

I N D E X

SUMMARY OF MINUTES

MEETING OF THE BOARD OF TRUSTEES

June 28-29, 1979

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SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

June 28-29, 1979

A meeting of the Board of Trustees of Kiwanis International was held at the Sheraton Centre, Toronto, Ontario, Canada, on June 28-29, 1979. 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. Report of the Secretary

Report of the Secretary is attached as Exhibit #2.

3. Approval of Summary of Minutes of Board Meeting, May 4-8, 1979

Voted, that the minutes of the meeting of May 4-8, 1979, be approved.

4. Consideration and 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
- Cancelled meetings

5. Report of Board Committees

Circle K

Chairman Merald T. Enstad presented the report of the committee. This is attached as Exhibit #3.

Recommendation 1. That the annual Circle K sponsorship fee be increased to \$135.00 effective with the 1979-80 administrative year.

Voted, that this recommendation be adopted.
(See Post-Convention Board Minutes)

Report received.

Convention

The report of the committee was presented by Chairman Allen M. Duffield. It is attached as Exhibit #4.

Recommendation 1. That a two-year contract be completed with Marvin Himmel & Associates under the terms recently submitted in his bid.

Voted, that this recommendation be adopted.

Report received.

Leadership and Council

Chairman Drew M. Petersen presented the report of the committee. This is attached as Exhibit #5.

Report received.

Membership Growth and Education

The report of the committee was presented by Chairman John T. Roberts, and it is attached as Exhibit #6.

Recommendation 1. That a Life Member Status luncheon badge be developed and the badge be offered as a supplies item.

Voted, that the recommendation be amended to provide that a Life Member Status luncheon badge be developed and the badge be sent as part of the package, effective October 1, 1979.

Voted, that this recommendation be adopted.

Recommendation 2. That the Membership Survey (Exhibit A) be distributed at the forum on "How to Run a Successful Club" and that they be collected at the end of the forum.

Voted, that this recommendation be adopted.

Report received.

New Club Building

Chairman C. E. Thurston presented the report of the committee. This is attached as Exhibit #7.

Recommendation 1. That the action of the Board of May, 1979, in regard to the Kiwanis Club of Dauphin, Manitoba, be rescinded, and that this club be restored to the list of active Kiwanis clubs.

Voted, that this recommendation be adopted.

Recommendation 2. That the Board direct staff to develop and follow a budget of expenses for field service representatives which will give the maximum savings while maintaining production.

Voted, that this recommendation be adopted.

Recommendation 3. That the Board direct staff to prepare a plan to allot to districts the number of accredited representatives allowed, based on the number of divisions in each district, with the total number of accredited representatives to be about 150.

Voted, that this recommendation be adopted.

Report received.

6. Report of the Treasurer

Merald T. Enstad presented the Report of the Treasurer. This is attached as Exhibit #8.

Report received.

7. Report of Finance Committee

Chairman Egon Kuzmany presented the report of the committee. It is attached as Exhibit #9.

Recommendation 1. That the accounts receivable balances as listed on Schedule A, totaling \$8,342.93, be written off.

Voted, that this recommendation be adopted.

Recommendation 2. The approval of the 1979-80 budget as presented, calling for an excess of income and surplus carryover expenses of \$75,136.

Voted, that this recommendation be adopted.

Report received.

8. Joint Meeting with Past International Presidents

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

9. Other Business

Pen Sets

Voted, that the blue leather pen set customarily provided for use of members of the Board at Board meetings be replaced with a redwood pen set.

Absence of the President

Voted, that Vice-President Stephen H. Hart preside during the temporary absence of the President while meeting with the Past Presidents.

Adjournment.

SUMMARY OF MINUTES

MEETING OF BOARD OF TRUSTEES

July 5, 1979

A post-convention meeting of the Board of Trustees of Kiwanis International was held at the Sheraton Centre, Toronto, Ontario, Canada, on July 5, 1979. 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: Frank J. DiNoto, Henry L. "Les" Myers, Jr., and Donald E. Williams, Trustees-Elect; Harry S. Himmel, President, Kiwanis International Foundation; Lorin J. Badskey, Wes H. Bartlett, Roy W. Davis, William M. Eagles, M.D., T. R. "Ted" Johnson, James M. Moler, Ted R. Osborn, Stanley E. Schneider, Albert J. Tully, and Robert F. Weber, Past International Presidents; R. P. Merridew, Secretary.

1. New Members of Board

President Solberg welcomed the new members of the Board: Frank J. DiNoto, Henry L. "Les" Myers, Jr. and Donald E. Williams.

2. Report of Committee of Past International Presidents

Chairman Ted R. Osborn presented the report of the Past Presidents Committee to the Board. It is attached as Exhibit #10.

Report received.

3. Report of Meeting of Board of Trustees of Kiwanis International Foundation

Harry S. Himmel, President of Kiwanis International Foundation, presented a report of the meeting of the Board of Trustees of the Foundation. This is attached as Exhibit #11.

Report received.

President Himmel expressed his pleasure at having had the opportunity to serve the Foundation as its President, and that he would be working closely with the new President of the Foundation on its behalf.

4. Comments from Past Presidents

President Solberg called upon the Past Presidents for any remarks they wished to make, and comments were received from: Lorin J. Badskey, Wes H. Bartlett, Roy W. Davis, William M. Eagles, M.D., T. R. "Ted" Johnson, James M. Moler, Ted R. Osborn, Stanley E. Schneider, Albert J. Tully, and Robert F. Weber.

5. Comments from Retiring Board Members

Retiring Trustee Dwight F. Gallivan and Vice-President Stephen H. Hart, Jr. commented briefly.

6. Comments from Immediate Past President

Immediate Past International President Maurice Gladman indicated what a tremendous experience he has had as a member of the Board and commented briefly on what he felt lay ahead for Kiwanis.

7. Completion of Work of 1978-79 Board

Budget Request of Selection Committee

Immediate Past President Gladman reported that the Committee on Selection of a replacement of the Secretary was progressing in its work but that there will be some expense involved not only in connection with the possibility of a special meeting of the Committee but also in connection with bringing in five or six people for interviews. He stated that the Committee would like approval to expend, if necessary, \$4,000.00 from the budget set aside for this purpose for next year.

Voted, that this request be approved.

Processing Fee for 1979-80

Chairman Egon Kuzmany of the Finance Committee reported that the Finance Committee had reviewed a report looking at future years' financial operations. In order to keep pace with the recent dues and magazine subscription increases, the Committee has studied the current rate of processing new members and believes that an adjustment in the new member processing fee from \$5.00 to \$7.00 at the start of the 1979-80 administrative year is needed.

Voted, that the new member processing fee be increased to \$7.00, effective October 1, 1979.

Guidelines for Overseas Travel Ticketing

It was agreed that each member of the Board would assume the responsibility for his overseas traveling ticketing.

Annual Circle K Sponsorship Fee

Chairman Merald T. Enstad of the Circle K Committee reported that after discussing with members of Circle K and administrators the increase in the annual Circle K sponsorship fee approved by the Board, to become effective with the 1979-80 administrative year, the Committee was of the opinion that further consideration should be given to this.

Voted, that the previous action of the Board in approving this increase at this time be rescinded.

Visit of Convention Committee to Proposed Convention Site

It was suggested that reconsideration be given to the previous action of the Board authorizing the Board Committee on Convention to visit a city bidding for a convention in addition to the visit of the professional staff before making a recommendation as to the convention site. Motion was made and seconded that this previous action be rescinded.

In the discussion it was pointed out that the purpose of the visit of the Board Committee would be to determine local Kiwanis support and not to assess the physical facilities, which would be the responsibility of the professional staff and for which the professional staff is better qualified.

Voted, that the previous action of the Board not be rescinded.
(9 members voted for not rescinding, 8 members voted for rescinding, and President Solberg voted for rescinding)

8. Appointments for 1979-80 Administrative Year

President-Designate Mark Smith called attention to appointments to Board Committees (Exhibit #12), to Representatives and Counselors to district conventions (Exhibit #13), and to the Calendar for 1979-80 Events (Exhibit #14).

9. Other Business

Request of President-Designate

President-Designate Mark Smith requested that the members of the Board make lists of the following items:

A list of what you personally would like to see Kiwanis do and be.

A priority list of the things Kiwanis now spends money for that you think are the most important.

A list of the cities you think the General Office should be located in, by priority, based on your present level of knowledge.

A list of the ten most important qualifications for Secretary of Kiwanis International.

A list of the ten club service activities or projects that Kiwanis participates in, to your knowledge, that you think are the most beneficial.

Board Policy re Visit of President-Designate to Zones 4 and 5.

Voted, that that portion of Board policy suggesting that the President-Designate visit Zones 4 and 5 be suspended for the year 1979-80.

Appreciation

That the minutes show appreciation to the office staff for an excellent job done at the convention, and also to the Convention Committee.

That the Board express its appreciation to President Bill for a well-run year and a job done beyond the call of duty.

10. Next Board Meeting

The next Board Meeting is scheduled for September 24-27, 1979.

Adjournment.

MESSAGE OF THE PRESIDENT
TO THE
INTERNATIONAL BOARD OF TRUSTEES

June 28, 1979

Our Board meetings at the International Convention are normally the last of the administrative year so this meeting today and the post-convention meeting next Thursday morning will constitute our last for the 1978-79 administrative year. Certainly much has been accomplished thus far this year but a great deal remains to be done. You have contributed immeasurably in bringing our efforts to fruition and I want to convey to each of you my sincere gratitude for your participation and your support. Let us continue to put forth our maximum effort during the remaining months of our administrative year.

PRESIDENTIAL VISITS During the time since our last Board meeting I have been completing all presidential visits to the thirty districts of North America. They were accomplished before the end of May and, without exception, they were well attended and, I honestly believe, highly productive. I had ample opportunity to meet with the district leadership and they also provided excellent exposure for Kiwanis and its service goals on radio, television and in the press.

RECOGNITION OF YOUTH ORGANIZATIONS Throughout my travels in North America I was able to visit all the headquarters of the various youth organizations with which Kiwanis clubs have been working closely through the years. At each organization I presented special plaques recognizing their service to youth in cooperation with Kiwanis. In May I visited the headquarters of Boys Clubs of America and Girl Scouts of America in New York. Earlier in the year I presented plaques to Boy Scouts, Future Farmers of America, 4-H, and Campfire Girls. In all cases we were warmly welcomed and it was a privilege to assure these fine organizations of the continued cooperation of Kiwanis clubs at the local level.

KIWANIS INTERNATIONAL-EUROPE Arlene and I have just returned from a most interesting and beneficial trip to Europe and the Middle East. In England I presented the Kiwanis Club of Welwyn with its charter. This is the fourth club in the United Kingdom. I was impressed with the quality of its membership and predict it will be a good base for further growth.

Next I attended the meeting of the KI-E Board of Trustees and very much appreciated the good working relationship we have with the KI-E leadership. Egon Kuzmany and I will report more fully on the KI-E Board actions to the appropriate Board committees. At the KI-E

Convention in Innsbruck, Austria, which was well attended and run, I had the privilege of giving one of the major addresses. As the representative of the International organization, I was most graciously received and the delegate body was very positive in its actions in regard to the world organization. All Board members will be sent a report on the KI-E Convention as soon as it is available from the Zurich office. During my time in Innsbruck I also made my official visit to the Austria-Germany District, which sponsored a special banquet for this occasion.

Next was an official visit to the Kiwanis Club of Amman, Jordan, where Arlene and I were most hospitably received. I was impressed by the continued good progress of this club, despite its isolation from other clubs.

We then went to Athens where I chartered the first Kiwanis club in Greece. It is a fine club with strong, prestigious members.

