

KEY CLUB®

MINUTES OF THE OFFICIAL MEETING OF THE 2019-2020 DISTRICT BOARD OF TRUSTEES
OF THE FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL
ROSEN CENTER ORLANDO, FLORIDA
9:00 A.M., SUNDAY, January 5th, 2020

Call to Order:

Governor Stara D'Haiti called the board meeting to order at 9:01 A.M.

Pledge of Allegiance:

Lieutenant Governor of Division 26B Deonna Miller led The Pledge of Allegiance.

Invocation:

Lieutenant Governor of Division 24B Ravin Anderson gave the invocation.

Roll Call:

District Secretary Jocelyn Hurst took roll call and recorded the 2019-2020 Florida District Board of Trustees Members present. District Secretary Jocelyn Hurst confirmed a quorum was present.

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| District Governor Stara D'Haiti District | LTG Div. 13 Angela Nyguen | LTG Div. 26C Jena Jones |
| Secretary Jocelyn Hurst District | LTG Div. 14A Aaron Bradford | LTG Div. 26D Dayanah Sobrun |
| Treasurer Aamir Lacewala | LTG Div. 14B Cydney Socias | DCON Chair Amber Morgan |
| District Editor William An | LTG Div. 14C Tiana Mason | DCON Chair Emily Lewis |
| District Webmaster Alexander Garcia | LTG Div. 15A Libby Putnam | District Admin. Donna Parton |
| Executive Assistant Sarah Mellinger | LTG Div. 15B Haven Grey | Assistant District Admin Sam Kerce |
| LTG Div. 1A Ashlinn Salvator | LTG Div. 16 Delaney Foster | ICON & Finance Admin. Bob Parton |
| LTG Div. 1B Mason Swanick | LTG Div. 17 Isabelle Sanchez | Admin. of Conferences Heather Locke |
| LTG Div. 2A Caylor Dixon | LTG Div. 18 Joey Chen | ZA A Mr. Jack Gander |
| LTG Div. 2B Olivia Walker | LTG Div. 19A Leilani Reisgo | ZA B Ms. Alice Neira |
| LTG Div. 3 Anagha Mundrathi | LTG Div. 19B Dellanique Merigelli | ZA C Mr. Travis Bennett |
| LTG Div. 4 Emily Stager | LTG Div. 20A Lissette Walker | ZA D Mr. Bob Filichia |
| LTG Div. 6 Jada Bonner | LTG Div. 21 Selin Kavak | ZA E Mr. Jim Powell |
| LTG Div. 7 Salma Eldeeb | LTG Div. 22 Mia Ginsberg | ZA F Mr. Richard Osso |
| LTG Div. 8 Chase Olivanti | LTG Div. 23A Jessini Kim | ZA G Mr. Gary Frechette |
| LTG Div. 9 Jaleigha Dunlap | LTG Div. 23B Maria Pham | ZA H Ms. Pamela Edwards |
| LTG Div. 10A Isha Yooseph | LTG Div. 24A Jennyfer Grundler | ZA I Mrs. Elizabeth Kominar |
| LTG Div. 10B Yazmin De La Rosa | LTG Div. 24B Ravin Anderson | ZA J Mr. Richard and Mrs. Gwen Leys |
| LTG Div. 10C Juan Suarez | LTG Div. 25A Maria Estevez | ZA K Ms. Lana Nudel |
| LTG Div. 11 Azaria Watkins | LTG Div. 25B Laura Sandoval | ZA K Ms. Dawn Campbell |
| LTG Div. 12 Ryan Faulkner | LTG Div. 25C Jennifer Prelaz | ZA L Mr. Cleve Tinsley |
| | LTG Div. 26A Clara Calavia | ZA M Mrs. Margret Williams |
| | LTG Div. 26B Deonna Miller | |

Introduction of Guests:

1. Immediate Past District Governor Sohayla Eldeeb
2. Immediate Past Division 9 LTG and Co-Webmaster Derek Nhieu
3. Kiwanis Governor Allen Yergovich and First Gentleman Roger Neves
4. Kiwanis Vice Governor Harvey White
5. CKI District Governor Josephine DiRusso
6. CKI International President Billy Hackett
7. All CKI Board, members, and advisors present
8. Assistant Zone Administrators: Deb Tinsley and Gary Williams
9. Noah and Bella Parton

Adoption of Agenda:

Executive Assistant Sarah Mellinger moved to adopt the agenda. The motion was seconded and carried.

