

I N D E X

SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

September 25-28 and October 1, 1978

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SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY INCORPORATED

October 1, 1978

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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

September 25-28 and October 1, 1978

A meeting of the International Board of Trustees was held at the General Office in Chicago on September 25-28 and at the Continental Plaza Hotel, Chicago, Illinois, on October 1, 1978. Those present: Hilmar L. "Bill" Solberg, President; Mark A. Smith, Jr., President-elect; Maurice Gladman, Immediate Past President; Stephen H. Hart, Jr. and E.B. "Mac" McKittrick, Vice-Presidents; Merald T. Enstad, Treasurer; Albert C. Cox, Allen M. Duffield, Warren H. Edwards, Dwight F. Gallivan, Aubrey E. Irby, Egon Kuzmany, Raymond W. Lansford, Drew M. Petersen, M.D., James B. Richard, John T. Roberts, C.E. "Pete" Thurston, J. Stewart Wilson, Trustees. Also present: R. P. Merridew, Secretary.

1. Message of the President

Message of the President is attached as Exhibit #1.

2. Message of the President-Elect

Message of the President-Elect is attached as Exhibit #2.

3. Report of the Secretary

Report of the Secretary is attached as Exhibit #3.

Recommendations:

That the appointment of Timothy F. Mullen as Manager of Personnel and Office Services, effective September 25, 1978, be approved.

Voted, that this recommendation be adopted.

That the appointment of J. William Gephart to serve as a field service representative, effective October 1, 1978, be approved.

Voted, that this recommendation be adopted.

That the appointment of Michael J. Wujcik as Administrator of Circle K International, retroactive to September 1, 1978 be approved.

Voted, that this recommendation be adopted.

4. Approval of Minutes of Board Meetings Held in Miami, Florida, June 22, 23 and 29, 1978

Voted, that the minutes of the Board Meetings held in Miami, Florida, June 22, 23, and 29, 1978, be approved.

5. Approval of General Office Administrative Action

Voted, that the action of the General Office in approving the following be confirmed:

Elimination of membership of not-meeting clubs from active membership files.
Organization of new clubs.
Change of Kiwanis club names.

Club incorporations completed.
Circle K Clubs completed.
Key Clubs completed.
Incorporation of Kiwanis Club Foundations.
Cancelled meetings.
District Bylaw Amendments.

6. Delegation of Authority to the Executive Committee

Voted, that the following resolution be adopted:

Resolved, that in any interim between meetings of the Board of Trustees the administrative authorities of this Board shall be and hereby are delegated to the Executive Committee, and the action of said Committee under such delegation shall have the force and effect of action by the Board of Trustees.

7. Election of Trustees of Pension Trust Plan

Voted, that the following resolutions be adopted and that the Secretary be authorized to file either one of them, with the proper certificate of encumbrancy being attached to the second resolution:

- a. That the Trustees of the Pension Trust Plan be Hilmar L. Solberg, President of Kiwanis International; Merald T. Enstad, Treasurer of Kiwanis International; and R. P. Merridew, Secretary of Kiwanis International.
- b. That the Trustees of the Pension Trust Plan be the President of Kiwanis International, the Treasurer of Kiwanis International, and the Secretary of Kiwanis International.

8. Reports of Board Committees

Administration and Structure

Chairman Stephen H. Hart, Jr. presented the report of the Committee. This is attached as Exhibit #4.

Recommendation 1. That Item #8 of the Criteria for Distinguished Governor be interpreted to mean: "Maintain at least as the minimum the same combined number of Key Clubs and Circle K Clubs, (Kiwa Junior Clubs in KI-E) as on active status at the start of the administrative year."

Voted, that this recommendation be adopted.

Recommendation 2. That Item #11 of the Criteria for Distinguished Governor be interpreted to mean: "Total attendance from district at International Convention (for European Districts the KI-E Convention) - A minimum of the same percentage of the membership registered from the district as at the last previous convention in that city or region, when applied to current membership."

Voted, that this recommendation be adopted.

Recommendation 3. That Item #12 of the Criteria for Distinguished Governor be interpreted to mean: "Number of clubs represented at the International Convention (for European Districts the KI-E Convention) - A minimum of the same percentage of the clubs registered from the district as the last previous convention in that city or region, when applied to the current number of clubs."

Voted, that this recommendation be adopted.

Report received,

Circle K

Report of the Committee is attached as Exhibit #5. It was presented by Chairman Merald T. Enstad.

Constitutional Amendments

Recommendation 1. That the new Article V, Section 1, paragraph (b) be returned to the Circle K International Board of Officers for further consideration.

Voted, that this recommendation be adopted.

Recommendation 2. That the amended Article V, Section 10, paragraph (b) be adopted.

Voted, that this recommendation be adopted.

Recommendation 3. That Article V, Section 12 (renumbered) be adopted.

Voted, that this recommendation be adopted.

Recommendation 4. That Article V, Section 11 (new section) be adopted.

Voted, that this proposed amendment be tabled until checked with an attorney.

Secretary Merridew reported that the attorney had been consulted.

Voted, that consideration of the proposed amendment be removed from the table.

Voted, that the proposed amendment be referred to the attorney for a suggested revision as to proper wording, and then referred back to the proper authorities in order to get it handled for Circle K and the Kiwanis Board Committee on Circle K.

Recommendation 5. That Article VI, Section 4, paragraph (b) be adopted.

Voted, that this recommendation not be adopted.

Recommendation 6. That Article VIII, Section 1 be adopted.

Voted, that this recommendation not be adopted.

Recommendation 7. That the Circle K charters, as listed in Exhibit C attached to the report, be adopted.

Voted, that this recommendation be adopted.

Recommendation 8. That one of the 1979 Regional Training Conferences be held in the Chicago area.

Voted, that this recommendation be adopted.

Recommendation 9. That the incoming members of the 1979-80 International Committee on Circle K Clubs be invited to attend, as observers only, the Regional Conference held nearest to them, and further that their housing and meals at the conference be paid for but that they would be responsible for their own travel expenses.

Voted, that this recommendation be adopted.

Recommendation 10. That a statement be issued by the Board that attendance at the Regional Training Conferences will be by invitation only as outlined by the directives of this Board.

Voted, that this recommendation be adopted.

Recommendation 11. That the current New Club Building Award be extended to include lieutenant governors.

Voted, that this recommendation be adopted.

Recommendation 12. That the Lieutenant Governor Report Form be prepared for the 1979-80 administrative year and that these forms be distributed to the lieutenant governors.

Voted, that this recommendation be adopted.

Recommendation 13. That in light of the inadequate response to the survey on overseas Circle K clubs, that no Staffman be sent to overseas districts to investigate this question further.

Voted, that this recommendation be adopted.

Recommendation 14. That the Staff be instructed to develop a working paper on how best to handle the question of overseas Circle K clubs and that this paper be prepared in advance of the January meeting.

Voted, that this recommendation be adopted.

Report received.

Convention

Chairman Allen M. Duffield presented the report of the committee. This is attached as Exhibit #6.

Recommendation 1. That any club in Kiwanis International that registers 100% of their active members for the convention may bring their wives without paying a registration fee for them.

Voted, that this recommendation be adopted.

Recommendation 2. That General Host Committee Chairmen attend Council two years prior to their convention for educational and promotional purposes at the expense of Kiwanis International.

Voted, that the expenses of the General Host Committee Chairman of the Anaheim Convention be paid to this Council Meeting by Kiwanis International.

Voted, that for future conventions the General Host Committee Chairman, if appointed, be invited to attend and his expenses be paid to the planning meeting held in the city of the convention one year ahead of his convention.

Report received.

International Extension

The report of the committee, which was presented by Chairman Maurice Gladman, is attached as Exhibit #7.

Recommendation 1. That the Kiwanis Club of Cayenne, French Guiana, be attached to the Eastern Canada and Caribbean District.

Voted, that this recommendation be adopted.

Recommendation 2. That Kiwanis International use fiscal agents to collect and hold dues when necessary in countries or areas with monetary restrictions and that arrangements for this be made by the Committee on Finance.

Voted, that this recommendation be adopted.

Recommendation 3. That the Finance Committee ask the following Kiwanians to act as fiscal agents for the collection of dues in the countries or districts specified:

Ghana - William Fugar
India - Raj Kumar Jajodia
Korea - Youn Taek Tahk
Philippine Luzon District - Leonardo G. Manalastas
Philippine South District - Eriberto M. Gualberto

Voted, that this recommendation be adopted.

Recommendation 4. That a special commendation be prepared and sent by the International Secretary to the two Guam host clubs of the 1978 Asia-Pacific Conference, and they be allowed to keep for local projects the \$710 raised by Conference program advertisements.

Voted, that this recommendation be adopted.

Recommendation 5. That the Board grant permission to the Extension Services Department to arrange an associate sponsor relationship between a domestic and an overseas districted club when and if the domestic club explicitly requests such a relationship.

Voted, that this recommendation be adopted.

Recommendation 6. That President Bill Solberg appoint the following as Presidents of the respective Councils:

Argentina: Santiago Del Pinn

Korea: Sang Duk Han

Puerto Rico: Malcolm Waters O'Neill.

Voted, that this recommendation be adopted.

Recommendation 7. That President Sang Duk Han of the Korea Council be invited to attend the 1979 Governor-Elect Conference with Kiwanis International covering his expenses at the Conference but with the understanding that Kiwanis International will not cover travel costs, and that all Council Presidents be invited to attend under the same conditions.

Voted, that this recommendation be adopted.

Report received.

Key Clubs

Chairman Mark A. Smith, Jr. presented the report of the committee, which is attached as Exhibit #8.

Recommendation 1. That the action taken by the Key Club International Board to revoke the charters as listed in Exhibit B of this report be approved with the Staff being authorized to remove the names of clubs from the list until the final printing of the minutes.

Voted, that this recommendation be adopted.

Recommendation 2. That a statement be issued by the Board that attendance at the Regional Training Conferences will be by invitation only as outlined by the directives of this Board.

Voted, that this recommendation be adopted.

Recommendation 3. That the incoming members of the International Committee on Key Clubs be extended an invitation to attend, as observers only, the Regional Conference held nearest to them and further that their housing and meal expenses at the conference be paid for by Kiwanis International but not their travel expenses.

Voted, that this recommendation be adopted.

Recommendation 4. That a letter of appreciation be sent by the Board to Kiwanis International Foundation President Harry Himmel to urge that the outstanding program of the Key Club Leadership Seminar held at Freedoms Foundation at Valley Forge, Pennsylvania, be continued.

Voted, that this recommendation be adopted.

Recommendation 5. That along with the member of the Board Committee on Key Clubs who attends the Key Club Leadership Seminar at Valley Forge that a newly elected member of the Board be assigned to attend the entire meeting as well.

Voted, that this recommendation be adopted.

Recommendation 6. That if the Kiwanis Club of Grand Turk Island organizes a Key Club, it be chartered by and affiliated ~~directly~~ with Key Club International.

Voted, that this recommendation be adopted.

Report received.

Laws and Policies

Chairman Dwight F. Gallivan presented the report of the committee. This is attached as Exhibit #9.

Recommendation 1. That the amendments to the Constitution and Bylaws of Kiwanis International-Europe as contained in Exhibit A attached to this report be approved.

Voted, that this recommendation be adopted.

Report received.

Leadership and Council

The report was presented by Chairman Drew M. Petersen. It is attached as Exhibit #10.

Recommendation 1. That the following be indicated to districts as the recommended dates for leadership education conferences held during the summer of 1979: Conferences for Lieutenant Governors-Designate and Committee Chairmen-Designate, not later than August 5; Conferences for Club Officers-Designate, completed by August 31; and Conferences for Club Chairmen and Boards, completed by September 30.

Voted, that this recommendation be adopted.

Recommendation 2. That the second paragraph under Paragraph 1 of the Board policy on Leadership Education (A-7) be deleted and the following paragraph substituted therefor:

"The basic leadership education of all Governors-Elect and of the President of Kiwanis International-Europe shall be provided by Kiwanis International at a Conference for Governors-Elect held annually in March or April. The conference will be presided over by the President-Elect of Kiwanis International; the faculty will consist of the Board Committee on Leadership Education and the Staff. Kiwanis International will reimburse to all Governors-Elect the costs of travel, lodging, and meals necessitated by their attendance at the conference. The agenda shall be that developed by the Board Committee on Leadership and Council."

Voted, that this recommendation be adopted and referred to the Committee on Laws and Policies for inclusion in Board policy.

Recommendation 3. That the fall meeting of the Council in 1980 be held at the Hotel Continental Plaza, Chicago, Friday through Sunday, October 3-5.

Voted, that this recommendation be adopted.

Report received.

Membership Growth and Education

Report of the committee is attached as Exhibit #11. It was presented by Chairman John T. Roberts.

Recommendation 1. That the Kiwanis Magazine have in each issue a brief article on some aspect of the history of Kiwanis.

Voted, that this recommendation be adopted.

Recommendation 2. That an annual charge of \$10.00, payable to Kiwanis International, be established for Honorary Members and that such charge would include the processing fee and magazine subscription for an Honorary Member.

Voted, that this recommendation be adopted and referred to Board Committee on Laws and Policies.

Recommendation 3. That the Board Committee on Laws and Policies develop a statement of policy that would prevent solicitation of members through newspaper ads, general mailings, and other such forms of non-selective advertising.

Voted, that this recommendation be adopted.

Recommendation 4. That the Kiwanis clubs that obtain the required number of New Member Adds to qualify for the 1978-79 Diamond Growth Award by April 30, 1979, be given special recognition at the Kiwanis International Convention in Toronto.

Voted, that this recommendation be adopted.

Report received.

New Club Building

Chairman C.E. "Pete" Thurston presented the report of the Committee. This is attached as Exhibit #12.

Recommendation 1. That the charters of the sixty clubs listed in the report be revoked.

Voted, that this recommendation be adopted.

Recommendation 2. That President Maury forward a personal letter to each of the seven governors who established new all-time records in their districts recognizing their leadership in New Club Building in 1977-78.

Voted, that this recommendation be adopted.

Recommendation 3. That the slogan for New Club Building promotion for 78-79 be "509 in '79."

Voted, that this recommendation be adopted.

Recommendation 4. That the following be included in Board Policies and referred to the Board Committee on Laws and Policies for inserting in the policies:

F-8, 5, NOT-MEETING CLUBS - A club shall be listed as "not-meeting" upon the recommendation of the governor of the district.

REACTIVATED CLUBS - In order for a club that has been listed as "not-meeting" to be restored to "active" status, a reactivation meeting must be held conducted by the lieutenant governor or a current or past district officer or field service representative or accredited representative. Following this reactivation meeting, the General Office must be provided with the date the meeting was held, the names and addresses of the club president and secretary, a roster of the members including names and complete mailing addresses, and the place, day, and time of the weekly meetings as certified by the above officer.

C-8, REINSTATEMENT OF CLUB CHARTER - For a club which was resigned or had its charter revoked, the Board of Trustees may authorize the reinstatement of a club charter providing that: (1) The applicable charter fee has been submitted; (2) A reorganization meeting has been conducted in conformity with the procedures as set forth for the organization of a new Kiwanis club; (3) The required forms have been completed and submitted to the General Office; (4) All previous financial obligations have been paid in full.

Voted, that this recommendation be adopted.

Report received.

Program Development

The report of the committee is attached as Exhibit #13. It was presented by Chairman E.B. "Mac" McKittrick.

Recommendation 1. That the 1979-80 Major Emphasis Program kit be included as an integral part of the 1979-80 Club President's Leadership Education packet.

Voted, that this recommendation be adopted.

Recommendation 2. A continuation of the basic RIGHTSTART Major Emphasis Program through 1979-80, with a specific focus upon special interest areas of adults which can be shared on a one-to-one basis with children.

Voted, that this recommendation be adopted.

Recommendation 3. That the title of the 1979-80 Major Emphasis Program be: "RIGHTSTART - Hand in Hand with Youth."

Voted, that this recommendation be adopted.

Recommendation 4. That the Board of Trustees adopt an incentive program whereby a suitable banner patch would be awarded to any club which participates in the 1979-80 Major Emphasis Program by completing a new project in the RIGHTSTART MEP and that this recommendation be referred to the Finance Committee for implementation in planning for the 1979-80 budget.

Voted, that this recommendation be adopted.

Recommendation 5. That the necessity for an annual Builders Club Sponsorship Fee be eliminated, and that the initial fee at the time of petition for charter be \$50.00. This one-time fee is to include a registered charter, sufficient membership cards, sponsorship patch, ten Builders Club member lapel buttons, and a Builders Club bannerette.

Voted, that this recommendation be adopted.

Report received.

Property and Supplies

The report of the Committee, which is attached as Exhibit #14, was presented by Chairman Warren H. Edwards.

Report received.

Publications and Advertising

Chairman Raymond W. Lansford presented the report of the Committee. This is attached as Exhibit #15.

Recommendation 1. That the Board Committee on Finance study the magazine's financial situation and consider action to increase the subscription fee by \$1.50 at the 1979 International Convention in Toronto.

Voted, that this recommendation be adopted.

Report received.

Public Relations

The report of the Committee is attached as Exhibit #16. It was presented by Chairman Aubrey E. Irby.

Recommendation 1. That a Robert P. Connelly Medal be awarded Robert Tuttle of Carson City, Nevada, who risked his life to save a boy caught on a high voltage electric wire.

Voted, that this recommendation be adopted.

Recommendation 2. That a Robert P. Connelly Medal be awarded to Fred Gaiser of Parsons, Kansas, who risked his life to save the life of a man held by 440 volts of electricity to an electric motor which had suffered a short circuit.

Voted, that this recommendation be adopted.

Recommendation 3. That a Robert P. Connelly Medal be awarded to Frank Dohrmann of Louisville, Kentucky, posthumously, who lost his life saving a four-year old boy from being run over by an oncoming automobile.

Voted, that this recommendation be adopted.

Recommendation 4. That a new audio-visual presentation in slide and tape form, still entitled "The Man Who Wears the K." be produced as a combination public relations, membership building, and membership retention tool, and that sequences be included on a new member induction, work to bring back former members, and new club building.

Voted, that this recommendation be adopted.

Report received.

9. Report of Treasurer

Merald T. Enstad presented the Report of the Treasurer. This is attached as Exhibit #17.

Report received.

10. Report of Finance Committee

Chairman Egon Kuzmany presented the report of the Committee. This is attached as Exhibit #18.

Recommendation 1. That William H. Jepson be added to the list of those authorized to sign all checks, and William A. Brown be added to list of those authorized to counter-sign on operational checks.

Voted, that this recommendation be adopted.

Report received.

11. Next Meeting of Board of Trustees

The next meeting of the Board of Trustees was scheduled for January 26-31, 1979 commencing in the afternoon.

12. Report of Past Presidents Committee

Past President Roy W. Davis presented the report of the Past Presidents Committee at the Post-Council meeting of the Board inasmuch as Chairman Ted Osborn was unable to be present. This is attached as Exhibit #19.

Special Committee on Study of Administrative Structure

Past President Davis reported that the committee has already met and is planning to meet again at the time of the January, 1979, Board Meeting, with the expectation of meeting still another time. The committee recommends approval by the Board of the expenses of the meeting and/or meetings of the committee and of such out of pocket expenses by the chairman as related to duplicating and postage.

Voted, that appropriate travel and per diem expenses, with a top limit of \$2,000.00, be approved for the committee to meet in January, and \$150.00 for the necessary paper work and postage; and that this matter be reconsidered after the meeting in January.

It was suggested that the meeting of the special committee be scheduled prior to the January Board meeting, with sufficient time for their report to be studied by the Administrative Structure Committee prior to the Board Meeting.

13. Report of Kiwanis International Foundation

A summary of the Meeting of the Board of Trustees of Kiwanis International Foundation is attached as Exhibit #20. It was presented by Secretary Reg Merridew inasmuch as Harry S. Himmel, President of the Foundation, was unable to be present.

14. Other Business

Joint Meeting of Board and Past Presidents

The Board and Past Presidents met jointly at a luncheon meeting.

Ted Osborn, Chairman of the Past Presidents Committee, gave an interim report of the committee. He touched on the topics of the magazine, budget planning and control, office facilities, and the administrative structure of Kiwanis and its Board. He indicated that a Special Committee of Past Presidents had been appointed by President Solberg to study the administrative structure of Kiwanis and its Board, the committee to be composed of: Roy Davis, Ted Johnson, Bill Eagles, Albert Tully, and Jim Moler as Chairman. He suggested that the Past Presidents receive copies of working papers and study materials well in advance of their meeting in order to insure the effectiveness of the committee.

Secretary Merridew reported on the General Office facilities and future requirements in connection therewith. These were discussed and comments received.

Pension Plan

There was full discussion of the proposed pension plan amendment and re-statement presented, and it was voted, that the following resolution be adopted:

RESOLVED: That the President and the Secretary of this Corporation be and hereby are authorized and directed to execute any documents and perform such other acts as may be necessary and proper to effectuate the intent of these resolutions and to secure a determination by the District Director of the Internal Revenue Service that the Kiwanis International Retirement Plan and Trust Agreement qualify for exemption from income taxes under the provisions of the applicable laws and regulations pertaining thereto; and

RESOLVED FURTHER: That the President and the Secretary of this Corporation be and hereby are authorized and directed to amend the plan and trust agreement to the extent required to conform with the requirements of the Internal Revenue Service for qualifications under the provisions of the applicable laws and regulations pertaining thereto; and

RESOLVED FURTHER: That Hilmar L. Solberg, Merald T. Enstad, and R. P. Merridew be and hereby are appointed to serve as trustees for the Kiwanis International Retirement Trust; and

RESOLVED FURTHER: That the Limitation Year as defined in the plan shall be the twelve (12) consecutive month period specified in item IV.D. (2) (b) of the Adoption Agreement for the plan; and

RESOLVED FURTHER: That Effective Compensation for any Plan Year, as determined under the plan, shall mean all of each participant's compensation actually paid as specified in item IV.D. (2) (a) of the Adoption Agreement for the plan; and

FURTHER RESOLVED: That such sums of money that may be determined by the Board of Directors to be contributed for the ending tax years and the expense incurred in the administration thereof shall from time to time be paid out of the corporation by its Treasurer to the order of the Trustees.

Budget

President-Elect Mark Smith called to the attention of the Board that it was in violation of the Constitution and Bylaws, which provide that expenditures shall not exceed the budgeted amount.

Voted, that the expense portion of the 1977-78 budget be increased by \$175,000 so that the actual expenses for the year shall not exceed the budgeted expenses.

Voted, that the Laws and Policies Committee be asked by the President to examine the Constitution and Bylaws and clarify those items which refer to finance.

Voted, that the 1978-79 budget, as presented by the Finance Committee, be approved.

Committee on Selection of Secretary

President Solberg announced the reappointment of the following committee to select a Secretary upon the retirement of Secretary Merridew in 1981: Chairmen - Maurice Gladman; Members - Mark Smith, Wes Bartlet, Roy Davis, Lorin Badskey, and Hilmar Solberg.

Chairman Gladman reported that the committee had met during this meeting in Chicago. All members of the committee were present.

The Committee agreed by consensus on the criteria and prerequisites for the man to be selected and discussed how to go about seeking that man. He stated that the committee would like the leadership of Kiwanis to be scouts and help in the recruitment.

The Committee is looking for a man in the age bracket of 40 to 50 years of age, although not restricted to it. We would like to have a Kiwanian, because we feel a Kiwanian would be much better prepared to accept the responsibilities with a great deal more understanding. A college degree is preferable, but experience equal to it would be considered. The Committee would like the names of any prospects sent to it. The Committee will develop a resume type of questionnaire which it will sent out.

It is the Committee's hope that a man may be selected who will come in some period of time before Secretary Merridew's retirement so that he may be able to gain the experience he will need to take over the position.

Immediate Past International President Maury, Chairman of the Special Committee on arrangements for the retirement of the Associate Secretary, reported on plans for the recognition of Associate Secretary Larry Hapgood at Council and made the following recommendation in behalf of the Committee:

That effective October 1, 1978, the title of Associate Secretary Emeritus be bestowed upon L. A. "Larry" Hapgood in recognition of his long years of service to Kiwanis International, and particularly his more than twelve years as Associate Secretary. It is the intent of the Committee that Associate Secretary Emeritus Larry and his wife Peg will be invited to attend all future International Councils and International Conventions on the same expense basis as a member of the Board of Trustees of Kiwanis International.

Voted, that this recommendation be adopted.

Adjournment

SUMMARY OF MINUTES

MEETING OF KIWANIS INTERNATIONAL SUBSIDIARY, INC.

October 1, 1978

A meeting of Kiwanis International Subsidiary, Inc. was held at the Continental Plaza Hotel, Chicago, Illinois, on October 1, 1978. Those present: Hilmar L. "Bill" Solberg, President; Mark A. Smith, Jr., President-Elect; Maurice Gladman, Immediate Past President; Stephen H. Hart, Jr. and E. B. "Mac" McKittrick, Vice-Presidents; Merald T. Enstad, Treasurer; Albert C. Cox, Allen M. Duffield, Warren H. Edwards, Dwight F. Gallivan, Aubrey E. Irby, Egon Kuzmany, Raymond W. Lansford, Drew M. Petersen, M.D., James P. Richard, John T. Roberts, C. E. "Pete" Thurston, J. Stewart Wilson, Trustees. Also present: R. P. Merridew, Secretary.

1. Election of Officers and Trustees

Voted, that the Officers and Trustees of Kiwanis International shall be the Officers and Trustees of Kiwanis International Subsidiary, Inc.

2. Appointment of Auditor of the Corporation

Voted, that Touche, Ross & Company be appointed as Auditor for Kiwanis International Subsidiary, Inc.

3. Appointment of Agent for the Corporation

Voted, that Fred G. McAlister, Q.C. be appointed as Agent for Kiwanis International Subsidiary, Inc.

Adjournment.

MESSAGE OF THE PRESIDENT
TO THE
INTERNATIONAL BOARD OF TRUSTEES
SEPTEMBER 25, 1978

I am happy to greet the members of the 1978-79 Board of Trustees at this first full meeting of the new year, even though there are a few days left in the current Administrative Year.

It is indeed a pleasure and a privilege to be a member of President Maury's team which not only has set a record in building new Kiwanis clubs worldwide but also is reaching a new milestone in the growth of our organization. Under Maury's capable and inspiring leadership, Kiwanians everywhere have been motivated to "Reach Out" and attain a total membership of very close to 300,000. We are all most grateful for these outstanding achievements.

I want to express to each and everyone of you a hearty welcome - especially to the new members of the Board - Trustees Al Cox, Jim Richard and Stew Wilson. I am also pleased to welcome back to the Board Vice-President Steve Hart and Trustee Aubrey Irby. We value highly the Kiwanis experience that each of you possesses and look forward to your participation in the deliberations of the Board.

As Steve and Aubrey already know, our Board has a family spirit and closeness that can only be appreciated by serving with you gentlemen. It follows, then, that we will miss our fellow members who now have left the Board - Stan Schneider, Jack Delf, Paul Chandler, Carl Miller and Doug Wasson. We will miss having these friends with us but we know they will continue to serve Kiwanis in their home clubs and districts, or where ever they may be called upon to do so.

There is another gentleman who is leaving the Board to whom I would like to pay special tribute on behalf of not only the Board but all of Kiwanis International. He is our good and faithful friend, Associate Secretary Larry Hapgood. He is not only Reg's right hand man but has been a great help to me in my years on the Board and especially these last two years as I prepared for further leadership roles. Larry has served Kiwanis International well in the more than twelve years he has been our Associate Secretary. His knowledge of Kiwanis laws and policies stems from the fact that he has had a close relationship to the dozens of Board Committees which, through the years, have helped formulate those policies. His dedication to Kiwanis International and its objects has been constant throughout his more than twenty-six years on the General Office Staff and for some years earlier while he was progressing toward 1952, his year as Governor of the New York District. While we are happy that Larry has agreed to write a much-needed history of Kiwanis, we shall miss his wise counsel around this Board table and at the various sessions where his advice was requested and willingly provided. I know that each of you appreciates how much Larry has meant to us over the years and, in order to provide opportunity for you to wish him well in what we hope will be many years of happy retirement, I have invited Peg and Larry to participate with all of this Board's social activities during these next several days, including Council.

The assistance given me by President Maury, Secretary Reg and Associate Secretary Larry as I planned for my year is deeply appreciated. The guidance and experience that these men, along with a very capable and dedicated staff, shared with me this past year, surely will help us operate as a more effective team.

I am sorry to report that it has been necessary to make three changes in my list of International Committee appointments. When Immediate Past Governor Harry Seabury of the New York District passed away suddenly just after our International Convention I asked Past Governor Richard Leahy to serve in his place as a member of the Circle K Committee. Past Governor Erwin "Chic" Greenberg found it necessary to resign as a member of the Membership Growth and Education-Worldwide East Committee because of business complications which resulted in his moving to the West Coast. Past Governor Louis L. Theiss, Jr., also from the New York District, has agreed to serve in that capacity. Our most recent change resulted from the death of Immediate Past Governor Andrew C. Hutson, Jr. of the Kentucky-Tennessee District several days ago. Past Governor Wesley L. Davis of the same district has accepted the responsibility as a member of the International Committee on Support of Spiritual Aims, bringing our 1978-79 International Committee team once again to full strength.

KEY CLUB CONVENTION

Immediately following the Kiwanis International Convention in Miami Beach, I had the privilege of attending the Key Club International Convention in that city from July 2nd through the 5th. It was a most inspiring and enlightening experience. The superb leadership of President Michael Mills, the enthusiasm of the Key Clubbers and the participation of some 2600 of these young people throughout the entire convention was an experience to be appreciated. They had fine speakers, including President Maury who addressed the group at the opening session on Monday morning. I cherish the privilege of having served as Board Counselor to the Key Club International Board throughout this past year.

CIRCLE K CONVENTION

Just prior to my leaving on my trip to the South Pacific Kiwanis countries, I had the privilege of attending the Circle K International Convention in Orlando, Florida. I had the good fortune to participate in a discussion session and also to address the convention. They are a fine group of young people who showed real leadership qualities. President Neal Giuliano has provided exceptionally good leadership this past year. He is a highly respected leader. With my commitment to leave for the Australia-New Caledonia, New Zealand trip, I was not able to stay for the entire convention. I know that Trustee Pete Thurston will submit a more detailed report as Board Counselor to Circle K. Extension of Circle K and Key Clubs to overseas areas is being studied by both Board Committees and the related departments in the General Office. Further results of these studies will be presented in a later session of the Board this week. We will need to study this subject very carefully before reaching any decision on this important subject.

BUILDERS CLUBS

I believe that Builders Clubs can play a significant role in our Major Emphasis Program this year. Certainly the age group involved with Builders clubs embraces the formative years. I urge you to make a concerted effort to have the district leadership fully informed on this subject in your role as counselors. There is a need for Builders Clubs and I feel the potential for organizing them is great. I request your support and cooperation.

DISTRICT CONVENTIONS

To each of you I want to express my thanks for the fine job you have done as International Representatives to the District conventions. I have read the reports that you have submitted as a result of your visits. They are very encouraging

although there are some concerns. I urge each of you to continue close relationship with the district to which you are Counselors. They are looking to you for advice and guidance. Communication is extremely important in being an effective counselor.

MAJOR EMPHASIS PROGRAM

Our Major Emphasis Program "Rightstart-the formative years", announced at the Miami Beach convention, has been exceptionally well received wherever I have traveled since that time. I firmly believe we have a very exciting program that will be vigorously and enthusiastically promoted overseas as well as in the United States and Canada. I am personally excited about the program and hope each of you is equally enthused. I ask that you give it your full support in your contacts with the districts you counsel. Working with children has a natural appeal. Urge the district leadership to have their clubs participate in this worthwhile program.

OVERSEAS EXTENSION

My recent trip to the South Pacific left me with the impression that Kiwanis is strengthening in those countries. The New Zealand District especially is showing signs of great progress, having organized 12 new clubs this year for a total of 55 in the district. Australia in my opinion has great potential for growth. Although they haven't put their act together as firmly as they might, the outlook is optimistic. The current governor, as well as the 1978-79 and 1979-80 leaders, appear to be strong. The New Zealand governor-designate and the governor-elect are expected to improve on the great record set this year by Governor Val Ulrich. I attended both the Australia and New Zealand district conventions which were the largest ever in both districts. I visited and spoke to several Kiwanis clubs, and also inducted quite a few new members. I also had the privilege of chartering new clubs in Christchurch and Rotorua, New Zealand.

There is a possibility that Australia may run a candidate for office on the Kiwanis International Board in 1980. Both Australia and New Zealand expect to send large delegations to the Anaheim Convention.

COUNCIL

Everything points to an outstanding Council this year, thanks to the excellent planning and cooperation of Merald Enstad and his Board Committee on Leadership and Council and the General Office Staff. The leadership training for governors-elect held in Chicago last March, and continued at the Miami Beach Convention, will be climaxed at Council with sessions on motivation, communication and problem solving. They have a program planned featuring good speakers, a good Kiwanis education experience, and good fellowship.

Our major objective at Council should be to assist all the governors in every way we can to make them feel inspired, prepared and eager to lead their district to new heights of achievement. I urge each of you to give your wholehearted support and participation in making this a most productive Council.

GOALS

As we look together to the year ahead I would like to ask your cooperation in some specific areas, all vital to the continued success of Kiwanis International as a worldwide service organization.

During the past several years great progress has been made in achieving representation on the International Board for specific areas of Kiwanis International. Specified representation now includes 12 representatives from the United States, 1 from Kiwanis International-Europe and 2 from the two Canadian Districts as presently constituted. We must be concerned with the fact that there are seven districts, plus seventy non-districted clubs which, as they continue to grow, will be seeking some role in the management of Kiwanis International. Some months ago I asked staff to research a possible solution to this problem and I know that you will be interested in the materials which will be shared with the Board Committee on Administration and Structure. I realize that long and careful discussion will be required before conclusions of any type can be reached but I urge the Committee to give the matter a high priority.

During this meeting of the Board the Finance Committee will bring the 1978-79 budget for the operation of the Kiwanis International/Kiwanis International-Europe office in Zurich to this Board for final approval. This new arrangement removes the last obstacle to the establishment of a unified budget for Kiwanis International worldwide -- something we have been looking forward to for the past several years. Twelve years ago, with the very beginning of the payment of fifty cents per year per member specifically for international extension, we needed this type of control for expenses connected with the sixteen countries then in existence. Now we have grown to sixty-seven countries and many of us, among the Board and Past Presidents, now feel steps should be taken to unify our total budget. I will be happy to discuss this matter further with the members of the Finance Committee and hope that the necessary delegate action will be taken at our International Convention in Toronto.