Our official visit to the Norden District was next on our itinerary. I feel our visit did much to increase the enthusiasm of the Kiwanians there and to help cement the bonds between the district and the international organization. We had the privilege of chartering a new club in Askim just outside Oslo.

Our official visit to the Icelandic District was most rewarding and we were reminded of the fact that Iceland has the highest ratio of Kiwanians to its total population in the world. We thoroughly enjoyed this, the last stop on our trip.

This year is the first in which the International President has paid official visits to European districts. I can say without reservation that this has been a most successful innovation.

ASIA-PACIFIC CONFERENCE On July 20, Arlene and I leave for our official visits to the Japan, Republic of China, and Philippine Districts. In Japan I expect to discuss with the district leadership how we can obtain long overdue growth. We shall attend the Asia-Pacific Conference in Taichung, Taiwan, from July 23 to 26. According to the last reports from the Republic of China District, they expect attendance at the conference of as many as 1,000 Kiwanians and their ladies. Indications are that it will be a meaningful and useful Kiwanis event.

GROWTH Throughout this administrative year I have emphasized our continuing need to work on membership growth and new club building, since these provide the manpower which is the lifeblood of Kiwanis. Our membership growth has now taken us well past the 300,000 mark in all classes of membership---an achievement of which we can all be proud. Our new club building has been moving along in good style but has not kept pace with last year's recordbreaking totals to date. May and June were extremely good months for new club building last year. Now it behooves all of us on this board and every one of our district governors to come up with a much

faster pace in new club building during the three months left to us. I know we can accomplish that goal and assure you that I'll be using every device at my disposal to help do so. I know I can count on you and the districts you counsel to do likewise.

SPONSORED YOUTH

Both Key Club and Circle K are enjoying good growth in membership, clubs, and dues income. In both organizations their international leadership merits our warm compliments on a job well done. This is also reflected in their plans for their international conventions. The men and women of Circle K and Key Club continue to be a source of pride and joy to all of us.

BUILDING SITE COMMITTEE

At the last meeting of this Board it was decided that I should name a special committee to study the best location for the General Office in both the near and distant future. As you know, I have appointed Ray Lansford, Merald Enstad, Johnny Roberts, and Past International Presidents Roy Davis and Ted Osborn to that committee, with Ray serving as Chairman. I have asked them to include in their deliberations the possibility of staying right where we are at 101 East Erie after we see the results of the professional survey on use of our present office space which was authorized at our last meeting. In addition, of course, they will be looking at potential sites both in and outside of the Chicago area.

STUDY ON KIWANIS INTERNATIONAL STRUCTURE

We are all most appreciative of the work done to date by the Special Committee on Kiwanis International Structure, as reported by Chairman Jim Moler at our May meeting. In that excellent report Chairman Jim indicated he would send us more detailed information on potential regions. We have received that material and it is my hope that further progress in this area can be made during this meeting of the Board and of the Past International Presidents.

TORONTO CONVENTION

It has been most gratifying during the past several weeks to see the rising total of advance registrations for the Kiwanis International Convention which begins this Sunday. If we do not experience a sharp increase in cancellations because of the gasoline emergency in the United States, there is a strong possibility that our total adult registration figures will exceed those of all previous conventions. We are certainly deeply indebted to the leadership at all levels, and especially our host committee chairman, Jack Wadland, and his fellow members of the Eastern Canada and the Caribbean District, for the achievement of this splendid attendance record. We are looking forward to what promises to be a highly rewarding convention experience.

APPRECIATION

As I make this---my last report to the Board---I am well aware of how much I owe to each of you for the fine cooperation and continued support you have given me. I am most grateful to you. A large responsibility rests on the shoulders of this governing Board of Kiwanis

International in meeting the challenges that face a service organization such as ours. Your input has been effective and I know each of you will continue to serve to the best of your ability in making Kiwanis grow in every area of the world in the months remaining to us.

Truly it has been a most cherished privilege to serve with all of you as your president. I am grateful for your friendship and particularly for the true spirit of cooperation in meeting the problems that came before this Board.

My year as president was made infinitely more effective and enjoyable through the fine effort and invaluable assistance of Secretary Reg and his very devoted staff. My sincere thanks to all. Now, as we look to next year, I want to wish the very best for President-elect Mark and his team and want to assure you, Mark, of my complete cooperation.

HILMAR L. "BILL" SOLBERG
President

TO THE
INTERNATIONAL BOARD OF TRUSTEES

June 28, 1979

The fifth Kiwanis International Convention to be held in Toronto is about to begin and, as so often happens when we come to this beautiful Canadian city, Kiwanians and their families are coming in record numbers. Excitement is running high and that is a tribute, not only to those particularly responsible for planning this convention, but especially to the efforts of President Bill and the members of this Board. I would like to take this last opportunity to congratulate the Board and, in behalf of the General Office Staff, to thank you for your complete and warm cooperation in working toward accomplishment of the goals set forth at the beginning of this year. Our special thanks to you, President Bill, for your dedication to Kiwanis and for the inspiration you and Arlene have provided all of us in showing how each of us can "Light Up A Life!" through our own promotion of "Rightstart -- The Formative Years," our 1978-79 major emphasis program.

Illness will keep several of our well loved past international presidents from being with us this year. Park Arnold is gravely ill and his beloved Mayme appreciates so much our calls and letters although she cannot hope to answer them all. Don Rice's doctor advises against his coming to convention this year so we shall certainly miss Don and Hazel. Don Engdahl had hoped to come but his doctor, too, advises against it. We shall certainly convey our regrets and the warm wishes of all of the official family to them after we return home from this convention.

CONVENTION HIGHLIGHTS Advance registration figures for the week ending June 22 reveal the fact that sixteen districts have exceeded their quota with four more within five percent or less of that goal. With 7,631 men registered and 5,953 women, the total of 13,584 has exceeded the total quota for all districts, which is 13,523. With only a net total of some 300 adult registrations needed to break the record, there would seem to be a strong possibility of doing so. Our principal concern, of course, is the possible adverse effect of the gasoline shortage in the United States although that has not had any noticeable effect at the time of the preparation of this report.

I was shocked when I received the personal telephone call from Bob Hope with the news that his trip to China had been delayed, making it impossible for him to be with us as planned on the night of July 2. We immediately determined which stars of fairly

comparable magnitude were available on such quick notice, then scheduled a telephone conference with the members of the Board Committee on Convention. Bill Cosby was their unanimous choice and, although he had subsequently been scheduled to serve as guest host on The Tonight Show on July 2nd, we were able to complete arrangements for him to be our Superstar. While it is too early to predict the effect on our presently "Sold Out" position, we hear very good reports of Cosby's acceptance by our conventioners and are optimistic about the final outcome.

MEMBERSHIP GROWTH The certified A.P.S. membership as of March 31, 1979 is 293,123, including 11,458 in Kiwanis International-Europe. On October 1, 1978 the certified A.P.S. figure was 289,362, including 10,273 in Kiwanis International-Europe. The gain in the first six months of this administrative year in certified A.P.S. membership is 3,761. Comparative membership gains to March 31 in recent years have been as follows: March, 1974---4,375; March, 1975---3,264; March, 1976---3,935; March, 1977---2,113; and March, 1978---5,184.

New member adds for the first six months were 29,420, compared to 29,081 in 1978. Eight districts reflected membership losses in the first six months as compared to five in the same period last year.

The trend A.P.S. membership figure as of May 31, 1979 is 297,310. This includes 11,458 members in Kiwanis International-Europe. Membership in all classes is 300,787. The new member adds for the period through May 31 reflect a monthly average of 4,948 for the first eight months.

We have reached a long-time goal in breaking the 300,000 barrier in all classes in the trend membership. Our new goal should be to break the 300,000 barrier in the A.P.S. certified membership. The potential and the clear challenge for the remaining months indicate the need for emphasis on (1) Promotion of new club building; (2) Growth in established clubs through strong, effective promotion of "Target 30," "The Diamond Award Program" and "President's Day;" and (3) Fully utilizing the "Save A Member" program to reduce deletions. Kiwanis leaders at all levels must continue their efforts in growth during the last months of this administrative year if we are to achieve our 1978-79 membership goals.

NEW CLUB BUILDING As of this report, the number of new clubs built in this administrative year is 266. This compares to 310 built in the same period in 1977-78 and 254 built to this date in 1976-77, a year which ended with a total of 383 clubs built. Last year 52 new clubs were organized in May and 35 in June. It will take that kind of new club building success during the next three months to bring the total for the year to our

goal of 504. The only districts which have not organized a new Kiwanis club this year are Japan and New Jersey.

Club building efforts are continuing in Senegal and Egypt, with the Dakar, Senegal Club scheduled for organization in July and the Cairo Club by September 1. Work is also progressing on the first club in Spain, so that these three new countries may well bring our total to 72 during this administrative year.

KEY CLUBS

The vital statistics for Key Club are very good, with growth in all areas. Paid membership totals 88,943 in 3,607 clubs, which compares well with last year's totals of 84,201 members in 3,596 clubs. 158 new clubs have been built during this year, compared to 140 at this time last year.

Plans for the Key Club International Convention in Washington, D.C., are progressing well. Advance registrations have been somewhat slow coming in with our latest report showing 2,247 persons registered, compared to 2,100 at the same time last year. However, we had not anticipated reaching the 2,600 record set last year.

CIRCLE K

Here, too, there is evidence of growth. Circle K membership totals 11,982 in 725 clubs, comparing well with a total at this time last year of 11,904 members in 682 clubs. The new club building pace is off to the degree that 64 new clubs have been built this year, compared to 81 a year ago.

Circle K International Administrator Mike Wujcik will be leaving our staff on June 30 to assume responsibility for an industrial magazine. The timing is most difficult, coming just before the Circle K International Convention to be held in Chicago in August. However, Bill Jepson, our Director of Executive Services and Sponsored Youth, has taken over the responsibilities of the administrator until a replacement can be found. This is especially true of the Circle K Convention for which final plans were made during the mid-June meeting of their Board and all are enthusiastic about the prospects for a fine convention at the new Chicago Marriott Hotel.

BUILDERS CLUBS

To date 303 Builders Clubs have been chartered with membership estimated to be slightly in excess of 7,000. 55 Builders Clubs have been reported as having been organized during this administrative year and, since many Builders Clubs organized in March and April are not reported until September, we expect to exceed or at least equal last year's total of 63 Builders Clubs by September 30.

In response to the suggestion of the Board Committee on Program Development it was decided that I should include slides of Builders Club activities in my report to this Convention. The response to a mailed request for slides for that purpose was minimal but I will be able to present a few slides and some interesting information on Builders Club activities.

KIWANIS INTERNATIONAL
FOUNDATION

Our good friend Harry Himmel completes ten years of dedicated service when he steps down as President of the Kiwanis International Foundation on July 31. He has led the Foundation to an annual fund raising success which established new highs every year. This year the Annual Birthday Campaign will be no exception, even though last year's record high was just over \$188,000. As this report is being prepared the total of \$199,486 has been contributed to the 1979 Birthday Campaign so that, when we all join in honoring President Harry next week, it will be with the knowledge that Kiwanians have again demonstrated their support of the Foundation, this time in excess of the \$200,000 mark.

LIABILITY INSURANCE

In January of last year we mounted a safety campaign among all clubs covered by our Legal Liability Insurance. This was designed to make clubs more safety conscious in the hope that we could avoid annual increases in premium costs. We are happy to report that our claim experience during the past year has been such that U.S.F. & G., carriers of our basic half-million-dollar insurance coverage, and The Adriatic, with whom we have the additional two-million-dollar umbrella policy, have renewed for another year at the same rate as this year. You will be interested in knowing that we have provided U.S.F. & G. with samples of our material which they requested for use with their other clients.

