

Minutes of the Official Meeting of the 2020-2021 District Board of Officers
of the Florida District of Circle K International
Zoom Video Communications
8:00 P.M. Sunday, August 23, 2020

Call to Order

District Governor Meit Dave called the board meeting to order at 8:00 P.M.

Pledge of Allegiance

District Secretary Deanna Kreinbring led the District Board in the Pledge of Allegiance.

Roll Call

District Secretary Deanna Kreinbring took roll call and recorded the 2020-2021 District Board Members present.

A. 2020-21 Voting Members Present

District Governor Meit Dave
District Secretary Deanna Kreinbring
District Editor Matt Wade
Citrus LTG Elli O'Shay
Panhandle LTG Cristian Tello
Sunbelt LTG Daniel Mackoon
Suwannee LTG Mayra Gonzales Guzman
Conventions Chair Eduardo Martinez
Kiwanis Family Relations Chair Selin Kavak
Legal Chair Vanessa Paneque
Membership Development and Education Chair Chantal Landron
Membership Recruitment Chair Patrick Rougraff
Public Relations Chair Ailish Tierney

B. 2020-21 Non-Voting Member Present

Service Chair Perry Nielsen, Jr.

C. Florida Circle K International Committee Members Present

District Administrator David McCampbell
Citrus Administrator Floyd Adams
Everglades/Goldcoast Administrator Tom Freiwald
Panhandle Administrator Aaron Johnson
Sunbelt Administrator Trina Sessions
Suncoast Administrator Sally Leitzman

D. Guests Present

Florida Kiwanis Governor Allen Yergovich
Florida Kiwanis Governor Designate Mary-Lynn Desjarlais
Florida Kiwanis Governor-Elect Designate Harvey White
Florida Kiwanis Vice-Governor Designate Sharon Moody
Circle K International Vice President Joey Cain
Circle K International Trustee Mackenzie Steele
Florida State University CKI Vice President Karelis Albornoz
Florida Key Club District Administrator Designate Heather Locke
Florida Key Club Governor Joey Chen

E. 2020-21 Voting Members Absent

Everglades LTG Daniela Same

F. Florida Circle K International Committee Members Absent

Conventions Administrator Alex Perez

Introduction of Guests

District Governor Meit Dave introduced the following guests:

Florida Kiwanis Governor Allen Yergovich
Florida Kiwanis Governor Designate Mary-Lynn Desjarlais
Florida Kiwanis Governor-Elect Designate Harvey White
Florida Kiwanis Vice-Governor Designate Sharon Moody
Circle K International Vice President Joey Cain
Circle K International Trustee Mackenzie Steele
Florida State University CKI Vice President Karelis Albornoz
Florida Key Club Governor Joey Chen

Approval of the Agenda

Panhandle LTG Cristian Tello moved to approve the agenda. The motion was seconded and carried.

Approval of the 2020 June Virtual Board Meeting Minutes

Panhandle LTG Cristian Tello moved to approve the 2020 House of Delegates Meeting Minutes. The motion was seconded and carried.

Treasurer's Financial Report

District Secretary Deanna Kreinbring reported that as of July 31st, 2020, the Operating Account has a balance of \$6,158.18, the Training & Growth (Foundation) Account has a balance of \$7,272,73, and the District Growth and Loss Reserve (Investment) Fund has a balance of \$132,956.74.

New Business

A. Approval of the Resignation of District Treasurer Frederick Brea

Conventions Chair Eduardo Martinez moved to approve the resignation of District Treasurer Frederick Brea. The motion was seconded and carried.

B. Approval of the Resignation of District Service Chair Robin Fintz

Panhandle LTG Cristian Tello moved to approve the resignation of District Service Chair Robin Fintz. The motion was seconded and carried.

C. Approval of the Appointment of District Service Chair Perry Nielsen Jr.

Conventions Chair Eduardo Martinez moved to approve the appointment of Perry Nielsen, Jr. as District Service Chair. The motion was seconded and carried.

D. International Updates

International Trustee Mackenzie Steele gave an update on the state of International affairs.

E. District Board Reports

See Exhibit A.

Remarks from Key Club Governor Joey Chen

Florida Key Club Governor Joey Chen gave her remarks.

Remarks from Florida Kiwanis Governor Allen Yergovich

Florida Kiwanis Governor Allen Yergovich gave his remarks.