With the record-breaking growth of Kiwanis to some 7,400 clubs in 68 countries has come the need to expand our General Office services. It has been 6 years since this matter was carefully studied by the Property and Supplies Committee which was then chaired by Past International President Stan Schneider. The findings of that committee have been most helpful in the continued operation of the General Office but it is time for us to take another look in view of our indicated growth. At my request staff has also done considerable research in this matter in order to provide the Property and Supplies Committee with current information and various possible options. Here again I will be happy to meet with the Committee and I am hopeful that good progress can be made in this matter during this and the next meeting of the Board.

There is no doubt in my mind that, as we look to the future of Kiwanis, our greatest need is for new members in established clubs. President Maury has had excellent cooperation throughout the districts in his drive to achieve 300,000 as our total membership in all classes. Whether that figure was actually reached we will not know until September 30 trend figures are available but we know we have more members at this moment than ever before in our history. Early in this new administrative year I would like to see even greater emphasis put upon membership development, resulting in special programs, incentives -- in short, a strong campaign to motivate Kiwanians everywhere to ask a friend to become a Kiwanian. I know that the Board Committee on Membership Growth & Education will accept this challenge and hope that something spectacular can be arranged in the way of recognition of individual clubs' success in membership growth at the Toronto Convention.

I recall vividly that Past International President Roy Davis spoke often during his year as president about the "Miracle of Service." I believe we have an outstanding opportunity this year of performing service on a scale higher than ever achieved before by our major emphasis program. We, as well as Kiwanians all over the world, have a marvelous opportunity to not only "Light Up A Life," but to light up our own lives as well. Let us add new luster and meaning to the K we so proudly wear.

HILMAR L. "BILL" SOLBERG
President

MESSAGE OF THE PRESIDENT-ELECT
TO THE
INTERNATIONAL BOARD OF TRUSTEES
September 25, 1978

The desires of our members as to what Kiwanis should be doing now and long range is important. Please be alert to such thoughts in your own club and the districts you counsel, also, share those ideas with all of us including staff so we can be responsive to our clubs needs.

Thanks for your recommendations regarding international committee appointments. They were very helpful. It is my intent to appoint an advisory committee of Kiwanians, not over 30 years of age. My personal contacts are limited in this age group; my son doesn't even qualify, so I will appreciate nominations from you of interested young Kiwanians. Also, there will be a Kiwanis Education Committee and Leadership Development Committee.

The Kiwanis ideal is just as powerful now as ever, the need is great and it is eagerly accepted and enthusiastically used all over the world wherever it is known. It is our privilege as Board members to create policy and programs that will make this ideal a way of life for all men everywhere. The Program Development Committee here will be requested to provide more time for development of the Major Emphasis Program. Hopefully a recommended solution will be presented to the Board at this meeting.

The challenge of the future is exciting, however, our top priority is the present. There are many immediate concerns, some very serious, but together we can resolve them and with President Bill's leadership our great organization will have the best year ever.

MARK A. SMITH, JR.
President-elect

REPORT OF THE SECRETARY
TO THE
INTERNATIONAL BOARD OF TRUSTEES
September 25, 1978

Another year of Kiwanis history is about to be placed in the record book and once again we have seen new records set. President Maury, with the help of his leadership team including this Board, his inspired class of governors, hard working international committees -- indeed, leadership at all levels throughout the Kiwanis world -- has shown us what he meant when he asked Kiwanians everywhere to "Reach Out!"

Before presenting a detailed report on the accomplishments of our 1977-78 administrative year, I want to take a moment to look ahead to the new year and assure President Bill and each member of this Board that the members of the General Office Staff are as eager as you are to begin 1978-79 and achieve still higher goals, working together under President Bill's leadership and his theme "Light Up A Life!"

I am sorry to report that some of our Past International Presidents will not be at Council this year. Park Arnold's condition has worsened so that he and Mayme will not be with us but our prayers are certainly with both of them. Don Engdahl called to express his regrets and to say that, although he will not be at Council, he hopes to be with us in Toronto next year. We do not expect Joe Tally nor any of the widows of Past International Presidents, with the possible exception of Alta Cummings who still hopes to be here but isn't sure. We shall certainly miss these beloved members of the official Kiwanis family and will convey your greetings to them following Council.

1978 COUNCIL All details have been completed for our 1978 Council under the direction of Chairman Merald Enstad and the Board Committee on Leadership and Council. Again this year sessions will deal with Motivation and Communication. The official program is in your folder so I will not go into any details except to point out that all general sessions and banquets will be held in the Wellington Ballroom of the Continental Plaza except the Luncheon honoring Past Presidents, which will be held in the Cotillion Room. The ladies will be welcome at all general sessions and meal functions except the Past Presidents Luncheon, since their special luncheon will be held at that time on the ninety-fifth floor of the John Hancock Building. We hope and believe that Council will be a most rewarding experience for all concerned.

DISTRICT
CONVENTIONS Judging from the reports we have received from International Representatives to the 1978 district conventions they have been highly successful in every case. Each year we give careful study to each of the comments and recommendations you have made and assign related responsibilities for action to appropriate members of the Staff, continuing the chain of communication which is so essential to the success of our organization at all levels of leadership.

MEMBERSHIP As of August 31, 1978, our APS trend membership total is 293,622. This includes 9,489 members in Kiwanis International - Europe and reflects a trend growth from October 1, 1977 to August 31, 1978 of 11,874 members. For the same period the trend growth in 1974-75 was 8,315; 1975-76 was 10,791; and in 1976-77 was 7,558.

For the eleven months of this administrative year the new member adds totaled 53,983. Comparison again with that period in the three previous years shows that in 1974-75 we had 47,823 new member adds; in 1975-76 we had 48,216; and in 1976-77 we had 49,408. The add factor in the past three years, therefore, went from 17.72%, to 17.73% to 17.74% and for the current year has improved to reach 19.16%. For the same periods during the past three years the deletion factor, based upon trend figures, was 14.64%; down to 13.77%; up to 15.03%; and for the current year it is down somewhat to 14.95%.

The increase in new member adds may be an indication that the concept of positive growth through new member adds has now filtered to the club level. Also, the Diamond Growth Award program may be showing a positive influence.

NEW CLUB BUILDING 407 new Kiwanis clubs have been organized to date in this administrative year, with each new club over the previous record number of 399, set in 1975-76, putting the new record that much higher. 288 new clubs have been organized in the twenty-eight districts comprising the United States; 11 in the Eastern Canada and the Caribbean District; 2 in Western Canada; 16 in the Andean; 4 in Australia; 10 in New Zealand; 9 in Philippine Luzon; 19 in Philippine South; 4 in the Republic of China; 1 in non-districted areas; and 37 in Kiwanis International - Europe. It should be noted that at least one new club was organized in every district in Kiwanis International except Japan.

New all-time records have been set by the Andean, Benelux-France-Monaco, Florida, New England, New Zealand, Republic of China, and Wisconsin-Upper Michigan districts.

It is appropriate to report that the above totals include clubs in six new countries since the beginning of this administrative year. These, in chronological order, are Portugal, Turks & Caicos Islands, Kenya, Ireland, French Guiana, and, just last week, Cameroon. This brings the total number of Kiwanis countries, including the United States and Canada, to sixty-seven. Just as this report was being typed this morning we learned that number sixty-eight has been organized with the building of a new club in Malta. I would like to take a moment here to express our deep sense of loss at the passing of Governor-elect Professor Salvatore Giambrone of the Kiwanis District of Italy. Salvatore made many warm friends during the training conference here in Chicago last March. Death came suddenly as the result of a heart attack. The new governor-designate of the Italy District is Rodolfo Parigi who will be coming to Chicago for essential training in his new responsibilities on October 16 and 17.

The new club growth of Kiwanis worldwide is certainly a record of which to be

extremely proud and we warmly congratulate you, President Maury, the members of your Board, your hard-working International Committee on New Club Building East and West, our Field Service Department, and all who helped make this outstanding achievement possible.

SPONSORED Following the Kiwanis International Convention, Miami Beach was the
YOUTH scene of the 35th Annual Key Club International Convention for
 which the total attendance was 2, 571 Key Clubbers, Kiwanians
and other adults, making this the third largest Key Club Convention in history. Then, several weeks later, the 23rd Annual Circle K International Convention was held in Orlando, Florida. It proved to be the largest convention in Circle K history, with a total attendance of 1, 017. Both conventions were considered to have been highly successful.

At year end Key Club shows an increase in total membership from 78, 504 last year to 85, 392 this year. However, following recent trends, the total number of clubs dropped from 3, 633 last year to 3, 619. Our principal concern stems from the fact that 220 club charters were revoked last year and this year 247 are scheduled to be revoked. Since new clubs last year totaled 127 and this year 163, it can readily be seen that Key Club is losing clubs faster than new clubs are being built.

Circle K has had a better year in respect to growth, having built 84 clubs, compared to 61 last year. However, their not-meeting clubs, which totaled 43 last year, have increased to 62 in the current year. Membership in that period has increased from 11, 519 last year to 12, 069 this year.

DATA Our new System 3 Model 15 equipment was installed on August 9th.
PROCESSING The following four days were spent in transferring the data files
 from the old system to the new equipment. Partial production
runs were made during this period and the equipment was in full production on Monday, August 14th.

In the past eleven months 700 programs and major systems have been converted to the new system. Although we still have a long way to go to achieve the optimum system, many of our production runs are performing 25% to 40% faster than the old system and we are now updating our master membership records twice a month, thus improving the speed of delivery of the Kiwanis magazine to new members and, at the same time, removing members that have terminated their membership. The switch from card to diskette recording equipment is working well, improving our production rate and considerably reducing the need for storage space for card stock.

A graphic illustration of our improved efficiency came about through our concern about the mail strike which had been threatened for mid-September. Since this would have completely stymied our semi-annual dues billing which is normally mailed then and effectively cut off our badly needed cash flow, we held an emergency meeting which resulted in the data processing department staff volunteering to give up their Labor Day weekend to get the billing material ready for mailing earlier.

Working fifteen hours on Saturday, seventeen on Sunday, and sixteen on Labor Day, they had the full billing ready when the mail room was ready to start Tuesday morning. This job, with the old equipment and under regular circumstances, would have taken at least a full week. The mail girls pitched in, too, and got all the billing out in three days instead of the usual five or six working days so that dues began arriving the same day bills usually go out to clubs. All concerned have been assured of our deep appreciation of the extra effort needed and so willingly provided.

The full Board will be given an opportunity to see the System 3 Model 15 in operation in a brief tour planned for Thursday afternoon this week.

TORONTO President Bill, Convention Board Committee Chairman Allen
CONVENTION Duffield and the members of his committee and appropriate staff met in Toronto from August 11 through 13 with Host Convention Committee Chairman Jack Wadland and some of his top assistants to review the convention facilities and make advance plans for the 1979 Kiwanis International Convention to be held in that beautiful Canadian city next July 1-4. We shall be looking forward to Chairman Allen's detailed report.

FINANCE We have been aware throughout the year that we would be faced with an excess of expense over income at year end. Actual figures obviously cannot be available until several more weeks have elapsed. We know we will have a sizable deficit, but there are a few bright spots. With the increase in membership we have an increase of about \$3,500 in dues income. Magazine advertising is currently \$30,000 ahead of the eleven month budget so that the magazine should come in under budget at year end. It must be again drawn to your attention, however, that our 1978-79 budget indicates a deficit of \$150,000 for the magazine and, unless some action is taken to either increase the income or reduce the expense significantly, the deficit for the magazine in 1979-80 will be \$285,000. I have been working very closely with our Publications Director and he has prepared a working paper outlining several options which would alleviate this problem in various degrees. We look forward to going over these in complete detail with the Board Committee on Publications and Advertising.

Another plus item in our financial picture is the financial success of the Miami Beach Convention. Convention registration fees were \$30,000 less than we had budgeted but, because of the net income provided by Superstar Night plus excellent management of convention expenses, the convention itself still provided an excess of income over expense.

Supply orders are greater in number to date than those tabulated for the entire year last year. Actually there is a strong possibility that our gross sales in supplies will reach the \$1,500,000 for the first time in our history.

The entire financial picture was discussed in detail during today's meeting of the Finance Committee and will receive further consideration during this Board session.

STAFF It was more than a year ago that the Board approved the promotion
CHANGES of Fay McDonald to Assistant Secretary as the first step to transfer responsibilities formerly handled by Associate Secretary Larry to properly qualified men on our General Office Staff. In the interim you have approved promotion of Bill Jepson and Bill Brown to new positions of administrative leadership. These procedures were considerably complicated several weeks ago when Dick Misch resigned as Director of Personnel and Membership Development.

We have accordingly adjusted Jepson and Brown's responsibilities so that they are now in full operation as Director of Executive Services and Sponsored Youth, and Director of Administrative Services and Membership Growth respectively.

All office moves have been made and our new table of organization went into full operation today with the arrival on the scene of our new Manager of Personnel and Office Services. Timothy F. Mullen has an excellent educational and professional background in the personnel management field and it is with considerable pleasure that I make the following recommendation.

Your International Secretary cordially recommends that:

The Board approve the appointment of Timothy F. Mullen as
Manager of Personnel and Office Services, effective September 25,
1978.

(Approved)

We have needed additional help in field service for some years and, as you will remember, included the addition of at least one full-time field man among the improvements in service which our two dollar increase would make possible. The outstanding candidate for that responsibility among several applicants was J. William Gephart, of Tallahassee, Florida, who has been directly involved with the building of several new Kiwanis clubs in the Florida District and comes highly recommended by district officers in that area. It is therefore my privilege to recommend as follows.

Your International Secretary cordially recommends that:

The Board approve the appointment of J. William Gephart to
serve as a field service representative, effective October 1, 1978.

(Approved)

Carl R. Pounds, our Circle K Administrator, left on August 25 to join a Chicago public relations firm as an account executive. In view of the fact that Mike Wujcik, one of our Assistant Editors of the magazine, had been providing excellent service as editor of the Circle K Magazine and also had played a major role in the last several Circle K Conventions, he was the natural choice for promotion to this new responsibility. We are happy that Mike has accepted this new assignment and I therefore make the following recommendation.

Your International Secretary cordially recommends that:

The Board approve the appointment of Michael J. Wujcik as Administrator of Circle K International, retroactive to September 1, 1978.

(Approved)

Respectfully submitted,

R. P. MERRIDEW
International Secretary

GENERAL OFFICE ADMINISTRATIVE ACTION

September 25 - 28, October 1, 1978

a. Elimination of membership of not-meeting clubs from active membership files:

<u>CLUB</u>	<u>NUMBER OF MEMBERS</u>	<u>ORG. DATE</u>	<u>LISTED AS NOT-MEETING</u>
Mariposa, Orillia, Ontario	26	3-3-75	6-13-78
Firebaugh, California	14	1-20-77	6-14-78
Ridgecrest-Indian Wells Valley, California	9	9-16-75	7-10-78
McKees Rocks, Pennsylvania	13	5-20-46	7-10-78
South Salt Lake, South Salt Lake City, Utah	8	2-18-74	7-10-78
Rivertown, Madison, Indiana	13	2-8-72	7-17-78
Mechanicville-Stillwater, New York	12	11-10-53	7-17-78
Early Risers, Marion, Indiana	6	9-19-72	7-17-78
Old National Area, Atlanta, Georgia	8	10-7-76	7-17-78
Hazlehurst, Georgia	12	1-15-43	7-17-78
North Valley Stream, New York	8	11-6-75	7-17-78
The Moriches, New York	12	9-18-72	7-17-78
Oakdale, New York	12	4-12-76	7-17-78
Willamette, Portland, Oregon	9	3-26-54	7-19-78
Mt. Vernon, Missouri	11	12-17-64	7-19-78
Baldwin Park East, California	22	8-18-76	7-19-78
Millcreek Township, Pennsylvania	8	3-29-48	7-19-78
Erlanger-Florence, Kentucky	7	1-1-58	7-25-78
Poplar, Montana	25	9-1-76	7-31-78
Greater Livermore, California	4	12-20-61	8-15-78
Pea Ridge, Arkansas	9	7-31-75	8-15-78
Platte City, Missouri	27	1-11-77	8-15-78
Alamada, North Cotabato, Philippines	20	11-28-76	8-16-78
Bislig Diwata, Surigao Del Sur, Philippines	20	8-15-75	8-16-78
Catarman, Philippines	20	8-13-77	8-16-78
Katipunan, Philippines	29	9-3-77	8-16-78
Liang, Philippines	22	4-1-75	8-16-78
Liloy, Philippines	20	9-6-77	8-16-78
Mandaue City, Cebu, Philippines	21	1-17-74	8-16-78
Manukan, Philippines	20	5-20-77	8-16-78
Marbel, Philippines	22	2-7-76	8-16-78
Mutya, Philippines	21	11-30-77	8-16-78
Naval, Biliran Subprovince, Philippines	31	3-19-77	8-16-78
Ozamis City, Philippines	20	9-5-77	8-16-78
Palompon, Leyte, Philippines	32	12-18-76	8-16-78
President Quirino, Sultan Kudarat, Philippines	20	3-5-77	8-16-78
Roxas, Philippines	20	7-10-77	8-16-78
Salug, Philippines	21	8-18-77	8-16-78
Siayan, Philippines	21	9-5-77	8-16-78
Tandag, Philippines	24	3-29-75	8-16-78
Zamboanga City, Philippines	36	3-2-77	8-16-78
Orange Grove, Gulfport, Mississippi	16	6-15-76	8-18-78
Port City, Greenville, Mississippi	9	4-19-77	8-18-78
Akron-Chapel Hill Breakfast, Ohio	8	1-30-76	8-18-78
Garrettsville, Ohio	17	10-25-46	8-18-78
North Canton, Ohio	15	5-9-51	8-18-78
Clinton, Ohio	18	11-27-61	8-31-78
Wellsboro, Pennsylvania	16	9-29-77	8-31-78

b. Organization of new clubs:

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Taichung Chung Shan, Taiwan, Republic of China	11-12-77	23
Guinobatan, Philippines	2-7-78	20
Chung Hsing, Taiwan, Republic of China	3-29-78	20
Toril, Davao City, Philippines	5-1-78	24
Cayenne, French Guyana	5-13-78	20
Ermita, Manila, Philippines	5-24-78	25
Calima, Cali, Colombia	5-30-78	20
Lake Superior, Sault Ste. Marie, Ontario	6-6-78	21
Lloyd, Florida	6-8-78	24
Hood Canal, Hoodspout, Washington	6-8-78	21
Aberdeen, Mississippi	6-8-78	22
Yorktown, Indiana	6-8-78	21
Foothills Golden K, Lenoir, North Carolina	6-9-78	20
Bato, Philippines	6-10-78	23
West Camden County, Mt. Ephraim, New Jersey	6-12-78	20
Barrington, Rhode Island	6-12-78	28
Anchovy-Cambridge, Jamaica	6-12-78	23
Northwest Modesto, California	6-13-78	20
Grand Turk Island, British West Indies	6-13-78	36
Broken Arrow, Oklahoma	6-14-78	20
El Dorado, Golden K, Arkansas	6-14-78	20
Wright, Wyoming	6-14-78	21
Sturgis, South Dakota	6-14-78	22
Canton, Illinois	6-15-78	22
Fort Lauderdale, Eighty-Four, Florida	6-20-78	30
Breda, Holland	6-21-78	23
La Gruyere, Switzerland	6-21-78	20
Palm Harbor Area, Florida	6-21-78	20
Northwest Portland, Oregon	6-22-78	20
Nairobi, Kenya	6-24-78	21
Libon, Philippines	6-25-78	24
Bonaire, Netherlands Antilles	6-29-78	20
Greater Omaha, Nebraska	6-30-78	20
Speedway, Indiana	7-6-78	21
Ngongotaha, New Zealand	7-10-78	23
Baton Rouge, Calais, Louisiana	7-11-78	22
Shepherdstown, West Virginia	7-11-78	26
Bruce, Wisconsin	7-12-78	27
Coliseum, Hampton, Virginia	7-12-78	20
Massey, Auckland, New Zealand	7-12-78	24
Rohnert Park, California	7-12-78	20
Northlands, Christchurch, New Zealand	7-17-78	20
Bicknell, Indiana	7-18-78	23
Hope, Golden K, Arkansas	7-19-78	25
Brownsville-Sunsetters, Texas	7-19-78	20
Robeson, Lumberton, North Carolina	7-21-78	23
Dilbeek-Bruegel, Belgium	7-21-78	20
Bordeaux-Montaigne, France	7-24-78	20
East Salem, Oregon	7-25-78	22
Commerce City, Colorado	7-25-78	20

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
DeLand, Sunrise, Florida	7-26-78	20
Mountain Hone, Johnson City, Tennessee	7-26-78	24
Rockcastle, Mt. Vernon, Kentucky	7-27-78	20
Everett, Golden K, Washington	7-27-78	23
New Castle-South, Pennsylvania	7-27-78	21
New Braunfels, Texas	7-27-78	21
Sincelejo, Colombia	7-27-78	24
Bourges, France	7-27-78	20
Portage, Golden K, Wisconsin	8-1-78	20
Monteria, Colombia	8-1-78	23
Wausau, Golden K, Wisconsin	8-2-78	20
Willowbrook, Wayne, New Jersey	8-3-78	20
Fairmont, Early Risers, Minnesota	8-8-78	25
Cherokee, North Carolina	8-10-78	23
Chaguanas, Trinidad	8-10-78	20
Blarney, Cork, Ireland	8-10-78	20
Perugia, Italy	8-11-78	28
Flaxmere Town, Hastings, New Zealand	8-15-78	20
Noarlunga, Australia	8-16-78	20
Allston-Brighton, Massachusetts	8-16-78	27
North Spartanburg, South Carolina	8-16-78	21
Lilburn, Georgia	8-17-78	23
Heredia, Costa Rica	8-17-78	20
Mooroopna, Australia	8-17-78	22
Inchun, Korea	8-19-78	20
Richard County, Falls City, Nebraska	8-22-78	20
Birkenhead, New Zealand	8-22-78	20
Laurel, Pioneers, Montana	8-23-78	20
Sioux City, Golden K, Iowa	8-24-78	20
Bushnell, Florida	8-28-78	33
Kinnelon-Butler, New Jersey	8-29-78	20
Greater Copperas Cove, Texas	8-29-78	22
Valhalla-North White Plains, New York	8-30-78	20
Rogers, Breakfast, Arkansas	8-31-78	27
Rock Creek, Portland, Oregon	9-6-78	24
North Clackamas, Milwaukie, Oregon	9-6-78	28
Downtown Providence, Rhode Island	9-6-78	21
North Smithfield, Rhode Island	9-6-78	24
Black Creek Valley, Window Rock, Arizona	9-6-78	42
The Dechutes, Bend, Oregon	9-6-78	28
Nyssa, Oregon	9-7-78	20
Suburban Northwest, Dallas County, Texas	9-7-78	32
Epsom, Auckland, New Zealand	9-7-78	24
Quincy, Gem City, Illinois	9-8-78	24
Maynard, Massachusetts	9-11-78	22
Haugen, Wisconsin	9-12-78	26
Yelm Prairie, Washington	9-12-78	28
Sun City-Kachina, Arizona	9-12-78	26
De Pere Area, Golden K, Wisconsin	9-13-78	20
Iredell, Golden K, Statesville, North Carolina	9-13-78	21
Greater Dennis, Cape Cod, Massachusetts	9-13-78	20
Harligen, Los Compadres, Texas	9-13-78	32

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
New Berlin, Wisconsin	9-14-78	24
Waukegan, Lakehurst, Illinois	9-14-78	21
Unadilla-Pine Hurst, Georgia	9-14-78	24
Eastside, Erie, Pennsylvania	9-15-78	21
East Suburban, Pittsburg, Pennsylvania	9-15-78	20
Dublin, Shamrock, Georgia	9-16-78	20
		<hr/>
		2,449

c. Change of Kiwanis club names:

From Kiwanis Club of:

Gsis Heights, Davao City, Philippines
 Madison, Wis.
 Northampton Township, Pa.
 Southmont, Dayton, Ohio
 Wichita, Towne East, Kans.
 Willamina-Grand Ronde, Ore.

To Kiwanis Club of:

Timog Dabaw, Philippines
 Downtown Madison, Wis.
 Council Rock, Richboro, Pa.
 Southmont-Miamisburg, Ohio
 Wichita Air Capital, Kans.
 Willamina-Grand Ronde - Sheridan
 Ore.

d. Club Incorporations completed:

Aztec, N. M.
 Bettendorf, Ia.
 Central Charlotte, N. C.
 Charlotte-Golden K, S. C.
 Columbia-Golden K, S. C.
 East Winter Park, Fla.
 Fort Myers-Palm City, Fla.
 Golden K, Maspeth, N. Y.
 Golden K, Oshkosh, Wis.
 Greensboro-Nat Greene, N. C.
 Greater Beloit, Wis.
 Jackson, Ala.
 Jacksonville, Ala.
 Kearney Mesa, Calif.
 Kearsarge Area, Erie, Pa.
 Lakeside-Warsaw, Ind.
 Lowell, Ind.

Luling, Tex.
 Marion, Ala.
 Marion-Breakfast, Ohio
 Mitchell Sunrise, S. D.
 Oak Park, Mich.
 Peoria North, Ill.
 Potrero-Tecate, Cal.
 Schererville, Ind.
 Scottsdale, Pa.
 Senior Citizens, Olympia, Wash.
 Sevierville, Tenn.
 Shrewsbury, Mass.
 South Chicago, Ill.
 Starkville, Miss.
 Western Berks, Sinking Spring, Pa.
 Woodhaven, Mich.

e. Circle K Clubs completed:

CIRCLE K CLUBS

College of Boca Raton
 Lakeland College

KIWANIS SPONSORS

Kiwanis Club of Delray Beach Sunrise, FL
 Kiwanis Club of Mattoon, IL

f. Key Clubs:

KEY CLUBS COMPLETED

McKinley Senior High School
Westfall High School
Arima Senior Comprehensive High School
Cuyahoga Valley Joint Vocational School
Mount Greylock Regional High School
Avery County High School
Junipero Serra Junior-Senior High School
John K. Ossi Vocational-Technical H.S.
St. Micheal's Forde Educational Institute
Georgetown High School
Shorecrest Preparatory School
St. Augustine Senior Comprehensive
Secondary School
Westwood High School
St. Hugh's High School
Westminster Secondary School
Cambria-Friesland High School
Montego Bay Secondary School
Cheshire Academy
Clovis West High School
Monroe High School
Northwood High School
La Sierra High School
Trinidad High School
Crippled Children's Hospital and School
Alexandria Secondary School
Lloyd C. Bird High School
Rossville High School

KIWANIS SPONSOR

South Baton Rouge, LA
Ashville & Circleville, OH
Arima, Trinidad
Broadview Heights, OH
Cheshire, MA
Banner Elk, NC
Tierrasanta, CA
Moorestown-Mount Laurel, NJ
Couva, Trinidad
Georgetown, MA
Northside, St. Petersburg, FL

St. Augustine, Trinidad
Falmouth, Jamaica
Kingston, Jamaica
Middlesex, London, Ontario
Cambria, WI
Montego Bay, Jamaica
Cheshire, CT
Clovis, CA
Monroe, MI
Thunder Bay, Ontario
Carmichael, CA
Trinidad, CO
South Sioux Falls, SD
Alexandria, Jamaica
Chester, VA
Rossville, IN

g. Incorporation of Kiwanis Club Foundations:

none

h. Cancelled meetings:

Kiwanis Club of Laguna Hills, California

June 6, 1978 and
November 7, 1978

i. District Bylaw Amendments

Montana

Article XII, Section 2 - election of Lieutenant Governor

Nebraska-Iowa

Article XII, Section 1 - elimination of district nominating conference
except when needed

Republic of China

Complete set of district bylaws - adopted Standard Form

REPORT OF BOARD COMMITTEE ON ADMINISTRATION AND STRUCTURE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: General Office

Present: Members - Allen M. Duffield, Egon Kuzmany
Chairman - Stephen H. Hart, Jr.
Staff members - Fay H. McDonald, R. P. Merridew, William A. Brown,
Gerald W. Deas

Criteria for Distinguished Governor

1. A continuing item of study for the Committee is Item #1 on Membership Growth in the Criteria for Distinguished Governor. This study in the past administrative year by the Board Committee on Administration and Structure has involved the possibility of changing Item #1 on Membership Growth from a net 1% growth in membership to a new member add goal to be achieved. The Committee has reached the conclusion that there is merit in giving the governor a tangible add goal on which to work rather than just a hope that there might be a 1% net gain in membership within the district. The task remaining for the Committee is to determine the formula for determining an equitable and logical add figure goal which could become the new Item #1 on Membership Growth in the Criteria for Distinguished Governor. The Committee has asked staff to provide input on such a formula so that a definite recommendation to the Board may be made by the Committee at the January meeting of the Board.
2. Under the new relationship with Kiwanis International-Europe, the district governors, lieutenant governors, and club presidents of Kiwanis International-Europe are to become eligible for the Distinguished Award program. In studying the Criteria for Distinguished Governor, it is evident to the Committee that some minor adjustments need to be made to the criteria so that it is best adapted for giving Distinguished Governor recognition to governors in Kiwanis International-Europe.

Item #8 of the Criteria for Distinguished Governor reads: "Maintain at least as the minimum the same number of Key Clubs and Circle K Clubs as on active status at the start of the administrative year." Since Kiwanis International-Europe does not have Key Clubs and Circle K Clubs, but does have and desires to promote the youth organization known as Kiwa Junior Clubs, the Committee believes that Item #8 should be adapted accordingly.

Recommendation #1:

The Committee recommends that Item #8 of the Criteria for Distinguished Governor be interpreted to mean: Maintain at least as the minimum the same combined number of Key Clubs and Circle K Clubs (KIWAJUNIOR Clubs in KI-E) as on active status at the start of the administrative year.

I move that recommendation 1 be adopted.

(adopted)

In the same manner there needs to be an adjustment to Items #11 and #12 on attendance at an International Convention and clubs represented at an International Convention.

Recommendation #2:

The Committee recommends that Item #11 of the Criteria for Distinguished Governor be interpreted to mean: Total attendance from district at International Convention (for European districts, KI-E Convention) - A minimum of the same percentage of the membership registered from the district as at the last previous convention in that city or region, when applied to current membership.

I move that recommendation 2 be adopted.

(adopted)

Recommendation #3:

The Committee recommends that Item #12 of the Criteria for Distinguished Governor be interpreted to mean: Number of clubs represented at the International Convention (for European districts, KI-E Convention) - A minimum of the same percentage of the clubs registered from the district as at the last previous convention in that city or region, when applied to the current number of clubs.

I move that recommendation 3 be adopted.

(adopted)

The Criteria for Distinguished Lieutenant Governor and Distinguished Club President will be interpreted accordingly.

Study of Specified Representation on the International Board

President Bill Solberg in his message to this Board at its opening session asked this Committee to examine the structure of Kiwanis International. All members of the Board have previously received the Working Paper Re Kiwanis International - Its Administrative Structure and its International Board which is attached to this report as Exhibit A. As is stated at the beginning of the working paper, "The decision reached in Toronto at the 1961 International Convention has changed the organization to a greater extent than any other single factor. That change has also brought the continuing need to examine the structure of the organization and to look at how the structure has a relationship to the manner in which the organization is governed by the International Board."

The working paper has been designed to stimulate thought and to help initiate long-range planning so that the structure of Kiwanis International may fit the needs of a continually expanding worldwide organization and provide the framework for the best possible administration of member clubs within the financial resources

available. Further, the working paper raises questions and suggests some of the possible solutions with respect to the structure of the International Board, the possible regionalization of Kiwanis International enabling a more equitable representation on the International Board from the various areas of Kiwanis worldwide, and the possible strengthening of the leadership education program.

All who carefully read the working paper will quickly see that we are dealing with complex problems which nevertheless must command the attention of this and succeeding Boards. So that this Committee might begin a most challenging study, every member of this Board is invited to give the Committee his most thoughtful input. President Bill Solberg will be sharing the working paper with each of the Past Presidents and will invite input from them. The Committee hopes to be able to present a progress report on this study at the January meeting of the Board and again earnestly requests that each member of this Board provide the Committee with every possible input.

Respectfully submitted,

ALLEN M. DUFFIELD

EGON KUZMANY

STEPHEN H. HART, JR., Chairman

WORKING PAPER RE
KIWANIS INTERNATIONAL - ITS ADMINISTRATIVE
STRUCTURE AND ITS INTERNATIONAL BOARD

Background

The decision reached in Toronto at the 1961 International Convention has changed the organization to a greater extent than any other single factor.

That change has also brought the continuing need to examine the structure of the organization and to look at how the structure has a relationship to the manner in which the organization is governed by the International Board.

It is impossible to separate the structure from the make-up of the International Board. This has already been proven by developments in recent years with special reference to the use of the concept of specified representation.

At this time the organization is made up of a membership which approximated:

90% in the United States
5% in Canada
5% in all other areas

Specified representation on the International Board has been granted as follows:

12 representatives from the United States
1 representative from Kiwanis International-Europe
2 representatives from the two Canadian Districts as
presently constituted

Obviously, there are three "openings" on the eighteen member International Board which theoretically would be available to candidates from other established districts which have qualified past governors to offer to the delegate body at any International Convention.

Another fact of great significance is that the percentage breakdown in the Kiwanis membership is not going to drastically change in the next decade. On the other hand, the pressure from within the segments of the organization in no way now represented on the International Board is going to constantly increase. They want and, to no small degree, can justify their feeling that they are not represented in the management of Kiwanis International.

Therefore, in a very positive sense, the principle of specified representation has helped to increase the pressure from areas not now represented on the International Board. The same can be said for some of the districts within the United States.

The twenty-eight districts within the United States must "struggle" for their representation each time openings appear on the Board and for which any district, not now represented, may well wish to promote a candidate.

Within the framework of this "struggle" it is quite obvious that to elect a member of the Board from an area outside of the United States or the areas not now enjoying specified representation becomes almost an impossibility. The reasons are backed by the fact that the districts within the United States are now enjoying, and will want to continue to enjoy, the privilege of having the three so-called "available" openings to be filled by United States candidates.