FINANCE

The heavy concentration of the efforts of Board Committees and appropriate staff during the May Board meeting certainly served to familiarize all concerned with our financial situation to a greater depth than in previous years. The financial statements for the first eight months of this administrative year indicate we are ahead of the budget. The magazine is helping the situation through the sale of more advertising than originally budgeted. Our good showing in convention operations will also contribute to an improvement in net income over the amount presently budgeted. The 1979-80 budget, as adjusted at the May Board meeting, will be presented by the Finance Committee for final approval at the appropriate time during this meeting.

Respectfully submitted,

R. P. "Reg" Merridew
International Secretary

GENERAL OFFICE ADMINISTRATIVE ACTION

June 28, 29, and July 1, 1979

- 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>
Amherst County, Virginia	21	9-21-77	4-30-79
Mecklenburg County, South Hill, Virginia	14	12-08-77	4-30-79
Fremont Valley, Fremont, Ohio	16	9-02-60	4-30-79
Tipp City, Ohio	13	3-30-65	4-30-79
Center Grove, Indiana	13	7-13-73	4-30-79
Plainfield-Prestwick, Indiana	20	11-30-77	4-30-79
Sierra Nevada, Tahoe, Nevada	9	9-02-70	5-31-79
Floyd, New Albany, Indiana	27	5-22-57	5-31-79
Harrodsburg, Kentucky	16	12-02-46	5-31-79
East Bellevue, Washington	23	3-07-61	5-31-79
Northwest, Portland, Oregon	15	6-22-78	5-31-79
Henderson, Kentucky	24	5-19-77	5-31-79

- b. Organization of new clubs:

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Tiaong, Quezon, Philippines	3-03-79	49
Venado, Tuerto, Santa Fe, Argentina	3-29-79	20
Cole Harbour-Westphal, Nova Scotia, Canada	4-17-79	26
Big Pine and Lower Keep, Florida	4-25-79	21
El Dorado, Bogota, Cundimarca, Colombia	4-25-79	20
Peng Hu, Taiwan, Republic of China	4-25-79	24
Canadian, Texas	4-26-79	21
Capital Centre, Landover, Maryland	4-30-79	23
Rosemont, Illinois	5-01-79	29
The Oaks, Sarasota County, Florida	5-01-79	22
Fremont Golden K, Nebraska	5-01-79	23
St. Peter, Minnesota	5-02-79	20
Forestdale, Alabama	5-02-79	20
Clarinda, Iowa	5-02-79	20
Round Valley, Springerville, Arizona	5-02-79	24
Orland Park, Illinois	5-03-79	21
Freeport-Golden K, Illinois	5-03-79	20
Downtown Albuquerque, New Mexico	5-03-79	21
West Homewood, Alabama	5-04-79	23
Washington Terrace, Utah	5-05-79	21
Barboursville, West Virginia	5-07-79	27
Heidelberg, Germany	5-07-79	20

<u>CLUB</u>	<u>DATE</u>	<u>MEMBERSHIP</u>
Titusville, Pennsylvania	5-09-79	28
Yerington, Nevada	5-09-79	20
Asker, Norway	5-09-79	22
Lewisburg, West Virginia	5-10-79	20
Fresno-Sunnyside, California	5-10-79	20
Bunkie, Louisiana	5-15-79	20
Lower Cape Cod, Eastham, Massachusetts	5-15-79	20
Pitalito, Huila, Colombia	5-15-79	24
Kee Lung, Chilug City, Taiwan, Republic of China	5-15-79	25
Pontchartrain, New Orleans, Louisiana	5-16-79	23
Howick, Auckland, New Zealand	5-16-79	22
Dexter-Sunrise, Maine	5-18-79	25
Maubeuge-Vauban, France	5-19-79	20
Meadows (The)-East Longmeadow, Massachusetts	5-21-79	20
Libano, Tolima, Colombia	5-21-79	30
Upland, Indiana	5-23-79	20
Weatherford, Texas	5-23-79	21
O'Henry, Golden K, Greensboro, North Carolina	5-24-79	22
Fort Worth-Sundown, Texas	5-24-79	23
South Dallas, Texas	5-29-79	29
Yorkville, Illinois	5-29-79	20
Safety Harbor, Florida	5-30-79	21
Armenia, Quindo, Colombia	5-30-79	25
Tunja, Boyaca, Colombia	5-30-79	20
Perry Hall, Maryland	5-31-79	21
Sweat Mountain, Rosewell, Georgia	6-04-79	20
Avon, Connecticut	6-04-79	20
Teays Valley, West Virginia	6-04-79	24
West Baton Rouge, Port Allen, Louisiana	6-05-79	20
Goshen, Maple City, Indiana	6-07-79	20

c. Change of Kiwanis Club names:

From Kiwanis Club of:

Henry County, Ga.
Lake Forest, Ill.
North Port Charlotte, Fla.

To Kiwanis Club of:

McDonough, Ga.
Lake Forest-Lake Bluff, Ill.
North Port, Fla.

d. Club Incorporations completed:

DeKalb County, Ga.
Douglas County, Douglasville, Ga.
Dubuque, West Side, Breakfast, Ia.
Falmouth, Jamaica
Ferndale, Wash.
Golden K-Foothills, Lakewood, Colo.
Hilltop, Virginia Beach, Va.
Jackson County, W. Va.
Metro-Thunder Bay, Ont.

Middlebury, Ind.
North Port, Fla.
Northumberland-Point Township, Pa.
North Utah County, Utah
Ridgely, Tenn.
Seminole Sunrise, Sanford, Fla.
Southlake, Clayton County, Ga.
St. Stephens, Hickory, N. C.

e. Circle K Clubs completed:

CIRCLE K CLUB

Boston University
West Texas State University
Radford University
Scottsdale Community College
Indiana University, Kokomo/Co-op
University of Central Florida
Reinhardt College
Marist College
Loyola College

KIWANIS SPONSOR

Rosalindale-West Roxbury, MA
Canyon, TX
Radford, VA
McCormick Ranch, Scottsdale, AZ
Kokomo-Sunrisers, IN
South Orlando, FL
Canton, GA
Poughkeepsie, NY
Baltimore City, MD

f. Key Clubs completed:

KEY CLUBS COMPLETED

Huntsville High School
R. L. Turner High School
Grafton Central High School
Lafayette High School
Tucker County High School
Violet Hill High School
Porter's Chapel Academy
Mazama High School
Yosemite Union High School
Rhinelanders High School
La Conner High School
Kern Valley High School
La Plata High School
Naperville Central High School
Anacostia Senior High School
New Utrecht High School
Bellingham High School
Miami Country Day High School
Escanaba Area High School
Lake Gibson Senior High School
Saint Rose High School
Central High School

KIWANIS SPONSOR

Huntsville-Morning, TX
Suburban Northwest, Dallas County, TX
Grafton, ND
Oxford, MS
Parsons, WV
Horseshoe Bend, AR
Vicksburg, MS
Klamath Falls, OR
Sierra, Oakhurst, CA
Rhinelanders, WI
La Conner, WA
Kern Valley, CA
La Plata, MD
Naperville, IL
Eastern Branch, Washington, D.C.
Bensonhurst & Bay Ridge, Brooklyn, NY
Bellingham-Kulshan, WA
Miami Shores, FL
Escanaba, MI
The Citrus Center, Lakeland, FL
Belmar, NJ
Memphis, TN

g. Incorporation of Kiwanis Club Foundations:

none

h. Cancelled meetings:

Kiwanis Club of Jackson, Mississippi - April 18, 1979
Kiwanis Club of North Miami Beach, Florida -
April 25, 1979

i. District Bylaws Amendments

none

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

June 29, 1979

Date of Committee Meeting: June 28, 1979

Place of Committee Meeting: Toronto, Ontario

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

The Circle K Sponsorship Fee, payable annually by sponsoring Kiwanis Club, is \$120.00 for the current 1978-79 administrative year. This fee was raised to \$120.00 from \$100.00 by action of the Board during its meeting in January, 1976, effective with the 1976-77 administrative year.

Inflation and the rising costs for printing, postage, labor, and materials indicates that there is a need to increase revenue for the operation of the Circle K Department of the General Office if proper service to Circle K Clubs and sponsoring Kiwanis Clubs is to be maintained. An increase in the Annual Circle K Sponsorship Fee is necessary.

The Committee believes that an increase of \$15.00 in the annual Circle K Sponsorship Fee would be modest and acceptable to sponsoring Kiwanis Clubs. Such an increase would provide approximately \$10,500 in additional revenue in the next administrative year and would help to reduce the subsidy necessary from Kiwanis International.

Recommendation #1:

The Committee Recommends that the Annual Circle K Sponsorship Fee be increased to \$135.00, effective with the 1979-80 administrative year.

I move that Recommendation 1 be adopted.

(Adopted but later rescinded - See Summary of
Post-Convention Board Minutes)

The Committee discussed the proposal that the subsidy of Kiwanis International to the Circle K Department each year cover particular areas of the department budget, such as: salaries of staff, salaries of non-staff, overtime and temporary help and employment fees, and allocation of expenses. The Committee

suggests that this proposal be referred to the 1979-80 Board Committee on Circle K Clubs and the General Office staff provided that Committee with specific information on these budget areas from the 1979-80 Circle K Department budget.

Respectfully submitted,

AUBREY E. IRBY
E. B. "Mac" MCKITRICK
MERALD T. ENSTAD, Chairman

TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

June 28-29 and July 1, 1979

Date of Committee Meeting: June 28, 1979

Place of Committee Meeting: Toronto, Ontario, Canada

Present: Members - Mark A. Smith, Jr., Drew Petersen, M.D.

Chairman - Allen M. Duffield

Staff - R. P. Merridew, James L. Lynn, Nancy Segall

I. Superstar Night

Due to Bob Hope's cancellation of his performance, Bill Cosby has been selected as the performer. Kiwanis International has gone on record as formally protesting Bob Hope's cancellation of his appearance for us within the 60-day guarantee clause contained in our contract with him. Kiwanis International believes that Mr. Hope has legal responsibility to reimburse Kiwanis International for losses and/or expenses incurred as a result of his cancellation within three weeks of his scheduled appearance in Toronto.

Cancellations for the Superstar Night show will be handled by refunding \$8.00 in Canadian funds, which is equivalent to \$7.00 in U.S. funds.

II. Printed Program

The committee suggested that next year's Official Program should list on the Map and Hotel page the hotels assigned to each district.

III. Stage Manager

The contract submitted by Marvin Himmel and Associates was reviewed.

Recommendation #1:

The Committee recommends that a two-year contract be completed with Marvin Himmel and Associates under the terms recently submitted in his bid.

I move that recommendation 1 be adopted.

(Adopted)

IV. Presentation of Flags

The Flags of the Kiwanis Nations will be presented in a new way this year. All flags, with the exception of the flags from the six countries which have joined Kiwanis since the last convention, will be in place on stage. The flags from the six new countries will be paraded across the stage.

V. Simultaneous Translation

Approximately 500 seats in Maple Leaf Gardens will be wired for simultaneous translation of French and Spanish.

Respectfully submitted,

Mark A. Smith, Jr.

Drew M. Petersen, M.D.

Allen M. Duffield, Chairman

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

June 29, 1979

Date of Committee Meeting: June 28, 1979

Place of Committee Meeting: Toronto, Ontario

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

The Fall Meeting of the International Council

The Committee's primary reason for meeting was to review the tentative Council program. We had not planned to provide the Board with a detailed agenda and have none for you, but we do want to briefly summarize some of the changes agreed upon at this point.

There will be no change in the length of Council. It will open at 1:30 on the afternoon of Friday, September 28; the closing feature will be the Au Revoir scheduled for 11:30 on Sunday morning, September 30.

