

Florida District of Circle K International

Board Meeting Agenda

April 30, 2017 | 10:00 AM

New College of Florida | Sarasota, FL

Voting Board Present:

Governor: Phoebe Sartori

Secretary: Diamond Pichardo

Treasurer: Linda Martin

Editor: Jennifer Lin

Citrus Lieutenant Governor: Josephine Di Russo

Evergold Lieutenant Governor: Angelica Saez

Panhandle Lieutenant Governor: Emily Roberts

Suncoast Lieutenant Governor: Haley Gordon

Sunbelt Lieutenant Governor: Sandy Gorgy

Suwannee Lieutenant Governor: Billy Hackett

Committee Chairs Present:

Awards Chair: Mariam McKee

Communications Chair: Jordan Irby

Conventions Chair: Alex Perez

Kiwanis Family Relations Chair: Jennifer Moscovitch

Legal Chair: Kim Moya

Membership Development and Education Chair: Kaileen McHugh

Chair:Jonathan Garcia

Service Chair:Gabi Castellanos

Webmaster:Nicole Dan

Circle K Committee Present:

District Administrator: Amanda Saguill

Evergold Division Advisor:Tom Friewald

Panhandle Division Advisor/DCON Advisor:Heather Locke

Sunbelt Division Advisor-Robert Brown

Circle K Committee Absent:

Suncoast Division Advisor: Chris Burtless

Suwannee Division Advisor: Sally Leitzman

Guests Present:

2016-2017 Florida Kiwanis Governor: Gary Frechette

2016-2017 Florida Kiwanis Governor-Elect: Todd Smith

I. Call to Order-10:01am

II. Pledge of Allegiance

III. Roll Call

IV. Approval of Agenda

Governor, NCF, entertained a motion to amend the agenda for this meeting.

- a. Jennifer Lin, District Editor, NCF, so moved.
 - b. Linda Martin, District Treasurer, FGCU, seconded.
 - i. No Discussion.
- Vote.

1. Motion carried.

B. Phoebe Sartori, Governor, NCF, entertained a motion to approve the agenda as amended

- a. Jennifer Lin, District Editor, NCF, So moved.
- b. Josephine Di Russo, Citrus Lieutenant Governor, LSSC, seconded.
 - i. No Discussion.
 - ii. Vote.

1. Motion carried.

V. Old Business

a. Approval of Endorsement Meeting Minutes

A. Phoebe Sartori, Governor, NCF, entertained a motion to approve the approve the Endorsement Meeting Minutes.

- a. Josephine Di Russo, Citrus Lieutenant Governor, LSSC, so moved.
- b. Emily Roberts, Panhandle Lieutenant Governor, FSU, seconded.
 - i. No Discussion.
 - ii. Vote.

Motion carried.

VI. New Business

a. Approve Goals

A. Phoebe Sartori, Governor, NCF, entertained a motion to approve the approve the District Goals.

a. Jennifer Lin, District Editor, NCF, so moved.

b. Billy Hackett, Suwannee Lieutenant Governor, UF, seconded.

i. No Discussion.

ii. Vote.

1. Motion carried.

a. Board Reports

i. Governor- Phoebe Sartori

Since DCON, she has:

-Selected the committee chairs and communicated these selections to the elected board

-Hosted 2 conference call board meetings to approve the appointments of the committee chairs and approve the endorsement of Anthony Perez to run for the position of Subregion G Trustee

-Attended Key Club DCON and introduced myself to the newly elected Key Club board

-Attended a training session with IVP Steven about the new standardized MRF

-Attended GATC

- Hosted one on one phone calls with DA Amanda to talk about the district and any of the issues she was having
- Worked with secretary Diamond on the supplemental MRF form
- Planned and executed DOTC
- Fielded emails about various questions her board members had about their respective positions

ii. Secretary- Diamond Pichardo

Since DCON, she has:

- Created and distributed the March Membership Report Form
- Attended Office Hours held by our International Vice President where the New MRF system was explained
- Created a Secretary Information Document to send out to all club secretaries
- Created a Secretary Facebook Page
- Completed and distributed Meeting Minutes

iii. Treasurer- Linda Martin

Since DCON, she has:

- Attended Kiwanis Budget Meeting and FL District Board Meeting at FL Kiwanis Headquarters to present our Amendments voted on in DCON.
- Contacted Leah numerous times to learn about position
- Learned and did reimbursements for KC DCON
- Reviewed over the drive. Primarily looked at the budget and

general.

iv. Editor- Jennifer Lin

Since DCON, she has:

- Designed the board name badges and business cards.
- Created a general outline for the Florida Circle Kapers.
- Designed a logo to use across all Circle Kapers publications that will be released during the 2017-2018 year.
- Attended Key Club DCON (March 30 - April 2) and helped with taking photos.

v. Citrus Lieutenant Governor- Josephine Di Russo

Since DCON, she has:

- Participated in service projects and club fundraising with home club at Lake-Sumter State College
- Projects included working with Habitat for Humanity, March of Dimes, and other local events
- Attended home club's "Charter Party" where the LSSC CKI's accomplishments, member recognitions, and officer inductions were done
- Attended the UCF CKI Banquet and retired and installed the old and new executive boards
- Spoke some with Stetson CKI
- Participated in K-family events including
- Two Kiwanis Division 9 DCMs, two Mount Dora Kiwanis club

Golden Triangle Kiwanis Golf Tournament, Florida Key Club DCON, and
Mount Dora High School Key Club Banquet

vi. Evergold Lieutenant Governor- Angelica Saez

Since DCON she has:

- Contacted Division Advisor Tom Freiwald
- Began retrieving contact information for club officers in her division

vii. Panhandle Lieutenant Governor- Emily Roberts

Since DCON she has:

- Installed FSU's new Executive Board
- Planned out year in terms of DCM meetings; when/where
- Learned more specifics about her position as Panhandle LTG

viii. Sunbelt Lieutenant Governor- Sangy Gorgy

Since DCON, she has:

- Spoke to Phoebe and clarified the position of LTG and how to approach certain topics
- Made goals for the year and when to achieve those goals (before board meetings, etc.)
- Spoke to the District Secretary (Diamond) about what it means to be an LTG and how to introduce the current position to the president's, advisors, etc. in the area
- Spoke to the LTG in the same area for Key Club and made plans to attend the next DCM at HCC in Brandon with the new Committee Chair

CKI (Jorden Irby)

- Currently working with Chris (former president of HCC Brandon CKI) to aid him in becoming a Kiwanis Advisor for Southshore as they charter their CKI club

ix. Suncoast Lieutenant Governor- Haley Gordon

Since DCON she has:

- Learned more specifics about her position.
- Attended District Officer Training Conference

x. Suwannee Lieutenant Governor-Billy Hackett

Since DCON, he has:

- Promoted CKI and delivered a presentation at the Key Club Zone D Spring Zone Rally.
- Attended the Key Club Florida District's Education and Leadership Conference (DCON), mingled with Key Clubbers while promoting CKI, and performed various miscellaneous tasks (including awards judging and camera duty) to ensure the event ran smoothly.
- Emailed the officers of the budding UNF CKI club during the first week of April introducing himself and, via a short email exchange, received an update on the club's activities and charter status.
- Attended DOTC in late April. At DOTC, he learned more about his position as a lieutenant governor, what is expected of him on the district board, and established/strengthened bonds with his fellow board members (while

positions as well).

- Created specific, measurable goals for the 2017-2018 service year as a lieutenant governor and member of the district board while at DOTC.

xi. Awards Chair-Mariam McKee

Since DCON, she has:

- Spoke with District Editor about getting the list of DCON award winners
- Created the list of DCON Award Winners

xii. Communications Chair- Jordan Irby

Since DCON, he has:

- Understood his role as Communications Chair and what that will entail
- Brainstormed ways to increase inter- and intra-district wide interpersonal communication
- Determined ways (personal visits, virtually, social media, Kapers, etc.) to display active support towards the other districts

xiii. Conventions Chair- Alex Perez

Since DCON, he has:

- Created a timeline to complete tasks
- Brainstormed themes for LTC

xiv. Kiwanis Family Relations Chair- Jennifer Moscovitch

Since DCON, she has:

- Created calendar for tasks

DCM to inform Kiwanians of the new mentorship

Program

- Brainstormed Key Club buddy system

- Held one-on-one with Governor Phoebe to discuss plans for upcoming

Year

- Attended Key Club DCON Pool Party.

xv. Legal Chair- Kim Moya

Since DCON, she has:

- Reviewed the Florida District bylaws.

- Reviewed the Circle K International Bylaws

- Prepared a presentation on Parliamentary Procedures for DOTC

- Presented about Parliamentary Procedures at DOTC

- Went through the Google Drive to see what resources are available

from the past District Board, especially from the immediate past Legal

Chair.

xvi. Membership Development and Education Chair- Kaileen McHugh

Since DCON, she has:

- Created excel sheet with names and contact information for seniors that went to the senior pool party at Key Club DCON.

- Brainstormed ideas for resources (based on past resources on drive, and advice from other CKI members).

- Spoke with past Membership Education and Development chair on what the position entails.

Relations Chair- Jonathan Garcia

Since DCON, he has:

- Started making a marketing plan for until LTC
- Planned out a bimonthly Florida District Update Video
- Looked at all FL District social media and all the club levels and other districts to get ideas
- Edited the Board photos

xviii. Service Chair- Gabi Castellanos

Since DCON, she has:

- Brainstormed ideas for in-house service projects as well as organizations to partner with
- Looked through past resources and emails
- Brainstormed and began planning for the DLSSP

xix. Webmaster- Nicole Dan

Since DCON she has:

- Checked website for what could be improved
- Talked to other committee chairs about website improvements related to their committee and in general

VII. Guest Remarks

VIII. District Administrator Remarks

IX. Governor Remarks

X. CKI Pledge

XI. Adjournment-10:40am



Respectfully submitted,

Diamond Pichardo,
Florida District Secretary