All these facts merely serve to point up the necessity for a long-range planning regarding the structure of the organization, the membership of its International Board and the logical fulfillment, insofar as possible, of the principle that all areas can feel that they share in the policymaking which guides the total organization.

Further Observations Regarding the Current Structural Impact

A review of the number of members from the various districts in the United States who have served on the International Board and have gone on to higher office above the level of Trustee indicates just how great is the "struggle" which goes on to achieve what is now merely a guaranteed number - even though specified - but gives no plan by which representation from any one district can be achieved except by the election process at an International Convention. Other specified representatives - one from Kiwanis International-Europe and the two from Canadian districts as presently constituted - get automatic seats on the Board.

The question which will be increasingly evident, and to which an answer in long-range planning must be given, involves why a plan for automatic seating of representatives from United States districts cannot also be achieved by some method of restructuring.

This will become increasingly apparent to these districts as the number of clubs and established districts outside of those districts now having specified representation continues to grow.

Currently there are seven districts, plus approximately seventy non-districted clubs, which will continue to seek some role in organization management. Both the number of non-districted clubs and established districts will, of course, continue to grow.

Not necessarily related to the matter of structure and Board membership in the sense in which these aspects are being reviewed in this Working Paper, and yet of great significance, is the matter of how leadership education is provided to this growing segment of worldwide Kiwanis. This matter of service to clubs and districts and their leaders is one which cannot be passed over lightly when considering any long-range planning. Such involves the future strength of Kiwanis as a service organization in these areas of new Kiwanis development. This was a matter of utmost importance in the discussion of the Special Committee on Leadership Education, headed by Past International President Robert F. Weber.

The Special Committee on Overseas Extension also considered the regionalization approach. However, in line with the objectives of the Committee, it was felt that to make only a recommendation regarding regionalization might be too specific and, therefore, in its Recommendation #3 the Committee asked for a long-range study involving the future structure to provide the "opportunities for Kiwanians throughout the world to have input into the decision-making processes of our organization."

In reality, the current structure has at least partially regionalized the total organization:

1. United States
2. Kiwanis International-Europe
3. Canadian districts, as presently constituted
4. All other districts and clubs (seven districts and approximately 70 clubs)

Again, the urgency for long-range planning becomes increasingly evident as all areas of the organization become more and more aware of the current and possible future impact of changes already instituted by delegate action.

Looking Ahead

One question immediately comes to mind: Is the principle of Specified Representation (as presently understood) a sound principle for future planning or is it an interim principle subject to some variations which may be needed to assure a desirable result regarding the structure of the organization and the makeup of the International Board?

At the present time it would seem very difficult to determine just how the principle of Specified Representation can be applied to areas not now having any representation on the Board. If some allocation was considered even on an interim basis, what would be the ramifications of such a move over the next several years?

Another factor is the consideration of increased representation in those areas now having specified representation. Kiwanis International-Europe is a good illustration. As that segment of the organization grows to ten or more districts, what will its feelings be about adequate representation? Just to increase the number of specified representatives under the present concept would, it would seem, merely present more problems all around than could possibly be solved. The effect on the size of the Board, the number of representatives from other areas, the decrease in the "power" of certain areas of the organization through representation on the Board - these are just a few of the concerns which most logically would surface as problems to be dealt with.

Has the time come when regionalization of the organization should be considered, accompanied by a plan by which established regions may have representation on the International Board?

The arguments for a full review of such possibilities seem to outweigh the arguments against such a study.

Certainly it would be a break with tradition, but that tradition has already been broken by the current specified representation program. Some may even feel that the district structure is outmoded. However, if such is to be considered, it would seem to be a considerable number of years hence and coming after a regionalization plan had been fully reviewed and instituted, if found feasible. Experience would then dictate whether changes within regions would lead to increased efficiency and economy.

The leaders of small districts may well see an acceptable plan of regionalization as a way of equalizing their possibilities for representation. At the same time, larger districts may be equally well satisfied to give up some "power" base in order to avoid the necessity of becoming constantly engaged in International election campaigns and all that such entails.

Regionalization of the organization by the International Board for the purpose of setting procedures for the selection of Board members would not be a difficult task. Purely for the purpose of illustration and with no attempt at all to predetermine regions, a possible breakdown of the Kiwanis world into eighteen regions is shown in the attached exhibits.

A study of these exhibits reveals the problem which arises in Kiwanis which would not be evident in some other organizations. It involves the placing in a region of some small districts with a large district or a combination of larger districts. Because of this the procedure for the nomination and election of a Board member from that region would need to place all potential candidates from each district within that region on as equal a basis as possible.

A simple but possibly an effective method (among others which could well have equal or more merit) would be to have a permanent nominating committee in each district with rotating members on a one-, two- and three-year term basis. Such

representatives on a nominating committee for the region would be selected at the annual district conventions. Each district in a region would have the same number of members on the regional nominating committee.

Any club in the region could notify the President of Kiwanis International that that club wishes to propose a qualified candidate for the International Board. After the deadline for filing, all names with their seconding statements would be forwarded for consideration by the regional nominating conference. The conference would select its own Chairman and at a meeting of the total members discuss all candidates and their qualifications. The result of the conference would be the selection of the Board member from that region.

If necessary, the timing of the regional conference could be set so that the meeting could be held during the International Convention, if such were appropriate. Rights of appeal as far as the action of the regional nominating conference is concerned could be considered. However, whether such a procedure is practical would have to be seriously considered.

The President of Kiwanis International would declare the nominee from the region elected in the same manner that the President now uses in seating a specified representative.

In order that there could be staggered terms on the International Board as is the case now with Trustees, the Board - or by Constitutional provision - could determine the regions which would nominate in any sequence of years.

There is still the possibility that such a procedure or a like plan for getting nominations made at the regional level would only apply to the Trustees, leaving the matter of candidates for higher office specifically to the delegates at any International Convention. Should a candidate from any one region run for higher office and be defeated, then that region would have to await its turn in the rotation of regions to put a man back on the International Board as a Trustee.

Another possibility - and this may be many years down the road, and yet not necessarily so - would be to have regional Vice Presidents and the only office contested would be for President-elect. A winner for President-elect from a region would go on to President and to Immediate Past President. During all that time and perhaps until the next rotation normally would come up, that region would not have further representation on the Board.

Such a regional set-up with a rotation schedule allows for the control by the delegates of the size of the Board.

In gearing to change and allowing for some recognition of those who feel that the "road to the Presidency" is too long, a new plan for terms on the Board could be considered. Such could be the case no matter whether a Trustee system were to

be used or whether the structure should utilize regional Vice Presidents.

One three-year term below the office of President-elect might be considered. If the Trustees were divided into three classes of four, then four men could be in the contest for President-elect should all desire to run. There would not necessarily be any exclusion of candidates from former Boards if the Constitution were to be drafted to allow for such a procedure.

Obviously, the above comments would anticipate the elimination of an International Treasurer. Such would not necessarily be so in order to handle such a plan. It is possible that an "interim" office - Vice President or Treasurer under the Trustee system - might serve as one way to avoid having four candidates for President-elect.

Looking at all aspects of long-range planning and again referring to a matter casually mentioned earlier in this Working Paper, the matter of leadership education for club and district officers - with special reference to non-districted club leadership - could be provided at leadership education conferences conducted by Kiwanis International in the regions.

The International Council as it has been known over the years would no longer be necessary. However, if the regions in the United States and Canada would prefer, because of long-standing tradition, to meet together, then such a combination of regions could serve to supplement the conference for governors-elect for those regions. It should be pointed out, however, that such a holding to tradition would possibly reduce the effectiveness of the follow-up conferences suggested in the paragraph above since it would be hoped that all such conferences would be open to a greater share of the total district leadership and not be limited to those who might be capable of traveling long distances to attend a combined session.

There would not necessarily be any conflict of interest on the part of other district leaders for they, too, would have had a follow-up educational conference of all district governors-elect in one place at one time, worldwide, with their own regional conference for other district and club officers.

Certainly, in the consideration of any new leadership education conference set-up, one of the prime points for study is financing. It is possible that previously established policies involving the underwriting of costs would have to be altered or even completely abandoned.

The final results of long-range planning would accomplish certain goals:

1. Realistic representation on the International Board
2. An acceptable plan for accomplishing that representation
3. An elimination of the concern about the percentages of membership -90%, 5%, and 5%

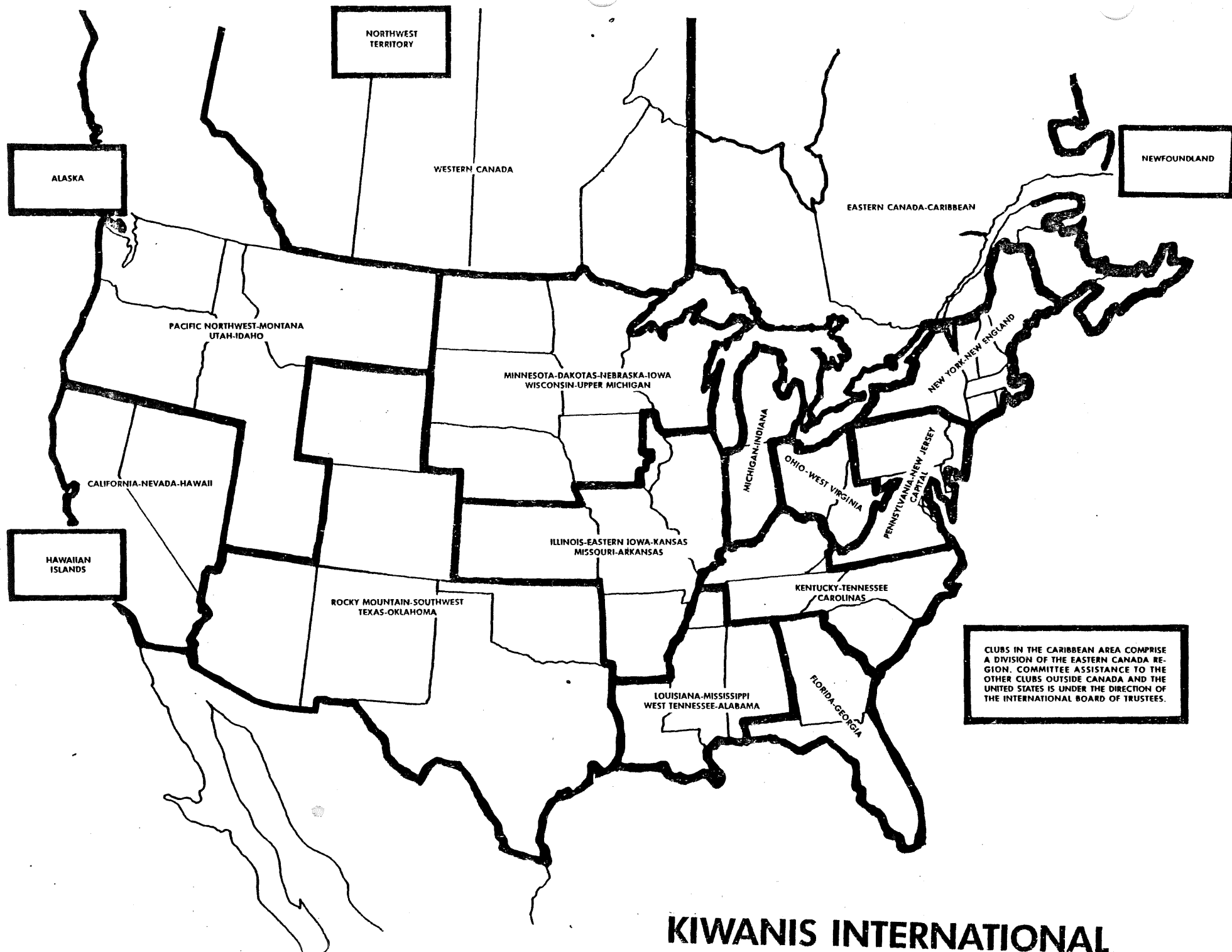
4. An efficiency and an economy not really ever before considered
5. A plan that allows for growth and takes into consideration the reasonable demands of those clubs and new districts eventually established
6. Putting the politics of the organization back at the regional level and even back at the club level where nominations for International office begin.
7. A plan to shorten the number of years demanded of a man to give International leadership
8. Perhaps, also, a more efficient plan for total leadership education might be possible

Some additional thoughts as this draft of this Working Paper is concluded. First, the relationship to the travel schedule and administrative schedule of the President should not be overlooked.

The time has come, perhaps, when a President should not be required to make more than one visit to each region on a rotating basis in terms of location of visitation sites within that region.

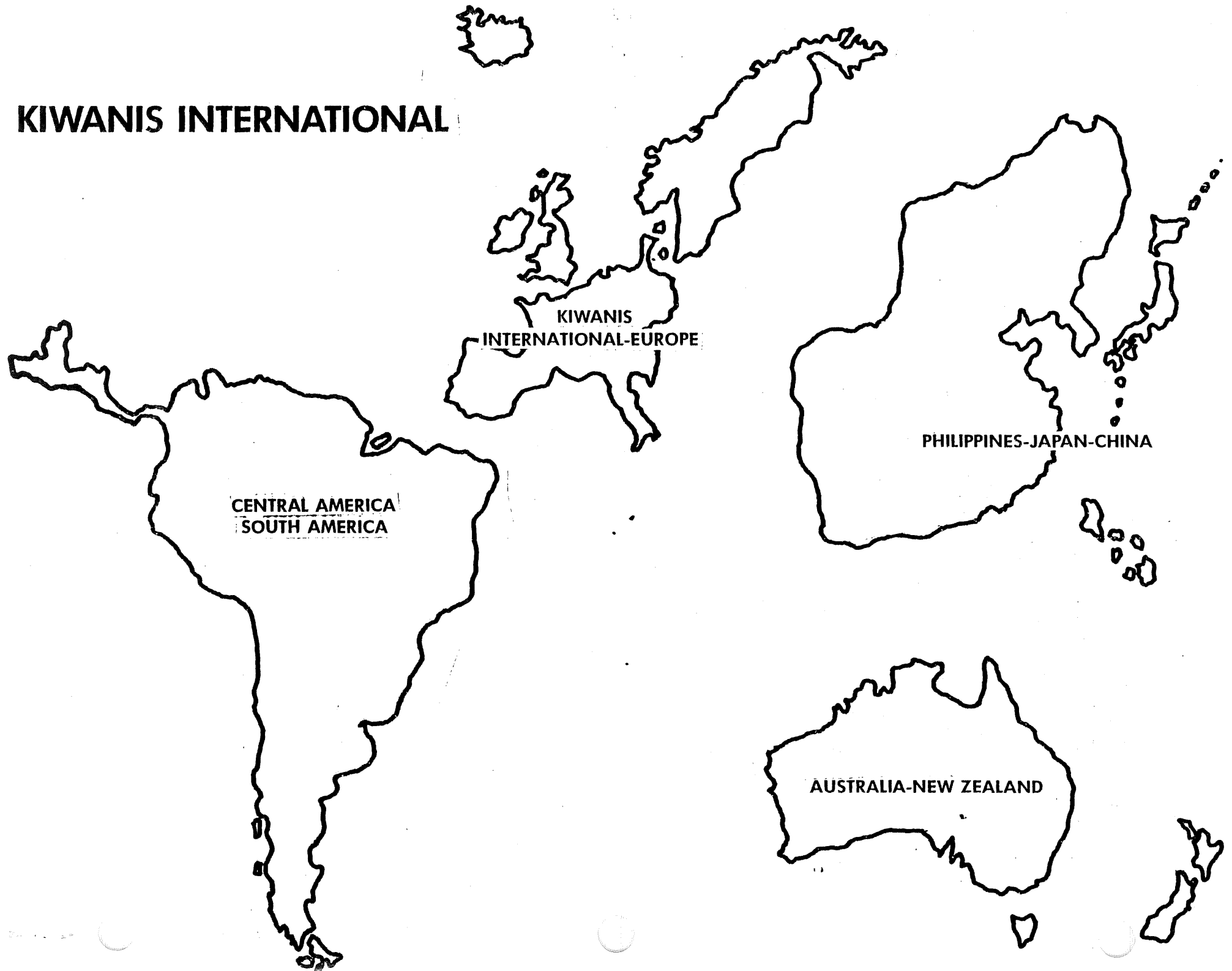
It is almost impossible to completely visualize the way in which such a visitation schedule would open up the President's time for assistance in administrative matters and in furthering his work with his key leadership as well as allowing him to become more involved in the continuing education process for leaders at all levels.

Another point deals with the review of the total counselor relationship to districts, including the assignment of representatives to district conventions.



KIWANIS INTERNATIONAL

KIWANIS INTERNATIONAL



REPORT OF THE BOARD COMMITTEE ON CIRCLE K
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 27, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: General Office, Chicago, Illinois

Present: Members - E.B. "Mac" McKittrick, Aubrey E. Irby
 Chairman - Merald T. Enstad
 Staff Members - Michael J. Wujcik, William H. Jepson

CIRCLE K MEMBERSHIP STATISTICS

The Committee reviewed the status of Circle K charters and membership figures. The following figures represent a year-to-date comparison of same:

	1977-78	1976-77
TOTAL CHARTERS	686	655
TOTAL NEW CLUBS	86	61
CLUBS NOT IN GOOD STANDING	62	43
MEMBERSHIP	12,057	11,519
SPONSORSHIP FEES	\$65,520	\$59,200

1978 CIRCLE K INTERNATIONAL CONVENTION

The Committee reviewed the report of Trustee C.E. "Pete" Thurston as presented. The Committee thanked Trustee Pete for his report and for his work with Circle K International during the past year.

Attached as Exhibit A are the Constitutional Amendments proposed by the 1978 House of Delegates of the Circle K International Convention. The Committee studied these amendments and noted that the new ARTICLE V, Section 1, paragraph (b) would place an unreasonable burden on potential candidates for Circle K International office, as well as incumbent officers.

Recommendation #1:

The Committee recommends that the new ARTICLE V, Section 1, paragraph (b) be returned to the Circle K International Board of Officers for further consideration.

I move that recommendation 1 be adopted.

(adopted)

Recommendation #2:

The Committee recommends that the amended ARTICLE V, Section 10, paragraph (b) be adopted.

I move that recommendation 2 be adopted.

(adopted)

Recommendation #3:

The Committee recommends that ARTICLE V, Section 12 (renumbered) be adopted.

I move that recommendation 3 be adopted.

(adopted)

Recommendation #4:

The Committee recommends that ARTICLE V, Section 11 (new section) be adopted.

I move that recommendation 4 be adopted.

(Voted, that this proposed amendment be tabled until checked with an attorney. Secretary Merridew reported that the attorney had been consulted. Voted, that consideration of the proposed amendment be removed from the table.

Voted, that the proposed amendment be referred to the attorney for a suggested revision as to proper wording, and then referred back to the proper authorities in order to get it handled for Circle K and the Kiwanis Board Committee on Circle K.)

Recommendation #5:

The Committee recommends that ARTICLE VI, Section 4, paragraph (b) be adopted.

I move that recommendation 5 be adopted.

(not adopted)

Recommendation #6:

The Committee recommends that ARTICLE VIII, Section 1, be adopted.

I move that recommendation 6 be adopted.

(not adopted)

Attached as Exhibit B are the Topical Resolutions passed by the House of Delegates at the Circle K International Convention. The Committee noted that in reference to the resolution titled "1977 Humanitarian Award" (Exhibit B, page 4), President Maury was unable to present this award to Mrs. Carter. However, through the cooperation of Darrell Coover, Chairman of the International Committee on Public Relations, the award was presented to Mrs. Carter by Michael Adams, 1969-70 President of Circle K International.

The Committee noted the resolution titled "Non-denominational and Religious Activities" (Exhibit B, page 5) and recommended that this resolution be referred to the Circle K International Board of Officers at its next meeting for clarification.

In reference to the resolution titled "Revocation of Circle K Club Charters", the Committee noted that Circle K club charters are presented to Kiwanis clubs, and, as such, cannot be revoked without the consent of the sponsoring Kiwanis club. The Circle K International Board will be informed of this.

The Committee also reviewed the attendance at the 1978 Circle K International Convention, noting that, at 1,017, it was the largest Convention in Circle K history. The Staff projected a surplus in the 1978 Circle K Convention budget, and will present a complete report on the budget at the January Board meeting.

The Committee reviewed the Scott Miller situation and noted that the adoption of the Constitutional Amendments noted in Recommendation #2 above clarifies the procedure to be employed in such cases. The new ARTICLE V, Section 11 of the Circle K Constitution, patterned after the procedure successfully employed by Key Club International, specifically addresses this problem.

Attached as Exhibit C is a list of proposed charter revocations as approved by the Circle K International Board of Officers.

Recommendation #7:

The Committee recommends the revocation of Circle K club charters as listed in Exhibit C.

I move that recommendation 7 be adopted.

(adopted)

1978 MAY REGIONAL CONFERENCES FOR ADMINISTRATORS AND CIRCLE K GOVERNORS

Staff reported that the 1978 Regional Training Conferences were most successful, with all respondents to a follow-up survey indicating that they received valuable information from them.

PROPOSED PLAN FOR 1979 REGIONAL CONFERENCES

The Committee reviewed the possibility of changing from the present system of holding three regional conferences for Circle K governors and district administrators to two regional conferences. After considering all the ramifications, the Committee decided to continue the present three regional **conferences** format.

The Committee noted, however, that considerable cost savings could be realized by holding one of the three regional conferences in the Chicago area, thereby saving on staff transportation and expenses.

Recommendation #8:

The Committee recommends that one of the 1979 Regional Training Conferences be held in the Chicago area.

I move that recommendation 8 be adopted.
(adopted)

The Committee discussed the value of having the members of the incoming International Committee on Circle K Clubs attend as observers. It was felt that this would aid these individuals in their understanding of the Circle K program and in effectively performing their duties.

Recommendation #9:

The Committee recommends that the incoming members of the 1979-80 International Committee on Circle K Clubs be invited to attend, as observers only, the Regional Conference held nearest to them, and further recommends that their housing and meals at the conference be paid for, but that they would be responsible for their own travel expenses.

I move that recommendation 9 be adopted.
(adopted)

Staff noted that a number of Sponsored Youth International Officers were attending these meetings and that this was causing the cost of the conferences to rise considerably.

Recommendation #10:

The Committee recommends that a statement be issued by the Board that attendance at the Regional Training Conferences will be by invitation only as outlined by the directives of this Board.

I move that recommendation 10 be adopted.
(adopted)

1978 LEADERSHIP TRAINING CONFERENCE

Staff reported that the 1978 Leadership Training Conference will be held October 20-22 at the Sheraton-Plaza Hotel in Chicago. The conference leader will be Dr. Fred Badders, Chairman of the Department of Counsellor Education and Research at Appalachian State University. The Committee reviewed the tentative agenda of the conference and found it to be in order.

AWARDS FOR KIWANIS LIEUTENANT GOVERNORS FOR NEW CLUB BUILDING

Staff reported that it is revising the New Club Building Award form so Kiwanis clubs can inform the General Office of lieutenant governors who help in the formation of Circle K clubs. Staff is also planning a special mailing to 1978-79 lieutenant governors encouraging them to work toward the New Club Building Award.

Recommendation #11:

The Committee recommends that the current New Club Building Award be extended to include lieutenant governors.

I move that recommendation 11 be adopted.

(adopted)

TRAINING OF KIWANIS DISTRICT LEADERS ON CIRCLE K

Staff reported that the Board, at its May 1978 meeting, decided to add an extra day to the annual March Conference for Governors-elect so that more time may be devoted to Sponsored Youth Programs. Staff will be working on new material for the governors-elect, and is already reviewing lesson plans for lieutenant governors under the direction of Percy Shue. At the January meeting, Staff will provide samples of newly developed training materials designed for governors and lieutenant governors to help them encourage Circle K development.

OFF-CAMPUS CIRCLE K CLUBS

Staff reported that, at the recommendation of the Board, it is undertaking a survey of off-campus youth groups sponsored by other service organizations. The Committee noted that information gathered in this survey could also be helpful in considering the status of overseas Circle K clubs. The Staff will report on the results of the survey at the January meeting.

LIEUTENANT GOVERNOR REPORT FORM FOR 1979-80

Attached as Exhibit D is a copy of the proposed form as approved by the Board at its May 1978 meeting. The Staff noted that it would be impractical to combine the Circle K and Key Club forms as recommended by the Board. The Committee discussed this form and agreed that it would be of value in building the Circle K program.

Recommendation #12:

The Committee recommends that the Lieutenant Governor Report Form be prepared for the 1979-80 administrative year and that these forms be distributed to the lieutenant governors.

I move that recommendation 12 be adopted.

(adopted)

REPORT ON SURVEY OF OVERSEAS CIRCLE K CLUBS

Staff reported that the response to the survey on overseas Circle K clubs was most disappointing with very few responses from the club or district levels. The Committee expressed its concern about this subject and noted the need to consider the possible organization of overseas Circle K clubs on a strictly regional basis.

Recommendation #13:

The Committee recommends, in light of the inadequate response to the survey on overseas Circle K clubs, that no Staffman be sent to overseas districts to investigate this question further.

I move that recommendation 13 be adopted.
(adopted)

Recommendation #14:

The Committee recommends that the Staff be instructed to develop a working paper on how best to handle the question of overseas Circle K clubs and that this paper be prepared in advance of the January meeting.

I move that recommendation 14 be adopted.
(adopted)

INTERNATIONAL COMMITTEE TERM

The Committee reviewed the proposal of Al Fogelberg, Circle K Administrator of the Texas-Oklahoma District, that the term of office of members of the International Committee on Circle K Clubs coincide with the Circle K administrative year, which runs from International Convention to International Convention. The Committee retains this issue for further discussion at the January meeting.

ITEMS BY COMMITTEE MEMBERS

The Committee directed the Staff to conduct a study of a small number of extremely successful Circle K clubs as well as unsuccessful Circle K clubs to determine if there are any common elements that can be used to better promote the Circle K program.

Respectfully submitted,

AUBREY E. IRBY

E.B. "MAC" McKITRICK

MERALD T. ENSTAD, Chairman

CONSTITUTIONAL AMENDMENTS PROPOSED BY THE

1978 HOUSE OF DELEGATES
CIRCLE K INTERNATIONAL CONVENTION

PRESENT READING:

ARTICLE V, Section 1, paragraph (b):

(no paragraph (b) currently exists)

ARTICLE V, Section 10, paragraph (b):

In the event of a vacancy in one of the offices of Vice-President between conventions, the Board of Officers shall elect an active member in good standing of a member club, within three (3) weeks of the creation of the vacancy, to serve in that capacity for the unexpired term. If the governors counseled by a delinquent Vice-President make a unanimous recommendation to the International Board, the Board shall immediately consider removal of such Vice-President.

ARTICLE V, Section 11:

All policies and actions of Circle K International shall be subject to control and regulation by the Board of Trustees of Kiwanis International.

AMENDED READING:

ARTICLE V, Section 1, paragraph (b):

If an International officer's home club sponsorship fee is not submitted by October 1 then the officer will have 60 days to see that the fee is paid. If it is not submitted in 60 days then his office shall be declared vacant and a successor named.

ARTICLE V, Section 10, paragraph (b):

In the event of a vacancy in the office of Vice-President between conventions, the Board of Officers shall elect an active member in good standing of a member club, within three (3) weeks of the creation of the vacancy, to serve in that capacity for the unexpired term.

ARTICLE V, Section 12 (re-number):

All policies and actions of Circle K International shall be subject to control and regulation by the Board of Trustees of Kiwanis International.

ARTICLE V, Section 11 (new section):

Any member of Circle K International may propose the removal of his International Board representative or the International President by writing a letter to the International President or International Administrator detailing and citing circumstances of

ARTICLE V, Section 11 (cont'd.)

negligence in the performance of his assigned duties or actions which impugn the name of Circle K or Kiwanis International. In such instances, the following procedure shall be followed:

- (a) The President or Administrator shall write the members of the Board Committee on Laws and Regulations to notify them of the existing condition and to determine the validity of the request. The request for removal shall be considered valid when two of three members or three of four members of the Committee reply affirmatively to the President or Administrator within fourteen (14) days of the date of said notification.
- (b) If the request for removal is found to be valid, the President shall via registered mail, notify the Board member in question that a request for his removal has been requested and validated. The notification of the member involved shall include the details of the request and shall instruct the member to
 - (1) tender his resignation or
 - (2) reply with a written defense of the charges within ten (10) days of its receipt.
- (c) 1. If a regular meeting of the Circle K International Board is not scheduled within 30 days after the receipt of a defense of charges, the Circle K International Board may vote on the request for removal via mail ballot. The ballot shall be accompanied by a complete copy of the defense of charges. The procedure for voting by mail shall be accomplished as detailed in ARTICLE V, Section 7 of this Constitution and Bylaws, with the exceptions that any affirmative action shall require

ARTICLE V, Section 11 (cont'd.):

a two-thirds vote of the members of the International Board and that any action shall not take effect until it has been approved by the Kiwanis International Board of Trustees.

2. If a regular meeting of the Circle K International Board shall be held within 30 days of the receipt of defense of charges, a vote on the request for removal shall take place at the meeting of the Board of Officers. In such instances, the accused member shall be entitled to deliver an oral defense prior to any debate on a motion for removal.

- (d) Upon the resignation or removal of a member of the Circle K International Board, the vacancy shall be filled in accordance with ARTICLE V, Section 10, paragraph (b) of this Constitution and Bylaws.

ARTICLE VI, Section 4, paragraph (b):

(no paragraph (b) currently exists)

ARTICLE VI, Section 4, paragraph (b):

- (b) If for some financial reason, any Circle K club cannot reimburse their sponsoring Kiwanis club, the sponsoring Kiwanis club will be responsible for the annual fee until the sponsored Circle K club can raise the funds for this purpose. The sponsoring club can negate any repayment and pay for the Sponsorship Fee to show good faith to the Circle K club.

ARTICLE VIII, Section 1:

Amendments to this Constitution and Bylaws may be proposed at a convention of Circle K International by a two-thirds (2/3) vote of the delegates and delegates-at-large voting. Proposed amendments may be submitted by Circle K

ARTICLE VIII, Section 1:

Amendments to this Constitution and Bylaws may be proposed at a convention of Circle K International by a two-thirds (2/3) vote of the delegates and delegates-at-large voting. Proposed amendments may be submitted by Circle K

ARTICLE VIII, Section 1 (cont'd.):

members, Circle K clubs, Circle K districts, and by the Board of Officers and shall be received by the Secretary and the Administrator by no later than April 15 annually. The Administrator will send a copy of all proposed amendments to the president of each chartered club by no later than May 1, and only these proposed amendments will be considered by the House of Delegates. All proposed amendments adopted by the House of Delegates at an International Convention will be referred to the appropriate Board Committee of Kiwanis International.

ARTICLE VIII, Section 1 (cont'd.):

members, Circle K clubs, Circle K districts, and by the Board of Officers and shall be received by the Secretary and the Administrator by no later than April 15 annually. The Administrator will send a copy of all proposed amendments to the president of each chartered club by no later than May 1, and only these proposed amendments will be considered by the House of Delegates. All proposed amendments adopted by the House of Delegates at an International Convention will be referred to the appropriate Board Committee on Kiwanis International. It is the duty of the Circle K Administrator to send a copy of the Circle K International Constitution to each club in good standing by March 25 each year.

TOPICAL RESOLUTIONS PASSED BY THE
1978 HOUSE OF DELEGATES
CIRCLE K INTERNATIONAL CONVENTION

KIWANIS INTERNATIONAL BOARD COMMITTEE ON CIRCLE K

WHEREAS the members of the Kiwanis International Board Committee on Circle K have worked with and given guidance to the Circle K International Board; and

WHEREAS they have contributed to the successful administration of Circle K International this year;

THEREFORE, BE IT RESOLVED that we, the delegates to this convention, express our sincere thanks to the Kiwanis International Board Committee on Circle K.

INTERNATIONAL COMMITTEE ON CIRCLE K CLUBS

WHEREAS the International Committee on Circle K Clubs has worked diligently in expanding Kiwanis and Circle K relations; and

WHEREAS they have contributed greatly to the growth and development of Circle K International;

THEREFORE, BE IT RESOLVED that we, the delegates to this convention, recognize and appreciate their success in club building and in strengthening Kiwanis support for Circle K over the year.

CIRCLE K STAFF

WHEREAS the Circle K staff has done a fine job in administration, publications, membership development, and education of Circle K; and

WHEREAS they have put in extensive efforts and dedication throughout the administrative year and especially during this convention;

THEREFORE, BE IT RESOLVED that we, the delegates of this convention, extend our gratitude to: Gerri Mitchell, Carl Pounds, Bill Jepson, Jerry Jindra, Mike Wujcik, Toni Pedroza, Paul Leonard, and Ruth Malchow.

KIWANIS INTERNATIONAL FOUNDATION

WHEREAS the Kiwanis International Foundation has been generous in their financial support of Circle K International; and

WHEREAS they have once again made the Chicago International Leadership Training Conference possible;

THEREFORE, BE IT RESOLVED that we, the delegates of the 23rd Annual Convention of Circle K International, gratefully appreciate their support, time, and effort that they have unselfishly given to Circle K International.

SPEAKERS

WHEREAS the guest speakers and program participants at the 23rd Annual Convention of Circle K International, especially Neil G. Giuliano, Dr. Thomas Haggai, Douglas Wasson, William Songer, Hilmar L. "Bill" Solberg, and Gregory Faulkner, who have informed and inspired us through their presentations; and

WHEREAS the guest speakers at the various workshops have enlightened us into new ways of service;

THEREFORE, BE IT RESOLVED that we, the delegates to this convention, appreciate their sacrifices of time, thank them for sharing their knowledge and thoughts on Circle K service, and wish them the best of luck in their future endeavors.

CARL POUNDS

WHEREAS Carl Pounds has actively served as Circle K International Administrator for the past two years; and

WHEREAS Carl is leaving this position at the close of this convention;

THEREFORE, BE IT RESOLVED that we wish Carl the best of luck in all of his future endeavors.

WILLIAM JEPSON

WHEREAS William "Bill" Jepson has devoted unending and limitless energies in producing the Circle K International Convention; and

WHEREAS Circle K International recognizes his efforts to make our Convention successful;

THEREFORE, BE IT RESOLVED that we, the House of Delegates of the 1978 Circle K International Convention gratefully acknowledge and appreciate his service to our organization.