Here are some changes we have tentatively agreed upon:

- (1) Recognizing that this will be the first Council which governors from all of the districts will be invited, we plan to open the Council with a presentation of the flags of all nations represented by members of the Council in attendance, followed by the singing of "The Star-Spangled Banner" as the only anthem and then an appropriate Kiwanis song,
- (2) The devotional period, scheduled the past two years for Friday, will be moved to Sunday morning and include an inspirational address by a visiting speaker already confirmed.
- (3) The overall theme of "Motivation-Communication-Problem Solving" will not be continued as determining the primary structure of our educational program, although all three topics will be incorporated within the broader subject range of the workshops.
- (4) A total of ten half-hour workshop topics will replace the three we have been using for several years. Each topic will be presented by a two-man team and then discussed under the leadership of a workshop presiding officer. Special attention will be given to topics which the governors themselves have already indicated to us as items of special importance to them. All topics will be covered in

approximately the same amount of time devoted to workshops in recent years.

- (4) A visiting speaker is confirmed as an inspirational speaker to open the general session on Saturday morning.
- (5) The address at the Saturday luncheon honoring the Past Presidents will be delivered by a member of the Committee of Past Presidents rather than the Immediate Past President.
- (6) The traditional public relations presentation on Sunday morning will be incorporated in the workshop discussions as will the traditional presentation on the year's Major Emphasis Program.
- (7) There will be a formal convening of the Council as the first program event on Sunday morning to conduct any business which should come before it and to hear brief reports from the meeting of the district secretaries and the meeting of the Committee of Past Presidents.

Although the format for such has not been finally determined, there will be selective scheduling of opportunities for International Committee Chairmen to meet with staff and/or Board committee chairmen and for governors, especially those who require the services of an interpreter, to have some discussions with the Council faculty regarding matters of special importance to them.

These are the primary changes we are planning, although they do not include all changes which will be introduced into the program.

The Committee learned that Governors Hofmann (Austria-Germany), Steiger (Switzerland-Liechtenstein), and Thompson (Australia) will not be in attendance at the Council meeting.

Site of the 1980 March Conference for Governors-elect

The Committee informally reconfirmed the Sheraton Plaza Hotel in Chicago as the facility to be used for next year's March Conference for Governors-elect.

Pilot for a Kiwanis Leadership Institute

In our May report, we approved in principle the pilot for a Kiwanis Leadership Institute recommended by Immediate Past Governor J. J. Johnston of the Pennsylvania District but did so subject to the approval of the Pennsylvania District leadership for 1979-80. That approval has not come about; and the Committee, therefore, cannot give further consideration to that specific proposal this year.

Soundsheet Recordings for Kiwanis Clubs

The Committee reviewed a proposal from Evatone Productions for the production of an album of "Soundsheets," consisting basically of five thin plastic sheets on which a total of up to fifty minutes of Kiwanis education or leadership education topics could be reproduced, somewhat in the manner they have been produced in the KET cassette series. The recordings would be played on standard turntables.

The Committee found the idea appealing but it has such reservations about the probability of selling the minimum quantity of albums (representing an initial cost to Kiwanis of nearly \$3,000) that it cannot at this time recommend the adoption of the plan. The Committee welcomed the information about the availability of this technique of instruction and education and believes that it may well have application in future development of Kiwanis resource material, perhaps in the long-range development of more extensive Kiwanis education materials currently being initiated.

Respectfully submitted,

STEPHEN H. HART, JR.
EGON KUZMANY
DREW M. PETERSEN, M.D.,
Chairman

REPORT OF BOARD COMMITTEE ON MEMBERSHIP GROWTH
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

June 28-29 and July 1, 1979

Date of Committee Meeting: June 28, 1979

Place of Committee Meeting: Elgin Room, Sheraton Centre, Toronto, Ontario

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

Chairman: John T. Roberts
Staff: William A. Brown

Life Member Status

The Board Committee reviewed the Life Member Status program and felt that there is a need for visible recognition for the individuals who have been granted Life Member Status.

Recommendation #1:

The Committee recommends that a Life Member Status luncheon badge be developed and the badge be ~~sent~~ **as part of the package**, effective October 1, 1979.

I move that recommendation 1 be adopted.

(Adopted)

Club President Survey

The Committee reviewed a proposed Membership Survey that would be distributed at the Forum on "How to Run a Successful Club" and it was the consensus of the Committee that this would provide important information for future Membership Growth Programs.

Recommendation #2:

The Committee recommends that the Membership Survey (Exhibit A) be distributed at the Forums on "How to Run a Successful Club" and that they be collected at the end of the forums.

I move that recommendation 2 be adopted.

(Adopted)

1979-80 Membership Growth Awards

The Committee discussed programs for the 1979-80 Administrative Year and if the results of the membership survey to be taken at the Forums on "How to Run a Successful Club"

show that certain awards programs would be strong motivators to have existing Kiwanis clubs achieve their diamond growth level by December 31 in the administrative year, or have a new club double its organizational membership within 90 days of their organizational date, the Committee is prepared to request of Staff to develop the awards that have previously been discussed by the Committee and for which funding has been included in the 1979-80 budget.

Review of New Program Material for the 1979-80 Administrative Year

The Committee was shown the Membership Award Lapel Pin display board that will be sent to the 1979-80 Governors, the District Secretaries, the International Board of Trustees, and the Field Service Representatives, that are to be used in the promotion of membership growth.

Director of Communications Percy Shue, at this time reviewed the current plans and outlined (Exhibit B) the proposed manual on Kiwanis Education. Percy will begin the writing of the manual after his return to the General Office, July 16, 1979, with anticipation of the rough draft being available for review by the Committee around the second week of August and that the first completed manuals would be available for distribution to the Kiwanis clubs about November 1 of the 1979-80 Administrative Year.

Review of Membership Statistics

The Board Committee reviewed the Trend Membership Figures and New Member Add Reports for the first eight months of this administrative year. These membership statistics show that the Trend Membership is 300,787.

1979-80 Proposed Budget

The Committee reviewed with Staff the 1979-80 proposed budget and, at this time, there are no recommendations.

Respectfully submitted,

STEPHEN H. HART, JR.
E. B. "MAC" MCKITRICK
C. E. "PETE" THURSTON, JR.
JOHN T. ROBERTS, Chairman

MEMBERSHIP DEVELOPMENT SURVEY
TORONTO - JULY 2, 1979

Please complete form and deposit in boxes at doors.

Check One
or More

1. If you were the Charter President of a New Kiwanis Club what would motivate you to double the number of members who were enrolled on Organization day in another 90 days?

- An award to me, as Club President (e.g., a unique pin)? _____
- An award to our new Club (e.g., distinctive, portable speaker's podium, with suitable engraved brass plate)? _____
- An award to our Club and to our sponsoring Club? _____
- Other (please specify) _____

2. As President-Elect of your Kiwanis Club, what would motivate you to achieve your DIAMOND GROWTH New Member Add Goal by December 31 (see reverse side)?

- An award for me, as Club President (e.g., belt buckle)? _____
- An award for our Club (e.g., special base for our bell, with an engraved brass plate on it for each year this is done)? _____
- Special International Convention recognition ("We Made It" button, special seating, etc.)? _____
- Other (please specify) _____

3. Would motivational factors be any different to achieve the DIAMOND GROWTH New Member Add Goal by April 30?

- Yes, in this way: _____
- No, there would be no difference. _____

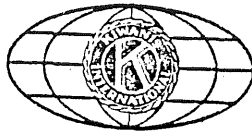
4. What help -- information -- material do you need from the Kiwanis office in Chicago to assist you in developing and implementing a plan for your club to reach the DIAMOND GROWTH New Member Add Goal?

- I need this: _____

Club Size: _____ Club Age: _____ Club Name (optional): _____

City, State/Province (optional): _____

By (optional): _____



DIAMOND GROWTH AWARD PROGRAM

Earn recognition for you and your club by reaching the New Member Add Goal shown below:

CLUB MEMBERSHIP OCTOBER 1

NEW MEMBER ADDITIONS FOR ADMINISTRATIVE YEAR

21 and under	7
22-30	8
31-40	10
41-50	12
51-60	15
61-70	18
71-80	21
81-90	24
91-100	27
101-120	30
121-150	35
151-200	40
201 and over	50

Recognition for your leadership in reaching your New Member Add Goal - a diamond in your Past President's or Distinguished President's pin, if you are able to qualify.

Recognition for your club in reaching their New Member Add Goal - A Diamond Growth Award Banner Patch.

There are two requirements necessary to qualify for this recognition. The club president or secretary must submit a letter with the following information:

- Give the certified (paid) membership of the club as of October 1, the beginning of the Administrative Year.
- The names of the new member additions to the club. These names must also be recorded in the Semi-annual Dues Statement as of September 30, the end of the Administrative Year.

Join the other Kiwanians from around the Kiwanis world who wear the "distinctive" Diamond Growth Award Pin. In doing so you will strengthen not only your club, but your division, district and Kiwanis International.

The appropriate Diamond Past President's or Diamond Distinguished President's pin for presidents who qualify will be sent after the end of the Administrative Year.

Send the above information to William A. Brown, Director, Administrative Services and Membership Growth, 101 East Erie Street, Chicago, Illinois 60611. On receipt and verification of this information the Diamond Growth Banner Patch will be forwarded immediately to the club for presentation.

Kiwanis Education Manual

Kiwanis Education

The Meaning of the Term

Planning and Organization for Kiwanis Education

Techniques and Procedures

The Membership at Large

Prospective Members

New Members

The Public

Resources

Available from Kiwanis International

Locally Developed

Exhibits

For dry copying (history of Kiwanis, bulletin shells, etc.)

For recopying (bulletin insert paragraphs, etc.)

For adaptation (club history, press release, etc.)

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

June 28-29, July 5, 1979

Date of Committee Meeting: June 28, 1979

Place of Committee Meeting: Sheraton Centre Hotel, Huron Room

Present: Members - Raymond W. Lansford, James B. Richard,
John T. Roberts
Chairman - C.E. "Pete" Thurston Jr.
Staff Members - R.P. Merridew, R.M. Detloff, Raymond G. Jeanes

1. Rescinding of Revocation Action regarding the Kiwanis Club
of Dauphin, , Manitoba, Canada

The Committee noted letters received from Governor George Bush of the Western Canada District and Lt. Governor Lou Vermette of Division 3 of that district requesting that the revocation of the Charter of the Kiwanis Club of Dauphin be rescinded. The Board revoked the Charter at its last meeting, since it had been on the non-meeting list for over a year. The letters noted that Lt. Governor Lou had mailed a letter to the General Office on April 25, indicating the club was functioning. Enclosed with the letter was also the payment of the outstanding dues, which arrived too late to note at that Board meeting. With these considerations in mind, the Committee recommends the following:

Recommendation #1:

The committee recommends that the action of the Board of May 1979, in regard to the Kiwanis Club of Dauphin, Manitoba, be rescinded, and that this club be restored to the list of active Kiwanis clubs.

I move that recommendation #1 be adopted.

(Adopted)

2. New Club Building Scoreboard

The Committee next reviewed the New Club Building Scoreboard of June 28 which is attached as Exhibit A. Note was made of the fact that the current total is 44 behind last year's total of new clubs organized at this time. At the same time the Committee realized that the potential exists for matching or surpassing last year's totals, based on the reports received from the governors and field service representatives.

So that this potential can be realized, the Committee strongly urges the District Counselors to stress new club building in their contacts with their districts.

The Committee also recommends that copies of the correspondence of the field service representatives to the governors and district New Club Building Chairmen be sent to the District Counselor to give him a better understanding of the situ-

ation regarding new club building in the district. The Committee also feels it would be good if arrangements could be made for the District Counselor to meet with the proper field service representative to discuss new club building during Convention and Council or other times when this is possible. The Committee encourages the Staff to make arrangements for this.

