

MINUTES OF THE OFFICIAL MEETING OF THE 2015-2016 DISTRICT BOARD OF
TRUSTEES OF THE FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL
EMBASSY SUITES
ORLANDO, FLORIDA
8:30 A.M., SUNDAY, AUGUST 9, 2015

Call to Order

Governor Shane Meagher called the board meeting to order at 9:00 A.M.

Pledge of Allegiance

Division 24A Lt. Governor Jennifer Moscovitch led the Pledge of Allegiance.

Invocation

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

Introduction of Guests

Key Club International Trustee Amy Jiang
Kiwanis Governor Chuck Gugliuzza
CKI Governor Jessica Cook
Kiwanis Governor-Elect Celia Earle
Kiwanis Treasurer Gary Frechette
CKI Lt. Governor Mary Stack
CKI Kiwanis Family Chair Garrett Thompson

Adoption of Agenda

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

Approval of June Board Meeting Minutes

Division 24A Lt. Governor Jennifer Moscovitch moved to approve the Spring Board Meeting Minutes. The motion was seconded and carried.

Approval of Resignations

Division 26A Lt. Governor Jonathan Garcia moved to approve the resignation of Division 2A Lt. Governor Noah Majors. Motion was seconded and carried.

Approval of Appointments

Division 14B Lt. Governor Drew Valenti moved to approve the appointments of Division 2A Lt. Governor Taylor Thomas and ICON Chair Eileen Rivery. Motion was seconded and carried.

Installation of Appointments

Kiwanis Governor-Elect Celia Earle installed District Treasurer Palak Shah and Division 2A Lt. Governor Taylor Thomas.

Executive Committee Reports

Governor Shane Meagher

Since LTC, I have been busy with a variety of things. First, I secured my travel arrangements for Cayman's KCKC. Then, I attended International Convention, where I led the Membership 101 workshop. I also had the great opportunity of attending a special Governor's workshop where we worked with our CKI Governors, led by Kevin Wanzer.

Following ICON, I distributed the first Committee Chair report form, which has been updated, and made for future use. I addressed any problems that committees were having, and helped get the Executive Committee involved when necessary. I have continually reviewed Lieutenant Governor Reports, and have worked with Executive Assistant Gaby on the scale we will use for scoring.

Planning ahead, I discussed the possibility of appointing Eileen Rivery as our ICON chair for next year, where we will be traveling to Atlanta. I worked to ensure that all Committee Chairs were aware of the time frame they have to meet certain deadlines established in their directives, and have assisted them whenever possible. In relation to committees, I have been actively involved with the Governor's Project Committee, as they establish a logo, guidebook, and a Key Goes Green week. I have also been working closely with the Legal, Elections, and Credentials Committee as forms are being updated, and the rules are being publicized heavily.

Event-wise, I attended LeadCon shortly after ICON, where I bonded with the International Board and first met our International Trustee, Amy Jiang. Following this event I attended Circle K's Summer District Board Meeting, and have looked for ways to work with them more as a board, and on the club level.

I worked with Mrs. Parton to plan the weekend agenda. I plan on distributing First Quarter Lieutenant Governor Evaluations by the end of August. This concludes my report.

Secretary Jose Leoncio

Since LTC, I have attended ICON, CKI Board Meeting, and several Key Club and Kiwanis DCMs. I have updated the Secretary and OPR PowerPoint that will be used at all the KCKCs. I have updated the District Board Directory and Board Data Sheet to reflect our newly appointed officers. I have assisted Lt. Governors and Club Secretaries by answering questions in regards to the OPR System and the Definition of a Service Hour. I have sent out mass emails to the whole district. I have worked closely with both committees that I advise to make sure that all their directives were being met. In the coming weeks, I will be assisting the Lt. Governors that are missing OIFs so they can meet the September 15th deadline. This concludes my report

Treasurer Palak Shah

From LTC to now, I have been working on reimbursements and payments from the District. I've also been updating the club file and emailing it as needed, as there is not much activity over the summer. Here, at August Board meeting we will approve the budget for the 2015-2016 year. After our board of trustees approves it, the Florida Kiwanis District will approve our budget at their DCON, next weekend. The budget will be effective on October 1st. In the upcoming months, my time is going to be put primarily towards getting clubs to achieve Early Bird Dues. I am relying on the LTGs to work with me in order to get our club's dues in on time.

As far as our Florida District's finances go, we currently have a balance of \$24,795.04 in our Operating Funds, \$16,182.85 in our FLOF Funds, and \$332,405.41 in our Conference loss and other reserves. These amounts total \$463,847.80 and are as of June 1st, 2015.

Thank you for listening and this concludes my report.