Approval of August Board Meeting Minutes:

Division 10C Lieutenant Governor Juan Suarez moved to approve the August Board Minutes. The motion was seconded and carried.

Approval of Resignations:

Lieutenant Governor Ravin Anderson moved to approve the resignations of Division 19A LTG Melanie Pena and Division 14B LTG Jenarose Hodge. The Motion was seconded and carried.

Approval of Appointments:

Lieutenant Governor Dayana Sobrun moved to approve the appointments of Division 19A LTG Leilani Riesgo, Division 8 LTG Chase Olivanti, and Division 14B Cydney Socias. The motion was seconded and carried.

Executive Committee Reports:

District Governor Stara D'Haiti

Since our last conference at August Board Meeting, I have been working diligently to move the district towards goals set at the commencement of our terms in April. I have attended the 2019 Kiwanis District Convention in Orlando alongside a small group of District Board members where we volunteered, served, and represented the Florida District of Key Club well. Then moving forward into the new school year, I worked closely with Lieutenant Governors to ensure they had the resources necessary to transition clubs back into their school-Key Club routine. Of these directives included conducting individual calls with each Lieutenant Governor administered by myself and Executive Assistant Sarah Mellinger to gain insight on divisional status and provide guidance on how to resolve presented issues. During this time period, I also attended a few zone KCKCs and different Key Club or Kiwanis events and projects. Continuing in the busy scene of the fall and approaching winter season, I also began work on our DCON planning. I worked closely with adult advisors and District Administrator Donna Parton to complete our DCON Subcommittees restructuring and appointments, as well as distributed the Florida District DCON 2020

directives. Committees were ensured proper training through collaboration with the Executive Committee and DCON chairs/committee. On the topic of committees, I also worked closely with the committees I advised being the Governor's Project Committee and Legal, Elections, & Credentials. I worked with all committees as necessary and provide my help or promotion when needed. I continued to promote our district goals for the year and assessed District Board officer assignments, reports, and correspondence, and took action as deemed appropriate by our District Bylaws and Policies and Procedures. I submitted my articles to both the KeyFeed article and The Sunshine Source publications for the past couple of months and provided needed information accordingly. In addition to conducting Executive Committee meetings, I have also worked closely with our DA to finalize the schedule for our January Board Meeting this weekend, in which I facilitated specific presentations, and completed the agenda for this morning's meeting. Thank you. This concludes my report.

District Secretary Jocelyn Hurst

I have been in constant contact with other District Secretaries Internationally working on our Distinguished Secretary binders, and sharing ideas and tips for our Districts, as well as working on forms such as OIF Submissions list, and board meeting minutes to be added to the RFL binders for the Lieutenant Governors. I have been responding to emails from clubs, members, secretaries, and board member answering any questions they might have and redirecting them where I can. I have been updated the District Board Directory and creating a small booklet to pass down to the next secretaries for the District of Florida. This concludes my report.

District Treasurer Aamir Lacewala

Over the past several months I've been working to facilitate the dues paying and FLOF application process. For dues, I have worked to answer all questions and assist in any complications brought to my attention by club treasurers, presidents or LTGs. As for FLOF I have continued to work alongside my committee to promote the grants and review applications. I have also continued to fill out and file vouchers that allow our District to function smoothly. As executive advisor of the Endowment committee, I have been reviewing their materials and could not be more proud of their work as they prepare for endowment week and are sending sponsorship emails. My "College Financial Awareness" presentations are ready for clubs and will be distributed soon to fulfill my promises in my platform. Finally, I am continuing to encourage individual clubs to plan for the second half of the school year in my Key Feed and Sunshine Source blurbs by forming a budget. Thank you for your time! This concludes my report.