3. New Field Service Assignments

The Committee next studied the proposed district assignments for field service representatives for 1979-80 and decided that the assignments could be revised for greater coast effectiveness. Attached as Exhibit B is a new schedule of district assignments for field service representatives which the Committee suggests that the staff use.

4. Reduction of Field Service Expenses

A review was made of the travel and other expenses of the Field Service staff for last year. The Committee believes that with proper budgeting these expenses can be reduced significantly, perhaps even up to 100,000 dollars when combined with the savings realized from the retirement of field service representatives Charles Duffield and Fred Winebrenner. The Committee therefore presents:

Recommendation #2:

The committee recommends that the Board direct staff to develop and follow a budget of expenses for field service representatives which will give the maximum savings while maintaining production.

I move that recommendation #2 be adopted.

(Adopted)

5. Accredited Representative Program

In order to cut field service travel expenses, the Committee realizes that greater use will have to be made of accredited representatives in organizing clubs. In reviewing the current accredited representative program, it is evident that because so many are appointed in each district each year, it would be extremely difficult and expensive to properly train all of them. If the number of accredited representatives allowed in each district were limited by Kiwanis International, the status of the accredited representative would be enhanced and proper training would become feasible. Therefore the Committee makes the following recommendation:

Recommendation #3:

The committee recommends that the Board direct staff to prepare a plan to allot to districts the number of accredited representatives allowed, based on the number of divisions in each district, with the total number of accredited representatives to be about 150.

I move that recommendation #3 be adopted.

(Adopted)

6. Automobile expenses

Director of Extension Services Bob Detloff who is replacing Director Lonny Bryan during his illness, noted that he has received several requests from the Field Service staff that consideration be given to increasing the current allowance of 16 cents per mile for car expense. The Committee requests that staff make a study of what other companies and organizations are paying, and to give its findings to the next meeting of the Kiwanis International Board in October 1979, so that the Board can decide what action to take in this regard.

Respectfully submitted,

RAYMOND W. LANSFORD

JAMES B. RICHARD

JOHN T. ROBERTS

C. E. "PETE" THURSTON JR., CHAIRMAN

KIWANIS NEW CLUB BUILDING SCOREBOARD - 1978-79

DATE June 26, 1979

Exhibit A

<u>WORLDWIDE EAST</u>	<u>All Time High</u>	<u>Pledge</u>	<u>1978-79</u>	<u>1977-78</u>	<u>This Period</u>
ALABAMA	1976-77 13	6	10	9	0
CALIFORNIA	72-3 & 73-4 15	12	5	6	0
CAROLINAS	1974-75 23	10	10	11	0
EASTERN CANADA & THE CARIBBEAN	1955 18	15	8	9	0
FLORIDA	1977-78 24	20	12*	22	1
GEORGIA	1925 17	8	4	6	0
INDIANA	1921 21	12	9	7	0
KENTUCKY-TENNESSEE	1946 17	8	3*	3	0
MICHIGAN	1951 20	8	1	4	0
NEW ENGLAND	1977-78 16	10	8	9	0
NEW JERSEY	1922 & 23 15	10	0	4	0
NEW YORK	1958 25	20	5	10	0
OHIO	1921 32	11	4	7*	0
PENNSYLVANIA	1922 25	12	5	13	0
WEST VIRGINIA	1920 & 21 8	4	9##*	3*	0
KIWANIS INTERNATIONAL-EUROPE					
AUSTRIA-GERMANY	74-5 & 77-8 6	10	4*	5	0
BENELUX-FRANCE-MONACO	1977-78 21	15	19*	14	3
ICELAND	1975-76 6	3	3	1	0
ITALY	1976-77 7	6	5	2	1
NORDEN	75-6 & 76-7 6	8	4	1	0
SWITZERLAND-LIECHTENSTEIN	75-6 & 76-7 12	15	10*	6	2
Non-Districted	1977-78 2	5	2	1	0
AFRICA, CARIBBEAN AREA, & MIDDLE EAST (Non-Districted)	7		0	0	0

WORLDWIDE EAST (subtotal) 133 152 7

WORLDWIDE WEST

ANDEAN	1977-78 17	10	11	14	0
AUSTRALIA	1975-76 10	8	1*	2	0
CALIFORNIA-NEVADA-HAWAII	1975-76 32	30	4	8	0
ILLINOIS-EASTERN IOWA	1920 19	15	13	12	0
JAPAN	1970 2	5	0	0	0
KANSAS	1956 10	6	4	2	0
LOUISIANA-MISSISSIPPI-W. TENN.	1954 25	12	14	9	0
MINNESOTA-DAKOTAS	1922 17	6	5	4	1
MISSOURI-ARKANSAS	1964 26	12	6	8	0
MONTANA	1973-74 6	6	4	2	0
NEBRASKA-IOWA	1923 16	12	6	4	0
NEW ZEALAND	1977-78 11	8	2*	4	0
PACIFIC NORTHWEST	1947 35	25	7	16	0
PHILIPPINE LUZON	1976-77 20	15	10	8	1
PHILIPPINE SOUTH	1976-77 40	20	2	15	0
REPUBLIC OF CHINA	1977-78 4	8	8##	4	0
ROCKY MOUNTAIN	1953 11	6	1	5	0
SOUTHWEST	1975-76 17	10	9	6	0
TEXAS-OKLAHOMA	1972-73 38	40	17	18	1
UTAH-IDAHO	1973-74 10	5	3	4	0
WESTERN CANADA	1919 & 55 8	4	1	1	0
WISCONSIN-UPPER MICHIGAN	1977-78 18	10	2	12	1
AFRICA, ASIA-PACIFIC AREA, BRAZIL, & LATIN AMERICA		6	4	0	0

WORLDWIDE WEST (subtotal) 133 158 4

KIWANIS INTERNATIONAL 1977-78 438 TOTAL 266 310 11

* Includes joint sponsorship

THE REPUBLIC OF CHINA and WEST VIRGINIA HAVE SET ALL-TIME RECORDS!

DISTRICT ASSIGNMENTS

FIELD SERVICE REPRESENTATIVES

1979-80

Speegle Berry

California-Nevada-Hawaii
Southwest
Texas-Oklahoma
Louisiana-Mississippi-W. Tennessee

J. William Gephart

Alabama
Florida
Georgia
Kentucky-Tennessee

Lee. P. Riggin

Capital
Carolinas
New England
New Jersey
Pennsylvania

Richard S. Rowe

Michigan
New York
Ohio
West Virginia
Indiana

Jack E. Smith

Kansas
Pacific Northwest
Rocky Mountain
Utah-Idaho

R. Wayne Tooman

Illinois-Eastern Iowa
Wisconsin-Upper Michigan
Minnesota-Dakotas
Missouri-Arkansas
Nebraska-Iowa

REPORT OF THE TREASURER
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
JUNE 28-29 AND JULY 5, 1979

The Statement of Financial Position for Kiwanis International, as of May 31, 1979, includes Current Assets totaling \$1,839,176. Included in this total are Cash and Short Term Investments amounting to \$938,656, Accounts Receivable of \$389,831, Inventories maintained for the sale of club supplies of \$356,612, Prepaid Expenses of \$49,505, Deposits amounting to \$72,472, and Advances of \$32,100.

The Current Liabilities amount to \$1,158,858, and include Accounts Payable of \$184,780, Accruals of \$103,374, an amount due to the reserve funds of \$38,976, and Deferred Income of \$831,728.

Deducting Current Liabilities from Current Assets gives us a Working Capital of \$680,318 at May 31, 1979. Adding Fixed Assets of Land, Building, and Equipment of \$910,284 (net of Depreciation) we have a total Unrestricted Fund balance of \$1,590,602.

The total of the Reserve Funds is \$624,590, and includes the Funded Reserve of \$354,358, and the Building Expansion Reserve of \$270,232. The total of all funds or Net Assets amount to \$2,215,192 at May 31, 1979.

Respectfully Submitted,

Merald Enstad, Treasurer

KIWANIS INTERNATIONAL
STATEMENT OF FINANCIAL POSITIONS
MAY 31, 1979 & 1978

UNRESTRICTED FUNDS:	<u>1979</u>	<u>1978</u>
CURRENT ASSETS:		
CASH	\$ 313,656	\$338,710
SHORT TERM INVESTMENTS	625,000	400,000
ACCOUNTS RECEIVABLE (NET ALLOWANCES FOR DOUBTFUL ACCOUNTS OF \$30,000 - 1979)	389,831	357,310
INVENTORIES	356,612	359,190
PREPAID EXPENSES	49,505	22,727
PREPAID LIABILITY INSURANCE	-----	-----
DEPOSITS	72,472	40,731
ADVANCES	32,100	56,721
TOTAL CURRENT ASSETS	<u>1,839,176</u>	<u>1,575,389</u>
CURRENT LIABILITIES		
ACCOUNTS PAYABLE	184,780	186,163
ACCRUALS	103,374	59,161
AMOUNT DUE TO/(FROM) RESERVE	38,976	7,022
DEFERRED INCOME	831,728	684,291
TOTAL CURRENT LIABILITIES	<u>1,158,858</u>	<u>936,637</u>
WORKING CAPITAL	<u>680,318</u>	<u>638,752</u>
FIXED ASSETS:		
LAND, BUILDING, FURNITURE & EQUIP.	1,306,032	1
LESS: ACCUMULATED DEPRECIATION	395,748	0
TOTAL FIXED ASSETS	<u>910,284</u>	<u>1</u>
OTHER ASSETS:		
DEFERRED COMPENSATION	51,000	36,400
OTHER LIABILITIES:		
DEFERRED COMPENSATION	51,000	36,400
TOTAL UNRESTRICTED FUNDS	<u>1,590,602</u>	<u>638,753</u>
RESERVE FUNDS:		
FUNDED	354,358	340,656
BUILDING EXPANSION	270,232	259,903
TOTAL RESERVE FUNDS	<u>624,590</u>	<u>600,559</u>
TOTAL ALL FUNDS (NET ASSETS)	<u>\$2,215,192</u>	<u>\$1,239,312</u>

REPORT OF THE COMMITTEE ON FINANCE
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES
JUNE 28 - 29, JULY 5, 1979

Date of Committee Meeting: June 28, 1979

Place of Meeting: Kenora Room, Sheraton Centre, Toronto, Canada

Present: Members: Merald T. Enstad, Dwight F. Gallivan,
 Mark A. Smith, Jr.
 Chairman: Egon Kuzmany
 Staff Members: Robert G. Kavanagh, R.P. Merridew

At the May 1979 Board Meeting, charters of the clubs listed on schedule "A" were revoked. A review of these club accounts indicated outstanding balances due Kiwanis International of \$8,342.93, consisting of \$5,713.78 for dues, \$1,592.00 for Magazine Subscriptions, \$736.20 for Liability Insurance, \$77.95 in Supplies, and \$223.00 for processing fees.

Recommendation #1:

The Committee recommends that the accounts receivable balances as listed on schedule "A", totaling \$8,342.93 be written off.

I move that recommendation #1 be adopted.

(Adopted)

The Committee reviewed the financial statements for the Eight months ending May 31, 1979, found them in order, and they were approved. Total income for this period amounted to \$3,471,408, which is \$67,600 more than budget for the first eight months.

Expenses for the first eight months amount to \$3,129,991, which represents an unfavorable variance of \$35,606. The bottom line, or the excess of income over expenses amounted to \$341,417, which is ahead of eight month projections by \$31,994.

