

Michigan District of Circle K International
Snowpia of Service District Board Meeting

Saturday, November 19, 2011
Adrian College
10:00am

- I. Call to Order **10:18am EST**

- II. Role Call **10:18am EST**
 - A. Governor Tyler Johnson - **Present**
 - B. Secretary Cindy Chau - **Present**
 - C. Treasurer Charles Corcoran - **Present**
 - D. Bulletin Editor Muffy Lavens - **Present**
 - E. Club Building Chair Swati Bajpayee - **Present**
 - F. Kiwanis Family Relations Chair Alex Novo - **Absent**
 - G. Service Chair Saira Khan - **Present**
 - H. Technology Chair Jonathan Pevarnek - **Present**
 - I. District Convention Chair Mark Fairbrother - **Absent**
 - J. Adrian College Representative - **Present, Cameron McDaniel**
 - K. Albion College Representative - **Absent**
 - L. Baker College Cadillac Representative - **Absent**
 - M. Central Michigan University Representative - **Present, Sarah Naples**
 - N. Davenport University Representative - **Absent**
 - O. Eastern Michigan University Representative - **Present, Emily VanWormer**
 - P. Ferris State University Representative - **Absent**
 - Q. Grand Valley State University Representative - **Absent**
 - R. Hillsdale College Representative - **Present, Margaret Arnett**
 - S. Michigan State University Representative - **Absent**
 - T. Northwood University Representative - **Present, Adam Matzke**
 - U. Oakland University Representative - **Absent**
 - V. University of Michigan Representative - **Present, Vivian Yu**
 - W. Wayne State University Representative - **Present, Nita Valikodath**
 - X. Administrator Tifanie Dallen - **Present (ran away)**
 - Y. Assistant Administrator Lori Stillwell - **Absent**
 - Z. East Regional Advisor David Knapp - **Present**

Number of voting members present: 11

Number of voting members absent: 4 (Below charter-strength: Albion, Baker, Davenport)

- III. Approval of Fall Rally Board Meeting Minutes 10:21am EST
- I entertain a motion to approve the Fall Rally Board Meeting Minutes. – Tyler Johnson, District Governor
 - So moved – Adam Matzke, Northwood University
 - Second – Cameron McDaniel, Adrian College
 - Motion Passed
- IV. Approval of Agenda 10:21am EST
- I entertain a motion to approve today’s agenda. – Tyler Johnson, District Governor
 - So moved - Adam Matzke, Northwood University
 - Second - Muffy Lavens, District Bulletin Editor
 - Motion Passed
- V. Updates 10:22am EST
- A. Subregion representative
- See attached sheet
- B. Club representatives
- **Adrian College**
 - About 32 members
 - Raised over \$700 for March of Dimes
 - Planning Snowpia
 - 24 Hours of Service February 3 – Friday at noon to Saturday at noon
 - **Central Michigan University**
 - 44 members
 - Raised \$500 from Spaghetti Dinner
 - November 21 Inductions 8pm
 - This will include installations of new e-board members
 - DCON
 - Working on service and speakers workshops
 - Ideas? Talk to Sarah after!
 - Selling program ads – ask Kiwanis club or local businesses
 - **Eastern Michigan University**
 - Inductions about 3 weeks ago
 - 20 paid members, mostly returning members
 - Raised \$200+ for Trick-or-Treat for Unicef

- Raised \$200 for Crop Hunger Walk
- 90's Flashback Meeting Monday night at 8:30pm – reflective piece of who raised you to want to serve

- **Hillsdale College**
 - Inductions – 3 people
 - Struggling with recruitment
 - People interested tend to be girls – any suggestions to recruit more guys?
 - Four-legged food pantry – 505 pounds of dog and cat food
 - Annual winter soiree to be in February
 - April 21 – Kids Against Hunger
 - Holding Service Day to get more people on campus more involved
 - Will set up different stations with service projects
 - Anyone welcome to attend
 - Focus on recruitment

- **Northwood**
 - See attached Updates sheet
 - November 30 - Inductions – 8pm
 - December 7 - Christmas Party – 8pm
 - Starting to get going with Lovepit planning
 - Stealing Adrian's ideas

- **Grand Valley State University**
 - See attached Updates sheet

- **Oakland University**
 - See attached Updates sheet

- **University of Michigan**
 - See attached Updates sheet
 - 169 dues paid members