Editor Carly Berthiaume

Since the June Board Meeting, I have finished the board picture backgrounds, and DCON Chair Matthew finished editing them in Photoshop, so they should now be available on the District website. I have been periodically updating the District's social media accounts, and I'd like everyone to know that they can always approach me with specific topics or pictures they would like shared or posted. I attended ICON and was able to visit several workshops, including one for District Editors. I worked with the DCON Committee to create the DCON logo. I finished the August-September issue of The Sunshine Source, which has been posted and shared on the District website. I have also completed the July and August Executive Newsletters and sent them out on the 20th of each month. On the 22nd of each month, I sent out an email with a list of topics to include in LTG newsletters. I have also sent monthly emails to club editors, presidents, faculty advisors, and Kiwanis advisors in order to keep them informed. I have been working on the District logos, which will be presented later for final decisions. Last, I have kept in close contact with the Marketing and Public Relations Committee and have created several new resources for clubs, as well as the District Board, to use. This concludes my report.

Webmaster Caleb Neale

Since the Leadership Training Conference in June, I have been working on multiple tasks including: finishing revisions on the mobile website, developing a system that allows for each division to have their own website, working with representatives from Microsoft and the Executive Committee to continue working towards replacing our current OPR system, posting all District Board pictures to the website,

updating the website with newly provided resources, and responding to requests from committees to update their respective pages on the website.

In the coming weeks I will continue to work with each committee to ensure that their respective pages on our website is updated with current and relevant information, as well as assist each Lt. Governor with creating and maintaining their division's websites. This concludes my report.

Executive Assistant Gabriela Charlot

Since LTC I've organized a spreadsheet detailing LTG's progress with points and I sent out the LTG progress reports for both Lieutenant Governors as well as Zone administrators. I also have been helping the scholarships committee complete some online applications. I have also organized the KCKC information from zone administrators into a spreadsheet. I also made calls to both of my committee chairs and had conference calls with my committees. This concludes my report.

Unfinished Business

Modern Logo (See Exhibit A): Division 8 Lt. Governor Katherine Havemann moved to approve the modern logo. Motion was seconded and carried.

New Business

A. Committee Recommendations (See Exhibit B): Division 18 Lt. Governor Mira Chauhan moved to approve the Committee Recommendations. Motion was seconded and carried.

B. 2015-2016 Budget (See Exhibit C): Division 14B Lt. Governor Mariam Mckee moved to approve the 2015-2016 Budget. Motion was seconded and carried.

C. Leader of Leaders: Governor Shane Meagher presented the Leader of Leaders Award to Editor Carly Berthiaume, Division 24A Lt. Governor Jennifer Moscovitch, Division 14B Lt. Governor Drew Valenti, Division 24B Lt. Governor Sabrina Flores, and Division 20A Lt. Governor Ijahala Pottinger.

Kiwanis Governor Remarks

Kiwanis Governor Charles Gugliuzza gave his remarks.

Circle K Governor Remarks

CKI Governor Jessica Cook gave her remarks.

Kiwanis Governor-Elect Remarks

Kiwanis Governor-Elect Dr. Celia Earle gave her remarks.

Kiwanis Treasurer Remarks

Kiwanis Treasurer Gary Frechette gave his remarks.

International Trustee Remarks

International Trustee Amy Jiang gave her remarks.

Kiwanis Committee Administrators' Remarks

Zone B Administrator Sam Kerce gave his remarks.

District Administrator's Remarks

District Administrator Donna Parton gave her remarks.

Key Club Pledge

Division 26B Lt. Governor Gianna Hasbun led the Key Club Pledge.

Adjournment

District Governor Shane Meagher adjourned the meeting at 9:55 A.M.

A handwritten signature in black ink, appearing to read "Jose Leoncio", written in a cursive style.

Jose Leoncio
District Secretary

EXHIBIT A – Modern Logo



EXHIBIT B – Committee Recommendations

Awards Committee Report (Chair: Jennifer Moscovitch)

The awards and contest committee decided that April 1, 2016 at 11:59pm EST would be the deadline for all pre-district conference awards, contests, and GATC judged awards. All other awards will be due at 10pm on April 28, 2016. The committee has combined the Kiwanis Family Relations award and the Kiwanis Family Ties Banner Patch award, and the committee has combined the Distinguished Club President and the G. Harold Martin Outstanding Club President award to shorten the application judging and completing process. We have also created a Key Clubber of the Year award with a pending \$1,000 scholarship depending on available funds. We began working on making the awards segment of the website more user friendly and aesthetically appealing.

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

Since LTC, the District Conference Committee has begun to finalize the logo for the conference, decided on the conference theme, and approved changes to the Code of Conduct and Dress Code. In addition to committee responsibilities, the Chair completed updating of the project plan for the new year, evaluated registration procedures, and reviewed the budget for DCON with ADA David. Sub-Committee directives have also been written and are scheduled to begin work starting 10/1/15.

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

Over the past two months, the District Large Scale Service Project has made a lot of progress. We began by sending a Google Survey to all Lieutenant Governors which helped in determining the location and gave plentiful ideas of service projects. We decided on four locations: Tallahassee, Lake County, Tampa, and Davie. These are central and are in active divisions. We also have contacted many different facilities to use for a project and picnic afterwards. Our committee has written a donation request letter specifying what these projects are and what Key Club does, which will help to get the Key Club name out there.