Preliminary projections for the year end surplus look very good at this time, especially considering the favorable showing of convention operations, and the year end surplus can now be expected to end up higher than budgeted. On this basis the committee feels that the expense incurred in sending Board Counselors to the remaining Overseas District conventions can be justified during the 1978-79 administrative year.

The final draft of the 1979-80 budget was reviewed, and found in order. This

Budget calls for an excess of income and surplus carryover over expense for 1979-80 of \$75,136.

Recommendation #2:

The committee recommends the approval of the 1979-80 budget as presented, calling for an excess of income and surplus carryover over expenses of \$75,136.

I move that recommendation #2 be adopted.

(Adopted)

Respectfully submitted,

MERALD T. ENSTAD
DWIGHT F. GALLIVAN
MARK A. SMITH, JR.
EGON KUZMANY, CHAIRMAN

WRITE-OFF ACCOUNTS RECEIVABLEMAY 8, 1979

CERRITOS-ARTESIA, CALIFORNIA	\$ 94.10
FIREBAUGH, CLAIFORNIA	63.00
GOLDEN K, FAYETTEVILLE, NORTH CAROLINA	100.50
BURLINGTON, ONTARIO, CANADA	224.10
GULF COAST, PANAMA CITY, FLORIDA	225.90
CAMILLA, GEORGIA	87.10
ROLLING MEADOWS, ILLINOIS	79.80
FISHERS, INDIANA	139.00
KEARNEY, MISSOURI	208.80
LAURIE, MISSOURI	117.00
STE. GENEVIEVE, MISSOURI	182.80
GREATER MALVERN, ARKANSAS	320.90
WEST MEMPHIS, ARKANSAS	3.20
HASTINGS, QUEEN CITY, NEBRASKA	51.30
IOWA GREAT LAKES, OKOBOJI, IOWA	102.60
BRANCH BROOK, BELLEVILLE, NEW JERSEY	33.50
GOLDEN K, BAYONNE, NEW JERSEY	463.45
GOLDEN K, NORTH BERGEN, NEW JERSEY	67.00
GOLDEN K, NORTH HUDSON, NEW JERSEY	212.80
LAWRENCE, NEW JERSEY	326.75
NORTH ARLINGTON, NEW JERSEY	214.00
NORTHERN VALLEY, CLOSTER, NEW JERSEY	72.00
PRINCETON, NEW JERSEY	109.90
LIVERPOOL, NEW YORK	70.30
CLINTON, OHIO	198.60
GARRETTSVILLE, OHIO	142.80
NORTH CANTON, OHIO	67.50
MONMOUTH AND INDEPENDENCE, OREGON	130.40
DES MOINES, WASHINGTON	76.00
GREEN RIVER-KENT, WASHINGTON	10.00
WAZZU WAKERS, PULLMAN, WASHINGTON	73.70
NORTHERN CAMBRIA COUNTY, PENNSYLVANIA	61.20
BISLIG DIWATA, SURIGAO DEL SUR, PHILIPPINE(SOUTH)	106.00
BAYAWAN, PHILIPPINE(SOUTH)	175.00
GUTHULNGAN, PHILIPPINE(SOUTH)	189.00
MANDAUE CITY, CEBU, PHILIPPINE(SOUTH)	455.28
SANTA CATALINA, PHILIPPINE(SOUTH)	201.00
SIAYAN, PHILIPPINE(SOUTH)	105.00
EL CAPITAN, KAYENTA, ARIZONA	150.90
SHONTO, ARIZONA	223.70
PECOS VALLEY, ROSWELL, NEW MEXICO	403.30
SUNRISE GALLUP, NEW MEXICO	135.00
EDNA, TEXAS	216.90
FRIONA, TEXAS	67.70
HURST, TEXAS	46.40
INGLESIDE, TEXAS	240.90
LEAGUE CITY, TEXAS	57.00
LOS FRESNOS, TEXAS	74.10
LA PLATA, ARGENTINA	<u>1,165.75</u>
TOTAL	<u>\$8,342.93</u>

KIWANIS INTERNATIONAL SUMMARY STATEMENT OF BUDGET & ACTUAL INCOME & EXPENSE
PERIOD ENDED MAY 31, 1979 & 1978

	1978-79 Annual Budget	% of Budget To Date 1978-79	Budget To Date 1978-79	Actual 1978-79	Variance Favorable (Unfavorable)	Actual 1977-78
<u>INCOME:</u>						
DUES-GENERAL	\$1,928,500	66.66	\$1,285,538	\$1,285,496	(42)	\$907,343
DUES-OVERSEAS EXTENSION	284,625	66.66	189,731	189,542	(189)	182,000
CHARTER FEES	40,000	64.00	25,600	22,490	(3,110)	26,010
INTEREST	47,000	66.66	31,330	43,069	11,739	29,688
LIABILITY INSURANCE (NET)	13,000	100.00	13,000	22,740	9,740	23,706
LIFE MEMBERSHIP	105,000	53.00	55,650	61,000	5,350	58,233
PROCESSING FEES	235,000	67.00	157,450	151,007	(6,443)	164,100
MAGAZINE SUBSCRIPTIONS	829,125	66.66	552,695	550,925	(1,770)	546,815
MAGAZINE ADVERTISING	242,000	67.00	162,140	186,057	23,917	162,833
GROSS PROFIT-SALE OF SUPPLIES	725,000	68.00	493,000	454,842	(38,158)	448,406
CONVENTION REGISTRATION FEES	442,500	85.00	376,125	412,696	36,571	352,637
CONVENTION DUES	0	.00	0	0	0	0
CONVENTION TICKET SALES	63,000	85.00	53,550	69,248	15,698	43,595
MAILERS	12,000	66.66	7,999	6,805	(1,194)	8,386
OTHER	0	.00	0	15,491	15,491	15,153
TOTAL INCOME	<u>4,966,750</u>		<u>3,403,808</u>	<u>3,471,408</u>	<u>67,600</u>	<u>2,968,905</u>
<u>EXPENSES:</u>						
BOARD-COUNCIL-COMM. ADM.	460,444	71.50	329,217	314,293	14,924	299,669
EXECUTIVE	291,469	70.00	204,028	186,330	17,698	176,561
OFFICE MANAGEMENT	126,834	63.00	79,905	102,744	(22,839)	94,279
PUBLIC RELATIONS	94,990	67.00	63,643	67,088	(3,445)	62,281
OVERSEAS EXTENSION	293,621	57.00	167,364	186,416	(19,052)	149,212
FIELD SERVICE	522,219	66.00	344,665	325,649	19,016	295,545
RECORDS & DATA PROCESSING	243,246	68.00	165,407	158,499	6,908	122,479
PROGRAM DEVELOPMENT-CLUB SERV	260,774	66.00	172,111	179,023	(6,912)	176,105
CIRCLE K	36,478	85.00	31,006	32,162	(1,156)	36,306
KEY CLUBS	15,734	126.00	19,825	48,534	(28,709)	78,734
BUREAU OF ACCOUNTS	118,327	66.00	78,096	89,866	(11,770)	61,273
PUBLICATIONS	198,704	68.00	135,119	155,624	(20,505)	122,156
MAGAZINE	1,238,458	67.24	832,738	843,629	(10,891)	710,836
SUPPLIES	495,143	67.00	331,746	325,282	6,464	314,201
CONVENTION	464,020	30.07	139,515	114,852	24,663	121,952
TOTAL EXPENSES	<u>4,860,461</u>		<u>3,094,385</u>	<u>3,129,991</u>	<u>(35,606)</u>	<u>2,821,589</u>
EXCESS OF INCOME OVER EXPENSES	<u>\$ 106,289</u>		<u>\$ 309,423</u>	<u>\$ 341,417</u>	<u>\$ 31,994</u>	<u>\$ 147,316</u>

REPORT OF THE COMMITTEE OF PAST PRESIDENTS
TO THE MEETING OF THE INTERNATIONAL BOARD OF TRUSTEES

July 5, 1979

Date of Committee Meeting: June 29, 1979

Place of Committee Meeting: Toronto, Ontario

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, Stanley E. Schneider, Charles A. Swain, Merle H. Tucker, Albert J. Tully, Robert F. Weber, I. R. Witthuhn, O. E. Peterson (Honorary Member).

Chairman - Ted R. Osborn

Absent - H. Park Arnold, Don E. Engdahl, Fred G. McAlister, Q.C., J. O. Tally, and Donald B. Rice

The Committee of Past International Presidents held two sessions, from 9:30 a.m., to 12:00 noon and from 1:30 p.m. to 3:30 p.m. Eighteen Past Presidents and Honorary Member O.E. Peterson were in attendance for both sessions. Past Presidents H. Park Arnold, Don E. Engdahl, Fred G. McAlister, Q.C., J.O. Tally, and Donald B. Rice were unable to attend, but Past President McAlister was expected to arrive prior to the opening of the Toronto International Convention.

Following the call to order, the invocation was given by Past President Badskey. The Minutes of the October, 1979 meeting were approved as submitted, and the agenda for this meeting was approved.

Visit of the International President

International President Hilmar L. "Bill" Solberg was welcomed by the Committee, and he extended greetings on behalf of the International Board of Trustees.

President Bill commented that his travels clearly indicate that Kiwanians throughout the world are vitally interested in service work and that Kiwanis Clubs in areas overseas are doing well. He noted that he had the pleasure of meeting with the King of Norway and the President of Iceland and the President of the United States. President Carter was well aware of the work being done by Kiwanians.

President Bill expressed his pleasure that Kiwanis International has reached the long-awaited goal of 300,000 members and that he hopes that New Club Building, now slightly behind last year, will increase during the remainder of this administrative year to reach expected goals.

President Bill asked for the support of the Past Presidents Committee in helping to insure that the proposed increase in the subscription rate of the Kiwanis Magazine is approved by the House of Delegates at the Toronto Convention. He noted that the District Governors were in favor of the proposed increase, but that we could not afford to be complacent. Members of the Committee suggested that the International Board be prepared if an amendment was offered to raise the subscription rate for the magazine by only \$1.

He stated his admiration for the work of the Special Committee on Kiwanis International Structure, chaired by Past President Moler, and he told the Committee that a special session of the International Board was scheduled for the 1979 Council meeting to discuss the Special Committee's recommendations.

The President indicated that the International Board was discussing the concept of sending members of the Board to overseas districts to relieve the International President of some of his travel load and to help familiarize the Board with overseas districts and clubs. He also stated that consideration is being given to the current practice of sending Board members to district mid-winter meetings and conferences as to whether the expense is justified.

The Committee expressed its concern as to how Board representation would be handled for the several overseas districts which have become accustomed to visits by the International President only. Some members of the Committee also commented that the International President speaks for the entire organization and the full Board, whereas individual members might express personal opinions not accurately representative of Board Policies.

Visit of the President-elect

The Committee welcomed the President-elect, Mark A. Smith, Jr. The President-elect invited members of the Committee to indicate which Board Committees they preferred to counsel during 1979-80, and he encouraged members of the Committee to offer their suggestions and comments at any time. He told the Committee that in 1979-80 there would be a new Board Committee on Kiwanis Education and that the Board Committee on Finance will become the Board Committee on Finance and Personnel.

The President-elect told the Committee he believes all Kiwanis districts should be treated equally and that he intends to send members of the International Board as official representatives to overseas districts. He indicated that visits of Board members to district mid-winter meetings and conferences will be eliminated in 1979-80 and that first-class air travel will also be curtailed. The President-elect stated that changes in these two areas would greatly reduce expenses.

President-elect Mark commented that Board travel to overseas districts will increase the overall knowledge of the Board and will help it to better administer the entire organization. He also noted that much could be learned from successful overseas districts.

Some members of the Committee expressed concern as to how travel to districts such as Australia, New Zealand, Philippine South and Philippine Luzon would be handled, and the President-elect indicated that, although these districts are close together, they are still different in a great many respects and merit separate representation.