District Editor William An

Since August Board meeting, I have produced five issues of Key Feed, our Executive Committee Newsletter, published the September-October and November-December issues of *The Sunshine Source*. I have also reviewed and edited MEB's for the months of September through December and created the DCON 2020 logo. Additionally, a lot of my time had been dedicated to communicating with club editors across our District via email, conference call, and text message to answer any questions they may have and assist them with the creation of club newsletters and other duties. I have also been reviewing any newsletters that clubs have sent to me. Thank you, and this concludes my report.

District Webmaster Alexander Garcia

Since August Board meeting, I have been working on two major technology projects that the District Board has this year- a new District Website and Keycommunity. I have started development of the new District website, as well as had a few conference calls to discuss and solidify our intended goals for our

new reporting system. The ultimate goal of both of these systems is for them to be much more aesthetically pleasing, much more intuitive when it comes to club usage, and, above all, the best in Key Club International. In addition to these projects, I have also fulfilled my regular duties as District Webmaster. I have assisted clubs and District Board members with technology – especially with the Pride Report system, updated resources and pages on the current District Website, and worked with my two assigned committees as well as with other committees on assigned directives. This concludes my report.

Executive Assistant Sarah Mellinger

Since our last meeting I have worked diligently to update the LTG tracking sheet regularly. I've written several Key Feed articles and collaborated with my committees to publish several informational blurbs. The Service and Major Emphasis committee had begun planning for the service fair and the Trick or Treat for UNICEF committee has made progress in our fundraising efforts as well as started to plan the DCON Eliminate Walk. Additionally, I've served with my home and community events like relay for life and our winter festival. My plans now and for the remainder of my term include creating slide layouts for DCON Awards and presentations and working with Ms. Dawn and Governor Stara to assign speaking parts and update the script for DCON. This concludes my report.

Old Business:

No old business

New Business:

A. Approval of Committee Reports/Recommendations (See Exhibit A):

- District Treasurer Aamir Laceywala moved to approve the Committee Reports. The motion was seconded and carried

B. Leader of Leaders

- **Governor Stara D'Haiti presented the Leader of Leaders Awards to Division 25B Lt. Governor**

International Trustee Report:

Governor Stara D'Haiti read International Trustee Aminhan Lobster's IT Report on her behalf.

Remarks by CKI Governor:

CKI Governor Josephine DiRusso gave remarks.

Remarks by Kiwanis Governor:

Kiwanis Governor Allen Yergovich gave remarks.

Remarks by Kiwanis Governor Elect:

District Governor Stara D'Haiti gave remarks on behalf of Kiwanis Governor Elect Marylynn Desjarlais

Remarks by Assistant District Administrator:

Assistant District Administrator Sam Kerce gave remarks.

Remarks by District Administrator:

District Administrator Donna Parton gave remarks.

Key Club Pledge:

Division 7 Lieutenant Governor Salma Eldeeb led the Key Club Pledge

Benediction:

Division 14A Lieutenant Governor Aaron Bradford gave the Benediction

Adjournment:

Governor Stara D'Haiti adjourned the meeting at 10:17 A.M.

Committee Reports (Exhibit A)

Awards and Contests Committee

Since the August Board Meeting, the Awards Committee has completed multiple directives. We have completed Google Form application drafts for all awards and contests. The Key of Honor and G. Harold Martin Fellowship awards were uploaded and their responses were collected. Promotional blurbs were created for Monthly Electronic Bulletins and The Sunshine Source. Finally, the Awards and Contests webpage on the Florida District website was updated for accuracy.

Endowment Committee

Since August Board, the Endowment Committee has completed a plethora of tasks and initiatives! We have been consistent with our publication of Fund Fact every month, alongside a completed new video for KCKC - promoting the importance of the Endowment Fund to Key Clubbers in our district. We've also created emails and initiatives to reach out to corporate sponsors, and although our efforts were to no avail, we are still in the works of contacting local sponsors for smaller fees or items we may run into in preparation for DCON. The Endowment Fund has also set the dates for our first ever Endowment Week and have revamped the merchandise being sold at DCON. We are also in the process of solidifying the merchandise vendors and the ice cream social to come during DCON, whilst finalizing the script for our follow up promotional video at Spring Zone Rallies this spring.

