Florida District of Circle K International

Summer Board Meeting Minutes

July 14th, 2018 | 7:00 PM

Kiwanis Florida District Office | Sanford, FL

Voting Board Present:

District Governor: Diamond Pichardo
District Secretary: Josephine Di Russo
District Treasurer: Derek Stewart
District Editor: Valory Vailoces
Citrus Lieutenant Governor: Matthew Grimmer
Evergold Lieutenant Governor: Maria Landron
Panhandle Lieutenant Governor: Mariam Mckee
Sunbelt Lieutenant Governor: Meit Dave
Suwannee Lieutenant Governor: Miranda Brown

Voting Board Absent:

Committee Chairs Present:

Conventions Chair and Suncoast Division Liaison: Alex Perez
Legal Chair: Cristian Tello
Membership Development and Education Chair: Kim Moya
Public Relations and Technology Chair: Ashley Johns

**Committee Chairs Absent:**

Awards and Kiwanis Family Chair: Riley Henry  
Service Chair: Junior Pierre-Louis

**Florida Circle K International Committee Present:**

District Administrator: Amanda Saguil  
Citrus Division Advisor: Floyd Adams  
Evergold Division Advisor: Tom Freiwald  
Panhandle Division Advisor: Heather Locke

**Florida Circle K International Committee Absent:**

Sunbelt Division Advisor: Robert Brown  
Suncoast Division Advisor: Sally Letizman

**Guests Present:**

Florida Key Club District Governor: Sohayla El Deeb  
Florida Kiwanis District Governor: C. Todd Smith  
Florida Kiwanis District Governor-Elect: Steve LeBlanc

I. Call to Order  
   A. The meeting was called to order at 7:00 PM.
II. Pledge of Allegiance

III. Roll Call

IV. Approval of Absences

A. Diamond Pichardo, Governor, UF, entertained a motion to approve the absence of Junior Pierre-Louis who could not be in attendance due to a family emergency and Riley Henry who could not be in attendance due to a study abroad trip.

1. Mariam Mckee, Panhandle LTG, FSU, so moved.
   a) No discussion.
   b) Vote.
      (1) Motion carried.

V. Approval of Agenda

A. Diamond Pichardo, Governor, UF, entertained a motion to amend the agenda to include the approval of the LTC logo.

1. Mariam Mckee, Panhandle LTG, FSU, so moved.
2. Derek Stewart, Treasurer, TCC, seconded.
   a) No discussion.
   b) Vote.
      (1) Motion carried.

B. Diamond Pichardo, Governor, UF, entertained a motion to approve the agenda as amended.

1. Valory Vailoces, Editor, UCF, so moved.
   a) No discussion.
   b) Vote.
      (1) Motion carried.

VI. Old Business

   A. Approval of DOTC Meeting Minutes

      1. Diamond Pichardo, Governor, UF, entertained a motion to approve the meeting minutes from our previous district board meeting.
         a) Mariam Mckee, Panhandle LTG, FSU, so moved.
         b) Josephine Di Russo, Secretary, UCF, seconded.
            (1) No discussion.
            (2) Vote.
            (a) Motion carried.

VII. New Business

   A. Approval of the 2018-2019 District Budget

      1. Diamond Pichardo, Governor, UF, entertained a motion to approve the proposed 2018-2019 District Budget.
         a) Derek Stewart, Treasurer, TCC, so moved.
         b) Maria Landron, Evergold LTG, PBAU, seconded.
            (1) No discussion.
            (2) Vote.
            (a) Motion carried.
B. Approval of the LTC 2018 Logo

1. Diamond Pichardo, Governor, UF, entertained a motion to approve the proposed LTC 2018 Logo.
   a) Miranda Brown, Suwanee LTG, UNF, so moved.
   b) Matthew Grimmer, Citrus LTG, UCF, seconded.
      
      (1) Discussion.
      (a) Alex Perez, Conventions Chair and Suncoast Liaison, TCC, clarified that the design would be with stars and include “Reach for the Stars” on the top, “LTC 2018” on the bottom, and a black logo.

      (2) Vote.
      (a) Motion carried.

C. Approval of 2019 District Convention Theme

1. Diamond Pichardo, Governor, UF, entertained a motion to approve the 2019 District Convention theme of “A Starry Night in Paris.”
   a) Derek Stewart, Treasurer, TCC, so moved.
   b) Valory Vailoces, Editor, UCF, seconded.
      
      (1) No discussion.

      (2) Vote.
      (a) Motion carried.
1. Governor - Diamond Pichardo
   a) Since DOTC, they have been working on the following:
      (1) Attended CKIx.
      (2) Attended Key Club LTC.
      (3) Assisted Treasurer Derek with the budget.
      (4) Answered all correspondence in a timely manner.
      (5) Planned and executed Summer Board meeting.
      (6) Provided support and mentorship to the board members.

2. Secretary - Josephine Di Russo
   a) Since DOTC, they have been working on the following:
      (1) Attended CKIx.
      (2) Sent MRF submission reminders.
      (3) Created an April and a May District MRF.
      (4) Created an Excel sheet for MRF data.
      (5) Created a Remind text update system.

3. Treasurer - Derek Stewart
   a) Since DOTC, they have been working on the following:
      (1) Hard at work on the proposed and currently approved budget.
      (2) Developing a Task Force whose primary objectives are to raise funds, collect donor information, and make a solidified location for years following.
(3) Working on creating promotional material for dues & international Fees.