Education and Membership Development Committee Report (Chair Katherine Havemann)

Our committee has been hard at work updating all of the workshops, not just ones for KCKC. We also created some other resources to help not just clubs, but Lieutenant Governors. We have made a Lieutenant Governor Guide for assisting clubs with fewer than 20 members and how to help newly chartered clubs. We worked on getting together a video on developing clubs with under 20 members. I sent a survey to the Zone Administrators asking what resources would be most useful for Kiwanians to help get involved with their Key Clubs. We worked to get the Documents and Resources tab advertised more to Key Club members. We worked to begin a tab on the District's website to highlight members who have shown exceptional leadership skills to promote leadership. A survival guide was made to help club officers and members understand

Key Club a little bit better.

Endowment Committee (Chair: Drew Valenti)

Since Leadership Training Conference, the Endowment Committee has been hard at work. We have held three conference calls, participated in demos with two online donation vendors, created a content outline for our webpage on the District website, and an official logo for the Florida Key Club Endowment Fund. We have also contacted a grant writer, designed multiple article graphics to be used in The Sunshine Source and LTG newsletters, created a shared Google Drive folder and a list of scholarship criteria for the 10 \$1,000 scholarships we will be providing at DCON. In addition, the Committee has been in contact with Disney in order to plan the Kiwanis Family Weekend at Disney in February. We will also be following up with Qgiv in order to set up the online donation system. Between now and January Board Meeting, we will be focusing on creating and publishing marketing materials, a webpage and social media accounts, promotion of the Endowment at KCKC, contacting FLKC family, members, and alumni for donations, applying for grants, and working on fundraising ideas. This concludes my report.

FLOF Committee (Chair: Sara Paust)

Since LTC, the Florida Opportunity Fund (FLOF) committee has accomplished a variety of things. Prior to August Board, we held a conference call during which we approved our first application of the year, and have since decided to fully fund the amount requested. The application was from Miami Lakes Educational Center, in Division 25A, and they had requested \$300 to build a community greenhouse. The project fits perfectly with Key Goes Green, and it will also promote Kiwanis Family Relations – local Builders and Kiwanis Clubs are going to assist in construction and routine care.

Our promotion strategy for FLOF includes the creation of a unique hashtag, which will be used in bi-weekly updates posted to the District Twitter feed, and hopefully whenever a club shares, via social media, the service projects they have carried out with the help of the grant. We have also decided to upload our monthly blurbs to the District Facebook and Instagram accounts, in order to spread the word to club members. Minor grammatical changes to the online application have been planned, concerning contradictory or confusing information. Finally, the online training presentation available to Lieutenant Governors is in the process of being updated and modernized as well; these are primarily grammatical or aesthetic changes. This concludes my report.

Governor's Project Committee (Chair: Gianna Hasbun)

Since LTC, the Governor's Project Committee has been hard at work completing the Governor's Project Guidebook, publishing a Key Goes Green blurb for newsletters, an article in The Sunshine Source (which was published in the August/ September issue), as well as crafting a logo for Key Goes Green and helping with the PowerPoint presentation for KCKC.

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

The elections committee has been working this past month, updating elections forms and providing the District with an easy access Rules and Regulations form. The delegate certification form has also been updated. On the elections forms, we updated the dates, removed the bio-sketch so

it can be completed over Google forms, and removed the campaign staff form for it to be completed at the candidates meeting. Division 3 Lt. Governor Mariam Mckee move to discuss the removal of the rule that past board members cannot participate on a candidate's campaign team. Motion was seconded and failed.

Marketing and Public Relations Committee (Chair: Jonathan Garcia)

The Marketing & Public Relations Committee has been focusing on the #BeTheKey flat Stanley still, which will be the major method of emphasizing the core values and encouraging clubs to become more active. It aims to increase Key Club spirit and creation of social media. The hashtag itself is meant to be used so that everyone can "be the key" to their community. We have also focused on creating some resources for clubs to use, like flyers, a public relations guide for clubs in their communities, as well as brochures that we will be creating. This brochure will be the basis of how Key Club can be promoted in schools. We are in the process of working with the Membership and Education Committee to create a PowerPoint which can be used at club meetings, explaining the essentials of Key Club's purpose and impact. We have also composed and sent emails and blurbs to promote KCKC marketing. This concludes my report.

Scholarships Committee (Chair: Alexander Perez)

Since LTC in June, the Scholarships Committee has been working diligently to finalize several items. As of now, there is no longer one general scholarship. Due to the addition of the Endowment Scholarships, as well as the removal of both the Florida District Matching and Naranjo scholarships, we have created several different applications. Each application now has its own online platform that will record the submission of each application on an excel sheet. This will make the distribution of the applications to the judges an easier process to complete.

Currently, there are four scholarships that people can apply for that are provided by the Florida District. These are the Endowment Scholarships, the DCON Program Ad Scholarship, the Governor's Project Scholarship, and the George Harold Martin Outstanding President Scholarship. The Scholarships Committee is currently working on creating new descriptions for each scholarship that will be paired up with the applications on the District website.

