

**Minutes prepared and submitted by Shelby Morton, Texas-Oklahoma District Secretary.**

**The following District Staff Members were present/ absent as indicated:**

Interim District Governor/ Convention Liaison: Dajah Brooks- Present

District Secretary: Shelby Morton- Present

District Treasurer: Sabrina Palma- Present

District Editor: Stephanie Tran- Present

District Tech Producer- William Chao- Present

**The following District Board Members were present/absent as indicated:**

LTG Division 1N - Clarence Neil Manglal-lan- Present

LTG Division 1S- Arely Alcalá- Present

LTG Division 2N- Meghana Nadella- Present

LTG Division 2C - Vivian Tran- Present

LTG Division 2S - Maisha Ahmed- Present

LTG Division 3E- Joy Nichols- Present

LTG Division 3W- Emily Yang- Present

LTG Division 3N- Moselle Rodriguez- Present

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LTG Division 3S- Bryan Pham- Present

LTG Division 4/6- Noe Ortiz- Absent

LTG Division 5- Ashely Meads- Present

LTG Division 7/33- Abbey Diggs- Present

LTG Division 8- Sarah Spivey- Present

LTG Division 9E- Krithi Pachipala- Absent

LTG Division 9W- Kailee Shockey- Present

LTG Division 10- David Minter- Present

LTG Division 11- Kayla Aguilar- Absent

LTG Division 12/22- Thomas Kinnin- Present

LTG Division 13- Vacant

LTG Division 14- Vacant

LTG Division 16- Vacant

LTG Division 17- Addi Duerksen- Present

LTG Division 18- Foster Hillis-Present

LTG Division 19- Nolan Looman- Present

LTG Division 20 Hailey Boyd- Present

LTG Division 21- Vacant

LTG Division 23- Jordan Connell- Present

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LTG Division 24N- Anthony Tabrizy- Present

LTG Division 24S- Katie Stephenson- Present

LTG Division 25N - Victoria Bonham- Present

LTG Division 25W- Kathryn Aung- Present

LTG Division 26 - MacKenzie Cloud- Present

LTG Division 28- Soham Datar- Present

LTG Division 30- Shamiah Naff- Absent

LTG Division 32- Vancant

LTG Division 35- Rheannon Mathis- Present

LTG Division 38- Vacant

LTG Division 39N- Hannah King- Present

LTG Division 39S- Ethan Arrendondo- Present

LTG Division 40W- Sawyer Martin- Absent

LTG Division 40E- Michael Champion- Present

**The following District Administrators were present/ absent as indicated:**

District Administrator: Kenyon Black- Present

Assistant Administrator: Kelly Poland- Present

Assistant Administrator: Ryan Edmondson- Present

The following Regional Advisors were present/ absent as indicated:

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Region 1- Olin Norrid- Present

Region 2- Steven Baringer- Present

Region 3- Angela Syverson- Present

Region 5- Wade Kinnin- Present

Region 6- Rafael Santos- Present

Region 7- Corey Nieman- Present

Region 8- Dennis Hogan- Present

Region 10- Kristina Jacobson- Present

Region 11- Luke Broussard- Present

Region 12- Megan Iselin- Present

Region 12- Judy Pomorski- Present

Region 13- Scott Sheley- Present

Region 14- Richard Brotzman- Present

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The Meeting was called to order at 5:27 pm on July 21<sup>st</sup>

**Resignations/Appointments:**

Foster Hillis, LTG Division 18, moved to accept the resignations of District Governor Jiya Willis, LTG Emily Mcbrayer, and to remove LTG Kayla Aguilar.

The motion was seconded and passed unanimously.

Foster Hillis, LTG Division 18, moved to Appoint LTG's Clarence Neil Manglal-lal to Division 1N, Vivian Tran to Division 2C, Maisha Ahmed to Division 2S, Victoria Bonham to Division 25N, and MacKenzie Cloud to Division 26.

The motion was seconded and passed unanimously.