The President-elect noted that the annual conventions of the districts in Europe are held at various times during the year, so scheduling members of the Board will not be difficult. He told the Committee it has been suggested that Kiwanis International-Europe hold its convention in conjunction with the 1981 New Orleans Convention.

President-elect Mark commented that he was reluctant to see any new districts formed at the present time and that no new district should be formed unless it has a sufficient number of well organized and active Kiwanis clubs with proper financial capabilities to handle district operations.

He explained that he was working toward associating non-districted clubs with established districts on a voluntary basis. All districts, worldwide, have been asked to accept association with non-districted clubs and they will provide assistance with new club building, Kiwanis education, training in addition to establishing close relationships at International Conventions.

He commented that the organization needed to do a better job in providing service to overseas Kiwanis clubs, especially those that are non-districted and that greater attention must be given to the problems involved in payment for dues and supplies.

He also told the Committee that the budget for the General Office Field Service Department was being revised toward a reduction of expenses. He commented that Field Service Representatives will be assigned to their own districts and those nearby and will work in a given district with the close cooperation of the District Governor.

He stated that approximately \$100,000 in savings could be realized by the Field Service Department through changes in staff and changes in scheduling of Field Service Representatives and by thorough advance planning of activities with the District Governors. He also noted that there are currently 374 Accredited Representatives listed by Kiwanis International and that he has asked each District Governor to submit six names to reduce this number and to concentrate on better training of selected Accredited Representatives.

Special Committee on Kiwanis International Structure

Past President Moler, Chairman of the Special Committee on Kiwanis International Structure, reviewed the recommendations of that Committee which had been provided to the Past Presidents Committee prior to this meeting.

Past President Tully told the Committee that while he supported the general plan offered by the Special Committee, he was not in favor of the Special Committee's suggestion that the Treasurer be selected by the

International Board, rather than being elected by the delegates to an International Convention. He also commented that he questioned the merits of the Special Committee's suggestion that the Immediate Past President no longer serve on the International Board as a voting, participating member. He stated that he believed that the elected office of Treasurer afforded an alternate approach toward the presidency rather than the single route afforded by the three Vice-Presidents suggested by the Special Committee. He also expressed concern that districts and clubs would quickly follow the pattern of dropping the Immediate Past Governor or Immediate Past President from district and club boards.

Past President Moler noted that the Special Committee's recommendation does not preclude a defeated candidate for Vice-President from running for office at another time and that the plan does not suggest any changes in the current qualifications for being a candidate for the International Board. He commented that the Treasurer could be elected by the Board from among its own members and could also serve as the Chairman of the Board Committee on Finance, but that these details are best decided upon by the International Board.

Members of the Committee expressed the opinion that the experience of the Immediate Past President was an asset to the International Board and that the organization makes a large investment in its Presidents. Past President Moler explained that the Special Committee did not mean to imply that the Immediate Past President would not be utilized by the Board, but that, under the Special Committee's suggestion, he would not need to participate in Board and Board Committee meetings and would be free to accept other necessary and meaningful assignments.

Recommendation #1:

The Committee recommends that the Immediate Past President should be retained on the International Board as an officer.

It was noted that if the term of International Trustee was set at two years rather than three, as suggested by the Special Committee, the length of time required to serve on the Board from Trustee through the presidency would also be reduced. Past President Moler commented that the Special Committee recommended three International Vice-Presidents as a means to provide all districts with greater opportunities to have candidates for higher elected office.

Recommendation #2:

The Past Presidents Committee commends the Special Committee on Kiwanis International Structure for its basic plan as presented. It is recommended that the International Board thoroughly review the alternatives regarding the number and titles of offices above the Trustee level.

Delinquent Overseas Kiwanis Clubs

Kiwanis International Comptroller Robert G. Kavanagh was asked by the Committee to comment on the delinquencies of Kiwanis clubs in overseas districts. He told the Committee that at the May, 1979, meeting of the International Board, it was decided that District Governors would be notified of any clubs in their districts which are delinquent in payment of International dues or supplies accounts of over 120 days and that some additional time would be given before services to these delinquent clubs are terminated. He also commented that efforts are being made to make it as easy as possible for overseas clubs to make payments to Kiwanis International.

It was explained that the \$5,472 shown for the Benelux-France-Monaco district is for supplies for the district which are being charged to the Kiwanis Club of Thuin, Belgium. There have been problems in collecting funds due by other clubs to this club so this account can be settled.

Special bank accounts are carried in the Philippines to which clubs in the Philippine districts can make payments for International dues and supplies, but there is a continuing problem of converting Philippine currency into U.S. dollars due to Philippine government restrictions. It was pointed out by members of the Committee that experience shows that people in the Philippines do not react to the usual statements and notices and that there is a tendency not to accept responsibility for the debts incurred by former district and club administrations.

International Convention Tours

Members of the Committee expressed their concern that special tours have been scheduled during the Toronto International Convention that conflict with convention sessions and other convention business that should have the attention of the delegates. The Committee noted the flyer on these tours in the official Toronto Convention registration packet with particular reference to those advertised for times that would interfere with attendance during the House of Delegates sessions. Concern was expressed for similar situations at the 1980 Anaheim and 1983 Vienna International Conventions.

Recommendation #3:

The Committee recommends that the International Board should discourage the promotion of tours for Kiwanians during International Convention sessions.

Future Convention Sites

The Committee expressed its deep concern over the implications involved when members of the International Board Committee on Convention visit a prospective International Convention site at the expense of the city being considered. The Committee expressed similar concern that the International Board, during its May 1979 meeting, approved the recommendation that if members of the Board Committee on Convention visit

future International Convention sites, it be done at the expense of Kiwanis International. It was felt that this responsibility is properly that of our well qualified convention manager.

Other Items

It was agreed that the agenda for the Committee's next meeting would contain: (1) an up-to-date report on the delinquencies of overseas Kiwanis Clubs, (2) a review of Field Service operations, (3) discussion on overseas district assignments for members of the International Board, and (4) additional information related to the recommendations of the Special Committee on Kiwanis International Structure.

The next meeting of the Past Presidents Committee will be held on Thursday, September 27, 1979, in Chicago, Illinois, in conjunction with the 1979 Kiwanis International Council.

The Committee expressed its appreciation to the President and the President-elect for appearing before it and the arrangements made for the Committee for the Toronto International Convention. The Committee also expressed its sincere desire to be of service to the International Board and the organization.

TED R. OSBORN, Chairman

SUMMARY

MEETING OF THE BOARD OF TRUSTEES
OF THE
KIWANIS INTERNATIONAL FOUNDATION

A meeting of the Board of Trustees of the Kiwanis International Foundation was called to order at 11 A.M. on July 1, 1979 in the Huron Room of the Sheraton Centre Hotel in conjunction with the 64th Annual Convention of Kiwanis International in Toronto, Ontario, Canada.

Kiwanis International Foundation Board members present were: Harry S. Himmel, President; Charles A. Swain, Vice-President; Roy W. Davis, Secretary-Treasurer; and Trustees W. Donald Goodfellow; Carl A. Heldt; John F. McMahon; A. Frederick Rosen; Mark A. Smith, Jr.; and Hilmar L. "Bill" Solberg. Trustee Maurice Gladman was absent.

Also present: R. P. Merridew, Secretary, Kiwanis International; John L. McGehee, Director of Public Relations; Robert G. Kavanagh, Comptroller; Gerald R. Jindra, Administrator of the Kiwanis International Foundation; Marshall W. McCann, Kiwanis International Foundation District Coordinator, Pacific Northwest District; and Ralph C. Keyes, Past Vice-President, Kiwanis International.

1) The scheduled agenda was altered to allow Dr. Jack Clemis, Chief Researcher, and Cynthia Sarno, Assistant Researcher, of the Kiwanis International Foundation Hearing Research Project at Mercy Hospital and Medical Center, Chicago, Illinois, to give a report on the current status and proposed future use of the laboratory and its enlarged facilities.

Dr. Clemis stated that the new computer system is now operational, and will provide a uniformity in testing and increase the potential of the laboratory. In addition, the laboratory will be moving into its larger quarters this Fall. Finally, Dr. Clemis announced that three scientific papers would be delivered in the Fall dealing with the research of the project. The written summary of the laboratory's usage was previously sent to the Board, showing types and number of patients tested. The geographical distribution of patients from January 1 to May 31 was: 118 from Illinois, 7 from Indiana, 2 from Ohio, 3 from Wisconsin and 2 from Iran.

Cynthia Sarno, M.A. then briefed the Board on a Special Infant Hearing Screening proposal which calls for local Kiwanis club participation through the purchase of portable new-born infant testing units. The units are designed to provide inexpensive screening tests to infants suspected of having a hearing loss. These units, costing about \$1500 each, would be purchased by local Kiwanis clubs for area hospitals equipped with centers for these high-risk infants. Children who score poorly on a Infant Screening Unit test (which registers physical response to audible stimulus) would then be referred to a laboratory similar to the Kiwanis International Foundation's which are located in many major cities.

A list of hospitals suitably equipped throughout the U.S. and Canada is to be furnished by Dr. Clemis. The listing will assist the Board when it gives the proposal further examination at its Council meeting.

The Board also approved payment of the final \$25,000 of the \$50,000 1978-79 grant to the American Hearing Research Foundation for the operation of the Hearing Research Project.

2) A report on the 1979 Birthday Campaign was given, noting that \$200,360 had been received as of Friday, June 29. The goal of the 1979 campaign is \$200,000. Campaign expenses for the current campaign have been \$18,154.39, as compared to \$18,400 in 1978. The Board also reviewed the current status of all other fund raising programs of the Foundation.

3) The Board then gave its approval to conduct a 1980 Voluntary Birthday Gift Contribution Plan Campaign.

4) Current financial statements of the Kiwanis International Foundation were reviewed for the ten months ended in May. In summary, total capital of the Foundation was noted to be \$703,356.44 as compared with \$613,893.07 at the end of the 1977-78 administrative year. Total additions to date amount to \$295,826 with an annual budget of \$194,884. Interest on investments is also running ahead of budget after ten months by a total of \$11,312. Both the report on the financial statements for 1978-79 and the proposed budget for 1979-80 were accepted to be placed on file.

5) The Estate Planning Program of the Kiwanis International Foundation was reviewed, including the article on Estate Planning which appeared in the April issue of KIWANIS Magazine, written by Roy W. Davis and A. Frederick Rosen. It was announced that a follow-up article will appear within the next few months. Trustee A. Frederick Rosen stated that he believed that the Foundation should begin making plans to employ a full-time Estate Planning professional. He reported that the cost of adding such an individual to the Staff would be regained after five years. Rosen stated that such a professional was needed to conduct workshops, seminars, develop literature and follow up with prospective donors. After much discussion, the Board requested that Secretary Reg Merridew and Staff conduct an investigation into the ramifications of creating this Staff position. The results of this report are to be discussed at the next meeting of the Board of Trustees of Kiwanis International. If found feasible, the concept will be brought before the Board of Trustees of the Kiwanis International Foundation.

6) The Board reviewed a request from the Hugh O'Brian Youth Foundation for a \$20,000 grant to support the printing and mailing of materials in support of their 1980 International Leadership Seminar Program. After much discussion, it was determined that in order to control the rising cost of grants, an amount not to exceed \$15,00 would be granted for the printing of materials only.

7) The Board then reviewed grant proposals from the Kiwanis Club of Mobile, Alabama (to sponsor an annual Kiwanis Cancer Fellowship in connection with their Cancer Clinic), and the National Council on the Aging (to fund production of a brochure). Both were determined to be not in compliance with Board policies relative to grants. Specifically, it was felt that neither had adequate national or international impact.