- **Wayne State University**
 - See attached sheet
 - Bake Sale upcoming Monday for March of Dimes

C. Committees

- Club Building
 - Got a new member
 - Trying to figure out where to go
 - Working on collection of successful ideas

- Anything you want to see, let Swati know!
 - Kiwanis Family Relations
 - Visited Key Clubs Fall Rally and did workshop
 - Working to get more involved with similar events
 - Service
 - Encouraging awareness for service partners
 - Finalizing for ELIMINATE district fundraiser
 - Technology
 - Love Notes Module for district website
 - Can send notes to other clubs
 - ADORABLE at Fall Rally
 - Working with CMU BE to try to set up website, club calendar – manage event signups
 - Need committee members
- D. Executive board
- Governor – See attached Updates sheet
 - Secretary – See attached Updates sheet
 - Treasurer – Refer to Section VI
 - Bulletin Editor – See attached Updates sheet
- E. Administrators
- Tifanie
 - Very proud of Adrian, Northwood, Central for getting dues in
 - 130 members between three clubs and AWESOME!
 - Everyone else, make sure you get dues paid!!!
- VI. Treasurer-Related Reminders 10:46am EST
- A. Membership Update Center
- Due December 1
 - Try to get in—the sooner the better
- B. Tomorrow Fund
- Applications due December 1
 - If you need money for any service projects or fundraising, might as well apply
 - If you get it, more money your club can keep or donate!
 - Communicating with treasurers to get banking info so IRS won't come after us
- VII. Alcohol Policy 10:47am EST

- A. Recap of changes
 - Vote to make exceptions in policy code—to allow at Kiwanis events where:
 - Allow at fundraising events facilitated by outside organization
 - See changes in “Policy Code Change – Alcohol Policy MI CKI 11-12”
 - NOT YET APPROVED BY KIWANIS
 - B. Letters for Kiwanis
 - Write a letter addressing Kiwanis District Board and how it would help our clubs and why it is an appropriate decision
 - Tyler will send out email about this
 - Kiwanis Board Meeting – January 21st
- VIII. Long-Term Policy 10:49am EST
- A. District structure
 - Any new thoughts?
 - At the moment, do we want to change to LTG structure?
 - Eboard and chairs can get together to decide something about best set up and put something together for Lovepit meeting
 - Get feedback from everyone else
 - Vote DCON House Of Delegates to vote
 - Can also discuss via email
 - Take a year to go into effect
 - Can also try Pseudo structure – governor can choose any chairs at discretion
 - B. Mascot
 - Haven’t heard idea that seems to stick
 - Mickey Mouse – is it even legal?
 - Cheers – so far, “hey mickey you’re so fine”
 - Other ideas – monkeys, penguins, something auto related
- IX. Policy Code Change 10:55am EST
- Supposed to be updated but just not right
 - Secretary-treasurer – now split into two positions but still all over policy code
 - Currently communication and board meetings over distances, governor can call emergency meeting via online chat
 - Want to add to do meeting via phone – more attentive and quickly
 - Wouldn’t go into effect until Kiwanis approves it
 - Considering LTG structure – great to have meetings via phone, chats seem less efficient
 - Feedback: great idea, should already have been in the policy code
 - I entertain to amend policy code to allow district board meetings by phone. – Tyler Johnson, District Governor
 - So Moved – Adam Matzke, Northwood University

- Second – Vivian Yu, University of Michigan
 - See “Policy Codes Changes - Phone Meeting MI CK 11-12”
 - Voting to approve amendment proposal to allow phone meetings
 - Amendment Passed
 - Won’t go into effect until Kiwanis approve it
- X. Additional Goals for Remaining Months 11:05am EST
- A. District Large Scale Service Project - potentially March 3
- Good job—doing awesome job raising money and awareness for ELIMINATE
 - Raise awareness or fundraising event for ELIMINATE
 - Detroit
 - Service during day & fundraising at night OR just service during the day?
 - People seemed interested in both!
 - Want to highlight ELIMINATE
- B. Presidents Training Retreat - potentially mid-April
- Idea for Presidents to get to know one another so not just meeting people at first board meeting
 - Create support network
 - Choosing a date may be difficult but feedback about idea?
 - Everyone seemed to like idea
 - Tifanie – can potentially do a day thing during DOTC
 - Possibly, may be better to have overnight
- C. Templates for club websites
- Make a few basic website designs so clubs can use, modify to reflect school colors
Calendar - plug into sites
Goal: Try to get as many clubs websites
Online signups – useful tool for growing clubs
Jonathan needs committee members!
- D. Transitioning packets for incoming executive board
- Be sure to write things down
 - List of what you do by month
 - Anything is better than nothing!
- XI. Presidents Forum 11:16am EST

- Adam – President to get pied by club members at Lovepit?
 - Raise money for ELIMINATE or Better World Books
 - People interested? Willing? Yes!