Remarks from Florida Kiwanis Governor Designate Mary-Lynn Desjarlais

Florida Kiwanis Governor Designate Mary-Lynn Desjarlais gave her remarks.

Remarks from Florida Kiwanis Governor-Elect Designate Harvey White

Florida Kiwanis Governor-Elect Designate Harvey White gave his remarks.

Remarks from Florida Kiwanis Vice-Governor Designate Sharon Moody

Florida Kiwanis Vice-Governor Designate Sharon Moody gave her remarks.

Guest Remarks

Circle K International Vice President Joey Cain gave his remarks.

Florida CKI Citrus Administrator Floyd Adams gave his remarks.

Florida CKI Panhandle Administrator Aaron Johnson gave his remarks.

Florida CKI Suncoast Administrator Sally Leitzman gave her remarks.

District Administrator Remarks

District Administrator David McCampbell gave his remarks.

CKI Pledge

Suwannee LTG Mayra Gonzalez Guzman led the District Board in the CKI Pledge.

Adjournment

District Governor Meit Dave adjourned the meeting at 8:37 P.M.

Respectfully submitted,

Deanna Kreinbring

Deanna Kreinbring
2020-2021 District Secretary

EXHIBIT A – District Board Reports

A. District Governor Meit Dave

Since June Board, Meit's biggest priority has been making sure that every board member is ready for the school year to start. He has been in contact with the committee chairs and LTGs often and has made sure that he is up to date on what each board member is working on and offered assistance if necessary. Meit has been in contact with club presidents and has set up a Slack server so he can communicate with them. Meit has spoken in depth with each chair to discuss whatever task they have been working on. Meit has been in contact with every board member as often as he is able as his number one goal for this upcoming year was to establish excellent communication with the board. His other goals included getting the District to reach 600 total members and 24 clubs by the end of the year. In order to accomplish that goal, he has trained LTGs in Florida's first LTG-specific training and worked with committee chairs to ensure that they all put out resources for clubs to use to help them grow.

B. District Secretary Deanna Kreinbring

Since June Board, Deanna's priorities have been collecting club officers' information, creating the June Board meeting minutes, writing the summer board report, and planning the Club Leadership Education training. The District is still missing all or partial contact information from seven clubs, so it her top priority to ensure these officers are included in District resource sharing and announcements. Deanna has been working with the other executive officers to create a CLE meeting agenda, plan trainings for officers, request committee chairs to plan five-minute presentations, and invite club officers and committees to the training on September 12th, 2020. Deanna also provided a testimonial for K Fam Chair Selin's project and wrote an article on Monthly Report Forms for the August/September Circle Kapers. Deanna collaborated with past District Treasurer Frederick Brea to create an MRF and Dues guide that was posted on the website. She has also kept in contact with her assigned committees, Kiwanis Family Relations chair Selin and Legal chair Vanessa Paneque. Deanna's priority moving forward will be increasing MRF submissions throughout the District.

C. District Editor Matt Wade

Since June Board, Matt's priorities have included planning and creating the August/September issue of the Circle Kapers, exploring Wordpress and other website building tools for the District website, and contacting club editors. Matt has sent out one email to all club editors, which only the UF club editor has responded to. Matt plans to reach back out again to see if he can get more responses by the end of August to help promote the CLE in September. Matt has collaborated with the PR Chair, Ailish Tierney, in 2 Committee Head meetings where they discussed plans of renovating the

website as well as Ailish's experiences and struggles as a committee chair. Matt has also worked with the other executives Meit, Deanna, and Frederick to start preliminary planning for a District-wide CLE. Finally, Matt has worked with various other board members on articles for the August/September Kapers. When planning out Circle Kapers articles, Matt has kept his goals of minimizing fluffy articles in mind. Matt has just recently started contacting his club editors, so he hopes to follow through on his 2nd goal of establishing contact between club editors to start helping in the production of promotional materials. Finally, Matt has worked with PR Chair Ailish to streamline the website by exploring other website building tools such as Wix in hopes of building a brand-new website.

D. Citrus LTG Elli O'Shay

Since June Board, Elli has emailed the contact given for Emory University to introduce herself and offer assistance in any way they wish. Elli's main priority has been to assist UCF in recovering their membership and making plans for the school year. In order to work towards the set goals, Elli has met with the club president of UCF about the coming year in order to assist in any way, as well as emailing a contact at Emory about a possible charter.