(4) Attended and helped run a Club Leadership Education workshop with Kim Moya at FAU CKI.

(5) Attended and helped educate treasurers for Maria Landron's Evergold DCM.

(6) Attended Key Club LTC to promote the connection between CKI & Key Club encouraging them to take the next step once they graduate.

(7) Attended 2 Kiwanis Division 23 DCMs promoting the Kiwanis Family Mentorship program (encouraging them to reach out to Riley instead of Bill Merchant as there have been issues on that front).

(8) Hard at work planning and running CKIx18, helping to run the event while also presenting on the Tomorrow Fund as an opportunity all treasurers and districts should know about.

4. Editor - Valory Vailoces
   a) Since DOTC, they have been working on the following:
      (1) June Kapers.
      (2) August Kapers.

5. Citrus Lieutenant Governor - Matthew Grimmer
a) Since DOTC, they have been working on the following:

(1) Setting up their first DCM with a divisional service project.
(2) Attending a DCM for KC Division 10B.
(3) Attending a DCM for KC Division's 10 A/B/C and Kiwanis Division 10.
(4) Attending CKIx.
(5) Getting in touch with my KC and Kiwanis LTG counterparts to introduce myself and get on their mailing lists.
(6) Creating a recruitment resource that will help clubs to table and learn how to talk to people.
(7) Announced the Citrus Rewards System.
(8) Sent out some emails and also solidified how I plan to email my division with info.

6. Evergold Lieutenant Governor - Maria Landron

a) Since DOTC, they have been working on the following:

(1) Attended FAU CKI Officer Training (via Google Hangout).
(2) Attended Key Club LTC June Board.
(3) Held their first DCM.
(4) Sent out June and July Announcements.
(5) Continued to work on their charter process.
(6) Got a division mascot and sent out mascot announcement.

(7) Created a Canva Team for marketing development.

(8) Created Division Group Chat.

7. Panhandle Lieutenant Governor - Mariam Mckee
   a) Since DOTC, they have been working on the following:
      (1) Coordinating with Panhandle presidents to receive officer information.
      (2) Mapped out prospective dates for DCMs and a Kiwanis Family Potluck

8. Sunbelt Lieutenant Governor - Meit Dave
   a) Since DOTC, they have been working on the following:
      (1) Attending 14A and 14B joint Key Club DCM to help spread the name of CKI.
      (2) Communicated with Key Club Zone Administrator Jim Powell about speaking at a Key Club Kick-off Conference.
      (3) Spoke with USF officers about their responsibilities.
      (4) Planned out an event with Division 14C's Key Club Lieutenant Governor on September 29th.

9. Suwannee Lieutenant Governor - Miranda Brown
   a) Since DOTC, they have been working on the following:
      (1) CKI Map of District, Divisions, and Schools.
(2) Plans for Social Media for the upcoming semester.

(3) Plans for divisional events for the upcoming semester.

10. Awards & Kiwanis Family Chair - Riley Henry
   a) Since DOTC, they have been working on the following:
      (1) Creating the directory for all branches of Kiwanis in Florida.
      (2) Finishing the Key Club mentorship program.
      (3) Creating a transition guide for their successor to continue that work.

11. Conventions Chair & Suncoast Liaison - Alex Perez
   a) Since DOTC, they have worked on the following as conventions chair:
      (1) Created base schedule for LTC.
      (2) Worked with PR Chair Ashley to design logos and shirts.
      (3) Chose workshops for LTC.
      (4) Chose a couple of themes for the District Board to vote on.
      (5) Talked with Governor Diamond and Service Chair Junior about a Governor's Project workshop and an in-house Service Project for LTC.
   b) They have worked on the following as Suncoast Liaison:
(1) Submitted a request to PR Chair Ashley about Florida Southwestern President winning multiple awards.

(2) Created a Suncoast Officer Information Form.

(3) Reached out to local Kiwanis Clubs to meet Kiwanis Advisors who can create a link to their CKI clubs.

(4) Received and distributed different service project ideas from local Kiwanis Clubs.

12. Legal Chair - Cristian Tello

a) Since DOTC, they have been working on the following:

   (1) Comprehensive bylaw understanding for LTGs to use as a tool to further the understanding of the existing bylaws and create a unanimous understanding of what the bylaws mean and represent and develop stronger literacy of them.

13. Membership Development and Education Chair - Kim Moya

a) Since DOTC, they have been working on the following:

   (1) Attended the Evergold Division DCM.

   (2) Attended CKIx in Chicago.

   (3) Conducted an officer training for FAU CKI.

   (4) Worked in the CKI Display board for Kiwanis DCON.

   (5) Updating current resources offered by the district.

14. Public Relations & Technology Chair - Ashley Johns
a) Since DOTC, they have been working on the following:

(1) LTC Logos.
(2) Website Adjustments.
(3) Creating Social Media Posts.
(4) Making the CKIx 2019 Promotional Video.
(5) Managing Our Various Social Media Accounts.

15. Service Chair - Junior Pierre-Louis

a) Since DOTC, they have been working on the following:

(1) working on creating and templating my service guide for the district.
(2) Create and apply ongoing knowledge acquired regarding the Governor's Project for the Summer Board meeting.
(3) Creating ongoing project for the Florida District large and small scale events.

VIII. Guest Remarks

IX. District Administrator Remarks

X. Governor Remarks

XI. CKI Pledge

XII. Adjournment

A. The meeting was adjourned at 7:45 PM.