As we get closer to DCON, I will determine how many judges are needed to review the applications that have been received. The deadline for application submission has been changed to April 1, 2016, so there is enough time to go through each application thoroughly. The excel sheet that comes with the online applications will be forwarded to a set of judges that will go through the sheet and fill out a survey that has been created by me. Each manual application that we receive will be sent to a separate set of judges, as to not confuse them. We believe that the more judges we have, the easier it is to determine who deserves a scholarship.

The point system that will go with this year's judging is the same as last year. The point system has been distributed to each Lieutenant Governor so they can personally see how we will go about actually determining a winner. Division 25C Lt. Governor Alexander Perez moved to defer the applications back to the Scholarship Committee for review then be presented to the Executive Committee for approval. Motion was seconded and carried.

Service and Major Emphasis Committee (Chair: Hannah Rosenbaum)

Since June Board we have worked on the Service Directory, updated the Every Child a Swimmer (ECAS) flyer and preferred charities flyer. We have also created nine steps to a successful fundraiser flyer that will help members learn how to successfully fundraise. Please distribute these materials by either handing them out in paper or as a PDF file. Help assist club members on finding information for Service Directory – add links to the Service and Major page.

In the future we will work on the service exhibitors forms. We will also work on making banner patch/awards to explain what you can get through Service and Major Emphasis. Many clubs are unaware of the possibility of being able to win an award for service. Please let your clubs be aware by this document. Additionally, we will be doing a service challenge in the month of December. This will be called the “Twelve days of service”. The report has concluded.

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

Trick-or-Treat for UNICEF Committee has created blurbs to communicate with fellow Lieutenant Governors about ordering collection boxes as soon as possible. Blurbs included proposed projects to be put on by Key Clubs that can raise a sufficient amount of money for The Eliminate Project. Trick-or-Treat for UNICEF Committee has dedicated the last week of October to raising money for Trick-or-Treat for UNICEF. We brainstormed ideas for fundraising projects for each day of the week that everyone in the Florida District can participate in. Also, the Committee brainstormed ideas about raising money for The Eliminate Project at KCKC that will be finalized by the end of August and sent out to all Lieutenant Governors. We have created two guides to that will help Key Clubbers order boxes and fundraising money other than Trick-or-Treating. The guides will be posted on the Florida District Website, and links will be provided in future blurbs.

FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL, INC.

2015-2016 BUDGET

October 1, 2015 through September 30, 2016

Approved by Florida District of Key Club 08/09/2015
Approved by the Florida District of Kiwanis 08/13/15 & 8/15/2015

Comments for 2015-2016			2015-2016 Budget	2014-2015 Actual through 6/30/2015	2014-2015 Budget	2013-2014 Actual through 7/17/14
Income						
601	DUES					
601.1	District Dues	20,000 members x \$3.50	\$ 70,000	\$ 71,736	\$ 66,500	\$ 86,246
601.2	Florida Opportunity Fund	20,000 x \$1.00	\$ 20,000	\$ 20,032	\$ 19,000	\$ -
Total 601 DUES			\$ 90,000	\$ 91,768	\$ 85,500	\$ 86,246
603	DISTRICT CONFERENCE (DCON)	2000 attendees				
603.1	Single Registration		\$ 320		\$ -	\$ 320
603.10	DCON Sponsorships		\$ 300	\$ 300	\$ -	
603.11	DCON Adult Reception Sponsor	From Kiwanis clubs and other sources	\$ 500	\$ -	\$ 500	
603.4	DCON Registration	\$265 / 330 / 360 / 565	\$ 581,615	\$ 538,532	\$ 568,100	\$ 465,919
603.6	Program Book Advertising		\$ 10,000	\$ 9,235	\$ 7,000	\$ 2,934
603.15	FLOF Registration Offset	See 830.14	\$ 12,731	\$ 11,278	\$ 14,077	\$ -
Total 603 DISTRICT CONFERENCE (DCON)			\$ 605,466	\$ 559,345	\$ 589,677	\$ 469,173
604	INTERNATIONAL CONVENTION	100@\$700; 8@980; less subsidies				
604.8	Registration Fee	Governor - Less \$700 subsidy	\$ -		\$ -	\$ 50
604.8	Registration Fee	Secretary - Less \$500 subsidy	\$ 200		\$ 200	\$ 250
604.8	Registration Fee	Treasurer - Less \$500 subsidy	\$ 200		\$ 200	\$ 250
604.8	Registration Fee	Other Bd - Less 33 x \$200 subsidies	\$ 16,500		\$ 12,500	\$ 10,800
604.8	Registration Fee	Asst Adms (chaperones) - Less 8 x \$980 subsidies	\$ -		\$ -	\$ -
604.8	Registration Fee	All others - 64 quads	\$ 44,800	\$ 65,968	\$ 31,360	\$ 24,527
Total 604 INTERNATIONAL CONVENTION			\$ 61,700	\$ 65,968	\$ 44,260	\$ 35,877
605	FOUNDATION GRANTS	From FKF for Board training	\$ 20,500		\$ 20,500	\$ 23,500
Total 605 FOUNDATION GRANTS			\$ 20,500	\$ -	\$ 20,500	\$ 23,500
608	INTEREST					
608.1	RJ Investment Interest	Will have its own budget as the Endowment	\$ 600	\$ 976	\$ 570	\$ 444
608.2	RJ DCON Loss Interest		\$ 1,200	\$ 1,407	\$ 1,450	\$ 1,393
608	INTEREST - Other			\$ 186	\$ -	\$ 0
Total 608 INTEREST			\$ 1,800	\$ 2,569	\$ 2,020	\$ 1,837
611	DISTRICT SERVICE PROJECTS					
611.2	Eliminate Project			\$ 11,985	\$ 15,000	\$ 7,534
611.xx	Endowment	From DCON	\$ 12,000	\$ -	\$ -	
Total 611 DISTRICT SERVICE PROJECTS			\$ 12,000	\$ 11,985	\$ 15,000	\$ 7,534
Total Income			\$ 791,466	\$ 731,635	\$ 756,957	\$ 624,167

FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL, INC.

2015-2016 BUDGET

Comments for 2015-2016			2015-2016 Budget	2014-2015 Actual through 6/30/2015	2014-2015 Budget	2013-2014 Actual through 7/17/14
Expense						
703	DISTRICT CONFERENCE (DCON)	2000 paid attendees				
703.1	DCON Housing	(see worksheet)	\$ 260,985	\$ 253,818	\$ 259,170	\$ 200,402
703.12	Comp Registration		\$ -	\$ -	\$ 5,125	\$ -
703.13	Name Badges/Ribbons/holders		\$ 1,000	\$ 881	\$ 1,200	\$ 1,157
703.14	Program & Candidates Book Printing	includes ballot printing	\$ 7,500	\$ 7,299	\$ 6,000	\$ 5,120
703.15	Workshop Materials		\$ 50	\$ 52	\$ 50	\$ -
703.16	Awards/Trophies/Certificates		\$ 4,500	\$ 4,618	\$ 6,000	\$ 4,257
703.2	Group Meal Package	\$127.10 X 2K + \$1612 Sun Brkfst minus \$5K credit	\$ 250,812	\$ 227,698	\$ 245,812	\$ 194,024
703.22	Speakers & Entertainment		\$ 3,000	\$ 237	\$ 3,000	\$ -
703.25	Decorations Stage/Table	backdrop + flowers head table	\$ 150	\$ 133	\$ 800	\$ 480
703.26	DCON Mailing		\$ 200	\$ -	\$ -	\$ -
703.27	Miscellaneous	hotel rekeying, etc.	\$ 700	\$ 768	\$ 400	\$ 567
703.29	Sergeant-at-Arms	wrist bands, spirit stick	\$ 200	\$ 189	\$ 300	\$ 164
703.3	Adult Reception		\$ 500	\$ 500	\$ 500	\$ 217
703.37	Dances		\$ 500	\$ 18	\$ 500	\$ 262
703.38	Advisors' & Key Club Committee Gifts	\$5 x 300	\$ 1,500	\$ 1,185	\$ 1,500	\$ 15
703.41	DCON Online Payment Charges		\$ 3,800	\$ 3,719	\$ 1,600	\$ 1,725
703.42	Signage		\$ 200	\$ 540	\$ 420	\$ -
703.43	App fee		\$ 249	\$ 249	\$ -	\$ 380
703.7	Governor Reception		\$ 500	\$ 467	\$ 300	\$ 399
703.8	Souvenirs	T-shirts \$4.50 x 2000+\$2000 pins	\$ 13,000	\$ 10,143	\$ 13,000	\$ 300
703.92	A-V Outsource Services	Anticipated in new AV agrmment; includes rooms	\$ 36,000	\$ 33,173	\$ 36,000	\$ 9,218
703.xx	Hotel A-V & Rigging charges	Anticipated in new AV agreement	\$ 10,000	\$ -	\$ -	\$ 33,000
703.97	G. Harold Martin Fellows	4 x \$250	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
703.991	Kiwanis DCON Support	Kiwanis district office support	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
703.992	DCON College Scholarships	Min \$1000; from ad sales	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000
Total 703 DISTRICT CONFERENCE (DCON)			\$ 603,346	\$ 554,686	\$ 589,677	\$ 459,687
704	INTERNATIONAL CONVENTION	Atlanta				
704.1	ICON Convention Housing	See ICON Worksheet	\$ 32,480	\$ 6,891	\$ 22,400	\$ 16,332
704.2	Transportation	See ICON Worksheet	\$ -	\$ 10,905	\$ 10,080	\$ 3,601
704.4	Food	See ICON Worksheet	\$ 10,800	\$ 5,554	\$ 7,200	\$ 6,708
704.8	T-shirts/pins/souvenirs/other	See ICON Worksheet	\$ 1,080	\$ 787	\$ 720	\$ 7,562
704.xx	Tour expenses	See ICON Worksheet	\$ 15,120	\$ 4,601	\$ -	\$ -
704.62	ICON Online Payment Charges	See ICON Worksheet	\$ 500	\$ -	\$ 448	\$ 369
704.6	ICON Registration to KCI	See ICON Worksheet	\$ 18,360	\$ 13,000	\$ 12,240	\$ 10,675
Total 704 INTERNATIONAL CONVENTION			\$ 78,340	\$ 41,738	\$ 53,088	\$ 45,246

FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL, INC.