E. Everglades LTG Daniella Same

No board report was submitted.

F. Panhandle LTG Cristian Tello

Since June Board, Cristian has reached out to Kiwanis clubs interested in chartering a CKI club and need to reach out to a Key Club graduate to further possible development at a school. Cristian needs to touch base with the contacts since it has been some time since their last communication. Cristian's priorities have been focusing on the service slack which has been delayed, communicating with clubs, and developing continued charter interests. To accomplish his goals, Cristian has connected with Key Club LTGs, gained contacts at target schools, and developed plans for hosting virtual meet and greets.

G. Sunbelt LTG Daniel Mackoon

Since June Board, Daniel received information on former Key Clubbers enrolling at USF. He discussed how to invite them to the club with his division advisor. They discussed inviting them to a Zoom meeting so that they get acquainted with the officers and the other members. Daniel has reached out to students at Florida Southern College and Pasco-Hernando State College. He has received a response from a student at Florida Southern, and he is currently in the process of looking for a potential Kiwanis sponsor in the Lakeland area. Daniel's priorities since June Board was to get a student contact at a college in his division without a CKI club. Once that information was received, he planned to assist them as necessary to set them up to charter a club at their respective school. For recruitment, Daniel has reached out to incoming Key Clubbers at USF to

have them meet the CKI students via Zoom. For chartering, Daniel emailed a couple students at different universities to discuss chartering clubs at their respective schools.

H. Suwannee LTG Mayra Gonzales Guzman

Since June Board, Mayra has decided that any JU interested members that are able to come to UNF's virtual meetings will be satellite members until there are enough people to have a good withstanding club. Flagler has been on hold until Tom returns safe and well to touch base with the school's activity director. Mayra and the president of UNF sent out an email to all the contacts in the email list to let students know of the first upcoming meeting, and if interested in still participating this upcoming service year to please RSVP with the board officers. Mayra attended socials with UF, the weekly trivia socials with themes, as well as the last three summer meetings. Specifically, Mayra wants to put a special focus on the UF committees. Mayra believes that attendance to virtual meetings as well as participation in member's own communities can help the productivity of clubs so that the transition of the next service year will not be ignored and existence of already struggling clubs cease to function. Mayra wants the focus to be more on retention of members, both from last year and those coming right after graduating high school. Mayra has established a connection with the Kiwanis and Key Club LTGs. A Kiwanis officer from UNF sponsor is hoping to create some marketing projects for students in the field to advertise Kiwanis in the Jacksonville area. UF has made the effort to recognize a new list of members coming from high school key clubs.

I. Conventions Chair Eduardo Martinez

J. Since June Board, Eduardo has been focused on preparing for our annual fall Leadership Training Conference and finalizing the DCON sponsorship packages. Eduardo has collaborated with Ailish on public relations work to make advertisements for the fall conference. Eduardo has been working towards the DCON. He has met with his committee and made sure that the proper adjustments and precautions are being taken for the conferences taking place this year. Eduardo has met with Chantal to further prepare for presentations being used in our fall conference. Eduardo met with others to finalize the DCON 2021 contract. He also finalized sponsorship guidelines so it could be published and ready to present it to the District Board.

K. Kiwanis Family Relations Chair Selin Kavak

Since June Board, Selin has worked on getting further acclimated with serving on the Board and committee responsibilities while providing and planning resources for the District. Selin has created the Kiwanis Family Service Guide that includes several service project ideas CKI can do with the various Kiwanis branches while also incorporating digital service ideas for Kiwanis Family members to be able to do remotely. Further, Selin has

now started the process of creating the Kiwanis Family Directory and is trying to gauge District knowledge regarding the Kiwanis Family. She attended the Kiwanis VCON CKI workshop and has been promoting the CKI-Kiwanis Mentorship Program that will be launching soon. Additionally, Selin has continued to work with Membership Recruitment to continue collecting information from graduating Key Clubbers to get them recruited into their CKI at their respective colleges. Selin has also collected testimonials from various Board Members and CKI members from the District to create a testimonials resource. She has also worked with Vanessa's Legal Committee to help edit the District Bylaws. Selin collaborated with Patrick on Membership Recruitment to gather Key Clubber information and she has worked with on Vanessa's Legal Committee with Chantal and Ailish to edit District Bylaws. Additionally, Selin and Ailish both are helping with the CKI Kiwanis Mentorship Program as Ailish is in charge of the promotion/social media aspect and Selin is more aligned with the Kiwanis Family aspect of it. Selin has collaborated with others and has increased communication with her other Board Members to become acclimated with serving on the District Board as well as be able to gather insight and opinions of others on her projects. By increasing her communication and relationship with the Board she has been able to tailor various projects and create better resources.

