are being considered. All member assignments have been drafted and will be finalized in the upcoming weeks.

District Education and Leadership Conference (DCON) Committee Report (Chair: Matthew Bonachea)

In the coming weeks, the District Conference Committee will choose a theme for the conference, evaluate the budget, develop new marketing techniques, and perform other actions as needed to build the foundation and essential ideas of DCON 2016. This concludes my report.

District Large Scale Service Project (DLSSP) Committee Report (Chair: Martha Hagan)

This is a new committee so we are aware of the hard work, but ready. Governor Shane's original plan was to have three different service projects, one in North Florida, led by Noah with a target of 200 participants, one in Central Florida, led by Reagan with a target of 300 participants, and one in South Florida, led by Natalie with a target of 400 participants. But we realized it would be too unrealistic due to travelling and the large size of the regions to do three major events. So we would like to split it up into 6 different projects in the East and West of the regions. Depending on the population, participation, and community resources, we think it could even be more realistic to do up to 3 events per the region. So, we will be creating a Google Form to survey Lieutenant Governors on the area to finalize and centralize where the projects will occur. As for dates, we are thinking the first few weeks in November after KCKCs but before the holidays. Overall, the project will center on a beautification project with a social afterwards. We want to do something where the volunteers are able to see the effect after just a few hours of work. This concludes my report.

Education and Membership Development Committee Report (Chair Katherine Havemann)

The Education and Membership Development Committee looked at the surveys from DCON about the presentations at DCON and saw that people thought they were boring because they have seen it at KCKC, SZR, and DCON. What we are planning on doing before August Board is updating the PowerPoints and making them more interactive by incorporating different activities the audience could do. We are going to make the PowerPoints more modern and have a common theme. We also discussed holding conference calls or webinars to educate members and officers on various topics. We also are going to start planning a membership recruitment video that could be used maybe not this year, but within in the next year. We are also going to make guides for the LTGs presenting these PowerPoints so they know how to give effective presentations. We are

going through each PowerPoint thoroughly to ensure all-important topics are accounted for. This concludes my report.

Endowment Committee (Chair: Drew Valenti)

The Endowment Committee met to establish the purpose of the committee as well as short-term and long-term goals. The purpose is to raise money for the Endowment, which is a 501c3 charitable organization and fund set aside to be given for scholarships and grants. It currently has \$250,000. Our short-term goals are to give away an additional 10 \$1,000 scholarships at DCON this year. Our long-term goals are to raise the Endowment to 1 million USD in the next 5 years, and we hope to accomplish this through monetary gifts from Key Club families and alumni, outside grants, and district-wide projects. We also discussed the possibility of a minimal dues increase. Our goals by the August Board Meeting are to contact a grant writer as well as Disney for a district-wide project, create a social media page, make a letter template, and we will be seeking the help of Florida Kiwanis District office regarding donations, a webpage on the District website, and recurring transactions. This concludes my report.

FLOF Committee (Chair: Sarah Paust)

The Florida Opportunity Fund (FLOF) Committee is working to set up a communication system that includes free conference calls, group messaging, and ideally, a group video chat. We have already received an application from a club in Division 25A, and plan to review it before the August Board Meeting. In addition, we are going to formulate a FLOF blurb, and we ask the board to promote FLOF to the clubs in their division and include our blurb in their July newsletter. This concludes my report.

Governor's Project Committee (Chair: Gianna Hasbun)

This past Friday, the Governor's Project Committee met and discussed a variety of topics. The committee has decided that volunteering at an animal shelter will not qualify as Governor's Project hours. We also decided that the committee will be creating and sending awareness emails out to the district. Work was delegated amongst the committee, such as the creating of the Key Goes Green logo, the editing of the Governor's Project section on the district website, and the creation of blurbs. This concludes my report.

Legal, Elections, and Credentials Committee (Chair: Mariam Mckee)

Before August Board, my committee and I plan to review and update all candidacy forms, which will be ready to be filled out and submitted by August. We will be clarifying rules/regulations of your campaign in both the forms and also on a separate document. There will also be a change of dates for board meetings, conventions, and deadlines. We will be making a checklist that will be available for candidates that will include deadlines for forms, when to arrange travel for campaigning, spring zone rally dates, as well as a spring zone rally sample speech. The committee came up with a way to organize the email by using labeled tabs, creating Google docs/excel sheets to check off candidate information and continue updating with results, and create a Google forms for bio sketch of campaign flyer. In regards to Bylaws most of the changes

and amendments will be closer to winter board meeting. We plan to reiterate part of the bylaws, making phrases clearer and less controversial. This concludes my report.

Marketing and Public Relations Committee (Chair: Jonathan Garcia)

Our committee has been discussing ways to promote Key Club through various platforms, specifically through social using different hashtags like #bethekey and #ilovekeyclub on sites like Facebook, Twitter, and Instagram. Another way we thought of marketing Key Club is to make a Stanley Still that will have the #bethekey on one side along with the current Florida Key Club logo and on the back it will have the Key Club International logo with “I (heart) key” written next to it. This sign will be passed down from division to division for each Lieutenant Governor to use. We are also coming up with a marketing plan for club presidents to use in order to recruit more members, by doing face-to-face interaction with other students, which seems to be the most influential method. This concludes my report.

Scholarships Committee (Chair: Alexander Perez)

For the scholarships committee, we have decided that for next couple of months, before the August Board Meeting, we are going to work on finding different ways to promote the Scholarships through different means, as well as determining the deadline for the Scholarships Applications. We have also determined how often we will be sending out blurbs for the newsletters and informational e-mails. We are also going to update our page on the District website if a Lieutenant Governor refers a member, officer, or even fellow board members to that page. This concludes my report.

Service and Major Emphasis Committee (Chair: Hannah Rosenbaum)

For the Service and Major Emphasis Committee we discussed the informational booklet for the committee discussing that this year should be both more visually appealing and not standard black and white. As well as dividing the booklet into sections for the four main charities, which are: Eliminate, UNICEF, Children’s Miracle Network and March of Dimes. Instead of doing a PowerPoint an animated video will be used to educate members’ and Lieutenant Governor’s on what Service and Major Emphasis is as well talking about how to get awards for this category. This year there will be more of a push towards marketing this and for people to know the networks. After LTC we will begin work on blurbs that are do and have already been assigned by having the booklet work done by August 5th and animated video due the 5th as well. The booklet will be a resource to be given to members and Lieutenant Governor’s. Content will be updated on the website. This concludes my report.

Trick-or-Treat for UNICEF Committee (Chair: Alyssa Frank)

Trick-or-Treat for UNICEF has proposed an idea to establish a week full of projects that will raise money for UNICEF in October. Our goal is for Lieutenant Governors to communicate with their division that Trick or Treat for UNICEF collection boxes must be ordered as soon as possible due to limited supplies. Also, to encourage an increase in funds going towards the Eliminate Project, our Committee proposes a friendly competition between zones. We

brainstormed various ideas to increase funds for UNICEF that will be published on our blurb soon. This concludes my report.