2015-2016 BUDGET

Comments for 2015-2016		2015-2016 Budget	2014-2015 Actual through 6/30/2015	2014-2015 Budget	2013-2014 Actual through 7/17/14
705	EXECUTIVE OFFICER EXPENSES				
705.1	Governor DCON Subsidy	\$ 265	\$ 260	\$ 260	\$ 255
705.13	Governor Fall and Spring Rallies	\$ 1,500	\$ 1,108	\$ 1,500	\$ 1,367
705.2	Secretary DCON Subsidy	\$ 265	\$ 260	\$ 260	\$ -
705.3	Treasurer DCON Subsidy	\$ 265	\$ 260	\$ 260	\$ 255
705.4	Webmaster DCON Subsidy	\$ 265	\$ 260	\$ 260	\$ 250
705.5	District Editor DCON Subsidy	\$ 265	\$ -	\$ 260	\$ 120
705.6	Executive Assistant DCON Subsidy	\$ 265	\$ -	\$ 260	\$ -
Total 705 EXECUTIVE OFFICER EXPENSES		\$ 3,090	\$ 2,148	\$ 3,060	\$ 2,247
706	ADMINISTRATOR EXPENSES				
706.1	Administrator Monthly Expense	\$ 5,100	\$ 3,310	\$ 5,000	\$ 3,117
706.2	Administrator Fall and Spring Rallies	\$ 2,250	\$ 2,033	\$ 2,250	\$ 2,070
706.4	Administrator GATC	\$ -	\$ 601	\$ 500	\$ 539
706.6	Committee Training Retreat	\$ 3,000	\$ -	\$ 3,000	\$ 3,354
Total 706 ADMINISTRATOR EXPENSES		\$ 10,350	\$ 5,944	\$ 10,750	\$ 9,080
707	LIEUTENANT GOVERNOR EXPENSES				
707.1	LTG / Chair DCON Subsidy	\$ 11,130	\$ 4,420	\$ 10,920	\$ 3,354
707.2	District Committee Expense Allowance	\$ 1,000	\$ -	\$ -	\$ -
Total 707 LIEUTENANT GOVERNOR EXPENSES		\$ 12,130	\$ 4,420	\$ 10,920	\$ 16,865
709	BOARD MEETINGS & CONFS				
709.2	Winter Board Travel	\$ 3,900	\$ 3,068	\$ 3,500	\$ 3,578
709.21	Winter Board Housing	\$ 4,000	\$ 3,918	\$ 3,500	\$ 2,820
709.22	Winter Board Meals	\$ 4,000	\$ 4,050	\$ 3,500	\$ 3,168
709.23	Winter Board Supplies	\$ 100	\$ -	\$ 100	\$ 27
709.41	Spring LTG Training Travel	\$ 1,000	\$ 410	\$ 1,000	\$ 402
709.4	Spring LTG Training Supplies	\$ 1,000	\$ 830	\$ 1,000	\$ 903
709.3	Leadership Training Travel	\$ 3,900	\$ 1,252	\$ 3,500	\$ 2,889
709.31	Leadership Training Housing	\$ 4,000	\$ 2,000	\$ 3,500	\$ 5,366
709.32	Leadership Training Meals	\$ 4,000	\$ 48	\$ 3,500	\$ 2,474
709.33	Leadership Training Supplies	\$ 3,900	\$ 87	\$ 100	\$ 133
709.1	Fall Board Travel	\$ 100	\$ -	\$ 3,500	\$ -
709.11	Fall Board Housing	\$ 4,000	\$ -	\$ 3,500	\$ 500
709.12	Fall Board Meals	\$ 4,000	\$ -	\$ 3,500	\$ -
709.13	Fall Board Supplies	\$ 100	\$ -	\$ 100	\$ -
Total 709 BOARD MEETINGS & CONFS		\$ 38,000	\$ 15,663	\$ 33,800	\$ 22,260

FLORIDA DISTRICT OF KEY CLUB INTERNATIONAL, INC.

