



2022-2023 Board of Trustees Meeting Agenda

October 9, 2022 - 9:00 a.m.

WELCOME

Valarie Brown-Klingelhoef, Governor

DISCUSSION ITEMS

- A) Upcoming Trustee Meetings Valarie Brown-Klingelhoef, Governor
i. Next Board Meeting – October 26, 2022 (time of meeting will be announced later)

CALL TO ORDER

Valarie Brown-Klingelhoef, Governor

Review of Board Parliamentary Procedure
Conflict of Interest Disclosure

Joni Ackerman, Parliamentarian

AGENDA ITEMS

1. Adoption of the Agenda Valarie Brown-Klingelhoef, Governor

2. ADOPTION OF THE CONSENT AGENDA

All items on the Consent Agenda are considered to be routine by the Board of Trustees and will be acted upon with one motion. There will be no discussion of these items prior to the vote on the motion unless a member of the Board has requested in writing to the District Secretary that a specific item be removed prior to the commencement of the meeting.

- a. Approval of 2021-2022 Board Minutes of August 4, 2022
- b. Approval of 2021-2022 Board Minutes of August 25, 2022
- c. Approval of 2022-2023 Board Minutes of August 4, 2022
- d. Approval of KIWIN'S District Board Minutes of July 30, 2022
- e. Approval of Circle K District Board Minutes of July 17, 2022
- f. Approval of Key Club District Board Minutes of July 30, 2022
- g. Approval of Committees for the 2022-2023 Administrative Year

3. Governor's Report

- a. Club name change.
- b. Approval of Diversity, Equity and Inclusion task force elevate to a standing committee for the 2022-2023 Administrative year.

4. Executive Director's Report

- a. Announcement of declared candidates for district office.

ACTION ITEMS

5. Finance Committee recommendations from the September 22, 2022, meeting. Patricia Larrigan

- a. 2023 Circle K District Convention Budget
- b. 2023 KIWIN'S District Convention Budget
- c. 2023 Key Club District Convention Budget
- d. 2024 Key Club District Convention site – Sacramento Convention Center
- e. District Convention Cancellation Refund Request

6. Realignment Committee recommendations from the September 23, 2022, meeting.

- a. Revise the boundaries of Division 15 to include Moraga Valley.

7. Strategic Planning Committee

- a. Strategic Planning Process for the 2022-2023 Administrative Year

ADJOURNMENT

Valarie Brown-Klingelhoef, Governor



Standing Rules of the 2022-2023 Board of Trustees of the California-Nevada-Hawaii District of Kiwanis International

- Rule 1. Only official members of the Board of Trustees of this District may make motions and vote on motions.
- Rule 2. Only members of the Board of Trustees, all District Officers and Past Governors may discuss business before the Board, unless granted permission by a majority vote of the Board.
- Rule 3. No person may speak more than three minutes at a time unless allowed to do so by the orders of the day or by a majority vote of the Board.
- Rule 4. No person may speak more than twice on the same motion unless allowed to do so by a majority vote of the Board.
- Rule 5. The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another Board member.
- Rule 6. A Board member shall not speak either for or against a motion and -- on the same recognition -- move to close debate.
- Rule 7. A motion which terminates debate on any main motion pending before the Board will not be in order until 10 minutes of debate has taken place or until no Board member seeks the floor. This minimum time requirement does not include time spent on amendments to the main motion or any other subsidiary motions.
- Rule 8. At the discretion of the District Secretary, certain routine items of business may be placed on a Consent Agenda, which shall be approved by a single motion and majority vote without debate. Any Board member who wishes to remove an item from the Consent Agenda must make a written request therefor to the District Secretary prior to the commencement of the meeting.
- Rule 9. Any of the above rules may be suspended by a majority vote.
- Rule 10. Robert's Rules of Order Newly Revised (12th Edition) shall be the parliamentary authority for all matters of procedure not specifically covered by the District's Bylaws or these standing rules.



Conflict of Interest Disclosure Form

Date: _____

Name: _____

Position (office/trustee): _____

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest between the California-Nevada-Hawaii District of Kiwanis International and your personal interests, financial or otherwise:

_____ I have no conflict of interest to report

_____ I have the following conflict of interest to report (please specify other nonprofit and for-profit boards you (and your spouse) sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of your employer and any businesses you or a family member own):

1. _____
2. _____
3. _____

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the Policy of Conflict of Interest of the California-Nevada-Hawaii District of Kiwanis International.

Signature

Date



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California-Nevada-Hawaii District

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Mark W. McDonald Executive Director / District Secretary

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2021-2022 District Board of Trustees Meeting Minutes

August 4, 2022

2:00 p.m.

Present in person and on Zoom: Margo Dutton, Governor. Valarie Brown-Klingelhoef, Governor-elect. Gary Gray, Immediate Past Governor. Mark McDonald, District Secretary. Pete Horton Treasurer, Doug Frost, Parliamentarian. Craig Wallace, Foundation President. Trustees: Lisa Watson, Steve Dreyer, Joe Dale, Carmen Gastelum, Michael McStroul, Patricia Larrigan, Michelle Hock, Sandy Fisher, Patti McKay, John Carlos, Gina Fanara, James Hirsch, Dana Webb, Brian Dahlquist, Greg Peros. Alan Quon and Laird Smith.

A quorum was present

Governor Margo called the meeting to order at 2:18 p.m.

Lisa Watson made a motion to adopt the agenda. Second by Jim Hirsch. Motion passed.

Brian Dahlquist made a motion to approve the consent agenda. Second by Alan Quon. Motion passed.

Gary Gray made a motion to ratify/approve the Executive committee action of approving Article X, Section 6 on prorated dues to present to the House of Delegates. Second by Patricia Larrigan. Motion passed.

Gary Gray made a motion to accept the Audit report as recommended by the Audit committee. Motion Passed.

Brian Dahlquist made a motion to release the Grand Sierra Resort from the current contract for the 2024 Key Club Convention which will include a refund of any balance from past COVID cancellations. Second by Pete Horton. Motion passed.

Valarie Brown-Klingelhoef made a motion to approve items a. b. c. d. of the finance agenda Second by Gina Fanara. Motion passed.

Brian Dahlquist made a motion to approve the District Financial Statements dated June 30, 2022. Second by Carmen Gastelum. Motion passed.

Steve Dryer made a motion to approve the SLP Financial Statements of June 30, 2022. Second by Michelle Hock. Motion passed.

Pete Horton made a motion to approve the changes to Policy section 280.3 and section 300. Second by Patricia Larrigan. Motion passed.

Valarie Brown-Klingelhoefner made a motion to approve the changes to the CNH Key Club policy as submitted by CNH Key Club. Second by Alan Quon. Motion passed.

James Hirsch made a motion to approve the Key Club Bylaw changes approved by CNH Key Club. Second by Gina Fanara. Motion passed.

Jim Hirsch Made a motion to allow Division's 11, 31, 7, 27, 44, 23, 45, 24 & 29 a two year extension to grow membership per the plan submitted. Division 38 & 14 to be realigned per plans as follows.

Division 14

K01970 Oroville	Move to Div 39
K01209 Willows	Move to Div.39
K06817 Early Risers-Yuba City	Move to Div 7
K03027 Marysville	Move to Div 7
K01522 Yuba City	Move to Div 7
K19527 Yuba-Sutter Supper Club	Move to Div. 7

Division 38

K04419 Apple Valley	Move to Div. 36
K16195 Barstow Crossroads	Move to Div-36
K014142 Tri-Community	Move to Div 36
K05127 Victorville	Move to Div 36
K01479 Lancaster	Move to Div 16
K01756 Palmdale	Move to Div 16
K06838 Palmdale West	Move to Div 16
K05142 Ridgecrest	Move to Div 33

After discussion, motion passed.

With no additional business the meeting was adjourned at 2:50 p.m.

Craig Wallace, President of the CNH Children's Fund called the meeting of the special members to order at 2:51 pm.

Patricia Larrigan made a motion to approve the new Board members of the CNH Children's Fund Board as submitted. Second by Gina Fanara. Motion Passed

Meeting of the special members adjourned at 2:59 PM

Mark W. McDonald
District Secretary



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2021-2022 District Board of Trustees Meeting Minutes

August 25, 2022

4:00 p.m.

Present on Zoom: Margo Dutton, Governor. Valarie Brown-Klingelhofer, Governor-elect. Gary Gray, Immediate Past Governor. Mark McDonald, District Secretary, Doug Frost, Parliamentarian. Craig Wallace, Foundation President. Trustees: Lisa Watson, Steve Dreyer, Joe Dale, Carmen Gastelum, Michael McStroul, Alan Quon, Michelle Hock, Patti McKay, John Carlos, Gina Fanara, James Hirsch, Laird Smith, Brian Dahlquist, and Greg Peros.

A quorum was present.

Governor Margo called the meeting to order at 4:00 p.m.

Jim Hirsch made a motion to adopt the agenda. Second by Lisa Watson. Motion passed.

Jim Hirsch made a motion to approve the minutes of the Board of Trustees meeting of August 4th, 2022. Second by Patti McKay. Motion passed

Jim Hirsch made a motion to approve the recommendation by the Finance Committee to approve the late voucher of Trustee Greg Peros. Second by Gary Gray. Motion passed with one abstention.

Steve Dreyer made a motion to approve the recommendation of the Finance Committee to approve any approved expense up to the limit of the budget for the Governor-elect 2021-2022 Valarie Brown-Klingelhofer and to deny any additional expenses above that amount. Second Gina Fanara. Motion passed with one abstention.

With no additional item on this agenda the meeting was adjourned at 4:10 p.m.

Mark W. McDonald
District Secretary



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2022-2023 District Board of Trustees Meeting Minutes

August 4, 2022

3:34 p.m.

Present in person or on Zoom: Valarie Brown-Klingelhofer, Governor, Margo Dutton, Immediate Past Governor. Gary Gray, District Treasurer, Mark McDonald, District Secretary. Joni Ackerman, Parliamentarian. Trustees: Lisa Watson, Steve Dreyer, Joel Carlson, Rex Ramsey, Michael McStroul, Patricia Larrigan, Michelle Hock, Sandy Fisher, John Carlos, Anna Wu, James Hirsch, Dana Webb, Laird Smith, Brian Dahlquist, Greg Peros.

A quorum was present

Governor Valarie introduced the Past Governors present and the audience was asked to self introduce themselves.

Governor Valarie called the meeting to order at 3:34 p.m.

Governor Valarie called upon Parliamentarian Joni Ackerman for a review of Parliamentary procedure and the Standing Rules. She also passed out the Conflict of Interest forms. All present filled them out and returned them to the Secretary. Missing all five officers and trustees Ray Hacker, Dana Webb & Laird Smith.

Brian Dahlquist made a motion to approve the Standing rules. Second by Michelle Hock. Motion passed.

Margo Dutton made a motion to move item c. of the consent agenda to item 3 a. and 3 a will change to 3b. Second by James Hirsch. Motion passed.

Jim Hirsch made a motion to approve the agenda as amended. Second by Steve Dryer. Motion passed.

John Carlos made a motion to approve the consent agenda. Second by Anna Wu. Motion passed.

Brian Dahlquist made a motion to approve the District Committee chairs with the changes of the K.E.A Committee Chair to be Bob Larsen. And the Leadership Committee Chairs to be Steve Dreyer, Leanne Westphal & Kelly Pena. Second by Lisa Watson. Motion passed.

Patricia Larrigan made a motion to approve the District General Fund Budget as recommended by the Finance Committee. Second by Joel Carlson. Motion passed.



DISTRICT BOARD
MEETING MINUTES

CNH KIWIN'S Key Club
BOARD MEETING MINUTES

JULY 30TH, 2022 // Rancho Cucamonga Best Western Inn

<p>Saturday, July 30, 2022</p> <p>Call to Order ~ 9:01 PM</p>	<p>District Governor Carmen Tan called the meeting to order.</p> <p>District Treasurer Ivan Tran led the Key Club Pledge.</p> <p>District Bulletin Editor Arabella Abutin led the Pledge of Allegiance.</p>
<p>Roll Call</p>	<p>District Secretary Damon Le took attendance.</p> <p><u>Executive</u></p> <ul style="list-style-type: none">● Carmen Tan - Governor (<u>Present</u>)● Damon Le - Secretary (<u>Present</u>)● Ivan Tran - Treasurer (<u>Present</u>)● Arabella Abutin - Bulletin Editor (<u>Present</u>) <p><u>Appointed</u></p> <ul style="list-style-type: none">● Maya Yates - Awards & Recognition Chair (<u>Present</u>)● Tina Le - Convention Chair (<u>Present</u>)● Katrina Liang - Kiwanis Family & Foundations Chair (<u>Present</u>)● Lucia Wong - Membership Development & Education Chair (<u>Present</u>)● Jin Lee - Technology Chair (<u>Present</u>) <p><u>Lieutenant Governors</u></p> <ul style="list-style-type: none">● Hannah Lee - Crystal Lieutenant Governor (<u>Present</u>)● Olivia Lam - Diamond Lieutenant Governor (<u>Present</u>)● Teju Kanaparthi - Emerald Lieutenant Governor (<u>Present</u>)● Olivia Rizk - Goldstone Lieutenant Governor (<u>Present</u>)● Giovanna Barragan - Jade Lieutenant Governor (<u>Present</u>)● Jessica Nguyen - Jet Lieutenant Governor (<u>Present</u>)



DISTRICT BOARD

MEETING MINUTES

- **Rosmar Martinez** - Ruby Lieutenant Governor (Present)
- **Cynthia Messing** - Sapphire Lieutenant Governor-Designate (Present)
- **Hazel Villapando** - Turquoise Lieutenant Governor (Present)

Key Club Kiwanis Committee

- **Ms. Anna Wu** - District Administrator (Present)
- **Mr. Jeff Dimsdale** - Assistant District Administrator (Present)
- **Ms. Xiaodi Li** - Assistant District Administrator (Absent)
- **Ms. Margo Duffon** - Special Assistant (Present)
- **Mr. Robert Santo** - Crystal Regional Advisor (Absent)
- **Ms. Joyce Chen** - Crystal Assistant Regional Advisor (Absent)
- **Mr. Ed Schneeberger** - Diamond Regional Advisor (Absent)
- **Ms. Rose Schneeberger** - Diamond Assistant Regional Advisor (Absent)
- **Mr. Doug Frost** - Emerald Regional Advisor (Absent)
- **Ms. Mary Price** - Goldstone Regional Advisor (Absent)
- **Ms. Roseangeli Ayson** - Goldstone Assistant Regional Advisor (Present)
- **Ms. Pandora Turner** - Jade Regional Advisor (Present)
- **Mr. Jerald Debar** - Jet Regional Advisor (Present)
- **Ms. Shirley Ventura** - Ruby Regional Advisor (Present)
- **Mr. Jim Ventura** - Ruby Assistant Regional Advisor (Present)
- **Mr. John Carlos** - Sapphire Regional Advisor (Present)
- **Ms. Karen Kikuchi** - Turquoise Regional Advisor (Present)

Special Guests

The following guests were recognized . . .

Dr. Valarie Brown-Klingelhofer, CNH Kiwanis Governor (Present)
Mr. Mark McDonald, CNH Kiwanis Secretary (Present)
Mr. Timothy Cuning, CNH Kiwanis SLP Director Present (Absent)
Mr. Craig Wallace, CNH Children's Foundation Chair (Absent)



DISTRICT BOARD

MEETING MINUTES

Approvals

I. Adoption of July 30, 2022 Board Meeting Agenda

District Governor Carmen Tan entertained a motion to adopt the July 30, 2022 Board Meeting Agenda.

Motion: Emerald Lieutenant Governor Teju Kanaparthu moved to adopt the July 30, 2022 Board Meeting Agenda.

Second: Jade Lieutenant Governor Gio Barragan seconded the motion.

Discussion(s): none

Votes:

- Aye: 16
- Nay: 0
- Abstentions: 0

Motion Carries.

II. Ratification of Sapphire Lieutenant Governor

District Governor Carmen Tan entertained a motion to approve the ratification of Sapphire Lieutenant Governor, Cynthia Messing.

Motion: Goldstone Lieutenant Governor Olivia Rizk moved to approve the ratification of Sapphire Lieutenant Governor.

Second: Kiwanis Family & Foundation Chair Katrina Liang seconded the motion.

Discussion(s): none

Votes:

- Aye: 16
- Nay: 0
- Abstentions: 0

Motion Carries.

III. Approval of April 24, 2022 Board Meeting Minutes

District Governor Carmen Tan entertained a motion to approve April 24, 2022 Board Meeting Minutes.

Motion: District Secretary Damon Le moved to approve April 24, 2022 Board Meeting Minutes.

Second: District Bulletin Editor Arabella Abutin seconded the motion.

Discussion(s): none

Votes:

- Aye: 11



DISTRICT BOARD

MEETING MINUTES

- Nay: 0
- Abstentions: 6
 - Awards & Recognition Chair Maya Yates
 - Convention Chair Tina Le
 - Kiwanis Family & Foundations Chair Katrina Liang
 - Membership Development & Education Chair Lucia Wong
 - Technology Chair Jin Lee
 - Sapphire Lieutenant Governor Cynthia Messing

Motion Carries.

IV. Approval of May 29, 2022 Board Meeting Minutes

District Governor Carmen Tan entertained a motion to approve May 29, 2022 Board Meeting Minutes.

Motion: District Treasurer Ivan Tran moved to approve May 29, 2022 Board Meeting Minutes.

Second: District Secretary Damon Le seconded the motion.

Discussion(s): none

Votes:

- Aye: 16
- Nay: 0
- Abstentions: 1
 - Cynthia Messing - Sapphire Lieutenant Governor

Motion Carries.

V. Approval of October 15, 2022 Fall Rally North Date

District Governor Carmen Tan entertained a motion to approve October 15, 2022 Fall Rally North Date.

Motion: District Convention Chair Tina Le moved to approve October 15, 2022 Fall Rally North Date.

Second: Jade Lieutenant Governor Giovanna Barragan seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0



DISTRICT BOARD

MEETING MINUTES

Motion Carries.

VI. Approval of January 20, 2023 Awake-a-thon North Date

District Governor Carmen Tan entertained a motion to approve January 20, 2023 Awake-a-thon North Date.

Motion: Awards & Recognition Chair Maya Yates moved to approve January 20, 2023 Awake-a-thon North Date.

Second: Crystal Lieutenant Governor Hannah Lee seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.

VII. Approval of January 13, 2023 Awake-a-thon South Date

District Governor Carmen Tan entertained a motion to approve January 13, 2023 Awake-a-thon South Date.

Motion: Jet Lieutenant Governor Jessica Nguyen moved to approve January 13, 2023 Awake-a-thon South Date.

Second: Turquoise Lieutenant Governor Hazel Villapando seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.