Education Committee

Since forming, the Education Committee has been diligently working on putting together, updating, and finalizing KCKC PowerPoints. Thus far, we have held six meetings in which ideas, strategies, plans, and goals have been discussed. Currently, the Education Committee is working on updating SZR PowerPoints. We are also assiduously working on creating a leadership blurb handbook for LTGs next year. In the future, the Education Committee will be working on creating the schedule for DCON PowerPoints and arranging speakers as well. We will also train LTGs on how to present the workshops. In the next two months, we plan to have finalized the workshop topics and the presentations themselves. We look forward to working with the other committees in order to finish our terms on a positive and cheerful note!

Governor's Project Committee

Since the August Board meeting, the Governors Project Committee has completed Climate Scoops and Monthly Blurbs. On top of that, we've completed graphics for Governor's Project Week. Our plans for the Governors Project will remain the same; as we prepare for DCON, we will promote the Governor's Project in other ways such as merchandise and service competitions. Since doing so, we have finalized drafts of the Governor's Project merchandise, but not yet materials for the "Service Competition" aka the DCON Mixer. In partnership with the House Committee, we hope to get assistance to make it happen.

House Committee

The DCON House Committee is excited to work on the most magical DCON of all. Our work includes the planning and completion of the mixer, meet and greet, scavenger hunt and other important tasks like the seating chart, music playlist, and coordinating volunteers. We encourage you all to help out by assisting in our search for a DJ and submitting your requests for volunteers once an email is sent out in the near future. We are open to suggestions so please feel free to reach out to us.

Kiwanis Family Relations Committee

From August Board to the dissolution of our committee, we have accomplished many things. We created 3 blurbs for Lieutenant Governors to include on their MEBs: sending Builders Club to DCON, how to connect with other Kiwanis Family branches, and the benefits of getting involved with Kiwanis Family. We had two meetings on Google Meet and published the agenda and minutes on the Google Drive. We updated and published multiple resources including the 2019-2020 Kiwanis Family Booklet, How to Charter Clubs, and the Kiwanis Club Chartering Power-point and Speech. We also sent an email to the District Board encouraging LTGs to invite Kiwanis Family to KCKC.

Legal, Elections, and Credentials Committee

Since the last August Board Meeting, the Legal, Elections, and Credentials Committee has diligently worked on updating and uploading candidate forms for positions on the Board of Trustees within our Florida District. The Committee continues to hold one official conference call a month that discusses new ideas and goals to work towards to benefit the district. Currently, the Legal, Elections, and Credentials Committee is working on the logistics for House of Delegates at DCON as well as distributing and updating material regarding elections, caucusing, and the overall legal process to be utilized at the upcoming SZRs and DCON. The committee is also working on election testimonials. As we continue into the last few months of our terms, the Committee will continue to finalize House of Delegates for DCON including ballots, delegate certification, and a new parliamentary procedure/delegate workshop for all attending delegates. The Legal, Elections, and Credentials Committee is excited to work with the Board of Trustees to wrap up the service year in an efficient and fun way.

Marketing and Public Relations Committee

Since August Board meeting, the Marketing and Public Relations Committee has been extremely busy. To prepare for DCON, we worked on the DCON color scheme and planned and wrote a script for a DCON promotional video. We also created flyers to promote the opening of DCON registration and created flyers to countdown the days till DCON which will be posted in the next few weeks. We also created the 2020 DCON packing list flyer to post on social media. Furthermore, we helped the Endowment Committee with merchandise designs. On social media, we created flyers for each day of

Key Club Week and showcased clubs on our stories. We also celebrated Kiwanis One Day with posts on different clubs participating. We promoted the Governors Project Week and promoted the global climate strike and different service ideas that go along with the Generation Green project. We also helped the registration committee with ideas for the pins, bags, and shirts. And we also showcased club posts on our Instagram story.