- Nita – 24 hours of Service – possibly use district event as part of this day
 - Want to talk to UM and Adrian about fundraising

- Sarah – What to say at Inductions?
 - Muffy to send script to Sarah

- Adam – Inductions, historically bland, picture slideshow
 - Strong incoming freshmen, outnumber returning members
 - Any ideas to highlight members in special way?

- Margaret – compete with goal programs, how to recruit?
 - Struggle to get people to go to their club
 - Charles: Focus on idea of fellowship
 - Adam: Try to be all over the place, give something for them to get involved with
 - Nita: Flash mob
 - Vivian: Personalize - name tags on dorms
 - Swati: List of recruitment ideas, will send out
 - Emily: Try to piggyback on goals
 - Cameron: Banner in student center

- Kiwanis Family Relations
 - Hillsdale – going well
 - Adrian – getting stuff from clubs?

- Emily: Club has Facebook but no website, online portal but nobody uses, how to get people to participate online?
 - Vivian: emphasize sustainability

XII. Upcoming Events 11:30am EST

- A. November 21 - Inductions at Central Michigan
- B. November 30 - Inductions at Northwood University
- C. December 1 - End of the Year Party at Oakland University
- D. December 2 - Illuminate to Eliminate Formal at the University of Michigan
- E. December 3 - Christmas in a Shoebox at Grand Valley State University
- F. December 5 - Ice Skating Social at Wayne State University

XIII. Kiwanis Remarks 11:31am EST

- Tifanie
 - Start thinking about district office positions
 - Submit for reimbursement - gas mileage and club reimbursements
 - Send email mickireimbursement@gmail.com
 - Ask Tifanie, Dave, Tyler if you have any questions
 - Keep up the great work!

XIV. Open Floor 11:33am EST

XV. Adjournment 11:34am EST

- I entertain a motion to adjourn the meeting. Tyler Johnson—District Governor
- So moved - Adam Matzke, Northwood University
- Second - Cameron McDaniel, Adrian College

Michigan District of Circle K International Snowpia Board Meeting

Updates

Governor Tyler Johnson

After Fall Rally, there has not been quite as much to do. Even so, we are working hard to keep our district's momentum going. A few updates include:

- Collected feedback and pictures from Fall Rally
- Helped with Snowpia registration and recruitment
- Responded to October MRFs
- Working with committees to welcome new members and plan remaining months
- Maintaining communication within district
- Continuing to represent our district to international

If you ever have questions about what is going on or how you can help, just let me know!

Secretary Cindy Chau

- Edited meeting minutes from Fall Rally board meeting
- Attended as many club events as possible
- Sent MRF reminders
- Responded to general questions

Bulletin Editor Muffy Lavens

I have published the forth issue of The Helping Hand featuring Fall Rally, Club Updates, Upcoming Events, and more. I have also been designing the template for the next issue of The Helping Hand which should be coming out in December or January. I have also been working on an article to send to the Michigan Builder (The Kiwanis District Bulletin). Besides working on the bulletin, I have been helping my home club prepare for Snowpia! It's been a lot of work, but good and I'm hoping everyone enjoys it. I have also gone to many clubs events like U of M's Service Day and I am planning on coming to other club's events in December.

Club Building Committee

The Club Building Committee is currently working on implementing some new ideas for all of the clubs that will help foster greater communication and better relationships between the clubs. We are brainstorming and hard at work to put together multiple things. If your club has any specific requests, please let us know! We'd love to hear back from you.

Service Committee

District Service Committee has been working on encouraging awareness for our Service Partners. We have also been working on officially finalizing the event for our Eliminate fund-raiser, hopefully taking place in March. We would like to get local chapter representatives' feedback and input in what type of event they think would be most beneficial to all chapters.

Grand Valley State University

Grand Valley had inductions November 1st and inducted 15 members. Since then we have been putting much of our energy into preparing for Christmas in a Shoe box. This event will be held on Grand Valley's campus on December 3rd beginning at noon. We would love to have members from other club help us put together 100 shoe boxes of personal care items to be donated to a local homeless shelter. We also just concluded a very successful Yankee Candle Fundraiser in preparation of Christmas in a Shoe Box.