FLORIDA DISTRICT

WHEREAS the tremendous success of the 23rd Annual Convention of Circle K International was contingent upon the dedication and devotion of the host district; and

WHEREAS Eileen Cornwell and her committee have worked diligently in preparing for this convention; and

WHEREAS both the Florida District of Kiwanis and Circle K joined forces in providing to all the members of Circle K International;

THEREFORE, BE IT RESOLVED that the delegates of the 23rd Annual Convention extend their gratitude to the host committee and the Florida District of Circle K.

ORLANDO HYATT

WHEREAS the 1978 International Circle K Convention has been held in the Orlando Hyatt, Kissimmee, Florida; and

WHEREAS the hotel staff has provided more than adequate services for the success of this, the largest International Convention in Circle K history;

THEREFORE, BE IT RESOLVED that the 23rd Annual Circle K Delegates express their appreciation to the Orlando Hyatt and its staff.

ACHIEVEMENT SERVICE HOURS

WHEREAS there is a great deal of controversy over the definition of service hours; and

WHEREAS this disagreement causes a large discrepancy in the number of hours reported by individual clubs; and

WHEREAS the initial achievement competition as well as various awards within the districts are based partially on the number of service hours reported by each club;

THEREFORE, BE IT RESOLVED that we, the delegates to the 1978 Circle K International Convention, do hereby strongly recommend that an attempt be made by the International Board of Officers to define legitimate service hours.

MUSCULAR DYSTROPHY RESOLUTION

WHEREAS muscular dystrophy is a hereditary disease causing a degeneration of muscle for which there is no known cure or treatment; and

WHEREAS the Muscular Dystrophy Association is a national health organization dedicated to finding the causes and cures for muscular dystrophy and related neuromuscular diseases which include some 40 diseases; and

WHEREAS the Muscular Dystrophy Association provides extensive free medical services to patients with muscular dystrophy and related diseases in local communities; and

WHEREAS over one million American children and adults are afflicted with a neuromuscular disease; and

WHEREAS numerous opportunities for club and individuals are available to Circle K including working with patients on a one-to-one basis as well as fund raising;

THEREFORE, BE IT RESOLVED that Circle K International endorses the Muscular Dystrophy Association and encourages Circle K involvement in the fight against muscular dystrophy and related diseases.

HUMAN RIGHTS

WHEREAS Circle K International is an organization recognizing the worth of the individual and encourages membership which includes people of both sexes from diverse backgrounds, cultures, and creeds and also the handicapped; and

WHEREAS Circle K salutes those clubs which actively strive to promote a well rounded membership which is representative of the entire campus community;

THEREFORE, BE IT RESOLVED that Circle K International encourages all clubs to make a concerned effort to promote a membership which includes people of all walks of life can contribute to Circle K's goal to Embrace Humanity.

1977 HUMANITARIAN AWARD

WHEREAS the 1977 Circle K International Humanitarian Award was awarded to First Lady Mrs. Roselyn Carter; and

WHEREAS this award was to be presented to Mrs. Carter by Kiwanis International President Maury Gladman; and

WHEREAS this presentation was never made;

THEREFORE, BE IT RESOLVED that the new 1978-79 Circle K International President be allowed to seek an audience with Mrs. Carter for the purpose of presenting this award; and

THEREFORE, BE IT FURTHER RESOLVED that the Circle K International Humanitarian Award in the future be presented by the current Circle K International President.

COMPETITION

WHEREAS the 1977-78 Circle K International Board of Officers revised the awards competition so that the period covered in the Achievement and Single Service competition runs from district convention to district convention; and

WHEREAS the Scrapbook competition, however, was not changed to correspond with these other awards; and

WHEREAS the changing of the Scrapbook competition to run from district convention to district convention would simplify the preparation of the scrapbooks by the local clubs;

THEREFORE, BE IT RESOLVED that the International Scrapbook Award competition be changed to cover the period from district convention to district convention.

NON-DENOMINATIONAL AND RELIGIOUS ACTIVITIES

WHEREAS Circle K International is composed of individuals of many denominations and religions; and

WHEREAS a resolution forbidding any denominational religious activities at International Convention sessions was passed by the 1975 House of Delegates of Circle K International;

THEREFORE, BE IT RESOLVED that this non-denominational practice should be extended to include all official activities of Circle K International; and

BE IT FURTHER RESOLVED that this practice be extended to specifically include invocations and benedictions at official functions of Circle K International;

THEREFORE, BE IT FURTHER RESOLVED that all districts of Circle K International be encouraged to adopt similar practices.

REVOCATION OF CIRCLE K CLUB CHARTERS

WHEREAS presently a letter from a sponsoring Kiwanis club is required to revoke a Circle K club's charter; and

WHEREAS when a club becomes non-meeting it is difficult to obtain this letter from the sponsoring club;

THEREFORE, BE IT RESOLVED that we, the delegates of this Convention, recommend that the International Board of Officers change the Policy Code to require only the recommendation of the Circle K district governor and district administrator for a club's charter revocation.

CIRCLE K CLUBS PROPOSED FOR REVOCATION BY THE
1978 HOUSE OF DELEGATES
CIRCLE K INTERNATIONAL CONVENTION

ALABAMA DISTRICT

Saint Vincent's School of Nursing

Vestavia-Hoover, AL

CALIFORNIA-NEVADA-HAWAII DISTRICT

California Baptist College

Riverside, CA

Humboldt State College

Eureka, CA

La Verne College

La Verne-San Dimas, CA

Mount San Antonio College

Walnut Valley, CA

Occidental College

Highland Park, Los Angeles, CA

CAPITAL DISTRICT

Dabney S. Lancaster Community College

Clifton Forge, VA

CAROLINAS DISTRICT

College of Charleston

Charleston, SC

Gardner-Webb College

Shelby, NC

FLORIDA DISTRICT

Florida Memorial College

Afro American-Greater Miami, FL

Seminole Junior College

Sanford, FL

GEORGIA DISTRICT

Clayton Junior College

Morrow, GA

Emmanuel College

Hartwell, GA

ILLINOIS-EASTERN IOWA DISTRICT

Eastern Illinois University

Charleston, IL

Illinois State University

Bloomington, IL

Loyola University

North Shore, Chicago &

Rogers Park, Chicago, IL

Northwestern University

Evanston, IL

Western Illinois University

Macomb, IL

KENTUCKY-TENNESSEE DISTRICT

Lees Junior College

Jackson, KY

LOUISIANA-MISSISSIPPI-WEST TENNESSEE DISTRICTLouisiana State University, Shreveport
Loyola University
Nicholls State UniversityBroadmoor, Shreveport, LA
Dawn Busters, Metairie, LA
Thibodaux, LAMINNESOTA-DAKOTAS DISTRICT

Lake Region Junior College

Devils Lake, ND

MISSOURI-ARKANSAS DISTRICT

Arkansas State University

Jonesboro, AR

NEW JERSEY DISTRICT

Jersey City State College

Hoboken, NJ

NEW YORK DISTRICTNew York Institute of Technology
Queen's College of City University
State University of New York-Morrisville
State University of New York-PlattsburghNorth Shore, Long Island, NY
Whitestone, NY
Waterville, NY
Plattsburgh, NYOHIO DISTRICT

Ohio Wesleyan University

Delaware, OH

WESTERN CANADA DISTRICT

Confederation College

Thunder Bay, ON

WEST VIRGINIA DISTRICT

Parkersburg Community College

Parkersburg, WV

WISCONSIN-UPPER MICHIGAN DISTRICT

Northeast Wisconsin Technical Institute

Green Bay, WI

KIWANIS LIEUTENANT GOVERNOR CHECKLIST ON CIRCLE K CLUBS

Each Kiwanis lieutenant governor is required to complete this checklist for each Kiwanis club in his division. It is suggested that this be done during his official visit to the Kiwanis club and in consultation with the club's president. Any question which is answered with a "NO" indicates an area in which immediate improvement is needed. This checklist is intended as an aid to assist you in fulfilling your very important responsibilities as a Kiwanis lieutenant governor, as they pertain to Circle K. By completing this checklist and mailing copies to the Kiwanis district governor and the district administrator of Circle K, you will assist them in meeting the needs of both the Kiwanis clubs and Circle K clubs of your district.

Name of Kiwanis Club: _____ Division: _____

This club sponsors the following Circle K club (if club isn't a sponsor, write "none"):

Name of Circle K Club: _____

YES/NO

1. Has the Kiwanis club remitted the annual Circle K Sponsorship Fee to the General Office? _____
2. Did the Circle K club's membership roster and the Joint Statement of Responsibility accompany the payment? _____
3. Has the Circle K club met its obligations to the district for payment of district dues? _____
4. Has the Circle K club met its other obligations to its district (such as filing monthly report forms, etc.)? _____
5. Does at least one member of the sponsoring Kiwanis club attend each meeting of the Circle K club? _____
6. Does the sponsoring Kiwanis club invite members of its sponsored youth club to attend its weekly meeting? _____
7. Does the Kiwanis club train all newly elected Circle K club officers in the duties of their offices? _____
8. Does the Kiwanis club encourage the Circle K club to attend district and/or divisional training conferences and/or rallies? _____
9. Does the Kiwanis club encourage and assist members of its Circle K club in attending the Circle K district and Circle K International Conventions? _____

YES/NO

10. Does the Kiwanis club encourage and assist its Circle K committee chairman and the Circle K faculty advisor in attending the Circle K district and Circle K International Conventions? _____
11. Does the Circle K club have a strong and viable membership that assures continuity through the next academic year? _____
12. Does the Circle K club operate under a sound budget that was planned and or approved with the aid of its sponsoring Kiwanis club? _____
13. Does the Circle K club utilize a board of directors to guide the club's operation? _____
14. Are Circle K club projects and activities well planned, organized, and attended? _____
15. Are Circle K activities attended and/or assisted by Kiwanians and Key Clubbers? _____
16. Does the Circle K club utilize a planned program of educating new members about Circle K's structure and purpose? _____
17. This Kiwanis club needs assistance with its Circle K program in the following areas:

Lieutenant Governor_____
District

REPORT OF BOARD COMMITTEE ON CONVENTIONTO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEESSeptember 25-28 & October 1, 1978

Date of Committee Meeting: September 27, 1978

Place of Committee Meeting: General Office

Present: Members - Mark A. Smith, Jr., Drew M. Petersen, M.D.
Chairman - Allen M. Duffield
Staff Members - James L. Lynn, R. P. Merridew, Nancy Segall
Others - Maurice Gladman, Egon Kuzmany, James B. Richard,
V. C. Shaul, Hilmar "Bill" Solberg

I. Toronto - 1979

A. Program

Several program suggestions were made at the Toronto Planning Conference. These are included in the minutes from that meeting attached at Exhibits A and B.

1. Speakers

There is a question as to the availability of Prince Phillip and John Diefenbaker as speakers at the Sunday night and Tuesday morning General Sessions. Jack Wadland, General Host Committee Chairman, should be able to give us further information. If these two individuals are unavailable, others will be considered.

2. Superstar Night

Marvin Himmel has attempted to engage the Liberace Show for Superstar Night but has received no response as yet. He will continue to pursue this. The show would cost between \$30-35,000. Other super stars to be considered are: Florence Henderson and Company (\$20,000); John Davidson (\$20-25,000); Johnny Cash Show (\$30-35,000); Roy Clark Show; Andy Williams Show; Osmond Brothers.

The committee agreed that the price of a ticket to Superstar Night should be \$7.00 if purchased in advance and \$8.00 if purchased at the Information and Outings Booth in Toronto.

3. Wednesday Night Feature Entertainment

The Wednesday night program will be TATOO by the 48th Highlanders with additional talent from the Caribbean.

4. Contemporary Issues

The contemporary issue suggestions were reviewed and the four titles approved by the committee are as follows:

1. Is "TV" Really "Too Violent?"
2. "Are You Tuned In To Your Child?"
3. "Are Our Schools Producing Functional Illiterates?"
4. "How Much Government Can We Afford?"

Herminia Traviesas, Vice-President of NBC for Broadcast Standards and Practices is a possible speaker on TV violence.

5. Ladies Program

Because of the unavailability of Maple Leaf Gardens on Monday afternoon due to rehearsal for Superstar Night, we would have to seek other facilities at an additional cost. Also, there would be additional labor costs because Monday is Dominion Day. Therefore, the committee feels that one ladies program would be sufficient and that this should be a better quality program than in the past. Giselle McKenzie was suggested for this program.

6. Youth Tours

The Convention Department reviewed information they gathered concerning possible youth tours. The committee decided that tours should be arranged to the Science Centre and Ontario Place.

B. Utilization of Hotels

After a tour of Toronto hotels by the Convention Department, it was felt that two major downtown commitments must be eliminated as headquarters hotels because of their poor condition. These will be used as overflow hotels only if absolutely necessary. Because of this situation, it is necessary to use the two outlying properties.

1. Transportation from Outlying Properties to Subway System

The two outlying properties are serviced by public transportation to the subway system. If the transit company will increase their service on these routes, the districts at these properties can use public transportation to the subway.

C. Headquarters Hotel Assignments

Headquarters hotel assignments will be announced during Council (see Exhibit C). Either 100% or at least 65% of each district's quota can be housed in their headquarters hotel, and every district will be able to hold their functions in their respective hotels.

D. Promotion Kit

The Convention Department, along with the Public Relations Department, has prepared a promotion kit to be distributed at Council to Governors and Secretaries at the conclusion of the Past Presidents Luncheon. This kit includes:

1. a list of headquarters hotel assignments
2. a brochure and picture of the respective hotels
3. a city brochure, a convention logo sticker, a Toronto sticker (to be sent in quantity to the district secretaries following Council)
4. a brochure describing the availability of Ontario films
5. a sheet of pictures that will later be sent to Bulletin Editors
6. a speech prepared by the Public Relations Department for all Lt. Governors

Additional kits will be prepared for the Governors-elect when they meet in March.

The hotels will be asked to send additional hotel brochures to the On-to-Convention Chairmen.

E. Charges to Exhibitors

There was discussion on whether exhibitors should pay 100% of the cost of their booth (approximately \$80.00), rather than \$50.00 as in the past two years. The committee agreed that exhibitors (fund raisers and outside) should pay the total cost. It is expected that fewer exhibitors will wish to exhibit this year because of this higher cost and the fact that they will receive less traffic in the Sheraton Centre. With the shortage of exhibit space, this could be an acceptable situation.

F. 100% Club Registration Policy

The committee discussed further the suggestion that any club within Kiwanis International that registers 100% of their active members could bring their wives without paying a registration fee for them.

Recommendation #1:

The committee recommends that any club in Kiwanis International that registers 100% of their active members for the convention may bring their wives without paying a registration fee for them.

I move that recommendation #1 be adopted.

(Adopted)

G. Survey of Convention Attendees

The committee agreed that a survey should be developed for distribution at the Wednesday morning General Session. The survey should be no longer than one page and should be multiple choice. It should stress program content and the reason for attendance at the convention. We will attempt to get uniformed girls to pass out the sheets as individuals enter the session and collect the sheets on their way out.

II. Europe - 1983

The Convention Manager will survey four European cities: Munich, Vienna, Nice, and London. The city selected must have convention hall facilities for 9-10,000 people.

III. Potential Sites - 1985

Further discussion of a site for 1985 will be postponed until the January Board Meeting. We have had no invitations for this year.

IV. Additional Items

A. Translation Equipment

The Canadian Government will pay up to \$15,000 a year for all translation equipment required by a service organization. The E.C.C. District and Kiwanis International will determine their needs for the year and will apply jointly for these funds. We must determine if the same equipment can be used for Spanish and French translation.

The committee suggested that we investigate the possibility of purchasing our own equipment for the future.

B. Anaheim - 1980

Richard Smith has been appointed as General Host Committee Chairman for the Anaheim Convention. He has been invited to attend the 1978 Council for educational and promotional experience. After discussion, the committee felt the expense involved would be warranted and makes the following recommendation:

Recommendation #2:

The committee recommends that General Host Committee Chairmen attend Council two years prior to their convention for educational and promotional purposes at the expense of Kiwanis International.

I move that recommendation #2 be adopted.

(Voted, the expenses of the General Host Committee Chairman of the Anaheim Convention be paid to this Council Meeting by Kiwanis International.

Voted, that for future conventions the General Host Committee Chairman, if appointed, be invited to attend and his expenses be paid to the planning meeting held in the city of the convention one year ahead of his convention.)

Respectfully submitted,

Mark A. Smith, Jr.

Drew M. Petersen, M.D.

Allen M. Duffield, Chairman

TORONTO CONVENTION PLANNING CONFERENCE
Sheraton Centre Hotel
August 12, 1978

Presiding: Allen M. Duffield, Chairman
Board Committee on Convention

The meeting was called to order by Chairman Duffield and the purpose of the conference explained. It was stated that the Host Committee would be kept fully informed as decisions are made.

I. Overview of Convention Facilities

A. Maple Leaf Gardens

Jim Lynn reviewed the possibilities for placement of the stage in the arena. The most desirable location would be along the west side in a concert bowl arrangement, as this will allow for more intimate seating, the use of rear screen projection, and better sound. This arrangement will provide for 11,000 seats.

B. Hotels

The map showing locations of the hotels in relation to the subway system and Maple Leaf Gardens was studied. We will try to avoid using the hotels that are not convenient to the subway system.

II. Transportation Between Hotels and Maple Leaf Gardens

The Host Committee agreed that the subway would provide adequate transportation.

III. Programming

A. Contemporary Issues

The following topics were mentioned as most preferable from the list that was presented:

The Influence of Television on Adults and Children
The Basis for Government - A Redefinition
Will the Growing Cost of Government Force a Public
Reappraisal?
Citizen Action Regarding Government Costs

B. General Session Speakers

The Host Committee is following up on the availability of Prince Phillip as a speaker for Tuesday morning. They will also pursue the availability of John Diefenbaker as a speaker for Sunday night. He is the former Prime Minister of Canada and now a member of Parliament, as well as a long-time member of Kiwanis.

C. Wednesday Night Feature Entertainment

The Host Committee will check on the availability and cost of "Tatoo", by the Highlanders. The possibility of making this an "All Canada" night was discussed, with a prelude by the Steel Band from the Caribbean.

Because the Tatoo performance would require the entire floor of the arena, we would lose 1500 to 2000 seats. The Convention Department will investigate the possibility of tearing down the stage, as well as taking down some of the curtain to pick up additional seats, on Monday afternoon. The entire Wednesday evening program would then be done from the floor.

D. Local Musical Entertainment Groups

The Host Committee will check on the availability of other local groups.

E. Superstar Night

The Host Committee agreed that the Liberace Show would be an excellent choice for Monday night.

F. Ladies Programs

There was discussion regarding the necessity of having two ladies programs. This will be considered further in view of the possible lack of locations for a show on both Monday and Tuesday afternoons.

The Host Committee suggested the possibility of using O'Keefe Center for the Monday program since rehearsal for Superstar Night prevents us from using Maple Leaf Gardens on that day. If O'Keefe Center is not available, we could have one program on Tuesday. The Convention Department will also investigate the use of the Harbour Castle Convention Center. Suggestions for programs include "Kids from Wisconsin" and Caribbean dancers.

IV. Youth Tour Locations

Nancy and Jim toured Ontario Place, the Zoo, and the Science Centre as possible locations for tours. The Convention Department will receive proposals from the youth tour operators they have met with.

V. Locations for Pre-convention Activities

A. Ladies Informal Luncheon, Friday

Nancy and Jim visited the Old Mill, and it was agreed that this would be an appropriate location for this function.

B. Ladies Council Brunch, Sunday

Suggestions include the CN Tower and Harbour Castle Hotel.

VI. District Quotas

The E.C.C. District leadership will review their specific quota.

VII. Convention Attendance Promotion

The 100% club registration policy was discussed. If 100% of the active members of a club register for the convention and pay the \$45.00 fee there is no registration fee required for the wife. Senior, honorary and privileged members are not included in the active membership total, but these individuals may take advantage of the discount if the club registers 100%.

While in the past this policy has been offered only to the host divisions, the Board Committee will recommend that this be offered to all Kiwanis clubs. Until Board action, the 100% club discount is available to all clubs in the E.C.C. District.

VIII. Translation

The Host Committee will investigate the possibility of the Ontario government subsidizing the cost of translation equipment.

IX. Sunday luncheon format was reviewed.

X. Health Insurance

It is possible that stateside health insurance does not cover visitors to Canada. R. P. Merridew will determine this with our insurance company.

TORONTO CONVENTION PLANNING CONFERENCE
Sheraton Centre Hotel
August 11-13, 1978

BOARD COMMITTEE ON CONVENTION

Allen M. Duffield, Chairman
Mark A. Smith
Drew M. Petersen, M.D.
Hilmar L. "Bill" Solberg
V. C. "Vic" Shaul
R. P. Merridew
Fay McDonald
John McGehee
James L. Lynn
Nancy Segall

The meeting was called to order by Chairman Duffield. Jim Lynn reviewed the Planning Conference schedule.

I. Utilization of Convention Facilities

A. Maple Leaf Gardens

Using the floor plan of the arena, Jim reviewed the two possibilities for placement of the stage. It appears that the concert bowl arrangement may be preferable, as it will allow for more intimate seating, the use of rear screen projection, and better sound. With this arrangement we will have 11,000 seats.

Because of the difficulty with sound in previous years, it was suggested that the Gardens be visited when a show is on to see if the sound is adequate.

There is a Hammond B-3 organ in the arena.

B. Hotels

The map showing locations of the hotels and how they relate to the subway system and Maple Leaf Gardens was studied. Jim and Nancy will visit the hotels the following week. Hopefully, we can avoid using hotels that are not convenient to the subway system.

Because information regarding district functions is being gathered earlier this year, the committee feels we should announce headquarters hotels at Council so that the district leadership can bring the information home with them and begin to generate enthusiasm.

II. Transportation

A. Subway System

After discussion, it was decided that we would rely on the subway system for all transportation. The fare is \$.55; tokens must be used. Transfers are interchangeable with buses and streetcars.

B. Shuttle Bus

We will consider using shuttle buses only if we are forced to use the two properties that are a good distance from the downtown area.

C. VIP Buses

In previous years some of the VIP buses have run empty because individuals have chosen to use other means of transportation. It will be less expensive to take taxis. The average fare from the Sheraton Centre to Maple Leaf Gardens is \$2.00.

The policy for this year will be that the Past Presidents may put their taxi fares for Sunday, Monday, and Wednesday nights on their expense accounts. If they wish to ride the subway, they can purchase tokens on their own.

We will provide the Board with one roll of tokens at \$9.00 per roll equal to 21 tokens.

III. Pre-convention Activities

A. Past International Officers Dinner

This dinner was well received in Miami Beach, so it will be continued in Toronto with Kiwanis International incurring the entire cost. The Reception will be in the Solberg's suite with the dinner in a private room in the Sheraton.

B. Other Functions

The Program Participants Dinner will be held in the Hot Stove Club at Maple Leaf Gardens. Two levels will be used for seating during the meal (two buffets and two bars will be set) and one level will be used for the meeting following the dinner.

Under consideration is a change in schedule for the pre-convention activities for Governors-elect and wives.

The Reception and Dinner for the 1978-79 Governors and Wives will be held in the Sheraton. The Reception will be in the Solberg's suite and it will be suggested to the Governors to hold the dinner in the hotel as well.

Consideration will be given to placing some pre-convention functions in the Royal York Hotel.

IV. Evaluation of General Sessions

A. Sunday Night

1. Introduction of Official Family

Marvin Himmel suggested a large Kiwanis International logo could be built and placed in front of the steps coming from backstage. By using this arrangement the Official Family could be introduced on stage and appear from behind the logo. Possibly a two-tiered stage will be used.

2. Flag Presentation

It is felt that because of the age and size of the Boy Scouts it would be preferable to use adults who can handle the flags better. Possibly a regiment in uniform can be contacted.

A letter was read by R. P. Merridew with a suggestion that all the new Kiwanis countries within the past year should present their flags to Kiwanis International separately on stage as part of the flag presentation.

3. Memorial Tribute

This will remain the same.

4. Connelly Medal Presentation

It is felt that this is too long, but the same format will remain this year.

5. Speaker

We will need a powerful speaker on Sunday evening. Prince Phillip has been invited and this will be pursued further. If he cannot appear on Sunday evening, he will be asked to speak Tuesday morning.

B. Monday morning

1. Appropriate Greetings

The local people will be consulted about which mayor should be invited to speak.

2. Tablet of Honor Awards

This will remain as is for this year.

R. P. Merridew will attempt to find a spot on the program for recognition of 1977-78 club awards. Mark Smith suggested printing a handout for this recognition.

3. Recognition of Legion of Honor Members

This will remain the same.

C. Tuesday Morning

1. Amendments and Resolutions will remain the same
2. Messages of Presidents of Circle K and Key Club

Because the speaker on Tuesday encounters a disorderly General Session due to the first House of Delegates setup, the Key Club President will speak on Tuesday this year, rather than Monday. The Presidents will alternate days each year.

3. Decency Award

The local people will be asked for suggestions.

4. Featured speaker

The local people will be asked for suggestions.

D. Wednesday Morning

1. Split Election of Officers

Because of the insufficient number of counters in Miami Beach, it took much too long to count the ballots. This situation will be remedied.

E. Wednesday Night

1. Feature entertainment

The possibility of an all Canadian night was discussed. Tatoo by the Highlanders and talent from the Caribbean would make an excellent closing program. This will be discussed further with the local people.

V. Contemporary Issues

The concept of selecting the topic first and then finding the speakers to fit the topics proved to be the best procedure. The list of suggested topics was read and discussed, with the following topics most likely to be considered:

The Continuing Drug Menace to our Youth
Child Abuse
Lack of Communication Between Parents and Child

Are our Schools Producing Functional Illiterates?
The Role of Education in a Changing Society

VI. Appraisal of Superstar Night

From the recommendations of Marvin Himmel, it was decided that we should try to engage the Liberace Show for Monday night. All recommendations were in the \$24,000-\$30,000 range.

VII. Ladies Programs

To be discussed with local people.

VIII. Possible Youth Tours

To be discussed with local people

IX. Wednesday afternoon will continue as free time

X. Local Involvement

It was agreed that host people must be kept informed and involved in decisions.

XI. Responsibilities of Board Committee Members

Program - Chairman Allen Duffield
Attendance Promotion - Drew Petersen
Conferences - Mark Smith

XII. Review of Agenda for Sunday Luncheon

XIII. Future Conventions

A. Europe 1983

Jim gave a report on the meeting with the Convention Managers of Lions and Rotary. There was discussion on which cities should be visited and the importance of involving the local Europeans.

Jim will visit Munich, Nice, London, and Vienna in October, 1978. Before departing, European Kiwanians will be contacted and arrangements will be made to visit with them.

B. Potential Sites for 1985

Discussion on potential 1985 convention sites will take place at the October Board Meeting.

XIV. Other Items

A. Locations for Reception for Candidates and Showtime

It would be possible to place both the Reception for Candidates and Showtime in the Sheraton Centre's International Ballroom only if they were held at different times, i.e., the Reception from noon to 1:30 pm; Showtime from 3:30-5:00 p.m. The Convention Department will investigate the availability of hotel space close to the Sheraton Centre for Showtime.

B. Motor Home Parking

The Convention Department will investigate the availability of parking near subway, bus and streetcar.

C. Convention Survey

At the next Board Meeting the survey will be discussed further.

D. Convention Promotion

It was felt that a better convention promotion effort should be accomplished by providing the districts with 1) a large quantity of city brochures, 2) convention logo stickers in quantity and 3) a customized city film. In addition, the Public Relations Department could produce a small scripted slide presentation. All of these materials should be available to the districts before their district conventions which are held in August and September.

If the districts provide the Convention Department with their function requirements by September 11, headquarters hotel assignments can be made earlier and announced at Council. This, along with a city promotion film, will be the initial promotion effort for Toronto.

Preparations will be underway shortly for a promotion effort towards the Anaheim Convention.

E. Budget

Specific budget items were reviewed and it was felt that they needed further breakdown in order to evaluate the budget properly. The revision should include all income related items, such as income from exhibitors, payments from convention city to help defer costs, etc.

The Committee felt that exhibitors should be asked to absorb the total cost of their booth equipment. This matter will be reviewed fully at the next Board Meeting.

64th ANNUAL KIWANIS INTERNATIONAL CONVENTION
Toronto, Ontario
July 1-4, 1979

HEADQUARTERS HOTELS

CHELSEA INN

Montana
West Virginia

FOUR SEASONS

Carolinas
Ohio

HARBOUR CASTLE HILTON

Florida
Illinois-Eastern Iowa
Minnesota-Dakotas
Nebraska-Iowa

HOLIDAY INN DOWNTOWN

New York

HOTEL TORONTO

Capital
Texas-Oklahoma

INN ON THE PARK

California-Nevada-Hawaii

PARK PLAZA

Kentucky-Tennessee
Louisiana-Mississippi-West Tennessee

PLAZA II

Utah-Idaho

THE PRINCE

Indiana

RAMADA INN

Southwest

ROYAL YORK

Andean
Australia
Eastern Canada and the Caribbean
Japan
New Zealand
Pennsylvania
Philippines-Luzon
Philippines-South
Republic of China
Western Canada
KI-E

SHERATON CENTRE

Official Family
Alabama
Georgia
Kansas
Michigan
Missouri-Arkansas
New England
Rocky Mountain
Wisconsin-Upper Michigan

SUTTON PLACE

Pacific Northwest

WESTBURY

New Jersey

REPORT OF BOARD COMMITTEE ON INTERNATIONAL EXTENSION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

SEPTEMBER 25 - OCTOBER 1, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: Board Room, General Office

Present: Members - Allen M. Duffield, Dwight F. Gallivan, Drew M. Petersen,
M.D.

Chairman - Maurice Gladman

Staff Members - R. P. Merridew, Alonzo J. Bryan, R. M. Detloff

REQUEST OF CAYENNE, FRENCH GUIANA, TO BE ATTACHED TO THE EASTERN CANADA &
CARIBBEAN DISTRICT

The Committee first reviewed a request received from the President of the recently organized Kiwanis Club of Cayenne, French Guiana, to be attached to the Eastern Canada and Caribbean District. This District, through its Governor Ken Smith, has indicated that it is willing to accept the club. The Committee also considered the fact that its neighboring club in Paramaribo, Surinam, has already been attached to EC&C and is being successfully serviced as part of its Division 25. The Committee therefore, offers for consideration:

Recommendation #1: The Committee recommends that the Kiwanis Club of Cayenne, French Guiana, be attached to the Eastern Canada and Caribbean District.

I move that recommendation 1 be adopted.

(Adopted)

REPORT ON WORLD TRIP AND ASIA-PACIFIC CONFERENCE BY PRESIDENT GLADMAN AND
ROBERT DETLOFF

The Committee next heard the report of Maurice Gladman regarding his recent World Trip. Attached is Exhibit A-- his report on the trip. He reported that he has positive feelings regarding Kiwanis in all the areas he visited. He mentioned he was impressed with the quality of membership of the clubs he chartered in New Delhi, India, and Nairobi, Kenya, and organized in Blarney, Cork, Ireland.

He expressed concern about the lack of growth in the Japan District and suggested that if another year of no growth occurs, review be made of the status of this District.

Regarding the Philippines, he reported that the Kiwanians there have expressed dissatisfaction with the current lock-box arrangement for collection of dues because it is too impersonal, and they are fearful they will not receive credit for their payments. From discussions with Kiwanians and their personal observations in the Philippines and the other countries with monetary restrictions, Maury and Bob Detloff have reached the conclusions that the appointment of fiscal agents to collect and hold the funds until they can be converted to dollars or used by Kiwanis International would be the best way to assure proper and orderly collection of dues. The Committee, therefore, agreed to the following:

Recommendation #2: The Committee recommends that Kiwanis International use fiscal agents to collect and hold dues when necessary in countries or areas with monetary restrictions and that arrangements for this be made by the Committee on Finance.

I move that recommendation 2 be adopted.

(Adopted)

The committee then reviewed in which Kiwanis countries the use of fiscal agents would be helpful in collecting dues and which Kiwanians could handle this duty.

Recommendation #3: The Committee recommends that the Finance Committee ask the following Kiwanians to act as fiscal agents for the collection of dues in the countries or districts specified:

GHANA: William Fugar

INDIA: Raj Kumar Jajodia

KOREA: Youn Taek Tahk

PHILIPPINE LUZON DISTRICT: Leonardo G. Manalastas

PHILIPPINE SOUTH DISTRICT: Heriberto M. Gualberto

I move that recommendation 3 be adopted.

(Adopted)

Regarding the 1978 Asia-Pacific Conference, Maury said that the Kiwanians of Guam had prepared a splendid program but the fact that only some 30 overseas delegates representing seven countries attended made all the preparations hardly worthwhile. To assure better attendance, he had recommended to the representatives at Guam that the Conference be held every other year. However, the representatives felt that since a commitment had been made at the 3rd Asia-Pacific Conference in Manila to the Republic of China District to hold the Conference there in 1979, it should be held there next year. President Maury concurred with this. However, he suggests that the idea of holding the Conference biennially be presented again at Taipei.

The Committee noted with satisfaction that the 1978 Asia-Pacific Conference ended with a surplus of \$2,211.36 from registration fees and other income for which the Guamanian host committee should be commended. Of this, \$710 came from the sale of advertisements from the Conference printed program. The Guam Kiwanians have asked

if they could keep this for their local projects. Although it is policy that any Conference surplus belongs to Kiwanis International, the Committee agreed that the program advertisements could be classified as a local fund-raising activity and makes the following recommendation:

Recommendation #4: The Committee recommends that a special commendation be prepared and sent by the International Secretary to the two Guam host clubs of the 1978 Asia-Pacific Conference and they be allowed to keep for local projects the \$710 raised by Conference program advertisements.

I move that recommendation 4 be adopted.

(Adopted)

President Maury also expressed satisfaction with the procedure followed on this trip in which as President he made official visits of short duration rather than attending district conventions.

The Committee then heard a report by President-designate Bill Solberg concerning his trip to the Australia and New Zealand Districts. He mentioned that both district conventions were well attended and run. He reported that he expects improvement in the Australia District and continued excellent progress in New Zealand.

APPLICATION OF KIWANIS INTERNATIONAL-EUROPE DUES AGREEMENT

The Committee next reviewed a working paper prepared by the Extension Services department entitled "Kiwanis International Services to Kiwanis International-Europe 1978-79" based on the 1978-79 proposed Kiwanis International-Europe budget and the paper "The Relationship Between Kiwanis International and Kiwanis International-Europe" as in Policies. This paper compares the list of responsibilities of Kiwanis International as delineated in the Relationship with the proposed implementation for 1978-79. It is attached as Exhibit B for the Board's review.