2015-2016 BUDGET

Comments for 2015-2016			2015-2016 Budget	2014-2015 Actual through 6/30/2015	2014-2015 Budget	2013-2014 Actual through 7/17/14
711	KIWANIS FAMILY MEETINGS					
	711.5 Kiwanis Convention Registration	Up to 18 board members meals	\$ 1,500		\$ 1,500	
	711.6 Kiwanis Convention Housing	4 rooms/suite	\$ 1,500		\$ 1,500	\$ 436
	Total 711 KIWANIS FAMILY MEETINGS		\$ 3,000	\$ -	\$ 3,000	\$ 436
717	DISTRICT PROJECTS					
	717.1 The Eliminate Project Donation		\$ -	\$ 7,106	\$ 10,200	\$ 12,330
	717.2 The Eliminate Project Expense		\$ -	\$ 3,514	\$ 4,800	\$ 4,173
	717.xx Endowment	From DCON; endowment will pay expenses	\$ 12,000			
	Total 717 DISTRICT PROJECTS		\$ 12,000	\$ 10,620	\$ 15,000	\$ 16,503
800	GENERAL ADMINISTRATION					
	805 Stationery		\$ 50	\$ 49		
	807.1 Internet Fees		\$ 360		\$ 360	
	808 Bank Charges	Charge to Endowment budget?	\$ 3,000	\$ 2,972	\$ 3,000	\$ 3,594
	809 Kiwanis Office Support		\$ 6,000		\$ 6,000	\$ 6,000
	810 Accountant Fees		\$ 1,000	\$ 961	\$ 1,000	\$ 61
	811 District Board Badges	\$6.50 x 50	\$ 350	\$ 409	\$ 325	\$ 312
	812 District Board Pins		\$ 250	\$ 69	\$ 250	\$ 621
	813 District Board Shirts	\$30 x 64	\$ 1,800	\$ 1,591	\$ 1,920	\$ 1,609
	Total 800 GENERAL ADMINISTRATION		\$ 12,810	\$ 6,052	\$ 12,855	\$ 12,198
830	FLORIDA OPPORTUNITY FUND (FLOF)					
	830.1 FLOF Project Grants	Club grants from current year	\$ 10,000	\$ 3,849	\$ 10,000	\$ 4,850
	830.13 Governor's Project Scholarship	Given at DCON (from prior yr FLOF carryover)	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	830.14 DCON Registration Offset	Used for DCON (from prior yr FLOF carryover)	\$ 12,731	\$ 11,278	\$ 14,077	
	830.xx Other college scholarships		\$ -	\$ 7,000	\$ 7,000	
	401 FLOF Payable			\$ -	\$ 8,000	\$ -
	Total 830 FLORIDA OPPORTUNITY FUND (FLOF)		\$ 23,731	\$ 23,128	\$ 40,077	\$ 5,850
	Total Expense		\$ 796,797	\$ 664,397	\$ 772,227	\$ 590,371
	Income minus Expense		\$ (5,331)	\$ 67,238	\$ (15,270)	\$ 33,796
	FLOF carryover from previous year not accounted in income	Gov Project Scholarship (#830.13 \$1K)	\$ 1,000		\$ 20,404	
	Net Income / (Expense)		\$ (4,331)	\$ 67,238	\$ 5,134	\$ 33,796

**2016 DCON - Orlando, FL
April 28 - May 1, 2016**

Single/Double Rooms: \$125

Triple/Quad Rooms: \$145

Food: Breakfast - \$16.12; lunch - \$16.12; dinner - \$26.66/\$35.96 (Total: \$127.10) Includes 24% service charge.

Member	Quad	Triple	Double	Single
6 meals (Fri & Sat)	127.10	127.10	127.10	127.10
Rooms	108.75	145.00	187.50	375.00
Costs - Itemized below				
Misc fees	39.58	39.58	39.58	39.58
desired profits	0.00	0.00	0.00	0.00
Probable Cost	275.43	311.68	354.18	541.68
Charge Per Person	265.00	330.00	360.00	565.00

Misc Fees	Total
Misc.	\$79,161
Expected paid registrations	2,000
Misc fee per person	\$40

	All Expenses	Misc Expenses	Non-Misc
703.1	DCON Housing	--	\$260,985
703.12	Comp Registration	\$0	--
703.13	Name Badges/Ribbons/holders	\$1,000	--
703.14	Program & Candidates Book Printing	--	\$7,500
703.15	Workshop Materials	\$50	--
703.16	Awards/Trophies/Certificates	\$4,500	--
703.2	Group Meal Package	\$1,612	\$254,200
703.22	Speakers & Entertainment	\$3,000	--
703.25	Decorations Stage/Table	\$150	--
703.26	DCON Mailing	\$200	--
703.27	Miscellaneous	\$700	--
703.29	Sergeant-at-Arms	\$200	--
703.3	Adult Reception	--	\$500
703.37	Dances	\$500	--
703.38	Advisors' & Key Club Committee Gifts	\$1,500	--
703.41	DCON Online Payment Charges	\$3,800	--
703.42	Signage	\$200	--
703.43	App fee	\$249	--
703.7	Governor Reception	\$500	--
703.8	Souvenirs	\$13,000	--
703.92	A-V Outsource Services	\$36,000	--
703.xx	Hotel A-V & Rigging charges	\$10,000	--
703.97	G. Harold Martin Fellows	\$1,000	--
703.991	Kiwanis DCON Support	\$6,000	--
703.992	DCON College Scholarships from program ads	--	\$1,000
--	Food credit	-\$5,000	--
	Total Misc	\$79,161	\$524,185