**Election of Governor:**

Addi Duerksen, LTG Division 17, nominated candidates Nolan Looman, Michael Champion, Sabrina Palma, Ethan Arrendondo, Hannah King, and Foster Hillis for District Governor.

Sarah Spivey seconded the motion and the motion passed unanimously.

The board heard from all the candidates with two minutes for a speech and three minutes for questioning. Voting was done ballot style which narrowed the candidates down to Foster Hillis and Sabrina Palma. After another one minute speech and four minutes for questioning, a final ballot vote was cast electing Sabrina Palma as District Governor of the Texas-Oklahoma District of Key Club International.

Sabrina Palma submits her resignation as District Treasurer. Katie Stephenson moves to accept Sabrina Palma's resignation. The motion is seconded by Nolan Looman and is passed unanimously.

Kenyon Black, District Administrator, informed the board members that if they would like to fill the newly vacated position of District Treasurer they must notify District Governor Sabrina Palma.

**Governors Project:**

District Governor Sabrina Palma gives a presentation over her Governor's Project which will focus on special needs children. She plans to work with Aktion clubs, The Special Olympics, and 4 paws 4 ability.

**Staff Reports:**

District Secretary Shelby Morton gave the report over what percent of clubs were reporting in each division. He also revealed the top 25 clubs for the first quarter.

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Newly resigned District Treasurer Sabrina Palma discussed what she had accomplished so far this year before turning the floor over to Assistant District Administrator of Finance Ryan Edmundson.

Ryan Edmundson went over the proposed budget for the 2017-2018 Key Club year.

Lieutenant Governor Anthony Tabrizy moved to approve the presented budget. Addi Duerksen seconded the motion and it was passed unanimously.

District Editor Stephanie Tran went over what percentage of clubs were sending in newsletters and articles.

Convention Liaison Dajah Brooks went over ad sales and the requirements. Assistant District Administrator Kelly Poland added to the presentation.

**District Convention Theme Pitches:**

Addi Duerksen and Foster Hillis presented Arabian Nights theme

Dajah Brooks presented the Mystery of Service

Nolan Looman and Region 12 presented the pitch Superheroes

The board discussed the topics. Anthony Tabrizy moved the previous question. The previous question was moved and passed. Kailee Shockey moved to begin voting. Addi Duerksen moved to vote by roll call and the motion passed.

LTG Division 1N - Clarence Neil Manglal-lan- Superheroes

LTG Division 1S- Arely Alcalá- Superheroes

LTG Division 2N- Meghana Nadella- Superheroes

LTG Division 2C - Vivian Tran- Superheroes

LTG Division 2S - Maisha Ahmed- Superheroes

LTG Division 3E- Joy Nichols- Superheroes

LTG Division 3W- Emily Yang- Superheroes

LTG Division 3N- Moselle Rodriguez- Superheroes

LTG Division 3S- Bryan Pham- Superheroes

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LTG Division 5- Ashely Meads- Superheroes

LTG Division 7/33- Abbey Diggs- Arabian Nights

LTG Division 8- Sarah Spivey- Superheroes

LTG Division 9W- Kailee Shockey- Superheroes

LTG Division 10- David Minter- Superheroes

LTG Division 12/22- Thomas Kinnin- The Mystery of Service

LTG Division 17- Addi Duerksen- Superheroes

LTG Division 18- Foster Hillis- Arabian Nights

LTG Division 19- Nolan Looman- Superheroes

LTG Division 20 Hailey Boyd- Arabian Nights

LTG Division 23- Jordan Connell- Arabian Nights

LTG Division 24N- Anthony Tabrizy- The Mystery of Service

LTG Division 24S- Katie Stephenson- Superheroes

LTG Division 25N - Victoria Bonham- The Mystery of Service

LTG Division 25W- Kathryn Aung- Superheroes

LTG Division 26 - MacKenzie Cloud- Superheroes

LTG Division 28- Soham Datar- Superheroes

LTG Division 35- Rheannon Mathis- The Mystery of Service

LTG Division 39N- Hannah King- Superheroes

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LTG Division 39S- Ethan Arrendondo- Superheroes

LTG Division 40E- Michael Champion- Superheroes

There were 22 votes for Superheroes, 4 votes for The Mystery of Service, and 4 votes for Arabian Nights.