The committee also discussed extension into new areas of Europe and expressed concern that extension into new areas such as Greece, Spain, Finland, and Ireland had been impeded because of the seeming lack of aggressive field service and follow up.

REVIEW OF OVERSEAS EXTENSION PLAN FOR 1978-79

The Committee then reviewed the Five Year Plan for Overseas Extension which was prepared in 1975. For 1977-78, 121 new clubs outside the United States and Canada were projected. Up to the time of this report, 114 new overseas clubs have been reported and more are expected before October 1. The projection for 1978-79 is 123 clubs. The total appears realistic to the Committee, but if hoped for breakthroughs in India, Africa and Japan develop, it could be surpassed.

In reviewing various areas mentioned in the plan, the Committee noted the lack of growth in Venezuela which has only the Caracas Club. The Committee asked staff to study how Kiwanis in this country could be strengthened and growth accelerated and to report on this at its next meeting.

REVIEW OF ASSOCIATE SPONSOR PROGRAM

At its October 1977 meeting, the Board decided to limit this program to non-districted areas outside of Europe. The reasons for this were that the number of United States and Canadian clubs volunteering were not sufficient to cover all new clubs and the overseas districts had come to expect that Kiwanis International would supply the gifts even when an associate sponsor was not available.

The Committee noted that requests have been received from Australia, New Zealand, and Philippine Districts that this decision be reviewed. They have stated that it inhibits new club growth and gave assurances that they now understand the voluntary nature of this program. While the Committee does not think it feasible to return to the former system in which it was routine to try to get an associate sponsor club for every overseas club in a district, it decided on the following recommendation:

Recommendation #5: The Committee recommends that the Board grant permission to the Extension Services Department to arrange an associate sponsor relationship between a domestic and an overseas districted club when and if the domestic club explicitly requests such a relationship.

I move that recommendation 5 be adopted.

(Adopted)

REVIEW OF OVERSEAS EXTENSION BUDGET

The Committee noted in the 1978-79 Budget of estimated Expenses for Overseas Extension that all the projected expenses for servicing Kiwanis International-Europe (\$110,976) are included in it. It is the Committee's opinion, that since the income from Europe is included in the General Budget, the expenses should also be included there. The Committee, however, agreed that the deficit between the income and expense of some \$35,000 can be interpreted as a legitimate overseas extension expense and be included in the Overseas Extension Budget. With this revision the Overseas Extension Budget is \$282,575 which is within the income for overseas extension, which is \$1 per member as provided in Article XII, Section 2 of the Constitution.

The remainder of the budget appears realistic and should provide sufficient funds for continued good growth overseas.

Each year the Committee recommends to the International President the Kiwanians to appoint as Council Presidents. Based on suggestions received from the Councils, the Committee makes the following recommendation:

Recommendation #6: The Committee recommends to President Bill Solberg the appointment of the following as Presidents of the respective Councils:

ARGENTINA	:	Santiago Del Pin
KOREA	:	Sang Duk Han
PUERTO RICO	:	Malcolm Walters O'Neill

I move that recommendation 6 be adopted.

(Adopted)

Bob Detloff mentioned to the Committee that there is a possibility that Sang Duk Han,

who likes to be called "Sandy" Duk Han, could arrange one of his business trips to the United States to coincide with the Governor-elect Conference in March, 1979. The Committee felt that this training would be of great value to the Korea Council. Therefore, if Sandy is willing to cover the expense of his airfare, the Committee believes it would be a good investment to cover the cost of his hotel and lodging for the Conference and makes the following recommendation:

Recommendation #7: The Committee recommends that President Sang Duk Han of the Korea Council be invited to attend the 1979 Governor-elect Conference with Kiwanis International covering his expenses at the Conference but with the understanding that Kiwanis International will not cover travel costs and that all Council Presidents be invited to attend under the same conditions.

I move that recommendation 7 be adopted.

(Adopted)

Respectfully submitted,

ALLEN M. DUFFIELD
DWIGHT F. GALLIVAN
DREW M. PETERSEN, M.D.
MAURICE GLADMAN, CHAIRMAN

KIWANIS INTERNATIONAL PRESIDENT MAURICE GLADMAN
WORLD TRIP JULY 8 - AUGUST 13, 1978

We departed Los Angeles July 8 with Tokyo as our first stop. Due to the tight security and problems at the new Norita Airport the Tokyo Kiwanians requested that we take airport transportation into city terminal where we were met by District Secretary Yoshimi and others. District Governor Shikanai was out of the country during the visit. We were treated royally during our stay and our every need was satisfied. I spoke to the Tokyo club and had a press interview. In addition I had the opportunity to speak to several Tokyo Kiwanians. My concern is for the growth of Kiwanis in Japan. Kiwanis in Japan is very prestigious and that is fine. As one young Kiwanian said to me "the Tokyo club is very exclusive", and that is fine but unfortunately it is so exclusive that it is impeding growth and Governor Shikanai does not seem to be interested in building new clubs. There are ten clubs in all of Japan and that is simply ridiculous. I have written letters, I have cajoled and appealed to their pride but so far to no avail. I believe we must insist on growth if Japan is to remain a district.

KOREA

We journeyed on to Seoul where we had the opportunity to visit with many Kiwanians and also to observe some of their projects. There seems to be a new enthusiastic outlook present and I feel good about the future of Kiwanis in Korea. There is an excellent attitude about growth in membership and new clubs. Two Kiwanians who display excellent leadership are Youn Tahk and Sandy Han, the current Seoul President. In addition there are other good club presidents, including an American who is providing excellent leadership in his area. The Korean economy is improving significantly and I believe we shall see good Kiwanis activity in the near future. They do need training and constant communication so they feel part of Kiwanis. They need education on public relations.

TAIWAN

Our next stop was Taipei. We had a very fine reception. The local Kiwanians had done a fine job of arranging for my visit including excellent publicity and a meeting with the mayor. There is strong leadership in Taiwan and significant growth this year. The Governor-elect did not attend any of the functions so I did not get to meet him. There are some concerns regarding his ability to perform as governor next year. There is a little internal strife in the district, typically oriental, but I feel it is a local problem and I'm sure they will handle it. All in all, I was very impressed with the enthusiasm and attitude. Taiwan should have 25 clubs in the very near future.

HONG KONG

We had an excellent reception on arrival. There are not too many of the original members still active but some fine young men are now providing leadership. I met with the three clubs and discussed Kiwanis and then opened the meeting for questions. They were very interested in knowing more about International conventions and about Kiwanis policy and programs. I discussed the possibility of a new club in Macao and they are going to work on it. I

was impressed by the sincerity of the members and their enthusiasm for Kiwanis. Unfortunately the school they sponsor in the walled city was closed so I was not able to visit it.

ASIA-PACIFIC CONFERENCE, GUAM

Bob Detloff had gone on ahead to work with the local Kiwanians in setting up the conference. The speakers and panel discussions were excellent. The logistics of the conference were handled very efficiently. There was fine publicity and good public relations in the community. The result created a fine image for Kiwanis. Unfortunately, the main ingredient for a successful conference was absent. There just were not very many Kiwanians from outside Guam. A total of 30 Kiwanians from seven areas outside of Guam were in attendance. I recommend a study of this conference with a possibility of trying it every two years to see if that might make a difference. It was a shame after all of the work and effort to have a conference of this magnitude for a corporals guard. I participated extensively in the conference and felt that some benefits accrued to the clubs in Guam at least.

PHILIPPINES

Our visit to the Philippines was surely one of the highlights of the trip and I feel one of the most productive. We visited with Kiwanians in Manila and the surrounding communities, Cagayon de Oro and in Davao City where all the clubs in the area were in attendance. There have been some problems in the Philippines with personality conflicts and with non-payment of dues. I believe Governors Tony Leviste and Bert Guálberto are doing a fine job in bringing the Kiwanians together and in sorting out the dues problem. We visited the hospital where our Foundation is contributing funds for a rehabilitation center. This is a very worthwhile project and Kiwanis should get a great deal of mileage from it along with the Foundation. It was widely publicized on TV, radio and the newspaper during my visit. We also visited with President Marcos and made sure he was familiar with Kiwanis participation in the hospital activity. We visited other projects in Davao City and had the opportunity to impart some Kiwanis education and philosophy to many Kiwanians. I feel very optimistic about the Kiwanis future in the Philippines. There is some concern regarding our banking arrangement and this is an item we should discuss.

SINGAPORE

This is now a clean, beautiful city. The two Kiwanis clubs have an excellent profile in the city. They have a good relationship with city government. We visited the project they have in concert with the Salvation Army at a home. The army officer is a Kiwanian. There is not too much likelihood of new clubs but some consideration should be given to a council in Southeast Asia including Singapore. There needs to be more opportunity for exchange of ideas and for closer communication between clubs.

MALAYSIA

This was the first place we came a cropper insofar as arrangements having been made for our visit. Arrangements had been made with the Secretary who had died a few months previously and two other Kiwanians who are no longer active. However, upon arrival, Bob Detloff did a fine job of contacting some people who in turn got hold of Kiwanians and the result was a rekindling of the fire. I believe that a situation of a club about to fail was reversed and that the Kuala Lumpur Club will be active again. A Dr. Guru agreed to assume responsibility along with some others and promised the effort would be made to rebuild the club.

THAILAND

The Bangkok Club is a very active one. There are several fine young men but they have not been very aggressive in getting new members. We discussed growth and after visiting their project, which is a free medical clinic, they agreed they needed more members participating. They promised to begin a program of membership recruitment and an expansion of their project as a result. The current membership is very enthusiastic and should be able to grow as well as possibly starting a new club.

INDIA

We arrived in New Delhi late in the evening and were met by Raj Jajodia and L.P. Gupta. The next day was scheduled for a drive to Agra and the Taj Mahal. This provided a splendid opportunity to review the Kiwanis activities in India with Raj as he has been the driving force initially. I was able to stress the need for growth and to emphasize the necessity of dues payment. There has been some delay in setting up a proper account due to government controls and intervention. I feel confident however, that this will now be handled. During our stay we visited with the President of India and with a member of the Parliament. The charter party for the New Delhi club was a very prestigious event. In attendance were diplomats, government officials and industrialists. The Kiwanis roster of the club reads like a "Who's Who". Earlier in the day we had a press conference attended by representatives of every segment of the media. We also visited the U.S. Embassy and met the U.S. Ambassador Goheen. There is opportunity for many projects and I am sure the New Delhi club will become actively involved immediately. We were also promised new clubs in Bombay and Calcutta. There is great enthusiasm for Kiwanis in New Delhi and, with proper guidance and continuing communication, I believe there is tremendous potential for growth. I have a concern about dues and we must have close surveillance of this. We should probably have a fiscal agent in India and should review all possibilities of using Indian rupees for Kiwanis expenses.

KENYA

Nairobi is a very lovely city. It is modern and clean. We were happy to be able to charter the club and to impart some Kiwanis education. Like New Delhi, the Nairobi Kiwanians are very influential and the club is a prestigious one. The leadership is enthusiastic and anxious to see growth in Kenya. During our visit they agreed to pursue new club sponsorship in at least two communities. After seeing Nairobi through tourists' eyes we were escorted on a tour of the seamy side of the city. There we saw poverty at its worst. However, we saw what the Kenya Kiwanians are considering as a project in this area and it surely will be a significant contribution to the community. I was very impressed with the Kenya Kiwanians and predict a fine future.

GREECE

Our visit to Athens was an exploratory expedition. We had some names from Egon Kuzmany and from Past Governor George Young of the Kentucky-Tennessee District. We were able to meet with four men and compiled a list of over 20 good prospects. Although there has been discussion with several men in Athens over the last few months, this is the first time these four had met. The outlook is good and although I don't see a club formation before October 1, I do believe we will have a club in Athens by January 1st. We have notified the Zurich Office of our progress and requested their follow up to form the club.

IRELAND

Our last stop was in Ireland and fittingly a successful climax as we were able to have the organizational meeting for the first club in Ireland, our 65th country. It was a delightful experience and I feel sure, was the beginning of an excellent Kiwanis relationship. I believe there will be a second club in Kenmare which is not too far from Blarney. During our short stay we visited with the Lord Mayor of Cork and also had a TV interview.

And so after five weeks and a lot of miles we started for home. I feel the trip was most productive for the growth of Kiwanis and very importantly for the image of Kiwanis. It afforded the opportunity at first hand to view the problems and the knowledge to confront those problems in the year ahead.

I would be remiss if I did not take this opportunity to thank and praise Bob Detloff. He has a great feel for Kiwanis overseas and was invaluable during the trip. He is well known, respected and well liked in all the areas we visited where he had been in the past. He adds a great dimension to our overseas effort.

Respectfully,


MAURICE GLADMAN
President

REPORT OF THE BOARD COMMITTEE ON KEY CLUBS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
SEPTEMBER 25-28 AND OCTOBER 1, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: General Office

Present - Members: Albert L. Cox, John T. Roberts

Chairman: Mark A. Smith, Jr.

Staff Members: William H. Jepson, James P. "Pete" Tinsley, Gary R. McCord

REPORT OF 35th ANNUAL KEY CLUB INTERNATIONAL CONVENTION

The Committee reviewed the statement by President Bill Solberg in his President's message in regard to his attendance at the Key Club International Convention. The Committee wishes to commend those individuals of the Key Club International Board, the Host Committee and Staff in attendance for the fine job they did in preparing for and carrying out this outstanding meeting. The Committee further discussed the need for more involvement by those Kiwanians in attendance and urged that members of both the current and incoming International Committee on Key Clubs be urged to attend these meetings by offering them complimentary registrations and some specific involvement in the convention.

ITEMS ARISING FROM THE INTERNATIONAL CONVENTION

The resolutions passed by the House of Delegates were reviewed by the Committee and found to be in good order. These are attached as Exhibit A for your review.

The Committee then reviewed the action taken by the Key Club International Board to revoke some 185 charters as listed as Exhibit B.

Recommendation #1:

The Committee recommends that the action taken by the Key Club International Board to revoke the charters as listed in Exhibit B be approved with the Staff being authorized to remove the names of clubs from the list until the final printing of the minutes.

I move that recommendation 1 be adopted.
(adopted)

The Committee also reviewed for their information the "Suspended Status List" of Key Clubs as approved by the Key Club International Board. Although the Committee was alarmed at the large number of clubs on this list, they were happy to see that both the Staff and Key Club International Board are taking steps to reactivate as many of these clubs as possible.

The Committee also reviewed an amendment that was made to the House of Delegates for the 35th Annual Convention which Staff requested the Committee consider approving. The Committee directed Staff to hold this matter over to their April meeting.

REGIONAL TRAINING CONFERENCES FOR KEY CLUB GOVERNORS AND ADMINISTRATORS

The Committee reviewed a "Compilation of Evaluations of the 1978 Key Club Regional Conferences" and noted from the report that the individuals in attendance rated the value of these meetings extremely high. The Committee also reviewed a proposal for a possible change to two regional conferences from the present system of three meetings but after discussing all of the ramifications involved, decided that the present system, as set up, was the most effective and decided to leave the present system as is.

The Committee was apprised by Staff that a number of the sponsored youth International officers were attending these meetings and that this was undesirable because of cost and some distraction from the conference objectives. The Committee is of an opinion that only those persons so designated by this Board and thus, extended an official invitation to attend and participate in this meeting be allowed to attend.

Recommendation #2:

The Committee recommends that a statement be issued by the Board that attendance at the Regional Training Conferences will be by invitation only as outlined by the directives of this Board.

I move recommendation 2 be adopted.
(adopted)

The Committee then discussed the value of having the members of the incoming International Committee on Key Clubs attend as observers. It was felt that this would aid these individuals greatly in the work they would be doing in the ensuing year.

Recommendation #3:

The Committee recommends that the incoming members of the International Committee on Key Clubs be extended an invitation to attend, as observers only, the Regional Conference held nearest to them and further recommends that their housing and meal expenses at the conference be paid for by Kiwanis International but not their travel expenses.

I move recommendation 3 be adopted.
(adopted)

REPORT ON KEY CLUB LEADERSHIP SEMINAR

The Committee received a copy of a report on this conference by the administrator and a compilation of the evaluations from the Key Clubbers attending the 11th Annual Kiwanis International Foundation Key Club Leadership Seminar held at the Freedoms Foundation at Valley Forge, Pennsylvania, September 1-4, 1978.

The Committee also received a report from Trustee Cox on his attendance at the Key Club International Board Meeting and Key Club Leadership Seminar as the official representative of the Board Committee on Key Clubs. Trustee Al commented particularly on the outstanding behavior of all the Key Clubbers (both male and female) in attendance. He commended the maturity of all those in attendance and also the fine rapport of Staff of Key Club International with the Key Clubbers present. He indicated that the speakers were outstanding and greatly inspired all present. He felt the individual Key Clubbers left with an increased awareness of their heritage and with a renewed sense of dedication and patriotism. He highly recommended the continuation of this outstanding conference.

Recommendation #4:

The Committee recommends that a letter of appreciation be sent by the Board to Kiwanis International Foundation President Harry Himmel to urge that this outstanding program be continued.

I move Recommendation 4 be adopted.
(adopted)

Upon hearing of the tremendous value and experience gained by Trustee Al in attending this conference and having an opportunity to work with and relate to the entire top leadership of Key Club International, it was felt by the Committee that this experience should be offered to other new, incoming Kiwanis Board members.

Recommendation #5:

The Committee recommends that along with the member of the Board Committee on Key Clubs that attends this seminar as the official representative to the Key Club International Board Meeting that a newly elected member of the Board be assigned to attend the entire meeting as well.

I move recommendation 5 be adopted.
(adopted)

REVIEW OF LIEUTENANT GOVERNOR REPORT FORM

The Committee was notified by Staff that after considerable study it seems probable that the present Lieutenant Governor Checklists for Key Clubs and Circle K Clubs, as approved by the Board this past year, could not be combined into one sheet due to the many differences involved. Therefore, Staff was directed that the Lieutenant Governor Checklists for Key Clubs and Circle K Clubs be attached as separate sheets with the 1979-80 Lieutenant Governor Visitation Report Forms, as approved.

AWARD FOR KIWANIS LIEUTENANT GOVERNORS FOR NEW KEY CLUB BUILDING

The Committee was informed by Staff that the Kiwanis and Key Club lieutenant governors could be included in the current "New Key Club Building Awards Program" with no added cost or problems and Staff was directed to do so.

REVIEW OF KEY CLUB INTERNATIONAL BOARD TRAVEL

The Committee received reports of the travel of the Key Club International Board since their election in July and found that the travel of those reporting was in line with Kiwanis International Board Policies.

REPORT ON SURVEY OF OVERSEAS KEY CLUBS

The Committee then reviewed a report on the survey of sponsoring Kiwanis Clubs of both Key Clubs and Circle K Clubs outside of North America. It was felt that the results of the survey were inconclusive and did not warrant any further action by the Committee, in this regard, and that a member of the Staff need not be sent to that area for further study at this time.

The Committee tabled the matter and directed Staff to bring to them their recommendations on this matter for final action at the January meeting.

ITEMS BY BOARD MEMBERS

The Committee reviewed a letter from Trustee Al Duffield regarding the possible formation of Key Clubs on Grand Turk Islands of the British West Indies. Since this area is not yet officially affiliated with an organized district but will shortly be applying for affiliation with the Eastern Canada and the Caribbean District, it was felt by the Committee that they should be allowed to charter a Key Club affiliated with Key Club International.

Recommendation #6:

The Committee recommends that if the Kiwanis Club of Grand Turk Island organizes a Key Club it be chartered by and affiliated ~~directly~~ with Key Club International.

I move recommendation 6 be adopted.

(adopted)

The Committee then directed Staff to inform them at their January meeting how they can incorporate in present policies, etc., the fact that all Key Clubs must have a faculty advisor and that only one Key Club be allowed per high school.

Respectfully submitted,

ALBERT L. COX
JOHN T. ROBERTS
MARK A. SMITH, JR., Chairman

EXHIBIT A

RESOLUTIONS

ADOPTED
THIRTY-FIFTH ANNUAL CONVENTION
KEY CLUB INTERNATIONAL
JULY, 1978—MIAMI BEACH, FLORIDA

KIWANIS INTERNATIONAL FOUNDATION

WHEREAS the Kiwanis International Foundation has generously rendered their services, has wholeheartedly supported and contributed to the entire Key Club Program, especially through its sponsorship of the Valley Forge Leadership Training Seminar, the Key Club International Theme and Major Emphasis Filmstrip and the New Key Club International Membership Development Audio-Visual.

THEREFORE, BE IT RESOLVED that Key Club International once again express its sincere thanks to President Harry S. Himmel and the Board of Trustees of the Kiwanis International Foundation for its continuing interest and support of the Key Club Program.

SUPPORT OF INTERNATIONAL ADMINISTRATIVE THEME

WHEREAS the community has been and will continue to be the basic structure of all successful societies; and

WHEREAS we are in times when the future of our societies is questionable and there are many challenges which must be met; and

WHEREAS today's communities suffer from ecological, racial, and social difficulties.

THEREFORE, BE IT RESOLVED that Key Club International recognizes these problems and through its 1978-79 Theme, "Respond to Society's Needs," commits itself to conserving the community environment, protecting the life of the community and enriching the quality of community life.

SEVEN RECOMMENDED PROJECTS

WHEREAS the Seven Recommended Projects of Key Club International are major emphasis, support of churches and their spiritual aims, support of schools, inter-club program, model program for Kiwanis, buddy program, and vocational guidance; and

WHEREAS these projects establish proper guidelines for a more productive and successful Key Club

THEREFORE, BE IT RESOLVED that each Key Club strive to implement these projects in order to promote the objectives of Key Club International.

HUMAN RIGHTS

WHEREAS one of the basic objects of Key Club is to conserve, protect, and enrich that sound public opinion and high idealism which makes possible the increase of righteousness, justice, patriotism, and good will; and

WHEREAS the foundation of the concept of service is that all beings possess certain inalienable rights.

THEREFORE, BE IT RESOLVED that Key Club International affirms its belief that the denial and abuse of any person's rights is unjust.

BE IT FURTHER RESOLVED that Key Club International urges each member to safeguard the inherent rights of all individuals.

CLUBS TO BE REVOKED
KEY CLUB INTERNATIONAL BOARD MEETING
Miami Beach, Florida - 1978
 (Club & Sponsor Listed)

DISTRICTCHARTER NO. & STATEALABAMA

Boaz H.S., Guntersville, AL	82319-001
Chilton H.S., Clanton, AL	81680-001
Druid Park Baptist H.S., Chickasaw, AL (school closed)	84727-001

CALIFORNIA-NEVADA-HAWAII

Atascadero H.S., Atascadero, CA	84856-004
Buena H.S., East Ventura, CA	82696-004
Castro Valley H.S., Castro Valley, CA	84782-004
Cathedral H.S., City of the Angels, Los Angeles, CA	85374-004
Chatsworth H.S., Chatsworth, Los Angeles, CA	83246-004
Chino H.S., Chino, CA	82688-004

Damien H.S., LaVerne-San Dimas, CA	84087-004
Garden Grove H.S., Garden Grove, CA	81298-004
Carey H.S., Pomona, CA	82909-004

James A. Garfield H.S., East Los Angeles-City of Commerce, CA	81163-004
John A. Rowland H.S., Walnut Valley, CA	83632-004
Lutheran H.S., no sponsor, CA	82200-004
Marantha H.S., Arcadia, CA	84723-004
Marello Preparatory H.S., Santa Cruz, CA	85214-004
Modesto H.S., Modesto, CA	80952-004
Nogales H.S., Walnut Valley, CA	83251-004
North Salinas H.S., North Salinas, CA	82536-004
Orange Glen H.S., Hidden Valley, Escondido, CA	83103-004
Providence H.S., North Hollywood, CA	85302-004
Royal Oak H.S., West Covina, CA	84554-004

Santiago H.S., no sponsor, CA	82739-004
South Fork H.S., Garberville, CA	83976-004

Radford H.S., Hawaii Loa, Honolulu, HI	83420-051
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Albert M. Lowry H.S., Winnemucca, NV	84442-027
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CAPITAL

Imiral Robert E. Peary H.S., Wheaton, MD	83770-019
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Broad Run H.S., Leesburg, VA	84360-045
Deep Creek H.S., Chesapeake, VA	85175-045

DISTRICTCHARTER NO. & STATECAPITAL (Cont'd)

Glenvar H.S., Salem, VA (consolidation) 85398-045

CAROLINAS

Eastern Alamance H.S., Mebane, NC 80496-032
Eastern Randolph Senior H.S., Asheboro, NC 83618-032
Monroe H.S., Monroe, NC 85411-032
Patterson School for Boys, Lenoir, NC 80747-032

Myrtle Beach H.S., no sponsor, SC 83367-039
Rivers H.S., Charleston, SC (school closed) 80739-039

EASTERN CANADA & THE CARIBBEAN

Brampton Centennial Secondary School, Brampton, ON CANADA 82494-068
Cornwall Collegiate & Vocational School, Cornwall, ON CANADA 80569-068
Erindale Secondary School, Mississauga Clarkson, ON CANADA 84168-068
I.E. Weldon H.S., Lindsay, ON CANADA 84998-068
North Lambton H.S., Forest, ON CANADA 82366-068
Port Hope H.S., Port Hope, ON CANADA 83775-068
Sarnia Collegiate Institute & Tech. School, Sarnia, ON CANADA 80998-068
South Carleton District H.S., Manotick, ON CANADA 83751-068
Thomas A. Stewart Secondary School, Peterborough, ON CANADA 84070-068
West Hill Secondary School, Owen Sound, ON CANADA 83397-068

Le Moyne Diberville H.S., St. George, Montreal, PQ CANADA 83839-070
Mont-de-la-Salle H.S., Ile Jesus, PQ CANADA 85180-070

FLORIDA

Coral Shores H.S., Upper Keys, FL 81425-009
Dunedin H.S., Dunedin, FL 82364-009
Hallandale H.S., Hallandale, FL 85251-009

Palm Beach Gardens H.S., The North Palm Beaches, FL 84261-009

GEORGIA

Peach County H.S., Ft. Valley, GA 80112-010
Perry H.S., Perry, GA 83520-010

DISTRICTCHARTER NO. & STATEILLINOIS-EASTERN IOWA

Buffalo Grove H.S., Wheeling Township, IL	85235-012
East Leyden H.S., Franklin Park, IL	81398-012
Glenwood H.S., Chatham, IL	82426-012
Joliet Township, East Campus H.S., Joliet, IL	84156-012
Joliet Township, West Campus H.S., Joliet, IL	83235-012
Maine Township H.S., South, Park Ridge, IL	83216-012
Marquette H.S., Ottawa, IL	83640-012
St. Gregory's H.S., North Shore, Chicago, IL	84298-012
Thornridge H.S., Riverdale-Dolton, IL	82550-012

INDIANA

Crispus Attucks H.S., Meridian-Indianapolis, IN	82531-013
Laboratory H.S., Terre Haute, IN (school closed)	82770-013

KANSAS

Bonner Springs H.S., Edwardsville, KS	85354-015
Haven H.S., Hutchinson, KS	85300-015

KENTUCKY-TENNESSEE

Ballard H.S., Saint Matthews, KY	85097-016
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Waggener H.S., Saint Matthews, KY	82717-016
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Walland H.S., Alcoa, TN (consolidation)	85412-041
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LOUISIANA-MISSISSIPPI-WEST TENNESSEE

Ouachita Parish H.S., Monroe, LA	80115-017
Trinity Heights Christian Academy, Shreveport, LA	84797-017
West Jefferson H.S., Algiers, New Orleans, LA	80628-017
Wossman H.S., Pacemaker City, Monroe, LA	83491-017
Gulfport East H.S., Gulfport, MS (consolidation)	85479-023
Towering Oaks Baptist H.S., Memphis, TN	85529-041
Westside H.S., Memphis, TN	83252-041

DISTRICTCHARTER NO. & STATEMICHIGAN

Dwight D. Eisenhower H.S., Riverside, Saginaw, MI	84613-021
Eaton Rapids H.S., Eaton Rapids, MI	80118-021
Gaylord H.S., Gaylord, MI	81495-021
Holt H.S., Holt, MI	83076-021
Mendon H.S., Mendon, MI	82456-021
Portage Central H.S., Portage, MI	84472-021
Redford Union H.S., Lola Valley, Redford Township, MI	84506-021
Western H.S., Jackson, MI	81124-021
Williamston H.S., Williamston, MI	84840-021

MINNESOTA-DAKOTAS

Chisolm Senior H.S., Chisholm, MN	80912-022
Cooper H.S., North Hennepin, Minneapolis, MN	83661-022
Litchfield Senior H.S., Litchfield, MN	83840-022
Neil A. Armstrong H.S., North Hennepin, Minneapolis, MN	84474-022
Richfield H.S., Richfield, MN	84817-022

MISSOURI-ARKANSAS

Arkansas School for the Deaf, Little Rock-Hilltop, AR	85049-003
Westside H.S., Jonesboro, AR	84372-003
Liberty H.S., Liberty, MO	83453-024
Lindbergh H.S., Crestwood-Sunset Hills, MO	81413-024
Orchard Farm H.S., Saint Charles, MO	84595-024
Southwest Harrison H.S., Bethany, MO	83531-024

MONTANA

Sheridan H.S., Sheridan, MT	85659-025
Whitefish H.S., Whitefish, MT	85453-025

NEBRASKA-IOWA

Central City H.S., Central City, IA	85419-014
Des Moines Technical H.S., Des Moines, IA	83047-014
Logan-Magnolia H.S., Logan, IA	84301-014
Oskaloosa Senior H.S., Oskaloosa, IA	85004-014
North H.S., Highland Park, Des Moines, IA	84556-014

Westside H.S., Omaha-West Side, NE	80510-026
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NEW ENGLAND

Rippowan H.S., Suburban Stamford, CT	82984-006
Stearns H.S., Katahdin, Millinocket, ME	84830-018
Chatham H.S., Central Cape Cod, MA	81556-020
Fairhaven H.S., New Bedford, MA	80269-020
New Bedford Vocational H.S., New Bedford, MA	81423-020
Monument Mountain Regional H.S., Stockbridge-West Stockbridge, MA	84208-020

DISTRICTCHARTER NO. & STATENEW JERSEY

Abraham Clark H.S., Roselle-Roselle Park, NJ	85038-029
North Arlington H.S., North Arlington, NJ	84889-029

NEW YORK

Alden Central H.S., Alden, NY	84450-031
Flushing H.S., Flushing, NY	83365-031
Gloversville H.S., Gloversville, NY	80821-031
New Utrecht H.S., Bensonhurst & Bay Ridge, Brooklyn, NY	82047-031
Norwood-Norfolk Central H.S., Norwood, NY	85370-031
Notre Dame H.S., New Hartford, NY	84508-031

OHIO

Bedford H.S., Bedford, OH	80973-034
Botkins H.S., Botkins, OH	83805-034
Bryan H.S., Bryan, OH	84812-034
Bucyrus H.S., Bucyrus, OH	83468-034
Fairfield H.S., Fairfield City, OH	83540-034
Green H.S., Green-Akron, OH	84805-034
Luther E. Ball Junior H.S., Warrensville-North Randall, OH	85059-034
Maple Heights H.S., Maple Heights, OH	81247-034
Miami Trace H.S., Washington Court House, OH	84120-034
Monroe H.S., Middletown, OH	84941-034
Lakota H.S., Lakota, West Chester, OH	85643-034

PACIFIC NORTHWEST

Delbrook Senior H.S., Highlands, North Vancouver, BC CANADA	82163-062
Prince Rupert Senior H.S., Prince Rupert, BC CANADA	85433-062
Burns Union H.S., Burns, OR	84919-036
Cleveland H.S., South Riverside, Portland, OR	84718-036
Estacada Union H.S., Estacada, OR	82053-036
Junction City H.S., Junction City, OR	83354-036
Oregon State School for the Deaf, The Capital, Salem, OR	83606-036
Medford Senior H.S., Medford, OR	83419-036
Bellingham H.S., Bellingham, WA	85405-046
Camas H.S., Camas-Washougal, WA	80423-046
East H.S., East Bremerton, WA	83902-046
Foster H.S., no sponsor, WA	84092-046
Franklin Pierce H.S., Parkland Area, WA	81221-046

DISTRICTCHARTER NO. & STATEPENNSYLVANIA

Bishop McDevitt H.S., Harrisburg, PA	83280-037
Conestoga Valley Senior H.S., Lancaster, PA	83153-037
Gettysburg Senior H.S., Historic Gettysburg, PA	84146-037
Lehighton H.S., Carbon Lehighton, PA	85384-037
Lewisburg Joint H.S., Lewisburg, PA	80194-037
Nativity B.V.M. H.S., Pottsville, PA	85238-037
Notre Dame H.S., Easton, PA	83083-037
Youngsville H.S., Youngsville, PA	81744-037

ROCKY MOUNTAIN

Thornton H.S., Thornton, CO	84543-005
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SOUTHWEST

Buckeye Union H.S., Buckeye, AZ	81878-002
Carl Hayden H.S., no sponsor, AZ	82087-002
Coolidge H.S., AZ, no sponsor	82805-002
Coronado H.S., no sponsor, AZ	84989-002
Flagstaff H.S., Flagstaff, AZ	83555-002
Marcos De Niza H.S., Tempe-Sunrise, AZ	85203-002
Tolleson Union H.S., Tolleson, AZ	85185-002
Yuma Union H.S., Yuma, AZ	80909-002

Albuquerque Indian School, Albuquerque, NM	81138-030
Gallup Cathedral H.S., Sunrise Gallup, NM	85537-030
Grants H.S., Grants, NM	82337-030
Valley H.S., Rio Grande, Albuquerque, NM	82066-030

TEXAS-OKLAHOMA

Douglas MacArthur H.S., Lawton, Sheridan, OK	85230-035
Bryan H.S., Bryan, TX	85033-042
Channelview H.S., Northshore, Houston, TX	83314-042
J. Frank Dobie H.S., Houston, Gulf Freeway, TX	85494-042
J.J. Pearce H.S., Richardson-Central, TX	84804-042
Mount Pleasant H.S., Mount Pleasant, TX	80226-042
Pittsburg H.S., Pittsburg, TX	81527-042
Waxahachie H.S., Waxahachie, TX	85315-042

UTAH-IDAHO

DISTRICTCHARTER NO. & STATEUTAH-IDAHO (Cont'd)WESTERN CANADA

Scott Collegiate, Regina, SK CANADA

84945-071

WEST VIRGINIA

Gary H.S., Welch and Anawalt, WV (consolidation)
St. Joseph Preparatory H.S., North Parkersburg, WV
Mount Hope H.S., Beckley, WV

83819-047

83978-047

83359-047

WISCONSIN-UPPER MICHIGAN

Appleton East H.S., Greater Appleton, WI

84008-048

Grafton H.S., Port Washington, WI

84867-048

Jefferson Senior H.S., Jefferson, WI

83447-048

Preble H.S., Northeast Green Bay, WI

81825-048

Roncalli Catholic H.S., Manitowoc, WI

83962-048

Southern Door H.S., Sturgeon Bay, WI

85167-048

Southwest H.S., Green Bay, WI

84178-048

Luther L. Wright H.S., Ironwood, MI

85670-021

REPORT OF BOARD COMMITTEE ON LAWS AND POLICIES
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 27, 1978

Place of Committee Meeting: General Office

Present: Members - Merald T. Enstad, Mark A. Smith, Jr.
Chairman - Dwight F. Gallivan
Staff members - Fay H. McDonald

Legal Aspects of Billing Kiwanis Clubs for Circle K International Sponsorship Fee

At the April 29-May 3, 1978 Board Meeting action was taken to request this Committee to review the legal aspects of billing Kiwanis clubs for the Circle K International sponsorship fee and the effect non-payment would have on the Kiwanis club's status with Kiwanis International. In response to the request, the Committee presents the following interpretation of this matter:

While the Circle K program is a most important program of service to college and university youth which is and should continue to be promoted in every possible way, it nevertheless is a service program offered to Kiwanis clubs which have the opportunity for the sponsorship of a Circle K Club. It has never been the philosophy of Kiwanis to mandate any service program upon the part of any Kiwanis club. The autonomy of a club to participate or not in a given service program must be maintained.