VIII. Approval of December 3, 2022 Candidates Training Conference Date

District Governor Carmen Tan entertained a motion to approve December 3, 2022 Candidates Training Conference Date.

Motion: District Secretary Damon Le moved to approve December 3, 2022 Candidates Training Conference Date.



DISTRICT BOARD

MEETING MINUTES

Second: Ruby Lieutenant Governor Rosmar Martinez seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.

IX. Approval of Lincoln Park, Manteca CA Fall Rally North Location

District Governor Carmen Tan entertained a motion to approve Lincoln Park, Manteca CA Fall Rally North Location.

Motion: Jade Lieutenant Governor Giovanna Barragan moved to approve Lincoln Park, Manteca CA Fall Rally North Location.

Second: Kiwanis Family & Foundation Chair Katrina Liang seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.

X. Approval December 28, 2022 Rose Float Decoration Date

District Governor Carmen Tan entertained a motion to approve the December 28, 2022 Rose Float Decoration Date.

Motion: Emerald Lieutenant Governor Teju Kanaparthu moved to approve the District Convention Budget.

Second: District Bulletin Editor Arabella Abutin seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.



DISTRICT BOARD

MEETING MINUTES

XI. District Convention Budget Amendments

District Governor Carmen Tan entertained a motion to approve the District Convention Budget.

Motion: District Treasurer Ivan Tran moved to approve the District Convention Budget.

Second: Jet Lieutenant Governor Jessica Nguyen seconded the motion.

Discussion(s): District Treasurer Ivan Tran discussed to amend

- Reduced number of late registration from 30 to 15 due to not many late registrations in previous years
- Increased sponsorships to \$11,000 to make up for reduced income due to registration expectations.
- Any funds exceeding \$11,000 will be allocated to:
 - \$1000 for awards
 - \$1500 for transportation
 - \$100 for DCON decorations

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.

XII. Changes to the 2022-2023 Awards Manual

District Governor Carmen Tan entertained a motion to approve 2022-2023 Awards Manual.

Motion: Awards & Recognition Chair Maya Yates moved to approve 2022-2023 Awards Manual.

Second: District Treasurer Ivan Tran seconded the motion.

Discussion(s): none

Votes:

- Aye: 17
- Nay: 0
- Abstentions: 0

Motion Carries.



DISTRICT BOARD

MEETING MINUTES

Announcements	<p>Dr. Valarie Brown-Klingelhofer, CNH Kiwanis Governor, installed the Sapphire Lieutenant Governor.</p> <ul style="list-style-type: none">● Cynthia Messing - Sapphire Lieutenant Governor
Closing Remarks	<p>Governor Carmen Tan thanked the special guests and the advisors for gritting through all the mistakes today, as she is still learning.</p> <p>District Administrator Ms. Anna Wu applauded students for working around moving the board meeting to Saturday from Sunday. She loved the collaboration, discussion, and teamwork among students to approve and execute those dates.</p> <p>Assistant District Administrator Mr. Jeff Dimsdale dittoed what District Administrator Ms. Anna Wu said. He had seen a lot of growth in a lot of students. Despite having a tough issue with the budget today, students have handled it in a very mature way. He believed anything is achievable if students set themselves in the path to achieve it. He congratulated all students for their hard work in the end.</p> <p>Jade Regional Advisor Ms. Pandora Turner applauded students for their hard work.</p>
Adjournment 9:38 PM	<p>District Governor Carmen Tan adjourned the meeting.</p>
Links	<p>x Copy of 2023 KW DCON Budget (PROPOSALS).xlsx</p>

CALIFORNIA-NEVADA-HAWAI'I DISTRICT
Circle K International

July 17, 2022
District Board Meeting Minutes

**CALIFORNIA-NEVADA-HAWAI'I DISTRICT
Circle K International**

**2022-2023 District Board of Officers
Summer District Board Meeting
Sunday, July 17th, 2022 at 10:00 AM PT
Kiwanis Professional Center, Rancho Cucamonga, CA & Zoom**

Attendance

Aaron Piña, District Governor
Caitleen Navarro, District Secretary
Nina Nguyen, District Treasurer
Sophia Emerson, Capital Lieutenant Governor
Brandon Tran, Citrus Lieutenant Governor
Brian Nito, Central Coast Lieutenant Governor
Khadija Rashidally Desert Oasis Lieutenant Governor
Ping Tram, Foothill Lieutenant Governor

Sharon Hu, Golden Gate Lieutenant Governor
Fernando Gutierrez, Metro Lieutenant Governor
Stanley Truong, Sunset Lieutenant Governor
Angelina Moonswami, Communications & Marketing Chair
Austin Hoang, Member Recognition & Education Chair
Stefanie Peddijanto, Service Chair
Emily Reale, On-to-CKIx Chair

Guests:

Timothy Cunning, Director of Service Leadership Programs
Patricia Ryder, District Administrator
Scott Smith, District Secretary Advisor and Citrus Regional Advisor
Yaret Smith, Service Advisor and Citrus Assistant Regional Advisor
Linda Marx, Desert Oasis Regional Advisor
Grace Chi, Foothill Region Advisor
Jennifer Que, Kiwanis Family & Foundations Advisor
Valarie Brown-Klingelhoef, Kiwanis District Governor-Elect

Andy Klingelhoef, Kiwanis Governor First Mate
DeAnn Le, Orange Coast College
Christine Tran, Orange Coast College
Matthew Hui, Pasadena City College
Ping Tram, Pasadena City College
Elizabeth Bremberg, San Jose State University
Yash Chaudhary, UC Riverside
Antonio Lang, UN Reno
Kyla Loong, UN Reno
Cindy Ly, UN Reno

Executive Summary

The July 17, 2022 District Board Meeting was called to order at 10:00 AM PST by District Governor, Aaron Piña.

The Board approved the July 17, 2022 District Board Meeting Agenda.

The Board approved the May 1, 2022 District Board Meeting Minutes.

The Board approved the June Special District Board Meeting Minutes.

The District Awards Revisions Proposal was approved.

The District Awards Establishment & Revitalization Proposal was not passed.

The Membership Recognition Program Proposal was approved.

The District Convention 2023 Budget was approved.

The CNH CKI Operating Procedures Revisions for Approval were approved.

The District Executives gave their State of the District reports.

The July 17, 2022 District Board Meeting was adjourned at 10:26 AM PST by A. Piña.

Minutes

- I. **Call to Order** – Aaron Piña, District Governor – 10:00 AM
- II. **Flag Salute** – Stanley Truong, Sunset Lieutenant Governor
- III. **Introduction of Guests** – Caitleen Navarro, District Secretary
- IV. **Approval of Agenda** – Aaron Piña, District Governor
District Governor, Aaron Piña, presents the Summer 2022 District Board Meeting agenda.

Moved by Capital Lieutenant Governor, Sophia Emerson, and seconded by Desert Oasis Lieutenant Governor, Khadija Rashidally.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The Summer 2022 District Board Meeting agenda was approved.

- V. **Approval of Minutes**
 - A. Sunday, May 1st, 2022 – Spring District Board Meeting
 - B. Tuesday, June 14th, 2022 – June Special District Board Meeting
District Governor, Aaron Piña, entertains a motion to approve the Spring 2022 District Board Meeting Minutes and June Special District Board Meeting Minutes in a block.

Moved by Capital Lieutenant Governor, Sophia Emerson, and seconded by Desert Oasis Lieutenant Governor, Khadija Rashidally.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The Spring 2022 District Board Meeting Minutes and June Special District Board Meeting Minutes were approved.

- VI. **Approval of Items**
 - A. District Awards Revisions – Austin Hoang, Member Recognition & Education Chair

Member Recognition & Education Chair, Austin Hoang, entertains a motion to approve the District Awards Revisions Proposal.

Seconded by District Treasurer, Nina Nguyen.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The District Awards Revisions were approved.

- B. District Awards Establishment & Revitalization – Austin Hoang, Member Recognition & Education Chair
Member Recognition & Education Chair, Austin Hoang, entertains a motion to approve the District Awards Establishment & Revitalization Proposal.

Seconded by Capital Lieutenant Governor, Sophia Emerson.

Motion passed.

No discussion.

4 Ayes, 3 opposed, 2 abstention.

The District Awards Establishment & Revitalization Proposal was not approved.

- C. Membership Recognition Program – Austin Hoang, Member Recognition & Education Chair
Member Recognition & Education Chair, Austin Hoang, entertains a motion to approve the Membership Recognition Program Proposal.

Seconded by Citrus Lieutenant Governor, Brandon Tran.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The Membership Recognition Program Proposal was approved.

- D. District Convention 2023 Budget – Nina Nguyen, District Treasurer
District Treasurer, Nina Nguyen, entertains a motion to approve the District Convention 2023 Budget.

Moved by Capital Lieutenant Governor, Sophia, and seconded by position, Brian Nito.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The District Convention 2023 Budget was approved.

- E. CNH CKI Operating Procedures Revisions for Approval – Caitleen Navarro, District Secretary
District Secretary, Caitleen Navarro, entertains a motion to approve the CNH CKI Operating Procedures Revisions for Approval.

Seconded by District Treasurer, Nina Nguyen.

Motion passed.

No discussion.

9 Ayes, 0 opposed, 0 abstentions.

The CNH CKI Operating Procedures Revisions for Approval was approved.

VII. State of the District

- A. District Treasurer – Nina Nguyen
District Treasurer, Nina Nguyen, provides the following updates for CNH Circle K:

38 Dues-Paid Clubs | **Goal: 50 Dues-Paid Clubs**

1,323 Dues-Paid Members | **Goal: 2,000 Dues-Paid Members**

\$926.42 Raised for Pediatric Trauma Program

\$542.52 Raised for Kiwanis Family House

\$258.71 Raised for the Rotating District Fundraising Initiative

\$20.56 Raised for the Governor's Project

\$3,827.23 Raised for Other Charities

Total of \$5,575.44 | **Goal: \$30,000 Total Funds Raised**

B. District Secretary – Caitleen Navarro

District Secretary, Caitleen Navarro, provides the following updates for CNH Circle K:

26 April MRF Submissions

24 May MRF Submissions

28 June MRF Submissions

5,424.25 Service Hours | **Goal: 25,000 Hours of Service**

11,270.64 Leadership Hours | **Goal: 45,000 Hours of Leadership**

9,675.72 Fellowship Hours | **Goal: 35,000 Hours of Fellowship**

C. Navarro discusses the upcoming Soft-Launch for the MRF Portal during the August-September MRF Period. The Laws & Regulations Committee has been working on updating the District and Secretary manuals and guides, such as the resources for completing the MRF, ERF, and Election Kits.

C. District Governor – Aaron Piña

A. Piña discusses the events of the past District Board Weekend and discusses having brainstorming sessions with the District Board to focus on the needs of the District and its clubs and creating an action plan of what we will be doing next. There were great discussions held regarding Fall Training Conference 2022 and is excited to hold the event this upcoming November for the District. A. Piña discusses a new program being implemented this term in CNH Circle K called the Freshmen Ambassadors Program and mentions that there are great ideas surrounding that event as well. There has been many strides in collaborating and working on ideas for the clubs of CNH Circle K regarding fundraising, Kiwanis Family relations, and everything that the clubs may need for extra support. A. Piña emphasizes that the District Board is present to support the clubs and all of their members.

VIII. Upcoming Events

A. Circle K International Convention 2022 – July 24th–27th, 2022

B. CNH Circle K Week – August 29th – September 2nd, 2022

C. Fall Training Conference 2022 – November 4th-6th, 2022

IX. Adjournment – Aaron Piña, District Governor – 10:26 AM

Respectfully Submitted:



07/17/2022

Caitleen Navarro, 2022-2023 District Secretary

Date

Aaron Piña, 2022-2023 District Governor

Date

Patricia Ryder, 2022-2023 District Administrator

Date

Tim Cunning made his report on the District Treasurer Selection Committee. Brian Dahlquist made a motion to approve Gary Gray as the Treasurer for the 2022-2023 fiscal Kiwanis year. Second by Margo Dutton. Motion passed.

Gary Gray nominated Michelle Hock to serve on the Executive Committee. Second by Michael McStroul. Lisa Watson nominated Steve Dreyer to serve on the Executive Committee. Second by Anna Wu. With no additional nominations, Governor Valarie called the nominations closed. Vote taken and passed by all.

Steve Dreyer nominated Lisa Watson to serve on the Treasurer Selection Committee. Second by Anna Wu, Gary Gray nominated Patricia Larrigan to serve on the Treasurer Selection Committee. Second by Steve Dreyer. With no additional nominations, Governor Valarie closed the nominations and a vote was taken and passed by all.

Lisa Watson nominated Margo Dutton to serve as the Past Treasurer on the Treasurer Selection Committee. Second by Anna Wu. A vote was taken and passed by all.

With no additional items for the Board, the meeting was adjourned at 3:55 PM

Mark W. McDonald
District Secretary



MEETING MINUTES

SUMMER BOARD TRAINING CONFERENCE

MEETING AT A GLANCE

MEETING DETAILS

Meeting Led By Governor Diane Dao

Location: Kiwanis District Office

8360 Red Oak St STE 201, Rancho Cucamonga, CA 91730

CALL TO ORDER: 10:54 AM PDT

ADJOURNMENT: PM PDT

Attendance Report - See Appendix A for a complete report

EXECUTIVES 3/3

LT. GOVERNORS 74/79

LT 11/11

GUESTS 6

QUORUM YES

Summation of Leadership Team Topics Discussed

- I. Action: Approval of Parliamentarian
- II. Action: Approval of Board Reports
- III. Action: Approval of DCON 2023 Code of Conduct
- IV. Action: Approval of DCON 2023 Budget

MEETING MINUTES

MEETING CALLED TO ORDER AT 10:54 AM

Approval of Parliamentarian

RESOLVED: That the CNH Board approves Mr. Alan Quon as Parliamentarian
[M: D28S Jessica Ryn | S: D35E Chloe Hartanto | PASSED]

Pledge of Allegiance

Pledge led by provided by D34N John Hillyard

Key Club Pledge

Pledge led by provided by D15N Gerard Day

INVOCATION

Provided by D22 Komohana Carly Miyamoto

Aloha Irreplaceabees! Some of you may know me as the culprit who designed some of your district merch. But, to formally introduce myself, my name is Carly Miyamoto, and I serve as the Lieutenant Governor of Division 22 Komohana on the island of Oahu.

Just earlier this week, days before I got on my nearly 6 hour long flight to Ontario, as I was starting to load my suitcase with all the p up essentials, I looked over the schedule, rooming arrangements, and packing list for the 11th time. Despite already opening the packet at least 10 times beforehand, only then I took a closer look at the Board Meeting Agenda. Where I saw my name in size 9 Century Gothic alongside dozens of dots leading to Invocation. With this huge honor and privilege of addressing you all in this manner, I felt anxious and excited, but mostly anxious.

At that moment, I had no idea what I was going to say to you all that would motivate or inspire you. Nevertheless, I didn't want to procrastinate too much on writing this out. So I started. On a fresh, blank document, I began my first few words. Aloha Irreplaceabees!

The more I went back and forth with myself, the more I recited my first few lines over and over. Aloha Irreplaceabees, aloha irreplaceabees, aloha irreplaceabees, can you imagine saying that ten times fast? But aloha is more than just a hello or a goodbye.

I know for me especially, it's easy to forget what aloha means. The word has tons of different meanings, much more than I'll mention today, and you can define aloha however you wish. I won't go in depth with all the cultural and historical significance the word and things surrounding it has.

Aloha. More than just a greeting, it means to be compassionate, to be caring, to be considerate. It is the mutual thought and affection that extends warmth in care with no obligation in return. It is the essence of relationships in which each person is important. Aloha isn't something that is spoken, it is something that must be experienced, and something that should be shared.

Irreplaceables, as THE irreplaceable CNH district board of the 2022-2023 term, I urge you to always act with aloha. Although I won't force you to start off all your greetings and all your emails with the word "aloha" nor will you need to say aloha in every sentence, however, I urge you to define your own meaning of aloha. I urge you to inspire those around you with your kindness, sincerity, and warmth. I urge you to show your appreciation to not only those in this room, to those you serve, to those who advise and mentor you, and most importantly, to those you cherish. We have one quarter of the term under our belts already, keep serving your homes, schools, and communities with the same compassion, devotion, and aloha.

Mahalo!

REMARKS

CNH Children's Fund President Remarks

Information provided by CNH Children's Fund President Gary Jander

1. Defines focus of YES initiatives and YES Campaign to district board
2. Encourages District Board to continue to make a difference in their community
3. Discusses Pediatric Trauma Program and leadership training as some of focuses of YES initiative
4. Thanks District Board for their support and efforts for the YES Campaign

CNH Kiwanis Governor-Elect Remarks

Information provided by CNH Kiwanis Governor-Elect Valarie Brown-Klingelhofer

1. Expresses gratefulness to District Board for welcoming her today
2. Emphasizes danger of Pediatric Trauma Program and the difference that District Board makes in preventing such incidents
3. Explains how Kiwanis will provide resources as needed to District Board to support their cause and efforts
4. Emphasizes significance of all of District Board's efforts
5. Encourages District Board to increase involvement between Key Club and District Board

District Administrator Remarks

Provided by District Administrator Doug Gin

1. Encourages District Board to reflect on their months of service prior and the months to come
2. Emphasizes how District Board is transitioning from a preparatory phase to an execution phase
3. Emphasizes how District Boards priority should first their personal well-being, school, and family, and how Key Club should fall within the top or the most prioritized extracurricular
4. Encourages District Board to make the most of their personal time
5. Expresses thanks for advisors in the room for their support for our leaders, members, and divisions
6. Emphasizes the importance of communication with advisors
7. Calls upon District Board to promote and encourage attendance at District events coming up such as Fall Rally and DCON
8. Expresses gratitude to executive team for their work for the last four months

District Governor Report

Provided by District Governor Diane Dao

Hello Irreplaceabees!

It's an honor to see you all again at Summer Board Training Conference! You have officially been in office for over 1/4 of your term. Time is flying by so quickly and it will not be getting any slower.

As the time of membership recruitment season comes around, our goal of 35,000 members must be met this year. As we have mentioned throughout these training conferences, not achieving this goal could lead to a variety of consequences for the district as a whole which directly affect each and every member. As a board, it is our responsibility to take on this challenge and propel the solution into action.

This year must be our year for CNH. I am confident that that every one of you in this meeting right now is fully capable of maintaining our upward trend if you continue to be motivated and passionate about serving the community as you had all promised to do so.

Most of you are returning to school soon, so take advantage of this opportunity. Increase your communication with your club officers and help them set membership goals and schedules with tactics that will effectively improve their clubs. Push members to be more involved and spread Key Club's presence throughout your schools and communities. As a district board member, you have such a large platform that comes with your position. Thus, use it effectively to achieve your goals and make a lasting impact with your work. Think about it: what do you want YOUR legacy to be?