8) The Board reviewed and approved the necessary expenditures to secure Officers and Directors Liability and travel insurance for members of the Board and related Staff of the Kiwanis International Foundation.

9) It was reported that Harry S. Himmel, Charles A. Swain, and John F. McMahon are to retire from the Board of Trustees of the Kiwanis International Foundation, according to Bylaw provisions, on July 31, 1979. It was also announced that, according to Bylaw provisions, Ralph C. Keyes, Marshall W. McCann and Charles M. Roberts were selected by the Board of Trustees of Kiwanis International to serve on the Board of Trustees of the Kiwanis International Foundation.

The Board of Trustees of the Kiwanis International Foundation therefore elected those selected to serve as members of the Foundation Board for a two-year term. Roy W. Davis was also elected to serve his second two-year term as a member of the Foundation Board.

The Board elected the following individuals to serve as officers of the Kiwanis International Foundation for 1979-80: Roy W. Davis, President; A. Frederick Rosen, Vice-President; and Carl A. Heldt, Secretary-Treasurer.

10) Finally, the Board presented Charles A. Swain and John F. McMahon with special resolutions honoring their many years of service to the Kiwanis International Foundation. Charles A. "Nick" Swain was also presented with a plaque commemorating his sixteen years of service to the Kiwanis International Foundation as Trustee, Secretary and Vice-President. The Board also paid special tribute to Harry S. Himmel as he completed ten years of service as the President of the Kiwanis International Foundation.

The meeting was adjourned at 1:55 P.M.

Executive

Mark A. Smith, Jr., Chairman
Merald T. Enstad Drew M. Petersen, M.D.
Egon Kuzmany John T. Roberts
E. B. "Mac" McKittrick Hilmar L. "Bill" Solberg

Administration and Structure

Raymond W. Lansford, Chairman
E. B. "Mac" McKittrick
Henry L. "Les" Myers, Jr.

Correspondents: T. R. Johnson,
James M. Moler,
Ted R. Osborn

Circle K

Aubrey E. Irby, Chairman
John T. Roberts
Hilmar L. "Bill" Solberg

Correspondents: I. R. Witthuhn
Donald T. Forsythe

Convention

Drew M. Petersen, M.D., Chairman
Merald T. Enstad
Aubrey E. Irby

Correspondent: Harold M. Heimbaugh

Key Club

Merald T. Enstad, Chairman
James B. Richard
Donald E. Williams

Correspondent: Donald B. Rice

Laws and Policies

Hilmar L. "Bill" Solberg, Chairman
Warren H. Edwards
J. Stewart Wilson

Correspondent: Maurice Gladman

Leadership and Council

Egon Kuzmany, Chairman
Henry L. "Les" Myers, Jr.
Raymond W. Lansford
C. E. "Pete" Thurston, Jr.

Correspondents: Albert Tully

New Club Building

James B. Richard, Chairman
Allen M. Duffield
J. Stewart Wilson

Correspondent: Stanley E. Schneider

Finance and Personnel

E. B. "Mac" McKittrick, Chairman
Raymond W. Lansford
Drew M. Petersen, M.D.
Merald T. Enstad

Correspondents: Wes H. Bartlett,
Reed C. Culp, Roy W. Davis,
Walter J. L. Ray

Kiwanis Education

Donald E. Williams, Chairman
James B. Richard
Egon Kuzmany

Correspondent: Robert F. Weber

Overseas Extension

Allen M. Duffield, Chairman
Egon Kuzmany
Frank J. Di Noto

Correspondent: James M. Moler

Program Development

C. E. "Pete" Thurston, Jr., Chairman
E. B. "Mac" McKittrick
Frank J. Di Noto
John T. Roberts

Correspondent: William M. Eagles, M.D.

Property and Supplies

Albert L. Cox, Chairman
Drew M. Petersen, M.D.
Aubrey E. Irby

Correspondents: Charles A. Swain

Publications and Advertising

J. Stewart Wilson, Chairman
Warren H. Edwards
Albert L. Cox

Correspondent: Edward C. Keefe

Public Relations

John T. Roberts, Chairman
C. E. "Pete" Thurston, Jr.
Allen M. Duffield

Correspondent: Merle H. Tucker

Membership Growth

Warren H. Edwards, Chairman
Hilmar L. "Bill" Solberg
Albert L. Cox

Correspondent: Lorin J. Badskey

1979 District Convention

Exhibit 13
August 3, 1979

District	Convention City	Convention Dates	Date of Conv. Board Meeting	Representative
Nebraska-Iowa	Storm Lake, Iowa	5/18-20	5/18	J. Stewart Wilson
Philippine South	Davao City, Philippines	8/3-5		Egon Kuzmany
Texas-Oklahoma	Galveston, Texas	8/9-11	8/8	John T. Roberts
West Virginia	Morgantown, W. Va.	8/10-12	8/10	J. Stewart Wilson
Minnesota-Dakotas	Grand Forks, N.D.	8/10-12	8/9	Frank J. Di Noto
Western Canada	Saskatoon, Sask.	8/12-14	8/11	Henry L. "Les" Myers, Jr. (Al Cox taking Conv.)
Illinois-East. Iowa	Rosemont (O'Hare), Ill.	8/16-18	8/16	Warren H. Edwards
Montana	Havre, Montana	8/16-18	8/16	Raymond W. Lansford
New Jersey	Cherry Hill, N. J.	8/16-19	8/16	E. B. "Mac" McKittrick
Alabama	Gulf Shores, Ala.	8/17-19	8/16	James B. Richard
Carolinas	Fayetteville, N. C.	8/17-19	8/17	Henry L. "Les" Myers, Jr. (Frank J. DiNoto taking conv.)
Georgia	Savannah, Georgia	8/17-19	8/17	Egon Kuzmany
Indiana	Indianapolis, Indiana	8/17-19	8/17	Allen M. Duffield
Pacific Northwest	Springfield, Oregon	8/17-19	8/17	Aubrey E. Irby
Ohio	Toledo, Ohio	8/18-22	8/18	Drew M. Petersen, M.D.
E. Canada & Caribbean	Sault Ste. Marie, Ontario	8/19-22	8/18	C. E. "Pete" Thurston, Jr.
Calif-Nevada-Hawaii	San Diego, Calif.	8/23-25	8/22	Allen M. Duffield
Rocky Mountain	Durango, Colo.	8/23-26	8/23	Aubrey E. Irby

District	Convention City	Convention Dates	Date of Conv. Board Meeting	Representative
Australia	Adelaide, South Australia	8/24-26	8/23	Merald T. Enstad
Capital	Roanoke, Virginia	8/24-26	8/24	Drew M. Petersen, M.D.
Kansas	Hutchinson, Kansas	8/24-26	8/24	Frank J. Di Noto
La. -Miss. -W. Tenn.	Baton Rouge, Louisiana	8/24-26	8/24	Warren H. Edwards
Missouri-Arkansas	Jefferson City, Mo.	8/24-26	8/24	Albert L. Cox
Wis.-Upper Michigan	Madison, Wisconsin	8/24-26		Donald E. Williams
Andean	Bogota, Colombia	8/29-9/1	8/31	Drew M. Petersen, M.D.
Philippine Luzon	Baguio City, Philippines	8/30-9/1		E. B. "Mac" McKittrick
Florida	Orlando, Florida	9/6-9	9/6	James B. Richard
Michigan	Traverse City, Mich.	9/6-9	9/6	Raymond W. Lansford
New England	Bretton Woods, N.H.	9/6-8	9/6	Albert L. Cox
New Zealand	Rotorua, New Zealand	9/6-8	9/6	C. E. "Pete" Thurston, Jr.
Utah-Idaho	Pocatello, Idaho	9/6-9	9/6	Donald E. Williams
Republic of China	Hualien, R.O.C.	9/8-10		Aubrey E. Irby
Pennsylvania	Tamiment in the Poconos, Pa.	9/9-12	9/9	John T. Roberts
New York	Lake Placid, New York	9/13-16	9/13	C. E. "Pete" Thurston, Jr.
Kentucky-Tennessee	Louisville, Kentucky	9/14-16	9/14	Merald T. Enstad
Southwest	Flagstaff, Arizona	9/14-16	9/13	Egon Kuzmany

District Conventions - con't

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District	Convention City	Convention Dates	Date of Conv. Board Meeting	Representative
Japan		To be determined		Allen M. Duffield

KIWANIS INTERNATIONAL-EUROPE

Austria-Germany		1980 Convention		Albert L. Cox
Benelux-France-Monaco		1980 Convention		John T. Roberts
Iceland	Borgarfjordur, Iceland	8/17-19, 1979		J. Stewart Wilson
Italy		1980 Convention		Raymond W. Lansford
Norden	Oslo, Norway	9/7, 1979		Warren H. Edwards
Switzerland-Liechtenstein		1980 Convention		James B. Richard

Proposed Calendar for 1979-80

1979

July 5	Post-Convention Board Meeting, Toronto
July 5	Orientation of new Board Members, Toronto
July 8-11	Key Club International Convention, Washington, D.C.
July 23-26	Asia-Pacific Conference, Taichung, Taiwan, R.O.C.
July 27-29	Pre-Convention Planning Conference, Anaheim, California
Aug. 19-22	Circle K International Convention, Chicago, Illinois
Aug. 30-31	Key Club Board Meeting, Valley Forge, Pennsylvania
Aug. 31-Sept. 3	12th Annual Freedom Leadership Seminar, Freedom's Foundation at Valley Forge, Pennsylvania
Sept. 22	Rosh Hashanah
Sept. 24-27	Board Meeting, General Office
Sept. 28-30	International Council, Chicago, Illinois
Oct. 8	Thanksgiving Day in Canada
Oct. 13-14	KI-E Council, Board Meeting, Zurich, Switzerland
Oct. 19-21	Circle K Leadership Conference, Chicago, Illinois
Nov. 9 -11	Conference on Voluntary Action (CONOVACT) La Foret Camp, Colorado Springs, Colorado
Nov. 14-17	Service Club Leaders Conference, Thornhill, Ontario
Nov. 22	Thanksgiving Day
Dec. 29-Jan. 1	Tournament of Roses and Rose Bowl Pre-events, Pasadena, California

1980

Jan. 1	Rose Bowl
Jan. 3-4	1st Regional Conference for Governors, Phoenix, Arizona
Jan. 4-6	Circle K Board Meeting, Chicago, Illinois
Jan. 22	Detroit No. 1 Birthday Celebration
Jan. 22-23	2nd Regional Conference for Governors, Detroit, Michigan
Jan. 26-30	Board Meeting, General Office
Feb. 8-9	3rd Regional Conference for Governors, Atlanta, Georgia
Feb. 23-25	Key Club Board Meeting, Chicago, Illinois
Mar. 4-5	4th Regional Conference for Governors, Vancouver, British Columbia
Mar. 21-23	Achievement Committee Meeting, General Office
Mar. 26-29	Conference for Governors-elect, Chicago, Illinois
Mar. 30	Palm Sunday
April 1	Passover
April 6	Easter Sunday
April 8-10	District Secretaries Meeting, Chicago, Illinois

1980 (con't.)

April 23-25	Resolutions Committee Meeting, General Office
April 25-29	Board Meeting, General Office
June 13-15	Kiwanis International-Europe Convention, Monaco
June 13-15	Circle K Board Meeting, Chicago, Illinois
June 19-21	Pre-Convention Board Meeting, Anaheim
June 22-25	65th Annual Convention of Kiwanis International, Anaheim
June 26	Post-Convention Board Meeting, Anaheim
June 29-July 2	Key Club International Convention, San Diego, California
Aug. 17-20	Circle K International Convention, Phoenix, Arizona

NOTE: 1980 Asia-Pacific Conference to be decided