The Superheroes theme received the most votes and will be the theme for Texas-Oklahoma District Convention 2018.

**Code of Conduct and Service Agreement Changes:**

The Code of Conduct changes are as follows:

Add the words 'no dating'

Add no 'fireworks'

Add 'no unnecessary noises'

Add 'professional" adults

Must sign the Code of Conduct Article II

Changes will be made by Kiwanis Governor and District Administrator

Kenyon Black discussed all the changes in detail for the Code of Conduct.

The Service Agreement changes are as follows:

Board members must be professional inside and outside of the board room

"group of four (4)" when leaving the hotel at board meetings

Kenyon black discussed the changes in detail.

Kathryn Aung moved to recess for the night. The motion was seconded and passed.



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The meeting was called to order at 8:04 on Saturday morning.

**The first order of business was to split into committee meetings.**

**Governors Updates:**

Fall Training Conference:

Sabrina Palma Discussed how to do Fall Training conference. She made sure to remind them to notify their clubs well in advance. Also, stay organized and have an agenda. Furthermore, Sabrina Palma discussed the importance of slideshows.

The floor was opened for discussion to give tips for Fall Training conferences. Various Lieutenant Governors added that having food, a central and fun location, and getting items donated are great ideas.

Youth Opportunities Fund:

The board listened to a presentation on how the Youth Opportunities Fund works. Sabrina discussed the due date and shared pictures from some of the previously sponsored projects. Also, she clarified that the grant will not be given until the following year.

Membership Update Center:

The board discussed the Membership Update Center. Sabrina Palma emphasized the importance of the Membership Update Center and where clubs can access it.

**How to do Club Reporting:**

Shelby Morton gave a presentation over how to report to teach the Lieutenant Governors how to teach their club secretaries.

**Key Leader Liaison:**

Kenyon Black discussed the appointment of a Key Leader Liaison.

Soham Datar moved to appoint David Mentor as Key Leader Liaison. The motion was seconded and the board voted in favor unanimously.

David Mentor gave a speech of Key Leader and what the retreat is.

**Parliamentary Procedure:**

Megan Iselin gave a presentation over Parliamentary Procedure.

The entire board took a test over the presentation over Parliamentary Procedure.

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**Appointment of Treasurer:**

Sabrina Palma entertained a motion to appoint Foster Hillis as District Treasurer.

Addi Duerksen moved to appoint Foster Hillis as District Treasurer.

Kailee Shockey seconded the motion. The motion was seconded and the motion was voted on. The motion passed.

**The board broke out into another round of committee meetings.**

**The board took a break for lunch.**

**Lt. Governor Resignation:**

Foster Hillis submitted his resignation as Lieutenant Governor for Division 18.

Katie Stephens moved to accept Foster Hillis' resignation.

Arely Alcalá seconded the motion.

The motion passed unanimously.

**Parliamentary Procedures Test Results:**

Megan Iselin read the results for the test. She asked each board member if they wanted to know if they passed or failed and if they wanted to know their score. The board decided to individually give pass or fail and allow the board member to decide if they wanted the exact score or not.

**Eliminate Presentation:**

Francine Eikner gave a presentation over the Eliminate project and discussed our impact on the project.

**Committee Presentations:**

Governor Project Committee:

Meghana Nadella gave the update for the Governors Project committee.

District Project Committee:

Katie Stephenson gave the presentation over possible District projects.

Addi Duerksen moved to narrow down the choices to two. The motion was seconded.

Shelby Morton moved to amend the motion to the two choices being Hometown Heroes and Trash Cleanup. The motion was seconded.

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Sarah Spivey moved to amend the amendment to the two choices being Hometown Heroes and Homeless community. The amendment was seconded.

Shelby Morton moved the previous question.