I know it is going to be tough, but we will all go through this as a community and will overcome every difficulty together. All of your work does not go unnoticed and this experience is something you will remember in your life forever. Ensure that this year is one that you will look back on with pride, and not regret.

Thank you for all of your dedication and time you have put forth so far in this term. You are all such strong individuals that I have the absolute the honor of getting to know this term. All of your progress has been amazing and I just know that these upcoming months will be phenomenal. Stay safe and happy, IrreplaceabEEs, and get ready to cheer your heart out at Fall Rally!

District Secretary Report

Provided by District Secretary Ashley Park

Introduction

Hello Irreplaceabees. Thank you all for your attendance here today at this year's Summer Board Training Conference. I cannot believe that a quarter of our term has already passed and that we only have three left in front of us. For the last quarter, you have all been working hard to take care of your homes, schools, and communities, and it is through your efforts that we have made the progress that we have. Your commitment to your position and this organization is evident in the way that you have served your divisions and regions, and though few may understand the efforts and sacrifices that you have made, we recognize them here today. With that being said, the following will be my District Secretary Report:

MRFs

As of the most recent MRF submission for the month of June, 72 out of 79 Lieutenant Governors have successfully collected Club MRFs, compiled their information, reflected, and completed the Division MRF for their respective Divisions. Thank you so much for all of your submissions.

As of this month's MRF submission, the CNH District has served a total of 63,107 hours, meaning we are currently at 7.42% out of 850,000 service hour goals. Though we still have ways to go, I am confident that we can reach our goal by District Convention. Please continue to assist your clubs with service events and resources and monitor them closely to ensure accurate documentation of their hours.

Directory

The CNH Officer Directory has been updated since our last board meeting and has been used to create the new 2022-2023 Officer Reflector Groups. Though many of your officers have been admitted into these groups through your submission to the directory form, if any updates occur in your club leadership, please direct new officers to cnhkeyclub.org, or cyberkey, where they can find the link to join their respective position reflector groups.

Resources

Since our last meeting, the 2022-2023 Secretary Manual has since been completed and approved. Additionally, with the help of District Visual Media Editor Helena Teung-Ouk and their District Visual Media Team Members, we were able to produce the first episode of the Secretary Series, which covers the tasks of the MRF on a month to month basis. The latest video covers the task of the August MRF submission, and the video and secretary manual were sent out yesterday, July 29th, to you all as well as our CNH secretaries, vice-presidents, and presidents.

Additionally, the Buzzin Break MRF breakdown video is currently being edited, once again to the credit of District Visual Media Editor Helena and her team, which will be uploaded on Youtube channel following its completion.

Submissions and Due Dates Reminders

I would like to take this time to recognize the following 54 board officers for their continued hard work and commitment to the position of Lieutenant Governor. Congratulations to the following board officers who have maintained a 100% On-Time submission rate, This indicates that the Monthly Report Forms, DCM Agendas, and Division Update Forms were submitted by their respective due dates.

- Division 2 North
- Division 2 South
- Division 3 North
- Division 3 South
- Division 4 Central
- Division 4 East
- Division 4 North
- Division 4 West
- Division 5 North
- Division 5 South
- Division 7 North
- Division 7 South
- Division 7 West
- Division 8
- Division 10 North
- Division 10 South
- Division 12 South
- Division 12 West
- Division 13 North
- Division 13 South
- Division 14
- Division 15 East
- Division 15 South
- Division 15 West
- Division 16 South
- Division 18
- Division 19 North
- Division 19 South
- Division 21
- Division 22 Komohana
- Division 22 Makai
- Division 26 South
- Division 27 North
- Division 27 South
- Division 28 South
- Division 28 West
- Division 34 North
- Division 34 South
- Division 35 East
- Division 35 West
- Division 36 East
- Division 37 North
- Division 37 South
- Division 37 West
- Division 38 East
- Division 38 West
- Division 42 East
- Division 42 West
- Division 43
- Division 44 North
- Division 44 West
- Division 46 North

As of now, 68% of our Lieutenant Governors have maintained 100% On-Time Submission Status. Thank you all for being proactive in your responsibility as Lieutenant Governor. Keep up the great work!

The following submissions and reports are due by the 10th of every month by 6:00 PM Local Time:

- Division Monthly Report Forms
- Training Conference Reports (the following month after each training conference)

The following submissions and reports are due by the 15th of every month by 6:00 PM Local Time:

- Articles to the CNH Articles Archive
- Visuals to the CNH Visuals Archive

The following submissions and reports are due by the 20th of every month by 6:00 PM Local Time:

- DCM Agendas to CNH Archive
- Division Update Form
- Division Newsletter to CNH Newsletter Archive

As we begin hosting Region Training Conferences and Fall Rally preparations, you may find yourselves in uncharted territory. Please let me know if you have any questions, comments, or concerns in the next few months, as I am always ready to help. That concludes my Board Report.

District Treasurer Report

Provided by District Treasurer Marcus Fang

Buzz buzz Irreplaceabees!

I am BEEyond excited to see all of your smiling faces at our second in-person board meeting. I hope you enjoyed the first day of Summer Board Training Conference and are looking forward to our annual summer olympics in a couple of hours. I know I am! Thank you so much for all of your hard work throughout the first quarter of the term!

And with that, the following is my second Treasurer's report:

Goals

As of the most recent division update form responses and MRF data we have raised a total of \$29,804.35 for PTP, \$637.47 for the YES! Initiative, and \$5362.70 for other charities. This means we are 13.53% of the way to our District Goal of \$225,000 for PTP and the Yes! Initiative. Keep up the great work Buzzing Bees and I am sure we will be able to reach our goal!

Dues Report

As of the most recent dues report, we have 31,311 members and 692 of the 757 clubs have paid dues. If you are a Lieutenant Governor of a suspended club, please make sure this suspension status is taken care of before September 30, 2022. Please also remember that all Lieutenant Governors should strive to meet the December 1st deadline for on-time dues, so please begin working with your clubs early on in order to prevent them from becoming a delinquent club later on. I would need to mail all delinquent clubs a letter and it would save much time and money for me if you are working early on to get clubs to pay dues on time!

Vouching

The fiscal year has begun meaning that you are all able to vouch now. I hosted a vouching webinar on July 17th, 2022 at approximately 9:00 PM where I went over the entire process of vouching. On July 18th, 2022 at approximately 10:00 AM I also sent out a recording of this webinar and a vouching manual in case any District Board member would like to revisit my tutorial or needs further assistance with the vouching process. Furthermore a new tracking spreadsheet was created so that any District Board member may keep track of their voucher through the vouching process. This was also included in the email aforementioned. I recommend starring this email for further use and please reach out to me if you have any questions at all regarding the vouching process.

Treasurer Updates

I have finished creating a Treasurers Manual for the 2022 to 2023 term and this will be released August 1st. It will contain all the information needed for a Treasurer to successfully operate throughout their term. Additionally, a new and revised version of the PTP/YES! Initiative Donation Form has been created and is now up on the Cyberkey. Please inform your officers about this new form so they may submit their funds using the correct form.

Closing

I hope you all learned a lot this weekend and continue to apply what you learned to the divisions you serve throughout the term. Encourage your clubs to not only raise funds for PTP and our preferred charities but their own clubs as well in order to support club events. Please let me know if you have any questions, comments, or concerns, and I will be happy to help! Thank you!

International Trustee Report

Provided by International Trustee Shanelle Relucio

Hello Irreplaceabees! My name is Shanelle Relucio and it is my honor to be serving as one of your International Trustees. I want to congratulate all of you on being Lieutenant Governors, because it is no easy feat. With that, I would like to present my Board Report.

International Convention

During International Convention, members from CNH and all over the world had the opportunity to tour Washington D.C. attend workshops, meet speakers like Dexter Darr, Sal Khan, Lex Gillette, and Senator Bill Nelson, vote on amendments, and elect the new International Board. With that I am proud to announce the successful election of the New I-Board:

President - Lillian Thai, Vice President - Layla Nguyen, Trustees Ahmed Eldeeb, Taylor Petrofski, Hope Roundcount, Shuban Tiwari, Ayano Tamura, Shanelle Relucio, Leo Shen, Kavya Siriam, Shreya Mukuntham, Drew Reetz, Ava Stamatakis

LEADCON

From August 2-7th the International Council will be participating in leadership training in Indianapolis, Indiana at the Key Club headquarters. There we will be assigned our committee and figure out which Sistricts, or three districts, each trustee will be paired with.

Closing

Thank you for all that you do for CNH Key Club, I am wishing you all a successful term, thank you.

District News Editor

Provided by District News Editor Joanne Do

Newsletters

As you may know, two issues of the Bumble Times have been released for the months of June and July. Coming on August 1st, will be the August newsletter. So be sure to keep an eye out for it and read it whenever you can after Summer Board.

Submissions

Articles and Visuals are due on the **15th of every month by 6 PM**. Please remember to submit a minimum of 3 articles and 3 visuals. Otherwise, your submissions won't be counted. Also, please keep in mind that screenshots and fliers will not be accepted either.

Newsletters are due on the **20th of each month by 6 PM**. Starting this August, the newsletter submissions will be reactive instead of proactive. News Editors and Lt. Governors will be sending in their Division's newsletter that was released in the beginning of the month they are submitting. To clarify, on August 20th, you or your DNE will be submitting your Division's **completed** August newsletter.

As of June 20, 2022 and July 20, 2022 respectively, the following 51 divisions have submitted **100% on-time** for articles, visuals, and newsletters. On-time submissions entail 3 articles, 3 visuals and 1 newsletter documenting service, recognition and growth within the division.

- 2 North
- 2 South
- 3 North
- 3 South
- 4 Central
- 4 East
- 4 North
- 4 South
- 4 West
- 5 North
- 5 South
- 7 North
- 7 West
- 8
- 10 North
- 10 South
- 11
- 12 South
- 13 North
- 13 South
- 14
- 15 North
- 15 West
- 16 South
- 18 East
- 19 North
- 20
- 21
- 23
- 26 North
- 26 South
- 27 North
- 27 South
- 28 North
- 28 South
- 28 West
- 30 North
- 33
- 34 North
- 35 East
- 35 West
- 37 North
- 37 South
- 38 East
- 42 West
- 43
- 44 North
- 44 West
- 46 North
- 46 South
- 47

Division Updates and DCM Agendas: **due the 20th of each month by 6pm Local time** to the Submissions Form.

Manuals and Guides

I worked with Helena and her DVMT in order to make a Buzzin' Break on Newsletter Production, which will be released on August 21, 2022.

Along with the video, I will be releasing an updated newsletter production manual.

The CNH Graphic Standards manual has been slightly modified by the editors and CM Chair.

District Technology Editor

Provided by District Technology Editor Ashlyn Wong

Hello everyone! I hope you are all doing well and staying healthy, as follows is my second board report:

District Technology Team

Since the last board meeting, the 2022-2023 District Technology Team (DTT) application was released, interviews were held, and the results were sent out to all applicants as well as the District Board. We have published an Instagram filter for International Convention, provided feedback to club/division websites, and brainstormed new ideas for the rest of the term.

Cyberkey Updates

I have made changes to the Cyberkey based on committee requests. I have updated the Divisions page with each club and division based on this term's roster, and incorporated club/division website links. I have created a "Meet the District Board" page, in which members can view self introductions from the executives and leadership team, as well as view the lieutenant governors and adult board. In addition, I have made tweaks to the overall aesthetics of the site, menu organization, URL names, home page and specific page banners, and added an archive. I am currently working on adding a page for articles, where each region will have at least one article published every month from the submitted articles and visuals.

Marketing Guidance Form

(CM & DTE) Communications & Marketing Chair Amber and I have created a Google Form for officers to request feedback and advice on various promotional materials and websites. My team and I have worked toward replying to each of these requests as mentioned previously.

Cyberkey Updates Form & Digital Media Request Form (Digital Leaders)

The Digital Leaders (CM, DNE, DTE, DVME) have created a Digital Media Request Form for Leadership Team members to request promotional materials such as Instagram post graphics, videos, and Cyberkey pages. This has been released in PDF format for Chairs to submit. I have also created a Cyberkey Updates form to request for certain text and link changes, etc.

Instagram Filters (DTT & DVMT)

A few members of the Visual Media Team and Technology Team have been collaborating to create promotional Instagram filters. We plan to release four filters for Club Rush this month, and we are in the process of planning one for Fally Rally as well.

District Visual Media Editor

Provided by District Visual Media Editor Helena Teung-Ouk

What's Poppin' District Board, my name is Helena Teung-Ouk and I serve as your District Visual Media Editor for the 22-23 term, what follows is my District Board Report.

SPOTLIGHT ON EDUCATIONAL PROGRAMS

I have consistently been contacting MDE Chair Joshua Placido to discuss the editing process of the SOEP Series. They are coming out during these days of Summer Board, so please share these resources to your officer while giving recognition to the editor and graphic designers who create this video! Most of the DVMT Member did work on this entire series, so recognition to, Anh Nguyen, Joshua Santhirasegari, Dorna Mohajeri, Wendy Dinh, Madeline Khoo, Pauline Nguyen, Kayli Chiu, Vera Faith Del Rio, Halo Medina, and Desiree Valdez, Bea Paulino, and Annie Huang.

KIWANIS FAMILY HOUSE FOUNDATION

I am filming KFF Committee, to get a Promo video out for Key Leader, while also getting a promotional video about preferred charities edited by my DVMT, this series is called MYCUP. The editors of the video is DVMT Anh Nguyen + DVMT Alara Yilmaz

MEMBERSHIP GROWTH

Membership Growth is filming their tiktoks/reels privately and sending the clips to me to be edited by Halo Medina and myself. The series is regarding Finding Advisors.

DISTRICT CONVENTION

My DVMT is in the process of creating DCON bees to be used during DCON, and District Convention Chair Anh Nguyen and I have been communicating about the discussion of the DCON videos and the works of that will be happening soon.

SERVICE PROJECT

I am also filming the Service Project Committee during the SUBTC for Serv-tember. The editing will be done by the Committee.

WHAT'S POPPIN EPISODES

EPISODE 2 - MEET THE DISTRICT BOARD

I filmed you guys during SBTC, and the second episode of What's Poppin' is in production.

INSIDE THE HIVE

First episode is also in production, and I am requesting as you should have received an email about filming at subtc, to please do so, as without video clips there is nothing to be shown. I highly encourage this as a way to show what the District Board is like and what we do as a group.

BUZZIN BREAK

The first episode of Buzzin Break is Joanne's Editor and this is plan to be released in August, edited by DVMT Chloe You + DVMT Halo Medina, and in September, will be the second episode of Buzzin Break which consist of DSEC Ashley's MRF Overview edited by DVMT Dorna Mohajeri + DVMT Wendy Dinh, the third episode is currently in the process of being discuss with DTRES Marcus Fang.

DIGITAL LEADERS

The Digital Leaders are working very hard to get all the promotional materials out to you guys! DVMT Pauline Nguyen + DVMT Cece Yu have both made filters to be used during the time of Club Rush. With this we do have a CM Key Club Promotional video coming very soon, edited by me! With this we are working on promotion for Fall Rally, DVMT Halo Medina + DVMT Chloe You, and I am working on getting a Fall Rally Promo video out to you guys! While also having an editor webinar happening on August 11th @ 6PM.

Communications and Marketing

Provided by Communications and Marketing Committee Chair Amber Zhao

Communication

In order to better assist the district committees, the editors and I released a CNH Digital Leaders Request Form regarding any media creation and publication. The form is especially helpful for organization and planning of any marketing campaigns that district committees want to conduct on the CNH social media platforms. Also communicating with other district committees are CM committee members who relay projects and updates on the other committees during CM meetings. They also serve to remind committees about filling out the digital leaders request form.

Committee

Regarding communication within the CM Committee, emails and messenger reminders have been used to assign first and second June and July tasks. Feedback and drafts for those tasks are submitted within the email thread. Additionally, June and July update emails are sent to the committee regarding monthly committee meetings which CM has had two since spring board. A feedback form was opened to the committee members for opinions, comments, and suggestions on their experience in the CM committee.

Projects

In collaboration with DTE Ashlyn Wong, we released a CNH Marketing Guidance Form which allows division and club members to ask questions and get feedback regarding websites and marketing. I will continue to answer the responses in the form throughout the rest of the term. The form can be found in an earlier email sent out to the district and is linked on a post in the CNH instagram as well. I have also created a new Instagram highlight on the CNH instagram for district goals. Along with sharing the specific goals for service hours and money raised, a story with progress on those goals will be posted as a story and saved in the highlights at the end of every month.

Based on the requests of the DCON committee and graphics from the DVMT, I created two Instagram posts for the DCON theme reveal, one being teaser graphics and the other being the theme reveal. In addition, I also created a graphic for DCON logo contest submissions. I am continuing to work on requests for Instagram posts by other district committees such as MDE. The promotional post for the SOEP series was posted on Instagram today.

Marketing

The CM committee has updated the Club building/Marketing Manual which will be available on the Cyberkey as a resource. CM also assisted DVME Helena in creating a Key Club Promotional Video. The first marketing campaign created for club rush by the CM Committee will be taking place in the months of August and September. All promotional items will be uploaded for club usage on the CNH CyberKey and various social media platforms. You can also find a marketing folder containing those membership recruitment resources in the CNH Key Club public drive. Within the folder, you will be able to find resources such as sticker and pin designs, fillable informational pamphlets, infoguides, flyers, and even a marketing guide. Overlays of two different types have also been created by CM as part of the "Join Our Hive" campaign. Members are able to request for an Instagram story or an Instagram post overlay by emailing overlay@cnhkeyclub.org. Make sure to include your name, division, position, and your reason for requesting an overlay.

For both the membership recruitment resources and the overlays, please use the #JoinOurHive and #cnhkeyclub and tag the district Instagram account @cnh_keyclub if you decide to post about or use either of the resources.

In addition, a TikTok marketing campaign will take place in August for club rush and September for Fall Rally. The execs will be filming a question that members are then able to stitch. The digital leaders will be creating a TikTok for stitching directions in the upcoming weeks.

Conclusion

I look forward to seeing all of you utilize the resources that the CM committee has created, and I hope to see all of your TikToks in the coming weeks. I want to wish you all the best of luck for club rush!

District Convention

Provided by District Convention Chair Anh Nguyen

Hi CNH irraplacea-bees! My name is Anh Nguyen and I serve as your DCON chair for the 2022-2023 term and here is my board report. During the beginning of each month I sent out an update with district and committee updates and in order to assign tasks for that month where the committee is separated into teams for different assignments.

Committee Meeting

In the past months the DCON committee held monthly meetings to go over assignments and tasks as well as what our goals are as we approach DCON. We began discussing the choosing of ribbons for DCON 2023, and decorations for the convention center.