When a Kiwanis club accepts the sponsorship of a Circle K Club, it also accepts the obligation to pay the annual sponsorship fee. The collection of this fee and membership information is secured annually by the mailing of the Sponsorship Fee and Membership Form to all current sponsoring Kiwanis clubs. This form together with the sponsorship fee is returned when circumstances are such that the sponsoring Kiwanis club can and/or will continue the sponsorship of its Circle K Club for the forthcoming administrative year. Failure to timely submit the form and sponsorship fee upon the part of current sponsoring Kiwanis clubs is either a lack of promptness or possible indication that there might well be circumstances which prevent sponsorship from continuing.

Follow-up on non-receipt of the Sponsorship Fee and Membership Form will result in either the receipt of the form and fee or information concerning the status of the Circle K Club and why the sponsoring fee is not being submitted.

Such follow-up is properly a responsibility of the Circle K Department in the General Office with the assistance of district leadership and not a matter for the Bureau of Accounts of the General Office.

Further, the failure upon the part of the Kiwanis club to properly participate in a program of service, in which participation is always voluntary, should in no

way affect a Kiwanis club being in good standing as far as financial obligations to Kiwanis International are concerned.

Amendments to the Constitution and Bylaws of Kiwanis International-Europe

Attached as Exhibit A is a copy of the amendments to Article VII, Section 3, of the Constitution of KI-E and Article II, Section 2, of the Bylaws of KI-E adopted by the delegate body at the 1978 KI-E Convention. The second part of Exhibit A contains amendments to Article X, Section 1, and Article XI, Section 3, of the Bylaws of KI-E adopted by the European Council on June 9, 1978. The amendments to Article VII, Section 3, of the Constitution of KI-E and Article II, Section 2, of the Bylaws of KI-E merely involve incorporating senior membership utilizing the identical wording as contained in the Constitution and Bylaws of Kiwanis International.

Article X, Section 1, of the Bylaws of KI-E was originally presented to this Board for approval at the September 28-October 1 and 4, 1977 Board Meeting. The original wording of Section 1 was approved subject to an editorial change in the caption of Article X and a minor change in the body of the section. The new amendment to Article X, Section 1, merely makes the editorial changes requested by this Board.

The amendment to Article XI, Section 3, of the Bylaws of KI-E is a housekeeping amendment. The amendment merely removes the reference to the Kiwanis International World Secretariat which no longer exists.

Recommendation #1:

The Committee recommends that the amendments to the Constitution and Bylaws of Kiwanis International-Europe as contained in Exhibit A attached to this report be approved.

I move that recommendation 1 be adopted.

(adopted)

Vote Required to Elect Officers Above the Level of Trustee

The Committee is aware of the concern that when there are four candidates for the two offices of vice-president, it is conceivable that none of the four candidates would receive a majority of all votes cast which is a requirement of the Bylaws of Kiwanis International. At the time of the committee meeting, the Committee received communications from Past International President Albert Tully and from Parliamentarian Don Dubail on this subject. The Committee desires to study the comments of these men including further correspondence with them. Therefore, this matter is being retained for study.

Study of Constitution and Bylaws of Kiwanis International

A responsibility of this Committee is to constantly study the Constitution and Bylaws of Kiwanis International. Such a study was begun at this committee

meeting and will continue in succeeding committee meetings.

Respectfully submitted,

MERALD T. ENSTAD

MARK A. SMITH, JR.

DWIGHT F. GALLIVAN, Chairman



AMENDMENTS to the CONSTITUTION and BYLAWS KI-E
to be presented by the Board of Trustees for adoption at the
ELEVENTH ANNUAL CONVENTION

CONSTITUTION -- Article VII -- Clubs -- Section 3

Present Reading

Membership in a chartered club shall be primarily of the active class as hereinafter defined. There may also be honorary members, as defined in the Bylaws of KI-E.

Proposed Amendment

Membership in a chartered club shall be primarily of the active class as hereinafter defined. There may be only two (2) other classes of membership, viz., senior and honorary, as defined in the Bylaws.

BYLAWS -- Article II -- Membership in Clubs -- New Section 2

Section 2 - Senior Membership

Any active member of a chartered club who shall have been an active member in good standing of one or more Kiwanis clubs for such number of years, not less than ten (10), and who is unable to meet attendance requirements because of health, business or other extenuating circumstances and who shall have met such other conditions as may be prescribed by the club in its bylaws, may be elected a senior member upon making written application.

A senior member shall meet the standards of attendance and participation as set forth by the club Board of Directors. A senior member shall pay annual membership dues and shall be entitled to all privileges of the club.

The board of directors of the club shall review the list of senior members not less than once each year and shall have authority, for such reasons as seem adequate, to terminate any such members' senior membership, or to reinstate any such members as active members.

Renumber present Sections 2 and 3 as Sections 3 and 4.

*Above amendments adopted by the delegate body
as presented at the KIE Convention 1978 in
Copenhagen, DK on June 10 1978*

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E. USPLATTENIER



KIWANIS INTERNATIONAL-EUROPE

MEETING OF THE EUROPEAN COUNCIL
COPENHAGEN, 9 JUNE, 1978

MODIFICATION OF THE WORDING OF BYLAWS KI-E

Present reading

BYLAWS ART. X

NOMINATION OF EUROPEAN REPRESENTATIVE TO THE INTERNATIONAL BOARD

Section 1. At the beginning of the administrative year preceding the year in which the term of the current Representative of KIE to the International Board would end, the Secretary of KIE will inform the districts that for the purpose of nominating such candidate an election will be held at the forthcoming Annual Convention. Not later than October 20 the Secretary will also inform the Past Governors and Past Presidents of KIE that they are eligible for such office and may seek a nomination by application to their respective district board.

BYLAWS ART. XI

Section 3. Each member club shall pay to KI-E for each and every member, with the exception of honorary members, the equivalent of thirty-seven Swiss Francs (SFr. 37. -) per annum, two Swiss Francs (SFr. 2. -) of which shall be placed in a special Convention Account and used only for the operation of the annual convention and one dollar (1 \$) of which in U. S. currency will be collected by KI-E and remitted semi-annually to Kiwanis International to be used to underwrite Kiwanis International World Secretariat and International extension. The Board of Trustees shall determine the upper and lower limits of the annual dues payable to the districts; such annual dues may not be less than six Swiss Francs (SFr. 6. -) or in excess of thirtyfive Swiss Francs (SFr. 35. -).

New wording

BYLAWS ART. X

SPECIFIED REPRESENTATION ON THE KIWANIS INTERNATIONAL BOARD OF TRUSTEES

Section 1. At the beginning of the administrative year preceding the year in which the term of the current member from KIE to the International Board would end, the Secretary of KIE will inform the districts that for the purpose of nominating such candidate an election will be held at the forthcoming Annual Convention. Not later than October 20 the Secretary will also inform the Past Governors and Past Presidents of KIE that they are eligible for such office and may seek a nomination by application to their respective district board.

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The dues payable by individual members to their clubs shall not be less than the sum total of the dues payable to KI-E, the dues payable to the district and such additional amount that is necessary for the operation of the club.

payable to KI-E, the dues payable to the district and such additional amount that is necessary for the operation of the club.

Delete: "to underwrite Kiwanis International World Secretariat and"

New wording adopted by the European Council as presented on June 9 1978 in Copenhagen DK.


E. L'EPLATTENIER

REPORT OF BOARD COMMITTEE ON LEADERSHIP AND COUNCIL
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 27, 1978

Place of Committee Meeting: General Office

Present: Members - Stephen H. Hart, Jr.; Egon Kuzmany
Chairman - Drew M. Petersen, M.D.
Staff - Percy H. Shue

Fall Council Program

The Committee reviewed the Official Council Program and believes that all is in order for a most successful and productive Council meeting.

After the Council has ended and before its details have been forgotten, members of the Board could be most helpful to the Committee by critiquing the Council in as much detail as they are inclined to do. We have kept the same format for several years, and we would be interested to know whether members of the Board have recommendations for change. We would also be interested to know whether the Friday through Sunday scheduling, which is a change from last year, has, in your judgment, any particular advantages or disadvantages.

Regional Conferences for Lieutenant Governors and Club Officers

Five regional conferences for lieutenant governors and club presidents are scheduled for the coming year --- three in November and two in January. The locations will be Chicago, Buffalo, New Orleans, Los Angeles and Oakland --- the latter two on successive days. The attendance at each meeting is probably going to be in the range of 100 to 150 persons. The agenda will focus upon administration and growth.

The Committee learned that, as might be expected, attendance is primarily drawn from nearby areas but that invitations are being extended to lieutenant governors and club presidents in all United States and Canadian districts.

In principle, the Committee favors expanding this program to six or more conferences during 1979-80 but at this point it prefers to await staff reports on the participation in this year's plan before making a recommendation. The Committee would like to receive prior to the January Board meeting a report showing the breakdown of attendance at each conference as well as any other conference evaluations the President or the staff can provide.

The Committee did, as requested, reconsider the matter of whether or not Kiwanis International should pay all or a part of the cost of the conference luncheon at these regional conferences. At its meeting in Miami Beach, the Board adopted a recommendation that participants pay all costs of this luncheon. The Committee has no further recommendation on this matter.

Conference for Governors-elect - March 1979

The dates of the March Conference for Governors-elect are March 28-31, and it will be held in the Sheraton Plaza Hotel. The attendance of all forty-three governors-elect and the President-elect of Kiwanis International-Europe is anticipated. The Committee has learned, furthermore, that the attendance of the President of the Council of Korea is being recommended by the Board Committee on International Extension, and our Committee supports this recommendation with the understanding that he will be reimbursed by Kiwanis International only for the costs of his meals and lodging.

The objectives of the March, 1979 conference will remain principally as in recent conferences, but the format will be changed appreciably, primarily through the scheduling of four one-and-a-half-hour workshops and the designation of Thursday evening as an evening entirely free of any scheduled event.

Staff has been asked to develop a preliminary agenda which will indicate topics, time allowances, and comparable details. The Committee has instructed the staff, in developing this agenda, to minimize the opportunities for formal and uninterrupted lectures and to place first emphasis, in the coverage of every topic, on how to improve the management skills of the governors-elect. Through the workshop plan, much greater use will be made of the Board and Staff faculty than in previous conferences because eight to ten discussion leaders will be needed at each workshop session.

The Committee had before it the question as to whether governors-elect from Extension Districts should be invited to come in a day earlier than governors-elect from United States and Canadian districts. After consideration of a number of factors, the Committee concluded that this should be done again. The primary reason for this is the recognition that a man who has just completed a trip from Europe or Australia is not prepared to enter into a three-day conference the day he arrives and that he should be assured in advance that, whether or not he has indicated his willingness to share a room, he will have a room to himself the first night after arrival and not have anything on his schedule the following morning.

This requires some adjustment in the plan of the conference which has previously been scheduled for governors-elect from abroad. It is the judgment of the committee that any such conference should be limited to Wednesday afternoon and, as a pre-conference orientation, limit itself to information which will not be covered in the conference itself.

Aside from distribution to conference participants in March, conference workbooks will be distributed only to new district secretaries who do not have last year's workbook and to new Board members elected at Toronto unless a specific request for a new one is made to the Secretary prior to December 1, when materials production begins.

Schedule for District Leadership Education Conferences

Because of the lateness of the International Convention in Toronto, the Committee believes that Conferences for Lieutenant Governors-designate should be scheduled no earlier than July 27 so that all materials will be available to them and that the recommended time for completion be changed from the end of July to August 5.

Recommendation #1:

The Committee recommends that the following be indicated to districts as the recommended dates for leadership education conferences held during the summer of 1979: Conferences for Lieutenant Governors-designate and Committee Chairmen-designate, not later than August 5; Conferences for Club Officers-designate, completed by August 31; and Conferences for Club Chairmen and Boards, completed by September 30.

I move that recommendation 1 be adopted.

(adopted)

The Committee has encouraged the staff, insofar as practical and when agreed to by the President-elect, to record the "President-designate's Announcement of the Theme, Targets, and Major Emphasis Program" and to produce the duplicated slides and cassettes of this presentation prior to the Convention so that all districts may receive their full shipments in time to distribute them at their Conferences for Lieutenant Governors-designate. This has not heretofore been possible for those districts holding conferences within three weeks of the end of the Convention. The Committee has no concern that at times the distributed set will not be identical to the presentation on Wednesday evening of the Convention.

Board Policy re Leadership Education of Governors-elect of Extension Districts

In response to action taken by the Board at its April meeting, the Committee has developed proposed wording for a Board policy provision covering the leadership education of governors-elect.

Recommendation #2:

The Committee recommends that the second paragraph under paragraph 1 of the Board policy on leadership education (A-7) be deleted and the following paragraph substituted therefor:

"The basic leadership education of all governors-elect and of the President of Kiwanis International-Europe shall be provided by Kiwanis International at a Conference for Governors-elect held annually in March or April. The conference will be presided over by the President-elect of Kiwanis International; the faculty will consist of the Board Committee on Leadership Education and the staff. Kiwanis International will reimburse to all governors-elect the costs of travel, lodging, and meals necessitated by their attendance at the conference. The agenda shall be that developed by the Board Committee on Leadership and Council."

I move that recommendation 2 be adopted and referred to the Committee on Laws and Policies for inclusion in Board policy.

(adopted)

In recommending this wording, the Committee does not itself intend, by reference only to "governors-elect," to exclude the President-elect of Kiwanis International-Europe from being reimbursed for expenses in any year for which it may be budgeted but it is uncertain as to whether such reimbursement is intended as established Board policy.

1979 Leadership Education Materials

The Committee takes note of the recommendation of the Committee on Program Development which, in effect, adds the Major Emphasis Program Kit as an item to be included in the President's Package of Leadership Education Materials.

The Committee makes no specific recommendation regarding additions or deletions to the list of leadership education materials distributed to clubs and districts. It does, however, encourage the staff to assess the value of every item proposed for distribution to the end that the total may be reduced and that distribution procedures may be simplified. In that regard, the Committee favors a common plan of distribution of President's Packages to all clubs, but it will withhold a recommendation until after the whole matter has been discussed with district secretaries during Council so that we will be certain to understand all of the reasons why some districts request bulk shipment of materials rather than direct shipment to clubs.

Council Dates 1980

It is desirable that Council dates be established two years in advance in order to initiate a hold on hotel facilities, even though it may be changed at some later meeting, provided that options are still open.

Recommendation #3:

The Committee recommends that the fall meeting of the Council in 1980 be held at the Hotel Continental Plaza, Chicago, Friday through Sunday, October 3-5.

I move that recommendation 3 be adopted.

(adopted)

Items Retained on the Agenda

The Committee wishes to inform the Board that three items will be retained on its agenda for further discussion at its next meeting:

- (1) the inclusion of governors from Extension districts and the President of Kiwanis International-Europe in Council plans on the same basis that governors of other districts are included;
- (2) evaluation of the training of the district chairmen as it relates to the overall operation of a district; and
- (3) further attention to the recommendations of the Special Committee on Leadership Education appointed a year ago.

Respectfully submitted,

STEPHEN H. HART, JR.

EGON KUZMANY

DREW M. PETERSEN, M.D.,
Chairman

(Excerpt from Board Policy)

The Associate Secretary shall have general responsibility for the administration of the annual convention, in which is included all phases of the convention, except program features. In this responsibility, he shall be assisted by the Convention Manager.

SECRETARY EMERITUS: Establishment of this designation for O. E. Peterson is as provided in Board Resolution dated June 30, 1966.

EMPLOYMENT OF MANAGEMENT LEVEL EMPLOYEES

The employment of all management level employees at the General Office shall be submitted to the Board of Trustees for approval.

LEADERSHIP EDUCATION

POLICY ON HANDLING OF THE EDUCATION OF OUR LEADERSHIP AT ALL LEVELS IN THEIR KIWANIS DUTIES AND RESPONSIBILITIES

1. The President-elect of Kiwanis International, at the request of the President, shall be responsible for the education of our leadership as to their Kiwanis duties and responsibilities. In carrying out this responsibility, he will work closely with the appropriate Board Committees as they develop the specific procedures for final approval by the International Board.

* The President-elect with the counsel of the President shall select the faculty which will carry out the education program for the Governors-elect.

The President-designate, in cooperation with the President, shall appoint the International Representatives to the several district conventions. These shall be officers, officers-designate or in the event of emergencies past officers of Kiwanis International.

At the post-International Convention Board sessions, the President-designate shall be prepared to instruct those assigned as International Representatives to district conventions in their duties, and especially as such duties relate to the program of education, which will be carried out at the district conventions under the general supervision of the Governors-elect.

2. The Governor of each of the several districts shall delegate to the Governor-elect the responsibility of carrying out the educational program for the district and club leadership which will serve during the Governor-elect's administrative year.

The Governor-elect shall, in cooperation with the Governor, make certain that adequate time is allocated for the education of the leadership in their Kiwanis duties.

The Governor-elect shall select the faculty to assist him in carrying out the educational program. His key leadership is to be found in the Governor, the Immediate Past Governor, the International Representative, the Counselor to the district (if in attendance), the District Secretary, and past district officers.

3. The education of the new officers, members of the Board of Directors, and the committee chairmen in each local club shall be under the direction of the President-designate.

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH AND EDUCATION

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

SEPTEMBER 25-28, 1978

Date of Committee Meeting: September 27, 1978

Place of Committee Meeting: General Office

Present: Members - Stephen H. Hart, Jr., E. B. "Mac" McKittrick,
C. E. "Pete" Thurston, Jr.

Chairman - John T. Roberts

Staff Member - William A. Brown

Review of Trend Membership Figures and New Member Add Reports as of August 31, 1978

The Board Committee reviewed the Trend Membership Figures and New Member Add Reports for eleven (11) months of this administrative year. These membership statistics are attached as Exhibits #1 and #2.

It was noted by the Committee that the total New Member Adds for the 1977-78 administrative year will likely be an all time high. Another encouraging sign in Membership Growth is that, by the end of the 1977-78 administrative year, the total membership may reach 300,000 members.

Programs for Growth

The Board Committee reviewed the recognition programs to be used in the 1978-79 administrative year. The awards are as follows:

Individual Sponsor Awards:

Sponsors Pin (Share Your "K")
Presidential Citation Card for Sponsoring One New Member
3 Member Tie Tac
5 Member Ruby K

Target 30 Program

Banner Patch
Global Kiwanis Tie Tac for Club Presidents

Diamond Growth Awards:

Banner Patch
Diamond Distinguished President or Diamond Past Presidents Pin
Diamond Distinguished Lieutenant Governor Pin

President's Day Program:

Presidential Citation Card for Members Sponsoring One New Member
Presidential Certificate for Club Having a Minimum of five (5) New
Members During President's Day Program

The Board Committee is of the opinion that the programs are excellent in content to assure the continued growth of Kiwanis International. The members of the Committee realize that without promotion of these programs at all levels of Kiwanis, growth will be minimal. Therefore, the Committee urges each member of the Board to promote these programs at every opportunity to insure reaching the goal of 320,000 members in the 1978-79 administrative year.

The Board Committee commends the Publications Department, especially Patrick Kane, for the development of the excellent brochure on the "Target 30" program and the "Share your K" sponsor card.

The Board Committee directed Staff to develop a new brochure for the "Share Your K" program that would contain suggested remarks for the club president to make to the new club member, so that the new member would be challenged to also sponsor a new member and earn the new rhodium sponsors pin.

Also, the Committee directed Staff to develop an informational packet that would be sent to the lieutenant governors that would suggest ways to use the various growth programs in developing membership growth within the clubs of a division.

The Committee received a report from Staff that a recommendation would be presented to the Board Committee on Public Relations that the "Man Who Wears the K" be updated and a slide presentation be produced for use by Kiwanis clubs. After review of the report, the Committee heartily endorses the proposal that the "Man Who Wears the K" be updated and made available to Kiwanis clubs.

In the area of Kiwanis Education, the Committee discussed the various materials that are available to Kiwanis clubs. The Committee agreed that the Committee members and Staff would review all the material that is available on Kiwanis Education and would report back at the next meeting of the Committee, with their individual recommendations for possible revision or the development of new material.

Realizing that the Kiwanis Magazine goes to each Kiwanis member, the Committee discussed ways the magazine could be used in Kiwanis Education, as an educational tool.

Recommendation #1:

The Committee recommends that the Kiwanis Magazine have in each issue a brief article on some aspect of the history of Kiwanis.

I move that recommendation #1 be adopted.
(adopted)

The Committee members and Staff will study the Operation S.A.M. program for possible revision and will discuss such revisions at the next meeting of the Committee.

The Kiwanis Club of Spokane, Washington requested that the "Official Attendance Rules" be changed to allow a member thirty (30) days before and after a regular meeting or Round Table meeting in which to obtain credit for attendance of a missed meeting. The Committee carefully considered all aspects of the request and does not believe that changes are warranted at this time.

District Secretary, Theodore E. Brookhouser, of the Pennsylvania District requested that a processing fee be established for Honorary Members so that the Honorary Members would be placed on the district mailing list which is prepared by Kiwanis International. The Committee felt that it would be of value for an Honorary Member to receive the district publication and other selective district mailings.

Recommendation #2:

The Committee recommends that an annual charge of \$10.00, payable to Kiwanis International, be established for Honorary Members and that such charge would include the processing fee and magazine subscription for an Honorary Member.

I move that recommendation #2 be adopted.

(adopted and referred to Board Committee on Laws and Policies)

The Committee is concerned about reports of Kiwanis clubs advertising in local newspapers and of general mailings to unknown individuals for the purpose of soliciting club membership. It is the concern of the Committee, among other things, that legal action could possibly be brought against a Kiwanis club that would refuse membership to an individual who responded to such solicitation.

Recommendation #3:

The Committee recommends that the Board Committee on Laws and Policies develop a statement of policy that would prevent solicitation of members through newspaper ads, general mailings, and other such forms of non-selective advertising.

I move that recommendation #3 be adopted.

(adopted)

With goals of at least 90,000 new member adds, and a Kiwanis membership of 320,000 for the 1978-79 administrative year, the Committee recognizes that it is important for Kiwanis clubs to begin their membership growth programs early in the administrative year.

Recommendation #4:

The Committee recommends that the Kiwanis clubs that obtain the required number of New Member Adds to qualify for the 1978-79 Diamond Growth Award by April 30, 1979 be given special recognition at the Kiwanis International Convention in Toronto.

I move that recommendation #4 be adopted.

(adopted)

Respectfully submitted,

STEPHEN H. HART, JR.

E. B. "Mac" McKITRICK

C. E. "Pete" THURSTON

JOHN T. ROBERTS, Chairman

REPORT OF CLUBS AND MEMBERSHIP

Exhibit #1

FOR MONTH OF: AUGUST, 1978

DISTRICT	ACTIVE CHARTERS	INACTIVE CHARTERS	TOTAL CHARTERS	APS. MBR. TOTAL	HONORARY	TOTAL MEMBERSHIP
ALABAMA	110	2	112	5,298	40	5,338
ANDEAN	36	2	38	808	3	811
AUSTRALIA	36	2	38	759	5	764
*CAL-NEV-HAWAII	587	19	606	23,707	469	24,176
CAPITAL	216	1	217	9,127	142	9,269
CAROLINAS	188	4	192	9,861	84	9,945
*E.CANADA-CARIBBEAN	262	2	264	9,848	138	9,986
FLORIDA	308	-	308	14,866	142	15,008
GEORGIA	147	9	156	7,640	82	7,722
ILL-EASTERN IOWA	293	4	297	11,896	143	12,039
INDIANA	196	3	199	9,399	78	9,477
JAPAN	10	-	10	893	-	893
KANSAS	119	1	120	4,548	29	4,577
KENTUCKY-TENNESSEE	186	3	189	8,521	110	8,631
LA-MISS-WEST TENNESSEE	155	7	162	6,808	50	6,858
MICHIGAN	214	1	215	8,775	123	8,898
MINNESOTA-DAKOTAS	152	1	153	7,655	72	7,727
MISSOURI-ARKANSAS	230	10	240	9,017	84	9,101
MONTANA	55	2	57	2,333	13	2,346
NEBRASKA-IOWA	188	5	193	8,188	61	8,249
NEW ENGLAND	253	2	255	10,730	243	10,973
NEW JERSEY	183	1	184	6,255	144	6,399
NEW YORK	349	7	356	13,477	247	13,724
NEW ZEALAND	53	-	53	1,509	5	1,514
OHIO	356	8	364	16,835	255	17,090
*PACIFIC NORTHWEST	406	11	417	15,447	171	15,618
PENNSYLVANIA	255	8	263	10,040	134	10,174
PHILIPPINE LUZON	72	-	72	1,780	4	1,784
PHILIPPINE SOUTH	76	19	95	1,818	-	1,818
REP. OF CHINA	17	-	17	557	-	557
ROCKY MOUNTAIN	114	5	119	4,810	34	4,844
SOUTHWEST	135	10	145	5,174	59	5,233
*TEXAS-OKLAHOMA	454	28	482	17,575	152	17,727
UTAH-IDAHO	75	4	79	3,329	21	3,350
WESTERN CANADA	65	3	68	2,344	43	2,387
WEST VIRGINIA	63	1	64	2,427	34	2,461
WISCONSIN-UPPER MICHIGAN	193	2	195	8,780	55	8,835
OVERSEAS EXTENSION	58	-	58	1,299	8	1,307
KIWANIS INT.-EUROPE	354	-	354	9,489	-	9,489
TOTALS	7,219	187	7,406	293,622	3,477	297,099

*INCLUDING 55 CLUBS CARIBBEAN: 13 - BAHAMAS, 1 - BARBADOS, 1 - GRAND CAYMAN ISLAND, 1 - GUADELOUPE, 23 - JAMAICA, 1 - MARTINIQUE, 1 - SURINAM, 10 - TRINIDAD, 4 - NETHERLANDS ANTILLES

*INCLUDING 60 CLUBS CANADA

*INCLUDING 3 CLUBS MEXICO: 2 - CALIFORNIA-NEVADA-HAWAII, 1 - TEXAS-OKLAHOMA

NEW MEMBER ADD REPORT FOR WORLDWIDE EAST

PERIOD COVERED: AUGUST, 1978

DISTRICT	1977-78 NEW MEMBER ADD GOAL	NEW MEMBER ADD GOAL TO DATE	NEW MEMBER ADDS	PREVIOUS ADD TOTALS	TOTAL ADDS	*NEW CLUBS	TOTAL NEW CLUBS TO DATE
ALABAMA	1,409	1,292	67	1,047	1,114	-	9
CAPITAL	2,688	2,464	127	1,202	1,329	-	7
CAROLINAS	2,832	2,596	200	1,547	1,747	2	14
E. CANADA-CARIBBEAN	2,776	2,545	174	1,613	1,787	1	11
FLORIDA	4,055	3,717	322	3,102	3,424	1	24
GEORGIA	2,228	2,042	147	1,301	1,448	1	7
INDIANA	2,621	2,402	102	1,440	1,542	-	9
KENTUCKY-TENNESSEE	2,474	2,268	75	1,362	1,437	-	5
MICHIGAN	2,551	2,338	120	1,225	1,345	-	4
NEW ENGLAND	3,085	2,828	119	1,613	1,732	1	10
NEW JERSEY	1,888	1,730	110	795	905	2	6
NEW YORK	3,959	3,629	206	1,965	2,171	1	11
OHIO	4,942	4,530	145	2,159	2,304	-	6
PENNSYLVANIA	2,818	2,583	124	1,816	1,940	-	14
WEST VIRGINIA	683	626	24	418	442	-	2
EUROPEAN FEDERATION	2,373	2,175	88	654	742	4	34
TOTALS	43,382	39,765	2,150	23,259	25,409	13	173
NEW MEMBER ADDS - WORLDWIDE WEST	40,152	36,795	2,476	26,098	28,574	17	191
GRAND TOTAL	83,534	76,560	4,626	49,357	53,983	30	364

*MEMBERSHIP IN NEW CLUBS BUILT DURING PERIOD COVERED INCLUDED IN DISTRICT ADD FIGURE

NEW MEMBER ADD REPORT FOR WORLDWIDE WEST

PERIOD COVERED: AUGUST, 1978

DISTRICT	1977-78 NEW MEMBER ADD GOAL	NEW MEMBER ADD GOAL TO DATE	NEW MEMBER ADDS	PREVIOUS ADD TOTALS	TOTAL ADDS	*NEW CLUBS	TOTAL NEW CLUBS TO DATE
ANDEAN	101	92	50	424	474	2	16
AUSTRALIA	228	209	59	181	240	2	4
CAL-NEVADA-HAWAII	7,133	6,538	372	3,989	4,361	-	9
ILLINOIS-E. IOWA	3,335	3,057	150	1,945	2,095	-	13
JAPAN	250	229	21	124	145	-	-
KANSAS	1,298	1,189	45	730	775	-	2
LA-MISS-W. TENNESSEE	1,951	1,788	106	1,213	1,319	-	10
MINNESOTA-DAKOTAS	2,201	2,017	107	1,166	1,273	1	5
MISSOURI-ARKANSAS	2,593	2,376	148	1,596	1,744	1	10
MONTANA	687	629	54	458	512	1	3
NEBRASKA-IOWA	2,297	2,105	153	1,370	1,523	2	6
NEW ZEALAND	344	315	98	426	524	2	9
PACIFIC NORTHWEST	4,309	3,949	239	3,162	3,401	-	18
PHILIPPINE LUZON	345	316	57	327	384	1	8
PHILIPPINE SOUTH	438	401	80	606	686	-	16
REPUBLIC OF CHINA	115	105	3	168	171	-	4
ROCKY MOUNTAIN	1,374	1,259	99	907	1,006	-	6
SOUTHWEST	1,544	1,415	90	1,070	1,160	-	6
TEXAS-OKLAHOMA	5,212	4,777	306	3,470	3,776	1	21
UTAH-IDAHO	965	884	44	644	688	-	4
WESTERN CANADA	750	687	28	279	307	-	1
WISCONSIN-UPPER MICH.	2,359	2,162	116	1,585	1,701	2	15
EXTENSION	323	296	51	258	309	2	5
TOTALS	40,152	36,795	2,476	26,098	28,574	17	191
NEW MEMBER ADDS - WORLDWIDE EAST	43,382	39,765	2,150	23,259	25,409	13	173
GRAND TOTAL	83,534	76,560	4,626	49,357	53,983	30	364

*MEMBERSHIP IN NEW CLUBS BUILT DURING PERIOD COVERED INCLUDED IN DISTRICT ADD FIGURE

REPORT OF BOARD COMMITTEE ON NEW CLUB BUILDING
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: General Office

Present - Members: Raymond W. Lansford, James B. Richard, John T. Roberts

Chairman: C. E. "Pete" Thurston, Jr.

Staff Members: Robert M. Detloff, Alonzo J. Bryan

1. REVOCATION OF CHARTERS

The committee reviewed information provided by the Staff relating to the proposed revocation of charters and the following sixty charters are recommended to the Board for revocation:

<u>CLUB</u>	<u>ORGANIZATION DATE</u>
Weatherford, Texas	August 8, 1927
Aptos, California	August 26, 1946
North Calgary, Alberta	August 30, 1948
Brentwood and the Islips, New York	October 24, 1951
Hopatcong, New Jersey	November 20, 1951
Greater Stockton, California	October 6, 1953
Mechanicville-Stillwater, New York	November 10, 1953
Newton, Mississippi	September 8, 1954
Leetonia-Washingtonville, Ohio	November 8, 1954
Wilmington, Ohio	June 12, 1958
Tri-City, Borger, Texas	August 11, 1959
Fredonia, Kansas	September 27, 1960
LaPlace-Lutcher, Norco, Louisiana	September 26, 1967
Arden, North Carolina	December 18, 1967
Westwego, Louisiana	June 5, 1968
Van Nuys Airport, California	November 27, 1968
Milwaukee, Midtown, Wisconsin	April 23, 1971
Rivertown, Madison, Indiana	February 8, 1972
Conrad, Montana	March 13, 1972
**South Suburban, Milwaukee County, Wisconsin	August 15, 1972
Bloomington-Normal, Illinois	August 17, 1972
Moriches (The), New York	September 18, 1972
Yuma-Sunrisers, Arizona	September 19, 1972
**Early Risers, Marion, Indiana	September 19, 1972
Chattooga County Georgia	March 5, 1974
West Nampa, Idaho	April 2, 1974
Springfield Battlefield, Missouri	July 17, 1974
Houston, Gulf Freeway, Texas	August 14, 1974
Snake River, Burley, Idaho	September 4, 1974
Mountain Home, Idaho	September 5, 1974
Lincolnwood, Illinois	September 30, 1974

Colorado Centennial, Colorado Springs, Colorado	February 5, 1975
Lawrenceville, Pennsylvania	April 16, 1975
Bay City-Sunrisers, Texas	May 2, 1975
Sierra Vista-San Pedro, Arizona	June 12, 1975
Warwick Valley, New York	June 12, 1975
Smiths Station, Alabama	October 30, 1975
North Valley Stream, New York	November 6, 1975
Tatum, Texas	January 19, 1976
Golden K, Abilene, Texas	January 27, 1976
Lubbock-Sunrisers, Texas	January 27, 1976
Baxley-Appling County, Georgia	January 28, 1976
Brighton, Golden K, Michigan	January 29, 1976
Conrad, Knoxville, Tennessee	February 16, 1976
Inman, South Carolina	February 26, 1976
Weatherford-Early Shavers, Oklahoma	March 2, 1976
Greenhorn Valley, Colorado City, Colorado	March 18, 1976
St. Simons Island, Georgia	April 22, 1976
Pasadena, Hastings, California	April 27, 1976
Pine Prairie, Louisiana	May 5, 1976
Canon City, Colorado	May 7, 1976
Clear Creek County, Idaho Springs, Colorado	August 3, 1976
Puenta Hills Mall, Industry, California	August 12, 1976
*Baldwin Park East, California	August 18, 1976
Stigler, Oklahoma	September 3, 1976
**South Charleston, Spring Hill, West Virginia	September 15, 1976
Wagon Mound, New Mexico	September 20, 1976
Pike-Metro, McComb, Mississippi	September 22, 1976
North Augusta, South Carolina	November 29, 1976
Dahlonega, Georgia	April 29, 1977

* Charter to be retired
** Members joined other Kiwanis clubs

Recommendation #1:

The committee recommends that the charters of the sixty listed clubs be revoked.