Northwood University

- We've reached 57 members, 20 more than last year
- Quite a few of our members recently attended Adrian's formal and U of M's Service Day and had a blast
- Held a canned food drive that just finished on Wednesday. Despite several setbacks we were able to collect 117 items as well as \$50 cash for a local food bank
- We have a book drive planned for the end of the semester for Better World Books
- Christmas Caroling on December 9th

Oakland University

Oakland Circle K had inductions last week that went really well. We had a bake sale this week. We still have an ongoing book drive and other fundraising events for our service partners. We are having an end of the year party if anyone wants to come on December 1st at 5:30. Sunday we are cleaning up a park and next week hopefully doing some gardening work at the mansion for service to the school.

University of Michigan

On Halloween, we collected around 1250 lbs of food at our annual Trick-or-Can. U of M just held Circle K Service Day this past weekend, and we completed 2596.5 hours, had 400 participants, 35 student organizations, raised \$540.43 for the ELIMINATE Project through LT Pie-ing, and collected 743 pounds of canned goods for the "Battle Against Hunger" vs. OSU. Northwood, Wayne State, Central, Adrian, EMU, and Oakland CK clubs all participated, which was exciting! Inductions was also this past Thursday night, and we just introduced a new bylaws change to have two vice presidents- an internal and an external one. We would love to invite everyone to our Illuminate to ELIMINATE Formal, on Friday, December 2nd, from 8:00pm - 11:00pm in the Anderson Room of the Union. Tickets are \$10, and we'll be having a Formal Queen and King, a dance lesson from the Michigan Ballroom Dance Team, and DJ Matt Darby.

Wayne State University

We have over 70 paid members and we're well on our way to achieving our goal of 100 paid members. We plan to actively recruit through the K campaign, giving small speeches in different classrooms, etc during second semester. We have an exciting event coming up called AIDS Day Detroit, which is on December 1st. (<http://www.worldaidsdaydetroit.com/>) WSU CKI plans to volunteer and help the cause during this day and hopefully, we can make this an interclub! Also, we're tentatively planning an ice-skating social for December 5th after our general meeting, which is at 5pm.

Greetings Michigan CKI Board members and Club Representatives!

First off, I wanted to say thank you for inviting me this weekend. I am so glad to see so many familiar faces. To get things started, I wanted to thank all the individuals who signed up to participate in the Subregion C Pen Pal. The Michigan Circle K District actually had the most individuals sign up. Thanks so much for making this program's first year such a success.

As December quickly arrives, I just had a few reminders that club representatives should be aware of.

- 1) It is absolutely essential that all clubs submit their International Fee/ District Dues on time (before December 1st) in order to maintain "active status". Faculty advisers should have received their username and password for the academic year in the mail from Circle K International. If your faculty adviser has misplaced this information or they never received it, please contact Tifanie and Tyler immediately for this information.
- 2) If you received your membership cards and pins in the mail but International still hasn't marked your club as paid, please be patient. When you input all the necessary information into the Membership Update Center, this information is transmitted separately to the vendor that mass-produces both membership cards and pins. On the other hand, the International Office has to make sure everything is in order before processing your club's payment. In addition, the office needs to process over hundreds of clubs from other branches in the Kiwanis Family as well as Circle K.
- 3) As a way of making sure that future officers have the most up-to-date club bylaws, Circle K International is requesting that all clubs submit this information to the CKI Director, Chris Martz at cmartz@kiwanis.org preferably by December 1st. If your club only has a printed copy of the bylaws without a way to scan the document for emailing, please mail your bylaws to Chris Martz, CKI Director, 3636 Woodview Trace, Indianapolis, IN 46268.
- 4) The Tomorrow Fund is an endowed fund set specifically for Circle K members to utilize when planning out projects and service opportunities. Don't let money stand in your way of service! Clubs may request funding assistance from US\$200 to US\$2,000. The committee typically funds those clubs asking for a portion of the total cost of the project, and clubs that are working with other organizations to fund and complete the project.

If you have any questions, comments, or just want to chat, please see the contact information below. I hope, and know, that you are keeping the member and the community service we do in mind when making any district decisions.

Daniel Tsang
CKI Subregion C International Representative
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