Theme Reveal

We had a theme reveal post on instagram to reveal the theme of Sea of Service for the 2023 DCON in Ontario California with graphics from District CM chair Amber Zhao and her team in order to bring excitement and attraction towards the CNH instagram and DCON.

Logo Design Contest

We released a logo design contest for DCON on the cnh instagram for a new logo to be on the pin, t shirt, and other DCON related merchandise where we received 4 submissions and are currently in the process of choosing the logo.

Video Series and Bees

We have sent in DCON bee ideas to District Visual Media Editor Helena to send to her team to make fun and creative DCON Bees. We have also finalized the Video Series timeline up until DCON in order to educate members on what DCON is and bring in more attendees through guides. The DCON committee began scripting all the videos in preparation for filming and are beginning to film the videos this weekend to be posted after all Fall Rally's.

DJ/ Keynote Speaker

We are finalizing a list for the possible DJ's and Keynote speakers for DCON looking at possible hypnotists or influencers, .

DCON Budget

I had a meeting with Mr Gln, the execs, and Mr Cunning in order to go over the DCON budget where we reviewed and edited it for the projected number of attendees and are awaiting its approval.

This finalizes my board report for the Summer Board Training Conference thank you.

Kiwanis Family and Foundation

Provided by Kiwanis Family and Foundation Chair Alyssa Kline

Miracle Treat Day

On Thursday, July 28th, Children's Miracle Network hosted an annual, nation-wide fundraiser with Dairy Queen. For each Blizzard purchased, \$1 or more is donated to a nearby CMN Hospital. In order to promote Miracle Treat Day 2022, the KFF Committee designed a graphic and promotional video posted on the CNH Instagram.

Key Leader

With Key Leader approaching and Camp Cedar Glen registration open now, KFF has prepared and will continue to prepare several promotional resources. In July, we released an introductory graphic and Instagram reel, while preparing additional "How to Pay for Key Leader" resources that will be released in August. I have also completed a new Key Leader RTC presentation and CNH Cyberkey page, both of which will be announced and released in August. The cyberkey page will compile ALL of the Key Leader resources for 2022, and all promotional materials will be downloadable and accessible for officers to repost on Club/Division Instagrams and distribute to their members. Further, a Key Leader Instagram Live has been approved for August 27th, and an additional Key Leader video will be filmed this weekend throughout SuBTC.

Preferred Charities Video Series

The preferred charities subcommittee has spent July writing and preparing a new video series titled "MYC UP". The video series will consist of 5 videos posted from September 5th to September 9th. In each video, a KFF Committee member will get "MYC'd UP" to teach you about one of CNH's preferred charities. Hence, the acronym "MYC UP", which stands for March of Dimes, YES! Initiative, Children's Miracle Network, UNICEF, and PTP. All scripts have been completed, and filming will conclude in August.

KIWIN'S and Circle K

Key Club and KIWIN'S KFF Committees met on July 25th over Zoom for a joint committee meeting and to collaborate on a joint pen-pal program releasing in August. I have also been working personally with KIWIN's and Circle K KFF Chairs, Katrina and Raffi, to collect data for a joint KFamily calendar and District map.

Chartering KFamily Clubs

A new RTC presentation for chartering a KFamily club has been created and will be released along with an updated Kiwanis Family presentation and new Key Leader presentation. A chartering KFamily club help form has also been created. It will give all members and officers an opportunity to ask any questions concerning the chartering process for Builder's or K-Kids and receive personal responses. It will be open throughout the entire term. Frequently asked questions will also be addressed on the CNH Instagram.

Monthly Tasks: District Calendar and Newsletter

The KFF subcommittee has continued to update the District Calendar for at least 2-3 months ahead. The KFF newsletter spread for August featured a spotlight on KIWIN'S, Builder's Club, and K-Kids, as well as an interview of members from the three Kiwanis Families.

Automatic Awards

MR Chair Suyeon and I have collaborated to revise the requirements for the Kiwanis Family Award. We have consequently requested to remove the 1:10 ratio requirements while maintaining a requirement of 21 events hosted or attended by Kiwanis. In addition, we are working to produce educational resources for all automatic awards, including the Kiwanis Family Award and UNICEF Patch, ranging from edited videos to a presentation here at SubTC.

Membership Development and Education

Provided by Membership Development and Education Chair Joshua Placido

Introduction

My name is Joshua Placido and I proudly serve as the Membership Development & Education Committee chair.

Meetings & Core Calls

Since the formation of the MDE committee, we have held 4 meetings thus far. At the end of Quarter 1, committee core calls were held with each member in order to gauge what they needed in both committee and division affairs.

OTC Presentation Revisions

Last month, the MDE committee revised all presentations for Officer Training Conference. It was advised to all divisions that they were free to ask their presenters to create their own presentations if it was most convenient for them.

SOEP Videos

The MDE committee has been dedicated and working very hard to provide officer training videos for the Spotlight on Education Program. The intention is for clubs to show these videos to prospective officers in order to appoint any open positions they may have. During election season, these videos should be readvertised to prospective officers for the following term.

A Key Club 101 video has also been created in order to aid clubs in educating their newer members, especially as we enter Club Rush season. All of these videos were made in collaboration with DVME Helena and the DVMT. Through their editing and video production skills, these videos are in the middle of being released, with the last one scheduled to be posted on Sunday. The Key Club 101 video will be posted soon after.

Manual Creation

The MDE committee is currently in the process of creating and finalizing manuals for current club officers. Like the SOEP officer videos, these manuals should be readvertised to prospective officers during election season. These manuals are scheduled to be shared and released in the beginning of August.

We are also in the process of creating a brand new manual called the NewBEE Advisor Manual. The subcommittee assigned this task is currently relaying ideas with the MG committee who is also creating similar resources. All manuals are expected to be available on the Cyberkey.

District Penpal System

The MDE committee is working to create a retainment plan for the District Penpal system in order to encourage members to stay in contact with their penpal. This system is still under development and should be released and promoted before the end of August.

Closing Remarks

I have been extremely proud of my members and all of the amazing work that they have been doing. I see nothing but success in the future of both my members and the committee itself, and I continue to look forward to working with them every day. Thank you.

Membership Growth

Provided by Membership Growth Chair Khanh Tran

Good Morning District Board!

As I scroll through Instagram, I'm always so impressed by what each of you are accomplishing. We are truly living up to our name of the "IRREPLACE-BEES" because I can't imagine this term would be the same without all of your hard work, so thank you! With that being said, the following is my board report as Membership Growth Chair:

Committee Meetings

As of last night, the Membership Growth Committee has conducted 6 meetings, taking place on a bi-weekly schedule to discuss new initiatives as to how we, as CNH, can attract new members and strengthen our clubs as a whole. This quarter, we've decided to create new resources and manuals about fundraising for your members, chartering/reactivation, and finding and guiding advisors. The remainder of my board report will elaborate on our progress with these three topics.

Fundraising Manual

As you all will soon hear during our second Round Robin, the MG Committee has witnessed the phenomenon of club members being the sole participants in our clubs' fundraisers. This, in turn, has led to Key Club generating an exclusive reputation, especially for lower-income communities who do not have financial access nor mobility to participate in events such as Fall Rally, DCON, or ICON due to the high registration and transportation costs. As such, we have developed some guiding principles for clubs to start fundraising to the public community by providing a variety of fundraiser ideas. This information will be relayed in a manual which is scheduled to be released by the first of September, so please be sure to publicize it to your club officers in preparation for the school year.

Chartering/Reactivation Manual

Since last year's release of the chartering/rechartering manual, the MG Committee observed that resources about reviving clubs are still confusing given the numerous forms and procedures which need to be filled out and followed through Key Club International. As such, we plan to update the current chartering and rechartering manual to include more information on the logistics of going through the form itself, providing insight on how different populations (such as officers, faculty advisors, or Kiwanis Clubs) can recharter their club. This manual is scheduled to be released by October 1st, 2022.

Advisors Manual

Given its international standing as an organization, following safety protocol is extremely important, and our advisors provide direct support to what we can accomplish. As such, to help more advisors (both faculty and Kiwanis) become more familiar with their duties and responsibilities, we have created a manual intended not only for members to read, but also advisors themselves. For this project, we have decided on collaborating with the MDE Committee since this focus prioritizes education of advisors.

Advisors Video Series

When it comes to finding advisors, the MG Committee found it appropriate to create a 5 episode video series which members before school starts. This will give some insight into our more detailed manual, but in a more interactive format for their convenient viewing. These videos will be filmed during SuBTC and will be posted on our social media between August 14th - August 19th.

Once more, thank you all much for your hard work and dedication within this organization. Since we're on the precipice of our school year starting, I can empathize with you by saying that you may be stressed with summer homework that's due or other extracurriculars. No matter what, I hope you feel solace in knowing that you have a support system here within CNH since you all are "IRREPLACEA-BEES"! Thank you.

Member Recognition

Provided by Member Recognition Chair Suyeon Hwang,

Communication

All committee tasks were assigned through the committee google classroom. Occasional updates have been posted through the committee messenger group chat.

Region Assignments

On July 15th, each committee member has been tasked to send their assigned regions an email informing lieutenant governors of a newly created general member recognition education slideshows that can be used at an upcoming officer or region training conference.

CNH Contest Archive Google Classroom

After multiple discussions of strategies to increase the number of quality submissions, the committee approved of a CNH Contest Archive Google Classroom which would replace former email submissions. For all district and international contests excluding those judged on the division level will now be submitted through google classrooms which are under development in collaboration with Mr. Chang. Due to limitations of applicants and the number of classroom managers, there will be multiple submission google classrooms categorized by officer, member, advisor, club, and division contests. Contests will be listed as individual assignments with its corresponding guidelines and other resources.

Contest Revisions

Committee members were paired up into five groups, each assigned to four to six contests to revise on the following elements: layout, font size, form tables, and grammatical clarity. Upon multiple stages of reviewing and feedback, additional changes were and are being made in areas such as page limit, table size, and judging rubric. With these changes, guidelines now look less compact and its forms are able to be filled without the need of accessing a separate file and transferring it to the E-Portfolio.

E-Portfolio Templates

In addition to contest revisions each group was given the task to create a template that reflects the contest judging rubric to provide a guide for applicants.

Committee Policies

As the request of PIE Chair Miah Chao, the committee revised and submitted committee policies to more accurately state the duties of the Member Recognition committee.

Policy, International Business, and Elections

Provided by Policy, International Business, and Elections Chair Miah Chao

Good afternoon, District Board!
The following is my second report:

Teleconferences

Since Spring Board Training Conference, the PIE Committee has held one teleconference. Meeting minutes have been recorded and compiled by Committee Secretary D46S Lieutenant Governor Anna Friess.

“Policy & Elections” CyberKey Tab

District Technology Editor Ashlyn has created a new “Policy & Elections” tab on the CyberKey in which updated PIE resources will be released. The 2022 District Policy Manual, updated by last term’s PIE Committee, has been posted on this tab, along with the updated District Bylaws document, which includes the dues amendment from DCON 2022. These documents are in the process of receiving final approval from the Kiwanis Board of Trustees.

District Policy Manual & Bylaws

The PIE Committee has completed an initial round of edits of the District Policy Manual. Feedback has been provided and further review will be needed before the final version is presented to the District Board at Winter Board Training Conference. Each of the District Committees have also been requested to submit a set of revised policies which outline their main duties. These policies are currently under review. The Policy Manual and Bylaws documents have been converted to a Google Docs format which now includes updated graphics, fonts, hyperlinks, and more.

New Manuals

Throughout the past month, PIE Committee members have been paired up to create updated manuals: Running for Club Office, Running for District Office, Running for International Office, Hosting a Club Election, and Frequently Asked Questions. Once approved, these manuals will be posted under the “Policy & Elections” tab of the CyberKey.

International Convention 2022

D26N Lieutenant Governor Stephanie Dimalig and D08 Lieutenant Governor Yuna Bi have created an ICON recap which will be featured in the August District Newsletter, along with a Goodbye Message from International Trustee Sana Yooseph.

Service Projects

Provided by Service Projects Chair Karen Vo

District Board Introduction:

Hey busy bees! My name is Karen Vo and I proudly serve as your CNH Service Projects Chair for the 2022-2023 term, and this starts my board report.

Communication:

The Service Projects committee was separated into subcommittees based on their skill. The different subcommittees are Promotion and Recognition of Service, Service Projects Database, and Seasonal Mystery. We have kept constant communication within these groups utilizing Messenger to update one another on our task progress. During the beginning of each month, I send out an update email regarding any new district updates and the committee tasks for that month.

Recognition and Promotion of Service:

We created a new submission form for this term's SOSP submissions. The July SOSP and calendar had been released and promoted on the CNH Instagram. This past month the respective committee finished the August to November manuals and we plan on completing the release of the rest of this term's manuals during August. To create the SOSP manuals quicker, our committee created a SOSP template to use each month. In future SOSP manuals, we also plan on collaborating with other committees to receive insight and feedback. Recognition for the SOSP participants have also been published on the district newsletter in collaboration with DNE Joanne.

Service Project's Database:

The Service Project's Database committee has completed the project outline and will seek further assistance by mentors to initiate this database.

Seasonal Mystery:

The Seasonal Mystery subcommittee completed the "Maximizing Service: Being a Busy Bee" manual and promotion for this guide is underway.

Assigned Regions:

Everyone in our committee is also responsible for their own assigned regions. By starting this initiative, all the regions and their respective LTG's receive monthly updates from our committee regarding the SOSP, new SP resources, and more. Each month I require the committee members to submit confirmation that they are in communication with their assigned regions.

Core Calls:

This past month I also held committee member core call meetings with the majority of my committee. During the call, we discussed their workload and their thoughts on the committee. These core calls provided valuable insights to how I can improve. For the monthly teleconferences, the SP committee has been meeting regularly to go over updates and tasks. I also held a committee bonding this past week where I was able to bond with my committee members.

SERVE-tember Initiative:

Our committee planned for the SERVE-tember initiative months prior to September to give members time to schedule their events. We created the SERVE-tember newsletter spread and in the process of promoting the flyer on Instagram. During Summer Board, we plan on recording our SERVE-tember promotional video and releasing this video by mid-August.

This recaps my board report for the Summer Board Training Conference and thank you all for listening.

Approval of Reports

RESOLVED: That the CNH Board approves all executive, appointed, and committee reports
[M: D13N Kai Noah Jugo | S: D20 Morgan Fu, PASSED]

Approval of District Convention 2023 Code of Conduct

RESOLVED: That the District Convention 2023 Code of Conduct is approved as presented
(See Appendix B)
[M: D15E Pia Prasanth | S: D36E Kasey Serrano, PASSED]

Approval of District Convention 2023 Budget

RESOLVED: That the District Convention 2023 Budget is approved as presented (See Appendix C)

[M: D12W Jordan Chan | S: D34S Sriya Pillutla, PASSED]

Motion to Adjourn

RESOLVED: That the CNH Board moves to adjourn the District Board Meeting

[M: D10N Annabel Lee, PASSED]

MEETING ADJOURNED AT 12:14 PM

Respectfully Submitted By:



Ashley Park
District Secretary
2022-2023

Diane Dao
District Governor
2022-2023

Doug Gin
District Administrator
2022-2023

APPENDIX A: ATTENDANCE

Attendance for this Board meeting was completed by District Secretary Ashley Park

EXECUTIVE COMMITTEE

DISTRICT GOVERNOR Diane Dao
DISTRICT SECRETARY Ashley Park
DISTRICT TREASURER Marcus Fang
DISTRICT ADMINISTRATOR Doug Gin

LIEUTENANT GOVERNORS

DIVISION 2 NORTH Sophia Nguyen
DIVISION 2 SOUTH Gabriela Tadeo
DIVISION 3 NORTH Minseo Seo
DIVISION 3 SOUTH Natalie Fernandez
DIVISION 4 CENTRAL Sunny Wang
DIVISION 4 EAST Nhi Le
DIVISION 4 NORTH Lina Tran
DIVISION 4 SOUTH Elena Cheung
DIVISION 4 WEST Athena Tan
DIVISION 5 NORTH Jude Nieves
DIVISION 5 SOUTH Aliyah Rodriguez
DIVISION 7 NORTH Kaitlyn Whang
DIVISION 7 SOUTH Katelynn Evans
DIVISION 7 WEST Jennifer Hong
DIVISION 8 Yuna Bi
DIVISION 10 NORTH Annabel Lee
DIVISION 10 SOUTH Chloe Liu
DIVISION 11 Darren Paningbatan - **ABSENT**
DIVISION 12 EAST Jackie Wang
DIVISION 12 SOUTH Chloe Ha
DIVISION 12 WEST Jordan Chan
DIVISION 13 NORTH Kai Noah Jugo
DIVISION 13 SOUTH Sierianna-Ahlyzah Chea
DIVISION 13 WEST Janelle Sangmoah
DIVISION 14 Arushi Garg
DIVISION 15 EAST Pia Prashanth
DIVISION 15 NORTH Gerard Day
DIVISION 15 SOUTH Chloe Wu
DIVISION 15 WEST Yahir Perez
DIVISION 16 EAST Rainielle Santos
DIVISION 16 NORTH Caleb Kim
DIVISION 16 SOUTH Joanna Lauren Camacho
DIVISION 16 WEST Jaren Jimenez
DIVISION 18 Sydney Fifield
DIVISION 19 NORTH Rebecca Son
DIVISION 19 SOUTH Isabelle Nguyen
DIVISION 20 Morgan Fu
DIVISION 21 Chloe Kwan
DIVISION 22 HIKINA Jonathan Jiao

DIVISION 22 KOMOHANA Carly Miyamoto
DIVISION 22 MAKAI Abigail Jensen
DIVISION 23 Pharren Porter
DIVISION 24/29 Howard Sardina
DIVISION 26 NORTH Stephanie Dumalig
DIVISION 26 SOUTH Matthew Ayabe
DIVISION 27 NORTH Jamie Lynn Phan
DIVISION 27 SOUTH Angelika Kirsten Irada
DIVISION 28 EAST McKenzie Shelton-Lott - **ABSENT**
DIVISION 28 NORTH Kamy Winbush-Kline - **ABSENT**
DIVISION 28 SOUTH Jessica Ryn
DIVISION 28 WEST Ann Margaret De Guzman
DIVISION 30 NORTH Alexis Jung
DIVISION 30 SOUTH Sania Usmani
DIVISION 31 Madeline Lam
DIVISION 32 Diana Nguyen
DIVISION 33 Vivian Tran - **ABSENT**
DIVISION 34 NORTH John Hillyard
DIVISION 34 SOUTH Sroya Pillutla
DIVISION 35 EAST Chloe Hartanto
DIVISION 35 WEST Henrina Zhang
DIVISION 36 EAST Kasey Serrano
DIVISION 36 WEST William Lucas
DIVISION 37 EAST Livia Iacobelli - **ABSENT**
DIVISION 37 NORTH Cindy Ngo
DIVISION 37 SOUTH Minju Kim
DIVISION 37 WEST Asia Chan
DIVISION 38 EAST Nichole Shek
DIVISION 38 WEST Kotomi Tucker
DIVISION 39 Brighton Quintana
DIVISION 42 EAST Mijir Chowdarapu
DIVISION 42 WEST Sofia Barajas
DIVISION 43 Nathan Rodriguez
DIVISION 44 NORTH Justin Kuo
DIVISION 44 SOUTH Wafa Suhir
DIVISION 44 WEST Ryan Leung
DIVISION 45 Artur Gafurov
DIVISION 46 NORTH Zoei Quach
DIVISION 46 SOUTH Anna Friess
DIVISION 47 Daniel Lee