Number	Description	Registration Income	Housing Expense	Meal Expense	Misc Expense	2015 Actuals
1648	Quad (412 rooms/night @ \$145)	\$436,720	\$179,220	\$209,461		412
57	Triples (19 rooms/night @ \$145)	\$18,810	\$8,265	\$7,245		11
198	Doubles (99 rooms/night @ \$125)	\$71,280	\$37,125	\$25,166		99
97	Singles (97 rooms/night @ \$125)	\$54,805	\$36,375	\$12,329		96
Total Income		\$581,615				
Total Expense			\$260,985	\$254,200	\$79,161	
	FLOF Carryover for DCON	\$12,731				
	Projected Profit/loss				\$0	

2000

**2016 ICON - Atlanta, GA
July 6-10, 2016**

Rooms: \$180/night x 7 nights

Registration fee: \$200

Other Expenses: \$530

Member	Quad	Double
Meals (Wed-Tue)	100.00	100.00
Rooms	315.00	630.00
Registration	170.00	170.00
Tour Expense	105.00	105.00
Shirts/pins/souvenirs	10.00	10.00
Other expenses	0.00	0.00
Probable Cost	700.00	1,015.00
Charge Per Person	700.00	1,050.00

Projected:	Income	Minus Subsidies	Housing Expense	Meal Expense	Other Expense
Quads - 100 (175 room nights)	\$70,000	-\$8,300	\$28,000	\$10,000	32,000.00
Doubles - 8 (28 room nights)	\$7,840	-\$7,840	\$4,480	\$800	2,560.00
Total	\$77,840	-\$16,140	\$32,480	\$10,800	\$34,560
Total Income (from registrations)					\$61,700
Project Profit/Loss excl subsidies					\$77,840
					\$0

2013-2014 FLOF Grants and Financial Report

**2013-2014
Final FLOF Report**

FLOF Starting Balance (Oct 2013)										\$18,331.34	*2012-2013 Carryover
School	Project Name	Date submitted	Date LTG report filled	Date Approved	Total Cost of project	Amount Requested	Amount Approved	Date of the project	Follow-Up Done?	FLOF Balance	Comments
Saint John Neumann	Nicaragua Mission Trip	4/19/2013	N/A	5/26/2013	\$4,500.00	\$1,000.00	\$1,000.00	7/21/2013	Yes	\$17,331.34	No LTG report was done for this application
Gulf Breeze High School	Dictionary Project	9/25/2013	10/2/2013	10/6/2013	\$1,000.00	\$666.66	\$666.66	10/17/2013	Yes	\$16,664.68	
Paxton High School	Angel Tree Project	10/11/2013	10/23/2013	11/23/2013	\$600.00	\$400.00	\$400.00	November-December	Yes	\$16,264.68	
Bozeman High School	Dictionary Project	10/18/2013	11/4/2013	11/23/2013	\$450.00	\$300.00	\$300.00	N/A	Yes	\$15,964.68	Date of project was listed as "TBA"
Jesuit High School	Gifts of Hope	12/2/2013	1/1/2014	1/5/2014	\$8,500.00	\$1,000.00	\$1,000.00	Ongoing	Yes	\$14,964.68	
Cooper City High School	Feeding Children Everywhere	1/3/2014	1/13/2014	1/13/2014	\$10,000.00	\$1,000.00	\$1,000.00	2/20/2014	No	\$13,964.68	
Tampa Bay Tech High School	Eliminate Walk w/ All Peoples	2/19/2014	2/19/2014	3/9/2014	\$500.00	\$850.00	\$333.00	3/15/2014	No	\$13,631.68	
Trinity Preparatory School	Senior Prom 2014	2/19/2014	2/25/2014	3/9/2014	\$225.00	\$150.00	\$150.00	4/19/2014	No	\$13,481.68	
Jenson Beach High School						\$1,000.00	\$1,000.00			\$12,481.68	
					\$25,775.00	\$6,366.66	\$5,849.66			\$12,481.68	2012-2013 Ending Balance (as of 6/29/2014)
								2013-2014 Carryover		19,000.00	Approximate
Totals (2013-2014):										\$31,481.68	Total Carryover

*For 2013-2014 Money was never transferred into the account and only prior year's balance was used.

Requirements for board members to receive DCON subsidy.

1. Board members must have satisfactorily completed their Service Agreement.
2. Board member must be on the board at DCON and must be present during entire conference.
3. Elected board member's successor must be installed at DCON.
4. Only DCON registration expense may be reimbursed (ex. no travel expenses)
5. Only the amount paid by the board member is eligible for reimbursement (ex. not amounts paid by the local Key Club or a Kiwanis club).
6. A minimum total program advertisement sales equal to \$30 per club (charter) within the division must be sold for all board members in that division to receive a subsidy. If less is sold, no subsidy will be given to any board member in the division.
7. Cost of replacing name badges, board shirts, lost officer pins, or other extra expenses incurred by the district will be deducted from the DCON subsidy before reimbursement is given.
8. Board member must submit a RFL or Distinguished District Officer application by DCON.
9. Reimbursements will be made *after* DCON. Board member will need to pay the registration and then be reimbursed by check after DCON.