The board voted by divisional vote. There were 16 in favor and 9 opposed. The amendment passed to narrow down the two choices to Hometown Heroes and the Homeless community.

Sarah Spivey moved the previous question. The motion was seconded.

The motion passed unanimously.

Addi Duerksen moved for the Homeless community to be our District Projects.

Sarah Spivey Seconded the motion. With no discussion, the motion moved to a vote and passed.

Divisional Project Committee:

The Divisional Project committee gave an update about what they have been working on.

**Redcoat Reunion:**

The board members broke out with their red coats for the red coat reunion. Lieutenant Governors met with their Regional advisors to plan their upcoming year and discuss how to address struggling or inactive clubs.

**Committee Presentations continued:**

Membership Committee:

Addi Duerksen gave the Membership committee update.

General Public Relations Committee:

Rheannon Mathis gave the General Public Relations committee update.

Event Public Relations Committee:

Kailee Shockey gave the Event Public Relations committee.

Welcoming Activity:

David Mentor gave the Welcoming activity committee update. This included bouncers and other fun games for the welcoming activity. They also mentioned including a can collection or something of the sort.

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Contest and Awards Committee:

Bryan Pham gave the Contest and Awards committee update.

Amendment 1-

Change Art Swanson President Award Club Growth percentage from 25 to 20 percent and move the 5 percent to Kiwanis support.

Amendment 2-

Change the Tom Duncan Secretary Award to move 15 percent weight from Miscellaneous to Duties.

Amendment 3-

Change the Club Editor Award to Evaluation 30 percent, Duties 50 percent, Meetings 15 percent, and Miscellaneous 5 percent.

Amendment 4-

Change Vice President weight by moving 15 percent from Miscellaneous to Duties.

Bryan Pham moved to accept the presented changes. Katie Stephenson seconded the motion. The motion was voted on and passed.

Regulations, Contests, and Awards Committee:

The Regulations, Contests, and Awards committee gave their report over changes to the policy code.

Amendment 1-

Add "or March" to the date on the post-convention board meeting. Article 1, Section 1, Subsection a, Paragraph 1.

Amendment 2-

Add "or February" to the winter board meeting date. Article 1, Section 1, Subsection a, Paragraph 5

Amendment 3-

Add "or March" to the pre-convention board meeting. Article 1, Section 1, Subsection a, Paragraph 6

Amendment 4-

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Add, "This means online is not to be used to elect officers, or endorse candidates for international." To clarify the online voting process. Article 1, Section 1, Subsection d, Paragraph 1

Amendment 5-

Strike "Travel to and from the Key Club international convention at a fixed rate per person. Because it is not required, it is not reimbursable by district. Article 2, Section 1, Subsection b

Amendment 6-

Strike "and newsletters" because they are not required and thus not reimbursable through the district. Article 2, Section 1, Subsection c

Amendment 7-

Strike "Long distance telephone calls, not to exceed thirty minutes, to clubs or other authorized officials that require long distance phoning. Reimbursement shall not exceed ten minutes per call unless approved by the District Administrator." There are free ways to communicate which are more efficient rather than long distance phone calls. Article 2, Section 1, Subsection e

Amendment 8-

Change "two" to "one" meeting on the visit for lieutenant governors per club because they are only required to attend one meeting per club. Article 2, Section 1, Subsection f

Amendment 9-

Include "All travel and other expenses shall be pre-approved by the District Administrator." Article 2, Section 1, Subsection g

Amendment 10-

Strike "The following are reimbursable expenses for District Staff Officers of the Texas-Oklahoma District. District travel to and from the Lt. Governor-elect training (as a trainer), all board meetings, and the district convention at a rate per mile as established by the Kiwanis Board in the annual budget. Lodging and at least one meal shall be provided for the same;" All of Article 2, Section 2

Amendment 11-

Include "District staff" in order to condense by-laws so that you don't have an entire section for District Staff reimbursement. Article 2, Section 1

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Amendment 12-

Add "Assistant Administrator-Finance with final approval of the District Administrator." Article 2, Section 1, Subsection a

Kathryn Aung moved to accept all the presented changes. Sarah Spivey seconded the motion. The motion passed.