APPOINTED BOARD

DISTRICT NEWS EDITOR Joanne Do
DISTRICT TECHNOLOGY EDITOR Ashlyn Wong
DISTRICT VISUAL MEDIA EDITOR Helena Teung-Ouk
COMMUNICATIONS AND MARKETING Amber Zhao
DISTRICT CONVENTION Anh Nguyen
KIWANIS FAMILY & FOUNDATION Alyssa Kline
MEMBERSHIP DEVELOPMENT & EDUCATION Joshua Placido
MEMBER RECOGNITION Suyeon Hwang
POLICY, INTERNATIONAL BUSINESS, & ELECTIONS Miah Chao
SERVICE PROJECTS Karen Vo
MEMBERSHIP GROWTH Khanh Tran

KIWANIS COMMITTEE

DISTRICT ADMINISTRATOR Doug Gin*
ASSISTANT ADMINISTRATOR Marshall Roberson*
ASSISTANT ADMINISTRATOR Alan Quon*
ASSISTANT ADMINISTRATOR Geoff Tobias*
SPECIAL ASSISTANT Marek LeBlanc
SPECIAL ASSISTANT Pete Ballew - **ABSENT**
DISTRICT SLP DIRECTOR Timothy Cuning - **ABSENT**
REGION 1 Lisa Watson *
REGION 2 Carolyn Qualm*
REGION 2 Majid Azimi
REGION 3 Kathy Kendrick*
REGION 3 Michael Moss - **ABSENT**
REGION 4 Michael Ballinger - **ABSENT**
REGION 5 Hanna Santee*
REGION 6 Michael McStroul

*Signifies an Executive/Chair/Editor Mentor

REGION 7 Doug Ridnor
REGION 8 Elsie Nash
REGION 8 Jackie Acosta
REGION 9 Victor Chan*
REGION 9 Kent Screechfield
REGION 10 Interim support by Alan Quon
REGION 11 Carole Farris*
REGION 12 David Hillman
REGION 13 Interim support by Marek LeBlanc
REGION 14 Michelle Sakurada - **ABSENT**
REGION 15 Tricia Shindledecker* - **ABSENT**
REGION 16 Bruce Mercado*
REGION 17 Rachel Shanley-Giguere*
REGION 17 Erinn Wong
REGION 18 Charlene Masuhara*
REGION 18 Joshua Chang*

GUESTS

CNH KIWANIS GOVERNOR-ELECT Valarie Brown-Klingelhofer
CNH CHILDREN'S FUND PRESIDENT Gary Jander
REGION 3 ASSISTANT ADVISOR Elaine Pong
REGION 3 ASSISTANT ADVISOR John Pong
SAN GABRIEL KIWANIS CLUB | D10 KIWANIS LTG Pat Foltyn
GREEN VALLEY KIWANIS CLUB | James Santee

APPENDIX B: DCON 2023 CODE OF CONDUCT | DRESS CODE SECTION

The Dress Code section of the CNH District Convention Code of Conduct 2023 was presented by District Governor Diane Dao



APPENDIX C: DCON 2023 BUDGET

The CNH District Convention Budget 2023 was presented by Anh Nguyen

		2022-23 Full Budget (Ontario)
Income		
21.401.01	On Time Registration REDUCED 1100 @ \$230.00; FULL 1350 @ \$215.00	\$290,250.00
21.401.03	Late Registration REDUCED 150 @ \$260.00; FULL 150 @ \$255.00	\$38,250.00
21.410.00	Hotel and City Rebates	\$10,000.00
21.420.00	Sponsorships	\$0.00
21.404.05	Old Board Dinner	\$4,625.00
	Total Income	\$343,125.00
Disbursements		
21.506.00	Adult Attendee Background Checks	\$0.00
21.508.00	Audio Visual (General Sessions)	\$25,000.00
21.509.00	Audio Visual (Seminar Rooms)	\$12,000.00
21.510.00	Audit Fees	\$3,000.00
21.512.00	Awards	\$6,000.00
21.520.00	Band or D.J. (Includes ASCAP Fees)	\$2,000.00
21.522.12	Board Training (Meals) (74 LTG-Elects + 2 Trainers)	\$600.00
21.522.20	Board Officer Pins, etc. (From Key Club International)	\$400.00
21.530.02	Comp Meals, Old Board (92) <i>New Board pays registration</i>	\$10,212.00
21.530.04	Comp. Meals, Kiwanis Committee (30)	\$3,330.00
21.530.06	Comp. Meals, VIP's (15)	\$1,665.00
21.530.07	Comp. Housing (Board Old & New)	\$22,485.12
21.530.08	Comp. Housing (Kiwanis Committee)	\$6,169.23
21.530.09	Comp. Housing (VIP's)	\$1,814.10
21.533.00	Convention Center Rental	\$35,000.00
21.540.00	Credit Card Fees	\$0.00
21.554.00	Convention T-Shirts 1630 x's \$10.00 <i>Plus Freight</i> & \$1500 for additional Advisor Shirts	\$17,800.00
21.550.00	Decorations	\$500.00
21.565.00	Hospitality Programs (Ice Cream Social) Is \$1600 the correct price?	\$3,200.00
21.576.02	Meals, (Saturday Breakfast) 1500 x's \$21.00	\$31,500.00
21.576.03	Meals, (Saturday Dinner) 1500 x's \$37.00	\$55,500.00
21.576.06	Meals, (Saturday Lunch) 1500 x's \$32.00	\$48,000.00
21.576.05	Meals, (Sunday Brunch) 1500 x's 21.00	\$31,500.00
21.576.08	Board Lunch (Friday Box Lunch) 40 x's \$32.00	\$1,280.00
21.576.09	Meals (Water Service)	\$3,300.00
21.660.00	Postage	\$0.00
21.671.00	Name Badge Processor	\$0.00
21.575.00	Board Dinner	\$4,625.00
21.585.00	Bad Debts	\$0.00
21.662.00	Pre-Convention Planning	\$2,500.00
21.666.00	Printing	\$200.00
21.670.00	Registration Supplies	\$1,800.00
21.670.05	Registration Software	\$75.00
21.672.00	Rental (Truck + Fuel)	\$500.00
21.676.00	Ribbons	\$500.00
21.680.00	Refunds DCON 2020	\$0.00
21.686.00	Souvenir Item 1850 Pins	\$3,700.00
21.690.01	Speakers (Speaker Fee, 2 nights housing, travel)	\$3,500.00
21.690.02	Speakers (Other)-Music/Entertainment	\$0.00
21.706.00	Staff Housing & Travel (Tim)	\$1,450.00
21.730.00	Telephone Expense	\$500.00
20.865.00	Depreciation	\$700.00
	Total Disbursements	\$342,305.45
	Net Excess of Income over Disbursements	\$819.55

Notes to DCON Budget:	
2023 Budget Information	
Number of Budgeted Paid Registrations	1500
Number of Complimentary Registrations	132
(132 Comps include: 92 Old Board, 15 VIP's & 25 Kiwanis Committee)	
Total Registrations	1632
2022 (Reno) Actuals: 750 Paid, 125 Comps, 3 SDEvent Pros Total 878	
2019 (Ontario) Actuals: 2,126 Paid, 129 Comps, 9 SDEvent Pros Total 2,238	
Important Dates (Registration Opens Monday Jan. 9, 2023)	
On Time Convention Registration (Received By)	3/3/2023
Housing Deadline (Received by)	3/17/2023
Member Recognition (Contests) Deadline (Received By)	
Late Convention Registration Deadline (Received By)	3/17/2023
(No registrations will be accepted after March 17, 2023)	
Meal prices in 2022 (Reno) \$123.52	Registration was: \$215/255
Meal prices in 2019 (Ontario) \$91.00	Registration was: \$184/224
Meal prices in 2018 (Reno) \$106.42	Registration was: \$174/214
Meal prices in 2017 (Anaheim) \$115.93	Registration was: \$196/236
Meals	
Saturday Breakfast	\$21.00
Saturday Lunch	\$32.00
Saturday Dinner	\$37.00
Sunday Breakfast	\$21.00
Total	\$111.00
Signed Room Block: 672 rooms - Sheraton Only	
2022 Actual Pickup (729 rooms)	
Total Room Block - All Hotels = 1,307	
Housing for Key Club Old & New Boards	
Rate (including tax) \$181.41	
Staff Room Rate (including tax) \$132.71	
34 Hotel Rooms x's \$181.41 x's 3 nights =	\$18,503.82
10 (Staff) Rooms x's \$132.71 x's 3 nights =	\$3,981.30
1/50 Comps Applied to (8) Rooms	\$0.00
Total Board Housing Rooms	\$22,485.12
Kiwanis Committee Housing	
Key Club Administrator	\$544.23
(25) Committee Members x/s \$75.00 x's 3 nights =	\$5,625.00
Total Committee Housing	\$6,169.23
Comp. Housing for VIP'S to Include:	
	Cost
Kiwanis Governor & Spouse (Comped Luxury Suite)	\$0.00
Kiwanis Governor-Elect & Spouse (Comped Luxury Suite)	\$0.00
Kiwanis Executive Director (Comped Studio Suite)	\$0.00
Kiwanis Foundation President (Staff Room)	\$362.82
Kiwanis Foundation Executive Director (Staff Room)	\$362.82
Circle K DA (Staff Room)	\$362.82
Circle K Governor (Or Representative) (Staff Room)	\$362.82
KIWIN'S Administrator (Staff Room)	\$362.82
KIWIN'S Governor (House with KC Board Members)	\$0.00
Exec's Parents (Comp Reg.; No Comp. Housing)	\$0.00
15 Total VIP's (for VIP meal budget)	
Total VIP Comp. Housing Expense	\$1,814.10

2022-2023 Committees

Audit

Chair
Doug Ridnour
Craig Wallace
John Carlos
Ray Hacker
Dana Webb

Bylaws & Policies

Chair
Steven Geraci
Joni Ackerman
Kathleen Bales-Lange
Valarie Brown-Klingelhoefner
Margo Dutton
Carole Farris
Ray Hamada
Michelle Hock
Pat Liddell
Greg Mason
Mark McDonald
Bob Prior
Laird Smith

Convention Site & Selection

Chair
Lisa Watson
Alan Quon
Valarie Brown-Klingelhoefner
Mike Akana
Greg Peros
Carole Farris
Mark McDonald
Michelle Hock
Gail Cirata
Hilding Larson (ex-officio)

Executive

Chair
Valarie Brown-Klingelhoefner
Carole Farris
Margo Dutton
Gary Gray
Mark McDonald
Trustee
Michelle Hock
Trustee
Steve Dreyer

Finance

Chair
Pete Edwards
Carole Farris
Gary Gray
Margo Dutton
Mark McDonald
Peter Horton
Sandy Fisher
Brian Dahlquist
Ayshea Burroughs
Patricia Larrigan
Joe Dale
Valarie Brown-Klinghoefer
Greg Peros
Dan Germain

Strategic Planning

Chair
Kelly Pena
Valarie Brown-Klingelhoefer
Margo Dutton
Carole Farris
Gary Gray
Mark McDonald
Ray Hamada
Lisa Watson
Scott spooner
Jim Becker
Laird Smith
Pete Horton
Joe Sierra
Dan Germain
Leanne Westphal
Rita Germain

simplelist 9/20/22

Realignment

Chair
Bob Prior
Valarie Brown-Klingelhoefer
Carole Farris
Mark McDonald
Ray Hacker
Anna Wu
Jim Hirsch
George Lange
Patti McKay
Michael McStroul
John Crawford
Dan Germain

Simplelists 9/15

International Review

Chair
 Timothy Cunning
 Joni Ackerman
 Margo Dutton
 Pete Edwards
 Patricia Larrigan
 Nelson Tucker
 Gary Jander
 Valarie Brown-Klingelhofer
 Mark McDonald
 Carole Farris
 Anna Wu

Rose Float

Chair	Ernie Arnold	Anna Wu
	Valarie Brown Klingelhofer	Carmen Gastelum
	Margo Dutton	Doug Chadwick
	Bert West	Charles Allison
	Stan Soderstrom	Michael Moss
	Katrina Baranko	Craig Wallace
	Mark McDonald	David Arnold
	Gary Gray	Joel Carlson
	Chris Kolbeck	

Treasurer Selection

Chair	Gary Gray
	Valarie Brown-Klingelhofer
	Carole Farris
	Margo Dutton
Trustee	Lisa Watson
Trustee	Patricia Larrigan
Past Treasurer	Pete Horton
	Timothy Cunning

Diversity, Equity & Inclusion

Chair	Ramon Rivera	Rita Germain
	Ivory Rubin	Neil Kovrig
	Angela Nowlin	Delia Guzman
	Sharon Ruffner	Shawn Smith
	Carole Coley	Ray Hamamda
	John Coley	Rex Ramsey
	Valarie Brown-Klingelhofer	Angel Luevano
	Carole Farris	Argentina Davila-Luevano
	Tamala Takahashi	
	Gary Gray	

Membership Development

Chair	George Lange	Joyce Chen
	Joni Ackerman	Carole Farris
	Doug Chadwick	Karen Gibbs
	Tim Cunning	Steve Dreyer
	Ramon Rivera	John Gran
	Leanne Westphal	Mariza Shavelle
	Carmen Gastelum	Valarie Brown-Klingelhoefner
	John Crawford	Laird Smith
	Sandy Fisher	Steve Dreyer
	Ayshea Burroughs	Reva Braun
	Michael Moss	Joel Tabangcura
	Carmen Gastelum	Dan Germain
	Al Strunk	Shera Barrera Johnson
	Jim Becker	John Buck
	Christine Campbell	Doug Hall
	Steve Click	Argentina Davila-Luevano
	Kathryn Kendrick	Patricia Larrigan
	Tony Le	Angel Luevano
	Paul McKenna, Jr.	Caesar Milch
	Angela Nowlin	Kelly Pena
	Rex Ramsey	Jennifer Skidmore
	Christine Suchil	Kathi Tran
	Leanne Westphal	Ricardo Ybarra
	Laird Smith	Michael Moss
	Ivory Rubin	Anna Wu
	All Lt Governors	
	All Immediate Past Lt. Governors	

AMENDMENT

AMENDMENT TO THE BYLAWS OF THE KIWANIS CLUB OF

adopted by two-thirds (2/3) vote of the active members present at the meeting called for this purpose, with the membership having been given two (2) weeks' prior notice.

ARTICLE I

Official Name

Section 1. This organization shall be known as the

KIWANIS CLUB OF _____.

This name shall not be changed unless permission shall first have been obtained from the International Board of Trustees.

President _____

Secretary _____

Adopted _____
(date)

Approved _____
(date)

KIWANIS INTERNATIONAL

By _____



Kiwanis[®]

DISTRICT APPROVAL

DISTRICT APPROVAL OF A CLUB NAME CHANGE

KIWANIS CLUB OF _____

Key Number _____

Division _____

District _____

This club proposes to change its name to:

KIWANIS CLUB OF _____

Date Approved _____

By _____

(District Secretary)

UPON APPROVAL, PLEASE RETURN TO:

Kiwanis International
Attn: Member Services Department
3636 Woodview Trace
Indianapolis, IN 46268

Email: rbooker@kiwanis.org



Kiwanis[®]