L. Legal Chair Vanessa Paneque

Since June Board, Vanessa's priorities since June Board were to go through the District Bylaws. She created the Legal Committee which includes herself and three other District Board members. After finalizing her suggestions with the committee, she will start updating the District Policy Code. Vanessa has collaborated with three other board members in the Legal Committee to update the District Bylaws. The committee includes Selin, Ailish and Chantal. Vanessa has finished updating the District Bylaws and will work on updating the District website.

M. Membership Development and Education Chair Chantal Landron

Since June Board, Chantal's priorities have been preparing the FLACKI Podcast. Chantal has gone through the process of creating a list of topics and potential speakers. As well as finding platforms to record and coming up with a name. She has also started to film one the first episode and editing it. Chantal has also collected membership growth plans and joined calls about its completion. She is currently working on a presentation of "FLACKI'S DAY OFF" for this upcoming board meeting. Chantal has collaborated with Recruitment Chair Patrick. They filmed a 30-minute episode on Membership Recruitment and Retention while dealing with COVID. Since the first episode had some glitches, they had another filming session. She also collaborated with PR Chair Ailish in creating a name, logo, sound and PR plan for "FLACKI'S DAY OFF". She had a meeting with the Conventions Committee about future LTC Plans.

She also wrote an article for Circle Kapers about recruiting and retaining members during COVID. Chantal devised a plan on how the podcast was going to carry out through the year. As well as brainstorm topics and possible guest speakers that would be able to co-host episodes with her. She also discussed what they want to accomplish through this platform and ways to advertise it to members.

N. Membership Recruitment Chair Patrick Rougraff

Since June Board, Patrick's biggest priority has been to prepare clubs for recruiting for the fall semester. In order to achieve this, he has been working on a few different projects. Patrick finalized his Membership Recruitment Guide. The guide included a wide range of material for clubs to recruit new members and retain old members. Patrick has presented to different clubs about membership recruitment kits and worked with them to figure out what recruitment materials would work best on their campus. He is still in the process of creating the kits to be sent out soon. Patrick has worked with Chantal on creating the "FLACKI's Day Off" podcast and brainstorming what type of material would be on the podcast. The two have already recorded the first episode. Patrick has gathered graduating Key Clubbers contact information and sent out to LTG's to help them join Circle K clubs in the fall. Patrick has collaborated with Chantal on the podcast as mentioned earlier. Patrick also collaborated with Ailish on designing the CKI custom tablecloths that were ordered for the membership recruitment kits and worked with Selin to get Key Clubbers contact information. Patrick has completed his membership recruitment guide which was a part of his goals. He has planned out a few different webinars that he can do throughout the year to help out clubs recruit new members and retain returning members.

O. Public Relations Chair Ailish Tierney

Since June Board, Ailish has finished her Meet the Board campaign and published her Public Relations Guide to help clubs maintain constant communication and advertise to members. She has also created a flyer for the Kiwanis-CKI mentorship program that advertises the benefits of joining, as well as an announcement for the Florida Kiwanis Foundation fundraiser. Furthermore, Ailish has been helping the Membership Chair, Chantal, create logos and plan for her upcoming podcast (including building a schedule to advertise this to the district). She has joined the Legal committee and assisted Legal Chair, Vanessa, with making suggested edits to our current bylaws and policy code. Her biggest priorities have been reevaluating the Public Relations plan that was set to advertise LTC by adjusting it to match the current format of the event, as well as working alongside Editor, Matt, to reconstruct our district website on a cleaner platform. Recently Ailish has been working with Membership Chair, Chantal Landron, to create logos for the podcast she created. She has also worked with Editor, Matt Wade, on re-furbishing and

reconstructing our district website. Our 1-on-2 call discussed Ailish making a Public Relations Guide to be available for clubs who are in need of help/tips regarding their social media presence, which has been completed. She has also begun reaching out to clubs about contacting her should they wish to be featured on our social medias once school begins again.

P. Service Chair Perry Nielsen, Jr.

As a newly appointed member, Perry had no report to give at this time.