The changes to the Code of Elections were presented.

Amendment 1-

Change "letter of intent" to "candidacy form" in all of Article 1, Section 1, Subsection b

Amendment 2-

Add "to the Regional Advisor prior to the election starting" Article 1, Section 1, subsection b

Amendment 3-

Add "Each Divisional Elections Conference will be held no later than January 15<sup>th</sup> of each year." Article 1, Section 1, subsection f

Amendment 4-

Add "Each club in the division shall be notified at least 30 days before the Divisional Election conference is held. Article 1, Section 1, Subsection g

Amendment 5-

Add "and the Assistant District Administrators." Article 1, Section 2, Subsection a, Paragraph 2

Amendment 6-

Add "At no time shall a candidate for any office comment, question, speak on another candidate's race, sex, sexual orientation, or any other inappropriate topic. Article 1, Section 2, Subsection a, Paragraph 9

Amendment 7-

Add "Any decision on appeal to the Administrator will be made by the District Administrator and the Assistant District Administrators." Article 1, Section 2, Subsection b, Paragraph 4

Amendment 8-

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Change "start of district convention" to "after the candidacy meeting". Article 1, Section 2, Subsection b, Paragraph 5

Amendment 9-

Add "any decisions on an appeal to the Administrator will be made by the District Administrator and the Assistant District Administrators." Article 1, Section 2, Subsection b, Paragraph 7

Amendment 10-

Add "and/or by using a bar code". Article 2, Section 2, Subsection c, Paragraph 1

Amendment 11-

Add "and/or have their bar code appearing on the name badge electronically scanned." Article 2, Section 2, Subsection c, Paragraph 2

Amendment 12-

Add "Any violations of these rules may result in the disqualification of the candidate by the Committee on Regulations and Credentials. Decisions by the committee may be appealed to the District Administrator and the Assistant District Administrators." Article 2, Section 4, Subsection g

Amendment 13-

Add "In the event that the candidate running for District Staff position or International Endorsement is from the home Region of the District Administrator or Assistant District Administrators; that the administrator or assistant district administrator shall abstain from any decision and appoint another person from the Committee for Key Club to decide the appeal." Article 2, Section 4, Subsection h

Amendment 14-

Change "or his/her designee" to "and the Assistant District Administrators." Article 2, Section 6, Subsection b, Paragraph 5

Kathryn Aung moved to accept the proposed changes. Addi Duerksen seconded the motion.

During discussion, a grammar error was found.

Kathryn moved to fix all the grammar errors. Moselle seconded the motion.

Through a vote, the motion to fix grammar errors passed.

Through a vote, the motion to accept the changes to the Code of Elections passed.

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**Sponsorship Updates and Form:**

Dajah Brooks discussed how the ad sales and form would work. Dajah elaborated that each board member must sell a total of \$600 in sponsorships. She informed the board that she has provided due dates that are broken down further. The first was \$60 is due by the Summer Board meeting.

Steven Baringer and Angela Syverson made comments on the procedure and helped to answer questions. We will be using an app this year. Therefore, the Regionals explained how credit would be documented and how the on-screen sponsorships would work.

**Q&A Session:**

Kenyon Black and Sabrina Palma opened the floor to any questions.

**Icon Presentation:**

Thomas Kinnin gave a brief presentation over the events at International Convention in San Antonio this year.

**Take Home To Do List:**

Each staff member stood and gave a list of things to work on and take back to their home clubs.

Sabrina Palma, District Governor, reminded Lieutenant Governors about their reporting and newsletters.

Shelby Morton, District Secretary, asked that the Lieutenant Governors continue encouraging clubs to report.

Foster Hillis, District Treasurer, mentioned that he is planning on setting up a webinar.

Addi Duerksen moved to adjourn the meeting. Ashley Meads seconded the motion. The motion moved to a vote and passed unanimously.

The Texas-Oklahoma Summer Board Meeting adjourned at 5:21pm.