2023 Circle K Convention Budget

	2022-23 Budget Riverside	2021-22 Actual Westin LAX	2021-22 Budget Westin LAX	2020-21 Actual Virtual	2020-21 Budget Virtual	2018-19 Actual Riverside	2018-19 Budget Riverside
Cash Receipts							
21.401.01 Pre-Registration 450 @ \$165.00	\$74,250.00	\$32,110.00	\$85,500.00	\$4,020.62	\$4,050.00	\$99,892.96	\$100,750.00
21.401.03 Registration 40 @ \$185.00	\$7,400.00	\$13,610.00	\$8,600.00	\$0.00	\$0.00	\$7,175.00	\$8,200.00
21.401.02 Kiwanis Committee 10 @ \$165.00	\$1,650.00	\$0.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,550.00
21.412.00 Housing Rebate 300 Room Nights x's \$10.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,610.00	\$4,000.00
NEW Honor Stoles	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
NEW Souviner Income	\$0.00	\$720.00	\$0.00	\$3,075.15	\$2,000.00	\$0.00	\$0.00
21.420.01 Ads	\$250.00	\$0.00	\$250.00	\$118.20	\$150.00	\$345.00	\$150.00
21.401.06 Day Passes (Alumni) Lunch & Dinner 5 @ \$100.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$928.00	\$500.00
	\$87,050.00	\$46,440.00	\$99,750.00	\$7,213.97	\$7,200.00	\$111,950.96	\$115,150.00
Disbursements							
21.508.00 Audio Visual (Staging)	\$5,500.00	\$9,759.44	\$5,500.00	\$0.00	\$0.00	\$4,612.00	\$4,600.00
21.510.00 Audit	\$750.00	\$345.68	\$750.00	\$904.07	\$750.00	\$1,228.92	\$750.00
21.512.00 Awards (Convention)	\$2,500.00	\$588.85	\$2,500.00	\$0.00	\$500.00	\$3,116.55	\$4,000.00
21.520.00 Band or D.J. (Entertainment)	\$450.00	\$0.00	\$450.00	\$0.00	\$150.00	\$400.00	\$450.00
21.522.20 Board Officer Pins	\$125.00	\$151.04	\$125.00	\$193.06	\$275.00	\$274.51	\$175.00
21.530.06 Complimentary Meals, (V.I.P.'s) (16)	\$1,840.00	\$2,240.16	\$2,240.00	\$0.00	\$0.00	\$1,758.03	\$1,725.00
21.530.07 Complimentary Housing (Board) 2 rooms Thu-Sun, 5 rooms Thu only	\$1,936.00	\$1,931.16	\$1,771.00	\$0.00	\$0.00	\$7.94	\$2,165.15
21.530.09 Complimentary Housing (V.I.P.'s) (20 room nights)	\$3,624.00	\$3,721.08	\$2,760.00	\$0.00	\$0.00	\$3,800.68	\$3,050.00
21.531 VIP Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$176.08	\$300.00
21.533.00 Convention Center Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.22	\$650.00
21.540.00 Credit Card Service Charges	\$0.00	\$0.00	\$0.00	\$296.30	\$0.00	\$0.00	\$0.00
21.550.00 Decorations	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$37.24	\$500.00
21.562.00 Hawaii Convention Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$850.21	\$1,000.00
21.565.00 Honor's Reception (Honor Stoles & gifts)	\$1,500.00	\$0.00	\$1,500.00	(\$13.60)	\$1,000.00	\$2,145.60	\$2,000.00
21.576.03 Meals (Sat. Dinner) 500 x's \$45.00	\$22,500.00	\$12,469.05	\$27,500.00	\$51.24	\$0.00	\$31,599.05	\$32,567.78
21.576.05 Meals (Sunday Brunch) 500 x's \$33.00	\$16,500.00	\$9,158.74	\$20,000.00	\$0.00	\$0.00	\$18,900.00	\$19,628.00
21.576.06 Meals (Saturday Lunch) 500 x's \$37.00	\$18,500.00	\$10,305.94	\$22,500.00	\$58.90	\$0.00	\$22,719.13	\$23,651.00
21.576.07 Meals (Sunday Board Lunch)	\$750.00	\$1,129.22	\$750.00	\$0.00	\$0.00	\$541.58	\$850.00
21.578.00 Professional Expo	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00
21.660.00 Postage	\$0.00	\$0.00	\$0.00	(\$1.40)	\$0.00	\$0.00	\$0.00
21.662.00 Pre-Convention Planning (Tim Expenses)	\$500.00	\$0.00	\$500.00	\$70.29	\$0.00	\$523.15	\$450.00
21.662.05 Pre-Convention Planning (DCON Chair Expenses)	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$200.00
21.666.00 Printing (General & Convention Program)	\$750.00	\$91.28	\$750.00	\$0.06	\$0.00	\$2,788.29	\$2,500.00
21.670.00 Registration Supplies (Wristbands, Badge Holders, etc.)	\$500.00	\$135.69	\$500.00	\$558.33	\$0.00	\$358.08	\$600.00
21.670.05 Registration Software Expense & App fees	\$75.00	\$0.00	\$75.00	\$0.00	\$0.00	\$178.75	\$75.00
21.672.00 Rental of Van	\$450.00	\$264.73	\$450.00	\$0.00	\$0.00	\$336.16	\$450.00
21.676.00 Ribbons	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$409.45	\$450.00
21.686.00 Souvenir Item & T-Shirts	\$5,000.00	\$3,771.33	\$5,000.00	\$1,320.50	\$2,000.00	\$5,774.62	\$7,000.00
21.690.00 Speaker Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
21.706.00 Staff (Tim) Housing, Meals & Travel to Convention	\$700.00	\$783.73	\$700.00	\$0.00	\$0.00	\$1,083.93	\$1,700.00
21.730.00 Telephone	\$200.00	\$88.79	\$200.00	\$89.08	\$0.00	\$186.28	\$225.00
21.740.00 Workshops	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00
21.745.00 Donation to ???	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00
NEW Shipping	\$0.00	\$0.00	\$0.00	\$65.40	\$1,000.00	\$0.00	\$0.00
21.875.00 Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenses	\$85,350.00	\$56,935.91	\$97,221.00	\$3,592.23	\$6,250.00	\$104,456.45	\$113,386.93
Net Income	\$1,700.00	(\$10,495.91)	\$2,529.00	\$3,621.74	\$950.00	\$7,494.51	\$1,763.07

2022 Budget Information	
Number of Paid Registrations	490
Number of Comp Registrations	10
Total Budgeted Attendance	500
2022 Registration Fees: \$190.00 - \$215.00	
2022 Actual Attendance was 244 Budget Number was 500	
Hotel Information	
Single-Quad Rate \$186.86	
1/40 Comps (For Board Housing)	
5 Suites at group rate	
20 staff rooms at \$175.54	
Parking reduced to \$12.00 per night	
Assigned Room Block (370) COVID adjusted to 50% 2022 Actual (189)	
Guestroom Attrition 80%	
Meal Pricing	
Saturday Lunch	\$37.00
Saturday Dinner	\$45.00
Sunday Brunch	\$33.00
Total	\$115.00
Comp Housing for VIP's to Include:	
Kiwanis Governor & Spouse	\$373.72
Kiwanis Governor-Elect & Spouse	\$373.72
Kiwanis Executive Director (Staff Room)	\$351.08
Kiwanis Foundation President (Staff Room)	\$351.08
Kiwanis Foundation Exec. (Staff Room)	\$351.08
Key Club Administrator (Staff Room)	\$351.08
KIWIN'S Administrator (Staff Room)	\$351.08
KIWIN'S Governor (House with Board)	\$0.00
Key Club Governor (House with Board)	\$0.00
Circle K Administrator	\$560.58
Convention Counselor (Staff Room)	\$560.58
Total (20 Room Nights)	\$3,624.00
Comp Registrations to Include:	
11 VIP's + (Patti, ???, Tim, Ryan & ???)	
Total of 16 for the VIP meal count	
Recent Total Convention Attendance	
2022 (LAX)	244
2021 (COVID Canceled)	0
2020 (COVID Canceled)	0
2019 (Riverside)	695
2018 (LAX)	699
2017 (Riverside)	617
2016 (LAX)	810
2015 (Woodland Hills)	838
2014 (Burbank)	790
Registration Opens ???/??/????	
On-Time Registration Fees (Received by 02/20/23)	
Late Registration Fees (Received by 03/03/23)	

Circle K Board Approval: xxxxxxxxxxx,xxxxxx,xxxxxxx

2023 KIWIN'S Convention Budget

	2022-23 Budget Westin LAX	2021-22 Actual San Diego	2021-22 Budget San Diego	2020-21 Actual Virtual	2020-21 Budget Virtual	2018-19 Actual Warner Center	2018-19 Budget Warner Center
Income							
21.401.01 Registration (374 x \$195.00)	\$72,930.00	\$39,490.00	\$72,930.00	\$5,925.00	\$2,250.00	\$64,348.00	\$72,930.00
21.401.03 Late Registration (15 x \$235.00)	\$3,525.00	\$0.00	\$7,050.00	\$0.00	\$500.00	\$5,640.00	\$7,050.00
21.401.04 Income received to offset expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20.404.05 Old Board Dinner	\$0.00	\$785.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21.420.01 Fund Raising Ads	\$0.00	\$25.00	\$0.00	\$0.00	\$500.00	\$146.00	\$100.00
21.420.04 Sponsorships	\$11,000.00	\$11,112.00	\$7,500.00	\$16,270.00	\$4,500.00	\$0.00	\$0.00
Hotel Rebate	\$3,000.00	\$1,720.00	\$3,000.00	\$0.00	\$0.00	\$2,720.00	\$3,000.00
Total Receipts	\$90,455.00	\$53,132.00	\$90,480.00	\$22,195.00	\$7,750.00	\$72,854.00	\$83,080.00
Disbursements							
21.506.00 Adult Background Checks	\$500.00	\$0.00	\$500.00	\$0.00	\$520.00	\$495.95	\$500.00
21.508.00 Audio Visual Expense	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$4,635.63	\$5,000.00
21.510.00 Audit Fees	\$500.00	\$224.95	\$750.00	\$536.43	\$500.00	\$849.23	\$750.00
21.512.00 Awards	\$2,000.00	\$1,718.50	\$3,000.00	\$3,164.00	\$2,500.00	\$2,888.46	\$3,400.00
21.520.00 Band or D.J.	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	\$300.00
21.522.20 Board Officer Pins	\$100.00	\$80.84	\$100.00	\$103.86	\$100.00	\$99.37	\$100.00
21.530.02 Comp. Meals (Board) (19)	\$2,831.00	\$0.00	\$2,394.00	\$0.00	\$0.00	\$1,926.00	\$2,033.00
21.530.04 Comp. Meals (Kiwanis Committee) (15)	\$2,235.00	\$808.13	\$1,890.00	\$0.00	\$0.00	\$1,498.00	\$1,498.00
21.530.06 Comp. Meals (V.I.P.'s) (12)	\$1,788.00	\$0.00	\$1,512.00	\$0.00	\$0.00	\$1,177.00	\$1,391.00
21.530.07 Comp. Housing (Board) (19 room nights)	\$3,173.00	\$3,692.01	\$3,336.00	\$0.00	\$0.00	\$3,404.99	\$3,220.00
21.530.08 Comp. Housing (Kiwanis Committee)	\$3,876.00	\$1,200.00	\$3,902.00	\$0.00	\$0.00	\$3,231.02	\$3,183.00
21.530.09 Comp. Housing (V.I.P.'s)	\$1,607.00	\$3,685.26	\$1,757.00	\$0.00	\$0.00	\$1,796.72	\$1,936.00
21.533.00 Convention Center Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21.550.00 Flowers & Decorations	\$200.00	\$131.31	\$200.00	\$0.00	\$0.00	\$103.11	\$400.00
21.563.00 Travel Assistance	\$500.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$500.00	\$1,000.00
21.565.00 Hospitality Programs (Ice Cream Social)	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	\$768.15	\$800.00
21.576.03 Meals (Saturday Dinner) (404) x's \$52.00	\$21,008.00	\$12,250.00	\$19,796.00	\$0.00	\$0.00	\$15,137.34	\$17,372.00
21.576.05 Meals (Sunday Brunch) (404) x's \$42.00	\$16,968.00	\$8,750.00	\$14,140.00	\$0.00	\$0.00	\$9,718.23	\$11,312.00
21.576.06 Meals (Saturday Lunch) (404) x's \$47.00	\$18,988.00	\$10,500.00	\$16,968.00	\$0.00	\$0.00	\$12,677.32	\$14,544.00
21.576.07 Old Board Dinner	\$0.00	\$903.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21.662.00 Pre-Convention Planning	\$0.00	\$0.00	\$0.00	\$70.28	\$0.00	\$42.10	\$100.00
21.666.00 Printing (General & Convention Programs) (electronic)	\$0.00	\$0.26	\$0.00	\$0.00	\$0.00	\$1,916.47	\$2,300.00
21.670.00 Registration Supplies (Wristbands, Badge Holders, etc)	\$250.00	\$276.87	\$250.00	\$90.00	\$0.00	\$262.65	\$200.00
21.670.05 Formstack Software Expense	\$75.00	\$0.00	\$75.00	\$54.88	\$75.00	\$54.50	\$75.00
21.672.00 Rental (Truck + Fuel) Expense	\$400.00	\$219.56	\$400.00	\$0.00	\$0.00	\$361.98	\$400.00
21.676.00 Ribbons	\$300.00	\$152.95	\$300.00	\$0.00	\$0.00	\$278.53	\$200.00
21.686.00 Souvenir Item (T-Shirt) & DCON Pin	\$4,500.00	\$2,095.60	\$5,500.00	\$2,243.92	\$1,500.00	\$4,488.32	\$5,500.00
21.690.00 Speaker Fees	\$500.00	\$0.00	\$700.00	\$30.00	\$0.00	\$160.76	\$700.00
21.706.00 Staff Housing & Travel (Tim)	\$725.00	\$0.00	\$725.00	\$0.00	\$0.00	\$1,070.45	\$2,066.00
21.730.00 Telephone	\$125.00	\$59.19	\$125.00	\$59.38	\$125.00	\$135.64	\$250.00
21.740.00 Workshops	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
21.745.00 Hotel Performance Fee (Attrition)	\$0.00	\$2,651.70	\$0.00	\$0.00	\$0.00	\$4,336.39	\$0.00
21.746.00 Contributions	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00
Total Disbursements	\$89,349.00	\$49,400.49	\$85,520.00	\$7,352.75	\$5,320.00	\$74,314.31	\$80,530.00
Net Income	\$1,106.00	\$3,731.51	\$4,960.00	\$14,842.25	\$2,430.00	(\$1,460.31)	\$2,550.00

KIWIN'S Board Approval: Summer Boards, Kiwanis Approval at DCON

Additional Information (2023 LAX)	
Number of Budgeted Paid Registrations	404
Number of Complimentary Registrations (Comps include: 19 Board Memb., 12 VIP's & 15 Kiwanis Committee)	46
Total Registrations	450
2022 (San Diego) Convention Information	
Actual	
Early Registrations	202
Late Registrations	0
Total <i>Paid</i> Registrations	202
Complimentary Registrations	46
Total Convention Attendance	248
On-Time Registration Fees	\$195.00
Late Registration Fees	\$235.00
Recent (Total) Convention Attendance	
2021 COVID Canceled	0
2020 COVID (canceled)	0
2019 Warner Center Marriott	395
2018 Warner Center Marriott	426
2017 San Ramon	475
2016 LAX Marriott	530
2015 Warner Center Marriott	491
Seven (7) year average attendance	331
2022 (San Diego) Signed Room Block = 322	
2019 (Warner Center) actual was 272 TOTAL	
Housing for KIWIN'S Board (Old & New)	
8 x 3 = 24 room nights <minus> 5 comps = 19 nights @ \$167.00	\$3,173.00
Housing for Kiwanis Committee	
KIWIN'S Administrator (Group Rate)	\$501.00
15 committee members x's \$75.00 x's (3 nights)	\$3,375.00
	\$3,876.00
Registration Opens Monday, January 10, 2023	
On-Time Registration Fees (Received by February 17, 2023)	??????
Late Registration Fees (Received by February 27, 2023)	??????
Complimentary/Staff Rooms	
(1-50 Comps) = 5 Room Nights (Board Housing)	
5 Exec Suites + 2 Upgrades @ Group Rate	
5 staff rooms @ \$121.00 per night	
Meals	
Saturday Lunch	\$47.00
Saturday Dinner	\$52.00
Sunday Brunch	\$42.00
Total	\$141.00
Meal prices in 2022 (San Diego) \$126.00	
Meal prices in 2019 (Warner Center) \$107.00	
Meal prices in 2018 (Warner Center) \$107.00	
Meal prices in 2017 (San Ramon) \$105.50	
Comp. Housing for VIP'S to Include:	
Kiwanis Governor & Spouse Executive Suite	\$334.00
Kiwanis Governor-Elect & Spouse Executive Suite	\$334.00
Kiwanis Foundation President	\$334.00
Kiwanis Foundation Executive Director (Staff Room)	\$121.00
Kiwanis District Executive Director (Staff Room)	\$121.00
Circle K Administrator (Staff Room)	\$121.00
Circle K Governor or Representative (Staff Room)	\$121.00
Key Club Administrator (Staff Room)	\$121.00
Key Club Governor (House with KIWIN'S Board Members) (Total of 11 VIP's + Tim)	\$0.00
Total	\$1,607.00