I move that recommendation #1 be adopted.
(adopted)

2. NEW CLUB BUILDING STATISTICS

The committee reviewed the excellent record of new club growth for the 1977-78 administrative year. A NEW ALL-TIME RECORD in New Club Building has been set and the total number of new clubs as of the date of this report is 413.

The committee wishes to commend all those who helped to establish this new record of growth. The committee wishes to pay special recognition to the District Officers, the International Committees on New Club Building, the Accredited Representatives, and the Field Service Staff for their combined efforts during 1977-78.

It is noted that seven governors established new all-time records in their respective districts. The committee recommends that President Maury forward a personal letter to each of these seven governors recognizing their leadership in New Club Building in 1977-78.

Recommendation #2:

The committee recommends that President Maury forward a personal letter to each of the seven governors who established new all-time records in their districts recognizing their leadership in New Club Building in 1977-78.

I move that recommendation #2 be adopted.

(adopted)

3. NEW CLUB BUILDING PROMOTION 1978-79

The committee reviewed the promotional efforts of John P. Bradin, Jr., Chairman, Worldwide East and Donald G. Wilson, Chairman, Worldwide West for 1978-79. The plans include a special award to the governors in whose districts a new Kiwanis club is organized by Friday, October 6, 1978. This recognition award will be an attractive - WEATHER STATION TRIO WALL PLAQUE - that will enhance any office or den.

As a slogan for 1978-79 the committee recommends that "509 in '79" be approved as previously suggested by the Chairmen of the International Committees.

Recommendation #3:

The committee recommends that slogan for New Club Building promotion for 78-79 be "509 in '79".

I move that recommendation #3 be adopted.

(adopted)

4. NOT-MEETING CLUBS - CHARTER REVOCATIONS

At the meeting of the Board held in Miami Beach last June a section was inserted in Board Policies in Section C, page 8, relating to the revocation of a club charter for non-payment of financial obligations. Action was also taken directing that a review of currently employed procedures in connection with the revocation of a charter be conducted prior to the next meeting of the Board and that consideration be given to additional statements that might be included in the Board Policies.

The committee has reviewed the current procedures and recommends that the portions underlined in attached Exhibit A, be considered for inclusion in Board Policies and they be referred to the Board Committee on Laws and Policies for proper insertion.

Recommendation #4:

The committee recommends that the following be included in Board Policies and referred to the Board Committee on Laws and Policies for inserting in the policies:

F-8, 5, NOT-MEETING CLUBS - A club shall be listed as "not-meeting" upon the recommendation of the governor of the district.

REACTIVATED CLUBS - In order for a club that has been listed as "not-meeting" to be restored to "active" status, a reactivation meeting must be held conducted by the lieutenant governor or a current or past district officer or Field Service Representative or Accredited Representative. Following this reactivation meeting the General Office must be provided with the date the meeting was held, the names and addresses of the club president and secretary, a roster of the members including names and complete mailing addresses, and the place, day, and time of the weekly meetings as certified by the above officer.

C-8, REINSTATEMENT OF CLUB CHARTER - For a club which was resigned or had its charter revoked, the Board of Trustees may authorize the reinstatement of a club charter providing that: (1) The applicable charter fee has been submitted; (2) A reorganization meeting has been conducted in conformity with the procedures as set forth for the organization of a new Kiwanis club; (3) The required forms have been completed and submitted to the General Office; (4) All previous financial obligations have been paid in full.

I move that recommendation #4 be adopted.

(adopted)

Respectfully submitted,

RAYMOND W. LANSFORD

JAMES B. RICHARD

JOHN T. ROBERTS

C. E. "PETE" THURSTON, Chairman

F-8, 5, NOT-MEETING CLUBS

A club shall be listed as "not-meeting" upon the recommendation of the governor or secretary of the district. In order that the membership records of Kiwanis International may indicate the actual membership of the organization and the balance sheet may indicate only actual assets in Accounts Receivable, the Secretary shall authorize the elimination of all membership of "not-meeting" clubs from the active membership lists. All contact with the club shall be suspended. If the Board revokes the charter of a club, it may, upon the recommendation of the Finance Committee, charge off any uncollectible accounts of such club.

REACTIVATED CLUBS

In order for a club that has been listed as "not-meeting" to be restored to "active" status, a reactivation meeting must be held conducted by the lieutenant governor or a current or past district officer. Following this reactivation meeting the General Office must be provided with the date the meeting was held, the names and addresses of the club president and secretary, a roster of the members including name and complete mailing address, and the place, day, and time of the weekly meetings as certified by the above officer.

CHARTER REVOCATION - DISCIPLINARY ACTION

When a notice of revocation of its charter has been served on a Kiwanis club, all of its rights and privileges are terminated; the club ceases to exist at that time and, therefore, has no status at any administrative level; it continues in this state during any appeal as prescribed in the Constitution and Bylaws.

CHARTER REVOCATION - NON-MEETING CLUB

The charter of a club which has not met for a period of one year may be revoked by the International Board of Trustees upon recommendation therefor by the District Board of Trustees. The charter of a club which has not met for a period of two years may be revoked by the International Board of Trustees after ninety days notice to the Governor of the District.

CHARTER REVOCATION - NON-PAYMENT OF FINANCIAL OBLIGATIONS

Whenever the Board of Trustees shall direct revocation of a club charter for non-payment of financial obligations, said club shall be forthwith notified of such action by the Secretary of Kiwanis International, such notice to include a statement that the charter is suspended for a period of ninety (90) days which, without further notice, will be followed by revocation if the outstanding balance is not paid in full.

REINSTATEMENT OF CLUB CHARTER

For a club which has resigned or had its charter revoked, the Board of Trustees may authorize the reinstatement of a club charter providing that: (1) The applicable charter fee has been submitted. (2) A reorganization meeting has been conducted in conformity with the procedures as set forth for the organization of a new Kiwanis club. (3) The required forms have been completed and submitted to the General Office. (4) All previous financial obligations have been paid in full.

REPORT OF THE BOARD COMMITTEE ON PROGRAM DEVELOPMENT
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 26, 1978

Place of Committee Meeting: General Office

Present: Members - Warren H. Edwards, James B. Richard,
C. E. "Pete" Thurston, Jr.
Chairman - E. B. "Mac" McKittrick
Staff Members - Gerald R. Jindra, A. G. Terry Shaffer

I. The 1978-79 Major Emphasis Program - Progress Report

The Committee reviewed the "RIGHTSTART - The Formative Years" Major Emphasis Program kit contents, the introduction of the program at the Miami Beach Convention, and promotion undertaken to date. The Committee feels that the work done thus far is excellent and expressed its wishes that means of utilization of MEP materials be given priority throughout the year.

II. Selection of 1979-80 Major Emphasis Program

The Committee recognizes that one of the essential problems in Major Emphasis Programming is the timing of the selection of the program. Heretofore, the Board has selected the MEP for the following year at its meeting in late January. Immediately thereafter, staff attention must, of necessity, be increasingly directed toward intensive preparations for the International Convention. Development of MEP materials, under this timetable, takes place on a "piecemeal" basis until after the International Convention concludes. At that point, only three months remain until the start of a new administrative year, and Major Emphasis Program materials for that year are too late in reaching clubs.

The Committee believes that the selection of the 1979-80 Major Emphasis Program at this current meeting of the Board will give staff four additional months to prepare the materials. In addition, the entire MEP kit can be included in the 1979-80 Club President's Leadership Education packet. It will thus be in the hands of incoming club leadership at a much earlier date, reduce postage costs of an additional mailing, and enable us to have considerable information available for distribution at the Toronto Convention.

Recommendation #1:

The Committee recommends that the 1979-80 Major Emphasis Program kit be included as an integral part of the 1979-80 Club President's Leadership Education packet.

I move that Recommendation 1 be adopted.

(Adopted)

The RIGHTSTART program will be in its first year of operation during the 1978-79 administrative year. The Committee feels that the program has great potential beyond this first year. For that reason, the Committee also feels that the basic RIGHTSTART program should be continued for a second year, with a focus upon additional methods of putting adults in personal touch with many more children.

Recommendation #2:

The Committee recommends a continuation of the basic RIGHTSTART Major Emphasis Program through 1979-80, with a specific focus upon special interest areas of adults which can be shared, on a one-to-one basis, with children.

I move that Recommendation 2 be adopted.

(Adopted)

The Committee feels that the term RIGHTSTART should be included prominently in the name of the 1979-80 Major Emphasis Program in order to convey to Kiwanians the fact that the basic program is being continued. The Committee also agrees that the title of the Major Emphasis Program should also reflect, inasmuch as possible, the one-to-one relationship of adult to child.

Recommendation #3:

The Committee recommends that the title of the 1979-80 Major Emphasis Program be: "RIGHTSTART - Hand in Hand With Youth."

I move that Recommendation 3 be adopted.

(Adopted)

The Committee is also of the opinion that an incentive award program would effectively promote the Major Emphasis Program and would reward clubs who complete a new service project in the category of the MEP. The Committee also feels that guidelines for the award and the award application forms for the clubs should be formulated by staff. Beyond this, however, it is the Committee's opinion that the basic administration of the program should be the responsibility of each district. The Committee conceives of the award as a banner patch which would ideally be awarded at district conventions.

Recommendation #4:

The Committee recommends that the Board of Trustees adopt an incentive program whereby a suitable banner patch would be awarded to any club which participates in the 1979-80 Major Emphasis Program by completing a new project in the RIGHTSTART MEP and that this Recommendation be referred to the Finance Committee for implementation in planning for the 1979-80 budget.

I move that Recommendation 4 be adopted.

(Adopted)

III. Presentation of the 1979-80 Theme, Objectives, and Major Emphasis Program in Toronto

The Committee approves of the continuance of the basic format now being utilized for the Presentation of the Theme, Objectives, and Major Emphasis Program(s) at the International Convention, which involves a narration by the President-designate, accompanied by slides.

The Committee also concurs with the distribution of slides/cassettes of that Presentation on the basis of one free set for each governor-elect and lieutenant governor-elect, informal announcement of the Major Emphasis Program through materials available at the MEP booth in Toronto, at the Forum on the 1979-80 Major Emphasis Program, and at any other Convention conferences where informal announcement would be regarded as purposeful.

IV. Suggestion of Kiwanis Participation in National Easter Seal Telethon in 1979

The Committee examined a July 13, 1978 letter from Lt. Governor R. H. Hultman requesting that Kiwanis International consider participation, "on a national basis," in the 1979 Easter Seal Telethon. It was the consensus of the Committee that such participation by Kiwanis International would not be feasible for the following reasons: 1) lack of "internationality" of the project; 2) difficulty of committing local clubs to active support; 3) it is generally unwise to align with an outside organization's program which is not controlled by Kiwanis International; and 4) restrictions contained in Board Policy dealing with support for any charitable, educational, religious or eleemosynary objective other than that of the Kiwanis International Foundation.

V. Builders Clubs - Progress Report and Elimination of an Annual Sponsorship Fee

The Committee was informed that at the present time, Kiwanis International has officially chartered 233 Builders Clubs, with 48 chartered during 1977-78. The total membership of the Builders Club program is estimated to be in excess of 4,000.

The Committee then examined the difficulties and expense encountered by Staff in the collection of an annual sponsorship fee from clubs sponsoring a Builders Club. Staff explained that all Kiwanis Clubs which charter a Builders Club prior to March 1 of any given year must recertify their intent to continue sponsorship by returning the necessary form and \$25.00 Sponsorship Fee per Builders Club to Kiwanis International prior to December 1. Although Staff felt that an initial fee was justified for services rendered in the chartering process, it is difficult to justify the return a sponsor gets from subsequent annual fees for this local club activity. The Committee agreed with the facts as discussed, but felt that additional materials should be provided to sponsors at the time of the initial fee.

Recommendation #5:

It is recommended that the necessity for an annual Builders Club Sponsorship Fee be eliminated, and that the initial fee at the time of petition for charter be \$50.00. This one-time fee is to include a registered charter, sufficient membership cards, sponsorship patch, ten Builders Club member lapel buttons and a Builders Club bannerette.

I move that Recommendation 5 be adopted.

(Adopted)

VI. Keywanettes and District Structure

The Committee was briefed by Staff on the history of the Keywanettes program, past Kiwanis International Board Involvement, and past Board approval of a Keywanettes district structure for the California-Nevada-Hawaii and Texas-Oklahoma districts. The Committee was informed of a possible future request for a similar structure from the Carolina district of Kiwanis International. As no formal request for such a Keywanettes district structure had yet been received from the Carolinas district, the Committee deferred the issue until an official request was made.

Respectfully submitted,

WARREN H. EDWARDS

JAMES B. RICHARD

C. E. "PETE" THURSTON, JR.

E. B. "MAC" MCKITRICK, Chairman

REPORT OF BOARD COMMITTEE ON PROPERTY AND SUPPLIES
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 27, 1978

Place of Meeting: General Office

Present: Members - Albert L. Cox, Raymond W. Lansford
Chairman - Warren H. Edwards
Staff members - William A. Brown, Timothy Mullen,
Frank S. Schwerthoffer

Supplies

The Committee reviewed the 1978-79 Key Club and Circle K Supplies Catalog. This year the catalog was mailed the last week of August, which was three (3) months earlier than the mailing date last year.

The Committee reviewed the cover of the 1978-79 Kiwanis Supplies Catalog. The new catalog will have the same number of color pages as last year, also eight (8) of the black and white pages have been replaced with buff colored pages printed in brown ink to display leather goods, plaques and other awards.

The financial statement for the supplies operation covering the eleven (11) month period ending August 31, 1978 was reviewed, found in order, and approved. Sales are expected to reach an all time high of \$1,500,000.00. As of the third week of September, 1978, the Supplies Department had processed the same number of orders as it had processed for all of the 1976-77 Administrative Year. It is projected that there will be a minimum of 1,000 more orders processed for the 1977-78 Administrative Year than were processed in the 1976-77 Administrative Year.

At this time a number of new items were presented to the Committee for their consideration. The following items were selected for future evaluation:

- Leather briefcase
- Several brooches and ladies pins
- Paper weight with plate for engraving
- A disposable paper apron
- Award plaques
- Officers rings in sterling silver

Staff was directed to continue its study in establishing a uniform pricing structure in the Supplies Catalog that would set Canadians' prices on an equitable basis to United States prices.

Property

The Board Committee reviewed the Operating Statement for the General Office property for the period ending August 31, 1978. The Committee noted that at the present time we were in excess of budgetary limits due to increased wage cost of janitorial help and the increased cost of fuel and utilities.

The Committee received a report that the roof on the General Office has been replaced and that the changes in the Data Processing Department have been completed.

The Committee discussed the working paper, "A Look at General Office Facilities." It was the opinion of the Committee that Staff should continue the study as to the future needs for additional General Office space.

Respectfully submitted,

ALBERT L. COX

RAYMOND W. LANSFORD

WARREN H. EDWARDS, Chairman

REPORT OF THE BOARD COMMITTEE ON PUBLICATIONS AND ADVERTISING
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25.- 28, October 1, 1978

Date of Committee Meeting: September 26, 1978
Place of Committee Meeting: General Office
Present: Members - J. Stewart Wilson, Aubrey E. Irby
Chairman - Raymond W. Lansford
Staff - Nick Geannopulos, David Williams, Betty Nakanishi,
Pat Kane, Scott Pemberton, Greg Stanmar

Committee Orientation

The meeting opened with the introduction of the staff members, who reported to the committee on their functions and activities in editorial, advertising, art, and production.

Editorial

The committee first reviewed the editorial strategy of the magazine. The magazine's editorial goal is to attract as many readers as possible, thus creating a well-informed and enthusiastic membership.

The magazine pursues readership from two directions. First, Kiwanis content is stressed through news and feature stories about International programs, service and fund-raising projects, membership growth and development, new club building, and pre-convention promotion. Second, the magazine publishes articles of general interest applicable to Kiwanians' daily lives in the areas of business, health, the family, and community service.

The articles are of high quality and are reprinted in The Reader's Digest from time to time. For example, articles first published in Kiwanis magazine will appear in the current October and November issues of The Reader's Digest with full credit given to our organization.

Recent readership surveys show that the readership is pleased with the current publishing schedule of ten issues per year, that the magazine is read by family and friends, that it is used by Kiwanians to recruit new members, and that it is extremely useful to Kiwanians in their organization work. A Lou Harris poll indicated that about 85 percent of the membership reads the magazine regularly or occasionally.

Advertising

Advertising is obtained by the advertising manager and by sales representatives on the East and West coasts whom he supervises. Billings for the 1977-78 year are the highest ever for Kiwanis magazine, with September and October being successive record months. While industry's average increase in billings was 7 percent over last year, Kiwanis magazine was up some 36 percent.

For 1978-79, advertising income will probably continue to increase, due in part to a rate increase. Kiwanis magazine will continue to be competitive in advertising rates with the increase, comparing with The Rotarian, Lions Magazine, and Nation's Business (published by the US Chamber of Commerce for members) as follows:

	<u>Circulation</u>	<u>b/w page rate</u>	<u>cost per 1,000</u>
KIWANIS	274,355	\$1,550	\$5.65
The Rotarian	452,377	\$2,775	\$6.13
Lions Magazine	668,666	\$2,997	\$4.48
Nation's Business	1,155,620	\$11,500	\$9.95

When The Rotarian, Lions Magazine, and Kiwanis magazine are sold to advertisers as a package - the advertiser buys space for the same ad in each - the cost is as follows:

Package	1,395,398	\$7,222	\$5.17
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Art and Production

The art and production area has two main responsibilities: The production of Kiwanis magazine and the production of about 500 pieces of collateral material yearly, including: Keynoter and Circle K magazines, the Bulletin for Kiwanis Officers, the Kiwanis International Foundation Newsletter, membership brochures, the Major Emphasis Program materials, and supplies advertisements and catalogs.

Finance

The committee then reviewed the magazine's financial statement as of August, 1978 and is pleased to report an excess of income over expenses of some \$16,000 with an anticipated year-end surplus of a similar amount. The explanation for the projected good financial standing is an outstanding increase in advertising revenues and a modest increase in subscription revenues. Revenues from these sources more than offset higher than expected postage expenses. (The committee was told that the most recent postal rate increase of 67 percent

which took effect with the August issue was being appealed and it is hoped that the increase will be reduced by some \$3,200 per issue. Further, that the rebate will be retroactive with the August issue and the money will be returned as credit in future issues.)

Income from advertising and subscriptions plus careful planning and executing of each issue to save wherever possible are combining to give the magazine its favorable financial status for the 1977-78 year.

Options To Reduce the Magazine Budget

The committee next considered the financial crisis that the magazine faces in the next two years. Current and anticipated cost increases, principally for paper and postage, lead to projected deficits of \$150,000 in 1978-79 and \$285,000 in 1979-80 if the magazine's quality, format, and frequency remain the same.

The staff reported on the steps it is taking to lessen the \$150,000 deficit for 1978-79 to some degree. These include increasing advertising rates by 7 percent and color rates by 22 percent; increasing the permissible advertising space in each issue from the former 30 percent to 40 percent; and publishing no issues larger than 48 pages unless warranted by the preponderance of advertising pages. It is hoped that these steps will help to cut the \$150,000 deficit by some \$20,000 to \$25,000.

Looking ahead to 1979-80, the committee examined five options of a more drastic nature in order to alleviate the \$285,000 deficit projected for that year. These options include (1) an increase in the subscription rate; (2) a reduction in the magazine's frequency; (3) a reduction in the magazine's number of pages; (4) the delivery of the magazine in bulk for distribution at club meetings; and (5) the use of much lighter paper.

After discussion of the increased income or decreased expenses that would result from each of these actions, the committee ranked each option in descending order of harm that it could have on the magazine and, by extension, on the organization for which the magazine is the most tangible symbol.

The committee concluded that bulk mailing is the least desirable. Such a procedure would take many months to implement, and the current high readership of the magazine would be seriously eroded by the failure of club officers to distribute copies at meetings, members absent at meetings, failure to take the magazine home, etc. Bulk mailing would also save only \$8,000 per issue, thus leaving a \$200,000 deficit for 1979-80 and requiring additional revenue from other sources.

The committee agreed that reducing the magazine's pages to 24 per issue, thus producing a house organ without general-interest content or advertising, was the second least desirable option. While manufacturing, postage, and personnel costs would be reduced, the magazine would also lose much of its reader appeal and its value to Kiwanis as an image-building and member recruiting tool. The 1979-80 deficit would still be about \$100,000 requiring at least a \$1.00 subscription increase.

A reduction in the magazine's frequency from ten issues per year to six, or bimonthly, would also cause significant reductions in postage, manufacturing, and personnel. On the negative side, in addition to less frequent communication with the membership, a loss of advertising income of about 60 percent, or \$142,000, can be estimated. This would result in a surplus for 1979-80 of \$61,600 and deficits of \$18,000 in 1980-81 and \$55,000 in 1981-82.

The committee found that the use of lighter paper would be the least objectionable option to reduce expenses. However, this would only result in savings in paper and postage of about \$4,200 per issue, or \$42,000 annually. This option would have to be used in conjunction with at least one other option to significantly affect the projected deficits.

In the final analysis, the committee concluded that none of these expense-reducing options could produce a magazine of acceptable caliber within the current budget. An increase in subscription income will be required if Kiwanis is to produce a magazine that is appealing to members and reflects Kiwanis' standing in the service club world. An increase in the subscription rate of \$1.50 per year (15¢ per copy) would allow the magazine to operate with a surplus of \$180,000 in 1979-80, a surplus of \$92,400 in 1980-81, and a deficit of \$42,000 in 1981-82.

In the past few years, both postage and paper price increases have been significantly higher than the inflation rate generally. With the increase scheduled for 1979, the Postal Service believes that it will have reached the point where its rates reflect the actual cost of delivering mail, and future increases will reflect only the year to year inflation factor. High demand for paper has caused unusual price increases for that commodity, but the resulting profits have encouraged the opening of more mills. This should increase paper supplies and reduce pricing pressure over the next few years.

Recommendation #1:

The committee recommends that the Board Committee on Finance study the magazine's financial situation and consider action to increase the subscription fee by \$1.50 at the 1979 International Convention in Toronto.

I move that Recommendation 1 be adopted.

(adopted)

Future Editorial Content

The committee then reviewed the staff's plans for the magazine's future content. Feature articles supporting the new Major Emphasis Program will begin appearing with the October issue. Iceland will be featured as a Kiwanis nation in the January issue, and work has already begun on several features promoting attendance at the Toronto convention, which will begin appearing in February. Each of the next four issues will also present articles supporting Kiwanis education, administration, and membership goals. The committee suggested that the topics of membership growth, retention, and new club building are especially important this year, and the staff agreed to schedule major features on this subject area as soon as they could be prepared.

Respectfully submitted,

AUBREY E. IRBY

J. STEWART WILSON

RAYMOND W. LANSFORD, Chairman

REPORT OF THE BOARD COMMITTEE ON PUBLIC RELATIONS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

September 25-28 and October 1, 1978

Date of Committee Meeting: September 25, 1978

Place of Committee Meeting: General Office

Present: Members - Warren H. Edwards, J. Stewart Wilson
 Chairman - Aubrey E. Irby
 Other - Hilmar L. Solberg
 Staff Member - John L. McGehee

The Committee heard a report from the Staff Director of Public Relations covering the highlights of departmental effort since the last meeting of the Board.

- A. In the program of presenting plaques to past members of the International Board (other than past presidents), all plaques have been presented except for four holdover ones which will be presented this administrative year, as will plaques to those Board members who retired at Miami Beach.
- B. The department cooperated with the Program Development Department in production of a RIGHTSTART kit. Flyers promoting a series of RIGHTSTART TV slides, a cassette of radio spots, a Family Day kit, and a RIGHTSTART videotape have already brought in a substantial number of orders for this backup material.
- C. This year the department is cooperating with the Convention Department in production of a convention promotional kit to be presented to governors and secretaries attending this meeting of the International Council.
- D. The department reported excellent publicity coverage for the Key Club International convention and adequate coverage for the Circle K convention.
- E. Excellent participation in Family Day, August 13, was also reported.
- F. About 500 clubs so far have ordered National Newspaper Week kits. National Newspaper Week is October 8 - 14. However, many more clubs participate in the observance than are indicated by kit orders.

The Committee next considered Connelly Medal nominationa received since the last meeting of the Board. The first was for Robert Tuttle, age 28, of Carson City, Nevada who risked his life to save a young boy caught on a high voltage electric wire.

Recommendation #1:

The Committee recommends that a Robert P. Connelly Medal be awarded Robert Tuttle of Carson City, Nevada who risked his life to save a boy caught on a high voltage electric wire.

I move that recommendation 1 be adopted.
(adopted)

The Committee next considered the nomination of Fred Gaiser, Parsons, Kansas, age 51, who risked his life to save the life of a man held by 440 volts of electricity to an electric motor which had suffered a short circuit.

Recommendation #2:

The Committee recommends that a Robert P. Connelly Medal be awarded to Fred Gaiser of Parsons, Kansas, who risked his life to save the life of a man held by 440 volts of electricity to an electric motor which had suffered a short circuit.

I move that recommendation 2 be adopted.
(adopted)

The Committee then considered the recommendation of Frank Dohrmann, age 83, of Louisville, Kentucky, who lost his life pushing a four-year old child from in front of an oncoming car . . and saved the child's life.

Recommendation #3:

The Committee recommends that a Robert P. Connelly Medal be awarded to Frank Dohrmann of Louisville, Kentucky - posthumously - who lost his life saving a four-year old boy from being run over by an oncoming automobile.

I move that recommendation 3 be adopted.
(adopted)

The Committee next considered the recommendation of the staff, particularly the staffman assigned to this Committee and the staffman assigned to the Membership Growth and Education Committee on production of an audiovisual presentation to fulfill a combination of public relations, membership development and membership retention roles.

It was the conclusion of the staff that, at the present time, the making of a motion picture would be too expensive inasmuch as the cost could run from \$30,000 to \$50,000 for a 15-minute sound-color film.

However, a slide presentation might be financially feasible. The Committee reviewed the 15-year old filmstrip production, "The Man Who Wears the K," and reached the same conclusion as the staff that this excellent presentation might be remade, updated, "internationalized," and provided with sequences on new member induction, calling on former members to reestablish their memberships, and new club building.

Such a remake with a new script (if warranted), 80 slides (the capacity of a standard slide projector magazine), and audio, in tape cassette form, would cost about \$5,000. The slide presentation and tape cassette would be sold to clubs, districts, divisions, etc., at a price calculated to make a large number of sales possible, while at the same time providing funds to amortize the cost of the production.

Recommendation #4:

The Committee recommends that a new audio-visual presentation in slide and tape form, still entitled "The Man Who Wears the K," be produced as a combination public relations, membership building, and membership retention tool, and that sequences be included on new member induction, work to bring back former members, and new club building.

I move that recommendation 4 be adopted.

(adopted)

Under new business the Committee considered the anticipated visit of the president of Kiwanis International to the United Nations to present a RIGHTSTART kit to the Secretary General and to tell the Secretary General about the RIGHTSTART program with the idea of tying it into the UN's "Year of the Child." This meeting would be photographed, and photos and captions would be distributed internationally to Kiwanis clubs.

During the visit an effort would be made to see just how RIGHTSTART might be related to the "Year of the Child" so that Kiwanis clubs around the world would have an even greater interest in both programs.

It was felt by the Committee that this action would constitute excellent international and high visibility public relations.

Respectfully submitted,

WARREN H. EDWARDS

J. STEWART WILSON

AUBREY E. IRBY, Chairman

REPORT OF THE TREASURER
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
SEPTEMBER 25, 1978

This report covers the Kiwanis International financial position at August 31, 1978. Under the heading Unrestricted Funds, total current assets amount to \$859,027 at August 31, 1978, compared with \$968,521 at August 31, 1977. This is a decrease of \$109,494, and can be traced primarily to the cash and short term investments.

Total current liabilities of \$595,523 at August 31, 1978 are \$169,640 greater than last year. Notes payable of \$150,000 and increases in accounts payable represent the major reasons for this increase.

Total Unrestricted Funds of \$358,331 compares to \$626,918 last year, and represents a decrease of \$268,587 in this fund. Again this decrease can be traced to our worsened cash position as well as the substantial deficit in operations we are facing in 1977-78.

Reserve Funds include the Funded Reserve which totals \$350,145 at August 31, 1978, and compares favorably with the balance in this fund at the end of August last year of \$325,829. The Building Expansion Reserve balance at August 31, 1978 is \$261,664, which represents a gain from last year of nearly \$11,000. Both reserve funds have benefited this year from improved interest rates on investments.

The total of all funds, or Net Assets, at August 31, 1978 amounted to \$970,141, compared with \$1,203,416 last year.

Respectfully submitted,

MERALD T. ENSTAD
Treasurer

KIWANIS INTERNATIONAL
 STATEMENT OF FINANCIAL POSITION
 AUGUST 31, 1978

UNRESTRICTED FUNDS:	<u>1 9 7 8</u>	<u>1 9 7 7</u>
CURRENT ASSETS:		
Cash	\$ 85,259	\$ 123,241
Short Term Investments	-0-	100,000
Accounts Receivable	351,593	367,526
Inventories	328,303	312,529
Prepaid Expenses	48,152	23,642
Unexpired Insurance	9,330	6,183
Deferred Compensation	<u>36,400</u>	<u>35,400</u>
Total Current Assets	<u>859,027</u>	<u>968,521</u>
CURRENT LIABILITIES:		
Accounts Payable	122,636	106,085
Accruals	46,761	46,233
Amount Due Reserve	15,030	23,088
Deferred Income	224,696	215,077
Deferred Compensation	36,400	35,400
Notes Payable	<u>150,000</u>	<u>-0-</u>
Total Current Liabilities	<u>595,523</u>	<u>425,883</u>
Working Capital	<u>263,504</u>	<u>542,638</u>
OTHER ASSETS:		
Deposits	52,700	41,650
Advances	<u>42,127</u>	<u>42,630</u>
	<u>94,827</u>	<u>84,280</u>
Total--Unrestricted Funds	<u>358,331</u>	<u>626,918</u>
RESERVED FUNDS:		
Funded	350,145	325,829
Building Expansion	261,664	250,668
Kiwanis International Bldg.	<u>1</u>	<u>1</u>
Total--All Funds (Net Assets)	<u>\$970,141</u>	<u>\$1,203,416</u>

REPORT OF THE COMMITTEE ON FINANCE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
September 25-28 and October 1, 1978

Date of Committee Meeting: September 25, 1978

Place of Meeting: Past Presidents Room

Present: Members: Merald T. Enstad, Dwight F. Gallivan
Chairman: Egon Kuzmany
Staff Members: Robert G. Kavanagh, R. P. Merridew
Other: Eugene C. Sturgeon of Touche Ross & Co.

The quarterly financial statements for Key Club and Circle K were reviewed, found in order, and approved. Key Club projected income for the year ended September 30, 1978 is \$288,882, compared with \$244,764 last year. This is a gain of \$44,000, and can be attributed to a \$10,500 increase in membership dues, \$32,000 in convention registration fees, and \$1,500 in interest income. Expenses at September 30, 1978 of \$272,618 are approximately \$35,600 higher than in 1977. Operating expenses are up \$12,000 and convention expenses have also increased by \$23,600. The excess of income over expense at September 30, 1978 is projected to be \$16,264 compared with only \$9,769 last year, or an overall gain of \$6,495.

Circle K total income at year end amounted to \$110,928, compared with \$89,535 in 1977. Sponsorship fees have increased by \$8,000, and convention income is up about \$13,400 this year. Operating expenses are up \$4,000, as are convention expenses by \$8,400, compared with last year. Total expenses of \$93,487 are about \$12,400 higher this year than in 1977.

The contingent expense reports for the Secretary and Associate Secretary were reviewed, found in order, and approved.

With the retirement of Associate Secretary L. A. Hapgood, and the resignation of Richard A. Misch, Director of Membership and Personnel, it is necessary for changes to be made on the list of authorized check signers. Secretary R. P. Merridew suggests that Director of Executive Services William H. Jepson be authorized to sign all checks, and Director of Administrative Services William A. Brown be authorized to countersign on operational checks.

Recommendation #1

The Committee recommends that William H. Jepson be added to the list of those authorized to sign all checks, and William A. Brown be added to the list of those authorized to counter-sign on operational checks.

I move that recommendation 1 be adopted.

(adopted)

The financial statements for the month of August and the eleven month period ended August 31, 1978 were reviewed, found in order, and approved. Attached to this report is a summary statement of budget and actual income and expense for the eleven months ended August 31, 1978 and 1977.