Membership Committee

In the past few months the Membership Committee has worked to improve the membership experience for clubs through Updates to the website. These updates include making improvement of life changes to the 'How to increase membership' PowerPoint as well as sending a 'Principal-Club Board' template agenda to the district Webmaster to facilitate conversations between clubs and school faculty.

Sargent at Arms Committee

Being a newly formed committee we have not done much yet. But I have been in communication with the previous SAA chair of the FLDKC 18-19 term discussing the role. We have been talking about things that worked and things that didn't, as well as helpful tips for the committee.

Scholarships Committee

Since our last encounter at August Board Meeting, the Scholarships committee has worked on updating the Florida District of Key Club Int. website to include up-to-date information regarding the scholarships offered, the qualifications and requirements, and the official deadline, which was decided to be February 10, 2020. Applications will be released the week of January 6, 2020. Blurbs and promotional social media will be used during the months of January and February to promote Key Clubbers to apply. Revisions are now being made in regard to grading criteria, judges are being selected, and we are working on the creation of a new scholarship.

Service and Major Emphasis Committee

Following August Board, the Service and Major Emphasis Committee worked heavily on preparing for the Service Fair and gathering ideas on how we could successfully plan for the event. This process included brainstorming budgetary needs as well as ways to make the Service Fair more visually appealing through the use of decorations and photo props. We created promotional material on how to affectively implement successful service project based on information we gathered from Lieutenant Governors from their monthly submissions to Sarah as well as personal experiences. Our work as a committee included working collaboratively to promote service without service partners and preferred charities as well as working to raise awareness for the need to monitor the appropriate recording of service hours across the District. We created informational blurbs to be sent to Lieutenant Governors Monthly Bulletins promoting meaningful service and provided helpful materials found on the website to guide clubs in the

right direction. We sent an informational email to the District Board advocating for the early promotion of the Service Fair. Our committee followed its outlined directives as well as created new directives in an attempt to promote more impactful service across the District

Service and Impact Committee

The Service and Impact Committee, although newly formed, has worked diligently in the hope of successfully planning three major events held at the District Education and Leadership Conference. Although this committee has had to navigate through several tasks that haven't been completed in recent years by the Florida District, Lieutenant Governors Isabella Sanchez and Mia Ginsberg have made excellent progress in meeting and exceeding the expectations through this time. For the Service Fair, a fillable email has been sent to the District Board meant to disseminate information on the club level to interested Key Clubbers with service projects they want to showcase. This committee is also working on creating informational materials for interested exhibitors and vendors. With the help of ADA Sam, many of the forms associated with the conference have been updated, including those regarding the Service Fair. We are currently creating promotional materials for all three focuses of the committee to be given and distributed at Spring Zone Rallies across the District. Lieutenant Governor Isabella Sanchez is working on the Eliminate Walk and has determined a registration plan as well as the time and date of the event. Lieutenant Governor Mia Ginsberg is working to provide a better experience for members in Builder's Club by providing the, with workshops, a better dinner/reception experience, and the opportunity to shadow a District Board Member. The Service and Impact Committee has been following the Project Plan and adding new objectives for the Eliminate Walk and the events associated with Builders Club.

TOT for UNICEF Committee

Immediately following the August Board Meeting, the committee has worked diligently to promote sales of the "Don't Wait. ELIMINATE." bracelets across the District to raise money towards our pledge. In this effort, we have ensured the proper collection of these funds through the records of Mr. Parton. We continued to fabricate and send out committee blurbs through LTG monthly electronic bulletins and *The Sunshine Source*. In addition, we have shared other promotional materials such as project ideas and sticker templates to raise funds for our pledge. Furthermore, we began working on our DCON walk for 2020. We designed bracelets for the walk and ordered them. Furthermore, we contacted the Rosen Shingle Creek Hotel and Resort to establish a place for the Walk. We also established procedures for registration and set up. Informational reminders were also sent across the District to ensure proper handling of club funds. Overall, the committee has promoted and fundraised for the ELIMINATE project.