		2022-23	2021-22	2021-22	2020-21	2020-21	2018-19	2018-19	Notes to DCON Budget:
		Full Budget	Actual	Budget	Actual	Budget	Actual	Budget	2023 Budget Information
		(Ontario)	(Reno)	(Reno)	(Virtual)	(Virtual)	(Ontario)	(Ontario)	2023 Budget Information
Income									
21.401.01	On Time Registration 1350 @ \$215.00	\$290,250.00	\$119,570.00	\$290,250.00	\$13,694.86	\$8,000.00	\$338,856.00	\$341,504.00	Number of Budgeted Paid Registrations 1500
21.401.03	Late Registration 150 @ \$255.00	\$38,250.00	\$48,990.00	\$38,250.00	\$3,149.89	\$1,200.00	\$64,159.00	\$44,800.00	Number of Complimentary Registrations 132
21.410.00	Hotel and City Rebates	\$10,000.00	\$8,316.51	\$10,000.00	\$0.00	\$0.00	\$10,640.00	\$14,000.00	(132 Comps include: 92 Old Board, 15 VIP's & 25 Kiwanis Committee)
21.420.00	Sponsorships	\$0.00	\$0.00	\$0.00	\$10,090.00	\$0.00	\$0.00	\$0.00	Total Registrations 1632
	District Sales - Advisor Shirt Revenue	\$1,500.00							2022 (Reno) Actuals: 750 Paid, 125 Comps, 3 SDEvent Pros Total 878
21.404.05	Old Board Dinner	\$4,625.00	\$2,830.00	\$3,000.00	\$0.00	\$0.00	\$3,425.00	\$3,000.00	2019 (Ontario) Actuals: 2,126 Paid, 129 Comps, 9 SDEvent Pros Total 2,238
	Total Income	\$344,625.00	\$179,706.51	\$349,000.00	\$26,934.75	\$9,200.00	\$417,080.00	\$403,304.00	
Disbursements									
21.506.00	Adult Attendee Background Checks	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,244.05	\$3,500.00	Important Dates (Registration Opens Monday Jan. 9, 2023)
21.508.00	Audio Visual (General Sessions)	\$25,000.00	\$13,282.76	\$50,000.00	\$0.00	\$0.00	\$49,131.98	\$50,000.00	On Time Convention Registration (Received By) 3/3/2023
21.509.00	Audio Visual (Seminar Rooms)	\$12,000.00	\$3,470.00	\$12,000.00	\$0.00	\$0.00	\$17,305.10	\$16,000.00	Housing Deadline (Received by) 3/17/2023
21.510.00	Audit Fees	\$3,000.00	\$1,287.84	\$3,000.00	\$3,070.98	\$2,500.00	\$3,942.15	\$3,500.00	Member Recognition (Contests) Deadline (Received By)
21.512.00	Awards	\$6,000.00	\$4,025.50	\$5,000.00	\$3,415.39	\$4,000.00	\$3,518.81	\$5,000.00	Late Convention Registration Deadline (Received By) 3/17/2023
21.520.00	Band or D.J. (Includes ASCAP Fees)	\$2,000.00	\$502.00	\$1,500.00	\$0.00	\$0.00	\$1,309.00	\$2,500.00	(No registrations will be accepted after March 17, 2023)
21.522.12	Board Training (Meals) (74 LTG-Elects + 2 Trainers)	\$600.00	\$294.76	\$1,500.00	\$0.00	\$0.00	\$1,355.63	\$1,350.00	Meal prices in 2022 (Reno) \$123.52 Registration was: \$215/255
21.522.20	Board Officer Pins, etc. (From Key Club International)	\$400.00	\$395.57	\$400.00	\$379.96	\$450.00	\$382.34	\$575.00	Meal prices in 2019 (Ontario) \$91.00 Registration was: \$184/224
21.530.02	Comp Meals, Old Board (92) <i>New Board pays registration</i>	\$10,212.00	\$10,838.52	\$10,000.00	\$0.00	\$0.00	\$7,462.00	\$8,375.00	Meal prices in 2018 (Reno) \$106.42 Registration was: \$174/214
21.530.04	Comp. Meals, Kiwanis Committee (30)	\$3,330.00	\$2,945.25	\$3,000.00	\$0.00	\$0.00	\$2,366.00	\$2,730.00	Meal prices in 2017 (Anaheim) \$115.93 Registration was: \$196/236
21.530.06	Comp. Meals, VIP's (15)	\$1,665.00	\$1,767.15	\$1,500.00	\$0.00	\$0.00	\$1,113.40	\$1,275.00	
21.530.07	Comp. Housing (Board Old & New)	\$22,485.12	\$21,539.56	\$16,689.00	\$0.00	\$0.00	\$15,500.66	\$15,073.00	Saturday Breakfast \$21.00
21.530.08	Comp. Housing (Kiwanis Committee)	\$6,169.23	\$2,925.00	\$5,625.00	\$0.00	\$0.00	\$3,016.20	\$5,692.00	Saturday Lunch \$32.00
21.530.09	Comp. Housing (VIP's)	\$1,814.10	\$848.53	\$1,168.00	\$0.00	\$0.00	\$1,517.69	\$1,010.00	Saturday Dinner \$37.00
21.533.00	Convention Center Rental	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,409.45	\$41,707.00	Sunday Breakfast \$21.00
21.540.00	Credit Card Fees	\$0.00	\$0.00	\$0.00	\$873.98	\$0.00	\$0.00	\$0.00	Total \$111.00
21.554.00	Convention T-Shirts 1630 x's \$10.00 Plus Freight & \$1500 for additional Advisor Shirts	\$17,800.00	\$5,867.28	\$14,000.00	\$0.00	\$0.00	\$11,033.84	\$14,000.00	Signed Room Block: 672 rooms - Sheraton Only
21.550.00	Decorations	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$151.33	\$0.00	2022 Actual Pickup (729 rooms)
21.565.00	Hospitality Programs (Ice Cream Social) Is \$1600 the correct price?	\$3,200.00	\$510.90	\$6,500.00	\$0.00	\$0.00	\$6,000.92	\$6,000.00	Total Room Block - All Hotels = 1,307
21.576.02	Meals, (Saturday Breakfast) 1500 x's \$21.00	\$31,500.00	\$14,483.75	\$30,000.00	\$0.00	\$0.00	\$37,458.00	\$37,008.00	Housing for Key Club Old & New Boards
21.576.03	Meals, (Saturday Dinner) 1500 x's \$37.00	\$55,500.00	\$35,615.79	\$73,500.00	\$0.00	\$0.00	\$62,430.00	\$61,680.00	Rate (including tax) \$181.41
21.576.06	Meals, (Saturday Lunch) 1500 x's \$32.00	\$48,000.00	\$20,324.76	\$42,000.00	\$0.00	\$0.00	\$52,025.00	\$51,400.00	Staff Room Rate (including tax) \$132.71
21.576.05	Meals, (Sunday Brunch) 1500 x's 21.00	\$31,500.00	\$14,796.47	\$39,780.00	\$0.00	\$0.00	\$36,378.00	\$37,008.00	34 Hotel Rooms x's \$181.41 x's 3 nights = \$18,503.82
21.576.08	Board Lunch (Pizza) 200 persons	\$2,780.00	\$6,036.51	\$5,600.00	\$0.00	\$0.00	\$5,895.76	\$6,000.00	10 (Staff) Rooms x's \$132.71 x's 3 nights = \$3,981.30
21.576.09	Meals (Water Service)	\$3,300.00	\$229.25	\$3,300.00	\$0.00	\$0.00	\$2,865.72	\$3,000.00	1/50 Comps Applied to (8) Rooms \$0.00
21.660.00	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	Total Board Housing Rooms \$22,485.12
21.671.00	Name Badge Processor	\$0.00	\$64.65	\$0.00	\$0.00	\$0.00	\$2,100.00	\$2,100.00	Kiwanis Committee Housing
21.575.00	Board Dinner	\$4,625.00	\$4,165.82	\$3,000.00	\$0.00	\$0.00	\$3,943.65	\$3,000.00	Key Club Administrator \$544.23
21.585.00	Bad Debts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	(25) Committee Members x/s \$75.00 x's 3 nights = \$5,625.00
21.662.00	Pre-Convention Planning	\$2,500.00	\$0.00	\$4,000.00	\$140.58	\$0.00	\$1,894.01	\$1,500.00	Total Committee Housing \$6,169.23
21.666.00	Printing	\$200.00	\$2.95	\$200.00	\$0.00	\$200.00	\$205.66	\$4,000.00	Comp. Housing for VIP's to Include: Cost
21.670.00	Registration Supplies	\$1,800.00	\$2,132.57	\$1,200.00	\$15.40	\$200.00	\$1,131.89	\$1,200.00	Kiwanis Governor & Spouse (Comped Luxury Suite) \$0.00
21.670.05	Registration Software	\$75.00	\$0.00	\$75.00	\$54.88	\$75.00	\$109.00	\$75.00	Kiwanis Governor-Elect & Spouse (Comped Luxury Suite) \$0.00
21.672.00	Rental (Truck + Fuel)	\$500.00	\$735.21	\$1,000.00	\$163.23	\$0.00	\$361.98	\$450.00	Kiwanis Executive Director (Comped Studio Suite) \$0.00
21.676.00	Ribbons	\$500.00	\$660.00	\$0.00	\$0.00	\$0.00	\$377.41	\$750.00	Kiwanis Foundation President (Staff Room) \$362.82
21.680.00	Refunds DCON 2020	\$0.00	\$0.00	\$0.00	(\$950.00)	\$0.00	\$0.00	\$0.00	Kiwanis Foundation Executive Director (Staff Room) \$362.82
21.686.00	Souvenir Item 1850 Pins	\$3,700.00	\$0.00	\$2,625.00	\$0.00	\$0.00	\$2,854.69	\$8,500.00	Circle K DA (Staff Room) \$362.82
21.690.01	Speakers (Speaker Fee, 2 nights housing, travel)	\$3,500.00	\$1,516.58	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	Circle K Governor (Or Representative) (Staff Room) \$362.82
21.690.02	Speakers (Other)-Music/Entertainment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,390.11	\$2,500.00	KIWIN'S Administrator (Staff Room) \$362.82
21.706.00	Staff Housing & Travel (Tim)	\$1,450.00	\$639.11	\$1,450.00	\$0.00	\$0.00	\$645.29	\$1,450.00	KIWIN'S Governor (House with KC Board Members) \$0.00
21.730.00	Telephone Expense	\$500.00	\$295.99	\$500.00	\$296.63	\$500.00	\$437.74	\$750.00	Exec's Parents (Comp Reg.; No Comp. Housing) \$0.00
20.865.00	Depreciation	\$700.00	\$679.00	\$0.00	\$679.00	\$0.00	\$679.00	\$0.00	15 Total VIP's (for VIP meal budget)
	Total Disbursements	\$343,805.45	\$172,879.03	\$347,112.00	\$8,140.03	\$8,925.00	\$382,143.46	\$400,658.00	Total VIP Comp. Housing Expense \$1,814.10
	Net Excess of Income over Disbursements	\$819.55	\$6,827.48	\$1,888.00	\$18,794.72	\$275.00	\$34,936.54	\$2,646.00	

Key Club Board Approval: Summer Board

SACRAMENTO CALIFORNIA PROPOSAL



**Kiwanis International
Cali-Nev-Ha 2024 Key Club
Thursday, April 11 – Sunday, April 14, 2024**

SACRAMENTO CALIFORNIA

July 19, 2022

REVISED 7/19/2022

Timothy Cunning
Kiwaniis International
Director, Service Leadership Program
8360 Red Oak Street, Ste. 201
Rancho Cucamonga, CA 91730

RE: Cali-Nev-Ha 2024 Key Club

Dear Timothy,

Thank you for the opportunity to submit our revised proposal for Kiwanis International's Cali-Nev-Ha 2024 Key Club. We would be delighted to host your conference in Sacramento, and I am confident your attendees will find our walkable destination welcoming. Sacramento is a mid-size destination with big-city amenities and small-town charm.

The SAFE Credit Union Convention Center and the downtown hotels are surrounded by some of the region's best restaurants, and entertainment venues, offering safe and easy access to outside activities. The city's majestic State Capitol and beautiful Capitol Park are also across from the center, providing a tranquil and historic site for a post-meeting stroll.

Transportation in and out of Sacramento for the conference delegates has never been easier with the expanded terminal and service offered at Sacramento International Airport (SMF). Lined with inspiring art pieces and delicious local eateries, SMF is located just 10 miles north of downtown Sacramento and is serviced by all major carriers with over 165 flights each day. Major carriers such as American, United, Jet Blue, Southwest, Alaska and Delta provide daily non-stop service to all major US destinations with affordable and competitive fares. Uber and Lyft are approved to service the airport, adding to its ground transportation options.

The SAFE Credit Union Convention Center formally known as the Sacramento Convention Center re-opened in September of 2021 after receiving an extreme makeover creating a dynamic center for conventions, meetings, and cultural experiences. An expanded exhibit hall and new ballroom enhance the usability of the space and add more options for meeting planners.

Features:

- NEW! 40,000 square-foot ballroom
- 240,000 square feet of programmable space
- 160,000 square feet of exhibit space
- 37 breakouts
- 79,100 square feet of meeting space
- 15,300-square-foot outdoor activities plaza

SAFE CREDIT UNION CONVENTION CENTER: Thursday, April 11 – Sunday, April 14, 2024

The space described below is being held at Sacramento’s SAFE Credit Union Convention Center for the Cali-Nev-Ha 2024 Key Club on a “first option” basis as described below.

Meeting Function	Meeting Space	Meeting Room Set or Sq. Ft.	Original Rate	Discount	Amount
Thursday					
Show Mangers Office	Meeting Room 05	963 sq. ft.	\$395.00	\$395.00	\$0.00
Member Recognition Office	Meeting Room 08	995 sq. ft	\$410.00	\$410.00	\$0.00
Communication & Marketing Office	Meeting Room 12	937 sq. ft	\$380.00	\$380.00	\$0.00
Packet Assembly	Meeting Room 06+07	1,402 sq. ft	\$580.00	\$580.00	\$0.00
General Session	Exhibit Hall D	3,000 Max Theater & Stage (move in)	\$12,695.00	\$12,695	\$0.00
Board Training	Meeting Room 10+11	75 Classroom + 25 Theater	\$1,855.00	\$1,855.00	\$0.00
Board Social	Meeting Room 09 & East Terrace		\$895.00	\$895.00	\$0.00
Friday					
Show Mangers Office	Meeting Room 05	963 sq. ft.	\$395.00	\$395.00	\$0.00
Member Recognition Office	Meeting Room 08	995 sq. ft	\$410.00	\$410.00	\$0.00
Communication & Marketing Office	Meeting Room 12	937 sq. ft	\$380.00	\$380.00	\$0.00
Scrapbooks	Meeting Room 06+07	1,402 sq. ft	\$580.00	\$580.00	\$0.00
Registration	Ballroom B Pre-Function Area	9,000 sq. ft.	\$3,860.00	\$3,860.00	\$0.00
General Session & Large Breakout	Exhibit Hall D	3,000 Max Theater	\$12,695.00	\$6,347.50	\$6,347.50
Workshop Sessions	Ballroom (B01 - B10) 10 Meeting Rooms 24,385 sq. ft.	Combined can accommodate 2,430 Theater	\$9,970.00	\$9,970.00	\$0.00
Board Training	Meeting Room 10+11	75 Classroom + 25 Theater	\$1,855.00	\$1,855.00	\$0.00
Board Lunch	Meeting Room 09	100 Rounds	\$895.00	\$895.00	\$0.00
Convention Chair Meeting	Meeting Room 13	30 Theater	\$355.00	\$355.00	\$0.00
PIE Committee Meeting	Meeting Room 14	30 Theater	\$310.00	\$310.00	\$0.00
Caucus Chair Meeting	Meeting Room 15	30 Theater	\$310.00	\$310.00	\$0.00

Meeting Function	Meeting Space	Meeting Room Set or Sq. Ft.	Original Rate	Discount	Amount
Friday					
Meet & Great & Candidates Meeting	Meeting Room 16	25 Theater	\$425.00	\$425.00	\$0.00
Saturday					
Show Mangers Office	Meeting Room 05	963 sq. ft.	\$395.00	\$395.00	\$0.00
Member Recognition Office	Meeting Room 08	995 sq. ft.	\$410.00	\$410.00	\$0.00
Communication & Marketing Office	Meeting Room 12	937 sq. ft.	\$380.00	\$380.00	\$0.00
Scrapbooks	Meeting Room 06+07	1,402 sq. ft.	\$580.00	\$580.00	\$0.00
Registration	Ballroom B Pre-Function Area	9,000 sq. ft.	\$3,860.00	\$3,860.00	\$0.00
General Session & Large Breakout	Exhibit Hall D	3,000 Max Theater	\$12,695.00	\$6,347.50	\$6,347.50
Food Functions	Exhibit Hall B+C	3,400 Max Rounds	\$15,500.00	\$15,500.00	\$0.00
Workshop Sessions	Ballroom (B01 - B10) 10 Meeting Rooms 24,385 sq. ft.	Combined can accommodate 2,430 Theater	\$9,970.00	\$9,970.00	\$0.00
Kiwanis Family Expo	Meeting Room 9 - 11	5,930 sq. ft.	\$2,750.00	\$2,750.00	\$0.00
Meeting Space	Meeting Room 13	884 sq. ft.	\$355.00	\$355.00	\$0.00
Meeting Space	Meeting Room 14	750 sq. ft.	\$310.00	\$310.00	\$0.00
Meeting Space	Meeting Room 15	750 sq. ft.	\$310.00	\$310.00	\$0.00
Meeting Space	Meeting Room 16	1,037 sq. ft.	\$425.00	\$425.00	\$0.00
Sunday					
Show Mangers Office	Meeting Room 05	963 sq. ft.	\$395.00	\$395.00	\$0.00
Member Recognition Office	Meeting Room 08	995 sq. ft.	\$410.00	\$410.00	\$0.00
General Session	Exhibit Hall D	3,000 Max Theater	\$12,695.00	\$6,347.50	\$6,347.50
Food Functions	Exhibit Hall B+C	3,400 Max Rounds	\$15,500.00	\$15,500.00	\$0.00
CNH Team Meeting	Meeting Room 9 - 11	250 Theater	\$2750	\$2,750	\$0,00
Total Convention Center Rental					\$19,042.50
Possible Hotel Rebates					\$13,900.00
Potential Convention Center Rental					\$5142.50

SAFE Credit Union Convention Center Room Rental Discounts

Exhibit Hall D is discounted by 50% when used as your General Session

Exhibit Hall B & C offered complimentary when used for food functions with a \$195,000 food & beverage spend over the duration of the conference per the calculation of \$130 per person.

SAFE Credit Union Convention Center Service Providers

Centerplate (formerly Classique Catering) – Exclusive Food & Beverage Provider
<http://centerplate-sacramento.com>

Encore (formerly PSAV) – Preferred AV Provider & Exclusive Rigging <http://Encoreglobal.com>

Outside A/V contractors are allowed to operate in the facility without penalty however, a Liaison from Encore, the in-house preferred provider, will be assigned to the event during set up and tear down for each event. The Liaison will be responsible for life and safety codes as they relate to the guidelines of the facility and adhering to the required use of the building's infrastructure. The current hourly rate and minimum for this service is \$125 per hour with a five-hour minimum.

Smart City Networks - Exclusive Telecommunications Provider <https://smartcity.com>
Complimentary Wi-Fi is offered in the lobbies and common space of the Convention Center for tasks that are not bandwidth intensive, such as reading emails and browsing the Web.

SAFE Credit Union Convention Center Union Information

Sacramento's SAFE Credit Union Convention Center is city owned and operated with very few union restrictions.

Exhibit service contractors are the choice of the customer but must have current permits on file with the convention center to perform work in the facility. Labor for exhibit set up and dismantle is coordinated through the service contractor of your choice who will work directly with the Local 50 to secure the labor force required.

SAFE Credit Union Convention Center Safety & Cleanliness

The SAFE Credit Union Convention Center is GBAC STAR certified. GBAC STAR is the cleaning industry's only outbreak prevention, response, and recovery accreditation for facilities and is the new gold standard for cleanliness. The program relies on GBAC's comprehensive science-based training, which teaches the proper protocols, correct disinfection techniques, and cleaning best practices for biohazard situations like the novel coronavirus.

HOTEL ACCOMMODATIONS: Thursday, April 11 – Sunday, April 12, 2024

The Hyatt Regency, Sheraton Grand and Residence Inn Capitol Park hotels are adjacent (just steps away from) the lobbies of the SAFE Credit Union Convention Center. The Citizen and Hyatt Centric are in a 5-block radius of the convention center, the Exchange is located 8 blocks from the convention center and the Holiday Inn Downtown Arena is located 10 blocks away. These hotels are all accessible from pedestrian friendly K Street.

The Courtyard Cal Expo, Towne Place Suites Cal Expo, Doubletree, and Hilton Arden West are approximately 3.5 miles from the Center. If Sacramento is selected and these hotels are required, Visit Sacramento will subsidize the shuttling between the properties and the Center.

Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
Hyatt Regency	Double/Double	\$195	25	180	180	385
Hyatt Regency	King	\$195	0	20	20	40
Hyatt Regency	Staff	\$147	15	15	15	45
Hyatt Regency	Suites	\$195	2	4	4	10
	Total		42	219	219	480

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate except for staff rooms

Hyatt Regency Concessions

- 1 per 50 complimentary rooms
- 2 Park Capitol Suites at the group rate 4/11-14/24
- 1 Park Capitol Suite at the group rate 4/12-14/24
- 1 Comp Park Capitol Suite 4/12-14/24
- Comp Guestroom WiFi

Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
Sheraton Grand	Double/Double	\$199 Double \$204 Triple \$204 Quad	22	160	160	
Sheraton Grand	King	\$189	23	165	165	
Sheraton Grand	Staff	\$160	15	15	15	
Sheraton Grand	Suites	\$189	2	2	2	
	Total					

Guest Room Rate information – \$10 rebate, single – quad pricing

Sheraton Grand Concessions

- 1 per 50 comp
- 80% daily rooms attrition
- Fifteen (15) staff rooms at 15% discount
- Two (2) Suite upgrades at group rate
- Marriott Bonvoy Meeting Planner points

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Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
Residence Inn CP	Studio Suites	\$229 or \$209 Without the rebate		80	80	160

\$229 Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate \$209 Rate quoted is flat without a rebate

The Residence Inn Capitol Park does not have traditional guest rooms with two double beds. Studios Suites all have 1 King Bed, 1 Sofa Sleeper, a living area, and a kitchenette and include a full hot American breakfast and internet.

Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
The Citizen Hotel	Double/Double	\$189		30	30	60

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
The Exchange	Double/Double	\$185	0	10	10	20

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Hotel	Room Type	Rate(s)	Thu 4/11	Fri 4/12	Sat 4/13	Total
Holiday Inn Downtown	Double/Double	\$194		75	75	150
Holiday Inn Downtown	Run of House	\$194		25	25	50
	Total			100	100	200

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Holiday Inn Downtown Arena Concessions

- 1 per 50 complimentary rooms
- 80% attrition
- Comp Guestroom WiFi

Hotel	Room Type	Rate	Thu 4/11	Fri 4/12	Sat 4/13	Total
Courtyard By Marriott Cal Expo	Double/Double	\$169		40	40	80
	King	\$169		10	10	20

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Hotel	Room Type	Rate	Thu 4/11	Fri 4/12	Sat 4/13	Total
Towne Place Suites Cal Expo	Double/Double	\$199	5	25	25	55

Visit
SACRAMENTO

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Hotel	Room Type	Rate	Thu 4/11	Fri 4/12	Sat 4/13	Total
Hilton Arden West	Double/Double	\$169		50	50	100

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate

Hotel	Room Type	Rate	Thu 4/11	Fri 4/12	Sat 4/13	Total
Doubletree	Double/Double	\$179		50	50	100

Guest Room Rate Quoted is flat single – quad and includes a \$10 rebate


Total Guest Rooms Offered	Thu 4/11	Fri 4/12	Sat 4/13	Total
Double/Double	52	620	620	111092
King	23	195	195	413
Studio Suites Residence Inn Capitol Park	-	80	80	160
Run of House	-	25	25	50
Staff	30	30	30	90
Suites	4	4	4	12
Total	109	954	954	1917

VISIT SACRAMENTO CONSESSIONS:

Visit Sacramento is pleased to provide a variety of services and materials to assist Kiwanis International with the Cali-Nev-HA 2024 Key Club. Once Sacramento has been confirmed our services department will work closely with your conference planning team to develop a timeline and strategy for promoting the conference.

- Marketing & Meeting Materials to assist with the promotion of your meeting such as lanyards, conference bags, name badges, pens, and notepads to name a few.
- Signage Program, our professional signage program will showcase your conference throughout Sacramento with visibility at the Sacramento International Airport, conference hotels and the SAFE Credit Union Convention Center.
- Online Marketing Tools, including promotional banners for your web site, e-mail blasts, semi-customized co-branded microsite.

We look forward to working with you to answer questions and provide additional information as needed. We are here to make the Sacramento experience a great one.



Betsy Longmire
Director of National Account
Visit Sacramento

For

Susan Babich

Director of National Account
Visit Sacramento
sbabich@visitsacramento.com



2022 District Convention Cancellations

Refund requests received after the cancellation deadline date of July 25, 2022

1. Kelli Goeltz	Registration	\$250.00
	Inter-club Luncheon	<u>\$62.00</u>
	TOTAL Refund Requested	\$312.00
2. Jheri Heetland	Registration	\$250.00
	Inter-club Luncheon	<u>\$62.00</u>
	TOTAL Refund Requested	\$312.00

Notified at the Convention from member of the Chatworth club that Kelli and Jheri would not be able to attend as they had contracted Covid. Attached are emails received from Kelli's doctor and Jheri and their registration receipts.

3. Ivory Rubin	Registration and TOTAL Refund	\$225.00
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Ivory Rubin emailed cancellation on August 3rd. He incurred a neck injury from falling in a hotel shower tub when in route to the conference. Attached is his email and registration receipt.

4. Linda Martin	Registration and TOTAL Refund	\$225.00
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Linda Martin emailed her cancellation on August 1st. She cancelled due to illness. Attached is her email and registration receipt.

5. Lynne Mercer and Larry Graves	Registration (2)	\$450.00
	Inter-club Luncheon (2)	\$124.00 (sold tickets onsite)
	Installation Dinner (2)	<u>\$200.00</u> (sold tickets onsite)
	TOTAL Refund Requested	\$774.00

Lynne Mercer emailed her cancellation on August 3rd. She cancelled due to Larry came down with a serious illness. Attached is her email and registration receipt.

2022 Cal-NEV-Na District Education Convention

Thursday, August 4, 2022 at 2:00 PM PDT to Sunday, August 7, 2022 at 9:00 AM PDT

[Back to event dashboard](#) [Registrant list](#)

Registrant Details: **Kelli Goeltz** | [Go to contact details](#)

[Edit Registrant Details](#)

Registrant Status

Registration Date:	Friday, July 15, 2022 at 1:03 PM PDT
Registration Status:	Registered
Order Amount:	\$312.00
Payment Type:	Credit Card
Payment Status:	Paid

[Online Payment History](#)

Personal Information (Enter primary registrants name as you want it to appear on your badge)

First Name:	Kelli
Last Name:	Goeltz
Email Address:	klmgoeltz@sbcglobal.net
Kiwanis Club of:	Chatsworth
Club or District Office Held (if any)	Member
Division	16
Phone:	8184003441

Special Dietary or Accommodation Needs under ADA

Please explain here: (List persons name and meal)

Cost Summary:

Registration

1 Registration Fee per Kiwanian (register by 7/22/22) @ \$250.00/each	\$250.00
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TOTAL REGISTRANT COST: \$250.00

Items

Inter-club Luncheon	
1 Manhattan steak NY center cut, mashed potatoes, vegetables & fudge cake. @ \$62.00/each	\$62.00

TOTAL ITEM COST: \$62.00

Send Kelli a:

[Personal email](#)

[Event confirmation](#)

Ticket link (View Kelli's ticket)

[Have Feedback?](#)

8/6/2022

Name: **Kelli K Goelz**
Address: **22110 Hiawatha St**
Chatsworth CA 91311-2020

Re: **Kelli K Goelz**

To Whom It May Concern:

Based upon guidelines from the California Department of Public Health (CDPH), **Kelli should self-isolate given a POSITIVE COVID-19 result until the following criteria are met.**

If Kelli has or had COVID-19 symptoms, self-isolation should continue until:

- It has been at least 5 days since symptoms started,
- There are no fevers,
- Other symptoms have improved,

AND

- A negative diagnostic test was collected 5 days or more after symptoms began.
- If fevers persist, isolation should continue until fevers resolve.
- If other symptoms are not resolving, isolation should continue until symptoms are resolving or until after day 10 since the symptoms started.
- Alternatively, if retesting on or after day 5 does not occur, Kelli may end isolation after day 10 (since symptoms started), provided there are no fevers and other symptoms are improving.

If Kelli never had COVID-19 symptoms, self-isolation should continue until:

- After it has been at least 5 days since Kelli first tested positive,

AND

- A negative diagnostic test was collected 5 days or more since Kelli first tested positive.
- Alternatively, if retesting on or after day 5 does not occur, Kelli may end isolation on day 10 (since the initial positive result).

After day 10, a negative COVID-19 antigen or PCR test result is NOT required for discontinuing self-isolation, based upon recommendations from CDPH.



2022 Cal-Nev-Ma District Education Convention

Thursday, August 4, 2022 at 2:00 PM PDT to Sunday, August 7, 2022 at 9:00 AM PDT

[Back to event dashboard](#)[Registrant list](#)

Registrant Details: **Jheri Heetland** | [Go to contact details](#)

[Edit Registrant Details](#)

Registrant Status

Registration Date:	Friday, July 15, 2022 at 1:24 PM PDT
Registration Status:	Registered
Order Amount:	\$312.00
Payment Type:	Credit Card
Payment Status:	Paid

[Online Payment History](#)

Personal Information (Enter primary registrants name as you want it to appear on your badge)

First Name:	Jheri
Last Name:	Heetland
Email Address:	jheri.heetland@gmail.com
Kiwanis Club of:	Chatsworth
Club or District Office Held (if any)	Member
Division	16
Phone:	8183895928

Special Dietary or Accommodation Needs under ADA

Please explain here: (List persons name and meal)

Cost Summary:

Registration

1 Registration Fee per Kiwanian
(register by 7/22/22) @ \$250.00/each

TOTAL REGISTRANT COST: \$250.00

Items

Inter-club Luncheon

1 Manhattan steak NY center cut,
mashed potatoes, vegetables &
fudge cake. @ \$62.00/each

TOTAL ITEM COST: \$62.00

Send Jheri a:

[Personal email](#)[Event confirmation](#)

Ticket link (View Jheri's ticket)

[Have Feedback?](#)

Jheri Heetland
1001 Key West Ave.
Porter Ranch, CA 91326
818.389.5928
jheri.heetland@gmail.com

August 29, 2022

To Whom It May Concern,

I was registered to go to the convention from August 4th to August 7th, 2022.

The week prior I and 5 others attended the from our Chatsworth Kiwanis Leadership Training in Glendale, Ca. This was an all-day event.

The following day Sunday, the lady who tested positive on Tuesday, August 2nd. attended a club meeting regarding our October Fest meeting, myself with 2 others at someone's home for 6 hours.

Woke up on that Wednesday morning, August 1st, 2022, and tested positive. Unfortunate, the tow of us who were attending this convention both got COVID-19. So, we were not able to attend.

I am enclosing the prescription box for my COVID medication that was given me. I hope this will help the Kiwanis get some of their money back.

I would really appreciate it if you can work with us.

Thank you for your time.



Jheri Heetland
Member

Tricia Hart

To: Ivory Rubin
Subject: RE: Cancellation

From: Ivory Rubin <ivory.rubin@att.net>
Sent: Wednesday, August 3, 2022 7:00 AM
To: Convention <convention@cnhkiwanis.org>
Cc: 'Sharon Ruffner' <sharonruffner@yahoo.com>; 'Jacqueline DeLu' <jtdelu46@gmail.com>; Linda Martin <martingnl@comcast.net>
Subject: Re: Cancellation

I am sorry to inform you, due to serious injury in route, I am medically and physically unable to attend the convention. I incurred a very serious injury to my neck on August 1, 2022, from falling in a hotel shower tub when in route to the conference.

I am hopeful your refund policy includes these types of situations. Please let me know if you need additional information.

Ivory Rubin

[Integrations](#) [Library](#)

2022 Cal-Nev-Ha District Education Convention

Thursday, August 4, 2022 at 2:00 PM PDT to Sunday, August 7, 2022 at 9:00 AM PDT

[Back to event dashboard](#)[Registrant list](#)

Registrant Details: Ivory Rubin | [Go to contact details](#)

[Edit Registrant Details](#)

Registrant Status

Registration Date: Friday, June 24, 2022 at 7:19 PM PDT
Registration Status: Registered
Order Amount: \$225.00
Payment Type: Credit Card
Payment Status: Paid

[Online Payment History](#)

Cost Summary:

Registration

1 Early Registration Fee per Kiwanian \$225.00
(register by 7/8/22) @ \$225.00/each
TOTAL REGISTRANT COST: \$225.00

Items

TOTAL ITEM COST: \$0.00

Personal Information (Enter primary registrants name as you want it to appear on your badge)

First Name: Ivory
Last Name: Rubin
Email Address: ivory.rubin@att.net
Kiwanis Club of: Carmichael
Club or District Office Held (if any): Member
Division: 44
Phone: 9162145383

Send Ivory a:

[Personal email](#)[Event confirmation](#)[Ticket link \(View Ivory's ticket\)](#)

Special Dietary or Accommodation Needs under ADA

Please explain here: (List persons name and meal)

Have Feedback?

Tricia Hart

From: martingnl@comcast.net
Sent: Monday, August 1, 2022 11:26 AM
To: Convention
Cc: 'Sharon Ruffner'; 'Ivory Rubin'; 'Jacqueline DeLu'
Subject: Cancellation

Follow Up Flag: Follow up
Flag Status: Completed

To Whom It May Concern:

It is with great disappointment that I must inform you that, due to illness, I will be unable to attend the convention. I am unsure of your refund policy regarding these types of situations. Please let me know if you need additional information.

Regards,

Linda Martin

[Integrations](#) [Library](#)

2022 Cal-Nev-Ha District Education Convention

Thursday, August 4, 2022 at 2:00 PM PDT to Sunday, August 7, 2022 at 9:00 AM PDT

[Back to event dashboard](#)[Registrant list](#)

Registrant Details: Linda Martin | [Go to contact details](#)

[Edit Registrant Details](#)

Registrant Status

Registration Date: Wednesday, June 22, 2022 at 11:56 AM PDT
Registration Status: Registered
Order Amount: \$225.00
Payment Type: Credit Card
Payment Status: Paid

[Online Payment History](#)

Cost Summary:

Registration

1 Early Registration Fee per Kiwanian \$225.00
(register by 7/8/22) @ \$225.00/each

TOTAL REGISTRANT COST: \$225.00

Items

TOTAL ITEM COST: \$0.00

Personal Information (Enter primary registrants name as you want it to appear on your badge)

First Name: Linda
Last Name: Martin
Email Address: martingnl@comcast.net
Kiwanis Club of: Carmichael
Club or District Office Held (if any): Member
Division: 44
Phone: 9165313086

Send Linda a:

[Personal email](#)[Event confirmation](#)[Ticket link \(View Linda's ticket\)](#)

Special Dietary or Accommodation Needs under ADA

Please explain here: (List persons name and meal)

Have Feedback?

Tricia Hart

Lynne Mercer & Larry Graves

From: Lynne Mercer <lynne@lynnemercer.com>
Sent: Wednesday, August 3, 2022 7:27 PM
To: Convention
Cc: Jennifer Chaves
Subject: Canceling Reservation: for 2022 Cal-Nev-Ha District Education Convention

I am sorry to say my husband has come down with a serious illness and we must cancel our convention reservations on very short notice. How do we do this? Our reservation details are below.

Lynne Mercer
DRE#00796211
650-906-0162
Lmercerc.com

From: Mark McDonald <mark@cnhkiwanis.ccsend.com> **On Behalf Of** Mark McDonald
Sent: Friday, July 8, 2022 7:16 PM
To: Lynne Mercer <lynne@lynnemercer.com>
Subject: Thank you for registering for 2022 Cal-Nev-Ha District Education Convention

2022 Cal-Nev-Ha District Education Convention

Kiwanis members and guests -- register now to attend the 102nd Annual Cal-Nev-Ha District Education Convention in Indian Wells, CA with workshops, general sessions, exhibits and events.

Thursday, August 4, 2022 at 2:00 PM PDT
-to-
Sunday, August 7, 2022 at 9:00 AM PDT

Renaissance Esmeralda Resort & Spa
44400 Indian Wells Lane
Indian Wells, CA 92210

Thank you for registering for the 2022 Cal-Nev-Ha District Education Convention Indian Wells, CA. We look forward to seeing you there!

This email is confirmation of your successful registration. If any of the information displayed below is incorrect or if you need to make any changes to this registration, please contact us as at convention@cnhkiwanis.org or 909-989-1500, ext. 106 as soon as possible.

Please print this confirmation email and bring it to the event. Your actual printed tickets for meals and other events will be in your registration packet when you check in at the registration desk.

Personal Information (Enter primary registrants name as you want it to appear on your badge)

First Name: Lynne
Last Name: Mercer
Email Address: lynne@lynnemercer.com
Kiwanis Club of: Woodside Terrace, Redwood City

Club or District Office Held (if any) Member
 Division 34
 Phone: 6509060162

Spouse/Partner Registration

First Name: Larry
 Last Name: Graves
 Kiwanis Club of: Woodside Terrace, Redwood City
 Guest or Office Held: 2021-2022 Club Treasurer

Payment Method: Credit Card

Payment Summary

<i>Name</i>	<i>Type</i>	<i>Quantity</i>	<i>Fee</i>	<i>Total</i>
Lynne Mercer	Early Registration Fee per Kiwanian (register by 7/8/22)	1	\$225.00	\$225.00
Larry Graves	Early Registration Fee for Spouse/Partner (Kiwanian) (register by 7/22/22)	1	\$225.00	\$225.00
Subtotal:				\$450.00

<i>Additional Items</i>	<i>Option</i>	<i>Quantity</i>	<i>Price</i>	<i>Total</i>
Inter-club Luncheon	Manhattan steak NY center cut, mashed potatoes, vegetables & fudge cake.	2	\$62.00	\$124.00
Installation Dinner & Concert	Beef short rib, salad, roasted potatoes, carrots & asparagus, key lime pie	2	\$100.00	\$200.00
Subtotal:				\$324.00
Total				\$774.00

Contact

Mark McDonald
 Cal-Nev-Ha District of Kiwanis International
 909 989-1500
mark@cnhkiwanis.org

[Add to Calendar](#)

[Payments](#) [Settlements](#) [Chargebacks](#)

Payment Details

[Back to Payments](#)

From	Lynne Mercer
To	Cal-Nev-Ha District of Kiwanis International
Transaction ID	C595842683
Gross	\$774.00
Fee	\$42.60
Fee Payer	Cal-Nev-Ha District of Kiwanis International
Date	Jul 08, 2022 19:15:33
Total credited to account	\$731.40

[Issue Refund](#)

Customer receipt

Receipt of Payment

Payment Method MasterCard xxxxxx3739

Paid On Jul 08, 2022 19:15:33

Total \$774.00

*The charge will appear on your statement as WPY*CalNevHa District of Kiwanis International*



Kiwanis®

California-Nevada-Hawaii District

www.cnhkiwanis.org

MARK W. MCDONALD, Executive Director • P.O. Box 1327 • Rancho Cucamonga, CA 91729

Office: 909-989-1500 Ext. 103. Direct Dial 909-736-1703 Fax: 909-989-7779 Email: mark@cnhkiwanis.org

2022-2023 Realignment Committee Meeting Minutes

September 23, 2022

Present on the Zoom Meeting: Bob Prior, Chairperson. Valarie Brown-Klingelhoef, Governor. Carol Farris, Governor-elect. Margo Dutton, Immediate Past Governor. Mark McDonald, Executive Director. Ray Hacker, Anna Wu, Patti McKay, John Crawford.

There were also five guests present.

Bob Prior called the meeting to order at 4:02 p.m.

Governor Valarie made some opening comments and charge for the committee with better communications as well as help for the clubs to grow.

Bob asked each committee member what their strengths are that they can bring this year.

Margo Dutton made a motion to recommend to the Policy Committee, changes to policy 103 on realignment. Change section 103.2 Composition from, "The Realignment Committee shall be composed of eleven", to read "eleven to sixteen members". This change would bring the best options to the Governor and match the other 5 major committee compositions. Second by Valarie Brown-Klingelhoef. Motion passed.

Chairperson Bob reviewed the composition of the divisions at risk including the divisions that were given time to grow. The committee Chair will assign a subcommittee for each of the Division's granted time by the Board of Trustees. John Crawford volunteered for Division 11. Contact Bob Prior to volunteer.

Item 8 Margo Dutton made a motion to revise the boundaries of Division 15 to include Moraga Valley. This would move the east boundary to the 215 and the North boundary to the 210. Exact language to be worked out by Bob Prior and Mark McDonald to be presented to the Board of Trustees on the 9th of October.

Chairperson Bob thanked everyone for their input and adjourned the meeting at 5:08 p.m.

Mark W. McDonald

Executive Director/District Secretary