Total income for this period amounts to \$3,994,626 and represents a \$27,513 favorable variance compared with budget to date. On the positive side, Magazine Advertising is running \$30,000 ahead of budget projections for this period, and "Other" income which includes over \$11,500 from the Benson Fruit Cake Company, also adds to the plus side of the income budget. Life Member Status income is lagging behind budget by \$24,828, and the convention registration fees are \$30,096 less than budget. However, the convention operation is offset somewhat by a favorable variance in the "Monday Night" ticket sale income, which shows \$14,073 in excess of budget at August 31, 1978.

The expense total \$4,116,479 at August 31, 1978, which represents an unfavorable variance to budget of \$234,371 for this period. All department budgets have been exceeded at this point, with the exception of convention, which is \$16,688 less than budgeted for the eleventh month. On the bottom line, expenses exceed income by \$121,853, for the period ending August 31, 1978.

The Committee reviewed new formats for financial reporting submitted by our new auditing firm Touche Ross & Company. Attached to this report is a copy of this reporting style, which presents a second view of financial reporting for the period ending August 31, 1978. We are proposing, that beginning with the September 1978 report, this format be used as well as the present format for a 12-month comparison of the two formats. As you can see, this format uses a pyramiding effect, presenting summarized material on the top pages, followed by more detail.

The Committee discussed a proposal to re-evaluate the functional reporting now used, to relate it to the Board Committee responsible. It was considered that some re-alignment of the Board Committee and General Office functions might be necessary to accomplish this task.

The Committee also reviewed a new budgeting technique which calls for greater definition of each line item, the establishment of budget priorities, and describes the time of year the item is to be expended. The Committee requests Staff to adopt this method of budgeting in preparation of the 1979-80 budget.

The Committee reviewed, found in order, and approved a proposed budget of income and expense applicable to the joint operation of the Kiwanis International-Europe office in Zurich. This budget calls for total income of 211,000 Swiss Francs, and expense of 274,500 Swiss Francs. This would allow for an excess of expense over income of 63,500 Swiss Francs. Converted to U.S. dollars at an estimated rate of 1.80, this would be a deficit applicable to Kiwanis International of \$35,278. The budget for 1978-79 allows for a \$37,976 excess of expense over income from European operations.

Respectfully submitted,

MERALD T. ENSTAD
DWIGHT F. GALLIVAN
EGON KUZMANY, Chairman

PERIOD ENDED

AUGUST

31

1978 & 1977

	% of Budget To Date 1977-78	Budget To Date 1977-78	Actual 1977-78	Variance Favorable (Unfavorable)	Actual 1976-77
INCOME:					
Dues - General	91.66	\$ 1,251,159	\$ 1,254,662	\$ 3,503	\$ 1,176,780
Dues - Overseas Extension	91.66	257,565	257,583	18	246,413
Charter Fees	87.00	34,800	36,380	1,580	27,472
Interest	91.66	41,247	46,826	5,579	42,774
Liability Insurance (net)	100.00	13,000	25,869	12,869	2,502
Life Membership	84.00	113,400	88,572	(24,828)	78,519
Processing Fees	96.00	225,600	221,296	(4,304)	208,231
Magazine Subscriptions	91.66	755,576	755,903	327	748,974
Magazine Advertising	90.00	189,000	219,066	30,066	171,626
Gross Profit-Sale of Supplies	97.00	611,100	613,129	2,029	617,203
Convention Registration Fees	100.00	430,500	400,404	(30,096)	357,229
Convention Dues	.00	-0-	-0-	-0-	66,564
Convention Ticket Sales	100.00	35,000	49,073	14,073	14,902
Mailers	91.66	9,166	10,535	1,369	11,028
Other	.00	-0-	15,328	15,328	2,244

Total Income

3,967,113

3,994,626

27,513

3,772,461

EXPENSES:

Board-Council-Comm. Admin.	88.00	356,650	402,293	(45,643)	350,692
Executive	91.00	222,753	233,186	(10,433)	214,441
Office Management	90.00	104,204	134,190	(29,986)	111,816
Public Relations	92.00	82,732	83,678	(946)	78,431
Overseas Extension	84.00	208,396	244,202	(35,806)	222,117
Field Service	90.00	402,689	412,168	(9,479)	357,971
Records & Data Processing	90.00	162,738	165,730	(2,992)	132,477
Program Development-Club Serv.	92.00	225,111	245,148	(20,037)	230,477
Circle K	116.00	49,595	59,617	(10,022)	44,089
Key Clubs	97.00	61,944	71,930	(9,986)	53,932
Bureau of Accounts	92.00	67,143	90,596	(23,453)	75,505
Publications	93.00	156,089	176,154	(20,065)	148,891
Magazine	90.77	943,218	958,804	(15,586)	868,769
Supplies	91.00	403,702	420,327	(16,625)	390,691
Convention	97.84	435,144	418,456	16,688	369,179

Total Expenses

3,882,108

4,116,479

(234,371)

3,649,478

EXCESS OF INCOME OVER EXPENSES

\$ 85,005

\$(121,853)

\$(206,858)

\$ 122,983

KIWANIS INTERNATIONAL

INCOME & EXPENSE

MONTH OF AUGUST 1978

	1978		1977	
	<u>Income</u>	<u>Expense</u>	<u>Net Income</u>	<u>Net Income</u>
MEMBERSHIP ACTIVITIES (Page 3)	\$ 176,772	\$ 178,286	\$ (1,514)	\$ 28,388
MAGAZINE (Page 5)	98,535	106,845	(8,310)	454
SUPPLIES (Page 7)	75,004	37,750	37,254	38,842
CONVENTION (Page 9)	<u>415</u>	<u>10,069</u>	<u>(9,654)</u>	<u>(11,506)</u>
TOTAL ACTUAL	350,726	332,950	17,776	56,178
BUDGET	<u>341,361</u>	<u>307,602</u>	<u>33,759</u>	<u>89,462</u>
VARIANCE-FAVORABLE (UNFAVORABLE)	\$ <u>9,365</u>	\$ <u>(25,348)</u>	\$ <u>(15,983)</u>	\$ <u>(33,284)</u>

KIWANIS INTERNATIONAL
INCOME & EXPENSE
YEAR TO DATE AUGUST 1978

	1978		1977	
	<u>Income</u>	<u>Expense</u>	<u>Net Income</u>	<u>Net Income</u>
MEMBERSHIP ACTIVITIES (Page 4)	\$1,957,051	\$2,318,891	\$(361,840)	\$(224,876)
MAGAZINE (Page 6)	974,968	958,804	16,164	51,831
SUPPLIES (Page 8)	613,129	420,327	192,802	226,512
CONVENTION (Page 10)	<u>449,477</u>	<u>418,456</u>	<u>31,021</u>	<u>69,516</u>
TOTAL ACTUAL	3,994,625	4,116,478	(121,853)	122,983
BUDGET	<u>3,967,113</u>	<u>3,882,108</u>	<u>85,008</u>	<u>123,644</u>
VARIANCE-FAVORABLE (UNFAVORABLE)	<u>\$ 27,512</u>	<u>\$(234,370)</u>	<u>\$(206,858)</u>	<u>\$(661)</u>

MEMBERSHIP ACTIVITIES

INCOME & EXPENSE

MONTH OF AUGUST 1978

	1978			1977
	Actual	Budget	Favorable (Unfavorable) Variance	Actual
<u>INCOME:</u>				
Dues-General	\$ 122,313	\$ 113,705	\$ 8,608	\$ 107,729
Dues-Overseas	23,417	23,408	9	22,042
Charter Fees	2,650	4,000	(1,350)	3,400
Interest	3,750	3,749	1	5,580
Liability Insurance (Net)	474	-0-	474	(3)
Life Membership	13,975	20,250	(6,275)	19,125
Membership Fees	9,049	16,450	(7,401)	14,978
Mailers	1,219	833	386	129
Other	(75)	-0-	(75)	-0-
Total Income	<u>176,772</u>	<u>182,395</u>	<u>(5,623)</u>	<u>172,980</u>
<u>EXPENSES:</u>				
Board-Council-Comm. Adm.	26,699	20,264	(6,435)	18,643
Executive	14,649	17,135	2,486	14,894
Office Management	17,441	9,263	(8,178)	10,009
Public Relations	8,144	8,993	849	7,364
Extension	34,743	27,290	(7,453)	27,227
Field Service	40,706	35,795	(4,911)	32,425
Data Processing	15,403	10,849	(4,554)	12,653
Program Development	25,554	22,022	(3,532)	20,729
Circle K	9,519	6,413	(3,106)	4,966
Key Club	(26,024)	(31,930)	(5,906)	(26,202)
Bureau of Accounts	8,223	5,839	(2,384)	7,767
Publication	3,229	16,783	13,554	14,117
Total Expenses	<u>178,286</u>	<u>148,716</u>	<u>(29,570)</u>	<u>144,592</u>
Net Income (Expense)	<u>\$ (1,514)</u>	<u>\$ 33,679</u>	<u>\$ (35,193)</u>	<u>\$ 28,388</u>

MEMBERSHIP ACTIVITIES

INCOME & EXPENSE

YEAR TO DATE AUGUST 1978

	1978		1977
	Actual	Budget	Actual
INCOME:			
Dues-General	\$1,254,662	\$1,251,159	\$1,176,780
Dues-Overseas	257,583	257,565	246,413
Charter Fees	36,380	34,800	27,472
Interest	46,826	41,247	42,774
Liability Insurance (Net)	25,869	13,000	2,502
Life Membership	88,572	113,400	78,519
Membership Fees	221,296	225,600	208,231
Mailers	10,535	9,166	11,028
Other	15,328	-0-	2,244
Total Income	<u>1,957,051</u>	<u>1,945,937</u>	<u>1,795,963</u>
EXPENSES:			
Board-Council-Comm. Adm.	402,293	356,650	350,692
Executive	233,186	222,753	214,441
Office Management	134,190	104,204	111,816
Public Relations	83,678	82,732	78,431
Extension	244,202	208,396	222,117
Field Service	412,168	402,689	357,971
Data Processing	165,730	162,738	132,477
Program Development	245,148	225,111	230,477
Circle K	59,617	49,595	44,089
Key Club	71,930	61,944	53,932
Bureau of Accounts	90,596	67,143	75,505
Publications	176,154	156,089	148,891
Total Expenses	<u>2,318,892</u>	<u>2,100,044</u>	<u>2,020,839</u>
Net Income (Expense)	<u>\$ (361,841)</u>	<u>\$ (154,107)</u>	<u>\$ (224,876)</u>

MAGAZINE
INCOME & EXPENSE
MONTH OF AUGUST 1978

	1978			1977
	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) <u>Variance</u>	<u>Actual</u>
INCOME:				
SUBSCRIPTION	\$ 71,744	\$ 68,666	\$ 3,078	\$ 69,950
ADVERTISING:				
OUTSIDE	25,957	20,000	5,957	22,599
SUPPLIES DEPARTMENT	<u>834</u>	<u>1,000</u>	<u>(166)</u>	<u>833</u>
TOTAL INCOME	<u>98,535</u>	<u>89,666</u>	<u>8,869</u>	<u>93,382</u>
EXPENSES:				
MAGAZINE	77,455	79,681	2,226	62,551
ADVERTISING	<u>29,390</u>	<u>27,164</u>	<u>(2,226)</u>	<u>30,377</u>
TOTAL EXPENSE	<u>106,845</u>	<u>106,845</u>	<u>-0-</u>	<u>92,928</u>
NET INCOME (EXPENSE)	<u><u>\$ (8,310)</u></u>	<u><u>\$(17,179)</u></u>	<u><u>\$ 8,869</u></u>	<u><u>\$ 454</u></u>

MAGAZINE
INCOME & EXPENSE
YEAR TO DATE AUGUST 1978

		1978		1977
	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) <u>Variance</u>	<u>Actual</u>
INCOME:				
SUBSCRIPTIONS	\$755,903	\$755,576	\$ 327	\$748,974
ADVERTISING:				
OUTSIDE	209,899	180,000	29,899	162,459
SUPPLIES DEPARTMENT	<u>9,167</u>	<u>9,000</u>	<u>167</u>	<u>9,167</u>
TOTAL INCOME	<u>974,969</u>	<u>944,576</u>	<u>30,393</u>	<u>920,600</u>
EXPENSES:				
MAGAZINE	684,269	725,115	40,846	642,237
ADVERTISING	<u>274,535</u>	<u>218,103</u>	<u>(56,432)</u>	<u>226,532</u>
TOTAL EXPENSE	<u>958,804</u>	<u>943,218</u>	<u>(15,586)</u>	<u>868,769</u>
NET INCOME	<u>\$ 16,165</u>	<u>\$ 1,358</u>	<u>\$ 14,807</u>	<u>\$ 51,831</u>

SUPPLIES
INCOME & EXPENSES
MONTH OF AUGUST 1978

		1978		1977
			Favorable (Unfavorable) Variance	
INCOME:	<u>Actual</u>	<u>Budget</u>		<u>Actual</u>
SALES	\$143,929	\$	\$	\$140,449
PROGRAM MATERIAL	<u>11,826</u>			<u>6,331</u>
TOTAL INCOME	155,755			146,780
COST OF SALES	<u>80,751</u>			<u>74,350</u>
GROSS PROFIT	75,004	69,300	5,704	72,430
Percent of Gross Profit	48.2%			49.3%
EXPENSES:	<u>37,750</u>	<u>35,490</u>	(2,260)	<u>33,588</u>
NET INCOME	<u>\$ 37,254</u>	<u>\$ 33,810</u>	<u>\$ 3,444</u>	<u>\$ 38,842</u>

SUPPLIES
INCOME & EXPENSE
YEAR TO DATE AUGUST 1978

	1978			1977
	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>Actual</u>
INCOME:				
SALES	\$1,237,313	\$	\$	\$1,148,845
PROGRAM MATERIALS	<u>118,635</u>			<u>100,502</u>
TOTAL INCOME	1,355,948			1,249,347
COST OF SALES	<u>742,819</u>			<u>632,144</u>
GROSS PROFIT	613,129	611,100	2,029	617,203
Percent of Gross Profit	45.2%		49.4%	
EXPENSES:	<u>420,327</u>	<u>403,702</u>	<u>(16,625)</u>	<u>390,691</u>
NET INCOME	<u>\$ 192,802</u>	<u>\$ 207,398</u>	<u>\$ (14,596)</u>	<u>\$ 226,512</u>

CONVENTION
INCOME & EXPENSE
MONTH OF AUGUST 1978

	1978			1977
	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) <u>Variance</u>	<u>Actual</u>
INCOME:				
REGISTRATION FEES	\$ 415	\$	\$ 415	\$ (160)
DUES	-0-			6,051
TICKET SALES	<u>-0-</u>			<u>(9,979)</u>
TOTAL INCOME	<u>415</u>		<u>415</u>	<u>(4,088)</u>
EXPENSES:				
CONVENTION	4,435	11,140	6,705	1,525
ADMINISTRATION	<u>5,634</u>	<u>5,849</u>	<u>215</u>	<u>5,893</u>
TOTAL EXPENSES	<u>10,069</u>	<u>16,989</u>	<u>6,920</u>	<u>7,418</u>
NET INCOME (EXPENSE)	<u><u>\$ (9,654)</u></u>	<u><u>\$ (16,989)</u></u>	<u><u>\$ 7,335</u></u>	<u><u>\$ (11,506)</u></u>

CONVENTION
INCOME & EXPENSE
YEAR TO DATE AUGUST 1978

	1978			1977
	<u>Actual</u>	<u>Budget</u>	Favorable (Unfavorable) <u>Variance</u>	<u>Actual</u>
INCOME:				
REGISTRATION FEES	\$400,404	\$430,500	\$(30,096)	\$357,229
DUES	-0-	-0-	-0-	66,564
TICKET SALES	<u>49,073</u>	<u>35,000</u>	<u>14,073</u>	<u>14,902</u>
TOTAL INCOME	<u>449,477</u>	<u>465,500</u>	<u>(16,023)</u>	<u>438,695</u>
EXPENSES:				
CONVENTION	349,975	367,637	17,662	305,494
ADMINISTRATION	<u>68,481</u>	<u>67,507</u>	<u>(974)</u>	<u>63,685</u>
TOTAL EXPENSES	<u>418,456</u>	<u>435,144</u>	<u>16,688</u>	<u>369,179</u>
NET INCOME	<u>\$ 31,021</u>	<u>\$ 30,356</u>	<u>\$ 665</u>	<u>\$ 69,516</u>

REPORT OF THE COMMITTEE OF PAST PRESIDENTS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
October 1, 1978

Date of Committee Meeting: September 27 and 28, 1978

Place of Committee Meeting: General Office, Chicago, Illinois

Present: Members - Lorin J. Badskey, Wes H. Bartlett, Reed C. Culp,
 Roy W. Davis, William M. Eagles, M.D.,
 Donald T. Forsythe, Harold M. Heimbaugh,
 T. R. Johnson, Edward C. Keefe, James M. Moler,
 Walter J. L. Ray, Donald B. Rice, Stanley E. Schneider,
 Charles A. Swain, Merle H. Tucker, Albert J. Tully,
 Robert F. Weber, I. R. Witthuhn, and O.E. Peterson
 (Honorary Member).

 Chairman - Ted R. Osborn

 Absent - H. Park Arnold, Don E. Engdahl, Fred G. McAlister, Q.C.,
 and J. O. Tally, Jr.

 Staff Member - William H. Jepson

The Committee of Past International Presidents held two sessions, from 2:00 P.M. to 5:00 P.M. on Wednesday, September 27, 1978 and from 8:30 A.M. to 12:00 noon on Thursday, September 28, 1978. Nineteen Past Presidents and Honorary Member O. E. Peterson were in attendance throughout both sessions. Past Presidents H. Park Arnold, Don E. Engdahl, Fred G. McAlister, Q.C. and J. O. Tally, Jr. were unable to attend the meeting, but Past President McAlister attended the 1978 Kiwanis International Council.

Following the call to order, the invocation was given by Secretary Emeritus O. E. Peterson.

Visit of the International President:

The Committee welcomed International President Hilmar L. "Bill" Solberg to its meeting, and he extended the greetings of the International Board of Trustees.

President Solberg commented that the 1978-79 Major Emphasis Program of Kiwanis International is being well received and the program's emphasis on children appeals to Kiwanians. He told the Committee that the 1978-79 Major Emphasis Program kits were mailed to all club presidents in late August, 1978. He stated his concern with membership growth and the need to retain current members and that he plans to have the Board consider incentive programs for club presidents to stimulate membership development efforts.

The President advised the Committee that the General Office staff had been asked to prepare a working paper on the administrative structure of Kiwanis; and that this paper was being presented to the Committee; and that the Committee's comments and suggestions were solicited by the Board.

President Solberg told the Committee that, effective October 1, 1978, Kiwanians in Europe would be paying \$8.00 in annual International dues to Kiwanis International; that it was time to consider a unified budget for Kiwanis International and Kiwanis International-Europe.

The President also advised the Committee that a study on General Office facilities is being undertaken and that the Committee's comments are important to the Board in conducting this study.

The President told the Committee that the Kiwanis Magazine ended 1977-78 with a surplus of \$16,000, but that a deficit of \$150,000 was anticipated in 1978-79 and a deficit of \$285,000 was anticipated in 1979-80. He noted that advertising rates had been increased; that the Magazine was being held to 48 pages per issue; but rising postal and paper costs are causing the projected deficits. He told the Committee that the Board considered the following alternatives in order to reduce the cost of the publication: (1) increase the annual subscription rate by \$1.50 per year per member, (2) send the publication in bulk to clubs, (3) reduce each issue to 24 pages and request a \$1.00 increase in the subscription rate, (4) reduce the number of issues, but this could result in a loss of over \$140,000 in advertising revenue, and (5) use lighter paper resulting in a savings of only \$4,200 per issue. He told the Committee that the Board Committee on Publications and Advertising felt that the proposals to reduce quality and number of issues could damage the publication and that a increase of \$1.50 in the subscription rate was recommended for presentation at the 1979 Toronto International Convention.

Visit of the President-elect:

The Committee then welcomed President-elect Mark A. Smith, Jr. to its meeting. The President-elect noted that he was concerned about the deficit in the 1977-78 budget and that new procedures for budget preparation and control are to be initiated.

He told the Committee that he would like to appoint a special advisory committee of Kiwanians who are 30 years of age and younger as a means of determining the interests and suggestions of younger Kiwanians, and he suggested that a Committee on Kiwanis Education needs to be appointed at the Board, district, and club level. He also told the Committee that he felt that new members of the Board should serve as representatives to overseas areas in order to develop more experience in overseas matters on the Board. The President-elect also noted that there is a concern for the length of time it takes to move from Trustee to President on the Board and for the expenses involved in running for the International Board. In this connection, he commented that there is a need to study the election procedures used at International Conventions and the problems inherent in specified representation on the Board.

The President-elect expressed his concern that some members of the General Office staff are not Kiwanians and that members of the staff need to be encouraged to join the organization and participate in its activities.

The President-elect commented that the procedures to select Annual Major Emphasis Programs is being changed and that he hoped that the 1979-80 program would be selected at the 1978 Council Board meeting so the new program could be included in the 1979-80 Club Presidents' Leadership Education Packages.

President-elect Smith commented that the budget for 1978-79 indicates a surplus of \$183,000 and that a dues increase should not be necessary for the next few years. He also told the Committee that he would like to see districts in North America have responsibility for working with districts overseas. He noted that such a plan could help reduce expenses for overseas operations and would help to effectively utilize Kiwanis manpower and talent.

Visit of the Immediate Past President:

Immediate Past President Maurice Gladman was welcomed to the Committee meeting, and he expressed his appreciation for the assistance of the Past Presidents during his term as President.

The Immediate Past President told the Committee that the budget for 1977-78 would show a deficit of approximately \$90,000 due mainly to the fact that expenses exceeded projections and that such items as postage increases, taxes, insurance, awards, and the contract with union maintenance people were unknown expense factors at the time the budget was formulated. He noted that services to Kiwanians and clubs could not be reduced to offset the deficit as the organization was expected to meet its obligations.

It was suggested by members of the Committee that Board Committees review related departmental budgets at each Board meeting and that Kiwanians be given more information on the organization's finances.

Immediate Past President Gladman also told the Committee that a unified budget was anticipated. He noted that in 1977-78 the goal for Life Member Status was 900, but that approximately 700 would be awarded and that 293 clubs outside of the United States and Canada had delinquencies amounting to \$49,320.

General Office Facilities:

The Committee had received a working paper on General Office Facilities and the Chairman of the Board Committee on Property and Supplies, Trustee Warren H. Edwards, was invited to discuss this study with the Committee.

Trustee Edwards told the Committee that his Board Committee is studying the future needs of the General Office and that under consideration is a plan for construction of an addition to the present facility; that consideration is also being given to renting additional space for use by such operations as the Supplies Department; and that

consideration is also being given to the selection of a new headquarters site, outside of the area or in the suburbs of Chicago. He noted that proposed additions to the present structure could cost \$1,500,000.

Members of the Committee commented that there was a need to catalog the services to the organization that the General Office should provide in considering future space requirements and that a self-sufficient supplies operation, in another location, could be feasible and would provide additional space in the present facility for other operating departments. In addition, members of the Committee expressed the opinion that the Board needed to make a decision on the four basic alternatives: (1) remain in the present facility and rent additional space for the supplies operation, (2) remain in the present facility and plan an addition, (3) relocate to a Chicago area suburb, or (4) move the General Office to a new location out of metropolitan Chicago. It was noted by members of the Committee that such factors as wages, transportation, accessibility, construction costs, and area services need careful examination in considering a new facility outside of the Chicago metropolitan area.

Administrative Structure of Kiwanis and its International Board:

The Committee received a working paper examining the administrative structure of Kiwanis International and its Board of Trustees and agreed that there was a need to carefully consider plans for worldwide organization.

Recommendation #1:

The Committee expresses its appreciation for receipt of the plan for the re-examination of the administrative structure of Kiwanis International and its International Board and commends it to further study by the Board and this Committee.

(see Summary of Minutes)

(NOTE: At the joint luncheon of the Board and the Committee, the Chairman announced that the President had appointed a special committee to study the administrative structure of the organization and its Board. The Committee is: Past President Moler, Chairman, and Past Presidents Davis, Johnson, Eagles and Tully, members.)

The Kiwanis Magazine:

The Committee discussed the Kiwanis Magazine and members indicated their concern that the quality of the publication be a primary consideration in all future planning. Committee members also expressed the opinion that it would be unwise to reduce the number of issues currently being sent to Kiwanians during an administrative year.

Recommendation #2:

The Committee recommends that the quality and the number of issues of the Kiwanis Magazine be maintained, and supports the proposal for an increase of \$1.50 in the Magazine subscription rate for consideration by the delegates to the 1979 Toronto International Convention.

Club Delinquencies:

The Committee reviewed a report on the delinquencies of Kiwanis clubs in seven districts outside of the United States and Canada, in the Caribbean area, and in non-districted areas. These 263 clubs have delinquent accounts, as of September 19, 1978, totaling \$49,320. It was noted that the International Board and the General Office staff were working to clear up these delinquencies, and it is anticipated that the situation will improve during 1978-79.

It was agreed that the Committee will be provided with an updated report on overseas club delinquencies prior to the next meeting during the 1979 Toronto International Convention.

Field Service Staff:

The Committee was informed that the 1977-78 budget for the Field Service Department was \$447,000 and that 415 new Kiwanis clubs had been chartered to date. The 1977-78 budget includes salaries of office staff and Field Service Representatives, employee pensions, telephone, postage and shipping, new club supplies, Bureau of Accounts and Office Management, miscellaneous, and other expenses related to the proper functioning of this department. It was noted that the Field Service Staff at the General Office and the Field Service Representatives use the majority of their time in new club building efforts and that accredited representatives are being used in the field.

Presentation of the Past Presidents at Conventions:

The Committee agreed that the procedure used at the 1978 Kiwanis International Convention to present the Past Presidents is undesirable. The Chairman appointed Past President Davis to meet with the International Secretary and the Board Committee on Convention to plan a more suitable presentation for the 1979 Toronto Convention. Past President Davis will report to the Committee at its next meeting.

Other Items:

It was noted that the President-elect has asked the Committee recommend one of its members to speak at the 1979 Council luncheon honoring the Past Presidents, but the Committee declined to do so. The Committee reaffirmed its June 23, 1978 recommendation that a member of the Committee be selected to speak at this event at the 1979 Kiwanis International Council.

The Committee agreed that Board studies and other major items should be provided to the Committee in advance of its meetings to allow the members ample time to prepare for discussions. The Committee requested that the General Office staff take every possible step to insure that all such material is provided in advance.

The Chairman noted that members of the Committee are invited to submit papers on any subject of Kiwanis in which they have an interest and these comments will be available to the Board, the Committee, and the General Office staff for future planning and discussions.

The Committee expressed its appreciation to the President, the Immediate Past President, and the President-elect for appearing before it and for the arrangements made for the Committee for the 1978 International Council. The Committee reaffirms its support of the Board and its sincere desire to assist the organization in every possible way.

TED R. OSBORN, Chairman

Summary
Meeting of the Board of Trustees
Kiwanis International Foundation

September 29, 1978

A meeting of the Board of Trustees of the Kiwanis International Foundation was held on Friday, September 29, 1978 in Consulate Rooms V-VII, Continental Plaza Hotel, Chicago, Illinois. This meeting was held in conjunction with the 1978 Kiwanis International Council Meeting.

Kiwanis International Foundation Board members present were: Harry S. Himmel, President; Charles A. Swain, Vice-President; Roy W. Davis, Secretary-Treasurer; and Trustees Maurice Gladman, W. Donald Goodfellow, Carl A. Heldt, John F. McMahon, A. Frederick Rosen, Mark A. Smith, Jr., and Hilmar L. Solberg.

Also present: R. P. Merridew, Secretary, Kiwanis International; L. A. Hapgood, Associate Secretary, Kiwanis International; John L. McGehee, Director of Public Relations, Kiwanis International; Robert G. Kavanaugh, Comptroller, Kiwanis International; and Gerald R. Jindra, Administrator, Kiwanis International Foundation.

- 1) President Himmel called the meeting to order at 11:15 A.M.
- 2) Due to the presence of William Lederer, Executive Director of the American Hearing Research Foundation and Dr. Terri McGee, Assistant Director of the Kiwanis International Foundation's Hearing Research Laboratory, the agenda was temporarily deferred to the item calling for a progress report on the Kiwanis International Foundation Hearing Research Project. Dr. McGee briefed the Board on the function of the laboratory, stating that its purpose was two-fold; a clinical facility for patient testing and a research facility to advance the state-of-the-art of hearing disorder research. Dr. McGee added that during 1978, 350 patients had received the benefit of the facility with a total of 970 over the past three years. Research expansion plans were explained, as well as case histories of patients helped by the facility. Dr. McGee concluded saying that the success of the facility would not have been possible without the financial assistance of the Kiwanis International Foundation.
- 3) President Himmel then returned to the scheduled agenda by welcoming the new members of the Board and guest members of the Staff of Kiwanis International.
- 4) The minutes of the June 25, 1978 Board Meeting were approved by the Board as submitted.
- 5) The final report of the 1978 Voluntary Birthday Gift Contribution Plan Campaign was reviewed, noting that as of July 31, 1978, \$188,785 had been received. The Board also was informed that 4,196 clubs had received the Banner Patch Award for contributing \$100.00 or more or which had contributed at least \$1.00 per member. Statistics on the Lieutenant Governors award program were reviewed as well as per capita contributions of the thirty United States and Canadian districts.

- 6) Plans for the 1979 Voluntary Birthday Gift Contribution Plan Campaign were reviewed through the presentation of a written Prospectus. The Prospectus noted that the goal of the campaign will be \$200,000 along with the plans for promotional mailings and other publicity. The Board also reviewed a copy of the 1979 Birthday Campaign brochure which focuses on the benefits local clubs receive from the projects of the Kiwanis International Foundation.
- 7) The various fund-raising programs of the Foundation were reviewed, along with a break-down of the total receipts for each during the 1977-78 year. Year-to-date contributions for each program were also reviewed.
- 8) The annual audit of the Foundation was reviewed, noting that the Balance Sheet reflected an increase in total assets of \$46,592, compared to last year. Total unrestricted income during the 1977-78 fiscal year was \$264,080, which was more than \$34,000 ahead of the year prior. Contributions were shown to be up \$25,000 and interest on investments was \$9,000 better than the year before.
- 9) "Rightstart-The Formative Years" Major Emphasis Program materials for 1978-79 were reviewed by the Board, noting appropriate credits to the Foundation. The Administrator pointed out that nearly 10,000 of the kits would be distributed to Kiwanis clubs as well as interested outside agencies and organizations. The Board noted that the materials were produced under a grant of \$13,000 from the Kiwanis International Foundation.
- 10) Materials for the 1979 International Leadership Seminar of the Hugh O'Brian Youth Foundation, printed under a grant of the Kiwanis International Foundation were examined. President Himmel informed the Board that a request from the Hugh O'Brian Youth Foundation was recently received requesting an additional grant of \$2,983.57. President Himmel explained that this was equal to the amount of the unused portion of the 1977-78 grant to the Hugh O'Brian Youth Foundation. Hugh O'Brian has stated that this amount was intended to defer the cost of his latest newsletter, but due to an error on the part of his former administrator, the printing job was not initiated prior to the end of the 1977-78 fiscal year of the Kiwanis International Foundation on July 31, 1978. The Board voted to deny this request for \$2,983.57 as the expense was incurred after July 31, after the close of said fiscal year. A grant of \$15,000 was approved at the June 25, 1978 Board Meeting of the Kiwanis International Foundation for the 1979 seminar of the Hugh O'Brian Youth Foundation.
- 11) The report on the 1978 Key Club International Freedom Leadership Seminar was reviewed. This report was submitted in writing by the Administrator of Key Club International. The report stated the attendance of 69 Key Clubbers and 5 adults. The seminar appeared to have been highly successful and well-received by those in attendance. It was stated that the Foundation will again receive substantial recognition from articles to appear in Kiwanis Magazine, Keynoter and news releases to district publications. Although this was the largest group ever in attendance at this meeting, the seminar will come in under the budgeted figure of \$7,500 for this Foundation project. Finally, letters of appreciation from several of the attendees were shared with each member of the Board.
- 12) Plans for the 1978 Circle K International Leadership Training Conference were then reviewed by the Board. This annual conference, made possible by a

\$7,000 allocation of the Foundation, will be held October 20-22. It was pointed out that latest projections indicate that the project will be accomplished well under budget.

- 13) A progress report was then made on current developments in the Rehabilitation and Therapy Center of the Kiwanis International Foundation in Manila, Philippines. Three letters along with their respective exhibits were examined by the Board. These three letters were from the Director of Development Resources of International Human Assistance Programs, Inc. in New York; Dr. Louis Connick, Director of Philippine Operations for International Human Assistance Programs; and Leonardo G. Manalastas, Chairman of the Dedication Committee for the Kiwanis International Foundation. The summary of each of their reports indicated a projected \$20,000 cost overrun for the establishment of the Rehabilitation and Therapy Center and related facilities. In order to insure the completion of the therapeutical and rehabilitation facilities within the original grant of \$37,000 by the Kiwanis International Foundation, the completing of doctors' offices, conference and storage rooms will be postponed. Kiwanis International President Gladman reported on his visit to the facility in July of 1978, and related the enthusiasm and positive support shown by the Philippine government and Kiwanis officials.
- 14) The September issue of the Kiwanis International Foundation Newsletter was examined, and the positive comments from Kiwanians were reflected by both President Himmel and Secretary-Treasurer Roy Davis. The September, 1978 issue was sent to all 1978-79 club presidents, secretaries, and district officers.
- 15) Foundation participation in the 1978 Kiwanis International Council was discussed. It was pointed out that President Himmel was to make two presentations; one on Friday to governors-designate and one to the third general session on Sunday. The later will include a special slide presentation on the current programs and projects of the Foundation. It was also pointed out that during the meeting, all district secretaries and governors for 1978-79 will receive a folder containing descriptions on all major programs and projects of the Foundation, including a copy of the 1979 Birthday Campaign Prospectus and brochure.
- 16) Finally, President Himmel, on behalf of the entire Board of Trustees of the Kiwanis International Foundation, presented Lawrence A. Hapgood with a plaque expressing the appreciation of the Foundation to Larry at the time of his retirement as Associate Secretary of Kiwanis International.

Respectfully submitted,

HARRY S. HIMMEL, President
Kiwanis International Foundation